



City of Springfield  
Oregon  
Adopted Budget  
Fiscal Year 2011/12



125th Anniversary Mural, Downtown Springfield



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**CITY OF SPRINGFIELD**  
**Adopted Budget – FY12**

Christine L. Lundberg  
Mayor

Members of the Budget Committee

**Council Members:**

**Ward**

**Public Members:**

Sean Van Gordon	1	Chris Stole
Hillary Wylie	2	Terry Buck
Sheri Moore	3	Pat Mahoney
Dave Ralston	4	Garold Ropp
Marilee Woodrow	5	Ken Hutchison
Joe Pishioneri	6	Paul Selby

Gino Grimaldi  
City Manager

Jeff Towery  
Assistant City Manager

**City Executive Team**

Bob Duey	-	Finance Director
Robert Everett	-	Library Director
Rod Lathrop	-	Information Technology Director
Niel Laudati	-	Community Relations Manager
Randy Groves	-	Fire Chief
Jerry Smith	-	Chief of Police
Greta Utecht	-	Human Resources Director

July 2011

## Acknowledgments

Special thanks go to the following individuals for their assistance with the compilation of the FY12 Adopted Budget Document.

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Additional appreciation goes to support staff, who have assisted the department budget coordinators.

# Our Organizational Values Statement

## Passion \* Integrity \* Results

### *Passion for our community*

We are dedicated to providing exceptional service. We listen carefully and respond to the needs and expectations of our customers and our community. Each of us plays an important role in serving the community and making our city a great place to live and work. We encourage creativity and innovation as we constantly seek to improve our services and to enhance the quality of life in our community. At Springfield, each individual makes a difference.

### *Integrity in our work*

We are professional and honest in our working relationships. We strive for equity and fairness in our decision making and in our treatment of one another. We honor our commitments. We hold ourselves accountable to the highest ethical and performance standards.

### *Results through collaboration*

As City of Springfield employees we are committed to working together with citizens, elected officials and each other. We get the job done. We value our culture of participation, building strong partnerships across our organization and within our community. We respect individual differences, recognizing they are part of our strength as a team. We share ideas to inspire and learn from one another.



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## READERS GUIDE

### *The Budget Document*

The budget document represents the entire City budget. The City of Springfield budget is arranged in separate sections to provide an easier understanding of the budget document. They are:

- Budget Message
- City Overview
- Operating Budget
- Capital Budget
- Non-Departmental Budget
- Financial Summaries and Statistical Tables
- Glossary

The **Budget Message** is a letter to the Mayor and City Council of Springfield, from the Springfield City Manager. The budget message from the City Manager outlines the overall direction and key goals used in developing the budget. The message highlights major service changes, organization changes or budgetary changes that are part of the adopted budget.

The **City Overview** provides the reader with a view of how the City is organized, information on how to contact the City and a list of scheduled meetings for the Budget Committee. This is also a description of the City's Budget Process and Annual Budget Process and Timeline.

The **Operating Budget** by Department presents the City's operating budget (personal services, materials and services, and capital outlay) from the department view. There are nine City departments and one service area: City Manager's Office; Development Services; Finance; Fire and Life Safety; Human Resources; Information Technology; Legal and Judicial (a service area); Library; Police, and Public Works Departments. Each of the ten Departmental areas includes a description of the Department, its mission, community outcomes, organization chart, financial summary, and information about the personal services (classifications of positions and their funding source) of the Department. The Department view answers such questions as "How is the department organized to provide services to Springfield citizens? What budget authority is established for each major category of expenditures? What is the total budget for the Department and where is the funding coming from?" The Operating Budget of \$80,311,132 makes up 26.4% of the total City budget.

The **Capital Budget** section provides a summary page of the total City capital budget and detail descriptions of the projects and project categories are included. The Capital Budget of \$52,862,182 makes up 17.37% of the total City budget. This section represents the recommended budget for projects previously published and approved by Council in the Capital Improvement Program (CIP) document. The CIP is prepared

annually, beginning in early October. The process begins with an outreach effort to gain public input, and input from private utilities and other public agencies and ends with City council adoption in February.

The **Non-Departmental Budget** section provides information for all budget categories that are neither department operating nor capital costs. The Non-Departmental Budget of \$171,080,005 makes up 56.23% of the total City Budget. This section provides detail to those expenditures not under the direct authority of a department and/or the activities of the program are not specifically identifiable by department. Such detail as the City Fund Reserves, debt servicing costs, and interfund transfers of all funds are summarized in this section.

The **Financial Summaries and Statistical Tables** section provides additional reference information. City Fund Types, the City's Full Time Equivalent (FTE) count, and the Salary Range Table for all City positions are featured in this section. The City's property taxes and operating budget analysis are included as well.

The **Glossary** includes a description of each City Fund, as well as a list of Budget Acronyms and Abbreviations used in the document and common for municipalities.

The **Appendix** contains the legal notices for the first Budget Committee meeting and the hearings for the adoption of the budget. Also included is the Resolution 11-21 with exhibit A and the Forms LB-1, LB-2, LB-3, LB-4 and LB-50.



## **Budget Overview**

It is my pleasure to present the city of Springfield's Fiscal Year 2011-2012 budget.

The city of Springfield continues to remain resilient and make progress towards the goals of its citizens as established by the Mayor and City Council. This progress is being accomplished despite the fact that revenue continues to decline as a result of a local economy that has yet to experience the benefit of the economic recovery that is showing signs of occurring worldwide and in the United States.

The most significant challenge that had to be overcome in the preparation of the proposed budget was the overall decline in revenue. Many of the city's major revenue sources are directly influenced by economic conditions. Those revenue sources are declining or remaining relatively flat. In response to this, the proposed budget was prepared focusing on innovation, an early response to declining revenue, tapping the creativity of all city employees, and controlling expenditures. The result is a proposed budget that meets the needs and priorities of the community and continues the City Council's and Budget Committee's conservative approach to developing a budget that positions the city and community to respond to opportunities and challenges that will present themselves depending on the speed of the anticipated economic recovery.

The proposed budget eliminates 18.5 positions across the city organization compared to the FY11 Adopted Budget. In certain situations positions are being eliminated because of workload reductions related to local economic conditions. The majority of positions being eliminated were selected to minimize the impact on services received by the citizens of Springfield and to reflect the priorities of the community. Because the city of Springfield provides services through its employees, reductions in staffing levels will not go totally without notice by the community. I believe the community expects its government to live within its means and will accept the service level changes included in the proposed budget.

The preparation of the proposed budget also involved a higher level of scrutiny of expenditures not related to funding for personnel. These are commonly referred to as materials and services. Each department was given expenditure targets. The targets plus other efforts reduced materials and services expenditures by approximately 5.12% from the FY 11 adopted general fund budget. Employee development is reduced by 15.8% or approximately \$37,025 citywide. Contractual services are reduced by 10.7% or approximately \$348,605 citywide.

The revenue declines being experienced have required the city organization to act and think differently in order to maintain city services and control costs. The proposed budget continues the functional consolidation of the fire departments of the city of Springfield and the city of Eugene. We continue to benefit from the combining of the management functions in the areas of the office of the chief, operations, fire marshal and training. Moving away from the functional consolidation would require at minimum the re-hiring of a Fire Chief, estimated at \$170,000, but could also require a minor re-organization within the Fire department resulting in one to two additional positions.

The vacancies created by the departure of the Public Works Director and the Development Services Director open the door to examine organizational changes in and between the two departments. The work to evaluate possible changes has just begun. The Assistant City Manager has been assigned to lead these departments while various options are developed and explored. The proposed budget assumes that \$300,000 will be saved as the result of the implementation of organizational changes in both departments.

Prior to the start of the budget preparation city employees were asked to submit cost saving suggestions through the "My Ideas" program. City employees submitted 112 unique suggestions. Of those, 63 are being implemented while another 22 are still under review, producing expenditure reductions of approximately \$232,000.

Employee or personal services costs are being controlled in a number of ways. The Springfield Police Association representing union employees in the Police Department agreed to a labor contract that does not include a cost of living adjustment in the proposed budget. The unions impacted by the implementation of the classification and compensation study agreed to a phase in the implementation of the plan. Contract negotiations are currently underway with the Firefighters Union and a settlement impacting the proposed budget has not been reached. Springfield has been a leader among government agencies in implementing cost savings measures and employee cost sharing related to health insurance. We are actively managing our health plans and continue to fine tune the employee wellness program to make sure city employees enjoy the benefits of good health and medical costs are reduced.

During the current fiscal year city employees were asked if they would be willing to voluntarily take time off without pay. City employees responded by voluntarily pledging 2500 hours of time off without pay. This is equivalent to 312.5 days and has a value of over \$74,000.

A voluntary separation program was developed and implemented this fiscal year. This program allowed us to reduce the workforce starting this fiscal year without incurring unemployment costs.

The results of the efforts to control employee costs combined with the reduction in the number of employees has, produced a proposed budget that is relatively flat from previous year.

<b>General Fund</b>	<b>CYADOPT</b>	<b>PROPFY12</b>	<b>% Change</b>
City Manager's Office	\$ 1,316,784	\$ 1,162,415	-12%
Development Services	1,559,869	1,293,740	-17%
Finance	914,029	855,185	-6%
Fire & Life Safety	10,207,041	9,962,773	-2%
Human Resources	403,304	416,261	3%
Information Technology	1,289,119	1,236,299	-4%
Legal/Judicial Services	1,311,211	1,415,371	8%
Library	1,229,317	1,228,619	0%
Police	11,924,242	12,422,697	4%
Public Works	1,015,209	1,013,958	0%
<b>Grand Total</b>	<b>\$ 31,170,125</b>	<b>\$ 31,007,318</b>	<b>-1%</b>

<b>All Funds</b>	<b>CYADOPT</b>	<b>PROPFY12</b>	<b>% Change</b>
City Manager's Office	\$ 1,518,425	\$ 1,358,698	-11%
Development Services	4,642,711	4,321,224	-7%
Finance	1,178,271	1,126,644	-4%
Fire & Life Safety	16,830,000	16,615,259	-1%
Human Resources	1,221,072	1,220,878	0%
Information Technology	1,500,119	1,286,299	-14%
Legal/Judicial Services	1,562,278	1,818,875	16%
Library	1,295,205	1,317,038	2%
Police	17,536,923	18,254,888	4%
Public Works	30,455,112	30,423,124	0%
<b>Grand Total</b>	<b>\$ 77,740,116</b>	<b>\$ 77,742,927</b>	<b>0%</b>

Work on the proposed budget began in November. November is when the County Assessor establishes the assessed value of property within the city. The assessed value determines the amount of property taxes the city will collect. Due to significant reductions in industrial property values and the lack of new construction of residential, commercial and industrial property, the assessed value established for the city was less than projected when preparing the FY 11 budget. The combination of a lower than anticipated assessed value and other revenue shortfalls resulted in a total general fund revenue shortfall of approximately \$700,000. In response to this and anticipation of financial challenges in FY12 the FY11 general fund budget was reduced by approximately \$1.2 million. Similar adjustments were made to balance the Street Fund in response to revised revenue projections impacting that fund.

***A Goal Directed Budget***

The city's financial challenges and budget reductions has not prevented the organization from moving forward and providing quality services to the citizens of Springfield. The proposed budget allows the city of Springfield to move forward with the goals of the Mayor and City Council and the citywide strategic plan.

**Financially Responsible and Stable Government Services**

The proposed budget represents financial improvement in two key areas. The ambulance fund which was previously in a deficit situation requiring general fund support is now in balance no longer requiring general fund support. This has been accomplished by reducing expenditures, continued excellent collection efforts, and adjustments to the user fee schedule. Active management of the ambulance fund will be needed to sustain the health of the fund.

Over the past several years it has been difficult to maintain services funded through the street fund. Services such as street landscaping were reduced and partially reinstated due to citizens complaints and concerns. Ongoing maintenance of city streets was reduced. In the long term this reduction will eventually create the need for the expensive reconstruction of streets. The proposed budget contains a partial solution to providing adequate funds to maintain the city's streets and other infrastructure. A right of way use fee similar the fees currently being charged

to private utilities using the city's rights of way will be charges to the city owned wastewater and stormwater utilities beginning July 1, 2011.

### **Community and Economic Development and Revitalization**

The proposed budget contains funding for a number of programs and projects designed to place the community position to take advantage of an economic recovery. Planning efforts for the improvement of Franklin Boulevard and the work on the Glenwood refinement plan are two good examples of efforts that will help Springfield grow and prosper. Other examples include the design of the Jasper Road Trunk Sewer and the work associated with the potential expansion of the Urban Growth Boundary needed to accommodate the projected need for developable commercial and industrial property. Experienced and capable employees who can respond quickly to the needs of new development will be critical when the economic recovery occurs. The proposed budget retains as many of those employees as possible.

### **Enhance Public Safety**

The citizens of Springfield continue to benefit from the investment they made in Springfield Municipal Jail. Two indicators of this are crime rates and victim restitution. Crime rates have declined in Springfield at a faster rate than other Oregon communities. Victim restitution has increased from \$28,000 in FY 10 to a projected \$46,000 in FY 11.

### **Effectively Create a Positive Environment that Values Diversity and Encourages Inclusion**

The city organization continues to make progress towards this goal through the continued funding of a position in the library and one in the police department. These positions make sure city services are provided in a manner that includes everyone that lives or visits our community. City staff have and will continue to receive training designed to help employees understand and value cultural differences.

### **Maintain and Improve Infrastructure and Facilities**

The proposed budget invests approximately \$55 million to maintain and improve the assets of the citizens of Springfield. The proposed capital budget makes significant investments in stormwater, wastewater, transportation, building, and regional wastewater facilities. These investments preserve and maintain existing infrastructure, meet state and federal regulatory requirements and increase capacity needed for future growth and development.

### **Preserve Hometown Feel, Livability and Environmental Quality**

Every aspect of the operation of the city is in some way linked to the hometown feel and livability of the community. In many respects, this is why cities are formed and the city of Springfield exists. The proposed budget continues the numerous efforts to protect the environment. Examples of this include funding for waste and stormwater systems and the administration of the drinking water protection plan. The proposed budget contains funding for

projects that will be completed if the city is successful in being selected as partner for University of Oregon's Sustainable Cities Program.

***A Look Towards the Future***

Many economists are predicting that the nation is beginning to recover from the recession. There are several economic indicators that support the notion that a recovery is in process. It is anticipated that the economic recovery will be slow. Locally, unemployment levels remain high, new jobs are not being created at a rapid pace, and new residential and commercial construction has yet to rebound. Nationwide, revenue for state governments are beginning to increase and revenue for local governments are not seeing the increases being experienced by the state governments. The city of Springfield's situation is not unlike what other local governments across the nation and in Oregon are experiencing. This is largely due to the inherent lag between increases in property taxes and improvements in the economy compounded by the trend for Oregon to enter into and exit recessions later than the remainder of the nation.

The proposed budget assumes a slow economic recovery. Property taxes, fees related to development and the payment in lieu of taxes from the Springfield Utility Board are not projected to increase in the proposed budget. Modest increases are projected for these and other revenue sources for FY 13. We will need to keep a close watch the pace of the economic recovery in order to maintain financial stability.

***Conclusion***

The proposed budget has been prepared to reflect the needs and priorities of the community. The budget has been balanced predominately through the reduction of expenditures. These reductions have been done in a manner to protect the services being provided to the community and to maintain a solid foundation for moving forward. City employees have showed amazing resiliency, creativity, flexibility and dedication in reaction to declining resources and the need to reduce expenditures. My thanks go to each and every employee.

Preparation of the budget is truly a team effort. I would like to thank those that helped prepare the budget. I would like to give a special thanks to Bob Duey and Paula Davis of the Finance Department for the leadership role that they have played in preparation of the budget.

I formally submit the Fiscal Year 2011-2012 proposed budget for your consideration and look forward to discussing it with you in greater detail.



Gino Grimaldi  
City Manager

## ADDENDUM TO THE CITY MANAGER'S BUDGET MESSAGE

### Summary of Actions of the Budget Committee and City Council Adopting the FY12 City Budget June 20, 2011

A summary of the actions taken by the Budget Committee and City Council in adopting the FY12 annual budget is provided in the following addendum to the City Manager's Budget Message.

#### **Budget Committee Action – FY12 Approved Budget**

The City's Proposed Budget totaled \$304,006,724 and 419.46 FTE. At the May 17, 2011 Budget Committee meeting, the Committee approved the FY12 Proposed Budget with the specific changes identified below. These changes increased expenditures by \$246,595 including changes in reserves and revenue. The Committee's approval for increased funding allowed for an FTE increase of 2.5 for CSO Offices, Network Analyst and a part time Court Clerk.

#### **Expenditure Increases:**

The following five items use reserve funds and increased revenue to provide additional services.

#### **Library Services**

The Budget Committee increased funding for Seasonal/Temporary Help for the Library Department by \$10,000. The source of the funds is a decrease in LCOG Contractual Services.

#### Requested Action

Fund 100	Increase expenditure of Seasonal/Temporary Help	10,000
	Decrease expenditure Contractual Services	(8,119)
	Decrease General Fund Reserves	(1,881)
Fund 201	Decrease expenditure Contractual Services	(1,881)
	Increase Street Fund Reserves	1,881

#### **Tracktown USA**

The Budget Committee approved funding for the summer Olympic trials being held in Eugene. The source of the funds is the Transient Room Tax reserves. This change will appear in the City Manager's Office budget.

#### Requested Action

Fund 208	Increase expenditure	50,000
	Decrease Transient Room Tax Reserves	(50,000)

**Part-Time Municipal Court Clerk**

The Budget Committee added funding for a part time Court Clerk and increased FTE by .5. The source of the funds is an increase in Municipal Court Revenue projections from a new revenue collections process. This change will appear in the Municipal Court's budget.

Requested Action

Fund 100	Increase Municipal Court Revenue	34,620
	Increase General Fund Reserves	34,620

**CSO Officer**

The Budget Committee added funding for a CSO Officer and increased FTE by 1.0. The source of the funds is a .05% increase in the projected growth for assessed valuation. This change will appear in the Police department's budget.

Requested Action

Fund 100	Increase Current Taxes Revenue	83,587
	Increase expenditure Personal Services Adjustment	80,000
	Increase General Fund Reserves	3,587
Fund 235	Increase Current Taxes Revenue	6,348
	Increase Fire Local Option Levy Reserves	6,348
Fund 236	Increase Current Taxes Revenue	19,220
	Increase Police Local Option Levy Reserves	19,220

**Network Analyst**

The Budget Committee added funding for a Network Analyst and increased FTE by 1.0. The source of the funds is the Equipment and Vehicle Replacement Fund reserve. This change will appear in the Information Technology department's budget.

Fund 100	Increase expenditure Personal Services Adjustment	102,820
	Increase revenue from 713 transfer	102,820
Fund 713	Increase expenditure Transfer to 100	102,820
	Decrease computer reserves for Information Technology	(5,946)
	Decrease computer reserves for Human Resource	(3,469)
	Decrease computer reserves for Fire & Life Safety	(16,104)
	Decrease computer reserves for Police	(17,343)
	Decrease computer reserves for Library	(6,442)
	Decrease computer reserves for Public Works	(33,447)
	Decrease computer reserves for Development Services	(11,645)
	Decrease computer reserves for Finance/Court	(8,424)

**ERRATA:**

The following items were “housekeeping” items that were identified after the Proposed Budget had been prepared. The Budget Committee included them in their Approved Budget.

After the 5-year CIP was adopted by the City Council this year and as part of the adoption of new sanitary and storm user rates for FY12, Council directed staff to adjust the CIP to reflect a change in priority for the Jasper Road Trunk Sewer. It also resulted in the delay in the issuance of the next sale of revenue bonds by one fiscal year. The erratum reflects this change.

**Sewer Capital Fund**

Fund 409	Increase capital outlay Master Plan	43,000
	Decrease capital outlay Sewer Wet Weather Flow Abate	(2,588,190)
	Increase capital outlay Jasper Road Trunk Sewer	4,000,000
	Decrease capital outlay 10th & N Street Upgrade	(1,890,000)
	Decrease capital outlay 58th Street Flow Control Facility	(1,670,000)
	Increase Sanitary Storm Reserve	2,105,190

**SDC Sanitary Improvement Fund**

Fund 443	Increase capital outlay Master Plan	42,000
	Increase SDC Reserve	(42,000)

**City Council Action – FY12 Adopted Budget**

Oregon Budget Law allows the City Council to adopt changes made to the budget approved by the City’s Budget Committee, within guidelines. These guidelines include being able to increase total expenditures within a fund by not more than \$5,000 or 10% of the estimated expenditures to the fund (whichever is greater). There is no limit on the amount by which a fund can be reduced.

At the June 20, 2011 regular meeting, the City Council held a public hearing on the FY12 Approved Budget and adopted the FY12 City Budget with no further changes. The following table provides a summary of the final Adopted Budget.

<b>Adopted FY11 Budget</b>	
Operating Budget	\$ 80,311,132
Capital Budget	52,862,182
Non-Departmental Budget	<u>171,080,005</u>
<b>Total</b>	<b>\$ 304,253,319</b>

# CITY OVERVIEW

## ***City Government Organization***

The City of Springfield, incorporated in 1885, is a home rule charter city. This charter is the basic law under which the City operates. Amendments to the charter can only be made by a vote of the people and can be placed on the ballot by the Council or by the voters through an initiative process. The City of Springfield has a Council-Manager form of government.

The **Mayor** is the formal representative of the City of Springfield and is elected to a four-year term by the voters at large on a non-partisan ballot. The Mayor presides over Council meetings and does not vote, except in the case of a tie. The Mayor can veto any Council decision, but a two-thirds vote of the Council can override the veto. As the chief elected officer, the Mayor is responsible for providing political and policy leadership for the community.

The six-member **City Council** sets overall City policy and goals. The City Council also makes laws or ordinances, which govern the City of Springfield. Councilors are nominated from one of six wards and are elected at large for four-year staggered terms. Councilors are elected to represent citizens' interests on the Council. The Council takes official action at regular Council meetings which are open to the public. The Council supervises, and is responsible for selecting, the City Manager.

The **City Manager** supervises the operations of all City departments. City departments include the City Manager's Office, Development Services, Finance, Fire and Life Safety, Human Resources, Information Technology, Legal and Judicial Services, Library, Police and Public Works Departments. As chief administrator, the City Manager has no vote in the Council, but may take part in discussions of matters coming before the legislative body.

## ***Citizen Involvement***

Our citizens are the most important part of the City organization. City services are directed to meet the needs of the citizens. Public hearings are held so that citizens can contribute to the planning and budgeting process of the City. Citizens may express their concerns and requests to their representatives on the City Council, City Budget Committee and other City committees. Citizens are also encouraged to attend the various public hearings held regarding City actions. Notices of all City public hearings are published in the Public Notices section of the Register Guard. Upcoming meeting agenda items are listed in the City Region section of the local newspapers.

<b>Date</b>	<b>Time and Place</b>	<b>Agenda Items</b>
Tuesday April 26, 2011	6:30 p.m. Library Meeting Room	Election of Officers Welcome from the City Manager Presentation of FY12 Proposed Budget
Tuesday May 3, 2011	5:30 p. m 6:00 p.m. Library Meeting Room	Presentation of SEDA Budget Departmental Presentation Outside Agencies Presentations Business from the Audience

*Continued*

<b>Date</b>	<b>Time and Place</b>	<b>Agenda Items</b>
Tuesday May 10, 2010	6:00 p.m. Library Meeting Room	Business from the Audience Departmental Presentation
Tuesday May 17, 2010	6:00 p.m. Library Meeting Room	Deliberation on Outstanding Issues Public Hearing and Council Approval Of FY12 Annual Budget

## **City Services**

Under the direction of the City Manager, nine departments and one service area provide services to the citizens of Springfield: City Manager's Office, Development Services, Finance, Fire and Life Safety, Human Resources, Information Technology, Legal and Judicial Services, Library, Police and Public Works Departments.

The **City Manager's Office** is responsible for directing and coordinating the work plans of all City Departments in conformance with the goals and objectives established by the Mayor and City Council.

The **Development Services Department** provides urban planning services to the community, mandates building permitting and inspection, responds to property nuisance complaints and manages City-owned real estate.

The **Finance Department** provides financial management services to all City Departments, the City Council, Budget Committee, the Metropolitan Wastewater Management Commission, the Regional Fiber Consortium and the Springfield Economic Development Agency.

The **Fire and Life Safety Department** acts as first responder in medical and fire-related emergencies, reviews buildings and construction plans to ensure fire safety and provides FireMed and ambulance billing services for many different agencies.

The **Human Resources Department** serves other City Departments by providing technical advice, service, leadership and training for issues related to the City's work force.

The **Information Technology Department** is responsible for the purchasing, repair and maintenance of the City's telecommunications and computer networks and systems.

The **Legal and Judicial Service Area** is responsible for functions provided by the City Attorney, the City Prosecutor and the Municipal Court.

The **Library Department** provides a wide range of informational, educational, cultural and recreational materials to more than 18,070 patrons in our community.

The **Police Department** responds to the emergency and law enforcement needs of the community through response to calls for service, police patrols, traffic law enforcement and investigation of crimes.

The **Public Works Department** plans, designs, constructs, operates, and maintains public improvements, facilities and equipment owned by the City and the public.

Please refer to the Operating Budget section of this document for more detailed information about the departments and service area listed above.

## ***City Services***

**Purpose of an Annual Budget** – The budget represents the financial plan of the City. It is a policy tool for the Mayor and City Council to express the targets and priorities for the next fiscal year and an implementation tool that translates the targets into action plans which are reflected in each program's goals, objectives and performance measures.

The budget serves other functions as well. It is a financial tool which enables the City to allocate its resources. As a public document, it is a tool for elected officials and administrators to communicate decisions to the citizens and staff. As a decision-making document, staff uses the budget both as an accounting tool to ensure financial integrity and a management auditing tool to measure performance.

**Budget Process Overview** – Oregon's local budget law, as set forth in Chapter 294 of the Oregon Revised Statutes, requires local governments to prepare and adopt an annual budget. The law establishes standard procedures for preparing, presenting, and administering the budget. The law requires citizen involvement in the preparation of the budget and public disclosure of the budget before final adoption.

**Preparation** – The City of Springfield operates on a fiscal year calendar (July 1 to June 30 of the following year). Preparation of the City budget usually begins in January by projecting annual resources and requirements for the coming fiscal year. Resources include revenues received in the current fiscal year, such as property tax receipts, user fees, grants and inter-governmental revenues, as well as reserves and working capital carried forward from the previous fiscal year. Requirements include wages, materials and services and other known costs. This comparison of resources and requirements establishes the context in which the Budget Committee provides policy direction for the preparation of the budget.

Before City staff begin preparing the budget for the upcoming fiscal year, the Budget Committee or City Council are asked to establish general guidelines that will govern the preparation process. After the guidelines are established, staff prepares a proposed budget which the City manager presents to the Budget Committee, usually in April.

The Budget Committee, consisting of the City Council and an equal number of citizens, reviews and revises the budget during a series of meetings in April and May. After the Budget Committee approves the budget, it is forwarded to the City Council for final adoption, usually in late June. A summary of the budget is published in the local newspaper prior to a City Council public hearing. The City Council has final authority to adopt or change the budget. If a change occurs during the review and adoption of the budget (after the public notice of the budget) that increases the property tax levy or increases expenditures in any fund by more than 10%, the budget must be referred back to the Budget Committee.

## ***City of Springfield Annual Budget Process and Timeline***

A summary of the City's annual budget process timeline is as follows:

### **December 2010**

- ♦ The citizen members of the City of Springfield Budget Committee are appointed by Council.
- ♦ The City of Springfield Five-Year Capital Improvement Program update begins.
- ♦ Springfield City Council adopts goals for the next fiscal year.

### **January – March 2011**

- ♦ The City Council adopts the Five Year Capital Improvement Program.
- ♦ The City Council reviews the Community Development Block Grant projects for budget preparation.
- ♦ The Budget Committee or City Council provide guidance to City Manager.
- ♦ The City Manager prepares the recommended FY12 Proposed Budget for consideration by the Budget Committee.

### **April – May 2011**

- ♦ The City Manager's budget message and the Proposed Budget are presented to the Budget Committee.
- ♦ The Budget Committee meets and deliberates on the Proposed Budget.

### **May 2011**

- ♦ The Budget Committee recommends its FY12 Approved Budget to the City Council.

### **June 2011**

- ♦ The City Council holds hearings and adopts the FY12 Annual Budget.

### **July 2011**

- ♦ The FY12 Adopted Budget is implemented and Tax Levy certified.

## ***Adjusting the Adopted Budget***

The budget may be amended during the fiscal year. Amending a budget means that the original resolution adopted by Council will be changed based on updated information and/or unanticipated revenues or expenditures occurring after the adoption. Changes to the original resolution that alter legal spending levels must be approved by the City Council before any action can occur. Changes to the resolution are processed through supplemental budget action.

A supplemental budget must be prepared and adopted before any expenditures are made in excess of a department's legal budget appropriation. Regardless of the magnitude of the budget change, the City of Springfield holds a public hearing before adopting any supplemental budget changes.

Notices of all budget hearings are published in the Springfield Times using guidelines in the Oregon Budget Law manual.

## CITY OVERVIEW - Continued

### FY12 Adopted Budget

#### Total Operating Budget and Debt Service - Last Four Fiscal Years

Budget Data	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Operating Budget - All Funds</b>	\$ 76,514,339	\$ 73,055,203	\$ 81,485,605	\$ 80,311,132
Cost per Capita	1,319.10	1,257.73	1,391.13	1,360.20
% Change (cost per capita)		-4.7%	10.6%	-2.2%
<b>Debt Service *</b>	\$ 3,304,801	\$ 3,302,876	\$ 3,296,512	\$ 3,292,677
Cost per Capita	56.97	56.86	56.28	55.77
% Change (cost per capita)		-0.2%	-1.0%	-0.9%
<b>Population</b>	58,005	58,085	58,575	59,044

#### Total Operating Revenue by Source - Last Four Fiscal Years

Source	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
Taxes	\$ 26,311,581	\$ 27,605,561	\$ 28,048,059	\$ 27,735,893
Licenses and Permits	5,121,813	3,682,141	4,507,870	3,891,381
Intergovernmental	8,047,483	10,536,396	11,499,990	9,878,376
Charges for Service	45,737,474	50,558,443	54,443,886	54,042,806
Fines and Forfeitures	1,289,527	1,443,684	1,946,722	1,981,012
Use of Money and Property	6,086,957	2,934,763	2,776,323	2,762,590
Special Assessments	52,675	11,693	1,186,500	23,500
Miscellaneous Receipts	686,394	428,947	1,154,355	1,112,055
Other Financing Sources	113,160,239	44,820,182	60,364,739	50,666,822
Cash Carry-Over	140,201,894	174,804,289	145,616,004	152,158,884
<b>Total</b>	<b>\$ 346,696,038</b>	<b>\$ 316,826,100</b>	<b>\$ 311,544,448</b>	<b>\$ 304,253,319</b>

#### Staffing Summaries Citywide Full-Time Authorized Positions - Last Four Years

Source	FY09 Adopted	FY10 Adopted	FY11* Adopted	FY12 Adopted
Total Personnel (FTE)	445.20	442.80	437.50	421.96
Employees/1,000 Population	7.68	7.62	7.47	7.15
% Change in Emp/1,000 Population		-0.68%	-2.02%	-4.32%

\* Amended as of June 6, 2011

**TOTAL BUDGET SUMMARY - FY09 through FY12**  
**Resources and Requirements: All Funds**

Source	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Resources: (Summary Level)</b>				
Taxes (Current and Delinquent)	\$ 26,311,581	\$ 27,605,561	\$ 28,048,059	\$ 27,735,893
Licenses, Permits and Fees	5,121,813	3,682,141	4,507,870	3,891,381
Intergovernmental	8,047,483	10,536,396	11,499,990	9,878,376
Charges for Service	45,737,474	50,558,443	54,443,886	54,042,806
Fines and Forfeitures	1,289,527	1,443,684	1,946,722	1,981,012
Use of Money and Property	6,086,957	2,934,763	2,776,323	2,762,590
Special Assessments	52,675	11,693	1,186,500	23,500
Miscellaneous Receipts	686,394	428,947	1,154,355	1,112,055
Other Financing Sources	113,160,239	44,820,182	60,364,739	50,666,822
<b>Total Current Revenues</b>	<b>\$ 206,494,144</b>	<b>\$ 142,021,810</b>	<b>\$ 165,928,444</b>	<b>\$ 152,094,435</b>
<b>Cash Carryover</b>	<b>140,201,894</b>	<b>174,804,289</b>	<b>145,616,004</b>	<b>152,158,884</b>
<b>Total Resources</b>	<b>\$ 346,696,038</b>	<b>\$ 316,826,100</b>	<b>\$ 311,544,448</b>	<b>\$ 304,253,319</b>
<b>Requirements:</b>				
<b>Operating Budget</b>				
City Manager's Office	\$ 1,748,357	\$ 1,366,937	\$ 1,521,781	\$ 1,398,698
Development Services	5,066,132	6,079,711	5,884,077	4,321,224
Finance	1,144,428	1,019,338	1,178,271	1,126,644
Fire and Life Safety	16,368,633	15,607,023	17,426,797	16,647,759
Human Resources	1,302,987	1,277,992	1,261,955	1,220,878
Information Technology	1,513,191	1,396,686	1,500,119	1,439,119
Legal and Judicial Services	1,571,576	1,470,746	1,676,028	1,818,875
Library	1,367,536	1,360,465	1,450,269	1,434,555
Police	14,502,648	16,311,539	18,025,164	18,518,888
Public Works	31,928,850	27,164,767	31,561,144	32,384,492
<b>Total Operating Budget</b>	<b>\$ 76,514,339</b>	<b>\$ 73,055,203</b>	<b>\$ 81,485,605</b>	<b>\$ 80,311,132</b>
<b>Total Capital Budget</b>	<b>47,454,848</b>	<b>47,778,353</b>	<b>78,372,983</b>	<b>52,862,182</b>
<b>Total Non-Departmental Budget</b>	<b>46,984,777</b>	<b>50,278,307</b>	<b>151,685,860</b>	<b>171,080,005</b>
<b>Total Requirements</b>	<b>\$ 170,953,963</b>	<b>\$ 171,111,864</b>	<b>\$ 311,544,448</b>	<b>\$ 304,253,319</b>

\* Amended as of June 6, 2011

**TOTAL BUDGET SUMMARY - FY09 through FY12**  
**Resources and Requirements: General Fund**

Source	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Resources: (Summary Level)</b>				
Taxes (Current and Delinquent)	\$ 15,854,903	\$ 16,929,080	\$ 17,340,357	\$ 17,155,219
Licenses, Permits and Fees	2,945,158	2,337,074	2,982,020	2,438,928
Intergovernmental	3,850,297	3,760,045	3,903,969	4,084,619
Charges for Service	2,569,763	2,644,350	2,548,114	2,542,511
Fines and Forfeitures	1,093,944	1,407,755	1,930,222	1,979,512
Use of Money and Property	405,492	64,613	137,000	152,000
Special Assessments	-	-	-	-
Miscellaneous Receipts	225,197	147,141	126,049	203,500
Other Financing Sources	3,919,817	3,664,973	3,327,858	3,667,665
<b>Total Current Revenues</b>	<b>\$ 30,864,571</b>	<b>\$ 30,955,030</b>	<b>\$ 32,295,589</b>	<b>\$ 32,223,954</b>
<b>Cash Carryover</b>	<b>9,231,938</b>	<b>7,361,246</b>	<b>7,808,672</b>	<b>7,857,285</b>
<b>Total Resources</b>	<b>\$ 40,096,509</b>	<b>\$ 38,316,276</b>	<b>\$ 40,104,261</b>	<b>\$ 40,081,239</b>
<b>Requirements:</b>				
<b>Operating Budget</b>				
City Manager's Office	\$ 1,536,336	\$ 1,203,112	\$ 1,317,324	\$ 1,154,296
Development Services	1,694,855	1,522,393	1,575,569	1,293,740
Finance	909,955	798,546	914,029	855,185
Fire and Life Safety	9,742,459	9,399,798	10,216,512	9,962,773
Human Resources	523,588	404,440	443,304	416,261
Information Technology	1,347,406	1,221,006	1,289,119	1,339,119
Legal and Judicial Services	1,396,210	1,312,546	1,311,211	1,415,371
Library	1,259,839	1,261,500	1,332,664	1,323,736
Police	11,722,951	11,548,172	11,924,242	12,502,697
Public Works	983,951	937,190	1,017,709	1,013,958
<b>Total Operating Budget</b>	<b>\$ 31,117,550</b>	<b>\$ 29,608,704</b>	<b>\$ 31,341,683</b>	<b>\$ 31,277,136</b>
<b>Total Capital Budget</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Non-Departmental Budget</b>	<b>1,617,089</b>	<b>755,329</b>	<b>8,762,578</b>	<b>8,804,103</b>
<b>Total Requirements</b>	<b>\$ 32,734,639</b>	<b>\$ 30,364,033</b>	<b>\$ 40,104,261</b>	<b>\$ 40,081,239</b>

\* Amended as of June 6, 2011

## TOTAL BUDGET SUMMARY - FY09 through FY12

### Requirements Only - All Funds

Expenditures by Department	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
City Manager's Office	\$ 1,974,687	\$ 1,416,937	\$ 1,585,281	\$ 1,448,698
Development Services	5,068,634	6,142,335	6,328,077	4,760,224
Finance	3,154,853	1,399,338	1,178,271	1,126,644
Fire and Life Safety	16,368,633	15,607,023	17,426,797	16,647,759
Human Resources	1,302,987	1,277,992	1,261,955	1,220,878
Information Technology	1,838,475	1,618,983	1,735,756	1,439,119
Legal and Judicial Services	1,571,576	1,470,746	1,676,028	1,818,875
Library	1,367,536	1,360,465	1,450,269	1,434,555
Police	14,502,648	16,311,539	18,025,164	18,518,888
Public Works	76,819,157	74,228,200	109,190,990	84,757,674
Non-Departmental	46,984,777	50,278,307	151,685,860	171,080,005
<b>Total</b>	<b>\$ 170,953,963</b>	<b>\$ 171,111,864</b>	<b>\$ 311,544,448</b>	<b>\$ 304,253,319</b>

Expenditures by Fund	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
General - Fund 100	\$ 32,734,639	\$ 30,364,033	\$ 40,104,261	\$ 40,081,239
Street - Fund 201	5,307,613	4,633,059	5,531,872	5,059,867
Jail Operations - Fund 202	148,056	1,947,334	2,964,265	2,742,259
Special Revenue - Fund 204	867,714	1,313,445	2,283,889	1,377,959
Transient Room Tax - Fund 208	790,132	706,972	866,598	856,691
Community Development - Fund 210	1,205,891	2,757,222	2,422,330	1,241,639
River Bend Development - Fund 222	787,746	-	-	-
Building Fund - Fund 224	1,521,374	1,287,717	2,081,601	1,503,148
Fire Local Option Levy - Fund 235	1,133,355	1,208,228	2,356,261	2,269,933
Police Local Option Levy - Fund 236	3,257,211	3,173,947	5,248,844	5,532,214
Bancroft Redemption - Fund 305	575,628	318,069	514,765	183,999
Bond Sinking - Fund 306	3,399,247	3,302,876	3,887,716	3,848,174
Regional Wastewater Debt Service - Fund 312	4,418,494	7,712,938	9,010,879	7,712,100
Sewer Capital Projects - Fund 409	2,130,555	4,919,895	19,002,411	19,327,922
Regional WW Rev. Bond Cap. Proj. - Fund 412	27,960,070	23,219,295	30,011,742	25,246,805
Development Assessment Capital - Fund 419	88,219	89,165	1,498,991	1,260,357
Development Projects - Fund 420	7,747,558	7,433,876	5,283,899	4,422,704
Drainage Capital - Fund 425	430,859	740,153	12,052,477	12,854,839
Police Building Bond Capital Project - Fund 428	8,691,065	4,142,465	365,714	-

<b>Expenditures by Fund - Continued</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
Regional Wastewater Capital - Fund 433	3,569,420	8,017,193	56,639,964	60,800,140
Street Capital - Fund 434	815,180	516,612	245,343	245,223
SDC Storm Improvement - Fund 440	1,200,795	728,019	2,076,162	1,875,087
SDC Storm Drainage Reimb Fund - Fund 441	-	4,306	168,556	129,649
SDC Sanitary Reimbursement - Fund 442	177,030	82,865	1,333,888	1,472,779
SDC Sanitary Improvement - Fund 443	177,813	98,798	552,451	644,362
SDC Regional Wastewater Reimb. - Fund 444	1,636,303	3,007,668	83,662	100,824
SDC Regional Wastewater Improv. - Fund 445	2,233,990	2,505,373	4,974,722	3,016,640
SDC Transportation Reimbursement - Fund 446	287,849	189,004	626,430	543,012
SDC Transportation Improvement - Fund 447	826,425	461,288	4,368,686	2,032,007
Sewer Operations - Fund 611	4,684,904	6,364,022	10,848,496	12,169,530
Regional Wastewater - Fund 612	23,079,229	23,739,720	38,739,911	37,185,857
Ambulance - Fund 615	4,847,240	4,942,827	5,224,190	5,181,288
Drainage Operating - Fund 617	4,004,869	3,796,635	8,771,428	9,270,645
Booth-Kelly - Fund 618	4,366,797	1,419,229	2,080,114	2,265,871
Regional Fiber Consortium - Fund 629	58,744	88,347	65,764	62,710
Insurance - Fund 707	13,519,895	14,475,670	20,360,509	22,415,546
Vehicle and Equipment - Fund 713	1,683,060	816,056	8,190,147	8,589,545
SDC Administration - Fund 719	588,993	587,544	705,510	730,755
<b>Total</b>	<b>\$ 170,953,963</b>	<b>\$ 171,111,864</b>	<b>\$ 311,544,448</b>	<b>\$ 304,253,319</b>
<b>Expenditures by Category</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
Personal Services	\$ 41,993,205	\$ 42,753,056	\$ 46,117,769	\$ 46,651,927
Materials and Services	29,131,735	28,903,755	33,530,504	31,323,820
Capital Outlay	5,389,399	1,398,393	1,837,332	2,335,385
Capital Projects	47,454,848	47,778,353	78,372,983	52,862,182
Non-Departmental	46,984,777	50,278,307	151,685,860	171,080,005
<b>Total</b>	<b>\$ 170,953,963</b>	<b>\$ 171,111,864</b>	<b>\$ 311,544,448</b>	<b>\$ 304,253,319</b>
<b>Expenditure Summary</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
Operating	\$ 76,514,339	\$ 73,055,203	\$ 81,485,605	\$ 80,311,132
Capital Projects	47,454,848	47,778,353	78,372,983	52,862,182
Non Departmental	46,984,777	50,278,307	151,685,860	171,080,005
<b>Total</b>	<b>\$ 170,953,963</b>	<b>\$ 171,111,864</b>	<b>\$ 311,544,448</b>	<b>\$ 304,253,319</b>

\* Amended as of June 6, 2011

Note: Department totals include Capital Projects and Outlay.

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**OPERATING BUDGET SUMMARY - FY09 through FY12  
Requirements Only - All Funds**

<b>Expenditures by Department</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
City Manager's Office	\$ 1,748,357	\$ 1,366,937	\$ 1,521,781	\$ 1,398,698
Development Services	5,066,132	6,079,711	5,884,077	4,321,224
Finance	1,144,428	1,019,338	1,178,271	1,126,644
Fire and Life Safety	16,368,633	15,607,023	17,426,797	16,647,759
Human Resources	1,302,987	1,277,992	1,261,955	1,220,878
Information Technology	1,513,191	1,396,686	1,500,119	1,439,119
Legal and Judicial Services	1,571,576	1,470,746	1,676,028	1,818,875
Library	1,367,536	1,360,465	1,450,269	1,434,555
Police	14,502,648	16,311,539	18,025,164	18,518,888
Public Works	31,928,850	27,164,767	31,561,144	32,384,492
<b>Total</b>	<b>\$ 76,514,339</b>	<b>\$ 73,055,203</b>	<b>\$ 81,485,605</b>	<b>\$ 80,311,132</b>
<b>Expenditures by Fund</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
General - Fund 100	\$ 31,117,550	\$ 29,608,704	\$ 31,341,683	\$ 31,277,136
Street - Fund 201	5,307,613	4,563,341	5,173,176	4,900,305
Jail Operations - Fund 202	148,056	1,947,334	2,574,494	2,599,345
Special Revenue - Fund 204	852,714	1,074,358	2,000,367	1,124,126
Transient Room Tax - Fund 208	324,197	291,322	352,042	406,055
Community Development - Fund 210	1,203,390	2,694,598	2,281,380	1,100,689
River Bend Development - Fund 222	787,746	-	-	-
Building Code - Fund 224	1,467,087	1,233,977	1,312,493	1,275,022
Fire Local Option Levy - Fund 235	1,133,355	1,208,228	1,455,576	1,537,852
Police Local Option Levy - Fund 236	1,957,547	2,036,947	2,505,195	2,627,564
Bancroft Redemption - Fund 305	17,493	14,069	16,123	16,402
Development Assessment Capital - Fund 419	70,726	65,756	84,787	79,524
Police Building Bond Capital Project - Fund 428	391,828	189,430	-	-
Regional Wastewater Capital - Fund 433	3,495,795	345,717	907,515	1,952,755
SDC Storm Improvement - Fund 440	226,690	90,370	53,451	51,098
SDC Sanitary Reimbursement - Fund 442	51,696	82,865	73,872	158,966
SDC Storm Drainage Reimb Fund - Fund 441	-	4,306	29,961	22,709
SDC Sanitary Improvement - Fund 443	54,615	53,136	36,937	88,568
SDC Regional Wastewater Reimb. - Fund 444	2,607	3,705	7,500	7,500
SDC Regional Wastewater Improve. - Fund 445	294	360	4,000	4,000
SDC Transportation Reimb. - Fund 446	53,553	40,088	39,607	63,588
SDC Transportation Improvement - Fund 447	391,425	168,984	229,622	185,084
Sewer Operations - Fund 611	2,837,278	2,788,376	2,998,043	2,975,797
Regional Wastewater - Fund 612	12,857,452	13,445,020	15,147,440	15,711,298

**Operating Budget Summary - Continued**

<b>Expenditures by Fund</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
Ambulance - Fund 615	4,847,240	4,942,827	5,224,190	5,077,594
Drainage Operating - Fund 617	3,497,469	3,546,635	4,372,046	4,255,169
Booth-Kelly - Fund 618	371,599	299,916	379,038	362,178
Regional Fiber Consortium - Fund 629	46,744	88,347	62,000	47,300
Insurance - Fund 707	778,835	865,960	813,451	803,017
Vehicle and Equipment - Fund 713	1,637,540	772,986	1,393,346	985,836
SDC Administration - Fund 719	584,204	587,544	616,270	614,655
<b>Total</b>	<b>\$ 76,514,339</b>	<b>\$ 73,055,203</b>	<b>\$ 81,485,605</b>	<b>\$ 80,311,132</b>

<b>Expenditures by Category</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
Personal Services	\$ 41,993,205	\$ 42,753,056	\$ 46,117,769	\$ 46,651,927
Materials and Services	29,131,735	28,903,755	33,530,504	31,323,820
Capital Outlay	5,389,399	1,398,393	1,837,332	2,335,385
<b>Total</b>	<b>\$ 76,514,339</b>	<b>\$ 73,055,203</b>	<b>\$ 81,485,605</b>	<b>\$ 80,311,132</b>

\* Amended as of June 6, 2011

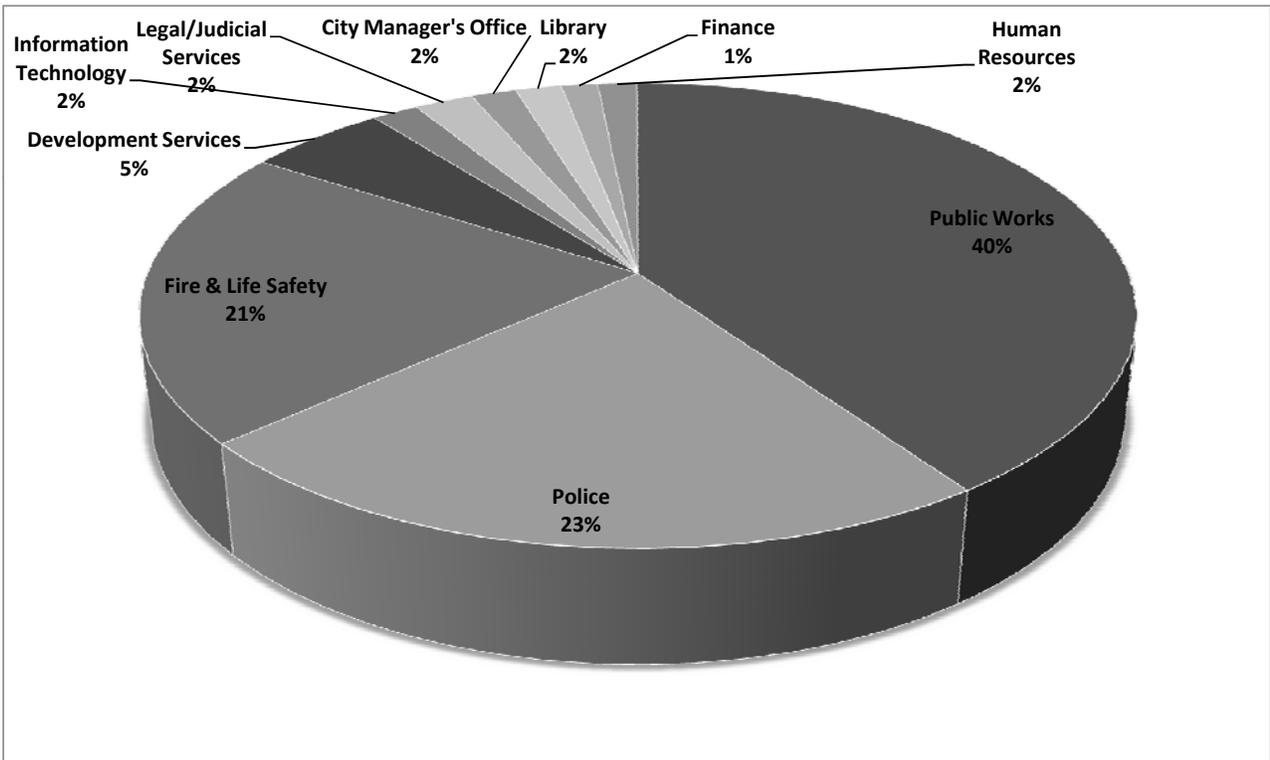
# FY12 OPERATING BUDGET

All Funds: \$ 80,311,132

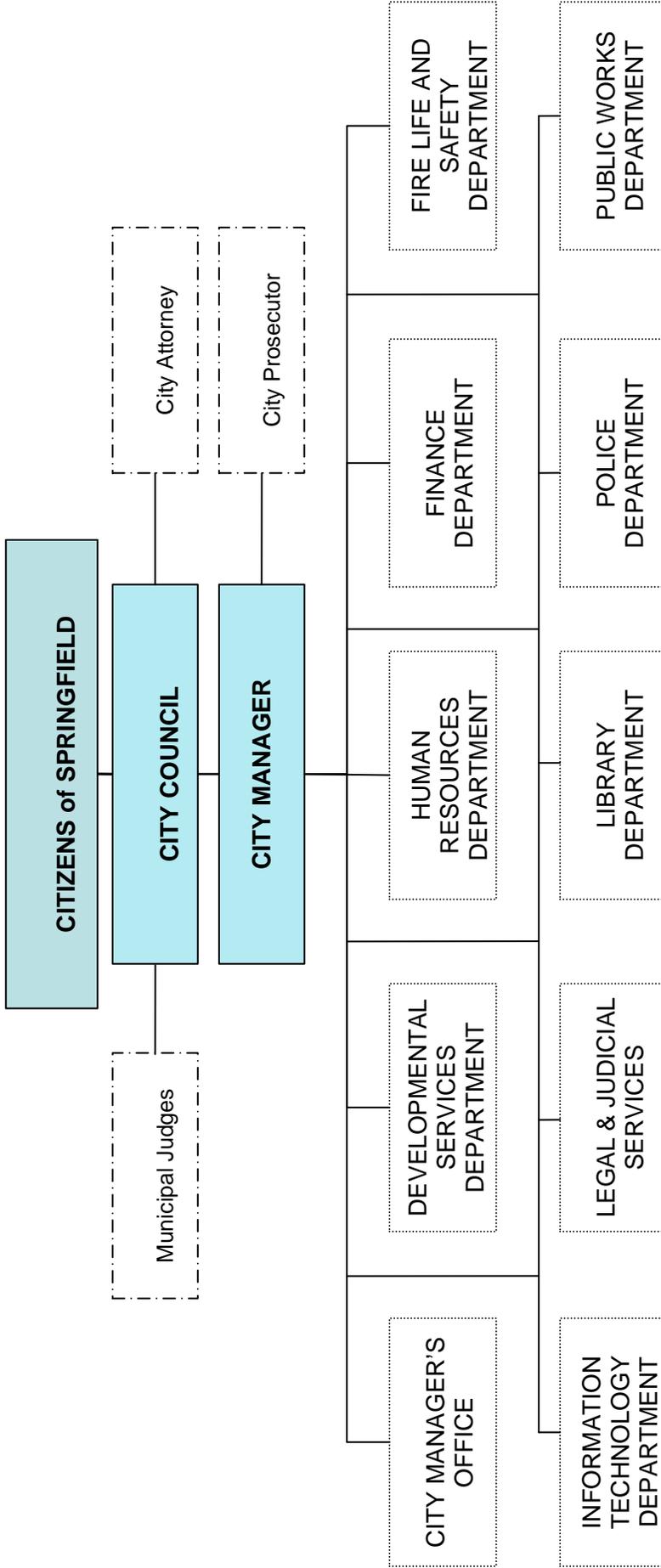
By Department		
	Amount	%
City Manager's Office	\$ 1,398,698	2%
Development Services	4,321,224	5%
Finance	1,126,644	1%
Fire & Life Safety	16,647,759	21%
Human Resources	1,220,878	2%
Information Technology	1,439,119	2%
Legal/Judicial Services	1,818,875	2%
Library	1,434,555	2%
Police	18,518,888	23%
Public Works	32,384,492	40%
<b>Total</b>	<b>\$ 80,311,132</b>	<b>100%</b>

By Category		
	Amount	%
Personal Services	\$ 46,651,927	58%
Materials and Services	31,323,820	39%
Capital Outlay	2,335,385	3%
<b>Total</b>	<b>\$ 80,311,132</b>	<b>100%</b>

## By Department



# CITY OF SPRINGFIELD



# City Manager's Office

## Departmental Programs

- Administration
- Economic Development

## Department Description

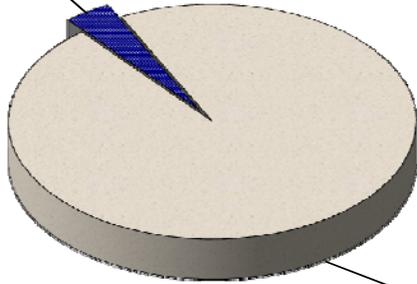
The City Manager's Office directs and coordinates the work plans of all City departments in conformance with the goals and objectives established by the Mayor and City Council. The City Manager is the chief administrative officer for the City and is responsible for informing and advising the City Council regarding services the City provides to the community and ensures that appropriate administrative processes are in place to facilitate effective and efficient provision of City services. The City Manager oversees the administration of all City departments and functions and appoints the department directors. Staff in the City Manager's Office support the Mayor and City Council and are responsible for city recorder functions, city elections, management of boards, commissions and committees as well as media relations, public information, responding to citizen concerns, intergovernmental relations, administration of the City budget, oversight of the City Emergency Management Program, managing the city's community and economic development program, including staffing of the Springfield Economic Development Agency.

## Mission

The City Manager's Office mission is to ensure that a common vision exists throughout the City's service delivery systems and that the citizens of Springfield are encouraged to participate in City government. Supporting multi-jurisdictional partnerships and maintaining excellent working relationships with other governments is a focus of the City Manager's Office. The City Manager's Office creates and facilitates systems, processes and policies necessary to provide quality and consistent services to our community. The City Manager's Office ensures that the city's Community and Economic Development Program offers businesses, community organizations and citizens the appropriate support for economic development and growth, promotes awareness and understanding of city services, policies, projects and issues through communication with the citizens, employees, news media, special interest groups, community groups, neighborhoods and businesses. The City Manager's Office also staffs and implements the Springfield Economic Development Agency to develop and redevelop both the Glenwood and Downtown areas through their respective Urban Renewal plans.

<b>FY12 OPERATING BUDGET - General Fund</b>	<b>\$</b>	<b>31,277,136</b>
<b>City Manager's Office:</b>	<b>\$</b>	<b>1,154,296</b>

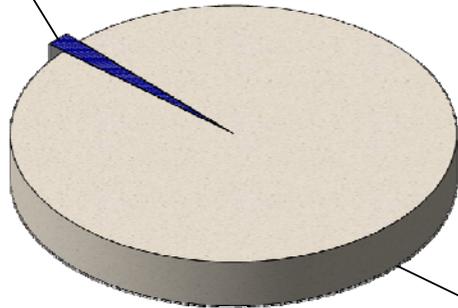
**City  
Manager's  
Office  
4%**



**All Others  
\$30,122,840  
96%**

<b>FY12 OPERATING BUDGET - All Funds</b>	<b>\$</b>	<b>80,311,132</b>
<b>City Manager's Office:</b>	<b>\$</b>	<b>1,398,698</b>

**City  
Manager's  
Office  
2%**



**All Others  
\$78,912,434  
98%**

## City Manager's Office

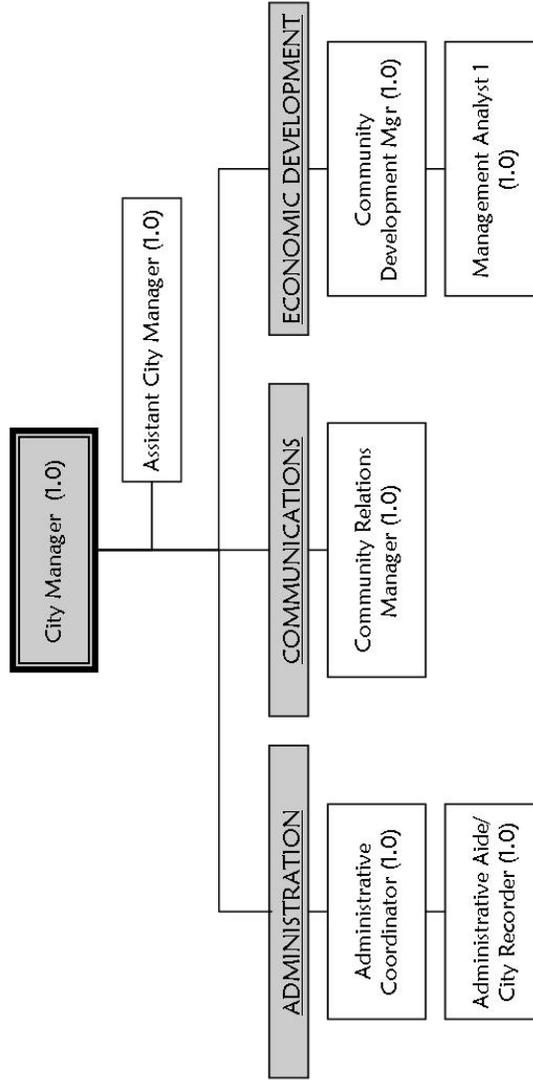
### *Financial Summary*

	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 866,880	\$ 829,905	\$ 910,537	\$ 855,970
Materials and Services	<u>881,477</u>	<u>537,032</u>	<u>611,244</u>	<u>542,728</u>
<b>Total</b>	<b><u>\$ 1,748,357</u></b>	<b><u>\$ 1,366,937</u></b>	<b><u>\$ 1,521,781</u></b>	<b><u>\$ 1,398,698</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 1,536,336	\$ 1,203,112	\$ 1,317,324	\$ 1,154,296
Special Revenue	15,297	-	-	-
Street	1,881	1,881	1,881	-
Transient Room Tax	194,844	158,194	200,176	237,402
Vehicle and Equipment	<u>-</u>	<u>3,750</u>	<u>2,400</u>	<u>7,000</u>
<b>Total</b>	<b><u>\$ 1,748,357</u></b>	<b><u>\$ 1,366,937</u></b>	<b><u>\$ 1,521,781</u></b>	<b><u>\$ 1,398,698</u></b>
<b>Expenditures by Sub-Program:</b>	-	-	-	-
Administration	\$ 717,765	\$ 697,271	\$ 753,707	\$ 684,953
City Council	42,689	33,852	53,718	44,256
Communications	63,807	33,349	23,920	18,420
Economic Development	227,451	183,411	246,944	308,105
Intergovernmental	<u>696,644</u>	<u>419,054</u>	<u>443,492</u>	<u>342,964</u>
<b>Total</b>	<b><u>\$ 1,748,357</u></b>	<b><u>\$ 1,366,937</u></b>	<b><u>\$ 1,521,781</u></b>	<b><u>\$ 1,398,698</u></b>

\* Amended as of June 6, 2011

# City Manager's Office

Total FTE: 7.0



## City Manager's Office

### FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	7.40	7.40	7.40	6.40
Transient Room Tax	0.60	0.60	0.60	0.60
<b>Total Full-Time Equivalents</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>7.00</b>

### Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
Administrative Aide/City Recorder	1.00	1.00	1.00	1.00
Administrative Coordinator	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00
Clerk 3	1.00	1.00	1.00	0.00
Community Development Manager	1.00	1.00	1.00	1.00
Community Relations Manager	1.00	1.00	1.00	1.00
Management Analyst 1	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>7.00</b>

\*\*

\*\* Position unfunded for FY12.

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# City Manager's Office

## Program: Administration

### Program Description:

The City Manager's Office is responsible for directing and coordinating the work plans of all City departments in conformance with the goals and objectives established by the Mayor and City Council. The City Manager is responsible for informing and advising the City Council about changes in service levels and delivery mechanisms, implementing administrative processes which facilitate the effective and efficient provision of City services, analyzing policy issues pertaining to organizational goals and objectives, and appointing department directors. Staff in the City Manager's Office is responsible for media relations, public information, employee communication, responding to citizen concerns, special events, intergovernmental relations, general administration, budget administration, city recorder functions, city elections, management of boards, commissions and committees, support to the Mayor and City Council, oversight of the City's Emergency Management Program, managing the city's community and economic development program and staffing the City's urban renewal agency.

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### Budget Highlights:

The budget includes continued funding to support City participation in TEAM Springfield. The proposed budget currently includes continued funding for regional Intergovernmental Agencies and two local outside agencies (Chamber of Commerce and Museum). Funding for the referenced agencies is reflected within the City Manager's Office budget program area titled Intergovernmental Agencies. Based upon policy direction, funding for these outside agencies could continue to be funded, be reduced and/or eliminated.

The base budget reflects funding of M&S at a reduced level to meet budget targets. Any required line item increases (set rates/indirects) have been absorbed within the base budget. Intergovernmental Agency contributions reflect rates from last fiscal year (held flat). In the case of one time increases, these amounts have been reduced back to base budget.

**Service Level Changes:** Budget guidelines included eliminating one FTE. The Administrative Specialist (Previously Clerk 3) is not currently included in the proposed budget. With the reduction of this front position, the City Manager's Office will need to determine how to proceed with office hours, telephone/receptionist coverage and work load associated with elimination of this position. Due to the classification and compensation implementation, Personal Services do not appear to reflect 1.0 FTE, even though this has occurred. This is due to the increased personal services cost due to the implementation.

M&S targets for the proposed year will limit expenditures to the required activities and limit any non mandatory expenditures such as memberships, travel/meeting, subscriptions, donations and/or advertising. We will not be able to fund activities at the FY11 level, expenses will need to be reduced.

**Program Performance Indicator:**

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
<p style="text-align: center;"><b>To Offer Financially Sound and Stable Government Services</b></p>	<p>Departments manage resources to maintain staffing levels for key services, through proposed FTE, each budget year.</p>	<p>Number of City Employees per 1000 Population</p>	<p>8.00%</p>	<p>7.60%</p>	<p>8.00%</p>
	<p>Retain community support by informing the community regarding services provided on a monthly basis through media advisories, print and news stories.</p>				
	<p>Update Council/Budget Committee regarding financial forecast related to annual FTE by reporting annually, at the mid-year budget meeting.</p>				

## City Manager's Office

### Program: Economic Development

#### Program Description:

- Economic Development staff work to increase the number, diversity and stability of private sector jobs in the community, by assisting local businesses with site development and infrastructure, overseeing the Enterprise Zone program and accessing other incentive programs. The staff provides services designed to facilitate economic growth, redevelopment and neighborhood stability.
- The Transient Room Tax program supports tourist-related activities in Springfield.
- The Economic Development staff implements the Springfield Economic Development Agency to develop and redevelop both the Glenwood and Downtown areas through their respective Urban Renewal plans.

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#### Budget Highlights:

- Assist with marketing of vacant industrial properties and overcome redevelopment problems for potential mixed-use sites in Glenwood.
- 156 new hotel rooms are under construction. Room tax revenue is expected to increase by about 5% and construction projects may be delayed with changes in the economy.
- Provide staff support for the Springfield Economic Development Agency in redeveloping Glenwood and the Downtown areas with land use revisions. Through SEDA funding, the first phase of the Glenwood Refinement Plan update is winding to completion. A strategic planning process is completed for Downtown, including an extensive parking management plan, with implementation underway of key projects.
- Continue discussions with developers and owners regarding redevelopment of Glenwood's Riverfront and begin discussions regarding Glenwood's Refinement Plan update and complete plans for the Downtown redevelopment strategy area, through the City's Urban Renewal Agency (SEDA).
- Room Tax revenue increases have not stabilized enough to offer RFPs for community projects funded by Room Tax sources. A County Room Tax funded Visitors Readiness Report points out many ways to improve the local area's attractiveness to visitors and this helps increase Room Tax revenue.

**Service Level Changes:** None

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**Program Performance Indicator:**

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
<b>To Encourage Community and Economic Development and Revitalization</b>	Compare growth of property values in Glenwood Urban Renewal area, versus growth in citywide property values, through a review and comparison of assessed values, from the Lane County Tax Assessor.	Growth in Level of Downtown Urban Renewal Investments (as a % above City assessed value/AV)	0.0%	In Progress 2.9%	0.0%
	Compare growth of property values in Downtown Urban Renewal area, versus growth in citywide property values, through a review and comparison of assessed values, from the Lane County Tax Assessor.				
	Monitor number of public/private investments enabled through the Glenwood Urban Renewal for planning and infrastructure.	Growth in Level of Glenwood Urban Renewal Investments (as a % above City assessed value/AV)	0.0%	In Progress 1.8%	0.0%
	Monitor number of public/private investments enabled through the Downtown Urban Renewal for planning and infrastructure.				
	Review Room Tax recipient contract, evaluate and confirm funds were used for intended purpose.	% of Outcome Measures Met by Room Tax Recipients	<b>100.0%</b>	<b>0.0%</b>	<b>100.0%</b>
	Identify agency goal, confirm it was met and project funding resulted in effective use of funds. Note: No annual funding distribution FY10/11.				

# Development Services Department

## Departmental Programs

- Administration
- Community Planning and Revitalization (CDBG and HOME)
- Community Planning and Revitalization
- Community Services
- Urban Planning

## Department Description

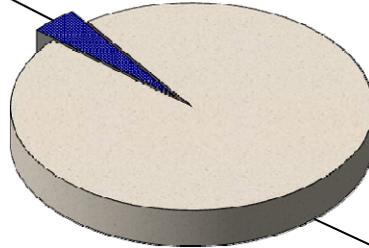
The Development Services Department (DSD) provides direction, coordination and support for metropolitan land use planning, property management, and development approval processes. The Department also oversees the operation of the Booth-Kelly Center. DSD actively works for increased housing, business, and industry opportunities in Springfield; administering the Community Development Block Grant (CDBG) Program and HOME programs, and managing the City's housing rehabilitation programs. DSD provides staff support to the Planning Commission, the Historical Commission and to the following committees: Community Development Advisory, Building Board of Appeals, and other ad hoc committees.

## Mission

The mission of the Development Services Department is to help Springfield manage current development opportunities and prepare for future development's needs. We accomplish this through the thoughtful delivery of planning, building safety and community development services in balance with the City's resources and desire for a healthy, safe and sustainable community.

**FY12 OPERATING BUDGET - General Fund \$ 31,277,136**  
**Development Services: \$ 1,293,740**

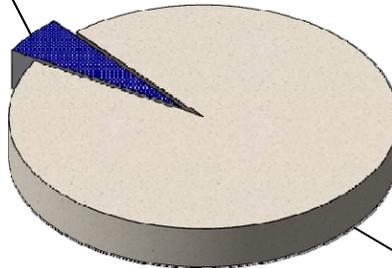
**Developme  
nt Services**  
**4%**



All Others  
\$29,983,396  
96%

**FY12 OPERATING BUDGET - All Funds \$ 80,311,132**  
**Development Services: \$ 4,321,224**

**Developme  
nt Services**  
**5%**



All Others  
\$75,989,908  
95%

# Development Services Department

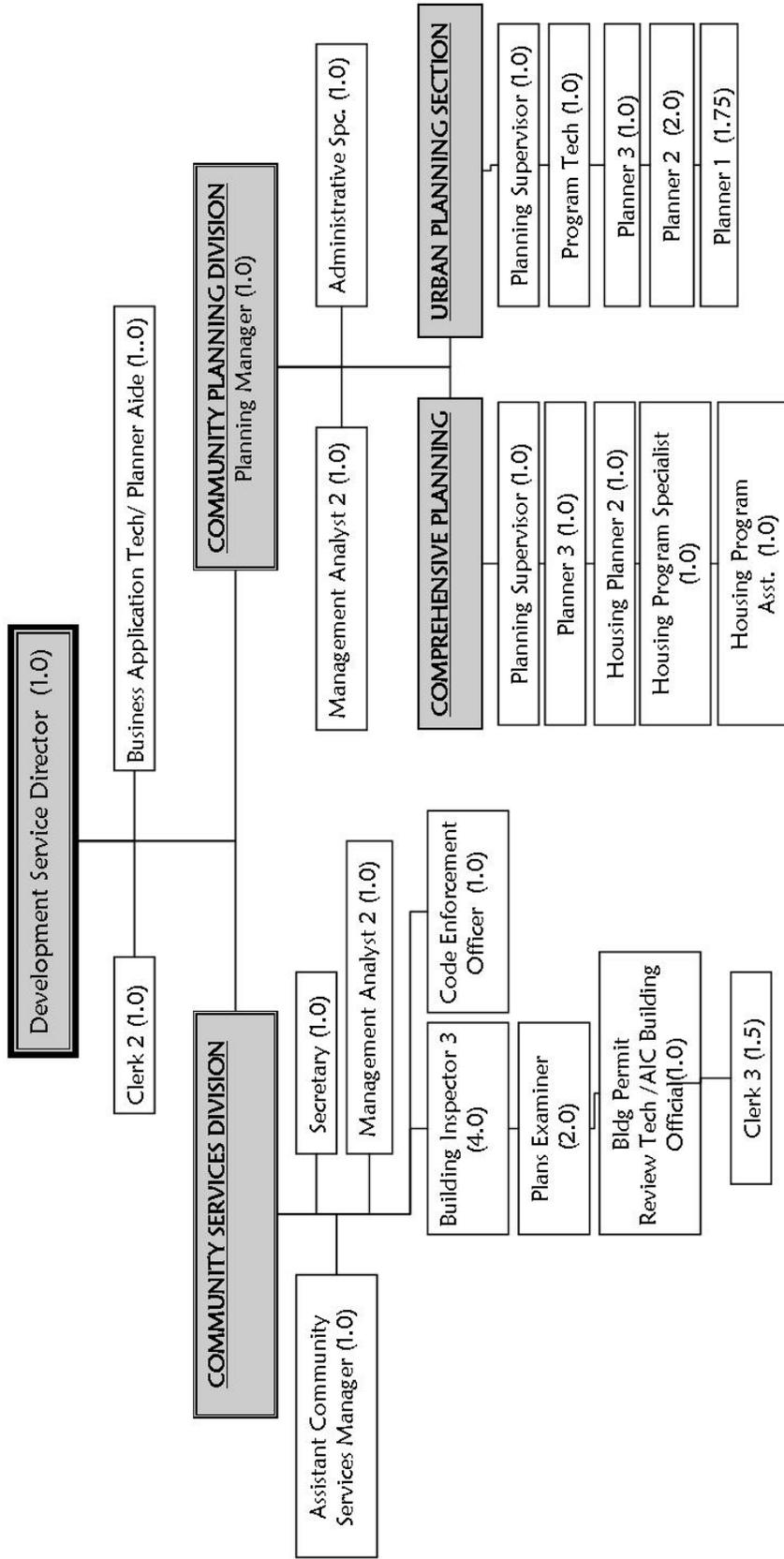
## Financial Summary

	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 2,949,135	\$ 2,823,780	\$ 2,917,350	\$ 2,679,171
Materials and Services	2,090,234	3,204,606	2,966,727	1,642,053
Capital Outlay	<u>26,763</u>	<u>51,325</u>	-	-
<b>Total</b>	<b><u>\$ 5,066,132</u></b>	<b><u>\$ 6,079,711</u></b>	<b><u>\$ 5,884,077</u></b>	<b><u>\$ 4,321,224</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 1,694,855	\$ 1,522,393	\$ 1,575,569	\$ 1,293,740
Building	1,467,087	1,233,977	1,312,493	1,275,022
Booth-Kelly	348,347	277,259	350,993	345,861
Community Dev Block Grant	1,187,360	2,677,075	2,261,378	1,079,210
Drainage Operation	37,084	47,414	42,552	43,939
SDC Administration	95,296	92,143	98,889	80,319
Sewer Operations	22,312	22,587	18,938	19,311
Special Revenue	89,780	92,841	106,114	38,499
Street	58,045	59,620	59,388	61,757
Transient Room Tax	47,555	48,725	51,263	61,566
Vehicle and Equipment	<u>18,410</u>	<u>5,678</u>	<u>6,500</u>	<u>22,000</u>
<b>Total</b>	<b><u>\$ 5,066,132</u></b>	<b><u>\$ 6,079,711</u></b>	<b><u>\$ 5,884,077</u></b>	<b><u>\$ 4,321,224</u></b>
<b>Expenditures by Sub-Program:</b>				
<b>Administration</b>	\$ 379,435	\$ 344,818	\$ 362,923	\$ 289,411
<b>Community Devlp Block Grants</b>	1,189,305	2,680,572	2,267,914	1,079,210
<b>Special Rev. Fund SHPO Grant</b>	4,474	3,176	13,000	-
<b>Community Planning &amp; Rev.</b>	514,639	506,158	520,857	425,454
Museum Operations	6,248	6,828	10,714	11,143
<b>Community Services</b>	1,738,826	1,503,776	1,591,366	1,524,761
<b>General Property Management</b>				
Booth-Kelly Operations	282,487	215,806	296,615	247,028
Carter Building Operations	19,445	16,744	18,350	18,350
General Property Management	61,182	56,287	38,004	32,500
<b>Urban Planning</b>	<u>870,090</u>	<u>745,546</u>	<u>764,334</u>	<u>693,367</u>
<b>Total</b>	<b><u>\$ 5,066,132</u></b>	<b><u>\$ 6,079,711</u></b>	<b><u>\$ 5,884,077</u></b>	<b><u>\$ 4,321,224</u></b>

\* Amended as of June 6, 2011

# Development Services Department

Total FTE: 30.25



## Development Services Department

### FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	17.25	14.81	14.71	13.22
Booth-Kelly	0.55	0.50	0.10	0.23
Building Code	13.56	11.93	11.03	10.15
Community Development Block Grant	3.97	4.09	4.09	4.09
Drainage Operation	0.44	0.44	0.38	0.38
SDC Administration	0.85	0.82	0.82	0.67
Sewer Operations	0.21	0.21	0.17	0.17
Special Revenue Fund	2.00	1.00	1.00	0.40
Street	0.45	0.45	0.45	0.45
Transient Room Tax	0.50	0.50	0.50	0.50
<b>Total Full-Time Equivalents</b>	<b>39.75</b>	<b>34.75</b>	<b>33.25</b>	<b>30.25</b>

### Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12	
Administrative Specialist	0.00	1.00	1.00	1.00	
Assistant Community Services Manager	1.00	1.00	1.00	1.00	
Building Inspector 3	6.00	5.00	4.00	4.00	
Building Permit Review Technician	1.00	1.00	1.00	1.00	
Business Application Technician	0.50	0.50	0.50	0.00	**
Clerk 2	1.50	1.50	1.50	1.00	
Clerk 3	1.50	1.50	1.50	1.50	
Code Enforcement Officer	1.00	1.00	1.00	1.00	
Community Services Manager	1.00	1.00	1.00	0.00	**
Construction Representative	1.00	0.00	0.00	0.00	
Departmental Assistant	1.00	1.00	1.00	0.00	**
Development Services Director	1.00	1.00	1.00	1.00	
Housing Program Aide	1.00	0.00	0.00	0.00	
Housing Programs Assistant	0.00	1.00	1.00	1.00	
Housing Programs Specialist	1.00	1.00	1.00	1.00	
Management Analyst 2	2.00	2.00	2.00	2.00	
Planner 1	1.75	1.75	1.75	1.75	
Planner 2	4.00	3.00	3.00	3.00	
Planner 3	4.00	2.00	2.00	2.00	

<b>Development Services Job Title/Classification, Continued:</b>	<b>Adopted FY09</b>	<b>Adopted FY10</b>	<b>Adopted FY11</b>	<b>Adopted FY12</b>
Planner Aide	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00
Planning Supervisor	2.00	2.00	2.00	2.00
Plans Examiner	1.00	2.00	2.00	2.00
Plans Review Engineer	1.00	0.00	0.00	0.00
Program Technician	1.00	1.00	1.00	1.00
Property Management Coordinator	0.50	0.50	0.00	0.00
Secretary	2.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents</b>	<b>39.75</b>	<b>33.75</b>	<b>18.75</b>	<b>30.25</b>

\*\* Position unfunded for FY12.

# Development Services Department

## Program: Administration

### Program Description:

Administration staff guide overall Department programs, functions and activities to ensure efficient delivery of development services including planning, zoning and land development administration, building safety reviews, nuisance and other general code enforcement actions, management of the Booth-Kelly facility, management of the Community Development Block Grant, housing and redevelopment activities, assistance with urban renewal and economic development activities managed by the City Manager's Office, and coordination of regional planning activities with Eugene, Lane County, Lane Council of Governments, affected state agencies and the City's management agreement with the Springfield Museum Board.

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### Budget Highlights:

- Provide overall administrative direction for all Departmental programs and services.
- Develop the Departmental budget and monitor annual revenues and expenses.
- Undertake special projects and assignments from the City Manager, Mayor and Council.
- Develop and monitor the Department's annual work program in coordination with the Public Works Department, and in concert with the annual Council Goals update.
- Actively participate in City issues as a member of the Executive Team.
- Increase accountability for resources by seeking operational efficiencies.
- Continuously improve coordination with the Public Works Department through management team-building.
- Administer the City's Management Agreement with the Springfield Museum Board.
- Maintain close communication with planning and development counterparts in Lane County and the City of Eugene.
- Review and coordinate all Department agenda items docketed for City Council consideration.
- Provide senior level advice and counsel to the Planning Commission.
- Maintain a diligent role with regional planning activities including those related to the Metro Plan, and regional transportation planning and funding.
- Continue to direct utilization and enhancements to the Acella Automation permit tracking system to integrate permit review between Planning, Building and Public Works to improve operational efficiency and customer service.
- Provide supervision for the Acella position for the Development Services Department.
- Update and monitor departmental work plan.
- Provide supervision for the Laserfiche scanning position for the Development Services and Public Works Departments.

**Service Level Changes:**

Reductions to General Fund in Materials and Services and 1.42 FTE reductions to the General Fund.

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**Program Performance Indicator:**

<b>Council Goals</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>Financially Sound and Stable Government</b>	Positive and Supportive Work Environment	Employee Survey - % recommended working for City (Ques. #51)	75	75	75
		Employee Survey - % timely decision making (Ques. #46)	75	75	75
		Employee Survey - % appropriate workload (Ques. #15)	75	75	75
		Employee Survey- % overall positive rating	75	75	75
		Annual reviews current	95	95	95

## Development Services Department

### **Program: Community Development Block Grant (CDBG) and Home Investment Partnership (HOME)**

#### **Program Description:**

Administer the CDBG and HOME funded programs and projects to comply with federal regulations. Prepare and implement neighborhood refinement plans and functional plans that address community needs for housing, public safety, transportation, and parks. Provide code enforcement in designated neighborhoods. Assist low-income Springfield residents with housing rehabilitation loans, grants, neighborhood improvements, social services, and access to housing. Provide assistance to Community Development projects. Provide assistance to downtown redevelopment. Provide financial assistance to non-profit and for-profit housing developers that create affordable housing for low-income Springfield residents. Provide assistance to low and moderate-income homebuyers purchasing homes in Springfield. (The City's HOME Program is funded by a HUD grant made available through the Eugene-Springfield Consortium.)

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#### **Budget Highlights:**

- Will receive allocations of approximately \$663,225 in CDBG funds and \$464,954 in HOME funding in Federal FY11.
- Will provide approximately \$99,483 to the Intergovernmental Human Services Commission to be re-allocated among area service providers.
- Will provide approximately \$23,247 in HOME funding to four area Community Housing Development Organizations.
- The Springfield Home Ownership Program (SHOP) will assist approximately 10 low-income households with down-payment assistance for the purchase of their first home.
- Will see the completion of the two affordable home ownership units and preliminary construction of two more units through Habitat for Humanity.
- Will provide approximately \$200,000 to community and economic development projects. And approximately \$285,000 to create, preserve, or enhance access to affordable housing.
- Will perform approximately 120 emergency home repairs for very low-income households.
- Will, in response to the foreclosure crisis and the number of Springfield citizens experiencing economic hardship, provide security deposit assistance to citizens seeking stable housing.

**Service Level Changes:** No impact to FY11 General Fund.

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**Program Performance Indicator:**

Council Goal	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
<b>Encourage Community and Economic Development and Revitalization</b>	Opportunities for affordable and decent housing are increased	Construction and rehabilitation of affordable housing units by partnering with non-profit organizations is supported	10	14	5
		Housing stock is preserved through owner-occupied rehabilitation programs - 550 household target goal for 2005-2010	120	132	120
		Non-profit programs to assist special needs populations are supported	100%	100%	100%
	Opportunities for home ownership are increased (% owner/renter occupied, baseline is 54% 2000 Census)	Homeownership assistance to first time buyers is provided (target is limited by amount of funding allocated to the program)	31	33	11
<b>Preserve Hometown Feel, Livability and Environmental Quality</b>	Opportunities to provide facilities and services that help low-and moderate-income persons achieve dignity, well being, and self-sufficiency	Partner with non-profits to access services and facilities for special needs populations (e.g.-disabled, homeless, children, victims of domestic violence) goal for 2005-2010 65,000 persons	13,000	20,424	13,000
		Provide funding for capital improvements to facilities that help low and moderate income persons achieve dignity, well being and self sufficiency goal for 2005-2010 six facilities	1	3	1
		Downtown revitalization is supported through use of targeted CDBG funds to stimulate economic development and eliminate slums and blight	N/A	N/A	N/A
	Revitalization of low-income neighborhoods is supported	Vertical Housing Tax Credit zones are established to incentivize redevelopment in Downtown and Glenwood	VHTZ Established for the Downtown Area, Glenwood N/A	VHTZ Established for the Downtown Area, Glenwood N/A	VHTZ Established for the Downtown Area, Glenwood N/A

## Development Services Department

### Program: Community Planning & Revitalization

#### Program Description:

Program responsibilities in the Community Planning & Revitalization Section include: 1) preparation of updates and provision of assistance in the implementation of the Metro Plan, refinement plans, special projects, and federal and state mandates; 2) administration of the Community Development Block Grant and the HOME Investments Partnerships programs; 3) coordination of regional and metropolitan-wide planning, transportation, housing and social service programs with Eugene, Lane County and other governments and service providers; 4) preparation of reports and option scenarios as directed by Council; 5) assistance to other divisions and departments in evaluating and implementing State and Federal laws applicable to buildable lands, housing, natural resources and hazards, TransPlan and the Public Facilities and Services Plan. The Springfield HOME program provides financial assistance to non-profit and for-profit housing developers creating affordable housing for low-income Springfield residents.

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#### Budget Highlights:

- Prepare and adopt Springfield 2030 Refinement Plan to implement Council direction in response to: 1) Commercial and Industrial lands study; 2) Residential Land study; 3) Goal I and UGB Alternatives Analysis/ establishment of Springfield Urban Growth Boundary.
- Prepare and adopt Glenwood Refinement Plan amendments for Focus Area One-Glenwood Riverfront/Franklin-McVay Corridor.
- Prepare and adopt Downtown District Plan and implementation strategy.
- Continue planning support for preparation of amendments to the Public Facilities Plan.
- Prepare and adopt policy updates to the Springfield Development code to implement Glenwood Riverfront Plan District and Downtown Plan District.
- Continue planning support for the new I-5 Bridge and interchange improvements.
- Continue implementation of nodal development designations.
- Prepare policy updates to the Springfield Development Code to implement affordable housing and Land Use Efficiency Measures.
- Continue planning support for preparation of Springfield's local transportation system plan.

**Service Level Changes:** No impact to FY11.

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**Program Performance Indicator:**

<b>Council Goals</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>	
<b>Financially Sound and Stable Government</b>	Adequate supply of land is planned and zoned to meet short-term and long-term commercial, industrial, residential, public and open space needs	Sufficient land is planned and zoned to accommodate 5,980 new dwelling units to accommodate growth between 2010-2030 (average 299 per year)	Baseline established upon adoption of 2030 Refinement Plan	Implement Monitoring System in FY11	Monitoring system in place FY12	
		Sufficient land is planned and zoned to provide 13,440 new jobs between 2010-2030 (average 672 per year) short-term and long-term supply	"	"	"	
		New employment land uses are monitored to track consistency with Economic Development Strategy/Economic Opportunities Analysis Goals and Targets	"	"	"	
		Housing mix of new development is monitored annually to track achievements of 2030 target 60% single family dwelling-40% multifamily dwellings	"	"	"	
	Land is used efficiently to support optimal utilization of public infrastructure and transit investments	Density of new development is monitored to track progress toward 2030 overall density target of 7.9 dwelling units per net acre	"	"	"	
		Employment in transit nodes is increased. New jobs within 1/4 mile of EmX Stations	"	"	"	
		Housing near transit is increased: Dwelling units within 1/4 mile of the EmX	"	"	"	
	<b>Encourage Community and Economic Development and Revitalization</b>	Target areas are planned and zoned for redevelopment	Glenwood Refinement Plan is updated and adopted	30%	60%	100%
			Downtown district Plan & Implementation Strategy is adopted	100%	100%	100%
			Downtown District Implementation Strategy is fully implemented	10%	25%	40%

## Development Services Department

### Program: Community Services

#### Program Description:

Staff in the Community Services Division: 1) provide services designated to facilitate economic growth and neighborhood stability; 2) provide reasonable safeguards to life, health, property and the public welfare through building permit administration and enforcement; 3) support the effective coordination of federal, state and City requirements relative to the built environment and welfare of the community; 4) deliver permits and inspection services efficiently, cost effectively and in a professional manner; 5) provide prompt, courteous and effective responses to City Code, Development Code and Building Safety Code citizen requests and/or complaints; 6) coordinate community concerns and public welfare through the investigation and issuance of appropriate business licenses; 7) manage the daily operation and revenue/expenses of the Booth-Kelly Center; 8) manages City-owned property to protect and enhance the City's investment and, where possible, utilize properties to maximize the City's return; 9) assist other departments in real property matters.

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#### Budget Highlights:

- Became the first city in the State of Oregon to implement an enhanced statewide electronic permitting software system. The system will allow users to apply and obtain building permits and plan review approvals on-line without being required to visit City offices. The implementation of a complete e-permitting program is a substantial tool in expediting the building permit process and saves the development industry and the City valuable time and resources.
- Began the implementation of mobile electronic field offices in inspector vehicles that will make available "real time" inspection tracking and provide numerous time and cost saving efficiencies in providing permit and inspection services.
- Successfully maintained an expedited residential plan review process where certain residential permit applications are reviewed with the applicant present with the desired goal to complete the review process within one-hour of application submittal.
- Continued to expand and make more user-friendly the Community Services/Building Safety website. The site offers a myriad of permit information and a variety of links to other websites of interest to the construction community, including on-line access to the Oregon Specialty Codes and a complete list of licensed contractors throughout Oregon.
- Expanded the industrial electrical inspection program where certain electrical installations can be performed without requiring individual permits for each installation.
- Continued to maintain the Building Permit Specialty Fund which was created to solely fund building permit and inspection services from revenue received from construction permits without financial support from the General Fund.
- Continued the process of digital imaging of all site specific construction documents in order to make this information readily accessible to the public on-line.
- Issued over 500 construction permits with an associated valuation exceeding \$60,000,000 and conducted over 16,000 field inspections to determine compliance with the State Building Code.

- Continued to maintain the City's "same-day" field inspection response time and the State Of Oregon's mandated 10 day residential plan review timeline.
- Responded to over 3,400 inquiries for enforcement of the nuisance code, land use, building and City Sign Code. Responded within three working days to all citizen complaints.
- Successfully resolved several long standing Municipal Code violation cases which had generated numerous citizen complaints and hours of multiple division/department staff resources.
- Continued to manage the ongoing operation of City-owned properties.
- Issued over 800 City Business Licenses with associated revenue of over \$94,000.

**Service Level Changes:** No impact for FY12 General Fund.

**Program Performance Indicator:**

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target	
Preserve Public Safety	Development Code/Municipal Code standards enforced	% of complaints resolved within 40 days	74	74	74	
		% of complaints resulting in a citation	15	15	15	
		% of citizen complaints responded to within 3 working days	100	99	100	
	Building permit applications processed in a timely manner	% of Commercial and Industrial applications decided with 30 days of submittal	90	90	90	
		% of residential applications approved within 10 days of submittal	90	90	90	
		% of express residential permits completed within 1 day	80	80	80	
		% of inspections completed within 24 hours of request	95	95	95	
	Preserve Hometown Feel, Livability and Environmental Quality	Citizen request/Inquiries are given timely attention	% of E-permits issued within 24 hours	99	99	99

## Development Services Department

### Program: Urban Planning

#### Program Description:

Staff in the Urban Planning Section: 1) strive to fulfill the Council goals for a safe community, excellent customer service, increased assessed value through quality development, and protection of Springfield's hometown character; 2) implement the Springfield Development Code, and State and Federal law related to land use and development within Springfield's jurisdiction; 3) prepare, amend and maintain the development code; 4) process administrative, quasi-judicial and legislative zoning and land use applications; 5) provide front-counter customer service on issues related to land use and development; 6) serve the City Council and Planning Commission on matters pertaining to the division's program; 7) collaborate with other public agencies, property owners and land developers to protect the public interest; and 8) assure that development review will be fast, fair, friendly, flexible and consistent with adopted laws, goals, standards and policies of the community.

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#### Budget Highlights:

- Strategic Plan Goal: To preserve the hometown feel, livability and environmental quality. Outcome: Meet or exceed the number of applications completed within the Council target of 75 days with reduced staff; 90% of land use decisions will be issued within the Council target of 75 days; the remaining 10%, will be completed between 75 days and 120 days.
- Strategic Plan Goal: To enhance public safety. Outcome: The Springfield Development Code standards are applied during MDS, Site Plan and Building Permit review to ensure that public and private development meets all applicable regulations.
- Update the Springfield Development Code for compliance with local legislative land use updates in response to HB3337, other State and Federal regulations and developer needs.
- Continue rapid process improvement of development procedures and implement innovative cost and time saving techniques such as Express Building Permits, Expedited Land Use Review and similar Developer Input Process improvements.
- Continue to cultivate new development and staff Expedited Applications for major projects that provide a community benefit and generate new jobs.
- Continue high-level front counter staffing to assist owners, consultants and lenders in identifying and developing new projects in the recovering market.
- Temporarily re-assign urban planners to respond to reduced Community Planning and Revitalization staffing levels and complete long-range planning projects meeting Council economic development goals or required by State statutes.

#### Service Level Changes:

No changes to service levels in FY11. However, reduced Urban Planning staffing levels and work share with Community Planning and Revitalization on long-range planning work may impact service levels if planning applications and land use activity increases.

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**Program Performance Indicator:**

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Encourage Community and Economic Development and Revitalization	Opportunities for affordable and decent housing are increased	Development review processes are streamlined to facilitate development of affordable housing and higher density housing	N/A	N/A	N/A
Preserve Hometown Feel, Livability and Environmental Quality	Development Applications processed in a timely manner	Type I application-% of applications processed within DSD target (30 days)	100	100	100
		Type II Applications-% of decisions issued within Council target (75 days)	90	100	100
		Type II Applications - % of applications ready for decisions within DSD target (60 days)	90	90	90
		Type III Applications - % of complete applications scheduled for hearing within 60 days	90	90	90
	Citizen Requests are Given Timely Attention	% of front counter requests responded to within 24 hours	99	99	99
		% of phone calls returned by end of the day	99	99	99
		% of phone calls returned within 24 hours	99	99	99
		% of e-mail requests responded to within 24 hours	99	99	99

# Finance Department

## Departmental Programs

- Financial Management

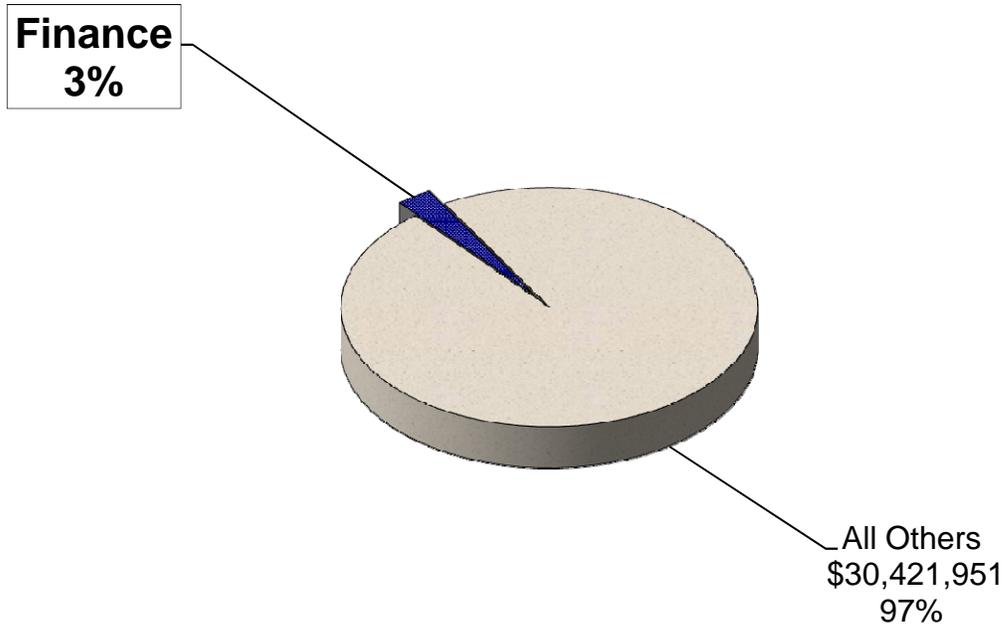
## Department Description

The Finance Department provides financial management services to City departments, the City Council and Budget Committee. The Department oversees the preparation and monitoring of the City's annual budget, cash management and investments, and prepares the City's Long Range Financial Forecast. The Department also provides services to Metropolitan Wastewater Management Commission, the Regional Fiber Consortium, and the Springfield Economic Development Agency (SEDA).

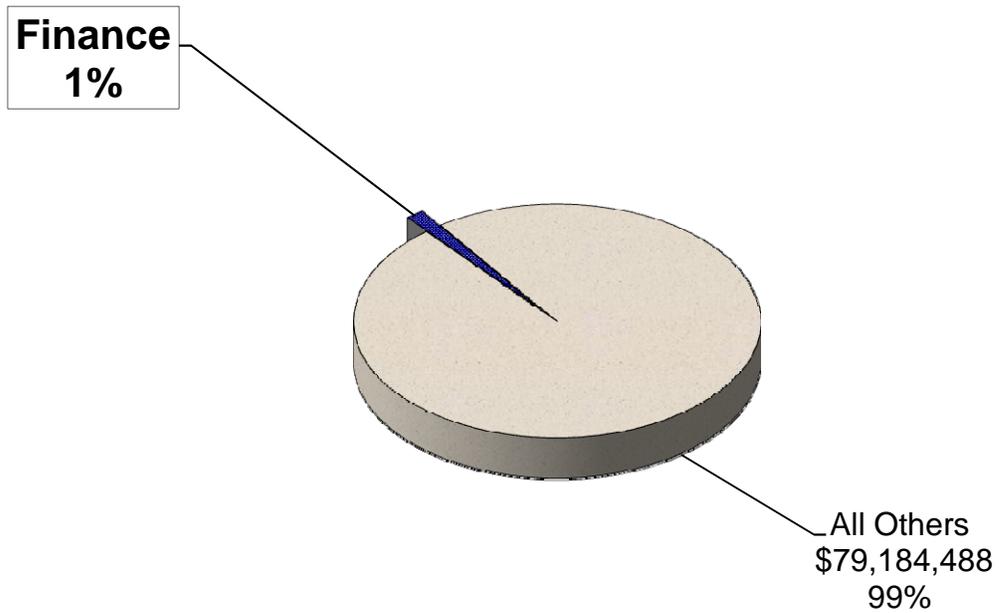
## Mission

The Finance Department provides professional oversight and consultation to City programs and services regarding financial, accounting and budgetary practices. The Department's focus is to ensure compliance with all relevant financial and budgetary regulations, including Oregon Budget Law and State statutes governing financial information.

<b>FY12 OPERATING BUDGET - General Fund</b>		<b>\$ 31,277,136</b>
Finance:	<b>\$ 855,185</b>	



<b>FY12 OPERATING BUDGET - All Funds</b>		<b>\$ 80,311,132</b>
Finance:	<b>\$ 1,126,644</b>	



# Finance Department

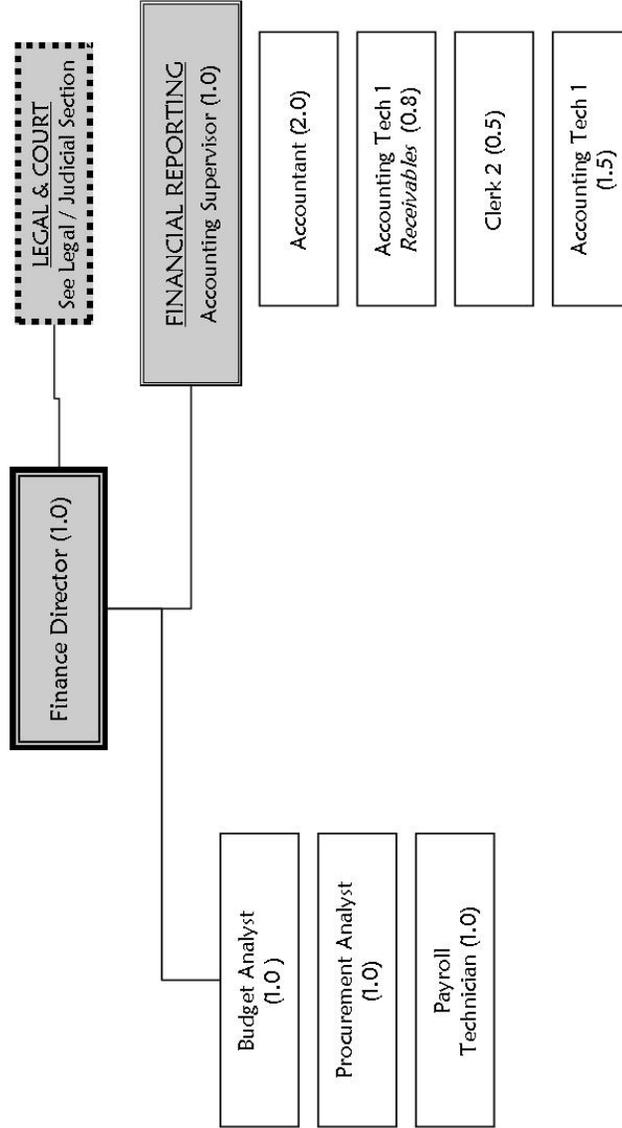
## Financial Summary

	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 918,020	\$ 833,375	\$ 898,744	\$ 877,039
Materials and Services	<u>226,408</u>	<u>185,963</u>	<u>279,527</u>	<u>249,605</u>
<b>Total</b>	<b><u>\$ 1,144,428</u></b>	<b><u>\$ 1,019,338</u></b>	<b><u>\$ 1,178,271</u></b>	<b><u>\$ 1,126,644</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 909,955	\$ 798,546	\$ 914,029	\$ 855,185
Bancroft Redemption	17,493	14,069	16,123	16,402
Community Devel. Block Grant	16,030	17,523	20,002	21,479
Development Assessment	70,726	65,756	84,787	79,524
Drainage	9,396	9,633	9,870	10,766
Local Wastewater	9,398	9,635	9,873	10,766
Regional Wastewater	84,185	77,602	87,171	93,321
SDC Administration	23,688	25,599	28,266	31,701
Vehicle and Equipment	<u>3,557</u>	<u>975</u>	<u>8,150</u>	<u>7,500</u>
<b>Total</b>	<b><u>\$ 1,144,428</u></b>	<b><u>\$ 1,019,338</u></b>	<b><u>\$ 1,178,271</u></b>	<b><u>\$ 1,126,644</u></b>
<b>Expenditures by Sub-Program:</b>	-	-	-	-
Administration	<u>\$ 1,144,428</u>	<u>\$ 1,019,338</u>	<u>\$ 1,178,271</u>	<u>\$ 1,126,644</u>
<b>Total</b>	<b><u>\$ 1,144,428</u></b>	<b><u>\$ 1,019,338</u></b>	<b><u>\$ 1,178,271</u></b>	<b><u>\$ 1,126,644</u></b>

\* Amended as of June 6, 2011

# Finance Department

Total FTE: 9.8



# Finance Department

## FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	8.78	7.98	7.98	7.43
Bancroft Redemption	0.18	0.13	0.13	0.13
Community Development	0.20	0.20	0.20	0.22
Development Assessment	0.79	0.69	0.69	0.69
Drainage Operating	0.10	0.10	0.10	0.10
Local Sewer Operations	0.10	0.10	0.10	0.10
Regional Sewer Operations	0.90	0.85	0.85	0.88
SDC Administration	0.25	0.25	0.25	0.25
<b>Total Full-Time Equivalents</b>	<b>10.30</b>	<b>10.30</b>	<b>10.30</b>	<b>9.80</b>

## Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
Accountant	3.00	3.00	2.00	2.00
Accounting Supervisor	0.00	0.00	1.00	0.00
Accounting Manager	1.00	1.00	0.00	1.00
Accounting Technician I	1.30	1.80	1.80	2.30
Accounting Technician II	0.00	0.00	1.00	0.00
Budget Officer	1.00	1.00	0.00	0.00
Clerk 2	1.00	0.50	0.50	0.50
Finance Director	1.00	1.00	1.00	1.00
Finance Operations Assistant	1.00	1.00	0.00	0.00
Management Analyst I	1.00	1.00	0.00	0.00
Management Analyst II	0.00	0.00	1.00	1.00
Management Analyst, Senior	0.00	0.00	1.00	1.00
Payroll Technician	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents</b>	<b>10.30</b>	<b>11.30</b>	<b>10.30</b>	<b>9.80</b>

\*\* (.5)

\*\* Position unfunded for FY12.

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## Finance Department

### Program: Financial Management

The Finance Department is principally an internal service provider of financial management services to all Departments, the City Council, Budget Committee, Metropolitan Wastewater Commission, Regional Fiber Consortium and the Springfield Economic Development Agency. Externally, the Department has various reporting requirements to City residents, Federal and State grantors and bondholders of the City's municipal debt. Financial services include preparation of the City's annual budget and long-range financial projections, revenue collection, cash and investment management, debt administration, financial reporting, audit management, purchasing and accounts payable, contract development, payroll, assessment administration and billing, and collection of accounts receivable.

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### Budget Highlights:

The Finance Department reduced its funding in Personal Services by 1.0 FTE, with this position loss being split by a .5 FTE loss in each of the finance and the municipal court areas. Material & services funding for FY12 will be down 10% from this current year's budget. In part as a response to staffing reductions over the past two years, finance has re-organized by eliminating a supervisor's position and assigning all staff members to report either to the Accounting Manager or Finance Director. This has better aligned responsibilities within the department to meet current needs.

Previous strategies have relied on the ability to provide for temporary contractual hiring to meet peak time demand for special projects and certain expertise. Funding restrictions will require existing staff to respond to these circumstances

Software upgrades are scheduled for both of the major software packages utilized by the department.

**Service Level Changes:** The elimination of .5 FTE in the department for next year will create a challenge for the department to maintain the current level of service but creates the opportunity for more focused effort on process improvements. Maintaining the continuity of providing certain information as scheduled for the use by other departments is imperative and will be one of the top priorities. The other top priority will be to re-establish much needed back-up staffing support disrupted during the re-organization support the for key service areas of payroll, accounts payables and purchasing.

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**Program Performance Indicator:**

Council Goals	Key Processes	Measurement Methods	FY11 Target	Actual Target	FY12 Target
<b>To Offer Financially Responsible And Stable Government Services</b>	Financial Reporting: Ensure timely and accurate financial reports that contribute to the improved quality of financial decisions that directly impact the City and its programs.	Days to complete CAFR	175	168	175
		% of reconciliations completed by adopted schedule date	100%	100%	100%
		% of monthly reports posted by the 8th working day of following month	100%	100%	100%
		% of employees with direct deposit	100%	92%	100%
		% of Employees Receiving Pay Advices electronically	100%	83%	100%
		% of payroll payments processed error-free	100%	100%	100%
	Treasury: To provide the Citizens of Springfield with cost-effective, efficient and secure cash management to achieve the best possible return.	Procurements payments ≤\$500 made other than by pCard	<50%	N/A	<50%
		Number of Payroll Vendors paid by ACH	12	12	12
		% of AP Payments ≥ \$100k issued as ACH	>50%	N/A	>50%
		Number of Solicitations and Contracts drafted or reviewed.	150	110	150
	Financial Management: Effectively manage and monitor activities that cross the organization including process and procedures governing budgeting, accounting, funds management, safeguarding financial resources and strengthening internal controls.	City's vehicle replacement schedule to be available by Nov 1st	100%	100%	100%
		Operating reserves in the General Fund is no less than 15% of operating expenses	>15%	22%	>20%
		Revenue forecast are within 2%	2%	3%	2%

# Fire and Life Safety Department

## Departmental Programs

- Office-of-the-Chief
- Administrative Services Bureau
- Emergency Medical Services
- Fire Marshal's Office
- Fire Operations
- Fire and Life Safety Training

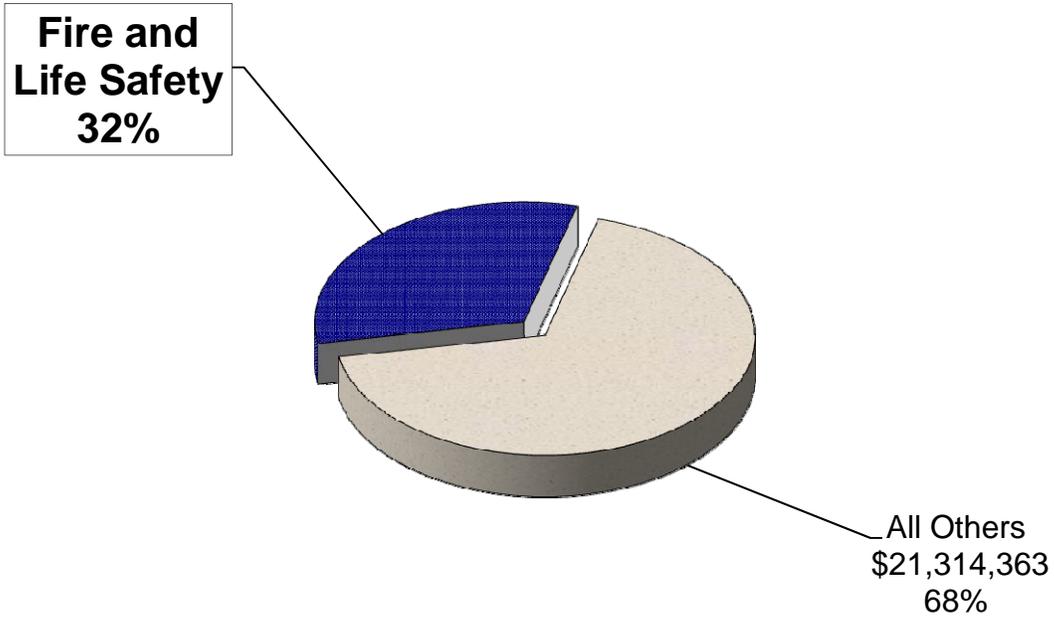
## Department Description

The Fire and Life Safety Department provides services that prevent the loss of life and property, and protect the environment. Administrative responsibilities include planning, supporting and controlling a diversified service delivery system for the City, the urban growth boundary, and East Lane Ambulance Service areas. Services include establishing modifying and providing fire protection and prevention services, firefighting, basic and advanced life support and ambulance transportation, illness and injury prevention, special rescue, hazardous materials control, fire safety education, code enforcement and fire cause investigation. The department oversees the ambulance billing of multiple jurisdictions and the FireMed membership program for Eugene Fire & EMS, Lane Rural Fire/Rescue, and Springfield Fire & Life Safety.

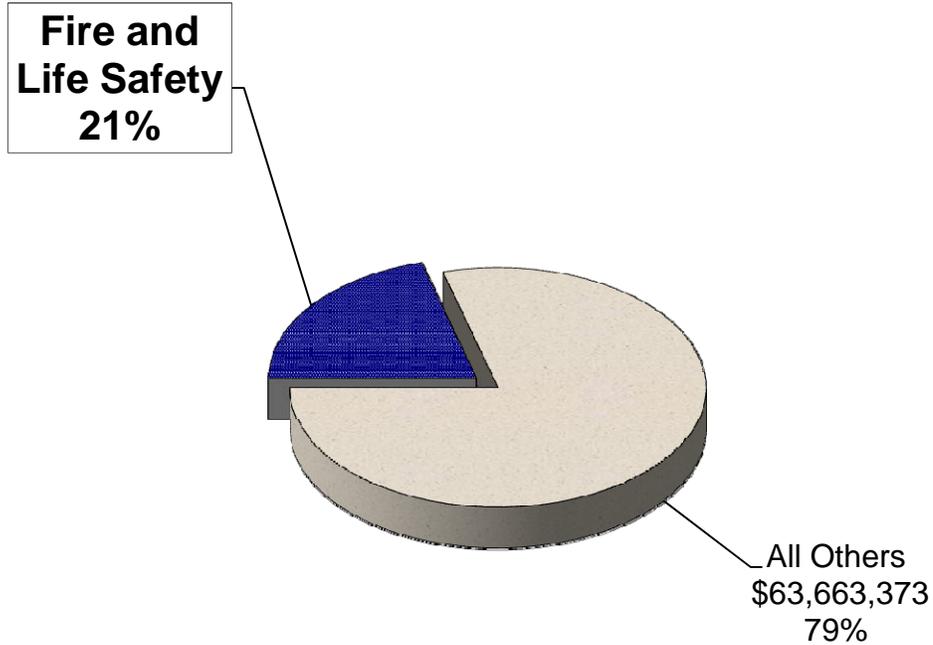
## Mission

The Fire and Life Safety Department provides the personnel, training, vehicles, equipment and supplies to respond to emergencies in the community that threaten life, property and the environment. The department is responsible for the development of continuing services aimed at providing and maintaining a high fire and life safety awareness in the community through prevention education.

<b>FY12 OPERATING BUDGET - General Fund</b>	<b>\$</b>	<b>31,277,136</b>
<b>Fire and Life Safety:</b>	<b>\$</b>	<b>9,962,773</b>



<b>FY12 OPERATING BUDGET - All Funds</b>	<b>\$</b>	<b>80,311,132</b>
<b>Fire and Life Safety:</b>	<b>\$</b>	<b>16,647,759</b>



# Fire and Life Safety Department

## *Financial Summary*

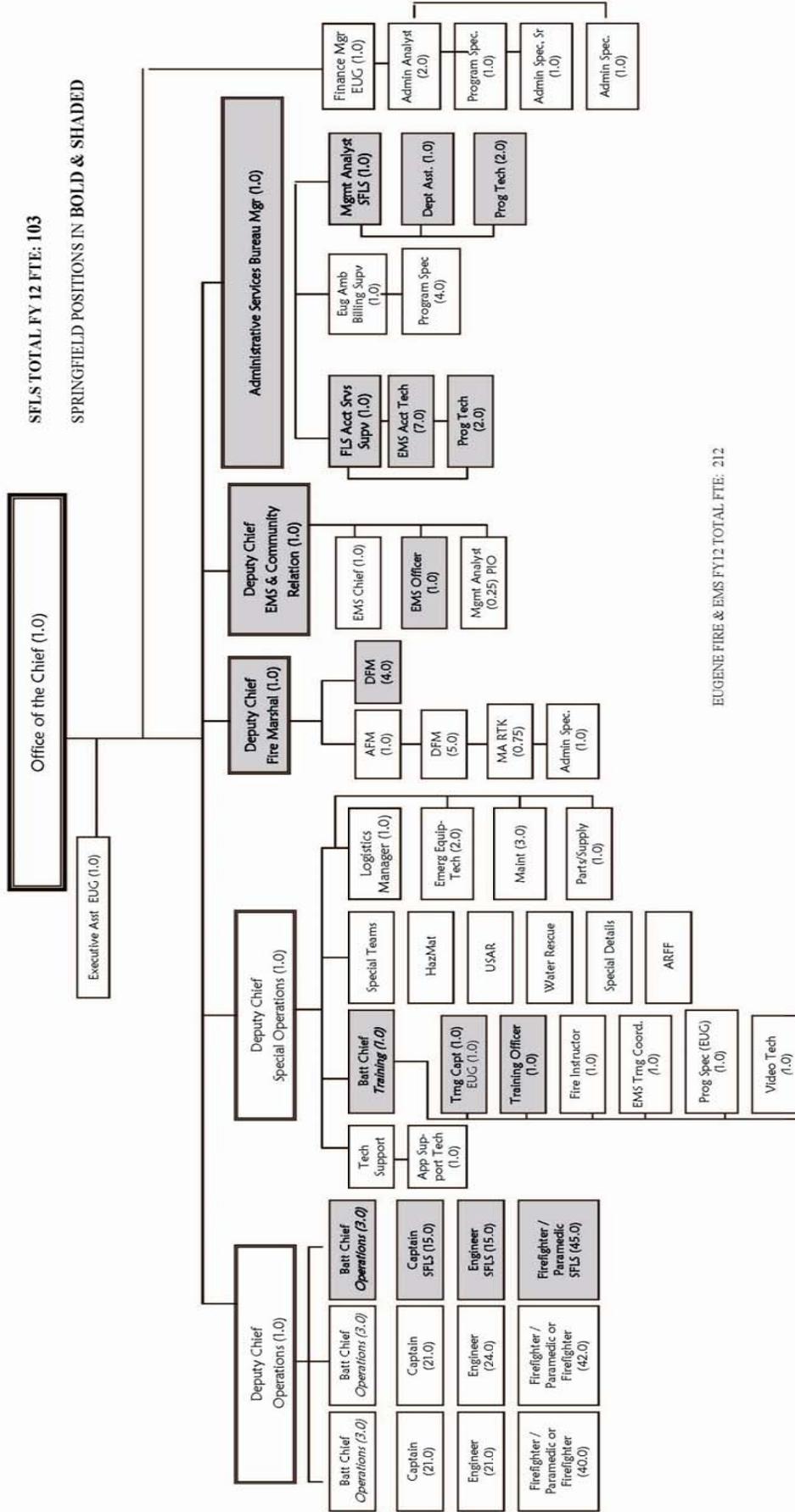
	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 12,173,193	\$ 12,251,502	\$ 13,150,721	\$ 13,267,365
Materials and Services	3,322,284	3,296,289	3,838,076	3,347,894
Capital Outlay	<u>873,156</u>	<u>59,232</u>	<u>438,000</u>	<u>32,500</u>
<b>Total</b>	<b><u>\$ 16,368,633</u></b>	<b><u>\$ 15,607,023</u></b>	<b><u>\$ 17,426,797</u></b>	<b><u>\$ 16,647,759</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 9,742,459	\$ 9,399,798	\$ 10,216,512	\$ 9,962,773
Ambulance	4,847,240	4,942,827	5,224,190	5,077,594
Fire Local Option Levy	1,133,355	1,208,228	1,455,576	1,537,852
Special Revenue Fund	112,350	43,519	92,519	28,040
Vehicle and Equipment	<u>533,230</u>	<u>12,651</u>	<u>438,000</u>	<u>41,500</u>
<b>Total</b>	<b><u>\$ 16,368,633</u></b>	<b><u>\$ 15,607,023</u></b>	<b><u>\$ 17,426,797</u></b>	<b><u>\$ 16,647,759</u></b>
<b>Expenditures by Sub-Program:</b>	-	-	-	-
<b>Office of the Chief</b>	\$ 163,590	\$ 229,963	\$ 12,994	\$ -
<b>Admn Services Bureau</b>	547,993	480,126	488,414	442,911
<b>Emergency Medical Services</b>				
Emergency Medical Srv	3,486,403	3,104,460	3,284,551	3,418,777
EMS Account Services	794,815	805,077	781,373	868,749
FireMed	688,486	708,502	710,111	479,125
FireMed Enterprise	-	-	99,580	31,588
<b>Fire Marshal</b>				
Fire Prevention	717,525	571,374	573,125	554,080
Haz-Mat	188,924	198,798	218,167	195,419
<b>Fire Operations</b>	9,337,918	9,061,955	10,667,170	10,162,990
<b>Fire and Life Safety Training</b>	<u>442,980</u>	<u>446,767</u>	<u>591,312</u>	<u>494,120</u>
<b>Total</b>	<b><u>\$ 16,368,633</u></b>	<b><u>\$ 15,607,023</u></b>	<b><u>\$ 17,426,797</u></b>	<b><u>\$ 16,647,759</u></b>

\* Amended as of June 6, 2011

# Eugene and Springfield Fire Departments IGA Organizational Chart

SFLS TOTAL FY 12 FTE: 103

SPRINGFIELD POSITIONS IN BOLD & SHADED



EUGENE FIRE & EMS FY12 TOTAL FTE: 212

Updated 13 APR 2011

## Fire and Life Safety Department

### FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	64.45	63.95	62.95	60.95
Ambulance	37.80	35.05	34.05	33.05
Fire Local Option Levy	9.00	9.00	9.00	9.00
<b>Total Full-Time Equivalents</b>	<b>108.00</b>	<b>108.00</b>	<b>106.00</b>	<b>103.00</b>

### Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12	
Battalion Chief - Operations	3.00	3.00	3.00	3.00	
Battalion Chief - Training	1.00	1.00	1.00	1.00	
Clerk 2	3.25	2.00	2.00	0.00	** (2)
Department Assistant	0.00	1.00	1.00	1.00	
Deputy Chief - Operations	1.00	1.00	1.00	1.00	
Deputy Chief - Fire Marshal/HazMat	1.00	1.00	1.00	1.00	
Deputy Fire Marshal 1	1.00	0.00	1.00	1.00	
Deputy Fire Marshal 2	3.00	4.00	3.00	3.00	
EMS Account Services Supervisor	0.00	1.00	1.00	1.00	
EMS Accounting Technician	8.00	7.00	7.00	7.00	
EMS Program Officer	1.00	1.00	0.00	1.00	
Fire Captain	15.00	15.00	15.00	15.00	
Fire Chief	1.00	1.00	0.00	0.00	
Fire Engineer	15.00	15.00	15.00	15.00	
Firefighter/Paramedic	45.00	45.00	45.00	45.00	
Management Analyst 1	1.00	0.00	0.00	0.00	
Management Analyst, Senior	3.00	2.00	2.00	1.00	** (1)
Program Technician	5.00	5.00	5.00	4.00	** (1)
Service Bureau Manager	1.00	1.00	1.00	1.00	
Training Officer	2.00	2.00	2.00	2.00	
<b>Total Full-Time Equivalents</b>	<b>108.00</b>	<b>108.00</b>	<b>106.00</b>	<b>103.00</b>	

\*\* Position unfunded for FY12.

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# Fire and Life Safety Department

## Program: Office of the Chief

### Program Description:

The Office of the Chief ensures that City Council goals and targets are met, represents the Department in community, interagency, and media relations and provides management direction and support of the entire Department in order to maintain a high level of community fire and life safety services delivery.

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### Budget Highlights:

Exploring opportunities for efficiencies, standardization and consolidation between Eugene Fire & EMS and Springfield Fire & Life Safety will be the focus in FY12.

### Service Level Changes:

The consolidated Office of the Chief will continue in FY12, with primary focus on consolidation/merger initiatives in all divisions of the department as well as maintenance of existing, or enhanced, service levels.

---

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Financially Sound and Stable Government Services	Provide Information to City Staff: Content	Annual Reviews Current	100%	80%	100%

## Fire and Life Safety Department

### Program: Administrative Services Bureau

#### Program Description:

The Administrative Services Bureau (ASB) supervises and manages the revenue-generating programs: Ambulance Account Services and FireMed. In addition, the ASB is responsible for budget development, grant management, accounts payable, payroll, contract coordination, and fiscal monitoring. It provides support services for the Office of the Chief, Operations Division, Training, Ambulance Transport, Fire Marshal's Office, FireMed and Ambulance Account Services.

---

#### Budget Highlights:

FY12 will mark continuing growth of the FireMed Ambulance Membership Program. The Basic (ground) ambulance membership fee will remain the same, but the Plus (air) membership fee will increase \$5 to \$102. All of this increase will go to Life Flight Network, FireMed's air ambulance membership marketing partner. In FY12, FireMed will evaluate the expansion/reduction of client administrative services in order to focus available resources on growing the local program. FireMed uses its position as the coordinating agency for the statewide membership reciprocal agreement to maintain contact with nearly all ambulance providers in the state. Communications include information about membership administration and ambulance billing services. FireMed continues to develop operational efficiencies within the local membership program, and will complete the redevelopment of the membership database and website begun in FY11. Membership marketing will continue to face obstacles in the regional economic climate, but we project that membership will continue growing. The success of the marketing effort in FY11 that sustained a 20% price increase while still increasing total membership is evidence of the effectiveness of FireMed's marketing efforts.

Ambulance Account Services continues their ambulance account enterprise, with billing services for 20 government entities besides Springfield. Account Services staff provide a level of expertise found in few other local government agencies. Low reimbursement rates for Medicare patient ambulance transports continue to make balancing the fund a challenge. Account Services has implemented several process improvements to maximize revenues and gain efficiencies in processing in an attempt to offset declining revenues. FY11 collection percentages held constant. Staff turnover and training new EMS Techs increased the workload in this division.

#### Service Level Changes:

As part of the functional consolidation, the ASB Manager now supervises the Account Services staffs of both Eugene and Springfield. Continuous Process Improvement (CPI), Benchmarking, and Best Practices will be applied to the consolidated function to gain further efficiencies in FY12.

**Program Performance Indicator:**

<b>Council Goals</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY112 Target</b>
<b>Financially Sound and Stable Government Services</b>	Manage Financial Resources: Obtain Funding	Net Enterprise Contribution to Ambulance Fund (\$1000)	360	360	360
		Ambulance - Net Collection % (Spfld only)	83%	74.2%	83%
		Ambulance Bills - Net # days in accounts receivable (Spfld only)	55	77.5	55
		FireMed - Market share (eligible households in Springfield)	28.3%	29.0%	29.0%

# Fire and Life Safety Department

## Program: Emergency Medical Services

### Program Description:

The Emergency Medical Services (EMS) program provides high-quality pre-hospital emergency medical treatment and ambulance transportation throughout the City of Springfield and much of eastern Lane County.

### Budget Highlights:

Revenues continue to outpace expenses and short and long-term solutions are still being sought. The Deputy Chief of EMS & Community Planning (Joint), Emergency Medical Services Officer (FLS), and Battalion Chief of EMS (Eugene) are working on standardizing equipment, protocols, SOP's, and training throughout the joint EMS system. System efficiencies in FY12 are expected to reduce costs and improve overall division performance.

**Service Level Changes:** The Emergency Medical Services Officer (EMSO) in Springfield was funded by City of Eugene in FY11. FLS is proposing to fund the position in Springfield for FY12. This position provides critical support services and training to all EMS staff in the field.

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Preserve Public Safety	Maintain Public Works and Core Services	% emergency ambulance response within 8 minutes	90%	79.2%	90%

# Fire and Life Safety Department

## Program: Fire Marshal's Office

### Program Description:

The FMO (Fire Marshal's Office) is responsible for services aimed at providing and maintaining a high fire safety awareness in the community. These services are presented to the public through code enforcement, control of hazardous materials use, life safety inspections, educational classes, fire cause investigations, issuance of operational permits, and correction of fire code violations in buildings with the primary goal of reducing life and property loss. This program meets the minimum requirements for State Mandated Exempt Status (ORS 476.030(3), OAR 837-039-0010). The program also meets hazardous material mandates as outlined by federal and state governments.

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### Budget Highlights:

The division has been providing the program functions that relate to the City of Springfield's partial exemption status and will maintain that status in FY12. The FMO is tasked with ensuring the built environment is maintained as designed and approved by the Building Official. Deputy Fire Marshals respond and conduct fire investigations and assist in the prosecution of arsonists with Springfield Police and the Lane County District Attorney.

### Service Level Changes:

The ongoing impact of several complex facilities constructed in recent years in Springfield (Peacehealth Hospital at Riverbend, the Springfield Justice Center and Jail, new school facilities) has necessitated a shift in focus and resources within the FMO. FMO staff is actively instituting Continuous Process Improvement (CPI) in all aspects of FMO functions and duties to better distribute the limited staff capacity effectively across the highest priority (highest life safety risk) occupancies in Springfield. Shortage of staff has necessitated managing fire protection system maintenance records without conducting a site visit unless maintenance of the system requires a Deputy to physically verify compliance.

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**Program Performance Indicator:**

<b>Council Goals</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>Preserve Public Safety</b>	Secure Property and Personal Safety	Dollar loss per fire - <u>Business</u> (perform better than 50% of similar cities)	50%	100%	100%
		Dollar loss per fire - <u>Residential</u> (perform better than 75% of similar cities)	75%	50%	75%
		Dollar loss per fire – <u>All</u> (perform better than 75% of similar cities)	75%	100%	75%
		% Springfield occupancies with Fire Protection Systems in compliance or verified as maintained	80%	89%	80%
<b>Community and Economic Development and Revitalization</b>	Interact With Citizens	% Juvenile Firesetter referral service and/or intervention for youth requests fulfilled annually	100%	100%	100%

# Fire and Life Safety Department

## Program: Fire Operations

### Program Description:

Fire Operations provides fire engine company response to citizen calls for assistance in a variety of emergencies. This program provides the personnel, training, specialized vehicles, equipment, and supplies to respond to emergencies in the community that threaten life, property, and the environment. This includes fires, rescues, natural and man-made disasters, hazardous material incidents, medical emergencies, and ambulance transportation. In addition, personnel perform work assigned by the Administrative Services Bureau, Fire Marshal's Office, and Emergency Medical Services programs and keep all equipment and apparatus maintained and ready for emergency response.

Fire Operations is also responsible for assisting in procuring grant program funds. Seeking alternative funding sources is ongoing.

---

### Budget Highlights:

The Public Safety Levy was renewed by voters in November 2010 and will continue to fund staffing for a fifth engine company in FY12. Fire Operations continues to work cooperatively with Eugene Fire and EMS in a "3 Battalion" system. Working cooperatively with Eugene Fire and EMS, efforts to improve processes and gain efficiencies in both systems will continue in FY12.

A Joint Apparatus Committee has been formed to review/recommend standards for apparatus purchases, Metro Standard Operating Procedures (SOP's) are being updated, and standardization of equipment throughout the 3-Battalions in is progress.

### Service Level Changes:

Fire & Life Safety took delivery on three new fire engines in June 2010, a major upgrade to an aging fleet. A new Wildland Interface apparatus is expected to be delivered in early FY12, replacing a 1981 engine no longer suitable. Fire apparatus replacement fund contributions are still below desired levels, but increased contributions the past three years, and use of leases, has improved the fund overall. Additional increases in replacement fund contributions will be necessary to maintain the fleet and replace worn out apparatus and vehicles.

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**Program Performance Indicator:**

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Preserve Public Safety	Secure Property and Personal Safety	% of fire responses within 5 minutes	80%	61.1%	80%

# Fire and Life Safety Department

## Program: Fire and Life Safety Training

### Program Description:

The Fire Training program provides all uniformed department personnel with the training necessary to develop and maintain the skills, knowledge, abilities, and certifications required to provide safe and effective fire and emergency medical services. Training includes classroom sessions and practical exercises using qualified/certified instructors, appropriate training programs, and equipment. The program attempts to meet all mandates as outlined by the appropriate regulating agencies, and provides other training necessary for successful, efficient, and safe service delivery to the community.

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### Budget Highlights:

The Training program instructs new employees and maintains skills of all Fire Operations personnel. It also provides the training and evaluation necessary to maintain required certifications.

### Service Level Changes:

In FY11 we produced a joint Metro Training Calendar for all Operations personnel and completed a Joint Eugene Fire & EMS/Springfield Fire & Life Safety Recruit Academy, with 2 new hires for Springfield in the 8-person recruit class. This effort demonstrated a new level of cooperation and consolidation of the Eugene Fire/Springfield Fire Training divisions. In FY12 the joint Training Division will conduct a joint recruitment to create a new list of potential future firefighters for both departments.

---

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Preserve Public Safety	Secure Property and Personal Safety	% Line employees meeting ISO requirements for training & drills	75%	75%	75%

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# Human Resources Department

## Departmental Programs

- **Personnel Services**
- **Risk & Benefits**

## Department Description

The Human Resources Department serves as a support system and partner to other City departments by managing the employee recruitment and development activities including the oversight of applicant screening and tracking, successor planning and affirmative action and EEO compliance. Other major functions of the Department are to implement and maintain a job classification system that is relevant, flexible and fair, and to administer and oversee the City's compensation practices to ensure compliance with State and Federal compensation regulations and to develop competitive compensation strategies that will enable the City to attract and retain talented employees.

We strive to work collaboratively with the City's collective bargaining units in administering the labor contracts, resolving disputes and handling grievances. Key to building positive relationships with all employees is the development and implementation of equitable employment policies, performance management practices, employee recognition programs, and the City's training program, including new employee orientation, supervisory development, and other mandatory and discretionary training.

The Human Resources Department manages the City's benefits programs, including retirement, health, life and disability insurance, employee assistance and employee leave administration. The Department is also responsible for City-wide risk management, including loss prevention planning, workplace health and safety, litigation coordination, and workers compensation, insurance and liability claim administration.

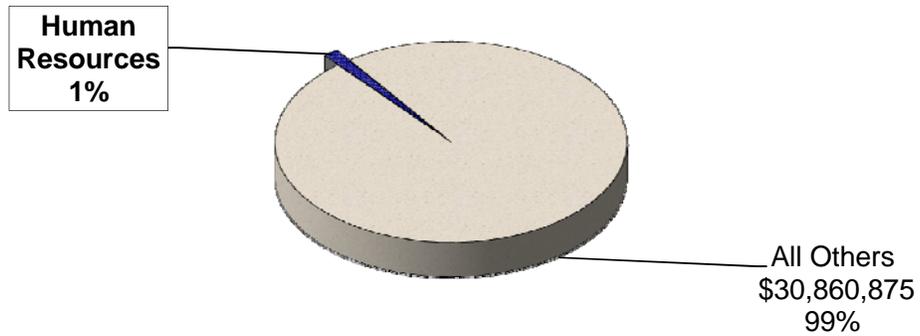
## Mission

The Mission of the Human Resources department is to support and develop the City's most important resource, our employees. The Human Resources Department serves the organization by providing professional organizational development & technical counsel, strategic guidance, service, leadership and training for issues related to the City's work force to our partner departments.

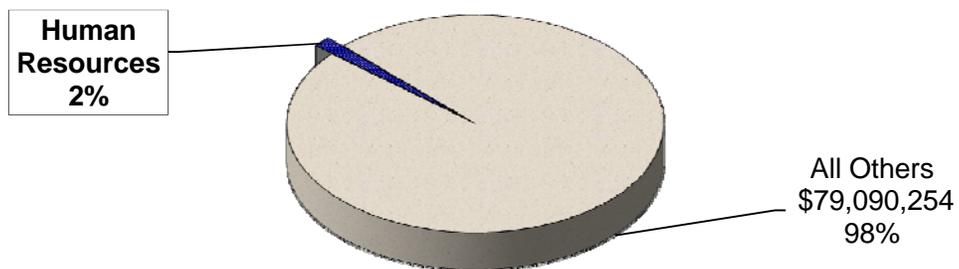
## Outcomes

- ◆ Provide our customers with creative, legal, fiscally sound and technically expert solutions to their personnel, risk and benefit needs.
- ◆ Provide innovation and leadership in enriching our employees' work environment.
- ◆ Provide innovation and leadership in Human Resources management that supports the City's goal of a financially stable organization.
- ◆ Be a leader in enhancing and diversifying the culture of the organization.
- ◆ Be recognized as an advocate for employees and City management alike.

<b>FY12 OPERATING BUDGET - General Fund</b>	<b>\$ 31,277,136</b>
Human Resources:	\$ 416,261



<b>FY12 OPERATING BUDGET - All Funds</b>	<b>\$ 80,311,132</b>
Human Resources:	\$ 1,220,878



## Human Resources Department

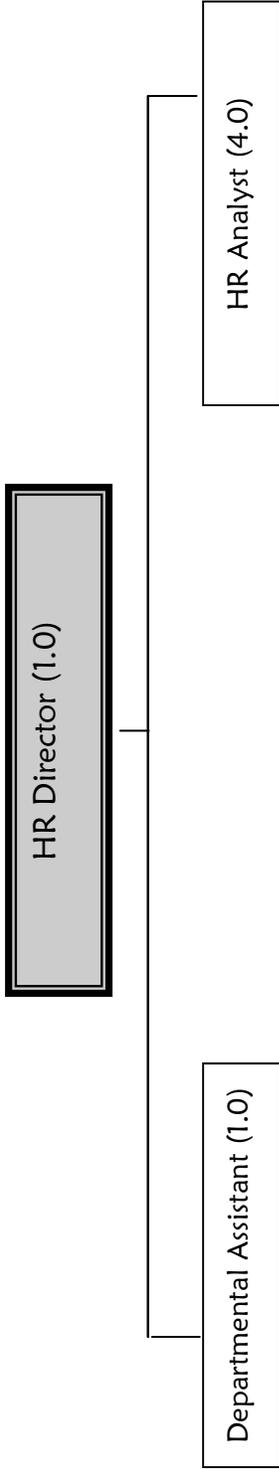
### *Financial Summary*

	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 641,184	\$ 518,239	\$ 548,097	\$ 573,090
Materials and Services	<u>661,803</u>	<u>759,753</u>	<u>713,858</u>	<u>647,788</u>
<b>Total</b>	<b><u>\$ 1,302,987</u></b>	<b><u>\$ 1,277,992</u></b>	<b><u>\$ 1,261,955</u></b>	<b><u>\$ 1,220,878</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 523,588	\$ 404,440	\$ 443,304	\$ 416,261
Insurance	778,835	865,960	813,451	803,017
Vehicle and Equipment	<u>564</u>	<u>7,593</u>	<u>5,200</u>	<u>1,600</u>
<b>Total</b>	<b><u>\$ 1,302,987</u></b>	<b><u>\$ 1,277,992</u></b>	<b><u>\$ 1,261,955</u></b>	<b><u>\$ 1,220,878</u></b>
<b>Expenditures by Sub-Program:</b>	-	-	-	-
Personnel Administration	\$ 473,177	\$ 370,760	\$ 402,765	\$ 375,991
Support Services	26,876	21,449	22,199	18,330
Citywide Training	24,100	19,823	23,540	23,540
Employee Benefits	398,541	485,239	538,104	513,862
Risk Management	286,284	175,826	186,701	199,450
Workers Compensation	<u>94,009</u>	<u>204,895</u>	<u>88,646</u>	<u>89,705</u>
<b>Total</b>	<b><u>\$ 1,302,987</u></b>	<b><u>\$ 1,277,992</u></b>	<b><u>\$ 1,261,955</u></b>	<b><u>\$ 1,220,878</u></b>

\* Amended as of June 6, 2011

# Human Resources Department

**Total FTE: 6.0**



## Human Resources Department

### FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	3.80	3.05	3.25	3.25
Insurance	3.20	2.95	2.75	2.75
<b>Total Full-Time Equivalents</b>	<b>7.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

### Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
Clerk 3	2.00	1.00	1.00	0.00
Departmental Assistant	1.00	1.00	1.00	1.00
Human Resources Analyst	2.00	2.00	3.00	4.00
Human Resources Director	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	0.00	0.00
<b>Total Full-Time Equivalents</b>	<b>7.00</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

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# Human Resources Department

## Program: Personnel Services

### Program Description:

Personnel Services is responsible for providing several services to internal and external customers:

- Citywide recruitment and employee development activities, which include: strategic planning to meet Citywide staffing needs and applicant pool development; oversight of applicant screening and selection; successor planning; affirmative action and EEO oversight; and applicant tracking.
- Collective bargaining oversight, labor contract administration, dispute resolution and grievance handling, and employee litigation coordination.
- Employment policy and practice administration, including policy development, manager and employee consultation, performance management practices, discrimination and harassment complaint investigation, and the employee recognition program's administration.
- Pay practice oversight, including compliance with of State and Federal compensation regulations and with collective bargaining agreements, the development of competitive compensation strategies, the evaluation of relevant labor markets, and job classification development and maintenance.
- Citywide training programs including new employee orientation, successor planning, supervisory development, mandatory and discretionary training, diversity and inclusion training, employee development planning and counseling.
- Maintenance of City personnel records, including ADA medical records compliance, performance records, personnel action administration, risk & workers compensation records, records retention compliance, and HR's database.

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### Budget Highlights:

During FY08 Human Resources launched a comprehensive classification and compensation study for general service employees. Due to the turnover of several staff positions (i.e., the Human Resources Director, the Human Resources Manager and one Human Resources Analyst), the study was completed in late FY10 and new classification and compensation plans were adopted by the City Council. Recognizing the City's financial challenges, employees agreed to a phased in implementation strategy for the compensation plan which will continue thru FY12.

### Service Level Changes:

After having to postpone several projects due to staff changes and reductions and the region's weak economic outlook, Human Resources is gearing up to revitalize our service delivery and be a more active partner in making the City a preferred place to work. A reorganization of the

department was completed with the creation of a flatter, less hierarchical structure that will enable us to be more flexible and responsive to our clients.

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**Program Performance Indicator:**

<b>Council Goals</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>To Offer Financially Responsible and Stable Government Services</b>	Recruitment and Selection: Enhance & diversify the organizational culture	Percent of qualified applicants who meet City's workforce diversity goals.	7%	3%	7%
	Classification & Compensation: Pay plan is accurately adjusted in local market	Percent of new employees hired at mid-step or lower	90%	No Data	90%

# Human Resources Department

## Program: Risk & Benefits Services

### Program Description:

Risk & Benefits is responsible for benefits programming which include retirement, health, life and disability insurance, employee wellness, employee leave administration, employee assistance programming, and Federal- and State-mandated benefits such as FMLA/OFLA and military leave.

In addition, staff also provides Citywide risk programming, including litigation coordination, workers compensation administration, City property and liability insurance coverage administration, liability claim administration, workplace health & safety coordination, OSHA compliance, coordination of City Risk & Safety committees, risk training, loss prevention planning, and risk records administration.

### Budget Highlights:

The City of Springfield's Wellness Center for employees continues to enhance employee productivity and wellness, especially with the support of our Wellness Coordinator for weight loss, fitness programs and preventative care. Continued efforts at minimizing time loss due to on-the-job injuries has resulted in a dramatic reduction in workers compensation costs.

**Service Level Changes:** N/A

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
To Offer Financially Responsible and Stable Government Services	Benefits: Provide creative, legal, fiscally sound and technically expert solutions to benefit needs	Percentage of employees who rate service at good or better.	Good	No Data	Good
	Risk Management: Maintain Workers' Compensation experience rating at 1.0 or lower.	Tracked annually, data provided by SAIF	95%	No Data	93%

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# Information Technology Department

## Departmental Programs

- Information Technology

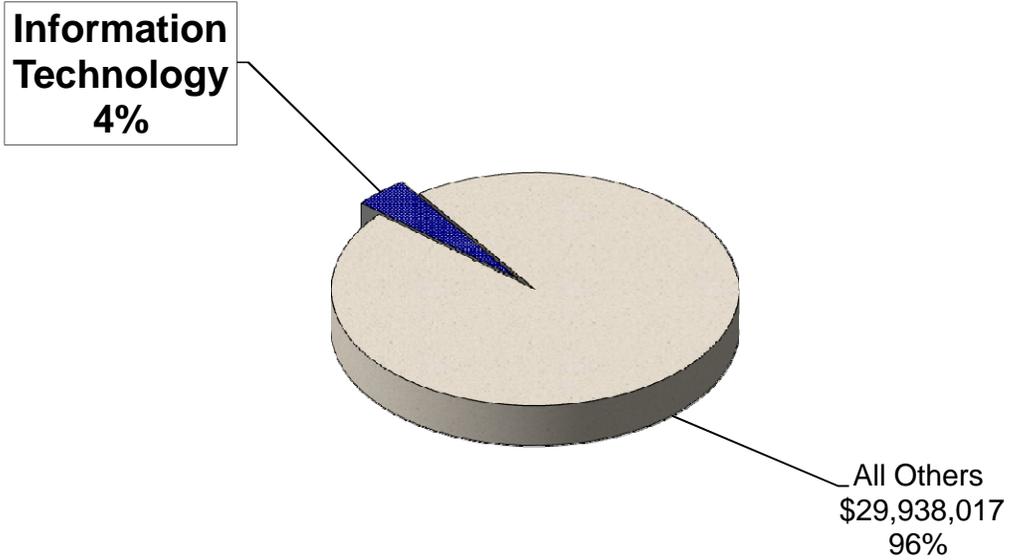
## Department Description

The Information Technology Department assists other City Departments through a series of services that includes implementing and integrating computer systems, coordinating and providing training, negotiating and managing information technology-related contracts, performing application development, and technology assistance and support. The Department creates the technology environment that enables City employees to quickly access vital information using the most efficient and cost effective system hardware and software. The Department provides leadership as an active partner in the regional telecommunications and data-sharing network.

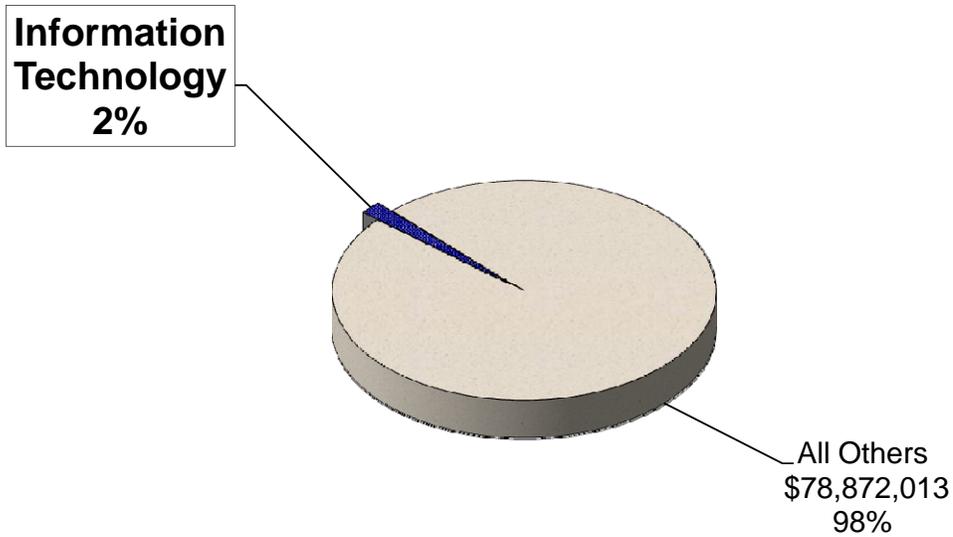
## Mission

The Information Technology Department assists City Departments in responding to the needs of the citizens by enabling City employees to quickly access vital information. We are dedicated to providing quality service through teamwork, partnerships, and developing team and individual strengths.

<b>FY12 OPERATING BUDGET - General Fund</b>	<b>\$ 31,277,136</b>
<b>Information Technology:</b>	<b>\$ 1,339,119</b>



<b>FY12 OPERATING BUDGET - All Funds</b>	<b>\$ 80,311,132</b>
<b>Information Technology:</b>	<b>\$ 1,439,119</b>



# Information Technology Department

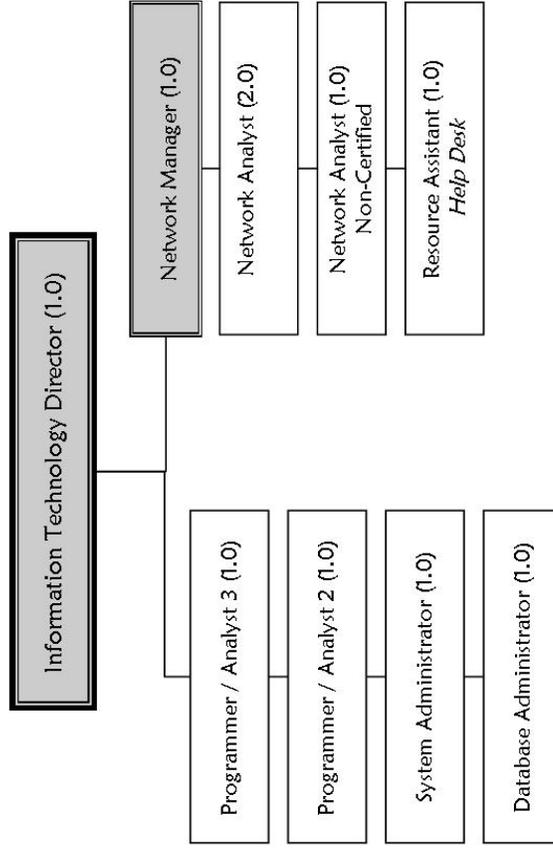
## Financial Summary

	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 961,565	\$ 955,466	\$ 1,007,632	\$ 1,076,235
Materials and Services	431,361	399,519	492,487	312,884
Capital Outlay	<u>120,265</u>	<u>41,701</u>	-	<u>50,000</u>
<b>Total</b>	<b><u>\$ 1,513,191</u></b>	<b><u>\$ 1,396,686</u></b>	<b><u>\$ 1,500,119</u></b>	<b><u>\$ 1,439,119</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 1,347,406	\$ 1,221,006	\$ 1,289,119	\$ 1,339,119
Vehicle and Equipment	<u>165,785</u>	<u>175,680</u>	<u>211,000</u>	<u>100,000</u>
<b>Total</b>	<b><u>\$ 1,513,191</u></b>	<b><u>\$ 1,396,686</u></b>	<b><u>\$ 1,500,119</u></b>	<b><u>\$ 1,439,119</u></b>
<b>Expenditures by Sub-Program:</b>				
Information Services	\$ 1,504,268	\$ 1,394,982	\$ 1,496,119	\$ 1,435,119
Telecommunications	<u>8,923</u>	<u>1,705</u>	<u>4,000</u>	<u>4,000</u>
<b>Total</b>	<b><u>\$ 1,513,191</u></b>	<b><u>\$ 1,396,686</u></b>	<b><u>\$ 1,500,119</u></b>	<b><u>\$ 1,439,119</u></b>

\* Amended as of June 6, 2011

# Information Technology Department

Total FTE: 10.0



# Information Technology Department

## FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	10.00	10.00	10.00	10.00
<b>Total Full-Time Equivalents</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

## Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
Database Administrator	1.00	1.00	1.00	1.00
Information Technology Director	1.00	1.00	1.00	1.00
Network Analyst	1.00	1.00	1.00	1.00
Network Analyst Non-Certified	1.00	1.00	1.00	1.00
Network Manager	1.00	1.00	1.00	1.00
Programmer Analyst 2	2.00	2.00	2.00	2.00
Programmer Analyst 3	1.00	1.00	1.00	1.00
Resource Assistant (I.T.)	1.00	1.00	1.00	1.00
System Administrator	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

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# Information Technology Department

## Program: Information Technology

### Program Description:

Assist City departments in providing services to citizens by enabling City employees to share and access information, this is accomplished by:

- ◆ Supporting the decision-making process through easy access to City and regional information.
- ◆ Providing customer service and support for the core computer systems.
- ◆ Assisting with the purchase, installation and management of over 520 personal computers and servers on Citywide local and wide area networks.
- ◆ Contributing expertise with Business Area Analysis and Business System Design, and offering consulting support services to City departments.

Direct service to citizens is provided through the City's web site, including online applications, forms and information.

Telephone contact is frequently the citizen's first interaction with City services; it is imperative that the system be managed effectively to provide excellent customer service. This is accomplished by:

- ◆ Providing quality, cost effective telecommunication services to all City departments
- ◆ Researching and exploring telecommunications opportunities

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### Budget Highlights:

FY11 was a busy and productive year for the IT Department and our customers. Significant upgrades were applied in the Fire and Life Safety Department to their DocuWare imaging system, their Electronic Patient Care Reporting (e-PCR) application, and their RescueNet ambulance billing application.

Out of about 136 permitting agencies in the State of Oregon, Springfield was selected as the #1 "Pilot" jurisdiction by the State for implementation of the e-Building Permits portal. This product went "Live" in August 2010. This state-of-the-art e-Government web portal enables owners, contractors and developers to purchase building permits online, schedule inspections either online or utilizing an Interactive Voice Response System (IVRS). The program includes a full-function "Mobile Office" to enhance productivity and performance of field personnel especially inspectors. Also included in our new web-based Accela Community Service product are Planning Applications and Code Enforcement modules. A Geographic Information System (GIS) interface was implemented to further enhance the development process.

The City debuted a new "Look and Feel" to their web site, along with a new domain name during FY11. Find the new City web site at <http://www.springfield-or.gov> . Other FY11 projects included extending the City Hall Wi-Fi network to serve conference rooms, implementing multi-factor authentication for Public Safety automation, and configuring IT Servers to execute an auto-shutdown in the absence of commercial power to protect City hardware and data.

One long-standing project that is scheduled for completion in FY11 is the AIRS Conversion. This ambitious project saw new applications for Jail Management, Computer Aided Dispatch, Mobile Data Computers, Police Records, and Courts Records. Full system integration is being implemented in order to eliminate redundant systems and data entry. System is scheduled to go "Live" the week-end of June 18/19, 2011.

**Service Level Changes:**

Reductions have been implemented in Computer Equipment, Training, and Travel totaling \$16,400. Contributions to IT Computer Equipment Replacement Reserves are proposed at \$51,000; this is down from \$97,900 in FY09.

**Program Performance Indicator:**

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Financially Sound and Stable Government Services	IT Infrastructure: Ensure reliable, high performance access to City data and applications	IT infrastructure including telecommunications, servers and network is available	99.9%	99.9%	99.9%
		Workstations are available; down PCs are returned to service within 1 day, or a loaner is provided	99.5%	100.0%	99.5%
		Help Desk calls receive a response within 5-minutes	85.0%	85.0%	85.0%
		New Infrastructure Meets Customer Expectations	85.0%	No Data	85.0%
	Data Accessibility: Data is stored, managed and available to support operations and management decisions	Applications will receive periodic upgrades within vendor-recommended maintenance cycles	75.0%	80.0%	80.0%
		Enhancements and customizations to existing applications will meet customer expectations	85.0%	100.0%	95.0%
		New applications will meet customer expectations	85.0%	78.0%	85.0%

# Legal and Judicial Services Department

## Departmental Programs

- **City Attorney**
- **City Prosecutor**
- **Municipal Court**

## Department Description

The City Attorney, City Prosecutor and the Municipal Court comprise the service area identified as Legal and Judicial Services. The City Council oversees City Attorney services via a contract with an outside legal firm. The program reports directly to the City Council and is responsible for attending all City Council and Planning Commission meetings and for supplying the City Council and staff with legal opinions regarding existing or proposed City operations and activities. All ordinances, resolutions, contracts and activities having legal implications are reviewed and approved by the City Attorney to assure compliance with intent, Charter, State and Federal laws as well as the possibility of liability exposure or litigation.

The City Manager's Office oversees the City Prosecutor services via a contract. The City Prosecutor represents the City in Municipal Court and Appellate Courts. Prosecution services are provided for all misdemeanor criminal and traffic crimes and for any violation cases in which the defendant has retained counsel. The City Prosecutor represents the City in trials by court or by jury.

The Municipal Judges report to the City Council. The operations of the Municipal Court report to the Finance Director. The Municipal Court provides judicial services for the administration of justice, case and jury management, the appointment of attorneys for indigent defense, probation monitoring, providing interpreters, and the enforcement and collection of bail, fines, and fees. The Municipal court has jurisdiction over misdemeanor criminal, traffic crimes and violations cited by the Springfield Police Department, Nuisance Code Enforcement, Animal Control and Parking Control Officers.

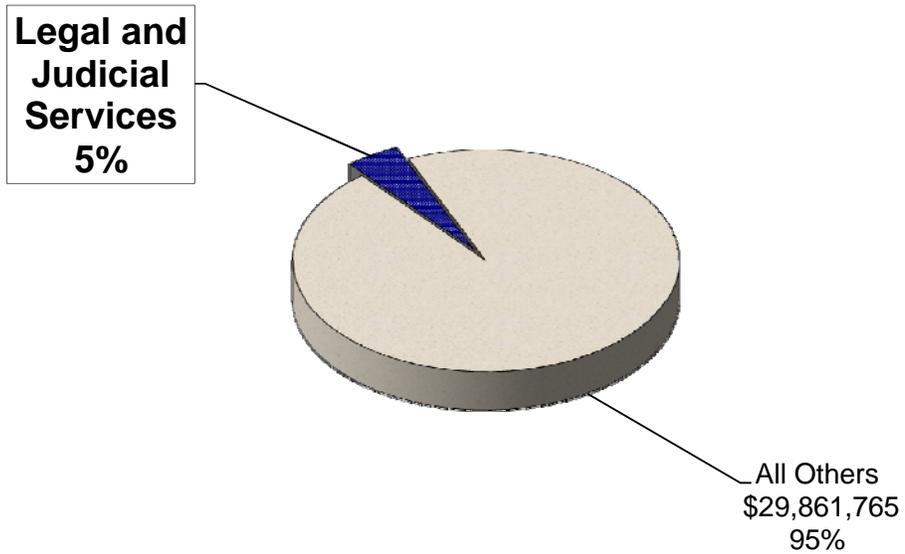
## Mission

The City Attorney's Office strives to provide practical legal advice, effectively interpret laws, reviews and drafts City ordinances, resolutions and contracts and works to minimize the City's exposure to liability and legal expenses.

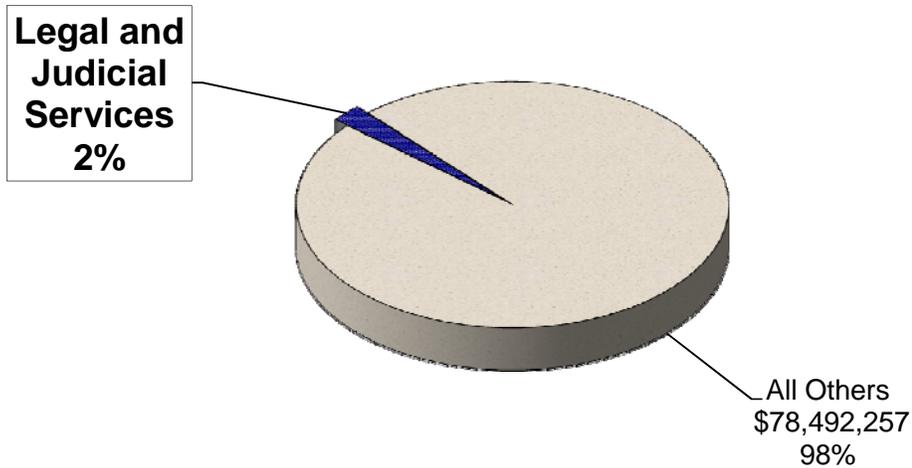
The City Prosecutor's Office strives to maintain public confidence in the ability of the legal judicial system to pursue prosecution of criminal conduct, to resolve legal contests in a timely manner, and to compel compliance with the laws that protect the safety and quality of life in the community.

Municipal Court strives to maintain public confidence in the ability of the legal judicial system to uphold the rule of law, fairly and impartially resolve legal contests in a timely manner, and to compel compliance with the laws that protect the safety and quality of life in the community.

<b>FY12 OPERATING BUDGET - General Fund</b>	<b>\$ 31,277,136</b>
<b>Legal and Judicial Services:</b>	<b>\$ 1,415,371</b>



<b>FY12 OPERATING BUDGET - All Funds</b>	<b>\$ 80,311,132</b>
<b>Legal and Judicial Services:</b>	<b>\$ 1,818,875</b>



## Legal and Judicial Services

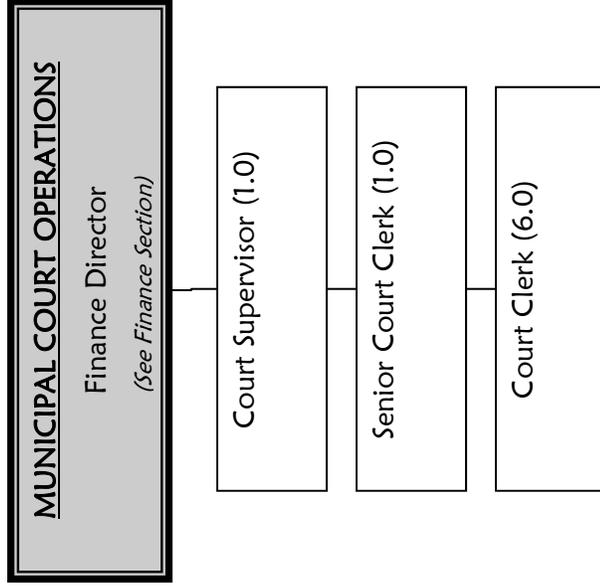
### *Financial Summary*

	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 516,042	\$ 566,409	\$ 639,839	\$ 790,011
Materials and Services	1,055,534	899,312	1,036,189	1,028,864
Capital Outlay	-	5,024	-	-
<b>Total</b>	<b><u>\$ 1,571,576</u></b>	<b><u>\$ 1,470,746</u></b>	<b><u>\$ 1,676,028</u></b>	<b><u>\$ 1,818,875</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 1,396,210	\$ 1,312,546	\$ 1,311,211	\$ 1,415,371
Police Local Option Levy	171,655	147,518	360,067	395,504
Vehicle and Equipment	3,712	10,682	4,750	8,000
<b>Total</b>	<b><u>\$ 1,571,576</u></b>	<b><u>\$ 1,470,746</u></b>	<b><u>\$ 1,676,028</u></b>	<b><u>\$ 1,818,875</u></b>
<b>Expenditures by Sub-Program:</b>	-	-	-	-
City Attorney	\$ 317,396	\$ 316,922	\$ 341,604	\$ 366,353
City Prosecutor	248,533	248,089	265,619	262,547
Municipal Court	1,005,647	905,735	1,068,805	1,189,975
<b>Total</b>	<b><u>\$ 1,571,576</u></b>	<b><u>\$ 1,470,746</u></b>	<b><u>\$ 1,676,028</u></b>	<b><u>\$ 1,818,875</u></b>

\* Amended as of June 6, 2011

# Legal and Judicial Services

Total FTE: 8.0\*



\* Note: 0.84 FTE for Municipal Court Judges report directly to the City Council and do not appear on any departmental organization chart, although the positions are funded through Legal and Judicial Services.

## Legal and Judicial Services

### FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	6.54	6.54	7.04	6.62
Police Local Option Levy	2.01	2.01	2.01	2.23
<b>Total Full-Time Equivalents</b>	<b>8.55</b>	<b>8.55</b>	<b>8.55</b>	<b>8.85</b>

### Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
Court Clerk	6.00	6.00	6.00	6.00
Court Clerk, Senior	1.00	1.00	1.00	1.00
Court Supervisor	1.00	1.00	1.00	1.00
Judge	0.55	0.55	0.55	0.65
Judge Pro-Tem	0.00	0.00	0.00	0.20
<b>Total Full-Time Equivalents</b>	<b>8.55</b>	<b>8.55</b>	<b>8.55</b>	<b>8.85</b>

**NOTE:** 0.84 FTE for Municipal Court Judges and Judge Pro-Tem report directly to the City Council and do not appear on any departmental organization chart; although the positions are funded through Legal and Judicial Services.

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## Legal and Judicial Services Department

### Program: City Attorney

#### Program Description:

The Municipal Court has jurisdiction over misdemeanor criminal, traffic crimes and violations cited by the Springfield Police Department, Nuisance Code Enforcement, and Parking Control officers. The Court provides judicial services for the administration of justice, case and jury management, appointments of attorneys for indigent defense and interpreters, probation monitoring and enforcement and collection of bail, fines, and fees. The Court strives to maintain public confidence in the ability of the legal judicial system to uphold the rule of law, resolve legal contests in a fair and timely manner and to compel compliance with the laws that protect the safety and quality of life in the community.

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#### Budget Highlights:

Provide general counsel to City Council, Planning Commission and staff regarding planning and development proposals, economic development initiatives, contract development and review, code enforcement, Justice Center, Glenwood Development, Gateway Area, Human Resources, BOLI Issues, Environmental Services, Municipal Court, risk consultation, OLCC issues, public records, public meetings, ethics, and general counsel to Council and staff. An additional service that has been added this past year is labor negotiations.

#### Service Level Changes:

No FY12 changes to the program. Actual recorded hours based on tracking for FY10 were 2,999. Our hours for FY11 are estimated to increase from 2,124 to 2,316. Our proposed hours for FY12 are still scheduled to remain at 2,316. The hourly rate charged by the firm will change from \$149.21 to \$152.57

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## Legal and Judicial Services Department

### Program: City Prosecutor

#### Program Description:

The City contracts for Prosecution Services with David Logan. The City Prosecutor represents the City in Municipal Court and Appellate courts. Prosecution services are provided for all misdemeanor criminal and traffic crimes and for any violation cases in which the defendant has retained counsel. Services provided include screening of reports filed, negotiations for settlement of cases and for representation of the City in trials by court or by jury. The City Prosecutor also recommends revisions to the Municipal Code to conform with case law and state statutes, provides legal advice and training for the Police Department and maintains the criminal law library.

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#### Budget Highlights:

The opening of the municipal jail has created an additional demand on the City Prosecutor's Office, particularly in the areas of completing discovery and preparation for trial. During FY11 additional resources were provided mid-year through the special levy for prosecutor services to allow for temporary help. Additional process improvement steps are being considered that would address this need on an ongoing basis.

**Service Level Changes:** None at this time. The possible impacts upon the City Prosecutor's Office as a result of the municipal jail opening during this fiscal year are still under consideration. Caseloads and any change in trial patterns will be watched closely during the first part of the fiscal year.

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## Legal and Judicial Services Department

### Program: Municipal Court

#### Program Description:

The Municipal Court has jurisdiction over misdemeanor criminal, traffic crimes and violations cited by the Springfield Police Department, Nuisance Code Enforcement, and Parking Control officers. The Court provides judicial services for the administration of justice, case and jury management, appointments of attorneys for indigent defense and interpreters, probation monitoring and enforcement and collection of bail, fines, and fees. The Court strives to maintain public confidence in the ability of the legal judicial system to uphold the rule of law, resolve legal contests in a fair and timely manner and to compel compliance with the laws that protect the safety and quality of life in the community.

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#### Budget Highlights:

Since adoption of State statutes in November of 1997, case filings at the Municipal rather than state level has ensured prosecution of misdemeanor crimes committed in the City of Springfield.

The opening of the Springfield Municipal Jail on January 29, 2010, increased the ability of the court to hold offenders accountable and to increase the ability of the Court to compel compliance with sentencing orders, including payment of monetary penalties. Increased expenditures, however, are anticipated for appointment of counsel for indigent representation, interpreter and merchant services.

Caseload filings are currently estimated at 12,754 for FY11, with a total of \$1, 350,770 estimated in total fines imposed. Case adjudication rates are anticipated at 102% over case filings which represent pending cases are being adjudicated through warrant service and through ability to hold defendants for Court. Revenue collection for this fiscal year is currently estimated at \$1,702,836 which includes fines and all city fees.

#### Service Level Changes:

No service level change for FY12.

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**Program Performance Indicator:**

<b>Council Goals</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY 12 Target</b>
<b>Preserve Public Safety</b>	Adjudication Services: Provide timely and expeditious case processing	% of Violation cases meeting National Trial Court Standard 2.1.2 for consistent trend of 1:1 ration of cases filed to disposed	100%	102%	100%
		% of Misdemeanor cases meeting National Trial Court Standard 2.1.2 for consistent trend of 1:1 ratio of cases filed to disposed	100%	102%	100%
		% of Misdemeanor cases meeting standard for 100% disposition within 90 days (measurement includes FTA days)	95%	44%	88%
		% of Misdemeanor Custody Trials Dismissed for "Lack of Speedy Trial" (settings in excess of statutory 60 days)	0%	0%	0%
		Trial Date Certainty: % of cases meeting National Trial Court Standard 2.1.4 for disposition at first trial	95%	34.2%	60%
	Probation Monitoring and Enforcement Services: Provide action to enforce court orders to avoid patterns of systematic failure to fulfill criminal sentences	Overall Compliance Rate for collection of Victim Restitution payments	100%	71.3%	95%
<b>Financially Sound and Stable Government</b>	Financial Services - Accounts Receivables: Provide and ensure timely and accurate receipting of funds	% of days with 100% accuracy in balancing	100%	95%	100%
	Financial Services - Accounts Payables: Provide and ensure timely payment of goods and services received	% of non-payment delinquent penalties	0%	0%	0%
	Financial Services - Financial Reporting: Provide and ensure timely and accurate reporting and disbursement of funds	% of days with timely reporting of cash receipting and distribution of funds	100%	100%	100%

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY 12 Target
Preserve Hometown Feel, Livability & Environmental Quality	Customer Services: Interact with citizens in a manner upholding public trust and confidence in the Court to protect and uphold the rule of law - Accessibility (survey)	% of citizens survey respondents highly satisfied with accessibility	100%	N/A	100%
		% of citizens survey respondents highly satisfied with Judicial services	90%	N/A	90%
		% of citizens survey respondents highly satisfied with Court staff interactions	90%	N/A	90%
		% of citizens survey respondents highly satisfied with Court facility	90%	N/A	90%
		% of citizens survey respondents highly satisfied with Court facility	100%	N/A	100%
		% of citizen survey respondents highly satisfied with overall Court experiences	90%	N/A	90%
Continuous Process Improvement		Completion of AIRS Criminal Justice computer system Phase 1 Court System (automated monitoring, collections, document generation and imaging capability)	100%	90%	100%
		Conversion of "Day Forward" adjudicated violation (paper files) to "electronic originals" to enable "access on demand" for continued collection processing	100%	90%	100%
		Implement electronic signature capability to enhance information accessibility time between courtroom and public service counter; reduce customer wait times	100%	N/A	N/A

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# Library Department

## Departmental Programs

- **Adult/Reference Services**
- **Community Services**
- **Support Services**
- **Youth Services**

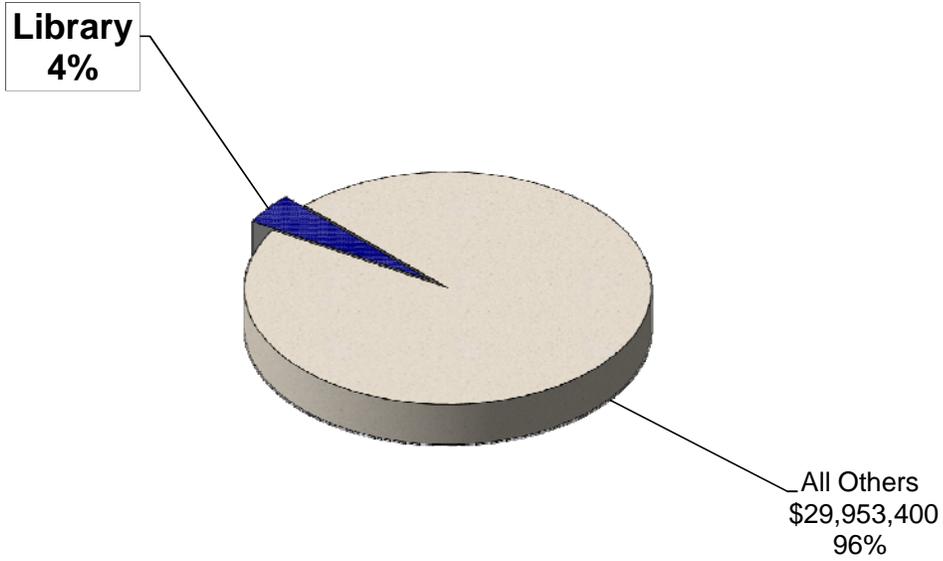
## Department Description

The Library Department provides a wide range of informational, educational, cultural and recreational materials to more than 20,000 patrons in our community. Library patrons range from pre-school aged children to senior citizens. In addition to providing books in all subject areas, the Library offers a reference collection, large print materials, newspapers, magazines, audio books, CDs and DVDs in English and Spanish, as well as public access to the internet. Public access to word processing and internet computers are available in both the Adult and Youth Service areas of the Library. Special programs such as story hours, a summer reader program, films, puppet shows and a variety of other programs are provided to our junior patrons. The City of Springfield's Library participates in an interlibrary loan service that provides easy access to the collections of other libraries and the Library's skilled reference staff provides assistance in locating information in the shared collections, as well as general information on community activities, programs and services.

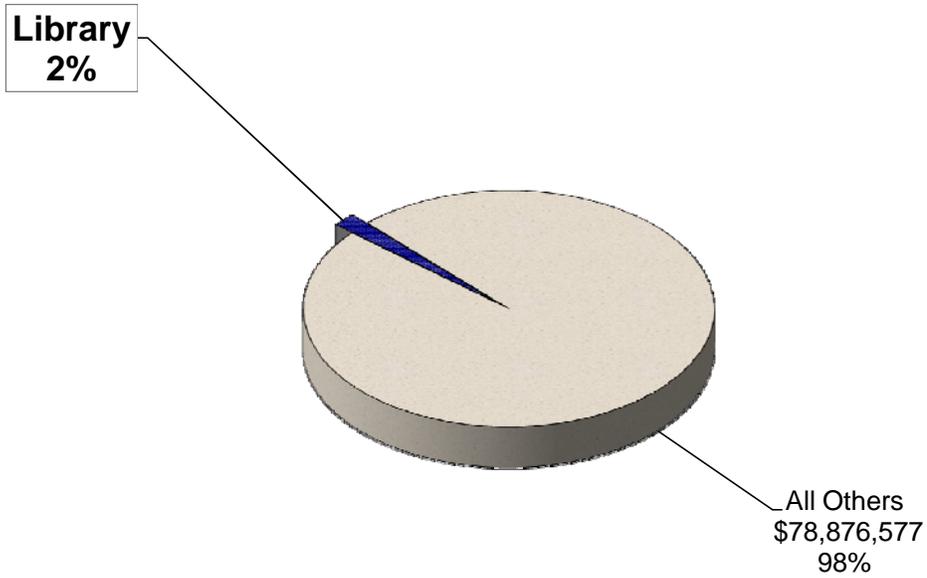
## Mission

The Library Department places a strong and continuing focus on the importance of public service contacts with our citizens. The Library continues to emphasize the importance of providing diverse materials and instructional and cultural programming for our patrons.

<b>FY12 OPERATING BUDGET - General Fund</b>		<b>\$ 31,277,136</b>
Library:	<b>\$ 1,323,736</b>	



<b>FY12 OPERATING BUDGET - All Funds</b>		<b>\$ 80,311,132</b>
Library:	<b>\$ 1,434,555</b>	



# Library Department

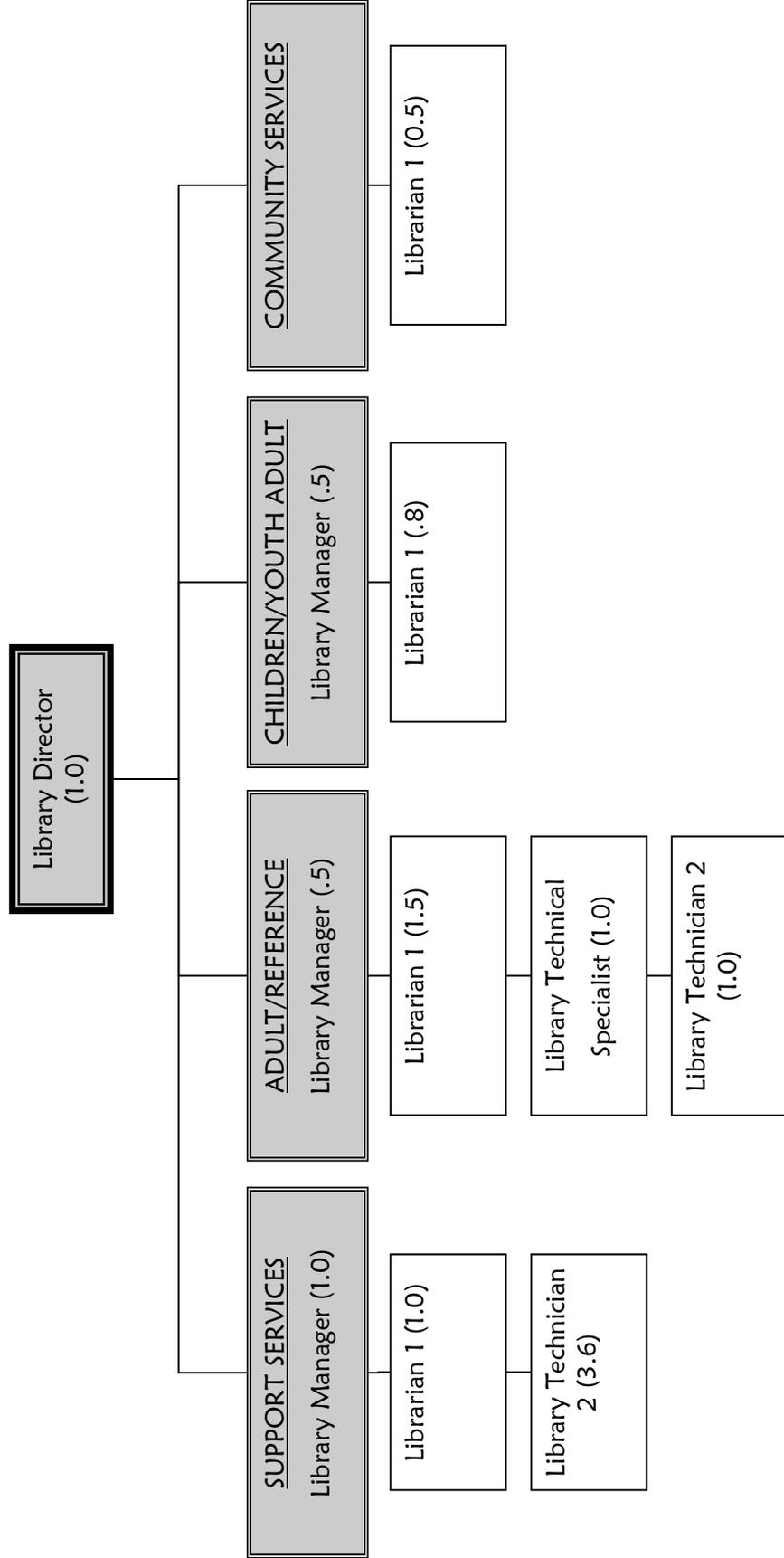
## Financial Summary

	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 1,036,047	\$ 1,030,925	\$ 1,097,297	\$ 1,109,055
Materials and Services	238,890	216,277	216,925	217,983
Capital Outlay	92,599	113,263	136,047	107,517
<b>Total</b>	<b><u>\$ 1,367,536</u></b>	<b><u>\$ 1,360,465</u></b>	<b><u>\$ 1,450,269</u></b>	<b><u>\$ 1,434,555</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 1,259,839	\$ 1,261,500	\$ 1,332,664	\$ 1,323,736
Special Revenue	49,652	53,469	55,887	29,801
Transient Room Tax	45,055	45,495	56,518	60,618
Vehicle and Equipment	12,990	-	5,200	20,400
<b>Total</b>	<b><u>\$ 1,367,536</u></b>	<b><u>\$ 1,360,465</u></b>	<b><u>\$ 1,450,269</u></b>	<b><u>\$ 1,434,555</u></b>
<b>Expenditures by Sub-Program:</b>				
Adult/Reference Services	\$ 342,498	\$ 276,020	\$ 384,162	\$ 393,046
Youth Services	221,525	290,440	248,337	238,974
Community Services	21,937	21,540	36,000	20,000
Support Services	781,576	772,465	781,770	782,535
<b>Total</b>	<b><u>\$ 1,367,536</u></b>	<b><u>\$ 1,360,465</u></b>	<b><u>\$ 1,450,269</u></b>	<b><u>\$ 1,434,555</u></b>

\* Amended as of June 6, 2011

# Library Department

Total FTE: 12.4



## Library Department

### FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	12.90	12.56	12.81	11.81
Transient Room Tax	0.50	0.50	0.50	0.50
Special Revenue Fund	0.20	0.14	0.09	0.09
<b>Total Full-Time Equivalents</b>	<b>13.60</b>	<b>13.20</b>	<b>13.40</b>	<b>12.40</b>

### Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
Librarian 1	3.20	3.80	4.00	3.80
Library Director	1.00	1.00	1.00	1.00
Library Manager	3.00	2.00	2.00	2.00
Library Technician 2 *	5.40	5.40	5.40	4.60
Library Technician Specialist	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents</b>	<b>13.60</b>	<b>13.20</b>	<b>13.40</b>	<b>12.40</b>

\*\* (1)

\*\* Position unfunded for FY12.

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# Library Department

## Program: Adult/Reference Services

### Program Description:

Adult/Reference Services strives to meet the informational, educational and recreational needs of adult users within our diverse community. Materials provided include books, magazines, newspapers, audio books, CDs, and DVDs in English and Spanish, as well as public access to the internet, reference databases, and downloadable media including audio and e-books. A reference help desk is staffed every hour that the library is open, providing skilled reference assistance in locating desired information, referrals or materials, including interlibrary loan service for borrowing items not found in the Library's collection. Educational programming is offered on a periodic basis to provide cultural opportunities for adults within the community. Other services include meeting rooms and exam proctoring.

### Budget Highlights:

The Adult Reference Services budget provides funds for purchasing books and other print, audiovisual and electronic resources for the adult community; providing skilled reference staff assistance to Library users, including help with accessing information in various electronic formats; and sponsoring special programs geared primarily toward adult users.

**Service Level Changes:** None.

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
To Preserve the Hometown Feel, Livability and Environmental Quality	The Quality of Information Services is Improved	Number of reference queries	24,000	22,800	22,622
		Volumes added to the collection	8,000	7,663	10,230
		Number of citizens accessing Library web site	34,000	38,447	46,102
		Number of public computer and database uses	98,000	73,809	74,000
		Attendance at adult programs	1,000	700	725

# Library Department

## Program: Community Services

### Program Description:

Community Services works with the Library Board, Friends of the Library, and the Library Foundation to increase revenues to enhance library programs and services. Community Services also works with the Springfield Arts Commission to increase citizen awareness and support for the arts in Springfield through youth workshops, monetary grants to community organizations, a variety of public art exhibits, and through the creation and maintenance of Art Alley.

### Budget Highlights:

Both the Library Board and the Foundation are at full membership. In FY11 the Foundation conducted two fund-raising drives garnering \$29,000 in contributions. The Friends also continue to support Library programs and services (\$14,500 contributed FY11) and are currently working on their 2nd annual book sale hoping to build on last year's successful event. Both groups are raising both funds and awareness for the Library. In FY12, the Arts Commission has two very specific goals that will require funds: A new "Walk of Art" brochure and Heritage Art Grants. As of January 2011, the Arts Commission is beginning the process of working with community groups to reproduce the brochure and make it a viable marketing tool to promote tourism downtown. The Arts Commission also wants to promote our Heritage Arts Grants to a greater degree than years past. They hope to bring in more requests and new participating agencies.

**Service Level Changes:** None.

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
To Preserve the Hometown Feel, Livability and Environmental Quality	The Quality of Information Services is Improved	Increase total donations to Library	30,500	49,535	44,086
		Increase membership of Support groups	231	298	328
		Increase number of contributors to Library Support groups	169	216	238
		Art events & programs created, supported and facilitated by the Springfield Arts Commission	42	44	46

# Library Department

## Program: Support Services

### Program Description:

The Support Services Division is responsible for the cataloging, processing, circulation, shelving and repair of library materials. The Division is also responsible for overall administration of the Library department, and supervision of the volunteer program.

### Budget Highlights:

The Support Services budget contains funds for support services staffing, as well as all centralized activities, such as utilities, telephone, contractual services, and training. This program will lose 1.0 FTE in FY12 which will require current staff to cover both public service and technical service hours. We are looking at efficiencies in overdue letters and audiovisual security to support reduced finances.

### Service Level Changes:

The loss of one FTE in this program will mean significant delays in ordering, processing, cataloging, and availability to the public. The program is redistributing the work of this full time employee amongst the remaining staff, but will result in decreased public service and decrease in availability of materials for our patrons .

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
To Preserve the Hometown Feel, Livability and Environmental Quality	Access to Library Services and Collections Improved	Total Circulation	350,000	344,809	339,706
		Patron Visits	186,000	195,366	195,500
		Number of Library cards issued	7,000	8,417	8,296
		Volunteer hours	4,200	4,748	5,380

# Library Department

## Program: Youth Services

### Program Description:

Youth Services provides a wide range of informational, educational, and recreational materials for children and young adults in our community. Materials include books, magazines, audio books, CDs and DVDs in English and Spanish, as well as public access to the internet, reference databases and downloadable media including audio and e-books. Skilled reference staff provides assistance locating information and resources for children, teens and adults. Special programs and activities are offered for cultural education and enrichment. Story hours, a summer reading program, a puppet festival, guest artists, teachers, authors and performers are scheduled throughout the year. Youth Services staff also provides tours and presentations to community groups and classrooms. Other services include a teen advisory board, educational game computers, and literacy-related activities such as puzzles and board games.

### Budget Highlights:

The Youth Services budget provides funds for purchasing books, magazines, audio-visual materials and Internet access for children and young adults. It provides reference staff for children and adults and special programs and activities for the educational and cultural enrichment of youth in our community.

**Service Level Changes:** None.

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
To Preserve the Hometown Feel, Livability and Environmental Quality	Student Success and Community Literacy is Supported	Participation in Early Literacy Education	9,685	9,458	9,066
		Participation in Children's reading programs	7,500	8,398	10,667
		Participation in Teen programs	800	383	378

# Police Department

## Departmental Programs

- Office of the Chief
- Patrol Bureau
- Investigations and Records
- Municipal Jail
- Services Bureau

## Department Description

The Police Department consists of the Office of the Chief, the Patrol Bureau, the Investigations and Records Bureau, and the Services Bureau.

The Office of the Chief manages the department's budget; recruits, selects and trains staff and develops, monitors and enforces department policies. This bureau has primary responsibility for interacting with other City departments and for representing the department in local and regional coordination efforts. Internal investigations, when necessary, are conducted by this bureau as well.

The Patrol Bureau staffs 5 or more police officers on the street, 24 hours a day and 7 days a week, and responded to 52,646 calls for service in 2010.

The Investigations and Records Bureau is responsible for follow-up investigations in criminal matters. In 2010 our Property Control Officers handled and tracked evidence for 3,768 criminal cases and worked to return recovered stolen property to the rightful owners. Records and Dispatch staff receive over 85,000 incoming telephone calls from the public, and in 2010 handled about 10,000 calls for service over the phone, which would otherwise require Police Officers to respond.

The Springfield Municipal Jail began operation in January of 2010, and during the first year of operations booked 1,788 inmates. The jail provides detention space for municipal offenders in Springfield and provides Municipal Court Security and Prisoner Transports.

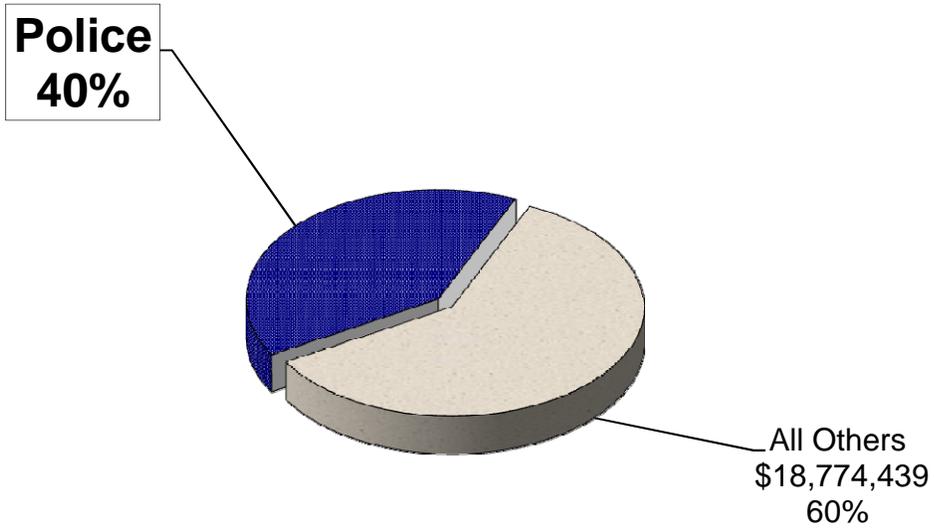
The Services Bureau develops the department's budget, seeks grant funding to implement special projects, and oversees support functions within the Department including Animal Control, Crime Prevention and the School Resource Officer program. During 2010, the volunteer program was expanded significantly, and now provides support for patrol vehicle maintenance, animal control services and crime prevention activities.

The Department works closely with other agencies to coordinate services and provide the highest quality, lowest cost service to the citizens of Springfield.

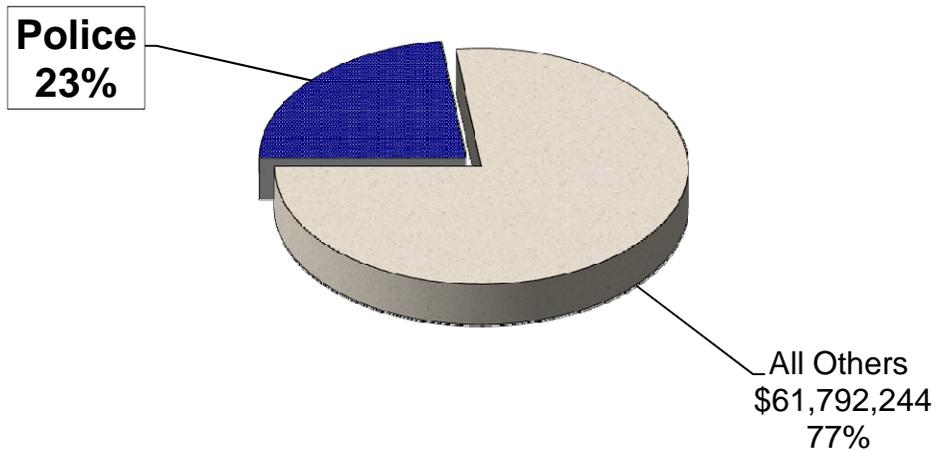
## Mission

The Springfield Police Department strives to respond to the emergency and law enforcement needs of the community through response to calls for service in accordance with established priorities, visible police patrols, enforcement of traffic laws, investigation of crime and coordination with community service agencies, programs and activities.

<b>FY12 OPERATING BUDGET - General Fund</b>	<b>\$</b>	<b>31,277,136</b>
<b>Police:</b>	<b>\$</b>	<b>12,502,697</b>



<b>FY12 OPERATING BUDGET - All Funds</b>	<b>\$</b>	<b>80,311,132</b>
<b>Police:</b>	<b>\$</b>	<b>18,518,888</b>



# Police Department

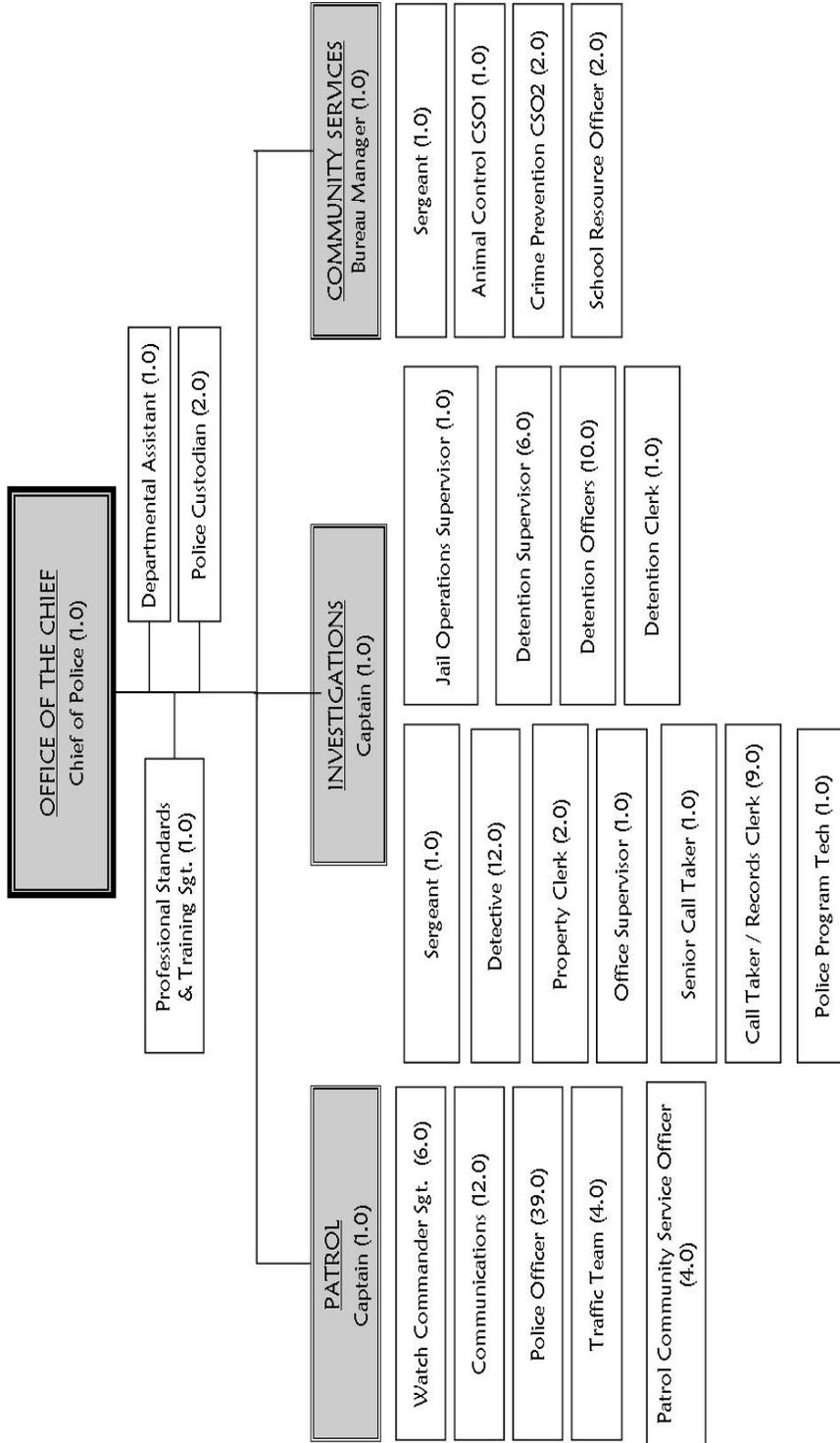
## Financial Summary

	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 11,994,100	\$ 13,266,182	\$ 14,635,853	\$ 15,217,985
Materials and Services	2,254,134	2,729,353	3,039,933	3,116,903
Capital Outlay	<u>254,415</u>	<u>316,003</u>	<u>349,378</u>	<u>184,000</u>
<b>Total</b>	<b><u>\$ 14,502,648</u></b>	<b><u>\$ 16,311,539</u></b>	<b><u>\$ 18,025,164</u></b>	<b><u>\$ 18,518,888</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 11,722,951	\$ 11,548,172	\$ 11,924,242	\$ 12,502,697
Jail Operations	148,056	1,947,334	2,574,494	2,599,345
Police Local Option Levy	1,785,892	1,889,429	2,145,128	2,232,060
Special Revenue	481,602	799,969	1,166,200	942,786
Vehicle and Equipment	<u>364,148</u>	<u>126,636</u>	<u>215,100</u>	<u>242,000</u>
<b>Total</b>	<b><u>\$ 14,502,648</u></b>	<b><u>\$ 16,311,539</u></b>	<b><u>\$ 18,025,164</u></b>	<b><u>\$ 18,518,888</u></b>
<b>Expenditures by Sub-Program:</b>				
<b>Office of the Chief</b>				
Office of the Chief	\$ 1,131,453	\$ 1,221,553	\$ 1,247,823	\$ 2,529,496
Professional Standards	217,877	291,780	333,657	275,282
State Confiscations/DEQ	43,663	17,576	20,000	20,000
<b>Investigations</b>				
Investigations	2,223,601	2,210,756	2,343,432	2,091,599
Property Control	215,585	211,216	221,890	198,948
Records	848,476	787,138	891,178	913,871
<b>Municipal Jail</b>				
Jail Operations	148,943	2,065,240	2,557,235	2,574,807
<b>Patrol Bureau</b>				
Patrol	6,296,609	6,254,343	6,622,294	6,389,871
Communications	-	-	-	1,236,436
Traffic Enforcement	452,953	507,236	568,289	520,644
Patrol Community Services	417,503	341,819	442,954	296,253
<b>Services Bureau</b>				
Community Services	292,740	360,174	403,392	323,508
Communications	1,543,982	1,456,590	1,748,384	472,576
Animal Control	131,924	140,114	151,790	128,163
Court Security	86,639	0	-	-
Crime Prevention	179,755	169,224	191,526	282,486
School Resource Program	<u>270,944</u>	<u>276,779</u>	<u>281,320</u>	<u>264,948</u>
<b>Total</b>	<b><u>\$ 14,502,648</u></b>	<b><u>\$ 16,311,539</u></b>	<b><u>\$ 18,025,164</u></b>	<b><u>\$ 18,518,888</u></b>

\* Amended as of June 6, 2011

# Police Department

Total FTE: 124.17



# Police Department

## FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	89.50	84.37	84.24	82.40
Jail Operations	0.00	18.00	18.10	18.10
Police Local Option Levy	20.00	20.00	20.00	20.00
Special Revenue	1.50	0.63	3.66	3.67
<b>Total Full-Time Equivalents</b>	<b>111.00</b>	<b>123.00</b>	<b>126.00</b>	<b>124.17</b>

## Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
Community Services Officer 1	1.00	1.00	1.00	1.00
Community Services Officer 2	7.00	7.00	7.00	6.00
Court Officer	1.00	0.00	0.00	0.00
Departmental Assistant	0.00	1.00	1.00	1.00
Detention Officer	0.00	10.00	10.00	10.00
Detention Supervisor	0.00	6.00	6.00	6.00
Jail Operations Supervisor	0.00	1.00	1.00	1.00
Police Call Taker/Records Clerk	10.00	9.00	9.00	9.00
Police Captain	2.00	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Police Custodian	2.00	2.00	2.00	2.00
Police Dispatcher	13.00	12.00	12.00	12.00
Police Office Supervisor	1.00	1.00	1.00	1.00
Police Officer	58.00	55.00	58.00	57.17
Police Records Clerk, Senior	1.00	1.00	1.00	1.00
Police Records Technician	0.00	1.00	1.00	1.00
Police Secretary	2.00	1.00	1.00	1.00
Property Controller	2.00	2.00	2.00	2.00
Sergeant	9.00	9.00	9.00	9.00
Service Bureau Manager	1.00	1.00	1.00	1.00
<b>Total Full-Time Equivalents</b>	<b>111.00</b>	<b>123.00</b>	<b>126.00</b>	<b>124.17</b>

\*\* (1)

\*\* (1)

\*\* Position unfunded for FY12.

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# Police Department

## Program: Office of the Chief

### Program Description:

The Office of the Chief is responsible for providing direction for the Police Department through planning, administering and coordinating department activities. It provides for management of the budget; facilities; fleet; reporting, evaluation and treatment procedures related to employee exposure to hazardous materials and injuries; policy development; recruitment; selection; training; and internal investigations.

### Budget Highlights:

The Office of the Chief will pursue opportunities to enhance the training program and career development opportunities for Department employees.

**Service Level Changes:** None

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Financially Sound and Stable Government Services	Provide Human Resources to City Staff- Retention	# of Training Hours exclusive of Mandated Training	2000	2350	2000
	Provide Human Resources to City Staff- Retention	# of Training Hours average per Officer per year	40	38.5	40
	Secure Property and Personal Safety	# Injuries and exposures	25	23	25
Preserve Public Safety	Provide Human Resources to City Staff	% of Employees completing Mandatory Training	100%	99%	100%

**Program Performance Indicator Cont.:**

<b>Council Goals</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>Preserve Hometown Feel, Livability and Environmental Quality</b>	Interact with Citizens	% Citizens satisfied with Service	90%	91%	90%
	Interact with Citizens	% Citizens rating Dept. as good to excellent in protecting community	90%	88%	90%
	Interact with Citizens	% Citizens reporting they feel safe in their neighborhoods at night	70%	68%	70%
	Interact with Citizens	% Citizens reporting they feel safe in their neighborhoods in Daytime	98%	96%	98%
	Interact with Citizens	% Citizens reporting they had contact with Department during last year	50%	39%	50%

# Police Department

## Program: Patrol Bureau

### Program Description:

Members of the Patrol Bureau quickly respond to emergency calls for service. Officers abate criminal activity by arresting offenders, issuing traffic citations, reporting criminal activity and serving arrest warrants. Officers investigate traffic accidents and give aid to injured participants. Bureau members provide focused dispatch, traffic enforcement and parking and abandoned vehicle enforcement or removal. Patrol Bureau members provide police response to special and/or critical events, providing a sense of community safety while interacting with community members through outreach programs.

**Budget Highlights:** The Patrol Bureau will continue to respond to emergency and non-emergency calls for police service.

**Service Level Changes:** One Community Service Officers and one Patrol Officer are eliminated from the proposed budget. This reduction may reduce response times on some shifts.

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Preserve Public Safety	Continuously Improve Processes	60 Seconds Received to Dispatch for High Priority Calls	90%	71%	90%
	Continuously Improve Processes	5 Minutes Received to Dispatch for Medium Priority Calls	75%	80%	75%
	Continuously Improve Processes	10 Minutes Received to Dispatch on Low Priority Calls	60%	66%	60%
	Continuously Improve Processes	% of Abandoned Vehicles removed within 30 days	90%	98%	90%
	Secure Property and Personal Safety	Crime Rate per 10,000 residents for Property Crimes	590	677	590
	Secure Property and Personal Safety	Crime Rate per 10,000 residents for Persons Crimes	150	169	150

# Police Department

## Program: Investigations and Records

### Program Description:

The Investigations and Records Bureau provides follow-up investigation and case management of reported crimes; proactive investigation of narcotics and other serious crimes; securing, identifying, storing, and controlling evidentiary items (including hazardous materials); answering citizen requests for service, preparing crime/incident reports, maintaining and distributing department records, and managing the department's data information systems. This Bureau is also responsible for command level supervision of the Municipal Jail.

### Budget Highlights:

The Investigations Bureau members investigate serious crimes against persons, fraud and identity theft cases. This bureau also manages property and evidence, maintains the Department's records files, and provides command level supervision of the Jail.

**Service Level Changes:** None.

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Preserve Public Safety	Secure Property and Personal Safety	% Property Crimes Assigned for Investigation "cleared" according to UCR	25%	43%	50%
	Secure Property and Personal Safety	% Persons Crimes Assigned for Investigation "cleared" according to UCR	70%	94%	95%

# Police Department

## Program: Municipal Jail

### Program Description:

The Springfield Municipal Jail opened in FY 10, and provides detention space for municipal level offenders in Springfield. By operating a municipal jail, the Department will reduce the number of offenders who are released from custody prior to posting bond or who fail to appear for scheduled municipal court hearings. A jail provides the mechanism for the Courts to hold offenders accountable, whether the sanction is treatment, probation or incarceration. Reducing the failure-to-appear rate is a critical element to reducing future costs for police, courts and prosecution services.

**Budget Highlights:** The Municipal Jail will incarcerate municipal offenders in Springfield.

**Service Level Changes:** None.

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Financially Sound and Stable Government Services	Implement Financial Strategies	Increased Fine Recovery	\$400,000	\$327,500	\$400,000
	Implement Financial Strategies	Housing Fees Recovered	\$21,900	\$9,000	\$22,000
Preserve Public Safety	Hold Offenders Accountable	Failure to Appear Rate Declines	10%	14.6%	10%

# Police Department

## Program: Services Bureau

### Program Description:

Members of the Services Bureau provide support services for Patrol and Investigations Bureaus. Bureau members provide crime prevention, animal control and school liaison services. The Services Bureau is also responsible for the development and implementation of budgets and grants, monitoring fiscal activities; and the procurement of vehicles and specialized equipment.

**Budget Highlights:** The Services Bureau will continue to provide support services to the rest of the Department.

**Service Level Changes:** None.

### Program Performance Indicator:

Council Goals	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
Preserve Hometown Feel, Livability and Environmental Quality	Interact with Citizens	Neighborhood Watch Membership	2000	1200	2000
	Interact with Citizens	Citizen Police Academy Graduates	30	30	30
	Interact with Citizens	# Dogs Licensed	2100	2871	3500

# Public Works Department

## Departmental Programs

- Administration
- Drainage/Stormwater
- Facilities & Equipment Preservation and Project Management
- Regional/Local Wastewater
- Special Projects
- Streets
- Technical Services
- Transportation

## Department Description

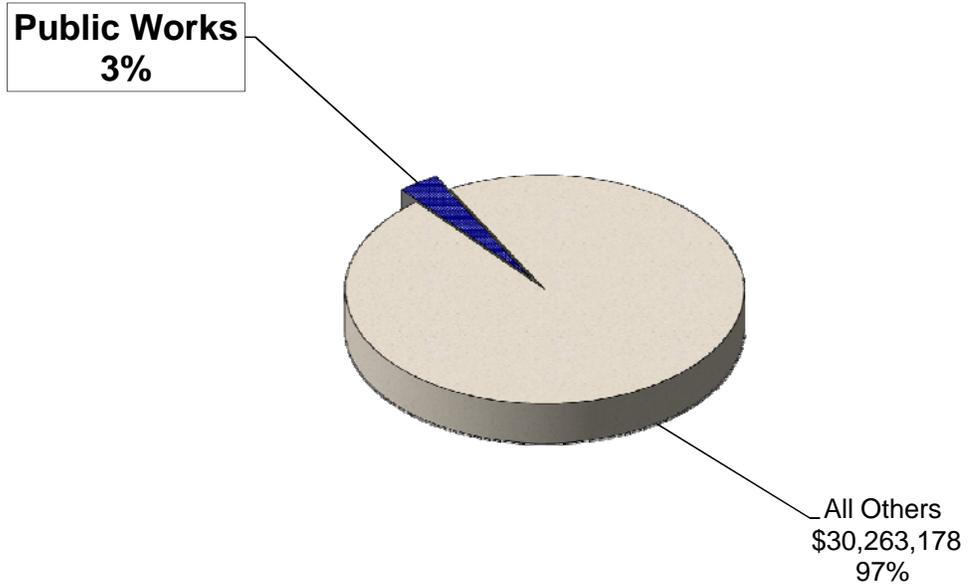
The Public Works Department plans, designs, constructs, operates, and maintains public improvements, facilities and equipment owned by the City and the public. The Department provides professional and technical support to other City departments. In addition to the Administration section of the Department, services are provided through four divisions: Engineering and Transportation Services, Environmental Services, Maintenance, and Technical Services.

The Administration program provides overall direction and management of the Department, and coordinates interdepartmental activities and City Council support. The Administration program also manages long-term access to the City's public ways and monitors the revenue sources that are critical to the fulfillment of the Public Works mission. The Engineering and Transportation Services Division is responsible for the planning, design and construction of public improvements, as well as establishing and operating an efficient and safe multi-modal transportation system. The Technical Services Division provides land surveying and develops and maintains geospatial information and automated mapping and facilities management systems. The Environmental Services Division provides administration, management and capital improvements planning and construction services for the Metropolitan Wastewater Management Commission; manages the Industrial Pretreatment Program, local wastewater and drainage rates, and customer service; and coordinates Public Works efforts to manage and regulate activities affecting surface waters to protect water quality and comply with Federal clean water regulations. The Maintenance Division is responsible for maintaining the City's infrastructure, including streets, sewers, drainageways, public properties, vehicles, equipment, and buildings.

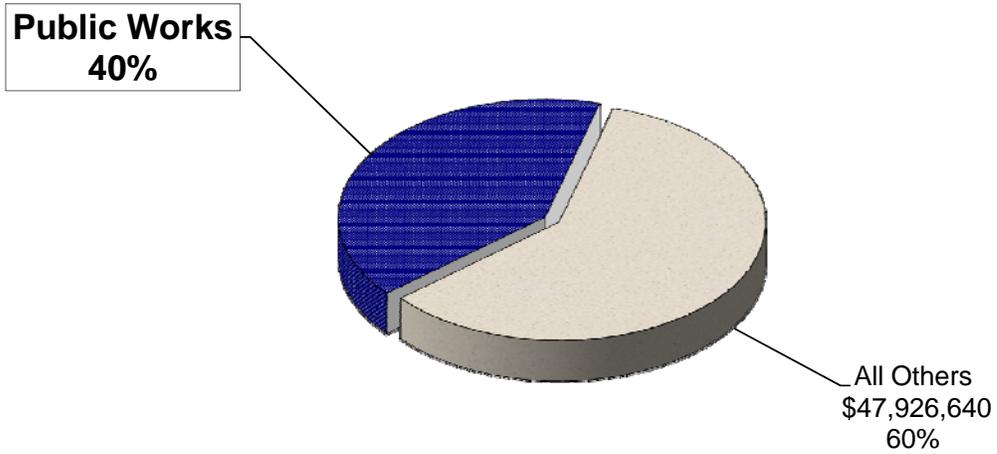
## Mission

The Public Works Department provides physical facilities, a physical environment, and environmental stewardship to enable the community to implement its plans and to meet its goals. The Department cooperates with other public agencies and with private entities to ensure high quality facilities and services for Springfield citizens at optimum costs of construction, operation, and maintenance.

<b>FY12 OPERATING BUDGET - General Fund</b>	<b>\$ 31,277,136</b>
<b>Public Works:</b>	<b>\$ 1,013,958</b>



<b>FY12 OPERATING BUDGET - All Funds</b>	<b>\$ 80,311,132</b>
<b>Public Works:</b>	<b>\$ 32,384,492</b>



# Public Works Department

## Financial Summary

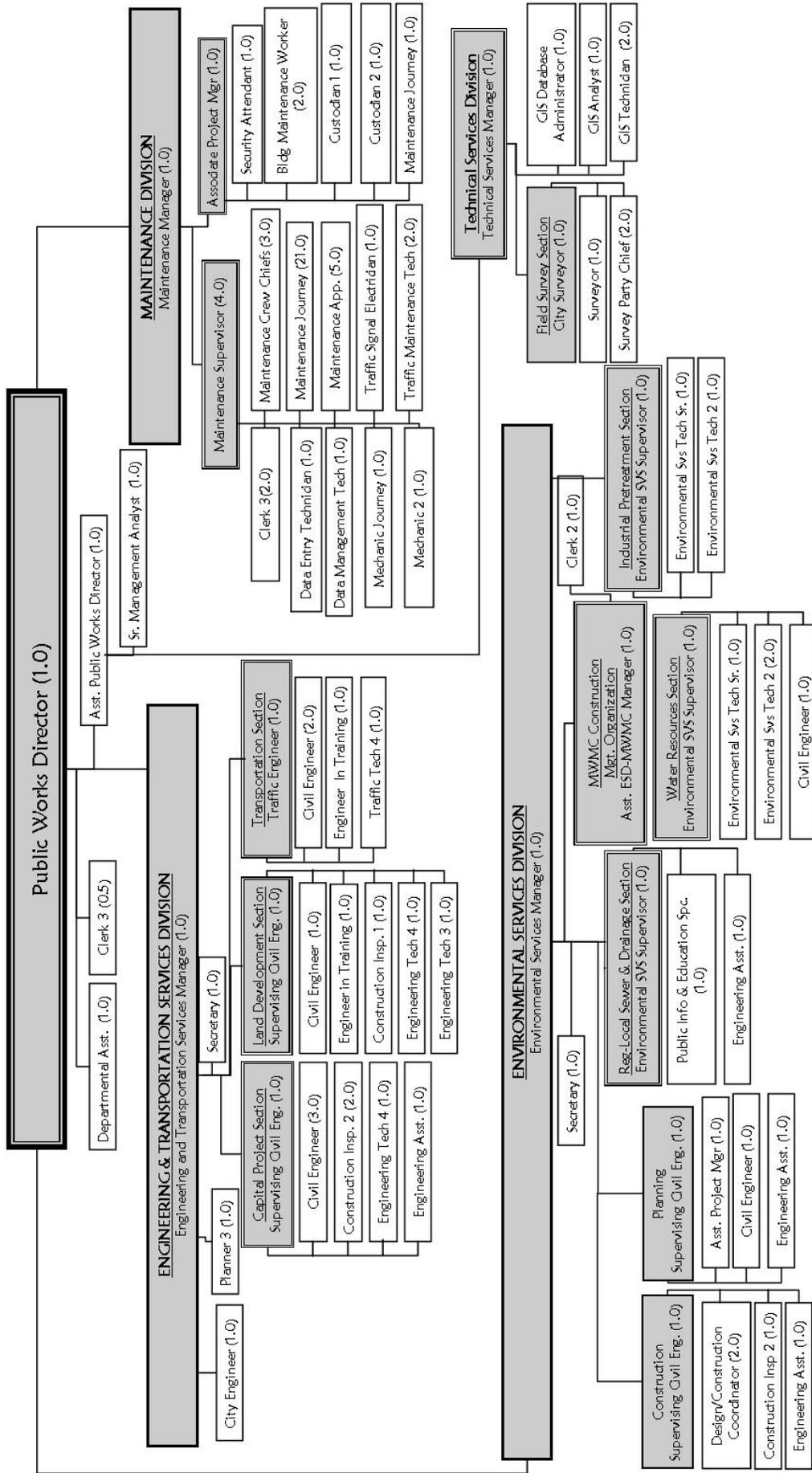
	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Expenditures by Category:</b>				
Personal Services	\$ 9,937,040	\$ 9,677,271	\$ 10,311,699	\$ 10,206,006
Materials and Services	17,969,609	16,675,651	20,335,538	20,217,118
Capital Outlay	<u>4,022,201</u>	<u>811,845</u>	<u>913,907</u>	<u>1,961,368</u>
<b>Total</b>	<b><u>\$ 31,928,850</u></b>	<b><u>\$ 27,164,767</u></b>	<b><u>\$ 31,561,144</u></b>	<b><u>\$ 32,384,492</u></b>
<b>Expenditures by Fund:</b>				
General	\$ 983,951	\$ 937,190	\$ 1,017,709	\$ 1,013,958
Booth-Kelly	23,252	22,657	28,045	16,317
Drainage Operating	3,450,989	3,489,587	4,319,624	4,200,464
Police Building Bond Capital	391,828	189,430	-	-
Regional Fiber Consortium	46,744	88,347	62,000	47,300
Regional Wastewater	12,773,267	13,367,418	15,060,269	15,617,977
Regional Wastewater Capital	3,495,795	345,717	907,515	1,952,755
Riverbend Development	787,746	-	-	-
SDC Administration	465,220	469,802	489,115	502,635
SDC Local Storm Improvement	226,690	90,370	53,451	51,098
SDC Storm Drainage Reimbursement	-	4,306	29,961	22,709
SDC Local WW Improvement	54,615	53,136	36,937	88,568
SDC Local WW Reimbursement	51,696	82,865	73,872	158,966
SDC Regional WW Improvement	294	360	4,000	4,000
SDC Regional WW Reimburse.	2,607	3,705	7,500	7,500
SDC Trans. Improvement	391,425	168,984	229,622	185,084
SDC Trans. Reimbursement	53,553	40,088	39,607	63,588
Sewer Operation	2,805,569	2,756,153	2,969,232	2,945,720
Special Revenue	104,034	84,560	579,647	85,000
Street	5,247,687	4,501,840	5,111,907	4,838,548
Transient Room Tax	36,743	38,908	44,085	46,469
Vehicle and Equipment	<u>535,144</u>	<u>429,343</u>	<u>497,046</u>	<u>535,836</u>
<b>Total</b>	<b><u>\$ 31,928,850</u></b>	<b><u>\$ 27,164,767</u></b>	<b><u>\$ 31,561,144</u></b>	<b><u>\$ 32,384,492</u></b>

<b>Public Works Department - Continued</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
<b>Expenditures by Sub-Program:</b>				
<b>Public Works Administration</b>	\$ 1,204,678	\$ 1,217,772	\$ 1,171,581	\$ 1,082,121
Drainage/Stormwater:				
Drainage Engineering Services	1,239,568	1,007,575	1,101,581	1,005,216
Drainage Planning Services	657,636	659,449	873,969	860,514
Subsurface Drainage Maint	502,291	683,625	709,538	728,110
Surface Drainage Maintenance	811,228	779,075	1,010,909	847,945
<b>Facility and Equipment</b>				
Building Maintenance	522,510	587,137	623,305	630,695
Project Management	1,300,971	290,493	601,625	145,936
Vehicle and Equipment Maint	263,114	240,388	243,468	259,041
<b>Regional/Local Wastewater</b>				
Local Wastewater Services	236,862	224,180	268,351	274,573
Industrial Pretreatment	317,015	355,948	360,294	390,365
Regional Wastewater Admin	2,893,976	2,853,929	3,550,560	3,576,793
Regional Wastewater Operations	13,063,224	10,500,605	12,069,622	13,615,583
Sewer Engineering Services	1,025,936	981,842	864,479	908,920
Sewer Maintenance	1,371,159	1,493,462	1,572,670	1,527,633
<b>Special Projects</b>	35,990	41,104	56,635	57,225
<b>Streets</b>				
Street Engineering Services	1,031,502	741,685	731,048	572,627
Street Landscaping	575,409	449,566	540,026	545,818
Street Maintenance	1,729,900	1,321,372	1,617,769	1,784,110
<b>Technical Services</b>				
GIS	619,966	626,817	713,862	747,156
Survey	-	2,317	491,514	539,677
<b>Transportation</b>				
Bicycle Facilities	64,866	56,267	55,660	46,416
Traffic Control Maint/Construction	862,283	809,178	891,660	880,876
Transport Planning and Ops	1,271,938	931,514	1,090,282	996,916
Transport Power and Light	326,827	309,469	350,736	360,226
<b>Total</b>	<b><u>\$ 31,928,850</u></b>	<b><u>\$ 27,164,767</u></b>	<b><u>\$ 31,561,144</u></b>	<b><u>\$ 32,384,492</u></b>

\* Amended as of June 6, 2011

# Public Works Department

Total FTE: 110.5



# Public Works Department

## FTE Summary by Fund

Number of Full-Time Equivalents	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12
General	10.46	9.86	10.33	10.23
Booth-Kelly	0.15	0.15	0.15	0.15
Drainage Operating	33.60	30.64	32.77	30.51
Police Building Bond Capital Project	1.59	0.35	0.00	0.00
Regional Wastewater	20.15	18.55	15.60	15.80
SDC Administration	3.54	3.51	3.55	3.65
Sewer Operations	22.07	21.29	20.58	19.64
Street	37.14	36.35	32.67	30.17
Transient Room Tax	0.30	0.30	0.35	0.35
<b>Total Full-Time Equivalents</b>	<b>129.00</b>	<b>121.00</b>	<b>116.00</b>	<b>110.50</b>

## Position Summary

Job Title/Classification:	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12	
Asst. City Engineer/Asst Engineer Mgr	1.00	1.00	1.00	0.00	** (1)
Assistant ESD/MWMC Manager	1.00	1.00	1.00	1.00	
Assistant Public Works Director	1.00	1.00	1.00	1.00	
Assistant Project Manager	2.50	1.00	1.00	1.00	
Associate Project Manager	0.00	1.00	1.00	1.00	
Building Maintenance Worker	1.00	2.00	2.00	2.00	
City Engineer	1.00	1.00	1.00	1.00	
City Surveyor	1.00	1.00	1.00	1.00	
Civil Engineer	9.00	9.00	9.00	8.00	
Civil Engineer, Supervising	4.00	4.00	4.00	4.00	
Clerk 2	3.00	2.00	1.00	1.00	
Clerk 3	1.50	1.50	2.50	2.50	
Construction Inspector 1	2.00	1.00	1.00	1.00	
Construction Inspector 2	4.00	3.00	3.00	3.00	
Custodian 1	2.00	2.00	2.00	1.00	** (1)
Custodian 2	1.00	1.00	1.00	1.00	
Data Entry Technician	1.00	1.00	1.00	1.00	
Data Management Technician	1.00	1.00	1.00	1.00	
Departmental Assistant	1.00	1.00	1.00	1.00	
Design & Construction Coordinator	4.00	2.00	1.00	2.00	

<b>Public Works Job Title/Classification, Continued:</b>	<b>Adopted FY09</b>	<b>Adopted FY10</b>	<b>Adopted FY11</b>	<b>Adopted FY12</b>	
Engineer In Training	2.00	4.00	3.00	2.00	** (1)
Engineering Assistant	4.00	4.00	4.00	4.00	
Engineering Technician 3	1.00	1.00	1.00	1.00	
Engineering Technician 4	3.00	3.00	2.00	2.00	
Environmental Services Manager	1.00	1.00	1.00	1.00	
Environmental Services Supervisor	3.00	3.00	3.00	3.00	
Environmental Services Technician Sr	2.00	2.00	2.00	2.00	
Environmental Services Technician 1	1.00	0.00	0.00	0.00	
Environmental Services Technician 2	3.00	3.00	3.00	3.00	
GIS Analyst	1.00	1.00	1.00	1.00	
GIS Database Administrator	1.00	1.00	1.00	1.00	
GIS Supervisor	1.00	1.00	0.00	0.00	
GIS Technician	2.00	2.00	2.00	2.00	
Maintenance Crew Chief	3.00	3.00	3.00	3.00	
Maintenance Journey/Apprentice	29.00	27.00	27.00	27.00	
Maintenance Manager	1.00	1.00	1.00	1.00	
Maintenance Supervisor	6.00	5.00	5.00	4.00	** (1)
Management Analyst, Senior	1.00	1.00	1.00	1.00	
Mechanic 2	1.00	1.00	1.00	1.00	
Mechanic Journey	1.00	1.00	1.00	1.00	
Planner 3	1.00	1.00	1.00	1.00	
Project Manager	1.00	0.00	0.00	0.00	
Public Information & Education Spc.	1.00	1.00	1.00	1.00	
Public Works Director	1.00	1.00	1.00	1.00	
Secretary	3.00	3.00	2.50	2.00	** (.5)
Security Attendant	1.00	1.00	1.00	1.00	
Stormwater Facilities Planner	1.00	0.50	0.00	0.00	
Survey Party Chief	2.00	2.00	2.00	2.00	
Surveyor	1.00	1.00	1.00	1.00	
Technical Services Manager	0.00	0.00	1.00	1.00	
Traffic Engineer	1.00	1.00	1.00	1.00	
Traffic Maintenance Technician	2.00	2.00	2.00	2.00	
Traffic Signal Electrician	1.00	1.00	1.00	1.00	
Traffic Signal Electrician, Senior	0.00	1.00	1.00	0.00	** (1)
Traffic Technician 2	1.00	1.00	0.00	0.00	
Traffic Technician 4	1.00	1.00	1.00	1.00	
Transportation Manager	1.00	1.00	1.00	1.00	
Transportation Planning Engineer	1.00	0.00	0.00	0.00	
<b>Total Full-Time Equivalents</b>	<b>129.00</b>	<b>120.00</b>	<b>116.00</b>	<b>110.50</b>	

\*\* Position unfunded for FY12.

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# Public Works Department

## Program: Administration

### Program Description:

The Public Works Administration program supports achievement of City Council goals and targets by planning, coordinating, directing and evaluating the resources and efforts of the Public Works Department, as well as coordination of special projects and involvement in broader activities with City-wide impact. The program also manages on-going activities such as policy support for the City Council, implementation of special charges and assessments, the Public Works legislative agenda, franchise agreements and other agreements for long-term uses of public rights-of-way, as well as acquisition of public rights-of-way. This program also funds centralized Department costs, such as telephone and other utilities, insurance and City-wide pool car services, which are not easily associated with operating programs. The Administration program manages a wide variety of Public Works - related revenue streams, and monitors and coordinates Department work plans to assure integration with the City's Strategic Plan and success in efforts to accomplish City Council objectives.

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### Budget Highlights:

As the economy continues to struggle to recover, the Administration section of the Public Works budget continues to remain essentially flat. On an all funds basis, total spending is proposed to decline by 5.2%, with personal services increases associated with the compensation and classification program being offset by materials and supplies reductions. The Street, Wastewater, and Drainage funds remain stressed, even after significant cuts were made in FY09, FY10, and FY11. Also in FY12, internal charges paid by the various enterprise and specialty funds to the General Fund were adjusted to reflect the mid-year FY11 and FY12 elimination of 3.5 FTE in the department.

### Service Level Changes:

Budgeted litigation reserves continue to be reduced in all funds. These reductions may compromise our ability to respond to unexpected events. During FY11 one position in the administration unit was vacated. This change may allow additional flexibility in managing budget targets but may, if the position is left vacant throughout FY12, adversely impact the ability to maintain service levels.

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**Program Performance Indicator:**

<b>Effectiveness Areas</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>To Offer Financially Sound and Stable Government Services</b>	Plan, budget, and manage enterprise funds that support infrastructure and overhead: obtain funding	Infrastructure Enterprise Funds Meet Operating & Capital Requirements (Reserve Targets By Fund) (Reserves established)	100%	67%	100%
<b>Effectively Create a Positive Environment That Values Diversity and Encourages Inclusion</b>	Proactively solicit goods and services from a diverse group of vendors	A program to encourage and support participation of these business entities in the planning, design and construction of public improvements.	developed program	Met	Implement

# Public Works Department

## Program: Drainage/Stormwater

### Program Description:

The Drainage/Stormwater program consists of subprograms that maintain, enhance and improve surface and subsurface drainage, implement State and Federal water quality standards and regulations for urban stormwater runoff, and provide management of stream and waterway restoration projects, such as restoration of the Mill Race. Drainage management and planning activities optimize the stormwater drainage system capacity, minimize the occurrences and extent of local flooding, and protect the functions of open waterways. Drainage management services also provide public information and education, and program administration functions such as providing customer service, setting rates and charges, maintaining financial plans, and building and tracking budgets. Drainage maintenance activities provide for leaf and debris removal, vegetation control, management of the Mill Race, and functional maintenance of water quality facilities and bioswales. Drainage engineering activities include design and construction of new and existing drainage facilities to City standards, and oversight for private construction of public facilities.

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### Budget Highlights:

The City's Capital program to implement the Stormwater Facilities Master Plan (SWFMP) will be a major focus of the programs. Budget constraints have delayed implementation of high priority projects, and a backlog is developing. The sale of \$10 million in revenue bonds in early FY11 has permitted the program to focus attention on immediately needed projects. While the year over year comparison would appear to show a declining capital budget, the proceeds of the bond sale were incorporated into the budget in a supplemental budget action in FY11, but could not be expended in that year and are proposed to be reappropriated in FY12. It remains true, as projected when user rates were set in FY11, that further increases in stormwater user fees are needed in FY12 to continue to provide sufficient revenue to repay the debt. Two projects of note are the planned completion of the Mill Race Ecosystem Restoration project and a new project that the council identified in FY11 – the Over-Under Pipe Replacement. This project replaces about 3,900 feet of corrugated metal arch pipe (CMP) in a portion of the drainage system that serves the area north of Main Street to Highway 126 and from 5<sup>th</sup> Street to 28<sup>th</sup> Street, and adds capacity to this portion of the system to address localized minor flooding. The CMP was installed in the late 1950s and early 1960s and has reached the end of its useful life, showing signs of deterioration and minor failures. The construction of the new system is planned to begin in FY12.

In FY11 one Civil Engineer position was eliminated and a partial FTE of a Civil Engineer assigned to capital project work was reassigned to land development. As a result, the program has not been able to staff all of the adopted CIP projects, including the Jasper/Natron storm drainage plan needed to address existing problems and prepare for future development. In FY12 the City will continue to implement the City's Stormwater Management Plan to meet requirements of the National Pollutant Discharge Elimination System (NPDES) stormwater discharge permit, as well as the Total Maximum Daily Load (TMDL) Implementation Plan to meet the Willamette River TMDL requirements. In FY12 the storm drainage program will benefit

from the intergovernmental agreement and partnership with Lane County, which will provide payment for stormwater permit activities in the urbanizable area outside the City limits.

The City's NPDES Municipal Separate Stormwater System (MS4) permit will expire on December 31, 2011. The City must submit a permit renewal application by June of this year to the Department of Environmental Quality (DEQ) in order to comply with its permit requirements. Significant changes to the U.S. Environmental Protection Agency's and DEQ's stormwater program requirements are under consideration which may significantly impact Springfield's program and necessitate additional resources in future years.

In FY12, the drainage program operating budget continues to show signs of stress, as operations reductions are continued to minimize rate increases driven by the need to support capital spending. Excluding capital, and funded equipment replacement the budget increases by 1.5% as materials and supplies reductions offset the impact of classification and compensation adjustments. Maintenance Division will provide regular maintenance of the City's storm drainage system, including inspection and cleaning of 200 miles of stormwater pipe and 5,000 catch basins, and maintenance and vegetation control in 17 water quality facilities and the public and private bioswales.

### **Service Level Changes:**

Regulatory drivers and capital projects will place significant demands on existing staffing which was reduced in FY11 by eliminating positions in the Engineering and Transportation Services Division as cost savings measures to minimize increases in the stormwater user fees and to reduce street fund expenditures. This staff reduction will continue to challenge staff to meet work load requirements and will likely result in some capital projects being deferred and others being designed by consultants.

As economic activity resumes, delays for reviewing development applications, and for supporting land use planning activities, are likely to result.

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**Program Performance Indicator:**

<b>Effectiveness Areas</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>To Encourage Community and Economic Development and Revitalization</b>	Plan and design for community growth	Infrastructure Needed for Growth is Identified & Planned (Streets, Wastewater and Drainage Systems)(Plans completed)	100%	67%	100%
<b>To Maintain and Improve Infrastructure and Facilities</b>	Perform Budgeted Preservation and Maintenance Activities	Planned Infrastructure Preservation and Maintenance is Performed (Stormwater, Wastewater and Streets)	85%	75%	85%
<b>Preserve Hometown Feel, Livability and Environment Quality</b>	Protect water resources, public health and safety, and treatment plant processes	Improved and Enhanced drainageways for Flood Management, Aesthetic Value, Water Quality, and Aquatic Habitat (Stormwater CIP projects completed)	100%	75%	100%

## Public Works Department

### Program: Facilities & Equipment Preservation and Project Management

#### Program Description:

The Facilities and Equipment Preservation program maintains the City's physical assets, including real property, buildings, vehicles and equipment. Vehicle maintenance activities include purchasing and maintenance of the City's inventory of vehicles and operation of the Regional Fuel Facility. Facilities Preservation activities ensure all City buildings are sanitary, safe, adequately maintained, and operated efficiently and effectively. The Project Management program oversees planning, design and construction of new, expanded or rehabilitated City facilities, and management of City participation in complex development projects.

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#### Budget Highlights:

On an all funds basis, the combined program operating budgets will decrease by 28.6% in FY12. The City has a goal of \$300,000 in preservation annually. In light of the anticipated decrease in revenue across all funds, the Internal Building Preservation Fee, which produces revenue for facility maintenance and preservation, is being reduced to approximately \$250,000, \$50,000 below last year's level. A significant portion of this funding continues to be used to fund 1.0 FTE Building Maintenance Worker. This further restricts the ability to deliver of the priority projects based on the Building and Facilities Preservation 5-year Work Plan. At proposed budget levels the City will continue to fall behind in meeting identified preservation needs. As a result the 5-year Work Plan is used by Building Maintenance staff to triage among high priority preventive maintenance and preservation needs across all City facilities. Projects proposed for completion in FY12 will include correction of exterior structural issues at the City Museum, upgrades to City Hall public restrooms to improve building hygiene, and replacement of smoke and heat detectors that were identified in the annual Fire Marshall's inspection as outdated.

#### Service Level Changes:

On the capital side, there are preservation projects planned for FY12 that will be deferred. These include installation of motion sensor light switches in City Hall, replacement of City Hall windows with double pane glazing, and carpet replacement at the Museum and some fire stations. The dedicated major systems replacement reserve has also been eliminated.

In addition, FY12 will see continued reductions in custodial service, as employees are asked to take even greater responsibility for maintaining the cleanliness and sanitation of non-public areas, so that the remaining custodial staff can focus on sanitation and maintenance of public areas and critical building systems such as HVAC and carpeting.

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**Program Performance Indicator:**

<b>Effectiveness Areas</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>To Maintain and Improve Infrastructure and Facilities</b>	Provide Custodial Services	The Custodial Service Levels Meet City-Wide Needs	55%	55%	60%
	Build new physical assets (buildings and infrastructure)	Capital Projects are Constructed to Meet Expanding Needs (% of approved CIP projects complete)	75%	75%	85%

# Public Works Department

## Program: Regional/Local Wastewater

### Program Description:

The Regional/Local Wastewater program consists of sub-programs that design, construct, maintain, operate, and administer the local and regional wastewater (sanitary sewer) systems. Sewer maintenance activities preserve the local wastewater collection and conveyance system capacity, minimize infiltration and inflow into the system, and ensure minimal disruptions in service. Sewer engineering services design and construct new and expanded publicly developed wastewater facilities and oversee development of private wastewater facilities to City's construction standards. Local wastewater services also provide administrative functions, such as customer service, and setting rates and charges, maintaining financial plans, and building and tracking budgets. Industrial Pretreatment activities manage industrial wastewater discharges to the system and implement pollution management programs necessary to comply with State and Federal regulations.

Regional Wastewater Program administration supports the Metropolitan Wastewater Management Commission (MWMC) in carrying out its purpose to protect public health and safety and the environment by providing high quality wastewater management services to the Eugene-Springfield metropolitan area. The Regional Wastewater program provides: 1) interagency coordination in support of the regional partners; 2) financial management activities including budgeting, rate setting, and financial planning; 3) planning, design, and construction of new capital assets; and, 4) regulatory and permit programs to meet State and Federal wastewater quality requirements. The regional sewer operations and maintenance activities, staffed by the City of Eugene Wastewater Division, ensure the safe and efficient operation of the regional sewer operations conveyance and treatment facilities to meet the intended outcomes of the MWMC Regional Wastewater Program.

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### Budget Highlights:

On an all funds basis, the program's proposed budget for FY12 represents a 8.6% increase over FY11. This figure can, however, be misleading because of the influence of the regional wastewater program, which incorporates the entire regional water pollution control facility budget. If the regional program, where the budget would increase by 10.1% is excluded, the increase in the local wastewater program would be 1.2%. In FY12, the Regional Wastewater Program activities will continue to emphasize obligations for constructing and financing MWMC facility upgrades as identified in the 2004 Facilities Plan. Fortunately, due to the successful project management and a favorable bidding climate, a new borrowing of \$20 million, previously anticipated for FY11, will continue to be deferred, ameliorating, but not eliminating, pressure on user rate increases.

In addition there is an ongoing focus to produce an update to the 2001 Wet Weather Flow Management Plan (WWFMP). As the flow capacity upgrades to the Wastewater Pollution Control Facility (WPCF) has now been constructed, the future efforts to manage wet weather flows will continue to target the conveyance system, including the private laterals that connect individual users to the public conveyance system.

The Department of Environmental Quality (DEQ) is revising the Human Health Water Quality Standards for toxic pollutants. Should the human health water quality standards ultimately be tightened, these limits would then become a compliance requirement in the MWMC's National Pollutant Discharge Elimination Permit upon renewal, which is currently scheduled for 2012. Additionally nutrient removal (ammonia and phosphorus), pharmaceuticals and personal care products, and wet weather flow control outfall remain likely to be issues requiring additional focus in maintaining compliance with State and Federal requirements. In each of these areas, regulatory action poses a risk of increases in costs, some possibly substantial. To date, these regulations are still under development, and staff is participating with professional associations to assist with regulations development and implementation as appropriate.

Reuse/recycled water opportunities will continue to be aggressively pursued to achieve thermal load reduction. The Industrial Pretreatment Programs of Springfield and Eugene continue to work on an evaluation and revisions to the "local limits," which are the regulations that establish permit limits for some industrial dischargers.

In the local wastewater subprograms FY12 activities will continue to focus on implementation of Springfield's Wastewater Master Plan. Major wastewater projects included in the FY12 Capital Budget include: on-going pipe rehabilitation in Sanitary Basin 22; construction of a parallel trunk sewer with the 10<sup>th</sup> & N Street Sewer Upgrade project; design and construction of the 58<sup>th</sup> Street Flow Control Facility and Sewer; and completion of the design and easement acquisition for the Jasper Road Trunk Sewer. In FY11, the Council deferred construction of the Jasper Road Trunk Sewer to FY13 in order to reduce the amount of the wastewater user fee rate increase needed for FY11 and FY12 by deferring the next wastewater revenue bond sale. In FY12 Council will need to determine the parameters of a debt issue to fund that construction and other capital needs.

In FY12, Maintenance Services will continue to focus on flow monitoring as part of the collection system rehabilitation program, including closed circuit television inspection and smoke testing. There will be continued maintenance of 225 miles of wastewater lines, including pipeline repairs, high velocity cleaning, TV inspection, manhole repair, and root control.

### **Service Level Changes:**

In mid-year FY11, 1.5 FTE were held vacant and 1.0 FTE elimination, from the Engineering and Transportation Services Division, which supports the local wastewater program. These reductions will be carried forward into FY12. In addition, participation in the Oregon State University Civil Engineering Cooperative Program (CECOP) program has been eliminated. These vacancies have resulted in delays and inadequate staffing for reviewing development applications, supporting land use planning activities, and conducting basic maintenance and needed updates of engineering codes and standard specifications, as well as reduced administrative and clerical support for the Division and the Department. These service inadequacies will be compounded as economic activity resumes.

In response to the reduced capital project activity at the Regional Wastewater Facility in FY11, 1.9 FTE were eliminated from the Environmental Services Division budget. This was a result of the majority of the 2004 Facilities Plan projects being completed by December 31, 2009, as

required by State and Federal wet weather flow management standards. The capital project activity for FY12 and the near term, is appropriately matched to the current staff level, and no further staffing reductions are anticipated.

**Program Performance Indicator:**

<b>Effectiveness Areas</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>To Encourage Community and Economic Development and Revitalization</b>	Plan and design for community growth	Infrastructure Needed for Growth is Identified & Planned (Streets, Wastewater and Drainage Systems)(Plans completed)	100%	67%	100%
<b>To Maintain and Improve Infrastructure and Facilities</b>	Perform Budgeted Preservation and Maintenance Activities	Planned Infrastructure Preservation and Maintenance is Performed (Stormwater, Wastewater and Streets)	85%	75%	85%
<b>Preserve Hometown Feel, Livability and Environment Quality</b>	Conduct environmental monitoring, respond to pollutant spills/discharges, and reorting to regulatory agencies	Infrastructure (wastewater) systems meet regulatory performance requirements (sanitary sewer overflows)	0	NA	0
	Reduce solid waste, pollutants and poor environmental conditions in the community	Trash is Reduced and Community Recycling is Increased (Spring Clean Up and Pollution Prevention activities)(Amount of waste diverted from landfill)	132 tons	NA (will measure in May)	135 tons

# Public Works Department

## Program: Special Projects

### Program Description:

The Special Projects program supports community-wide projects funded from the Transient Room Tax and General funds. These types of activities are generally not eligible for funding from the Street Operations Fund, Sewer Operations Fund, or Drainage Operating Fund.

### Budget Highlights:

The Special Projects program provides assistance to the Veteran's Day Parade, Spring Clean-Up program, the displaying of holiday decorations, other community festivals, and special events. The FY12 budget proposal represents a 5.7% increase over FY11 on an all funds basis, as personal service increases resulting from compensation and classifications changes are incorporated. The percentage increase is, however, somewhat misleading since the total dollar amount of the increase is only \$3,090.

### Service Level Changes:

The Special Projects budget for FY12 includes General Fund money for the City's annual Spring Clean Up. Although this money had also been appropriated in FY11, the Department eliminated that spending to meeting FY11 General Fund reduction targets. Previously these expenditures had been absorbed by other program budgets. This can no longer occur, given the budgetary constraints throughout the Department.

### Program Performance Indicator:

Effectiveness Areas	Key Processes	Measurement Methods	FY11 Target	FY11 Actual	FY12 Target
<b>Preserve Hometown Feel, Livability and Environment Quality</b>	Reduce solid waste, pollutants and poor environmental conditions in the community	Trash is Reduced and Community Recycling is Increased (Spring Clean Up and Pollution Prevention activities)(Amount of waste diverted from landfill)	132 tons	NA (will count in May)	135 tons

# Public Works Department

## Program: Streets

### Program Description:

The Streets program consists of sub-programs that clean and maintain, design and construct, and beautify City streets and associated assets in the City rights-of-way. Street maintenance and repair activities preserve the structural integrity of improved streets, minimize hazards to motorists and pedestrians, and respond to requests for service in a timely manner. Street engineering services design and construct new and existing street facilities and oversee the private construction of public street improvements in compliance with City standards. Street landscaping activities provide landscape maintenance in public rights-of-way.

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### Budget Highlights:

Fuel tax and Systems Development Charge (SDC) revenues support the bulk of this program. In addition, a small amount of storm drainage revenue supports street sweeping activity. The program continues to struggle due to the inability of revenue to keep pace with service needs over the past several years. Excluding funded capital replacement, FY12 spending declines by 6.4% on an all funds basis, continuing the trend begun in FY09. Even with implementation of the City's new compensation and classification program both personal services and materials and supplies budgets are proposed to be reduced. To maintain balance, there were deep reductions in the operating and capital budgets and staffing in FY11 and further reductions are proposed for FY12. Virtually all locally-funded preservation activities have been suspended and even maintenance activity remains sharply reduced. Although a state-wide increase in the fuel tax went into effect in January 2011, the resulting revenue is not projected at levels sufficient to restore street programs in FY12, and it is unclear whether revenues derived from this increase will be adequate to stabilize the City's Street Operating Fund in FY12. The economic downturn of the last few years has caused a sharp decrease in development activity and associated SDC revenues, even though SDC rates were increased in FY 10 and FY 11. In FY12, no transfer is planned from the Street Operating Fund to the Capital Fund and the majority of the SDC capital spending is limited to projects that are already underway or will be used to leverage grant opportunities.

In order to stabilize the Street fund in FY12, mid-year cuts were taken in FY11 that will be continued into FY 12, including the elimination of 4.5 FTE from the Department. Additional reductions in materials and services from all of the Street subprogram areas have also been proposed in the FY12 Budget. While the "truing up" of the indirect charges paid to the General Fund on an FTE basis to reflect the reduction in Public Works work force will provide some relief to the Street Fund in FY12, as will a proposed Stormwater and Wastewater right-of-way fee, the structural imbalance created between stagnant revenues streams and growing maintenance and preservation needs is not addressed in the proposed FY12 budget.

The most recent Street Conditions report was presented to Council in FY11. It documents that surface condition slipped for all City Improved streets from 2008's 77% Fair or Better level to 56.4% Fair or Better. Council policy calls for 85% of Improved streets to be maintained in a fair

or better condition. This has serious implications for an exponentially growing preservation need if the City is unable to increase maintenance efforts.

Construction of the Gateway/Beltline Intersection Add Lanes project will be completed in FY12. This \$10M project, which is funded by a variety of intergovernmental and developer contributions, is the first phase of the overall project intended to improve traffic flow at this intersection in coordination with improvements to I-5. Construction on this project began in FY10 under an intergovernmental agreement with ODOT, incorporating the intersection improvements and some of the freeway improvements as a coordinated project.

In FY11, the Street Fund was augmented by a transfer of General Fund dollars, which enabled restoration of 2.0 FTE (1 Journey and 1 Apprentice Maintenance worker) along with partial funding for sidewalk repair, street grading, local residential crack sealing and partial funding for summer seasonal staff to address a growing backlog of needed landscape maintenance and to help meet the increasing landscape service demands such as the MLK Parkway. In addition, the City received \$70,000 from Lane Transit District as an advance on maintenance costs associated with the Gateway extension of EmX, which opened mid-year. In FY12, partial funding remains to support seasonal hiring that will help to address the continued landscape backlog.

In FY12, many of these restorations will be reversed, with budget reductions totaling approximately \$75,000 in the Streets program resulting in discontinuation of intern personnel services, sidewalk repair and guard rail repair, and a reduction in street and alley grading services. Citizen requests will continue to be deferred.

### **Service Level Changes:**

The elimination of 2.0 FTE in the Street Program, and continued deferral of the fuel tax-supported portion of street preservation activities such as street sealing and overlaying, positions the program very poorly to respond to a rebound in the economy. In FY12, these staff reductions will result in delays and inadequate staffing for reviewing development applications, supporting land use planning activities, and conducting basic maintenance and needed updates of engineering codes and standard specifications, as well as reduced administrative and clerical support for the Department. While there are some signs that the economy is finally beginning to rebound, these service inadequacies will be compounded as economic activity resumes.

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**Program Performance Indicator:**

<b>Effectiveness Areas</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>To Encourage Community and Economic Development and Revitalization</b>	Plan and design for community growth	Infrastructure Needed for Growth is Identified & Planned (Streets, Wastewater and Drainage Systems)(Plans completed)	100%	67%	100%
<b>To Maintain and Improve Infrastructure and Facilities</b>	Perform Budgeted Preservation and Maintenance Activities	Planned Infrastructure Preservation and Maintenance is Performed (Stormwater, Wastewater and Streets)	85%	75%	85%
	Preserve physical assets, streets, sewers, storm drainage and building facilities	Percent of each Infrastructure Systems in Fair or Better Condition (streets)	70%	56%	85%

# Public Works Department

## Program: Technical Services

### Program Description:

The program focuses on locating, documenting and managing data concerning the facilities, structures (both public and private), and geographic features of the City. The Division provides spatial data collection, management, mapping, and integration using both traditional land surveying techniques and advanced technology. All City departments and several intergovernmental organizations receive data and support for their ongoing operations and business decisions. The range of information and support includes decision material for asset management, land use, planning and building activities, current information to support both Police and Fire and Life Safety Services operations, and support for economic development activities.

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### Budget Highlights:

On an all funds basis program expenditures are proposed to increase by 6.8%, with personal services increases being partially offset by materials and supplies reductions. During FY12, efforts will continue to focus on addressing deficiencies, risks associated with the City's larger geospatial and infrastructure management systems and completing facilities information integration and supporting the capital improvement program with Land Surveying services. The GIS Section will analyze how to replace aged geospatial and infrastructure management systems, make strategic forward movement on targeted replacement of failing systems and provide continued support of projects of high importance to the City such as the Glenwood Refinement Plan, downtown redevelopment, and adoption of the 2030 Plan. The Survey Section will perform land records research, provide field services and coordinate to develop accurate locations of City facilities. The Division will continue coordinating and standardizing geospatial data management both within the City and in cooperation with regional and statewide partners to further the goal of simplifying access to the data necessary to manage other Departmental programs and City initiatives.

### Service Level Changes:

No significant service level changes are planned in the FY12 budget. The Survey program absorbed two vehicles from the Transportation and Engineering Services Division, final adjustments from the FY11 consolidation of the Survey subprogram into the Technical Services Division, and funded related Vehicle Maintenance Charges. GIS program funding from the General Fund has remained flat at well under 10% of budget, while services, particularly GIS services, dedicated to General Fund support have increased to an all time high of approximately 26% of the GIS budget. Additionally, a .50 FTE Senior GIS position that was authorized in FY09 to support the Glenwood Refinement Plan was never filled and was eliminated in FY11. This has compounded the staffing deficit for vital Public Works projects as existing staff have had to focus on major land use planning projects.

Since the Technical Services Division provides support to a broad range of City functions, the continued slump in economic and development activity in FY11 did not result in a decline in demand for technical services. Other departments replaced activities driven by development levels to planning activities which, in many cases, actually have greater demands for decision making information. As a result planned work such as systems integration, data development, City-wide GIS software migration, and survey control documentation were delayed over the last two years. The Division faces significant challenges to overcome failing systems, outdated base mapping information and the integration of new technologies.

# Public Works Department

## Program: Transportation

### Program Description:

The Transportation program plans and supports the construction and operation of all modes of transportation owned and operated by the City, and the many interactions with the regional transportation network of State freeways and highways, County roads, public transit, and multi-use paths. Transportation planning and operations activities develop the capacity, safety, and efficiency of the City's transportation system as the City grows and system demand needs change. Traffic control maintenance and construction activities provide traffic control devices that are visible, informative, and effective in promoting traffic safety among all modes of transportation, including signals, signs, and striping, to comply with State and National standards. Transportation power and light activities provide electricity and maintenance for traffic control devices and street lights, for adequacy to reduce night time crashes, improve safety and comfort, and maximize transportation safety and efficiency. Bicycle and pedestrian facilities support a safe, interconnected and convenient system for bicyclists and pedestrians to make use of alternative modes of transportation.

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### Budget Highlights:

This Street Fund supported program, faces the same challenges reported above concerning the Streets program, with inadequacy of revenue streams leading to deep reductions in the operating budget. On an all funds basis, program spending declines by 5.7%. To maintain program continuity, State and Federal Transportation funds will continue to be tapped to help fund City staff time devoted to regional transportation planning and to underwrite project and program-specific costs. Federal and State funds will be used to the fullest extent possible, instead of local gas taxes and other Street Fund revenue sources, so that those funds can be used for road maintenance and preservation.

A major activity of the program will be the current update of the Transportation System Plan. The City's Transportation SDC methodology will be reviewed in FY12 once the Plan is complete.

Focus will remain on a wide variety of major transportation projects and programs in FY12. These projects and programs advance the integrated network of transportation systems of the City and its State and Regional partners. Fundamental responsibilities to respond to citizen issues in a timely and effective manner and participate in development review activities will continue to be a focus at reduced levels based on sustained budget reductions.

In light of the significant reductions in resources, the program will be challenged to succeed in accomplishing the following strategic and long range planning projects, all of which are urgent matters:

- 1) Seek gap funding to undertake the required federal environmental analysis for the Franklin Boulevard upgrade project;
- 2) Finalize plans and obtain permits for the South Bank multi-use path/viaduct under the new I-5 Willamette River Bridge and connecting to the Franklin Boulevard/Glenwood Boulevard intersection; Work with ODOT to implement the recommendations in the new Main Street Pedestrian Study;
- 3) Complete a Downtown Access and Circulation Study to investigate opportunities and constraints to successful conversion of Main Street and S. 'A' to two way traffic operations in the Downtown area;
- 4) Investigate municipal street light reductions as cost saving measure;
- 5) Complete the first phase of the Gateway/Beltline project;
- 6) Participate in the development of a new state-mandated Regional Transportation System Plan;
- 7) Lead City participation in the federally required Central Lane Metropolitan Planning Organization and associated activities like project prioritization and state mandated green house gas reduction (GHG) scenario planning; and
- 8) Work with LTD to identify future EmX bus rapid transit route priorities in Springfield.

### **Service Level Changes:**

For the third year in a row, staffing levels and contractual service budgets have been reduced. In mid-year 2011 the Division held vacant a civil engineering position and a secretarial position, eliminated the Assistant Division Manager position, and cut contractual services by \$18,000. These cuts are proposed to be carried forward to FY12, along with the FY12 proposal to eliminate the Oregon State Civil Engineering Cooperative Program (CECOP) engineering intern position and end Springfield's program participation and a further cut contractual services an additional \$25,000. Now, more than ever, priorities will be set on a 'triage' basis regarding traffic engineering issues with development proposals, traffic signals, traffic signs, roadway striping, street lighting, pedestrian safety, state and federal mandates, project planning and project development, and partner agency requests for projects and participation in other program activities.

FY11 mid-year reductions in the Traffic Control Maintenance & Construction subprogram total \$33,000. These reductions will result in some services being deferred (i.e., curb painting, and detection device replacement).

Overall, the program will operate in FY12 at a 2.5 FTE staffing deficit (compared to FY09). Should development activity resume at historic levels further delays will result. Response and follow up on customer service requests will continue to take longer. Priorities will be set on a "triage" basis for repainting cross walks and pavement markers, cleaning intersection vision obstructions, and addressing substandard street light conditions.

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**Program Performance Indicator:**

<b>Effectiveness Areas</b>	<b>Key Processes</b>	<b>Measurement Methods</b>	<b>FY11 Target</b>	<b>FY11 Actual</b>	<b>FY12 Target</b>
<b>To Maintain and Improve Infrastructure and Facilities</b>	Provide a safe and efficient transportation system	Infrastructure Systems Meet Regulatory Performance Requirements (MUTCD plan completion)	100%	75%	100%

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# CAPITAL BUDGET

## Introduction

The FY12 Capital Budget, which follows, is based on the City's long-range Capital Improvement Program (CIP), A Community Reinvestment Plan, and is a five-year outlook of the City's planned physical improvements. The CIP includes cost estimates and projected financing for maintaining, improving, or adding to the City's increasing investment in fixed assets. These estimates, in turn, are derived from long term facilities master plans designed to anticipate City needs over a 20 year horizon. These fixed assets include streets, sidewalks, traffic signs and signals, street lights, sanitary sewer and drainage systems, and city-owned buildings and property. The City's actual commitment to expend public funds occurs in the annual City budget process, with the first year of the CIP acting as a guide for the capital improvement portion of the budget. In addition, the Capital Budget includes projects proposed for the Regional Wastewater Collection and Treatment Systems. These projects are included based on the actions of the Metropolitan Wastewater Management Commission (MWMC), which owns and oversees the Regional Wastewater Facilities serving the Eugene-Springfield metropolitan area. The Springfield Capital Budget includes appropriations for these items to fulfill the City's responsibilities under the Intergovernmental Agreement between the City, the City of Eugene, and Lane County which created the MWMC, and assigns financial and capital management functions to the City of Springfield.

Each year City staff reviews cash flow projections, organizes and summarizes new projects along with unfunded projects from prior years, and develops a proposed allocation of project funding and a draft Capital Budget. This draft is reviewed by the City Manager, the Budget Committee, and the City Council before adoption of the final budget.

Major funding sources include State and local gas taxes, grants, assessments, loans, revenue bonds, sewer and drainage user fees, and, as appropriate, revenues from System Development Charges (SDCs) previously collected. Additionally, from time to time the city receives grants, loans and other revenues from other levels of government, and from private entities, which are targeted to specific capital improvements. The Capital Budget appropriates these revenues as well, to the extent they pass through the City's accounts. Because of limited revenues, many projects are either partially funded or simply cannot be funded during the next five years. Thus it is possible that projects which appear in even the base year of the CIP may not be budgeted in the Capital Budget.

The proposed FY12 Capital Budget of \$53.5 million is slightly less than the adopted FY11 Capital Budget of \$57.5 million. This year's MWMC budget represents less than half of the Capital Budget total as work winds down on the extensive Regional Water Pollution Control Facility improvement effort with a substantial number of projects completed in the past two years. Additionally, \$10 million in stormwater revenue bonds were sold in October 2010 to fund several necessary rehabilitation and water quality projects throughout the City's stormwater collection system. The main projects funded through the bond sale are the Mill Race Restoration Project and related projects that are required to meet the City's obligations to preserve the benefits of the Mill Race project once the Mill Race is restored.

One of the most significant aspects of the FY12 Capital Budget is the continued lack of funding for street preservation projects. Current projections of revenues generated from the

local motor fuel tax are not sufficient to allow for a transfer to support street capital programs. Any influx of revenue from the January 1, 2011 increase in the State gas tax that can be set aside to support identified street capital will not be identified until the FY13 budget cycle. As a result, the only project with Street Capital funding in FY12 is a small portion (\$21,000) of the Topographic Remapping Project, which is a carry-over from the FY11 budget. Since this project is dependent on other, as yet unidentified, sources of funding, it is unlikely that the budgeted amount will be expended in FY 12. Currently no local Street Fund revenues are programmed for street preservation projects, although the budget will appropriate federal funds for two projects.

## Major Projects

Among the major capital projects included in the Capital Budget are the following:

- ◆ A \$7,079,898 local contribution for wastewater system replacement, repair and new construction is included in accordance with the City's Wastewater Master Plan. Funding for these projects was secured with the sale of \$22.8 million in wastewater bonds in FY09. These projects are part of an ongoing program to rehabilitate the wastewater collection system to control infiltration and inflow (I/I) of rain and ground water, as well as provide additional system capacity to handle high wet-weather flows. This funding is spread over three different projects that will replace/rehabilitate approximately 10,000 linear feet of wastewater pipes and construct approximately 10,600 feet of new wastewater pipes.
- ◆ Funding for the Jasper Road Trunk Sewer was also secured with the wastewater bond sale in FY09. The City Council has elected to divide the construction of this project into at least two phases, with the first phase scheduled for construction in FY12. The City's consultant will complete design and acquire easements and permits for the second phase in FY12 so that this phase can proceed to construction in FY13 or FY14. It is likely that an additional bond sale will be needed to fund the second construction phase, or that phase could be further divided to utilize available funding at that time. The total construction cost is currently estimated at \$9.3 million and will provide gravity wastewater service to the Jasper/Natron area and replace three existing pump stations with limited capacity. Providing wastewater service will open this area up to planned urban development.
- ◆ The Gateway/Beltline Intersection project will add lanes to the intersection to alleviate congestion. This is Phase 1 of the full Gateway/Beltline Intersection project as approved in the 2003 Revised Environmental Agreement (REA). The project is currently under construction and is scheduled to be completed in early FY12. The City has partnered with ODOT to bid and construct the project in conjunction with ODOT's I-5/Beltline interchange Unit 2 project.
- ◆ The Over-Under Channel Pipe Replacement project will replace an aging pipe segment in the City's stormwater system with a new pipe and provide additional capacity identified by the 2008 Stormwater Facility Master Plan. The Over-Under Channel serves mid-Springfield from 5th to 28th Streets and from Main Street to Highway 126. The name of the Channel derives from the configuration of the system where stormwater is collected and conveyed in both an open channel and in a large

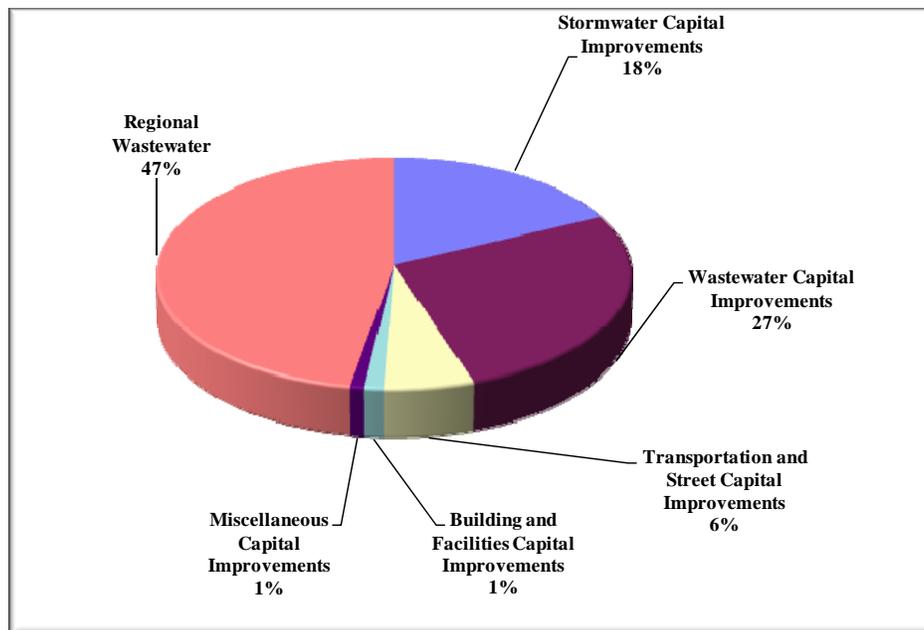
pipe located under and adjacent to the channel. A portion of the piped system, from the east side of Silke Field to the outfall of the system into the Q Street Channel at Moffitt School, is a corrugated metal arch pipe (CMP) installed in the late 1950's and early 1960's. Staff has found that the CMP has reached the end of its useful life and is showing signs of corrosion and minor failures. As part of the supplemental budget action programming the stormwater revenue bonds in FY11, the City Council approved funding to design a replacement pipe system and identify the amount of additional funds needed for construction in FY12.

The CIP identifies capital projects by major systems and/or improvement categories and lists the various uses of capital funds. The following table shows the proposed Capital Budget funding by the various categories.

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### Capital Projects By Category

Stormwater Capital Improvements		\$ 9,838,819
Wastewater Capital Improvements		\$ 12,729,898
Transportation and Street Capital Improvements		\$ 3,172,183
Building and Facilities Capital Improvements		\$ 679,000
Miscellaneous Capital Improvements		\$ 510,000
Regional Wastewater		\$ 25,932,282
	<b>Subtotal</b>	<b>\$ 52,862,182</b>
SEDA Glenwood		\$ 650,000
	<b>Total</b>	<b>\$ 53,512,182</b>



Funding for the City's Capital Budget comes from a number of the City's accounting funds, depending upon the nature of the project. The following table shows spending in the proposed Capital Budget by fund.

<b>Capital Projects by Fund</b>	
<b>Type</b>	<b>Amount</b>
Local Wastewater Capital Fund	\$ 12,541,898
Development Projects Fund	\$ 1,296,639
Drainage Capital Fund	\$ 8,688,553
Police Building Bond Fund	\$ 0
Regional Wastewater Capital Bond Fund	\$ 15,327,570
Regional Wastewater Capital Fund	\$ 10,604,712
Street Capital Fund	\$ 21,000
SDC Local Storm Improvement Fund	\$ 1,234,266
SDC Local Storm Reimbursement Fund	\$ 21,000
SDC Local Wastewater Reimbursement Fund	\$ 254,000
SDC Local Wastewater Improvement Fund	\$ 127,000
SDC Regional Wastewater Reimbursement Fund	\$ 0
SDC Regional Wastewater Improvement Fund	\$ 0
SDC Transportation Reimbursement Fund	\$ 466,000
SDC Transportation Improvement Fund	\$ 1,840,544
Booth-Kelly Fund	<u>\$ 439,000</u>
<b>Subtotal</b>	<b>\$ 52,862,182</b>
SEDA - Glenwood	\$ 200,000
SEDA - Downtown	<u>\$ 450,000</u>
<b>Total</b>	<b><u>\$ 53,512,182</u></b>

Three of the funds listed above have no capital expenditures budgeted for FY12. These are the Police Building Bond Fund, SDC Regional Wastewater Reimbursement Fund, and SDC Regional Wastewater Improvement Fund. Although the City has completed capital construction for the Justice Center, the Police Building Bond Fund remains active in the City's financial system and is included here for reporting purposes. MWMC opted in FY10 to limit expenditures in the two Regional SDC funds to debt service payments and to continue the capital program using the Regional Wastewater Capital Bond Fund and the Regional Wastewater Capital Fund. Therefore, no expenditures are shown in the Capital Budget for the two SDC funds and they are shown here for reporting purposes.

### **Operating Impact of the Capital Budget**

The City's financial management policies require that the City's operating budget reflect the effect of projects in the Capital Budget.

Many capital projects that are classified as preservation projects are intended to limit increases in operating and maintenance expenditures by preserving and extending the useful life of the City's infrastructure. Long-term financial plans prepared for the City's

operating funds consider the impact of these improvements on efficiency when forecasting growth in operating expenditures for the next several years. Other capital improvement projects that involve development of new facilities or new and expanded infrastructure may result in additional operating costs or savings in future years.

For example, while new fire station construction will result in additional staffing and operations costs, repaving a street, or bringing it to full City standards typically results in a reduced need for maintenance. These costs or savings are not included in the capital budget estimates, but rather are incorporated into the operating budget beginning in the year that the facility is anticipated to become operational. An important element of the CIP process is the consideration of any future increases in operating costs that may result from capital activity so that estimates of those costs can be incorporated in the appropriate long-term financial plans for the affected funds.

In a governmental setting, these operating impacts often occur in funds other than those in which the capital expenditure is recorded. As projects move from the CIP into the Capital Budget they are reviewed to evaluate the impact on the appropriate operating fund budget.

Analysis of the FY12 Capital Budget indicates that a large number of projects do not have a measurable operating impact. In many cases these projects are planning activities, which do not result in additional infrastructure or equipment. For example, projects that do not have any impact on the City's operational budget include expenditures to participate in a regional waterways study, to plan Franklin Boulevard improvements, and to complete base map updating. The Capital Budget includes approximately \$913,000 in the category of projects that appear to have no significant operational impact.

A second category of capital projects that are not estimated to have operating impacts are those where the capital expenditure is designed to replace or upgrade existing systems. In many cases, there may be operating efficiencies or future cost avoidance that results from the improvements, but these impacts are not presently quantifiable and are believed to be marginal. Examples in this project category include preservation projects for streets, drainage and sanitary sewers where the only operating impact is potential avoidance of future costs that might occur if repairs or replacement do not occur on a timely basis. Approximately \$8 million is budgeted for such projects. Projects such as the \$4,604,898 budgeted for rehabilitating wastewater pipes in Sanitary Sewer Basin 22 may have little or no operational impact, but instead prevent the need to make significant capital investments that might otherwise be required to increase the handling capacity of the sanitary system.

A third category of projects not presently estimated to have an impact on the operating budget includes those where the scope of the project is not sufficiently defined to develop an estimate. An example of this category of projects where definition is inadequate to determine operational impact is the \$270,000 budgeted for City participation in private projects. These expenditures will be used to support a variety of capital improvements such as streets and sewers that are constructed by private developers. The City's participation pays for portions of those capital expenditures which are principally for the benefit of the general public, not the particular development. While there will be an operating impact to the City after these projects are completed by developers and the infrastructure is donated to the City, the maintenance impact of the City participation portion of project costs is not calculated.

In dollar terms, the cost of capital projects expected to result in increased operating expenditures, excluding MPMC projects, total over \$16 million. The increased operating costs resulting from these capital improvements are estimated to be about \$130,000 annually. The majority of this cost is for projects that will result in the need to increase staffing in future years as the infrastructure asset base grows. However, it is typical that not all projects are constructed in the same year they are funded. Therefore, the project and operating values are typically less than stated above.

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<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
<b><u>Stormwater Capital Improvements</u></b>			
1. <u>South 59th St., Aster, &amp; Daisy Street Drainage</u>	SDC Local Storm Improvement Fund	440	\$239,771
	TOTAL		\$239,771
Description: Phase 1 of this project is to install 350 feet of 42 inch storm sewer in the area of South 59th Street and Aster Street. Phase 2 will be to install additional parallel stormwater pipe in Daisy Street to provide additional capacity.			
2. <u>Island Park</u>	Drainage Capital Fund	425	\$1,658,000
	SDC Local Storm Improvement Fund	440	\$222,000
	TOTAL		\$1,880,000
Description: These projects are intended to improve stormwater quality from urban runoff in two heavily trafficked downtown drainage basins. Stormwater from these basins drain to the Springfield Mill Race and the Island Park Slough, both of which have significantly impaired water quality.			
3. <u>Drainage Repair</u>	Drainage Capital Fund	425	\$369,553
	TOTAL		\$369,553
Description: This project involves the rehabilitation of Springfield drainage system to repair or replace older pipe in the system and solve flooding problems. This project also includes rehabilitation of catch basins and culverts to prevent flooding and reduce street surface failures due to poor drainage.			
4. <u>Metro Waterways Study</u>	Drainage Capital Fund	425	\$25,000
	SDC Local Storm Improvement Fund	440	\$225,000
	TOTAL		\$250,000
Description: Springfield is participating, along with Eugene and Lane County, in an ongoing Army Corps of Engineers General Investigation Study authorized under the Water Resources Development Act. Springfield's share (25%) of this three year, \$3,500,000 project is estimated to be \$875,000. The current project is a feasibility study necessary to identify future water quality projects within the Eugene/Springfield metropolitan watershed. CIP projects, such as Channel Improvements, Flood Plain Mapping (currently underway) and McKenzie Oxbow will qualify as in-kind match and satisfy the balance of the local obligation. The Cedar Creek Drainage Basin has been identified as the initial project in the Metro Waterways Study.			
5. <u>Channel Improvement</u>	Drainage Capital Fund	425	\$468,000
	SDC Local Storm Improvement Fund	440	\$4,000
	TOTAL		\$472,000
Description: This project is intended to provide improvements to key drainage ways to address barriers to fish passage, and to correct previous channel modifications that have caused deterioration of water quality and fish habitat functions. The improvements include culvert replacements or retrofits, road crossing and outfall modifications and channel restoration.			
6. <u>Implement MS4 Permit Requirements</u>	Drainage Capital Fund	425	\$25,000
	TOTAL		\$25,000
Description: Develop and implement programs and projects to comply with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer (MS4) Discharge permit.			

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<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
7. <u>Riparian Land Management/Acquisition</u>	Drainage Capital Fund	425	\$10,000
	SDC Local Storm Improvement Fund	440	\$225,319
	TOTAL		\$235,319
Description: This project provides funding for consultant services to evaluate riparian buffer areas, City and other activities affecting them, and for purchase of riparian area lands from private property owners where needed to meet City regulatory objectives for stormwater management, flood control and habitat protection.			
8. <u>Stormwater Facilities Master Plan</u>	Drainage Capital Fund	425	\$15,000
	SDC Local Storm Improvement Fund	440	\$15,000
	TOTAL		\$30,000
Description: Provides consultant services to update the current City-wide Stormwater Facility Master Plan to address stormwater conveyance and quality management throughout the City and its urbanizable area.			
9. <u>Booth Kelly Storm Water Drainage Plan Implementation</u>	Booth Kelly Fund	425	\$300,000
		618	\$50,000
	TOTAL		\$350,000
Description: Drainage master plan implementation for the Booth Kelly site.			
10. <u>Gray Creek Flow Enhancements</u>	SDC Local Storm Improvement Fund	440	\$149,176
	TOTAL		\$149,176
	Description: Design and construct Channel improvements to relieve flooding in Gray Creek and to provide capacity for anticipated flows from future developments.		
11. <u>Millrace Study/Design</u>	Drainage Capital Fund	425	\$65,000
	TOTAL		\$65,000
	Description: Continuation of the design and construction of new flow control requirements for the Millrace, mandated by federal and state regulators.		
12. <u>Channel 6</u>	Drainage Capital Fund	425	\$482,000
	SDC Local Storm Improvement Fund	440	\$18,000
	TOTAL		\$500,000
Description: Improvements to the existing storm drainage pipes and channel, a proposed by-pass pipe, and construction of a new regional detention facility.			
13. <u>Fire Station Washrack</u>	Drainage Capital Fund	425	\$5,000
	TOTAL		\$5,000
	Description: This project creates basic vehicle wash facilities at each fire house to ensure that vehicle washwater does not enter the storm system. Presently, three of five stations have been completed with Station #4 and Station #14 remaining.		
14. <u>Mill Race Stormwater Facility</u>	Drainage Capital Fund	425	\$1,682,000
	SDC Local Storm Improvement Fund	440	\$73,000
	TOTAL		\$1,755,000
Description: Stormwater treatment facility as part of the Mill Race Restoration Project located on land immediately north of the present Mill Pond.			

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<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
15. <u>Jasper-Natron</u>	Drainage Capital Fund	425	\$1,000,000
	TOTAL		\$1,000,000
Description: The funding provided in the capital budget is for the first phase of a estimated \$4,000,000 need. The first phase is of this project provides additional studies to identify the downstream impacts and design the project and its mitigation measures.			
16. <u>Over/Under Channel</u>	Drainage Capital Fund	425	\$928,000
	TOTAL		\$928,000
Description: The Over-Under Channel system includes about 3,900 linear feet of corrugated metal arch pipe (CMP) under the existing channel. This project is intended to replace the existing CMP with a new pipe, as well as provide a parallel pipe for additional capacity as recommended in the 2008 Stormwater Facility Master Plan.			
17. <u>Cedar Creek (Intake Reconstruction)</u>	Drainage Capital Fund	425	\$500,000
	TOTAL		\$500,000
Description: This project, the first of those identified in the multi-year study (Metro Waterways Study), is the reconstruction of the intake structure and associated channel improvements to the inlet of Cedar Creek from the McKenzie River.			
18. <u>Lower Mill Race</u>	Drainage Capital Fund	425	\$1,085,000
	TOTAL		\$1,085,000
Description: Construct a daylight or diversion pretreatment structure, an offline water quality treatment facility, and a green pipe open channel improvement. Additional detail for this multi-faceted project are in WQ-12 project of the Stormwater Facilities Master Plan.			
<b>Total Stormwater Improvements</b>			<b>\$9,838,819</b>
 <b><u>Wastewater Capital Improvements</u></b>			
1. <u>Sanitary Sewer Rehab Basin 22</u>	Local Wastewater Capital Fund	409	\$4,604,898
	TOTAL		\$4,604,898
Description: The 2008 Wastewater Master Plan Identified Sanitary Sewer Basin #22 as a primary source of Infiltration and Inflow (I/I), and thus a priority for rehabilitation. This basin has been identified as a high risk for sanitary sewer overflows.			
2. <u>10th and "N" Street Upgrade</u>	Local Wastewater Capital Fund	409	\$2,000,000
	TOTAL		\$2,000,000
Description: Construct approximately 6,500 linear feet of 24 inch wastewater pipe parallel to the existing 24 inch wastewater pipe. This project will require the line to be bored under Highway 126. This project is identified in the 2008 Wastewater Master Plan as a priority project to eliminate potential sanitary sewer overflows.			
3. <u>58th Street Flow Control Facility</u>	Local Wastewater Capital Fund	409	\$275,000
	TOTAL		\$275,000
Description: Construct approximately 4,900 linear feet of 15 inch wastewater pipe as a wet weather flow control facility. This project is identified in the 2008 Wastewater Master Plan as a priority project to eliminate potential sanitary sewer overflows.			

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## 2011 - 2012 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
4. <u>Wastewater Master Plan Update</u>	Local Wastewater Capital Fund	409	\$43,000
	SDC Local Wastewater Improvement Fund	443	\$42,000
	TOTAL		\$85,000
Description: Provides funding for planned 5 year review and update of the 2008 Wastewater Master Plan.			
5. <u>Jasper Road Trunk Sewer</u>	Local Wastewater Capital Fund	409	\$5,565,000
	TOTAL		\$5,565,000
Description: Design of 18,000 feet of 27 to 10 inch diameter sewer along Jasper Road from 42nd Street to Natron. This budget allocation will also fund the purchase of easements for the future construction project.			
6. <u>Sanitary Sewer Repair</u>	SDC Local Wastewater Reimbursement Fund	442	\$200,000
	TOTAL		\$200,000
Description: This project involves the contracted repair or replacement of sanitary sewers other than those being rehabilitated under the formal Wet Weather Flow Management Plan being done in cooperation with MWMC.			
<b>Total Wastewater Improvements</b>			<b>\$12,729,898</b>

### Transportation and Street Capital Improvements

1. <u>Transportation Demand Project</u>	SDC Transportation Improvement Fund	447	\$40,000
	TOTAL		\$40,000
Description: Participate in regional demand management program to create a transportation management area in the Gateway/PeaceHealth part of the City. The City is required to provide matching funds.			
2. <u>A Street Overlay</u>	SDC Transportation Reimbursement Fund	446	\$208,000
	TOTAL		\$208,000
Description: Overlay A Street from Mill to 5th Street.			
3. <u>Street Seal/Overlay (Arterial/Collector Streets)</u>	Development Projects Fund	420	\$415,000
	SDC Transportation Reimbursement Fund	446	\$167,000
	TOTAL		\$582,000
Description: A continuing street maintenance effort of slurry seal and pavement overlay performed by contract.			
4. <u>South 48th St.: Main to Daisy St.</u>	Development Projects Fund	420	\$175,000
	TOTAL		\$175,000
Description: Construct a new segment of S. 48th Street to City standards and reconstruct the signal at Main Street.			
5. <u>Traffic Control Projects</u>	SDC Transportation Reimbursement Fund	446	\$35,000
	SDC Transportation Improvement Fund	447	\$256,884
	TOTAL		\$291,884
Description: This project is for installation of new traffic signals and modification of existing signals or installation of roundabouts at various intersections in town. Potential candidate intersections include: Thurston Rd. and 66th St., S. 42nd St. and Daisy St., S. 42nd St. and Jasper Rd., 42nd and Marcola Rd. The modification of signals may include change to permissive left turn at some existing signalized intersections.			

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<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
6. <u>Gateway Area Traffic Improvements</u>	SDC Transportation Improvement Fund	447	\$896,909
	TOTAL		<u>\$896,909</u>
Description: Transportation improvements at various locations in the Gateway area to increase capacity, relieve congestion, and improve safety			
7. <u>Intelligent Transport System</u>	SDC Transportation Reimbursement Fund	447	\$171,077
	TOTAL		<u>\$171,077</u>
Description: Installation of various traffic control and information and data collection systems such as signal interconnect equipment, detection and count loops, incident management and traffic conditions signing, traffic responsive signal systems and software, and traveler information systems. Funds will also be used as match for state and federal grants for ITS projects.			
8. <u>Beltline/Gateway Intersection</u>	SDC Transportation Improvement Fund	447	\$225,000
	TOTAL		<u>\$225,000</u>
Description: Intersection improvements at Gateway/Beltline and surrounding intersections, including construction of a couplet and purchase of right-of-way. CIP project funding contributes to overall project estimate of \$30 million. Presently Phase 1 improvements are being constructed.			
9. <u>Franklin Boulevard Planning</u>	Development Projects Fund	420	\$46,639
	SDC Transportation Improvement Fund	447	\$138,139
	TOTAL		<u>\$184,778</u>
Description: Complete project refinement, including National Environmental Policy Act (NEPA) documentation for future improvements to Franklin Boulevard, the Franklin/Glenwood and Franklin/McVay intersections and the McVay/Franklin intersection to support Glenwood redevelopment and regional mobility for transit, bicycles/pedestrians, and autos. Contribute to the required local match for any federal funding received.			
10. <u>Transportation System Plan</u>	Development Projects Fund	420	\$60,000
	SDC Transportation Improvement Fund	447	\$36,000
	TOTAL		<u>\$96,000</u>
Description: The Transportation System Plan will identify needs and priorities within Springfield's transportation system. Once complete this plan will also provide information for updating the Transportation SDCs.			
11. <u>Maple Island/International Way Intersection</u>	SDC Transportation Improvement Fund	447	\$29,535
	TOTAL		<u>\$29,535</u>
Description: Modification of existing roundabout to accommodate trucks and promote development.			
12. <u>Gateway/Beltline Signage</u>	Development Projects Fund	420	\$15,000
	TOTAL		<u>\$15,000</u>
Description: Flags over Springfield project; construct flagpoles near the Gateway/Beltline Intersection.			
13. <u>South Bank Viaduct</u>	Development Projects Fund	420	\$245,000
	TOTAL		<u>\$245,000</u>
Description: This project will construct a multi-use path bridge located along the south bank of the Willamette River between the I-5 Bridge and the Oldham property on the north side of Franklin Boulevard.			
14. <u>ITS - Gateway/Beltline</u>	Development Projects Fund	447	\$12,000
	TOTAL		<u>\$12,000</u>
Description: ITS projects in various locations to increase communications, capacity, safety and traveler information. Funding is set aside in this program and as projects are identified that fit into this category they are given an individual account and at that time another source of funding will be identified to match the allowable SDC funds. This funding is set aside to support the communications for the Gateway/Beltline Project.			
<b>Total Transportation and Street Improvements</b>			<u><b>\$3,172,183</b></u>

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<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
 <b><u>Building and Facilities Capital Improvements</u></b>			
1. <u>Building Preservation</u>	Building Preservation Fund	420	\$250,000
	TOTAL		\$250,000
Description: Perform preservation, maintenance and repair projects on City-owned buildings, including City Hall, Fire Stations, Museum, Justice Center, and Maintenance Facilities. Projects can include the repair, renovation or replacement of structural, mechanical, electrical, and plumbing systems. Other projects can include painting, roofing, lighting, alarm and elevator projects as well as repair and/or upgrades to aesthetic and architectural elements.			
2. <u>City Building Maintenance</u>	Development Projects Fund	420	\$40,000
	TOTAL		\$40,000
Description: Major maintenance contracted activities and unanticipated emergency facility equipment replacement. There is a fund balance maintained in the event of a major, unforeseen expenditure. It is anticipated that more funds are needed and will be added once identified.			
3. <u>Booth Kelly Internal Structural Improvements</u>	Booth Kelly Fund	618	\$359,000
	TOTAL		\$359,000
Description: Structural repair and improvements to the Booth-Kelly Center buildings.			
4. <u>Booth Kelly Building Removal</u>	Booth Kelly Fund	618	\$30,000
	TOTAL		\$30,000
Description: Remove a small building at the Booth Kelly site. This project is related to the Mill Race Restoration Project.			
<b>Total Building and Facilities Improvements</b>			<b>\$679,000</b>

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<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
 <b><u>Miscellaneous Capital Improvements</u></b>			
1. <u>City Participation in Private Projects</u>			
	SDC Transportation Reimbursement Fund	446	\$35,000
	SDC Local Wastewater Reimbursement Fund	442	\$33,000
	SDC Transportation Improvement Fund	447	\$35,000
	SDC Local Wastewater Improvement Fund	443	\$34,000
	Drainage Capital Fund	425	\$50,000
	Local Wastewater Capital Fund	409	\$33,000
	SDC Local Storm Improvement Fund	440	\$50,000
	TOTAL		\$270,000
 Description: City cost participation in public improvements constructed in private developments under the City's Construction Permit process. To respond to known and potential private development projects, it is necessary to budget \$100,000 each fiscal year in each infrastructure program area, i.e. Transportation, Local Wastewater and Stormwater, and the programmed funds for FY11 are only those necessary to meet that need. Currently other programmed funds are not yet tied to specific projects.			
2. <u>Special Projects</u>	Development Projects Fund	420	\$50,000
	TOTAL		\$50,000
 Description: Special Projects provides funding for FY11 Economic Development and related projects in which the City may wish to participate. The City Manager manages the Special Projects budget.			
3. <u>Topographic ReMapping</u>	Local Wastewater Capital Fund	409	\$21,000
	Drainage Capital Fund	425	\$21,000
	Street Capital Fund	434	\$21,000
	SDC Local Storm Improvement	440	\$13,000
	SDC Local Storm Reimbursement	441	\$21,000
	SDC Local Wastewater Improvement Fund	443	\$51,000
	SDC Transportation Reimbursement Fund	446	\$21,000
	SDC Local Wastewater Reimbursement	442	\$21,000
	TOTAL		\$190,000
 Description: Replace out-of-date topographic maps (base maps) for the entire City that were last developed in 2000. The new maps will capture the new development and other changes that have occurred over the past decade.			
<b>Total Miscellaneous Improvements</b>			<b>\$510,000</b>

# CITY OF SPRINGFIELD

## 2011 - 2012 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
<b>Regional Wastewater Program - Carryover Projects to be Completed</b>			
1. <u>Facilities Plan Engineering Services</u>	Regional Wastewater Capital Bond Fund	412	\$67,005
	TOTAL		\$67,005
Description: Engineering services for analysis, interpretation, cost estimating and assistance related to the 2004 MWMC Facilities Plan..			
2. <u>Effluent Reuse Phase 1</u>	Regional Wastewater Capital Bond Fund	412	\$1,478,602
	Regional Wastewater Capital Fund	433	\$1,610,866
	TOTAL		\$3,089,468
Description: Design and construction of a level 4 reuse facility, including disinfection, pumping, piping and distribution system for up to 2.5 million gallons per day flow. Reuse will reduce thermal load to the Willamette River.			
3. <u>Influent PS/Willakenzie PS/Headworks</u>	Regional Wastewater Capital Bond Fund	412	\$92,504
	TOTAL		\$92,504
Description: This project provides influent pumping improvements and headworks expansion required to accommodate the 2025 peak wet weather flow of 277 mgd.			
4. <u>2010 MWMC Facilities Plan</u>	Regional Wastewater Capital Fund	433	\$70,135
	TOTAL		\$70,135
Description: Review of the Facilities Plan assumptions and costs. Consideration of new regulations, information, and technology to modify plan.			
5. <u>Digestion Capacity Increase</u>	Regional Wastewater Capital Bond Fund	412	\$300,000
	TOTAL		\$300,000
Description: Installation of a fourth conventional high rate digester for continued and expanded production of Class B biosolids.			
6. <u>Odorous Air Treatment II</u>	Regional Wastewater Capital Bond Fund	412	\$924,849
	Regional Wastewater Capital Fund	433	\$570,151
	TOTAL		\$1,495,000
Description: Provide covers over new Gravity Sludge Thickeners (primary sludge thickeners) and convey odorous air to biofilters. Expand biofilters to accommodate the additional needed odor control.			
7. <u>Primary Sludge Thickening</u>	Regional Wastewater Capital Fund	433	\$2,052,000
	TOTAL		\$2,052,000
Description: Thin Primary sludge pumping and piping systems to gravity thickeners, two, 50 foot diameter gravity thickeners (covered for odor control), supernatant overflow pumping and piping, thickened sludge piping/pumping to digesters. Includes funds for landscaping in vicinity of thickeners.			
8. <u>Parallel Primary/Secondary Treat</u>	Regional Wastewater Capital Bond Fund	412	\$1,276,000
	TOTAL		\$1,276,000
Description: Piping, pumping, and flow split boxes to enable primary and secondary treatment to be operated in parallel. Includes funds for landscaping in disturbed areas of the plant.			

## CITY OF SPRINGFIELD

### 2011 - 2012 CAPITAL BUDGET

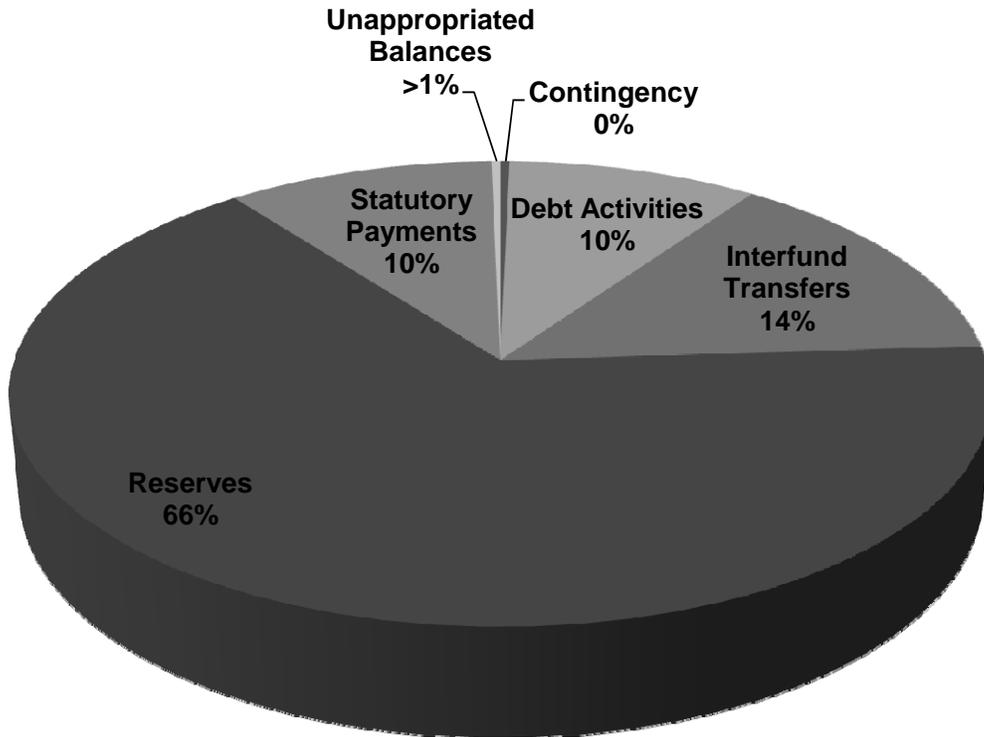
<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
9. <u>Biosolids Force Main Rehab</u>	Regional Wastewater Capital Bond Fund	412	\$1,430,000
	TOTAL		<u>\$1,430,000</u>
Description: Investigate, repair, and/or replace sections of the biosolids force main (piping system) where struvite deposits reduce the pipe diameter and cannot be removed by an acid washing method.			
10. <u>Sodium Hypochlorite Conversion</u>	Regional Wastewater Capital Fund	433	\$2,977,000
	TOTAL		<u>\$2,977,000</u>
Convert existing chlorine gas system to sodium hypochlorite for base flow. Retain the existing chlorine contact basins. Install system with capability for high rate disinfection of primary effluent diversion assuming high dosages of chlorine into a new chlorine contact basin.			
11. <u>Tertiary Filtration I</u>	Regional Wastewater Capital Bond Fund	412	\$2,992,068
	Regional Wastewater Capital Fund	433	\$2,524,932
	TOTAL		<u>\$5,517,000</u>
Description: Filtration: includes infrastructure/support facilities for 30 mgd of filters; install filter cells sufficient for only 10 mgd.			
12. <u>Wet Weather Flow Management Plan (WWFMP)</u>	Regional Wastewater Capital Fund	433	\$278,400
	TOTAL		<u>\$278,400</u>
Description: Updates to the WWFMP study are needed to monitor the performance of the Eugene/Springfield collection system improvements and confirm the recommended solution (i.e. - collection system rehabilitation, conveyance/pumping improvements and wastewater treatment plant upgrades).			
13. <u>Waste Activated Sludge</u>	Regional Wastewater Capital Fund	412	\$192,600
	TOTAL		<u>\$192,600</u>
Description: This project provides a third gravity belt thickener (GBT) and associated at-grade building improvements. The project also includes landscaping in the vicinity of the thickeners.			
14. <u>Effluent Reuse Phase II</u>	Regional Wastewater Capital Bond Fund	412	\$4,474,942
	Regional Wastewater Capital Fund	433	\$521,228
	TOTAL		<u>\$4,996,170</u>
Description: Design and construction of a level 4 reuse facility, including disinfection, pumping, piping and distribution system for up to 2.5 million gallons per day flow. Reuse will reduce thermal load to the Willamette River.			

# CITY OF SPRINGFIELD

## 2011 - 2012 CAPITAL BUDGET

<u>PROJECTS</u>	<u>FUNDING</u>	<u>FUND</u>	<u>AMOUNT</u>
15. <u>Line Biosolids Lagoons Phase III</u>	Regional Wastewater Capital Bond Fund	412	\$1,999,000
	TOTAL		<u>\$1,999,000</u>
Description: Reline existing lagoons, Phase 3 at the Biosolids Management Facility (BMF).			
16. <u>Line Biosolids Lagoons Phase IV</u>	Regional Wastewater Capital Bond Fund	412	\$100,000
	TOTAL		<u>\$100,000</u>
Description: Reline existing lagoons, Phase 4 at the Biosolids Management Facility (BMF).			
<b>Total Regional Wastewater Program</b>			<u><b>\$25,932,282</b></u>
 <b>SEDA Program - Carryover Projects to be Completed</b>			
1. <u>SEDA Property Purchases</u>		429	\$200,000
	TOTAL		<u>\$200,000</u>
Description: Funding for property purchases within the Glenwood Urban Renewal District.			
2. <u>SEDA Property Purchases</u>		430	\$450,000
	TOTAL		<u>\$450,000</u>
Description: Funding for property purchases within the Downtown Urban Renewal District.			
<b>Total SEDA Program</b>			<u><b>\$650,000</b></u>
<b>TOTAL CAPITAL BUDGET</b>			<u><b>\$53,512,182</b></u>

**FY12 Adopted Non-Departmental Budget**  
**All Non-Departmental Categories:**



<b>FY12 Non-Departmental</b>		
<b>Expenditure Category</b>	<b>Adopted</b>	<b>Percentage</b>
Contingency	\$ 600,000	0.35%
Debt Activities	16,210,488	9.48%
Interfund Transfers	24,273,723	14.19%
Reserves	112,151,497	65.55%
Statutory Payments	17,288,800	10.11%
Unappropriated Balances	555,497	0.32%
<b>Total</b>	<b><u>\$ 171,080,005</u></b>	<b><u>100.00%</u></b>

**NON-DEPARTMENTAL  
Contingency**

Contingency appropriations are authorized by ORS 294.435 to provide a resource for occurrences or emergencies which cannot be foreseen at the time of budget preparation. Authorization by the City Council is required prior to the use of these funds. When authorization is granted, appropriations are transferred from the Contingency appropriation to the designated approved expenditure appropriation.

<b>Financial Summary - by Fund</b>	<b>FY12 Adopted</b>
General Fund	\$ 600,000
<b>Total Contingency</b>	<b>\$ 600,000</b>

## NON-DEPARTMENTAL Debt Activities

Debt service appropriations provide for the payment of principal and interest on bonds, certificate of participation, notes, and lines of credit. The debt service budget also recognizes the repayment of interfund loans.

The City's long-term debt is used to create or renovate capital infrastructure. The City does not borrow externally on a short-term basis to support operations. The City relies on property tax-supported bonds, revenue-backed general obligation bonds, or revenue for most long-term debt. General obligation bonds must be approved by the voters. Revenue backed general obligation bonds may be used in enterprise funds where fees and charges are used to service debt. Revenue bonds may be used to finance enterprise fund capital improvements if appropriate. Certain public improvements such as sidewalks, streets, and sewers are financed by assessments.

<b>Debt Payments</b>	<b>FY12 Adopted</b>
Bond Sinking Fund	\$ 3,292,677
Booth-Kelly Fund	919,317
General Fund	232,375
Regional Wastewater Debt Service Fund	7,712,100
Regional Wastewater Fung	805,980
SDC Administration Fund	376,258
Storm Drainage Operations Fund	706,963
Sewer Operations Fund	2,164,818
<b>Total Debt Payments - Principal and Interest</b>	<b>\$ 16,210,488</b>

## NON-DEPARTMENTAL Interfund Transfers and Loans

Interfund transfers are authorized by ORS 294.352 and ORS 294.361 and represent transfers of resources between funds for the repayment of costs incurred by one fund on behalf of another, or represent transfer of equity between funds.

Interfund loans are authorized by ORS 294.460 and represent loans made from one fund to another. Oregon Local Budget Law requires that loans appropriated for operating purposes be paid back in the following fiscal year, while capital loans must be repaid within five years.

### Financial Summary of Transfers and Loans - All Funds

From General Fund		
To Jail Operations Fund	675,000	
To Special Revenue Fund	39,224	
<b>Subtotal</b>		<b>\$ 714,224</b>
From Transient Room Tax Fund		
To General Fund	\$ 416,667	
<b>Subtotal</b>		<b>\$ 416,667</b>
From Building Code Fund		
To General Fund	\$ 54,100	
<b>Subtotal</b>		<b>\$ 54,100</b>
From Police Local Option Levy Fund		
To Jail Operations Fund	\$ 1,215,522	
<b>Subtotal</b>		<b>\$ 1,215,522</b>
From Bancroft Redemption Fund		
To Development Projects Fund	\$ 50,000	
<b>Subtotal</b>		<b>\$ 50,000</b>
From Development Assessment Capital Fund		
To Bancroft Redemption	\$ 16,439	
<b>Subtotal</b>		<b>\$ 16,439</b>
From Development Projects Fund		
To General Fund	\$ 83,000	
Loan to SEDA - Downtown	281,000	
Loan to SEDA - Glenwood	625,000	
<b>Subtotal</b>		<b>\$ 989,000</b>

<b>Financial Summary of Transfers and Loans - Continued</b>		
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From SDC Storm Improvement Fund To Bond Sinking Fund	\$ 25,649	
<b>Subtotal</b>		<b>\$ 25,649</b>
From SDC Sanitary Improvement Fund To Bond Sinking Fund	\$ 45,662	
<b>Subtotal</b>		<b>\$ 45,662</b>
From SDC Regional Wastewater Reimbursement Fund To Regional Wastewater Fund	\$ 16,884	
<b>Subtotal</b>		<b>\$ 16,884</b>
From SDC Regional Wastewater Improvement Fund To Regional Wastewater Debt Service Fund	\$ 2,000,000	
<b>Subtotal</b>		<b>\$ 2,000,000</b>
From SDC Transportation Reimbursement Fund To Bond Sinking Fund	\$ 10,374	
<b>Subtotal</b>		<b>\$ 10,374</b>
From Sanitary Sewer Operations Fund To Sanitary Sewer Capital Fund	\$ 2,250,000	
<b>Subtotal</b>		<b>\$ 2,250,000</b>
From Regional Wastewater Fund To Regional Wastewater Debt Service Fund	\$ 4,409,596	
To Regional Wastewater Capital Fund	<u>9,137,168</u>	
<b>Subtotal</b>		<b>\$ 13,546,764</b>
From Drainage Operating Fund To Drainage Capital Fund	\$ 2,106,000	
<b>Subtotal</b>		<b>\$ 2,106,000</b>
From Insurance Fund To General Fund	\$ 713,618	
<b>Subtotal</b>		<b>\$ 713,618</b>
From Vehicle and Equipment Fund To General Fund	\$ 102,820	
<b>Subtotal</b>		<b>\$ 102,820</b>
<b>Total Interfund Transfers and Loans**</b>		<b><u><u>\$24,273,723</u></u></b>

\*\*Includes operating transfers

**NON-DEPARTMENTAL  
Miscellaneous Fiscal Transactions**

Miscellaneous fiscal transactions are accounts that represent specific bond or district debt expense other than debt service (such as bond sale expense or bond insurance). These expenditures are fund-specific and not department-specific, and therefore are identified as non-departmental costs.

<b>Financial Summary of Miscellaneous Fiscal Transactions</b>	<b>FY12 Adopted</b>
<b>Regional Wastewater Revenue Bond Capital Project Fund</b>	
Miscellaneous Fiscal Transactions	\$ -
<b>Total Miscellaneous Fiscal Transactions</b>	<b>\$ -</b>

<b>NON-DEPARTMENTAL Reserves: Non-Dedicated and Dedicated Budgets</b>
---

Reserves - Non-Dedicated Balance accounts represent the estimated resources which remain undesignated for current or future appropriation. These accounts provide for cash flow requirements during the fiscal year. This estimate appears in the budget for balancing purposes only. These funds cannot be expended without specific authorization by the City Council.

Reserves - Dedicated Balance accounts represent the estimated resources which have been established as the result of contributions to the specific reserve for future appropriation needs. Dedicated reserves provides for cash flow requirements during the fiscal year. This estimate appears in the budget for balancing purposes only. These funds can only be transferred for expenditure based on authorization by the City Council.

<b>Financial Summary of Reserves - All Funds</b>
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General Fund			
Non-Dedicated	\$	7,257,504	
<b>Subtotal</b>			<b>\$ 7,257,504</b>
Street Fund			
Non-Dedicated	\$	139,923	
Dedicated			
Bicycle Reserve		19,639	
<b>Subtotal</b>			<b>\$ 159,562</b>
Jail Operations Fund			
Non-Dedicated	\$	142,914	
<b>Subtotal</b>			<b>\$ 142,914</b>
Special Revenue Fund			
Dedicated			
Reserve	\$	20,417	
Hulda Durham Reserve		1,555	
Police Forfeit Reserve		103,346	
Gifts & Memory Reserve		60,701	
Police Forefeits Post 1/1/02 Reserve		67,814	
<b>Subtotal</b>			<b>\$ 253,833</b>
Transient Room Tax Fund			
Dedicated			
Tourism Promotion Reserve	\$	33,969	
<b>Subtotal</b>			<b>\$ 33,969</b>
Community Development Fund			
Dedicated			
CDBG Reserve	\$	140,950	
<b>Subtotal</b>			<b>\$ 140,950</b>

<b>Financial Summary of Reserves - Continued</b>
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Building Code Fund		
Dedicated		
Operating Reserve	\$ 174,026	
<b>Subtotal</b>		<b>\$ 174,026</b>
 Fire Local Option Levy		
Dedicated		
Operating Reserve	\$ 732,081	
<b>Subtotal</b>		<b>\$ 732,081</b>
 Police and Court Local Option Levy		
Dedicated		
Operating Reserve	\$ 1,689,128	
<b>Subtotal</b>		<b>\$ 1,689,128</b>
 Bancroft Redemption Fund		
Non-Dedicated	\$ 117,597	
<b>Subtotal</b>		<b>\$ 117,597</b>
 Sewer Capital Projects Fund		
Non-Dedicated	\$ 6,786,024	
<b>Subtotal</b>		<b>\$ 6,786,024</b>
 Regional Wastewater Revenue Bonds Capital Projects Fund		
Dedicated		
Capital Reserve	\$ 1,819,235	
MWMC 2008 Bond Reserve	4,000,000	
MWMC 2006 Bond Reserve	4,100,000	
<b>Subtotal</b>		<b>\$ 9,919,235</b>
 Development Assessment Capital Fund		
Dedicated		
Assessment Service Reserve	\$ 399,952	
Assessments Finance Reserve	764,442	
<b>Subtotal</b>		<b>\$ 1,164,394</b>
 Development Projects Fund		
Non-Dedicated	\$ 2,047,955	
Dedicated		
Building Preservation Reserve	38,372	
Capital/Ed Reserve	96	
Corporate Way Pond Rehab Reserve	35,200	
SDC Facilities Reserve	15,442	
<b>Subtotal</b>		<b>\$ 2,137,065</b>

<b>Financial Summary of Reserves - Continued</b>			
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Drainage Capital Fund			
Non-Dedicated	\$	3,458,236	
Dedicated			
Building Preservation Reserve		<u>708,050</u>	
<b>Subtotal</b>	\$		<b>4,166,286</b>
Regional Wastewater Capital Fund			
Dedicated			
Capital Reserve	\$	37,804,594	
Equipment Replacement Reserve		<u>10,438,079</u>	
<b>Subtotal</b>	\$		<b>48,242,673</b>
Street Capital Fund			
Non-Dedicated	\$	53,327	
Dedicated			
South 42nd St., Main-Jasper Road		<u>170,896</u>	
<b>Subtotal</b>	\$		<b>224,223</b>
SDC Storm Improvement Fund			
Dedicated			
SDC Reserve	\$	<u>564,074</u>	
<b>Subtotal</b>	\$		<b>564,074</b>
SDC Storm Reimbursement Fund			
Dedicated			
SDC Reserve	\$	<u>85,940</u>	
<b>Subtotal</b>	\$		<b>85,940</b>
SDC Sanitary Reimbursement Fund			
Dedicated			
SDC Reserve	\$	<u>1,059,813</u>	
<b>Subtotal</b>	\$		<b>1,059,813</b>
SDC Sanitary Improvement Fund			
Dedicated			
SDC Reserve	\$	<u>383,132</u>	
<b>Subtotal</b>	\$		<b>383,132</b>
SDC Regional Wastewater Reimbursement Fund			
Dedicated			
SDC Reserve	\$	<u>76,440</u>	
<b>Subtotal</b>	\$		<b>76,440</b>
SDC Regional Wastewater Improvement Fund			
Dedicated			
Improvement SDC Reserve	\$	<u>1,012,640</u>	
<b>Subtotal</b>	\$		<b>1,012,640</b>

<b>Financial Summary of Reserves - Continued</b>
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SDC Transportation Reimbursement Fund		
Dedicated	<u>\$ 3,050</u>	
<b>Subtotal</b>		<b>\$ 3,050</b>
SDC Transportation Improvement Fund		
Dedicated	<u>\$ 6,379</u>	
<b>Subtotal</b>		<b>\$ 6,379</b>
Sewer Operations Fund		
Non-Dedicated	\$ 2,703,487	
Dedicated		
Local Wastewater 2009 Bond Reserve	1,713,531	
SRF Loan Reserve	73,218	
SRF Loan 96 Reserve	<u>288,679</u>	
<b>Subtotal</b>		<b>\$ 4,778,915</b>
Regional Wastewater Fund		
Non-Dedicated	<u>\$ 7,121,815</u>	
<b>Subtotal</b>		<b>\$ 7,121,815</b>
Ambulance Fund		
Non-Dedicated	<u>\$ 103,694</u>	
<b>Subtotal</b>		<b>\$ 103,694</b>
Drainage Operating Fund		
Non-Dedicated	<u>\$ 2,202,513</u>	
<b>Subtotal</b>		<b>\$ 2,202,513</b>
Booth-Kelly Fund		
Non-Dedicated	<u>\$ 545,376</u>	
<b>Subtotal</b>		<b>\$ 545,376</b>
Regional Fiber Consortium Fund		
Non-Dedicated	<u>\$ 15,410</u>	
<b>Subtotal</b>		<b>\$ 15,410</b>
Insurance Fund		
Dedicated		
Benefits Reserve	\$ 2,119,370	
Insurance Reserve	479,696	
Workers Compensation Reserve	<u>1,011,045</u>	
<b>Subtotal</b>		<b>\$ 3,610,111</b>

<b>Financial Summary of Reserves - Continued</b>
--

Vehicle and Equipment Fund

Dedicated

Equipment Replacement Reserve	\$	68,697	
Lease Payments		1,900	
MS Enterprise Charge Reserve		141,287	
Telephone Lease Reserve		174,957	
Computer Equipment Reserves:		869,225	
Vehicle and Equipment Reserves:		<u>5,868,565</u>	
<b>Subtotal</b>			<b>\$ 7,124,631</b>

SDC Administration Fund

Dedicated

**Subtotal**

\$	<u>116,100</u>	
		<b>\$ 116,100</b>

**Total Reserves**

**112,151,497**

**Summary by Type of Reserve:**

**Non-Dedicated**

**\$ 32,695,775**

**Dedicated**

**79,455,722**

**Total Reserves \***

**\$112,151,497**

\* The FY12 Proposed Reserves reflects an increase of \$8,596,174 or 36% more than FY11 Adopted Non-Dedicated reserves.

## NON-DEPARTMENTAL Statutory Payments

Statutory Payments represents payments required by State law or contract, and are of two types:

Contractual Payments are insurance premiums based on the number and type of FTE in each fund, and are transferred from those funds to the Insurance Fund on a monthly basis. Premium payments are then made from the Insurance Fund when due.

Pass-Through Payments are insurance premiums or other payments that are associated with particular individuals, and are collected through the payroll process. For ease of record-keeping, withholdings are collected from each fund via the payroll process and are accumulated in the Insurance Fund; payments are then made from the Insurance Fund when due.

Financial Summary of Statutory Payments - All Funds	FY12 Adopted
<b>Insurance Fund</b>	
<b>Contractual</b>	
Property/Casualty Premium	\$ 560,000
Workers' Compensation Premium	216,000
Premium Taxes	31,000
Workers' Compensation Claims	230,000
<b>Subtotal</b>	<b>\$ 1,037,000</b>
<b>Pass -Through</b>	
Dental Premium	\$ 625,000
Disability Premium	157,000
FICA Payments	2,327,500
Wells Fargo Police Retirement	1,741,100
Pre-Retirement Life Premium	14,500
Mandatory Life	2,500
PERS Pension Expenditure	3,964,000
Basic Life	75,000
Pacific Source Medical	7,345,200
Health Reimbursement Account	-
<b>Subtotal</b>	<b>\$ 16,251,800</b>
<b>Total Insurance Fund Statutory Payments</b>	<b>\$ 17,288,800</b>

## NON-DEPARTMENTAL Unappropriated Balances

Unappropriated ending fund balance accounts represent the estimated resources which remain undesignated for current or future appropriation. This account provides for cash flow requirements during the fiscal year. This estimate appears in the budget for balancing purposes only. These funds cannot be expended without specific authorization by the City Council.

<b>Financial Summary of Unappropriated Balances - All Funds</b>	<b>FY12 Adopted</b>
<b>Bond Sinking Fund</b>	
Unappropriated Balance	\$ <u>555,497</u>
<b>Total Unappropriated Balance</b>	<b>\$ <u>555,497</u></b>

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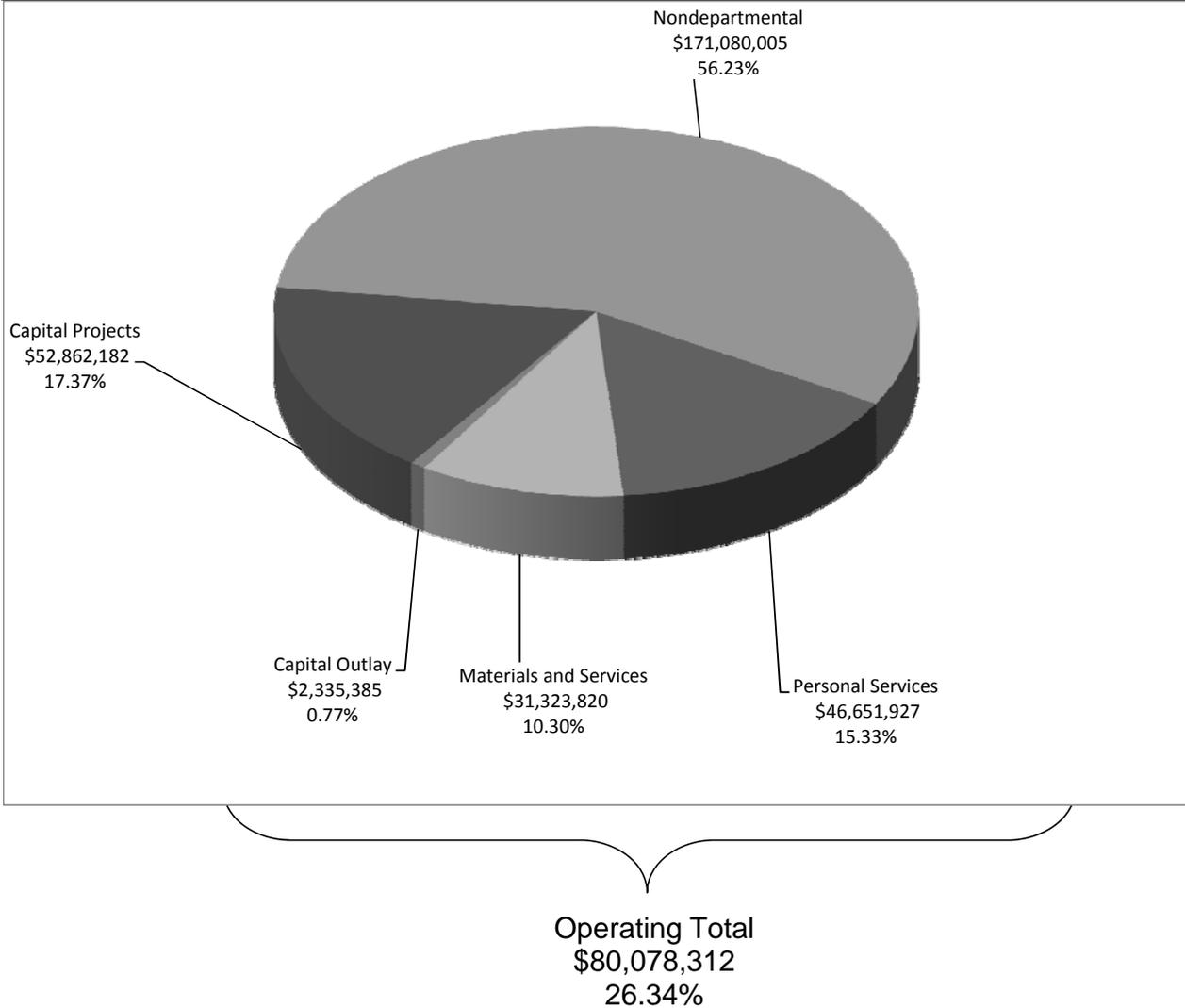
## FY12 Adopted Budget - By Fund Type Resources and Requirements Summary

Fund	FTE	Resources	Department Operating	Capital Projects	Non-Departmental
<b>General Fund</b>					
<b>Total General Fund</b>	<b>212.30</b>	<b>\$ 40,081,239</b>	<b>\$ 31,277,136</b>	<b>\$ -</b>	<b>\$ 8,804,103</b>
<b>Special Revenue Funds</b>					
Street Fund	30.62	\$ 5,059,867	\$ 4,900,305	\$ -	\$ 159,562
Jail Operations Fund	18.10	2,742,259	2,599,345	-	142,914
Special Revenue Fund	4.15	1,377,959	1,124,126	-	253,833
Transient Room Tax Fund	1.95	856,691	406,055	-	450,636
Community Development Fund	4.31	1,241,639	1,100,689	-	140,950
Building Fund Fund	10.15	1,503,148	1,275,022	-	228,126
Fire Local Option Levy Fund	9.00	2,269,933	1,537,852	-	732,081
Police Local Option Levy Fund	22.23	5,532,214	2,627,564	-	2,904,650
<b>Total Special Revenue Funds</b>	<b>100.51</b>	<b>\$ 20,583,710</b>	<b>\$ 15,570,958</b>	<b>\$ -</b>	<b>\$ 5,012,752</b>
<b>Debt Service Funds</b>					
Bancroft Redemption Fund	0.13	\$ 183,999	\$ 16,402	\$ -	\$ 167,597
Bond Sinking Fund	-	3,848,174	-	-	3,848,174
Regional Wastewater Debt Service Fund	-	7,712,100	-	-	7,712,100
<b>Total Debt Service Funds</b>	<b>0.13</b>	<b>\$ 11,744,273</b>	<b>\$ 16,402</b>	<b>\$ -</b>	<b>\$ 11,727,871</b>
<b>Capital Projects Funds</b>					
Sewer Capital Project Fund	-	\$ 19,327,922	\$ -	\$ 12,541,898	\$ 6,786,024
Reg. Wastewater Rev. Bond Cap. Proj. Fund	-	25,246,805	-	15,327,570	9,919,235
Development Assessment Fund	0.69	1,260,357	79,524	-	1,180,833
Development Projects Fund	-	4,422,704	-	1,296,639	3,126,065
Drainage Capital Fund Fund	-	12,854,839	-	8,688,553	4,166,286
Regional Wastewater Capital Fund	-	60,800,140	1,952,755	10,604,712	48,242,673
Street Capital Fund	-	245,223	-	21,000	224,223
SDC Storm Improvement Fund	-	1,875,087	51,098	1,234,266	589,723
SDC Storm Drainage Reimb Fund	-	129,649	22,709	21,000	85,940
SDC Sanitary Reimbursement Fund	-	1,472,779	158,966	254,000	1,059,813
SDC Sanitary Improvement Fund	-	644,362	88,568	127,000	428,794
SDC Regional Wastewater Reimbursement Fund	-	100,824	7,500	-	93,324
SDC Regional Wastewater Improvement Fund	-	3,016,640	4,000	-	3,012,640
SDC Transportation Reimbursement Fund	-	543,012	63,588	466,000	13,424
SDC Transportation Improvement Fund	-	2,032,007	185,084	1,840,544	6,379
<b>Total Capital Projects Funds</b>	<b>0.69</b>	<b>\$ 133,972,350</b>	<b>\$ 2,613,792</b>	<b>\$ 52,423,182</b>	<b>\$ 78,935,376</b>
<b>Enterprise Funds</b>					
Sewer Operations Fund	19.91	\$ 12,169,530	\$ 2,975,797	\$ -	\$ 9,193,733
Regional Wastewater Fund	16.68	37,185,857	15,711,298	-	21,474,559
Ambulance Fund	33.05	5,181,288	5,077,594	-	103,694
Drainage Operating Fund	30.99	9,270,645	4,255,169	-	5,015,476
Booth-Kelly Fund	0.38	2,265,871	362,178	439,000	1,464,693
Regional Fiber Consortium Fund	-	62,710	47,300	-	15,410
<b>Total Enterprise Funds</b>	<b>101.01</b>	<b>\$ 66,135,901</b>	<b>\$ 28,429,336</b>	<b>\$ 439,000</b>	<b>\$ 37,267,565</b>
<b>Internal Service Funds</b>					
Insurance Fund	2.75	\$ 22,415,546	\$ 803,017	\$ -	\$ 21,612,529
Vehicle and Equipment Fund	-	8,589,545	985,836	-	7,603,709
SDC Administration Fund	4.57	730,755	614,655	-	116,100
<b>Total Internal Service Funds</b>	<b>7.32</b>	<b>\$ 31,735,846</b>	<b>\$ 2,403,508</b>	<b>\$ -</b>	<b>\$ 29,332,338</b>
<b>Total Amount of Budget</b>	<b>421.96</b>	<b>\$ 304,253,319</b>	<b>\$ 80,311,132</b>	<b>\$ 52,862,182</b>	<b>\$ 171,080,005</b>

# FY12 Adopted Budget

## Summary—Total Requirements:

**\$304,253,319**



Requirements Category	FY12 Adopted	Percentage of Total
Operating:		
Personal Services	\$ 46,651,927	15.33%
Materials and Services	31,323,820	10.30%
Capital Outlay	<u>2,335,385</u>	<u>0.77%</u>
<b>Total Operating</b>	<b>\$ 80,311,132</b>	<b>26.40%</b>
<b>Capital Projects</b>	<b>\$ 52,862,182</b>	<b>17.37%</b>
<b>Nondepartmental</b>	<b><u>171,080,005</u></b>	<b><u>56.23%</u></b>
<b>Total</b>	<b><u>\$ 304,253,319</u></b>	<b><u>100.00%</u></b>

**TOTAL CITY EMPLOYEES—Full Time Equivalents (FTE)  
Comparison by Fund**

<b>Fund Number</b>	<b>Fund Name</b>	<b>FY11 Adopted</b>	<b>FY12 Adopted</b>	<b>Change</b>
100	General Fund	220.21	212.30	-7.91
201	Street Fund	33.12	30.62	-2.50
202	Jail Operations Fund	18.10	18.10	0.00
204	Special Revenue Fund	4.75	4.15	-0.60
208	Transient Room Tax Fund	1.95	1.95	0.00
210	Community Development Fund	4.29	4.31	0.02
224	Building Fund	11.03	10.15	-0.88
235	Fire Local Option Levy Fund	9.00	9.00	0.00
236	Police Local Option Levy Fund	22.01	22.23	0.22
305	Bancroft Redemption Fund	0.13	0.13	0.00
419	Development Assessment Capital Fund	0.69	0.69	0.00
611	Sewer Operations Fund	20.85	19.91	-0.94
612	Regional Wastewater Fund	16.45	16.68	0.23
615	Ambulance Fund	34.05	33.05	-1.00
617	Drainage Operating Fund	33.25	30.99	-2.26
618	Booth-Kelly Fund	0.25	0.38	0.13
707	Insurance Fund	2.75	2.75	0.00
719	SDC Administration	4.62	4.57	-0.05
<b>Total Full-Time Equivalents</b>		<b>437.50</b>	<b>421.96</b>	<b>-15.54</b>

**TOTAL CITY EMPLOYEES - FY09 through FY12  
Full-Time Equivalents (FTE) by Department All Funds**

Total FTE by Department	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12	Change
City Manager's Office	8.00	8.00	8.00	7.00	-1.00
Development Services	39.75	34.75	33.25	30.25	-3.00
Finance	10.30	10.30	10.30	9.80	-0.50
Fire and Life Safety	108.00	108.00	106.00	103.00	-3.00
Human Resources	7.00	6.00	6.00	6.00	0.00
Information Technology	10.00	10.00	10.00	10.00	0.00
Legal/Judicial Services	8.55	8.55	8.55	8.85	0.30
Library	13.60	13.20	13.40	12.40	-1.00
Police	111.00	123.00	126.00	124.17	-1.83
Public Works	129.00	121.00	116.00	110.50	-5.50
<b>Total Full-Time Equivalents</b>	<b>445.20</b>	<b>442.80</b>	<b>437.50</b>	<b>421.96</b>	<b>-15.54</b>

**TOTAL CITY EMPLOYEES - FY09 through FY12  
Full-Time Equivalents (FTE) by Department General Fund**

Total FTE by Department	Adopted FY09	Adopted FY10	Adopted FY11	Adopted FY12	Change
City Manager's Office	7.40	7.40	7.40	6.40	-1.00
Development Services	17.25	14.81	14.71	13.22	-1.50
Finance	8.78	7.98	7.98	7.43	-0.55
Fire and Life Safety	64.45	63.95	62.95	60.95	-2.00
Human Resources	3.80	3.05	3.25	3.25	0.00
Information Technology	10.00	10.00	10.00	10.00	0.00
Legal/Judicial Services	6.54	6.54	7.04	6.62	-0.43
Library	12.90	12.56	12.81	11.81	-1.00
Police	89.50	84.37	84.24	82.40	-1.84
Public Works	10.46	9.86	10.33	10.23	-0.10
<b>Total Full-Time Equivalents</b>	<b>231.08</b>	<b>220.52</b>	<b>220.71</b>	<b>212.30</b>	<b>-8.41</b>

**TOTAL BUDGET SUMMARY — FY09 through FY12**  
**Resources Only**

<b>Resources, All Fund Types</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
<b>Revenues, Summary Level</b>				
Taxes (Current and Delinquent)	\$ 26,311,581	\$ 27,605,561	\$ 28,048,059	\$ 27,735,893
Licenses, Permits and Fees	5,121,813	3,682,141	4,507,870	3,891,381
Intergovernmental	8,047,483	10,536,396	11,499,990	9,878,376
Charges for Service	45,737,474	50,558,443	54,443,886	54,042,806
Fines and Forfeitures	1,289,527	1,443,684	1,946,722	1,981,012
Use of Money and Property	6,086,957	2,934,763	2,776,323	2,762,590
Special Assessments	52,675	11,693	1,186,500	23,500
Miscellaneous Receipts	686,394	428,947	1,154,355	1,112,055
Other Financing Sources	113,160,239	44,820,182	60,364,739	50,666,822
<b>Total Current Revenues</b>	<b>\$ 206,494,144</b>	<b>\$ 142,021,810</b>	<b>\$ 165,928,444</b>	<b>\$ 152,094,435</b>
<b>Beginning Cash</b>	<b>\$ 140,201,894</b>	<b>\$ 174,804,289</b>	<b>\$ 145,616,004</b>	<b>\$ 152,158,884</b>
<b>Total Resources, All Sources</b>	<b>\$ 346,696,038</b>	<b>\$ 316,826,100</b>	<b>\$ 311,544,448</b>	<b>\$ 304,253,319</b>

\* Amended as of June 6, 2011

## GENERAL FUND REVENUE DETAIL - FY09 through FY12

Revenue - All Sources, By Revenue Type and Account	FY09 Actual	FY10 Actual	FY11* Amended	FY12 Adopted
<b>Taxes</b>				
Current Taxes	\$ 15,461,262	\$ 16,472,084	\$ 16,990,357	\$ 16,680,219
Delinquent Taxes	393,640	456,995	350,000	475,000
<b>Total Taxes</b>	<b>\$ 15,854,903</b>	<b>\$ 16,929,080</b>	<b>\$ 17,340,357</b>	<b>\$ 17,155,219</b>
<b>Licenses and Permits</b>				
Sanipac Franchise	\$ 389,096	\$ 346,786	\$ 400,000	\$ 397,000
AT&T/Comcast Franchise	559,439	439,550	526,000	630,000
Qwest Franchise	381,149	276,463	360,000	273,000
NW Natural Gas	619,718	475,168	688,000	390,000
ATG Right of Way	819	3,305	5,000	4,000
EPUD Right-of-Way Fees	11,183	6,627	5,500	5,500
Comcast Digital Voice ROW Fee	141,478	-	-	-
Library Receipts	22,346	24,419	22,787	25,493
Library Photocopy Charges	644	1,023	1,000	1,500
Animal Licenses/Impound	28,280	27,640	26,000	25,000
Police Impound Fees	166,514	152,377	170,000	150,000
Offense Surcharge	-	8,653	50,664	-
Fire Code Permits	136,890	130,736	128,700	146,600
FLS Safety Systems Plan Review	31,206	24,416	23,000	12,000
FLS New Construction Sq Ft Fee	43,361	18,138	16,634	16,600
Planning Fees	276,590	256,871	430,000	187,500
DSD Postage Fees	9,187	7,141	9,200	9,200
Building Fees	(163)	-	-	-
Technology Fee	65,023	61,271	63,535	63,535
Court Conviction Surcharge	559	-	-	-
Code Requirement Fees	55,693	76,489	56,000	102,000
Land Alteration/Fill Permits	6,146	-	-	-
<b>Total Licenses and Permits</b>	<b>\$ 2,945,158</b>	<b>\$ 2,337,074</b>	<b>\$ 2,982,020</b>	<b>\$ 2,438,928</b>
<b>Intergovernmental</b>				
Team Spgfld Bicycle Patrol	\$ -	\$ -	\$ 10,000	\$ 10,000
Urban Renewal District	-	-	139,311	298,127
Liquor Apportionment	801,290	655,036	699,833	700,000
Cigarette Apportionment	97,986	84,931	78,470	85,000
State Revenue Sharing	485,645	507,578	489,883	508,000
State Conflagration Funds	22,435	25,183	2,980	-
State Reimbursement FLS	6,447	-	-	-
District 19 School Resource	160,433	135,316	160,000	160,000
TEAM Springfield	620	-	-	-
Community Partnership Reimbursement	2,000	-	-	-
Mohawk Banner Program	-	4,905	-	-
SUB in-Lieu-of-Tax	1,805,234	1,815,989	1,802,892	1,802,892
EWEB in-Lieu-of-Tax	437,599	521,104	501,000	501,000
Electric Co-Ops in-Lieu-of-Tax	8,662	9,602	9,600	9,600
McKenzie Village in-Lieu-of-Tax	21,944	-	10,000	10,000
SUB Construction	-	400	-	-
<b>Total Intergovernmental</b>	<b>\$ 3,850,297</b>	<b>\$ 3,760,045</b>	<b>\$ 3,903,969</b>	<b>\$ 4,084,619</b>

**GENERAL FUND REVENUE DETAIL - Continued**

<b>Revenue - All Sources, By Revenue Type and Account</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
<b>Charges for Service</b>				
Internal Facility Rental	249,407	248,422	260,954	260,954
Internal Building Maintenance Chgs	304,799	271,947	303,449	303,449
Internal Vehicle Maintenance Chgs	158,558	166,422	151,327	151,327
Police Services U of O	20,284	20,217	20,000	20,000
Police Services District 19	-	-	3,000	3,000
Special Events Services	78,724	7,280	-	-
Police Alarm Monitoring	-	-	-	10,000
Enterprise Zone Extension	179,960	116,960	116,960	-
Rainbow Fire Protection	997,090	1,053,222	1,085,293	1,117,852
Glenwood Fire Protection	163,589	161,474	166,318	166,318
Willakenzie Fire Protection	228,810	398,588	331,988	341,948
FLS Training Fees	-	4,592	-	-
MVA First Response	-	-	-	25,550
Fire License Facility Inspection	-	-	-	15,813
Willamalane Collection Fee	14,279	24,258	14,300	29,000
Library Services Pass-Through	2,000	6,300	2,205	4,300
Library Automation Fee	39,944	43,469	45,320	46,000
Internal Engineering Fee	113	1,271	25,000	25,000
Staff Reimbursement	132,207	119,929	22,000	22,000
<b>Total Charges for Service</b>	<b>\$ 2,569,763</b>	<b>\$ 2,644,350</b>	<b>\$ 2,548,114</b>	<b>\$ 2,542,511</b>
<b>Fines and Forfeitures</b>				
Municipal Court Revenues	\$ 1,063,185	\$ 1,365,740	\$ 1,901,690	\$ 1,934,620
Library Fines	24,919	28,264	28,132	44,492
Restitution	393	7,515	400	400
Unclaimed/Forfeited Property	5,447	6,236	-	-
<b>Total Fines and Forfeitures</b>	<b>\$ 1,093,944</b>	<b>\$ 1,407,755</b>	<b>\$ 1,930,222</b>	<b>\$ 1,979,512</b>
<b>Use of Money and Property</b>				
Interest Income	\$ 363,089	\$ 138,653	\$ 115,000	\$ 130,000
Variance in FMV of Investments	27,670	(72,014)	-	-
Unsegregated Tax Interest	(8,726)	(10,367)	-	-
County Assess Interest	23,459	7,995	20,000	20,000
Equipment Sales	-	346	1,000	1,000
Vehicle Sales	-	-	1,000	1,000
<b>Total Use of Money and Property</b>	<b>\$ 405,492</b>	<b>\$ 64,613</b>	<b>\$ 137,000</b>	<b>\$ 152,000</b>
<b>Miscellaneous Receipts</b>				
Workers' Comp Wage Reimbursements	453	-	-	-
Claims Recovery	-	-	3,520	-
Cash Over/Short	254	421	-	-
Miscellaneous Receipts	81,042	44,091	59,531	107,000
Testing	4,308	6,889	1,500	1,500
Muni. Court Interest on Delinquencies	139,141	95,740	61,498	95,000
<b>Total Miscellaneous Receipts</b>	<b>\$ 225,197</b>	<b>\$ 147,141</b>	<b>\$ 126,049</b>	<b>\$ 203,500</b>
<b>Indirect Charges</b>				
Indirect Charges Fund 201	\$ 538,293	\$ 472,582	\$ 438,046	\$ 417,678
Indirect Charges Fund 202	-	257,760	241,200	241,200
Indirect Charges Fund 204	13,127	14,320	13,400	5,360
Indirect Charges Fund 210	3,000	3,000	3,000	3,000
Indirect Charges Fund 224	194,181	170,837	146,864	136,948

**GENERAL FUND REVENUE DETAIL - Continued**

<b>Revenue - All Sources, By Revenue Type and Account</b>	<b>FY09 Actual</b>	<b>FY10 Actual</b>	<b>FY11* Amended</b>	<b>FY12 Adopted</b>
<b>Indirect Charges - Continued</b>				
Indirect Charges Fund 305	2,578	1,862	1,742	1,742
Indirect Charges Fund 419	11,313	9,880	9,246	9,246
Indirect Charges Fund 611	320,477	307,685	275,504	274,834
Indirect Charges Fund 612	274,212	278,751	209,040	276,720
Indirect Charges Fund 615	300,001	300,001	300,000	400,000
Indirect Charges Fund 617	488,884	482,285	440,617	425,986
Indirect Charges Fund 618	2,148	2,254	2,212	2,010
Indirect Charges Fund 719	66,015	68,067	61,908	67,000
<b>Total Indirect Charges</b>	<b>\$ 2,214,229</b>	<b>\$ 2,369,284</b>	<b>\$ 2,142,779</b>	<b>\$ 2,261,724</b>
<b>Interfund Transfers</b>				
Transfer From Fund 208	425,935	366,267	390,964	416,667
Transfer From Fund 224	54,287	53,740	54,100	54,100
Transfer From Fund 305	300,000	300,000	300,000	-
Transfer From Fund 713	-	-	80,000	102,820
Transfer From Fund 420	-	66,467	77,064	83,000
Transfer from Fund 617	250,000	-	-	-
Transfer From Fund 618	478,366	200,000	35,736	35,736
Transfer From Fund 629	12,000	-	-	-
Transfer From Fund 707	185,000	309,215	247,215	713,618
<b>Total Interfund Transfers</b>	<b>\$ 1,705,588</b>	<b>\$ 1,295,689</b>	<b>\$ 1,185,079</b>	<b>\$ 1,405,941</b>
<b>Beginning Cash Balance</b>				
Beginning Cash Balance	\$ 9,231,938	\$ 7,361,246	\$ 7,808,672	\$ 7,857,285
<b>Total Beginning Cash Balance</b>	<b>\$ 9,231,938</b>	<b>\$ 7,361,246</b>	<b>\$ 7,808,672</b>	<b>\$ 7,857,285</b>
<b>GRAND TOTAL</b>	<b>\$ 40,096,509</b>	<b>\$ 38,316,276</b>	<b>\$ 40,104,261</b>	<b>\$ 40,081,239</b>

\* Amended as of June 6, 2011

## FY12 - ASSESSED VALUATION, LEVY & TAX REVENUE INFORMATION

	Rate Per \$1,000	Assessed Valuation	Levy	Net Tax Revenue
<b>General Fund</b>				
FY11 Assessed Valuation		\$ 3,747,745,557		
Plus: 0.5% Increase from Added Value		<u>18,738,728</u>		
FY12 Assessed Valuation (estimated)		\$ 3,766,484,285		
Less: Urban Renewal Excess (estimated)		<u>(27,046,673)</u>		
<b>Total Estimated Assessed Valuation net of Urban Renewal</b>		<b><u>\$ 3,739,437,612</u></b>		
City of Springfield Permanent Rate Levy	\$ 4.7403			
<b>Estimated Taxes Raised for FY12 (rate x AV/1000)</b>			<b>\$17,726,056</b>	
Less Allowances for Discounts, Delinquencies*:			<u>(1,045,837)</u>	
<b>Total Available General Fund Tax Revenue for Appropriation</b>				<b><u>\$16,680,219</u></b>
<b>Fire Local Option Levy Fund</b>				
City of Springfield Five-Year Tax Rate (FY12 - FY16)	\$ 0.3600			
<b>Estimated Taxes Raised for FY12 (rate x AV/1000)</b>			<b>\$ 1,355,934</b>	
Less Allowances for Discounts, Delinquencies*:			<u>(80,000)</u>	
<b>Total Available Tax Revenue for Appropriation</b>				<b><u>\$ 1,275,934</u></b>
<b>Police Local Option Levy Fund</b>				
City of Springfield Five-Year Tax Rate (FY09 - FY13)	\$ 1.0900			
<b>Estimated Taxes Raised for FY12 (rate x AV/1000)</b>			<b>\$ 4,105,468</b>	
Less Allowances for Discounts, Delinquencies*:			<u>(242,223)</u>	
<b>Total Available Tax Revenue for Appropriation</b>				<b><u>\$3,863,245</u></b>
<b>Bond Sinking Fund</b>				
Levy Required for General Obligation Bonds			<b>\$ 3,243,661</b>	
<b>Estimated Tax Rate (Levy/AV)</b>	\$0.8655			
Less Allowances for Discounts, Delinquencies*:			<u>(191,376)</u>	
<b>Total Available Bond Sinking Fund Tax Revenue for Appropriation</b>				<b><u>\$3,052,285</u></b>
<b>Est Total Tax Rate and Tax Revenue Collection</b>	<b><u>\$7.0588</u></b>			

\* Current allowance for Discounts and Delinquencies:

5.9%

## FY12 ASSESSED VALUATION Levy and Tax Revenue Information

The City has historically levied a local property tax each year to fund that portion of its operating budget not supported by other revenue sources. Since the General Fund is the general operating fund of the City, all property taxes collected for general governmental operating purposes are accounted for in the City's General Fund. As with other jurisdictions throughout Oregon, the City of Springfield's property tax is a primary source of revenue for City general operations. Current property taxes provide 54% of the funding for the City's General Fund operating activities.

General Operations include the following:

- ◆ City Council and City Administration
- ◆ Legal services, Municipal Court and Judicial services
- ◆ Basic Police services
- ◆ Fire First Response, Suppression and Fire Marshal services
- ◆ Development and Land Use Planning services
- ◆ Building and Structure Maintenance services
- ◆ Finance, Information Technology, and Human Resource services

### ***Two Local Option Levies to Provide Dedicated Funding for Fire and Police Enhanced Services***

In November, 2002, City of Springfield voters passed two public safety measures – one for Fire Services and one for Police and Court Services. In 2006, the Fire Services Levy was renewed for four years (FY08-FY11) and again in 2010 for five years (FY12-FY16). The Police Services Levy was renewed for five years (FY09-FY13) with added staff for the new Justice Center. For the Police Levy there was a one-year break (FY08) between the expiration of the old levy and the beginning of the new levy. In FY09, the new levy went into effect. The taxation information on the two levies is provided in this section of the budget document. For more detail on specific funding, see the Fire & Life Safety, Police, and Legal/Judicial Services pages in this budget document. Overall, funding from the two levies provided the following:

Local Option Levies	Amount	FTE
Fire Services operating costs	\$ 1,537,852	9.0 FTE
Fire levy dedicated reserve	<u>732,081</u>	
<b>Fire Services Local Option Levy Funding</b>	<b>\$ 2,269,933</b>	
Police Services operating costs	\$ 2,232,060	20.0 FTE
Police levy dedicated reserve	1,689,128	
Transfer to Jail Operations Fund	1,215,522	
Legal and Judicial services operating costs	<u>395,504</u>	2.01 FTE
<b>Police Services Local Option Levy Funding</b>	<b>\$ 5,532,214</b>	
<b>Total Funding Provided by Levies</b>	<b>\$ 7,802,147</b>	<b>31.01 FTE</b>
<b>Detail by Type of Costs Funded:</b>		
Departmental Operating costs	\$ 4,165,416	31.01 FTE
Interfund Transfers	1,215,522	
Dedicated Reserves	<u>2,421,209</u>	
<b>Total Funding Provided by Levies</b>	<b>\$ 7,802,147</b>	<b>31.01 FTE</b>

## Property Tax History

Effective July 1, 1997 Springfield began operating on a rate based system for its operating levies. From 1997 (FY98) through FY00 the rate essentially remained within the same values. In response to Measure 50, in FY99 the state assigned the City a new permanent rate of \$4.7403

## Overall City Levy Information: Historical and Current

The following are the actual levies (all funds) by the City of Springfield over the past five years, the FY11 revised estimate, and the estimated levy for FY12 (figures do not include allowances for discounts and delinquencies):

	Fiscal Year						
	Actual FY06	Actual FY07	Actual FY08	Actual FY09	Actual FY10	Estimated FY11	Projected FY12
Tax Base/Rate Levy*	\$ 13,408,460	\$ 14,216,261	\$ 15,233,858	\$ 15,461,263	\$ 16,472,084	\$ 16,597,000	\$ 16,680,219
Fire Local Option	1,020,474	1,083,635	1,293,389	1,316,104	1,395,770	1,401,857	1,275,934
Police Local Option	<u>1,870,869</u>	<u>1,988,507</u>	<u>N/A</u>	<u>3,586,384</u>	<u>3,805,284</u>	<u>3,819,515</u>	<u>3,863,245</u>
Subtotal	\$ 16,299,803	\$ 17,288,403	\$ 16,527,247	\$ 20,363,751	\$ 21,673,138	\$ 21,818,372	\$ 21,819,398
Bonds	<u>983,056</u>	<u>1,140,766</u>	<u>3,295,555</u>	<u>3,283,022</u>	<u>3,295,915</u>	<u>3,021,533</u>	<u>3,052,285</u>
<b>Total</b>	<b>\$ 17,282,859</b>	<b>\$ 18,429,169</b>	<b>\$ 19,822,802</b>	<b>\$ 23,656,773</b>	<b>\$ 24,969,053</b>	<b>\$ 24,839,905</b>	<b>\$ 24,871,683</b>
Assessed Value**	\$2,976,869,105	\$3,149,357,159	\$3,436,084,339	\$3,502,295,304	\$3,726,631,985	\$3,747,745,557	\$3,766,484,285
Rate for Operations	\$ 5.7603	\$ 5.7603	\$ 5.1403	\$ 6.2303	\$ 6.2303	\$ 6.2303	\$ 6.1903
Bonds	<u>0.3468</u>	<u>0.3788</u>	<u>1.0192</u>	<u>.9978</u>	<u>.9439</u>	<u>0.8622</u>	<u>0.8655</u>
<b>Total Rate</b>	<b>\$ 6.1071</b>	<b>\$ 6.1391</b>	<b>\$ 6.1595</b>	<b>\$ 7.2281</b>	<b>\$ 7.1742</b>	<b>\$ 7.0923</b>	<b>\$ 7.0558</b>

\* tax rate levy is for general operations in the General Fund

\*\* not adjusted to remove Urban Renewal

A Fire Local Option Levy and a Police Local Option Levy were passed by the voters in November, 2002 for an effective date of July 1, 2003 (FY04). In 2006, the Fire Services Levy was renewed for four years (FY08-FY11) and again in 2010 for five years (FY12-FY16). The Police Services Levy was renewed for five years (FY09-FY13). There was a one-year break (FY08) between the expiration of the old levy and the beginning of the new levy. In FY09, the new Police Services levy went into effect. The Fire Levy is in effect for five years only—FY12 through FY016. The Police Levy is in effect for five years only (FY09-FY13). The levy funds are separated from all other taxes by separate reporting funds: Fire Local Option Levy Fund and Police Local Option Fund.

The assessed valuation which applies to all levies is calculated as follows:

	Assessed Valuation
<b>FY11 Assessed Valuation (AV)</b>	<b>\$3,747,745,557</b>
<b>Add Estimated 0.5% Increase in Value</b>	<b><u>18,738,728</u></b>
<b>Total City Assessed Valuation for all Levies</b>	<b><u>\$3,766,484,285</u></b>
<b>Less: Urban Renewal Growth</b>	<b><u>\$ (0)</u></b>
<b>Total City AV for Permanent Rate net of UR</b>	<b><u>\$3,766,484,285</u></b>

The following is a detailed explanation of how the individual levy revenues were calculated and the calculation for net tax revenues recorded in the FY12 Proposed Budget.

### Existing Tax Base/Rate Levy for General Operations

General Fund—100 General Operations	Rate Per Thousand	Levy	Net Tax Revenue
City of Springfield Permanent Tax Rate	\$4.7403		
<b>Estimated Taxes Raised for FY12 (rate x AV/1000)</b>		<b>\$ 17,726,056</b>	
Less Allowances for Discounts, Delinquencies: 6.70%		<u>(1,045,837)</u>	
<b>Total Available General Fund Tax Revenue for Appropriation</b>			<b><u>\$16,680,219</u></b>

### Local Option Levies Provided by Voter Approved Measures

Fire and Life Safety Local Option Levy	Rate Per Thousand	Levy	Net Tax Revenue
City of Springfield Four Year Tax Rate (FY08 – FY011)	\$0.3600		
<b>Estimated Taxes Raised for FY12 (rate x AV/1000)</b>		<b>\$1,355,934</b>	
Less Allowances for Discounts, Delinquencies: 6.70%		<u>(80,000)</u>	
<b>Total Available Tax Revenue for Appropriation</b>			<b><u>\$ 1,275,934</u></b>
Police Services Local Option Levy	Rate Per Thousand	Levy	Net Tax Revenue
City of Springfield Four Year Tax Rate (FY09 – FY13)	\$1.0900		
<b>Estimated Taxes Raised for FY12 (rate x AV/1000)</b>		<b>\$4,105,468</b>	
Less Allowances for Discounts, Delinquencies: 6.70%		<u>(242,223)</u>	
<b>Total Available Tax Revenue for Appropriation</b>			<b><u>\$3,863,245</u></b>

## Bond Sinking Fund

Bond Sinking Fund	Rate	Tax Levy
Levy Required for General Obligation Bonds		<b>\$ 3,243,661</b>
Estimated Tax Rate (Levy/AV)	\$0.8655	
Less Allowances for Discounts, Delinquencies: 6.70%		<u>(191,376)</u>
<b>Total Available Bond Sinking Fund Tax Revenue for Appropriation</b>		<b>\$ 3,052,285</b>

## Summation of Tax Revenues

General Operations	\$16,680,219
Fire Services	1,275,934
Police Services	<u>3,863,245</u>
Total Tax Revenues for Operations	\$21,819,398
Bond Sinking Fund	<u>3,052,285</u>
Total Collections	<u>\$24,871,683*</u>

\* Represents current tax rate for operations and does not include prior year discounts or delinquencies collected (\$475,000) nor any other taxation revenue source (such as Fuel Taxes, Transient Room Tax or 911 taxes totaling \$5,427,512). All General Fund tax sources total \$17,155,219.

## FY12 Tax Rates

The City of Springfield's revised property tax rate per thousand is \$7.0588, consisting of the following funding sources. (See above for details on the Bond Sinking Fund rate.)

Tax Levy for Operations:	
General Fund	\$4.7403
Fire Local Option Levy Fund	0.3600
Police Local Option Levy Fund	<u>1.0900</u>
<b>Rate for Operations</b>	<b>\$6.1903</b>
<b>Bond Sinking Fund (Est.)</b>	<b><u>\$0.8655</u></b>
<b>Total City Rate</b>	<b><u>\$7.0588</u></b>

<b>TAX AND ASSESSED VALUATION HISTORY</b> <b>By Budgeted Fiscal Year</b>
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Fiscal Year	Tax Rate	Assessed Value
FY12	\$7.0733	\$3,766,484,285
FY11	7.0923	3,747,745,557
FY10	7.1742	3,726,631,985
FY09	7.2281	3,502,295,304
FY08	6.1595	3,436,084,339
FY07	6.1391	3,149,357,159
FY06	6.1071	2,976,869,105
FY05	6.1500	2,805,856,167
FY04	6.1743	2,692,792,925
FY03	5.1414	2,559,245,219

Note: FY12 (FY 2011 - 2012) begins July 1, 2011 and ends June 30, 2012.

**PERFORMANCE PAY PLAN**  
**City Authorized FTE Classifications**

<b>Description</b>	<b>Minimum</b>	<b>Maximum</b>
Accountant	45,219	69,618
Accounting Manager	67,246	89,669
Accounting Specialist	41,787	55,723
Accounting Specialist 2	46,134	61,526
Accounting Technician	33,093	44,117
Accounting Technician 1	37,419	49,899
Admin Aide/City Recorder	49,462	65,957
Admin Specialist-Annexation	41,787	55,723
Administrative Assistant	20,072	38,314
Administrative Coordinator	49,462	65,957
Administrative Specialist	33,093	55,723
Assistant City Manager	99,278	132,371
Assistant Project Manager	53,019	70,678
Associate Community Svcs Mgr	60,133	80,184
Associate Project Manager	56,576	75,442
Asst City Eng/Asst Eng Mgr	67,246	89,669
Asst ESD/MWMC Manager	67,246	89,669
Asst Public Works Director	84,136	112,195
Bldg Maint Worker	38,314	51,334
Building Inspector	37,419	55,723
Building Inspector 3	46,134	61,526
Building Permit Review Tech.	46,134	61,526
Business Application Tech.	41,787	55,723
City Engineer	67,246	89,669
City Manager	by Contract	
City Surveyor	60,133	80,184
Civil Engineer	48,734	74,298
Civil Engineer, Managing	67,246	89,669
Civil Engineer, Supervising	60,133	80,184
Clerk	20,072	38,314
Clerk 2	24,398	32,552
Clerk 3	33,093	49,899
Code Enforce Officer	46,134	61,526
Comm Svcs Officer 1	37,787	45,918
Comm Svcs Officer 2	40,749	49,554
Community Development Mgr.	67,246	89,669
Community Relations Mgr.	67,246	89,669
Community Services Manager	74,360	99,154
Construction Inspector	37,419	49,899
Construction Inspector 1	41,787	55,723

<b>City Authorized FTE Classifications - Continued</b>		
<b>FTE</b>	<b>Description</b>	<b>Minimum</b>
	Construction Inspector 2	46,134 61,526
	Court Clerk	37,419 49,899
	Court Clerk, Senior	37,419 49,899
	Court Officer	46,869 51,954
	Court Supervisor	56,576 75,442
	Custodian 1	24,981 33,467
	Custodian 2	29,411 39,416
	Data Management Technician	42,744 57,283
	Database Administrator	55,723 74,298
	Departmental Assistant	33,093 55,723
	Deputy Fire Marshal 1	58,163 71,473
	Deputy Fire Marshal 2	70,233 80,654
	Design & Construction Coord	55,723 74,298
	Detention Officer	43,168 52,462
	Detention Supervisor	57,703 60,590
	Development Svcs Director	88,608 118,144
	EMS Account Services Supvsr	56,576 75,442
	Ems Accounting Tech	37,419 49,899
	Ems Program Officer	70,233 80,654
	Engineering & Trans. Manager	78,811 105,082
	Engineering Assistant	37,419 49,899
	Engineering Technician	37,419 49,899
	Engineering Technician 3	41,787 55,723
	Engineering Technician 4	46,134 61,526
	Environ Svcs Super	60,133 80,184
	Environmental Services Tech	37,419 49,899
	Environmental Services Tech 2	41,787 55,723
	Environmental Services Tech Sr	46,134 61,526
	Environmental Svcs Mgr	78,811 105,082
	Finance Director	88,608 118,144
	Fire Captain	70,229 80,654
	Fire Chief	92,144 122,866
	Fire Dep Chief Operations	74,360 99,154
	Fire Dep Chief Prev/Hazmat	74,360 99,154
	Fire Deputy Chief - EMS	74,360 99,154
	Fire Engineer	56,647 72,247
	Fire Fighter	52,678 67,157
	Fire Lieutenant	61,050 75,861
	Firefighter/Paramedic	57,655 73,563
	GIS Analyst	52,208 69,618
	GIS Database Administrator	52,208 69,618

<b>City Authorized FTE Classifications - Continued</b>		
<b>FTE</b>	<b>Description</b>	<b>Minimum</b>
	GIS Technician	37,419 61,526
	Housing Programs Assistant	41,787 55,723
	Housing Programs Specialist	52,208 69,618
	Human Resources Analyst	45,906 70,678
	Human Resources Director	88,608 118,144
	Information Technology Dir.	88,608 118,144
	Infrastructure Systems Spc	42,744 57,283
	Infrastructure Systems Tech	38,314 51,334
	Jail Operations Supervisor	60,133 80,184
	Judge	by Contract
	Lib Tech Specialist	46,134 61,526
	Librarian	45,219 69,618
	Library Director	88,608 118,144
	Library Manager	74,360 99,154
	Library Technician 2	33,093 44,117
	Maint Tech Crew Chief	42,744 57,283
	Maint Tech, Apprentice	33,862 45,386
	Maint Tech, Journey	38,314 51,334
	Maintenance Assistant	20,530 39,416
	Maintenance Manager	78,811 105,082
	Maintenance Supervisor	56,576 75,442
	Management Analyst	45,219 60,299
	Management Analyst 1	48,734 64,979
	Management Analyst 2	52,208 69,618
	Management Analyst, Senior	53,019 70,678
	Management Support Specialist	41,787 61,526
	Management Support Tech	33,093 49,899
	Mechanic 2	38,314 51,334
	Mechanic Apprentice	33,862 45,386
	Mechanic, Journey	38,314 51,334
	Network Analyst	52,208 69,618
	Network Analyst (NC)	48,734 64,979
	Network Manager	70,824 94,411
	Payroll Specialist	46,134 61,526
	Planner 1	45,219 60,299
	Planner 2	48,734 64,979
	Planner 3	52,208 69,618
	Planner Aide	41,787 55,723
	Planning Manager	74,360 99,154
	Planning Supervisor	60,133 80,184
	Plans Examiner	46,134 61,526

<b>City Authorized FTE Classifications - Continued</b>		
<b>FTE</b>	<b>Description</b>	<b>Minimum</b>
	Police Chief	92,144 122,866
	Police Custodian	24,398 32,552
	Police Dispatcher	46,141 56,010
	Police Officer	51,954 68,727
	Police Officer Supervisor	56,576 75,442
	Police Program Tech	37,787 45,918
	Police Property Clerk	37,384 45,365
	Police Records/Comm Specialist	37,787 45,918
	Police Secretary	35,618 43,256
	Police Technical Specialist	48,832 59,367
	Program Technician	33,093 55,723
	Programmer Analyst 2	52,208 69,618
	Programmer Analyst 3	55,723 74,298
	Property Controller	46,869 51,954
	Public Info & Education Spclst	48,734 64,979
	Public Works Director	92,144 122,866
	Resource Assistant (I.T.)	46,134 61,526
	Seasonal Maintenance Worker	20,530 27,518
	Secretary	33,093 55,723
	Security Attendant	24,981 33,467
	Services Bureau Manager	74,360 99,154
	Sr. Police Rec/Comm Specialist	39,584 48,137
	Survey Party Chief	46,134 61,526
	Surveyor	46,134 61,526
	System Administrator	55,723 74,298
	Technical Services Manager	78,811 105,082
	Traffic Engineer	67,246 89,669
	Traffic Maintenance Technician	42,744 57,283
	Traffic Signal Electrician	47,195 63,253
	Traffic Signal Electrician, Sr	47,195 63,253
	Traffic Technician	41,787 55,723
	Traffic Technician 4	46,134 61,526
	Training Officer	70,233 80,654

# City Fund Types

The City of Springfield groups funds into two broad fund categories:

- **Governmental Funds**
- **Proprietary Funds**

Funds are further categorized into six generic fund types:

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

## ***Governmental Fund Category***

Governmental Funds are those through which most governmental functions of the City are financed and include the

- ***General Fund***
- ***Special Revenue Funds***
- ***Debt Service Funds*** and
- ***Capital Project Funds***

The financial measurement focus for governmental funds is on the determination of the change in spendable financial resources, rather than upon determination of net income.

- **General Fund**

The General Fund serves as the primary reporting vehicle for current government operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund.

**General Fund**

Accounts for the general operations of the City including Library, Police, Fire, Public Works, Municipal Court, Planning, and the General Administrative business support activities.

- **Special Revenue Funds**

Special revenue funds account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specific purposes.

**Building Code Fund**

Accounts for the cost of building permit and inspection services, through the dedicated revenues generated in providing these services. As a result of Senate Bill 587, revenues from building permit fees are required to be used only for the administration and enforcement of the State Building Code.

**Community Development Block Grant Fund (CDBG)**

Required by federal law to account for receipt and expenditure of Community Development Block Grant funds.

**Fire Local Option Levy Fund**

Accounts for the receipt of the local option levy passed in November, 2002 and effective for FY04 through FY07 to provide funding for enhanced fire services as well as houses the expenditures made for the increased services.

**Jail Operations Fund**

Established in FY08, the fund accounts for revenues and expenditures associated with the operations of the Springfield Jail.

**Police Local Option Levy Fund**

Accounts for the receipt of the local option levy passed in November, 2002 and effective for FY04 through FY07 to provide funding for enhanced police services as well as houses the expenditures made for the increased services.

**Riverbend Development Fund**

Established in FY03, this fund accounts for the revenues received and expenditures made on behalf of the long term project identified as the Riverbend Development Project.

**Special Revenue Fund**

Accounts for receipt of transient room taxes dedicated to the University of Oregon Hayward Field renovation, receipt of telephone tax dedicated to the 911 program and grant activities.

**Street Fund**

Required by state law for receipt and expenditure of state shared gas tax. One percent of gas tax is required to be spent on bicycle facilities.

**Transient Room Tax Fund**

Accounts for the receipt of transient room taxes, hotel and motel, and for expenditures that will enhance tourism.

- **Debt Service Funds**

Debt service funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Bancroft Redemption Fund**

Accounts for assessment bond debt service payments; supported by property owners' principal and interest payments assessed in the past.

**Bond Sinking Fund**

Accounts for payments on City debt including general obligation bonds supported by property taxes.

**Regional Wastewater Debt Service Fund**

Established in FY08, this fund accounts for revenue bond payments supported by regional wastewater (MWMC) revenues.

- **Capital Project Funds**

Capital project funds account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds)

**Development Assessment Fund**

Accounts for the cost of local public improvements (supported by assessments to benefiting properties) to construct streets, storm sewers, sidewalks, street lighting, sewers and other public improvement projects.

**Development Projects Fund**

Accounts for the cost to construct streets, facilities and other public improvements; supported by system development charges, grants, contracts, and capital reserves. Projects funded by assessments are excluded from this fund and are accounted for in separate funds.

**Drainage Capital Project Fund**

Accounts for storm sewer (drainage) capital improvement costs supported by drainage system connection fees and by storm sewer user fees through transfers from the Drainage Operating Fund.

**G. O. Bond Capital Projects Fund**

Accounts for the cost of capital projects and improvements financed by general obligation (G.O.) bonds. A \$12.7 million general obligation bond measure was passed by the voters on November 7, 1995.

**Police Building Bond Capital Project Fund**

To account for costs to construct a new municipal building to house the Police Department, Municipal Court, City Prosecutor and a city jail. Financing will be provided by issuance of debt.

**Regional Wastewater Revenue Bond Capital Projects Fund**

Established in FY08, this fund accounts for regional wastewater (MWMC) capital projects funded by MWMC revenue bond receipts.

**Regional Wastewater Capital Fund**

Accounts for regional sewer capital improvement costs supported by sewer user fees, through transfers from the Regional Wastewater Operation Fund, and proceeds of debt issuance.

**SDC Local Storm Improvement Fund**

Established in July, 2005 (FY06), this fund accounts for capacity-increasing public storm drainage improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Local Wastewater Improvement Fund**

Established in July, 2005 (FY06), this fund accounts for local capacity-increasing public sanitary sewer improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Local Wastewater Reimbursement Fund**

Established in July, 2005 (FY06), this fund accounts for public sanitary sewer improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Regional Wastewater Improvement Fund**

Established in July, 2005 (FY06), this fund accounts for regional (MWMC) capacity-increasing public sanitary sewer improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Regional Wastewater Reimbursement Fund**

Established in July, 2005 (FY06), this fund accounts for regional (MWMC) public sanitary sewer improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Transportation Improvement Fund**

Established in July, 2005 (FY06), this fund accounts for local capacity-increasing public transportation improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Transportation Reimbursement Fund**

Established in July, 2005 (FY06), this fund accounts for public transportation improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**Sewer Capital Projects Fund**

Accounts for sewer capital improvement costs supported by sewer connection fees and by sewer user fees through transfers from the Sewer Operating Fund.

**Street Capital Fund**

Established as of July, 2002 (FY03), this fund accounts for transportation capital improvement costs. Costs are supported by transfers from the Street Operating Fund.

***Proprietary Fund Category***

Proprietary Funds are used to account for the City's ongoing activities which are similar to those often found in the private sector and include

- ***Enterprise Funds*** and
- ***Internal Service Funds***

The focus of financial measurement for proprietary funds is on the determination of net income, financial position and changes in financial position.

- **Enterprise Funds**

Enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. An enterprise program is managed much like a business in that it is self-supporting in nature.

**Ambulance Fund** (formerly Emergency Medical Service Fund)

Accounts for the cost of emergency medical services, ambulance and medic supported by user fees and subscription memberships in the FireMed Program.

**Booth-Kelly Fund**

Accounts for the cost of the improvements and operating expenses of the Booth-Kelly Center; program supported through grants and revenue generated by the leasing of commercial space to local industry.

**Drainage Operating Fund**

Accounts for operations and maintenance costs of the local public storm drainage system supported by local storm drainage fees.

**Regional Fiber Consortium Fund**

Accounts for the financial affairs of the Regional Fiber Consortium. The Regional Fiber Consortium is an intergovernmental entity which manages the operation costs of the Fiber Consortium; supported by membership dues and franchise fees.

**Regional Wastewater Fund**

Accounts for the financial affairs of the Metropolitan Wastewater Management Commission (MWMC). The MWMC is an intergovernmental entity which manages the construction, operations and maintenance costs of the regional sewer system; supported by grants and regional sewer user fees.

**Sewer Operations Fund**

Accounts for operations and maintenance costs of local sanitary and storm sewer systems supported by local sewer user fees.

- **Internal Service Funds**

Internal service funds account for the financing of goods and services provided by one department to another department on a cost-reimbursement basis.

**Insurance Fund**

An internal service fund that accounts for risk management, property/casualty insurance premium, damage claim and employee benefit costs; supported by service charges to departmental operating budgets.

**Vehicle and Equipment Fund**

A sinking fund for the future replacement of vehicles and major equipment; supported by charges to departmental operating budgets.

**SDC Administration Fund**

Established in July, 2005 (FY06), this fund accounts for activities supporting setting methodologies for, calculation, planning and accounting for System Development Charges. Financing is provided by administrative fees charged on SDCs and administrative fees charged to SDC Capital Projects funds.

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## DESCRIPTION OF FUNDS

A fund is a separate budgeting and accounting entity with balancing appropriations and estimated revenues. All of the City's funds are briefly described below:

**Ambulance Fund (615):**

Accounts for the cost of emergency medical services, ambulance and medic supported by user fees and subscription memberships in the FireMed Program.

**Bancroft Redemption Fund (305):**

Accounts for assessment bond debt service payments; supported by property owners' principal and interest payments assessed in the past.

**Bond Sinking Fund (306):**

Accounts for payments on City debt including general obligation bonds supported by property taxes.

**Booth-Kelly Fund (618):**

Accounts for the cost of the improvements and operating expenses of the Booth-Kelly Center; program supported through grants and revenue generated by the leasing of commercial space to local industry.

**Building Code Fund (224):**

Accounts for the cost of building permit and inspection services, through the dedicated revenues generated in providing these services. As a result of Senate Bill 587, revenues from building permit fees are required to be used only for the administration and enforcement of the State Building Code.

**Community Development Block Grant Fund (CDBG) (210):**

Required by federal law to account for receipt and expenditure of Community Development Block Grant funds.

**Development Assessment Fund (419):**

Accounts for the cost of local public improvements (supported by assessments to benefiting properties) to construct streets, storm sewers, sidewalks, street lighting, sewers and other public improvement projects.

**Development Projects Fund (420):**

The fund is used to account for costs of constructing and improving city-owned buildings and for infrastructure projects with shared funding. Financing is provided by pre-1991 system development charges, grants, contracts, intergovernmental revenues and other non-recurring revenues.

**Drainage Capital Projects Fund (425):**

Accounts for storm sewer (drainage) capital improvement costs supported by stormsewer connection fees and by storm sewer user fees through transfers from the Drainage Operating Fund.

**Drainage Operating Fund (617):**

Accounts for operations and maintenance costs of local stormsewer (drainage) systems supported by stormsewer user fees.

**Fire and Life Safety Local Option Levy Fund (235):**

Accounts for the receipt of the local option levy passed in November, 2002 and effective for FY04 through FY07 to provide funding for enhanced fire services as well as houses the expenditures made for the increased services.

**General Fund (100):**

Accounts for the general operations of the City including Library, Police, Fire, Public Works, Municipal Court, Planning, Building and General Administrative business support activities.

**G.O. Bond Capital Projects Fund (427):**

Accounts for the cost of capital projects and improvements financed by general obligation (G.O.) bonds. A \$12.7 million general obligation bond measure was passed by the voters on November 7, 1995.

**Insurance Fund (707):**

An internal service fund that accounts for risk management, property/casualty insurance premium, damage claim and employee benefit costs; supported by service charges to departmental operating budgets.

**Jail Operations Fund (202):**

Established in FY08, this fund accounts for revenues and expenditures associated with the operations of the Springfield Jail.

**Police Building Bond Capital Project Fund (428):**

The fund is used to account for costs of constructing a Justice Center. Financing consists of bond proceeds.

**Police Local Option Levy Fund (236):**

Accounts for the receipt of the local option levy passed in November, 2002 and effective for FY04 through FY07 to provide funding for enhanced police services as well as houses the expenditures made for the increased services.

**Regional Fiber Consortium Fund (629):**

Accounts for the financial affairs of the Regional Fiber Consortium. The Regional Fiber Consortium is an intergovernmental entity which manages the operation costs of the Fiber Consortium; supported by membership dues and franchise fees.

**Regional Wastewater Fund (612):**

Accounts for the financial affairs of the Metropolitan Wastewater Management Commission (MWMC). The MWMC is an intergovernmental entity which manages the construction, operations and maintenance costs of the regional sanitary sewer system; supported by grants and regional sanitary sewer user fees.

**Regional Wastewater Capital Fund (433):**

Accounts for regional sanitary sewer capital improvement costs supported by sewer user fees, other user fees, reimbursement system development charges (SDCs) and County Service District contributions through transfers from the Regional Wastewater Operation Fund.

**Regional Wastewater Debt Service Fund (312):**

Established in FY08, the fund accounts for revenue bond payments supported by regional wastewater (MWMC) revenues.

**Regional Wastewater Revenue Bond Capital Projects Fund (412):**

Established in FY08, this fund accounts for regional wastewater (MWMC) capital projects funded by MWMC revenue bond receipts.

**SDC Administration Fund (719):**

An internal service fund that accounts for activities supporting setting methodologies for, calculating, planning, and accounting for System Development Charges. Financing is provided by administrative fees charged on SDCs and administrative fees charged to SDC Capital Projects funds.

**SDC Local Storm Improvement Fund (440):**

Established in July, 2005 (FY06), this fund accounts for capacity-increasing public storm drainage improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Storm Drainage Reimbursement Fund (441):**

Established in July, 2009 (FY10), this fund accounts for public storm drainage improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Local Wastewater Reimbursement Fund (442):**

Established in July, 2005 (FY06), this fund accounts for public sanitary sewer improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Local Wastewater Improvement Fund (443):**

Established in July, 2005 (FY06), this fund accounts for local capacity-increasing public sanitary sewer improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Regional Wastewater Reimbursement Fund (444):**

Established in July, 2005 (FY06), this fund accounts for regional (MWMC) public sanitary sewer improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Regional Wastewater Improvement Fund (445):**

Established in July, 2005 (FY06), this fund accounts for regional (MWMC) capacity-increasing public sanitary sewer improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Transportation Reimbursement Fund (446):**

Established in July, 2005 (FY06), this fund accounts for public transportation improvements supported by reimbursement system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**SDC Transportation Improvement Fund (447):**

Established in July, 2005 (FY06), this fund accounts for local capacity-increasing public transportation improvements supported by system development charges. Financing is provided by charges paid by developers for new construction, as allowed by law.

**Sewer Capital Projects Fund (409):**

Accounts for sanitary sewer capital improvement costs supported by sanitary sewer connection fees and by sanitary sewer user fees through transfers from the Sewer Operations Fund.

**Sewer Operations Fund (611):**

Accounts for operations and maintenance costs of local sanitary sewer systems supported by local sewer user fees.

**Special Revenue Fund (204):**

Accounts for receipt of transient room taxes dedicated to the University of Oregon Hayward Field renovation, receipt of telephone tax dedicated to the 911 program and Development Services Department's grants.

**Street Fund (201):**

Required by state law for receipt and expenditure of state shared gas tax. One percent of gas tax is required to be spent on bicycle facilities.

**Street Capital Fund (434):**

Accounts for transportation capital improvement costs. Costs are supported by transfers from the Street Operating Fund.

**Transient Room Tax Fund (208):**

Accounts for the receipt of transient room taxes, hotel and motel, and for expenditures that will enhance tourism.

**Vehicle and Equipment Fund (713):**

A sinking fund for the future replacement of vehicles and major equipment; supported by charges to departmental operating budgets.

## DESCRIPTIONS OF BUDGET TERMS

### **Ad Valorem Tax**

- A tax based on the assessed value of a property.

### **Adopted Budget**

- Financial plan which forms the basis and limits for appropriations and is adopted by the City Council.

### **Appropriation**

- Legal authorization granted by the City Council for spending a specific amount of money for a specific purpose during a specific period of time.

### **Assessed Valuation (AV)**

- The value set on taxable property as a basis for levying property taxes.

### **Assessment**

- Any fee, charge or assessment that does not exceed the actual cost incurred by a unit of government for design, construction, and financing of local improvements such as street paving, sidewalks, and sewers.

### **Assets**

- Resources having a monetary value and that are owned or held by an entity.

### **Beginning Cash Balance**

- Includes unexpended resources from the previous years. A portion of these resources will appear in the Reserve balances of City funds. Reserves are dedicated and non-dedicated. The non-dedicated reserves portion is the amount available to fund City operations. For the General Fund and in some of the Special Revenue funds, reserves must fund operations until the first receipt of taxes, which may be as late as six months into the fiscal year.

### **Bond or Bond Issue**

- A certificate of debt guaranteeing payment of the original investment plus interest on specific dates.

### **Budget Committee**

- Fiscal planning board of the City consisting of City Council members plus an equal number of lay members appointed by the Council.

### **Budget Document**

- A written report showing a government's comprehensive financial plan for a specified period, usually one year, which includes both the capital and operating budgets.

### **Budget Message**

- Written explanation of the budget and the City's financial priorities for the next fiscal year; prepared by the City Manager.

### **Budget Officer**

- Person appointed by the City Council to assemble the budget; for the City of Springfield the City Manager serves in this role.

### **Budget Review Team**

- Team consisting of the City Manager, Assistant City Manager, Finance Director and the Budget Manager.

### **Capital Budget**

- The City's budget for projects, major repairs, and improvements or additions to the City's fixed assets (streets, sidewalks, traffic signals, sewers, drainage and buildings.)

### **Capital Improvement**

- A term defined in ORS 310.410(10) to include land, structures, facilities, machinery, equipment, or furnishings having a useful life longer than one year.

### **Capital Improvement Program (CIP)**

- A major budgeting and planning tool through which needed capital projects are identified, evaluated, priced and discussed with the general public and the Budget Committee.

### **Capital Outlay**

- City policy requires the use of capital outlay for capital items with a cost of \$5,000 or more. It also allows, but does not require, the use of capital outlay for capital items which cost less than \$5,000.

### **Capital Projects**

- Major repairs, improvements or additions to the City's fixed assets, including rental property. (Streets, sidewalks, traffic signals, sewers, drainage and buildings, etc.)

### **Cash Basis**

- A basis of accounting under which transactions are recognized only when cash changes hands.

### **Cash Carryover**

- Cash that is remaining after subtracting prior year's actual expenditures from prior year's total resources. Cash carryover is classified as revenue. Referred to as Beginning Cash Balance.

### **Charges for Service**

- Includes a wide variety of fees charged for services provided to the public and other agencies.

### **Comprehensive Annual Financial Report (CAFR)**

- The annual audited results of the City's financial position and activity.

### **Contingency**

- A special appropriation set aside for unforeseen and unplanned expenses. Contingencies may not be spent without approval by resolution of the City Council.

### **Debt Service**

- The payment of general long-term debt, consisting of principal and interest.

### **Electors**

- A qualified voter who has the right to vote for the adoption of any measure. (ORS 294.336(2))

### **Encumbrance**

- A contractual commitment for which the payment is contingent upon the future delivery of specified goods or services.

### **Encumbrance Cash Balance**

- A cash carryover which is used as a resource to provide funds for prior year items which are re-budgeted in the new fiscal year.

### **Ending Working Capital**

- Funds which allow the City to meet current cash flow requirements, shortfalls in revenue, or unexpected demands until tax revenue are available.

### **Enterprise Funds**

- Funds that are usually self-supporting and are operated and financed in a manner that is similar to private business enterprises. Enterprise funds are usually financed through some type of user charges.

### **Executive Team**

- The team consisting of the department executive directors, the Assistant City Manager and the City Manager.

### **Fines and Forfeitures Revenue**

- Includes fines charged for traffic citations, library fines and fines for City Code violations.

### **Fiscal Year**

- Twelve month period from July 1 to June 30 of the following year.

### **Fixed Assets**

- Assets with a long-term character such as land, buildings, streets and major equipment.

### **Full time Equivalent (FTE)**

- A full-time position is one that is 40 hours per week for the entire fiscal year and is designated as 1.0 FTE.

### **Fund**

- A budgetary and accounting entity with balancing revenues and appropriations.

### **Fund Balance**

- The difference between a fund's *resources* and its *requirements*. In budget years, the resources must equal requirements. In actual years, the difference between resources and requirements is the fund balance's Ending Working Capital.

### **Generally Accepted Accounting Procedures (GAAP)**

- Standards established by the American Institute of Certified Public Accountants for the conduct and reporting of financial audits.

## **General Government Tax Rate**

- A category of tax rate defined by State of Oregon Ballot Measure 5. It includes revenues raised to fund general government operations, such as cities, counties and special districts. The total rate of tax for all entities on this category is limited to \$10 per \$1,000 of real market value.

## **General Obligation Bonds**

- Form of debt that is backed by the taxing power of the City of Springfield. General obligation bonds are issued to provide the capital needed to build structures and improvements that will be used by the entire community.

## **Governing Body**

- City Council, board of trustees, board of directors, or other governing board of a local government.

## **HOME**

- A grant supported program with the purpose of developing viable urban communities by providing decent, safe and affordable housing for persons of low income.

## **Impact Fees**

- Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks or sidewalks). See also System Development Charges.

## **Infrastructure**

- Public domain fixed assets such as roads, bridges, streets and sidewalks and similar assets that are immovable and of value only to the government unit.

## **Indirect Charges**

- Administrative costs that are incurred in the General Fund to support the operations of other funds. These charges are shown as a reimbursement revenue to the General Fund and an expense in all other funds.

## **Interfund Transfers**

- Appropriation category used in the City's budget resolution which includes amounts distributed from one fund to pay for services provided by another fund. Transfers from the other funds appear as non departmental expenditures called "Interfund Transfers".

## **Intergovernmental Revenue**

- Includes grants from federal, state and local governments as well as state cigarette and liquor taxes.

## **Issue Papers**

- Summary of departments requests for funding of services that are in addition to those services that have historically been funded through the base budget.

## **Levy**

- Gross amount of property taxes imposed on taxable property. The net amount received by a government will be less than the gross levy as a result of delinquent or uncollectable payments or early payment discounts. Budgets are developed on the basis of the projected amount of property taxes receivable.

## **Licenses and Permits Revenue**

- Includes revenues collected per City ordinance and state law including the collection of fees and franchises.

## **Line Item Budget**

- The traditional form of budget, where proposed appropriations are based on individual objects of expense within a department or division.

## **Long Range Financial Projections**

- A multi-year financial projection of revenues and expenditures for the General Fund that is an integral part of the City of Springfield's strategic planning and budget process. These projections enable the Council, Budget Committee and the City staff to evaluate the impact of service level changes, as well as to anticipate the effects of revenue and expenditure trends.

## **Limited Tax General Obligation Bond**

- A bond that is secured by the pledge of a government's taxing authority that is limited as to the rate or amount.

## **Local Budget Law**

- Oregon Revised Statutes (ORS) dictates local budgeting practices. ORS Chapter 294 contains Local Budget Law provisions.

## **Local Option Levy**

- Under Measure 50, local governments and special districts were given the ability to ask voters for temporary authority to increase taxes through approval of a local option levy. The maximum length of time for a local option levy is 10 years, depending on the purpose of the levy. A local option levy must be approved by a majority of voters at a general election occurring in an even-numbered year, or at any election with at least a 50 % voter turnout.

## **Materials and Services**

- An object classification which includes contractual and other services, consumable materials and supplies, and other operating costs.

## **Measure 5**

- On November 6, 1990, voters of Oregon passed Measure 5, a property tax limitation. Under M5, the combined property tax rate was split into a portion for schools and one for general governments (cities, counties, special districts). The combined rate limit for schools is \$5 per \$1,000 of real market value and the rate for general governments is \$10 per \$1,000 of real market value. These rates are not comparable to the tax rates under Measure 50 because those tax rates are applied to a lower assessed value. See *Assessed Valuation*.

## **Measure 50**

- On May 20, 1997, the voters of Oregon passed Measure 50, which fundamentally changed the Oregon property tax system. Under M50, each jurisdiction was assigned a permanent tax rate limit. In addition the assessed value of each property was reduced in Fiscal Year 1998 and future increases in assessed value were capped. See *Assessed Valuation and Permanent Tax Rate*.

### **Millage**

- An increment of taxation measured in units of one-tenth of one cent or 0.001 of one dollar. Millage is the rate used in calculating taxes based upon the value of property, expressed in mills per dollar of assessed value.

### **Miscellaneous Receipts**

- Includes the total revenue from assessments.

### **Miscellaneous Revenue**

- Includes a variety of miscellaneous revenues received by the City, the most significant being Special Assessments. In the budget document, miscellaneous revenues are more detailed in the “Combined Statement of Revenues, Expenditures and Changes in Fund Balance Statement”. (See Financial Summaries and Statistics section of this document.)

### **Modified Accrual**

- Basis of accounting in which expenditures, other than accrued interest on general long-term debt, are recorded at the time liabilities are incurred and revenues are recorded when received, except for material and/or available revenues that should be accrued to reflect taxes levied or revenue earned.

### **Non-Department Budget**

- The part of the budget summarizing expenditures or reductions to reserve accounts that are not associated with, nor under the authority of, a department budget, including interfund transfers, reserves, contingency, unappropriated fund balance, debt service payments, miscellaneous fiscal transactions, and statutory payments. See Non Department Expenditure.

### **Non-Department Expenditure**

- Non department identified expenditures of a fund that are not associated with, nor under the authority of, a department budget, including debt service, interfund transfers, contingency, reserves, balance available and unappropriated fund balance.

### **Non-Operating Budget**

- Part of the budget composed of the Insurance Fund and fiscal transactions (interfund transfers, reserves, contingency, unappropriated fund balance, insurance premiums and debt service payments.)

### **Objective**

- The course of action to obtain a stated goal.

### **Operating Budget**

- The day to day departmental and program operating costs of the City. Includes expenditures for personal services, materials and services and capital outlay only.

### **Overlapping Tax Rate**

- The tax rate paid to several governments, such as a city, county and school district.

### **Permanent Tax Rate**

- Under Measure 50, each school district, local government and special district was assigned a permanent tax rate limit in FY98. This permanent tax rate applies to property taxes for operations. The City of Springfield's permanent tax rate is \$4.7403 per \$1,000 of assessed value.

### **Personal Services**

- Object classification for costs of employees, including salary, overtime, taxes and benefits.

### **Property Tax**

- A tax assessed equally against the assessed value of all taxable property within a government's boundaries. The first receipt of property taxes usually occurs in November or December of each year.

### **Proposed Budget**

- A financial and operating program prepared by the City Manager and submitted to the public and the Budget Committee for review.

### **Real Market Value**

- The real market value of a property was defined under Measure 50 to be the amount of cash that could reasonably be expected to be paid by an informed buyer to an informed seller, each acting without compulsion in an arm's length transaction occurring as of the assessment date for the tax year.

### **Reserves**

- An accumulation of funds for a specific future purpose. Reserves may only be spent by resolution of the City Council.

### **Resolution**

- A special or temporary order of a legislative body requiring City Council action.

### **Revenue**

- Funds received by the City from either tax or non-tax sources.

### **Special Assessment**

- Charges imposed against property in a particular locality because that property receives a special benefit by virtue of some public improvement, separate and apart from the general benefit accruing to the public at large. Special assessments must be apportioned according to the value of the benefit received, rather than the cost of improvement and may not exceed the value of such benefit.

### **Special Assessment Bond**

- A bond issue payable from the payments on special assessments imposed against properties that have been specially benefited by the construction of public improvements, such as sidewalks or sewer systems.

### **Supplemental Budget**

- Appropriations established to meet needs not anticipated at the time the budget was originally adopted. A supplemental budget may not increase the tax levy.

### **System Development Charge (SDC)**

- Designed to finance the construction, extension, or enlargement of a park, street, storm sewer or sewerage or disposal system. SDC's are imposed by a governmental unit as a condition to issuance of any occupancy permit or imposed by a governmental unit at such other time as, by ordinance, it may determine.

### **Tax**

- Compulsory charges levied by a government for the purpose of raising revenue. Taxes are used to pay for services or improvements provided for the general public benefit.

### **Tax Levy**

- The total amount of property taxes needed to pay for General Fund operations and for principal and interest on bonds.

### **Tax Rate**

- The amount of tax stated in terms of a unit of the tax base, for example \$6.00 per \$1,000 of assessed value of taxable property.

### **Tax Revenue**

- Includes property taxes, local fuel taxes, 911 taxes, and hotel and motel room taxes.

### **Tax Roll**

- The official list showing the amount of taxes levied against each property. The Lane County Department of Assessment and Taxation compiles and maintains the tax roll for the City of Springfield.

### **Unappropriated Balance**

- An amount set aside as cash working capital for the next year's budget. Funds designated as unappropriated may not be spent within the current year.

### **Use of Money and Property Revenue**

- Includes a variety of revenues including interest on the City's investments and assessments.

### **User Fees**

- Charges or fees established to recover part or all of the costs incurred in the provision of services by a government; based on the philosophy that the recipient of the benefit should pay for the services. Also called charges for service.

## BUDGET ACRONYMS AND ABBREVIATIONS

<b>ACWA</b>	Association of Clean Water Agencies
<b>ADA</b>	Americans with Disabilities Act
<b>ADMIN</b>	Administration
<b>AIRS</b>	Area Information Records System
<b>A/R</b>	Accounts Receivable
<b>AV</b>	Assessed Value
<b>BAN</b>	Bond Anticipation Note
<b>BLM</b>	Bureau of Land Management
<b>BPA</b>	Bonneville Power Administration
<b>CAFR</b>	Comprehensive Annual Financial Report
<b>CDAC</b>	Community Development Advisory Committee
<b>CDBG</b>	Community Development Block Grant
<b>CDC</b>	Community Development Corporation
<b>CIP</b>	Capital Improvement Program
<b>CMO</b>	City Manager's Office
<b>CPI</b>	Consumer Price Index
<b>DARE</b>	Drug Abuse Resistance Education
<b>DLCD</b>	Department of Land Conservation and Development
<b>DP</b>	Data Processing
<b>DSD</b>	Development Services Department
<b>DUII</b>	Driving Under the Influence of Intoxicants
<b>ED</b>	Economic Development
<b>EEO</b>	Equal Employment Opportunity
<b>EMS</b>	Emergency Medical Services

<b>EMT</b>	Emergency Medical Technician
<b>EPA</b>	Environmental Protection Agency
<b>EWEB</b>	Eugene Water and Electric Board
<b>FIREMED</b>	Ambulance Membership Program
<b>FLS</b>	Fire and Life Safety
<b>FMLA</b>	Family and Medical Leave Act
<b>FRS</b>	Federal Revenue Sharing
<b>FTE</b>	Full-Time Equivalent Employee
<b>FY</b>	Fiscal Year
<b>GAAP</b>	Generally Accepted Accounting Principals
<b>GFOA</b>	Government Finance Officers Association
<b>GRAC</b>	Glenwood Redevelopment Advisory Committee
<b>HAZ-MAT</b>	Hazardous Materials
<b>HOME</b>	Home Investment Partnership Program
<b>HR</b>	Human Resources Department
<b>HUD</b>	Housing and Urban Development
<b>ICMA</b>	International City Managers Association
<b>I/I</b>	Inflow and Infiltration
<b>IT</b>	Information Technology Department
<b>JR / YA</b>	Junior / Young Adult
<b>LAN</b>	Local Area Network
<b>LCC</b>	Lane Community College
<b>LCDC</b>	Land Conservation and Development Commission
<b>LCJ</b>	Lane County Jail
<b>LCOG</b>	Lane Council of Governments
<b>LOC</b>	League of Oregon Cities

<b>LRAPA M5</b>	Lane Regional Air Pollution Authority Measure 5 – Tax Limitation Measure
<b>M50</b>	Measure 50 – Tax Limitation Measure
<b>MGMT</b>	Management
<b>M&amp;S</b>	Materials and Services
<b>MWMC</b>	Metropolitan Wastewater Management Commission
<b>NLC</b>	National League of Cities
<b>OCLC</b>	On-line Computer Library Center
<b>ODOT</b>	Oregon Department of Transportation
<b>O&amp;M</b>	Operations and Maintenance
<b>ORS</b>	Oregon Revised Statutes
<b>OSPWF</b>	Oregon Special Public Works Fund
<b>OTIA</b>	Oregon Transportation Improvement Act
<b>PS</b>	Personal Services
<b>P / T</b>	Part-time position
<b>PW</b>	Public Works Department
<b>SCUSA</b>	Springfield Comprehensive Urbanization Study and Annexation
<b>SDC</b>	System Development Charges
<b>SEDA</b>	Springfield Economic Development Agency
<b>SHOP</b>	Springfield Home Ownership Program
<b>SHPO</b>	State Historic Preservation Office
<b>SOPP</b>	Standard Operating Procedure Policy
<b>SRF</b>	State Revolving Fund
<b>SUB</b>	Springfield Utility Board
<b>TCV</b>	True Cash Value
<b>TDD</b>	Telecommunications Device for the Deaf
<b>UB or UEFB</b>	Unappropriated Balance / Unappropriated Ending Fund Balance

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**NOTICE OF BUDGET WORK SESSION**

**NOTICE OF SPRINGFIELD BUDGET COMMITTEE WORK SESSION**

A public meeting (work session) of the Budget Committee of the City of Springfield will be held in the Library Meeting Room in Springfield City Hall, 225 Fifth St., Springfield, Oregon on Tuesday, February 15th, 2011 at 6:30 PM. Presentations and discussions will focus on the progress the City has made in implementing direction from last year's Budget Committee, the challenges yet to come, and the resources the City will have to address those challenges. A copy of the Fiscal Year 2010 Adopted Budget document is located in the City of Springfield Finance Department and may be inspected between the hours of 8:00 AM and 5:00 PM.

Budget Committee work sessions are public meetings where the Budget Committee discusses issues but does not take formal action. The meeting place is wheelchair accessible. For the hearing-impaired, an interpreter can be provided with 48 hours notice prior to the meeting.

To arrange for these services contact the City Manager's Office at 541-726-3700. Robert Duey  
Finance Director

**Affidavit of Publication**  
**SPRINGFIELD TIMES**  
Springfield, Oregon

STATE OF OREGON }  
COUNTY OF LANE } ss

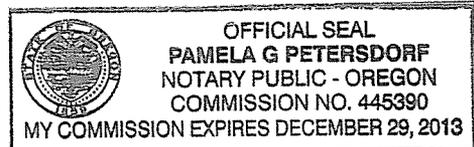
Scott J. Olson being first duly sworn on oath, depose and says: That he/she is the owner/publisher of the Springfield Times, a weekly newspaper, which has been established, published in the English language, and circulated continuously as a weekly newspaper in the city of Springfield, and in said County and State as defined by ORS 193.010 and 193.020, and of general circulation in said county for more than twelve (12) months prior to the date of the first publication of the Notice hereto attached.

Copy of a City of Springfield Notice of Springfield Budget Committee Work

As it appeared in the regular and entire issue of said paper itself and not in a supplement thereof for a period of 1 weeks, commencing on the 4 day of February, 2011, and ending on the 4 of February, 2011, and that said newspaper was regularly distributed to its subscribers during all of this period. That the amount of \$ 16.63 is the total cost for the publication of this notice.

Subscribed and sworn to before me this 4 day of February, 2011.

Pamela G. Petersdorf  
Notary Public in and for the State of Oregon



# Affidavit of Publication

## SPRINGFIELD TIMES

Springfield, Oregon

STATE OF OREGON }  
 COUNTY OF LANE } ss

Scott Olson being first duly sworn on oath, depose and says: That he/she is the owner/publisher of the Springfield Times, a weekly newspaper, which has been established, published in the English language, and circulated continuously as a weekly newspaper in the city of Springfield, and in said County and State as defined by ORS 193.010 and 193.020, and of general circulation in said county for more than twelve (12) months prior to the date of the first publication of the Notice hereto attached.

Copy of a City of Springfield Second notice of Budget Committee meeting

As it appeared in the regular and entire issue of said paper itself and not in a supplement thereof for a period of 1 weeks, commencing on the 15 day of April, 2011, and ending on the 15 of April, 2011, and that said newspaper was regularly distributed to its subscribers during all of this period. That the amount of \$ 19.00 is the total cost for the publication of this notice.

Subscribed and sworn to before me this 15 day of April, 2011.

Pamela G Petersdorf  
 Notary Public in and for the State of Oregon

### NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the City of Springfield, Lane County, State of Oregon, to discuss the budget for fiscal year July 1, 2011 to June 30, 2012 will be held in the Library Meeting Room at Springfield City Hall, 225 Fifth Street, Springfield Oregon. The meeting will take place on Tuesday April 26, 2011 at 6:30 PM.

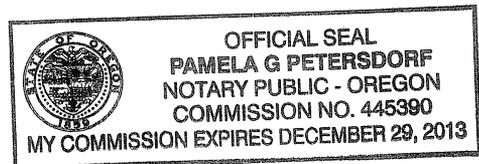
The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the proposed budget document may be inspected or obtained on or after April 25, 2011 at Springfield City Hall in the Finance Department, between the hours of 8:00 AM and 5:00 PM.

This is a public meeting where deliberation of the Budget Committee will take place and public comment will be heard. All interested persons may appear to discuss issues before the Committee.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

The meeting place is wheelchair accessible. For the hearing-impaired, an interpreter can be provided with 48 hours notice prior to the meeting. To arrange for these services contact the City Manager's Office at 726-3700.

Bob Duey  
 Finance Director  
 Publish: 04/15/2011



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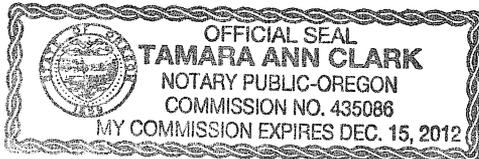
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### AFFIDAVIT OF PUBLICATION

STATE OF OREGON, }  
COUNTY OF LANE, } ss.

I, **Wendy Raz**, being first duly affirmed, depose and say that I am the Advertising Manager, or his principal clerk, of The Register-Guard, a newspaper of general circulation as defined in ORS 193.010 and 193.020; published at Eugene in the aforesaid county and state; that the **Notice of Public Meeting/Hearing** printed copy of which is hereto annexed, was published in the entire issue of said newspaper for **one** successive and consecutive **Day(s)** in the following issues:

**April 20, 2011**



*Wendy Raz*

Subscribed and affirmed to before me this **April 20, 2011**

*Tamara Ann Clark*  
Notary Public of Oregon

My commission expires: **December 15, 2012**

Account #: **1000218**

INVOICE **4938525**

Case: **April 26, 2011**

Ad Price: **\$97.50**

#### NOTICE OF BUDGET COMMITTEE MEETING

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Bob Duey  
Finance Director

No. 4938525 - April 20, 2011

# Affidavit of Publication

SPRINGFIELD TIMES

Springfield, Oregon

STATE OF OREGON }  
COUNTY OF LANE } ss

Scott J. Olson being first duly sworn on oath, depose and says: That he/she is the owner/publisher of the Springfield Times, a weekly newspaper, which has been established, published in the English language, and circulated continuously as a weekly newspaper in the city of Springfield, and in said County and State as defined by ORS 193.010 and 193.020, and of general circulation in said county for more than twelve (12) months prior to the date of the first publication of the Notice hereto attached.

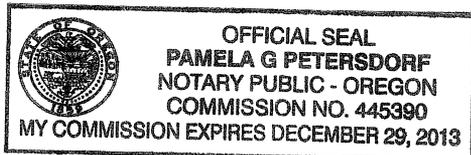
Copy of a Notice of Budget Hearing - City of Springfield

As it appeared in the regular and entire issue of said paper itself and not in a supplement thereof for a period of 1 weeks, commencing on the 10 day of June, 2011, and ending on the 10 of June, 2011, and that said newspaper was regularly distributed to its subscribers during all of this period. That the amount of \$1,522.38 is the total cost for the publication of this notice.

Scott J. Olson

Subscribed and sworn to before me this 10 day of June, 2011.

Pamela G Petersdorf  
Notary Public in and for the State of Oregon



**Resolution No. 11-21**

**A RESOLUTION ADOPTING THE FISCAL YEAR 2011/12 SPRINGFIELD CITY BUDGET, MAKING APPROPRIATIONS, AND LEVYING A PROPERTY TAX.**

WHEREAS, starting on April 26, 2011, and ending on May 17, 2011, the Budget Committee met and reviewed the proposed 2011/12 City budget; and

WHEREAS, on May 17, 2011, the Budget Committee recommended approval of the 2011/12 City budget for Council adoption; and

WHEREAS, on June 20, 2011, the City Council held a public hearing on the approved budget.

WHEREAS, the City Council of the City of Springfield finds that Adopting the Budget and Making Appropriations is necessary under ORS 294.305 to 294.565.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRINGFIELD, A Municipal Corporation of the State of Oregon, as follows:**

Section 1. The City budget for the City of Springfield for the fiscal year beginning July 1, 2011, and ending June 30, 2012, as approved by the City of Springfield Budget Committee in the total amount of \$304,253,319 is hereby adopted.

Section 2. The adopted appropriations, for the fiscal year beginning July 1, 2011, and ending June 30, 2012, as set forth in Exhibit "A" is hereby adopted.

**City of Springfield Fiscal Year 2011/12 Appropriations (All Funds)**

Personal Services	\$ 46,651,927
Materials and Services	31,323,820
Capital Outlay	2,335,385
Capital Projects	52,862,182
Contingency	600,000
Unappropriated Ending Fund Balance	555,497
Reserves	112,151,497
Interfund Transfers	24,273,723
Debt Service	16,210,488
Special Payments/Statutory Payments	17,288,800
TOTAL APPROPRIATIONS – ALL FUNDS	<u>\$ 304,253,319</u>

Section 3. BE IT RESOLVED that the City Council of the City of Springfield hereby imposes the taxes provided for in the adopted budget at the permanent tax rate of \$4.7403 per thousand of assessed value for operations , a rate of \$0.36 for the voter approved four year Local Option operating levy for fire operations, a rate of \$1.09 for the voter approved four year Local Option operating levy for police, court and jail operations; and in the amount of \$3,243,661 for bonds; and that these taxes are hereby imposed and categorized for tax year 2011/12 upon the assessed value of all taxable property within the district.

<b>Funds</b>	<b>Subject to the General Government Limitation</b>	<b>Excluded from the Limitation</b>
General Fund	\$ 4.7403/\$1,000	
Fire Local Option Levy	\$ 0.3600/\$1,000	
Police Local Option Levy	\$ 1.0900/\$1,000	
Bond Sinking Fund		\$ 3,243,661

Section 4. The City Manager of the City of Springfield is authorized and directed to certify the levy, as authorized by law, with Lane County, Oregon Assessor and the Lane County, Oregon Clerk, and will file a copy of the adopted budget with the Department of Revenue, State of Oregon.

Section 5. That the list of fund titles and numbers set forth in attached Exhibit "B" is hereby Adopted, and any fund numbers and fund titles in conflict herewith are hereby repealed.

Section 6. This resolution shall take effect upon adoption by the Council and approval by the Mayor.

Adopted by the Common Council of the City of Springfield this 20<sup>st</sup> day of June, 2011, by a vote of 4 for and 0 against.



Mayor – Christine L. Lundberg

ATTEST:

  
\_\_\_\_\_  
City Recorder – Amy Sowa

REVIEWED & APPROVED  
AS TO FORM  
JOSEPH J LEAHY  
DATE: 6/13/11  
OFFICE OF CITY ATTORNEY

**LEGAL APPROPRIATIONS LEVEL**

**Dollar Amount**

**General Fund - 100**

**Department Operating**

City Manager's Office	\$	1,154,296
Legal and Judicial		1,415,371
Human Resources		416,261
Finance		855,185
Information Technology		1,339,119
Fire and Life Safety		9,962,773
Police		12,502,697
Library		1,323,736
Public Works		1,013,958
Development Services		1,293,740

<b>Total Department Operating</b>	\$	<b>31,277,136</b>
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**Non-Departmental**

Transfers	\$	714,224
Debt Service		232,375
Contingency		600,000
Reserves		7,257,504

<b>Total Non-Departmental</b>	\$	<b>8,804,103</b>
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<b>Total General Fund</b>	\$	<b>40,081,239</b>
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**Street Fund - 201**

**Department Operating**

Public Works	\$	4,838,548
Development Services		61,757

<b>Total Department Operating</b>	\$	<b>4,900,305</b>
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**Non-Departmental**

Reserves	\$	159,562
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<b>Total Street Fund</b>	\$	<b>5,059,867</b>
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	<u>Dollar Amount</u>
<b><u>Jail Operations Fund - 202</u></b>	
<b>Department Operating</b>	
Police	\$ 2,599,345
<b>Non-Departmental</b>	
Reserves	<u>\$ 142,914</u>
<b>Total Jail Operations Fund</b>	<b>\$ 2,742,259</b>

<b><u>Special Revenue Fund - 204</u></b>	
<b>Department Operating</b>	
Fire and Life Safety	\$ 28,040
Police	942,786
Library	29,801
Public Works	85,000
Development Services	<u>38,499</u>
<b>Total Department Operating</b>	<b>\$ 1,124,126</b>
<b>Non -Departmental</b>	
Reserves	<u>\$ 253,833</u>
<b>Total Special Revenue Fund</b>	<b>\$ 1,377,959</b>

<b><u>Transient Room Tax Fund - 208</u></b>	
<b>Department Operating</b>	
City Manager's Office	\$ 237,402
Library	60,618
Public Works	46,469
Development Services	<u>61,566</u>
<b>Total Department Operating</b>	<b>\$ 406,055</b>
<b>Non -Departmental</b>	
Transfers	\$ 416,667
Reserves	<u>33,969</u>
<b>Total Non-Departmental</b>	<b>\$ 450,636</b>
<b>Total Transient Room Tax Fund</b>	<b>\$ 856,691</b>

Dollar Amount

Community Development Fund - 210

<b>Department Operating</b>		
Finance	\$	21,479
Development Services		1,079,210
		<hr/>
<b>Total Department Operating</b>	\$	<b>1,100,689</b>
<b>Non -Departmental</b>		
Reserves	\$	140,950
		<hr/>
<b>Total Community Development Fund</b>	\$	<b>1,241,639</b>

Building Code Fund - 224

<b>Department Operating</b>		
Development Services	\$	1,275,022
<b>Non -Departmental</b>		
Transfers	\$	54,100
Reserves		174,026
		<hr/>
<b>Total Non-Departmental</b>	\$	<b>228,126</b>
<b>Total Building Fund</b>	\$	<b>1,503,148</b>

Fire Local Option Levy Fund - 235

<b>Department Operating</b>		
Fire and Life Safety	\$	1,537,852
<b>Non -Departmental</b>		
Reserves	\$	732,081
		<hr/>
<b>Total Fire Local Option Levy Fund</b>	\$	<b>2,269,933</b>

**Dollar Amount**

**Police Local Option Levy Fund - 236**

<b>Department Operating</b>		
Legal and Judicial Services	\$	395,504
Police		2,232,060
		<hr/>
<b>Total Department Operating</b>	\$	<b>2,627,564</b>
<b>Non -Departmental</b>		
Transfers	\$	1,215,522
Reserves		1,689,128
		<hr/>
<b>Total Non-Departmental</b>	\$	<b>2,904,650</b>
<b>Total Police Local Option Levy Fund</b>	\$	<b>5,532,214</b>

**Bancroft Redemption Fund - 305**

<b>Department Operating</b>		
Finance	\$	16,402
<b>Non -Departmental</b>		
Transfers	\$	50,000
Reserves		117,597
		<hr/>
<b>Total Non-Departmental</b>	\$	<b>167,597</b>
<b>Total Bancroft Redemption Fund</b>	\$	<b>183,999</b>

**Bond Sinking Fund - 306**

<b>Non-Departmental</b>		
Debt Service	\$	3,292,677
Unappropriated Ending Fund Balance		555,497
		<hr/>
<b>Total Non-Departmental</b>	\$	<b>3,848,174</b>
<b>Total Bond Sinking Fund</b>	\$	<b>3,848,174</b>

Dollar Amount

Regional Wastewater Debt Service Fund - 312

<b>Non -Departmental</b>		
Debt Service	\$	<u>7,712,100</u>
<b>Total Regional Wastewater Debt Service Fund</b>	\$	<b>7,712,100</b>

Sanitary Sewer Capital Projects Fund - 409

<b>Total Public Works Capital Projects</b>	\$	<b>12,541,898</b>
<b>Non -Departmental</b>		
Reserves	\$	<u>6,786,024</u>
<b>Total Sewer Capital Projects Fund</b>	\$	<b>19,327,922</b>

Reg. Wastewater Revenue Bond Cap. Projects Fund - 412

<b>Total Public Works Capital Projects</b>	\$	<b>15,327,570</b>
<b>Non -Departmental</b>		
Reserves	\$	<u>9,919,235</u>
<b>Total Reg. WW Rev. Bond Cap. Projects Fund</b>	\$	<b>25,246,805</b>

Development Assessment Fund - 419

<b>Department Operating</b>		
Finance	\$	<b>79,524</b>
<b>Non-Departmental</b>		
Transfers	\$	16,439
Reserves		<u>1,164,394</u>
<b>Total Non-Departmental</b>	\$	<b>1,180,833</b>
<b>Total Development Assessment Fund</b>	\$	<b>1,260,357</b>

**Dollar Amount**

**Development Projects Fund - 420**

**Capital Projects**

City Manager's Office	\$	50,000
Public Works		1,246,639
<b>Total Capital Projects</b>	<b>\$</b>	<b>1,296,639</b>

**Non-Departmental**

Transfers	\$	989,000
Reserves		2,137,065
<b>Total Non-Departmental</b>	<b>\$</b>	<b>3,126,065</b>

<b>Total Development Projects Fund</b>	<b>\$</b>	<b>4,422,704</b>
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**Storm Drainage Capital Fund - 425**

<b>Total Public Works Capital Projects</b>	<b>\$</b>	<b>8,688,553</b>
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**Non-Departmental**

Reserves	\$	4,166,286
<b>Total Drainage Capital Fund</b>	<b>\$</b>	<b>12,854,839</b>

**Regional Wastewater Capital Fund - 433**

**Department Operating**

Public Works	\$	450,000
<b>Total Public Works Capital Projects</b>	<b>\$</b>	<b>12,107,467</b>

**Non-Departmental**

Reserves	\$	48,242,673
<b>Total Regional Wastewater Capital Fund</b>	<b>\$</b>	<b>60,800,140</b>

	<u>Dollar Amount</u>	
<u>Street Capital Fund - 434</u>		
<b>Total Public Works Capital Projects</b>	\$	21,000
<b>Non-Departmental</b>		
Reserves	\$	<u>224,223</u>
<b>Total Street Capital Fund</b>	\$	245,223

SDC Storm Drainage Improvement Fund - 440

<b>Department Operating</b>		
Public Works	\$	51,098
<b>Total Public Works Capital Projects</b>	\$	1,234,266
<b>Non-Departmental</b>		
Transfers	\$	25,649
Reserves		<u>564,074</u>
<b>Total Non-Departmental</b>	\$	<u>589,723</u>
<b>Total SDC Local Storm Improvement Fund</b>	\$	1,875,087

SDC Storm Drainage Reimbursement Fund - 441

<b>Department Operating</b>		
Public Works	\$	22,709
<b>Total Public Works Capital Projects</b>	\$	21,000
<b>Non-Departmental</b>		
Reserves	\$	<u>85,940</u>
<b>Total SDC Local Wastewater Reimb. Fund</b>	\$	129,649

Dollar Amount

SDC Sanitary Sewer Reimbursement Fund - 442

<b>Department Operating</b>		
Public Works	\$	158,966
<b>Total Public Works Capital Projects</b>	\$	254,000
<b>Non-Departmental</b>		
Reserves	\$	1,059,813
<b>Total SDC Local Wastewater Reimb. Fund</b>	\$	1,472,779

SDC Sanitary Sewer Improvement Fund - 443

<b>Department Operating</b>		
Public Works	\$	88,568
<b>Total Public Works Capital Projects</b>	\$	127,000
<b>Non-Departmental</b>		
Transfers	\$	45,662
Reserves		383,132
<b>Total Non-Departmental</b>	\$	428,794
<b>Total SDC Local Wastewater Improve. Fund</b>	\$	644,362

SDC Regional Wastewater Reimbursement Fund - 444

<b>Department Operating</b>		
Public Works	\$	7,500
<b>Non-Departmental</b>		
Transfers	\$	16,884
Reserves		76,440
<b>Total Non-Departmental</b>	\$	93,324
<b>Total SDC Regional Wastewater Reimb. Fund</b>	\$	100,824

Dollar Amount

SDC Regional Wastewater Improvement Fund - 445

<b>Department Operating</b>		
Public Works	\$	4,000
<b>Non-Departmental</b>		
Transfers	\$	2,000,000
Reserves		1,012,640
<b>Total Non-Departmental</b>	<u>\$</u>	<u>3,012,640</u>
<b>Total SDC Regional Wastewater Improve. Fund</b>	\$	3,016,640

SDC Transportation Reimbursement Fund - 446

<b>Department Operating</b>		
Public Works	\$	63,588
<b>Total Public Works Capital Projects</b>	\$	466,000
<b>Non-Departmental</b>		
Transfers	\$	10,374
Reserves		3,050
<b>Total Non-Departmental</b>	<u>\$</u>	<u>13,424</u>
<b>Total SDC Transportation Reimbursement Fund</b>	\$	543,012

SDC Transportation Improvement Fund - 447

<b>Department Operating</b>		
Public Works	\$	185,084
<b>Total Public Works Capital Projects</b>	\$	1,840,544
<b>Non-Departmental</b>		
Reserves	\$	6,379
<b>Total SDC Transportation Improvement Fund</b>	\$	2,032,007

Dollar Amount

Sanitary Sewer Operations Fund - 611

<b>Department Operating</b>	
Finance	\$ 10,766
Public Works	2,945,720
Development Services	19,311
<b>Total Department Operating</b>	<b>\$ 2,975,797</b>
<b>Non-Departmental</b>	
Transfers	\$ 2,250,000
Debt Service	2,164,818
Reserves	4,778,915
<b>Total Non-Departmental</b>	<b>\$ 9,193,733</b>
<b>Total Sewer Operations Fund</b>	<b>\$ 12,169,530</b>

Regional Wastewater Fund - 612

<b>Department Operating</b>	
Finance	\$ 93,321
Public Works	15,617,977
<b>Total Department Operating</b>	<b>\$ 15,711,298</b>
<b>Non-Departmental</b>	
Transfers	\$ 13,546,764
Debt Service	805,980
Reserves	7,121,815
<b>Total Non-Departmental</b>	<b>\$ 21,474,559</b>
<b>Total Regional Wastewater Fund</b>	<b>\$ 37,185,857</b>

Ambulance Fund - 615

<b>Department Operating</b>	
Fire and Life Safety	\$ 5,077,594
<b>Non-Departmental</b>	
Reserves	\$ 103,694
<b>Total Ambulance Fund</b>	<b>\$ 5,181,288</b>

**Dollar Amount**

**Storm Drainage Operating Fund - 617**

<b>Department Operating</b>		
Finance	\$	10,766
Public Works		4,200,464
Development Services		43,939
		<hr/>
<b>Total Department Operating</b>	\$	<b>4,255,169</b>
<b>Non-Departmental</b>		
Transfers	\$	2,106,000
Debt Service		706,963
Reserves		2,202,513
		<hr/>
<b>Total Non-Departmental</b>	\$	<b>5,015,476</b>
		<hr/>
<b>Total Drainage Operating Fund</b>	\$	<b>9,270,645</b>

**Booth-Kelly Fund - 618**

<b>Department Operating</b>		
Public Works	\$	16,317
Development Services		345,861
		<hr/>
<b>Total Department Operating</b>	\$	<b>362,178</b>
		<hr/>
<b>Total Development Services Capital Projects</b>	\$	<b>439,000</b>
<b>Non-Departmental</b>		
Debt Service	\$	919,317
Reserves		545,376
		<hr/>
<b>Total Non-Departmental</b>	\$	<b>1,464,693</b>
		<hr/>
<b>Total Booth-Kelly Fund</b>	\$	<b>2,265,871</b>

**Regional Fiber Consortium - 629**

<b>Department Operating</b>		
Public Works	\$	47,300
<b>Non-Departmental</b>		
Reserves	\$	15,410
		<hr/>
<b>Total Regional Fiber Consortium Fund</b>	\$	<b>62,710</b>

Dollar Amount

Insurance Fund - 707

<b>Department Operating</b>		
Human Resources	\$	803,017
<b>Non-Departmental</b>		
Transfers	\$	713,618
Special Payments/Miscellaneous Fiscal Transactions		17,288,800
Reserves		3,610,111
<b>Total Non-Departmental</b>	<u>\$</u>	<u>21,612,529</u>
<b>Total Insurance Fund</b>	\$	22,415,546

Vehicle and Equipment Fund - 713

<b>Department Operating</b>		
City Manager's Office	\$	7,000
Legal & Judicial Services		8,000
Human Resources		1,600
Finance		7,500
Information Technology		100,000
Fire and Life Safety		41,500
Police		242,000
Library		20,400
Public Works		535,836
Development Services		22,000
<b>Total Department Operating</b>	<u>\$</u>	<u>985,836</u>
<b>Non-Departmental</b>		
Transfers	\$	102,820
Debt Service		376,258
Reserves		7,124,631
<b>Total Non-Departmental</b>	<u>\$</u>	<u>7,603,709</u>
<b>Total Vehicle and Equipment Fund</b>	\$	8,589,545

	<u>Dollar Amount</u>
<b><u>SDC Administration Fund - 719</u></b>	
<b>Department Operating</b>	
Finance	\$ 31,701
Public Works	502,635
Development Services	<u>80,319</u>
<b>Total Department Operating</b>	<b>\$ 614,655</b>
<b>Non-Departmental</b>	
Reserves	<u>\$ 116,100</u>
<b>Total SDC Administration Fund</b>	<b>\$ 730,755</b>
 <b>TOTAL RESOLUTION</b>	 <b><u><u>\$ 304,253,319</u></u></b>

## City of Springfield Funds

<b>Fund Number</b>	<b>Fund Title</b>	<b>Budget Funds</b>	<b>Non Budget Funds</b>
100	General Fund	Reporting Fund	
150	GAAP General Fund		Non Reporting Fund
201	Street Fund	Reporting Fund	
202	Jail Operations Fund	Reporting Fund	
204	Special Revenue Fund	Reporting Fund	
208	Transient Room Tax Fund	Reporting Fund	
210	Community Development Fund	Reporting Fund	
214	Housing Rehab Revolving Fund		Non Reporting Fund
222	Riverbend Development Fund	Reporting Fund	
224	Building Code Fund	Reporting Fund	
229	SEDA Glenwood General Fund		Non Reporting Fund
230	SEDA Downtown General Fund		Non Reporting Fund
235	Fire Local Option Levy Fund	Reporting Fund	
236	Police Local Option Levy Fund	Reporting Fund	
251	GAAP Street Fund		Non Reporting Fund
253	GAAP Museum Fund		Non Reporting Fund
254	GAAP Special Revenue Fund		Non Reporting Fund
258	GAAP Transient Room Tax Fund		Non Reporting Fund
260	GAAP Community Development Fund		Non Reporting Fund
264	GAAP Housing Rehab Revolving Fund		Non Reporting Fund
272	GAAP River Bend Fund		Non Reporting Fund
274	GAAP Building Code Fund		Non Reporting Fund
279	GAAP Regional Fiber Consortium Fund		Non Reporting Fund
285	GAAP Fire Levy		Non Reporting Fund
286	GAAP Police Levy		Non Reporting Fund
305	Bancroft Redemption Fund	Reporting Fund	
306	Bond Sinking Fund	Reporting Fund	
312	Regional Wastewater Debt Service Fund	Reporting Fund	
355	GAAP Bancroft Fund		Non Reporting Fund
356	GAAP Bond Sinking Fund		Non Reporting Fund
409	Sanitary Sewer Capital Fund	Reporting Fund	
412	Regional Wastewater Revenue Bond Capital Projects Fund	Reporting Fund	
419	Development Assessment Capital Fund	Reporting Fund	
420	Development Projects Fund	Reporting Fund	
425	Storm Drainage Capital Fund	Reporting Fund	
427	G. O. Bond Capital Projects Fund	Reporting Fund	
428	Police Building Bond Capital Fund	Reporting Fund	
429	SEDA Glenwood Capital Projects Fund		Non Reporting Fund
430	SEDA Downtown Capital Projects Fund		Non Reporting Fund
433	Regional Wastewater Capital Fund	Reporting Fund	
434	Street Capital Fund	Reporting Fund	
440	SDC Storm Drainage Improvement Fund	Reporting Fund	
441	SDC Storm Drainage Reimbursement Fund	Reporting Fund	
442	SDC Sanitary Sewer Reimbursement Fund	Reporting Fund	

## City of Springfield Funds

<b>Fund Number</b>	<b>Fund Title</b>	<b>Budget Funds</b>	<b>Non Budget Funds</b>
443	SDC Sanitary Sewer Improvement Fund	Reporting Fund	
444	SDC Regional Wastewater Reimbursement Fund	Reporting Fund	
445	SDC Regional Wastewater Improvement Fund	Reporting Fund	
446	SDC Transportation Reimbursement Fund	Reporting Fund	
447	SDC Transportation Improvement Fund	Reporting Fund	
459	GAAP Sewer Capital Projects Fund		Non Reporting Fund
466	GAAP SDC Projects		Non Reporting Fund
469	GAAP Development Assessment Fund		Non Reporting Fund
470	GAAP Development Projects Fund		Non Reporting Fund
477	GAAP GO Bond Capital Projects Fund		Non Reporting Fund
483	GAAP Regional Wastewater Capital Fund		Non Reporting Fund
484	GAAP Street Capital Fund		Non Reporting Fund
485	GAAP Street SDC Fund		Non Reporting Fund
486	GAAP Sewer SDC Fund		Non Reporting Fund
487	GAAP Regional Wastewater SDC Fund		Non Reporting Fund
611	Sanitary Sewer Operations Fund	Reporting Fund	
612	Regional Wastewater Fund	Reporting Fund	
615	Ambulance Fund	Reporting Fund	
617	Storm Drainage Operating Fund	Reporting Fund	
618	Booth-Kelly Fund	Reporting Fund	
629	Regional Fiber Consortium Fund	Reporting Fund	
661	GAAP Sewer Operations Fund		Non Reporting Fund
662	GAAP Regional Wastewater Fund		Non Reporting Fund
665	GAAP Emergency Medical Services Fund		Non Reporting Fund
668	GAAP Booth Kelly Fund		Non Reporting Fund
679	GAAP Regional Fiber Consortium Fund		Non Reporting Fund
707	Insurance Fund	Reporting Fund	
713	Vehicle and Equipment Fund	Reporting Fund	
719	SDC Administration Fund	Reporting Fund	
757	GAAP Insurance Fund		Non Reporting Fund
763	GAAP Vehicle and Equipment Fund		Non Reporting Fund
821	Agency Fund		Non Reporting Fund
823	Investment Fund		Non Reporting Fund
828	Springfield Retirement Trust Fund		Non Reporting Fund
931	General Fixed Asset Account Group		Non Reporting Fund
932	General Long Term Debt Account		Non Reporting Fund
933	GAAP Adjustment Fund		Non Reporting Fund

Non Reporting Funds are non budget reporting funds, and are utilized exclusively to create the City's Comprehensive Annual Financial Report (CAFR).

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**FORM  
LB-1**

**NOTICE OF BUDGET HEARING**

A meeting of the Springfield City Council will be held on June 20, 2011 at 7:00 pm at Springfield City Hall (Council Chambers). The purpose of this meeting will be to discuss the budget for the fiscal year beginning July 1, 2011 as approved by the City of Springfield Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the City's Finance Office in City Hall, 225th 5th Street, between the hours of 8:00 am and 5:00 pm. This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below. This budget is for an Annual Period.

County Lane	City Springfield	Chairperson of Governing Body Mayor Christine Lundberg	Telephone Number (541) 726-3700
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**FINANCIAL SUMMARY**

<input type="checkbox"/> Check this box if your budget only has one fund		Adopted Budget Current Year 2010-11	Approved Budget Next Year - 2011-12
<i>TOTAL OF ALL FUNDS</i>			
Anticipated Requirements	1. Total Personal Services.....	46,049,244	46,651,927
	2. Total Materials and Supplies .....	31,690,872	31,323,820
	3. Total Capital Outlay .....	58,288,024	55,197,567
	4. Total Debt Service .....	15,517,829	16,210,488
	5. Total Transfers .....	23,755,938	24,273,723
	6. Total Contingencies .....	600,000	600,000
	7. Total Special Payments.....	15,481,755	17,288,800
	8. Total Unappropriated and Reserved for Future Expenditure...	86,802,757	112,706,994
	9. <b>Total Requirements</b> - add Lines 1 through 8 .....	<b>278,186,419</b>	<b>304,253,319</b>
Anticipated Resources	10. Total Resources Except Property Taxes .....	252,775,101	279,381,636
	11. Total Property Taxes Estimated to be Received .....	25,411,318	24,871,683
	12. <b>Total Resources</b> - add Lines 10 and 11	<b>278,186,419</b>	<b>304,253,319</b>
Estimated Ad Valorem Property Taxes	13. Total Property Taxes Estimated to be Received (line 11)	25,411,318	24,871,683
	14. Plus: Estimated Property Taxes Not To Be Received .....		
	A. Loss Due to Constitutional Limits .....	-	0
	B. Discounts Allowed, Other Uncollected Amounts .....	1,766,562	1,559,436
	15. <b>Total Tax Levied</b> .... (add lines 13 and 14 A & B).....	<b>27,177,880</b>	<b>26,431,119</b>
Tax Levies By Type		Rate or Amount	Rate or Amount
	16. Permanent Rate Limit Levy (rate limit _____)...	4.7403	4.7403
	17. Local Option Taxes.....	1.49	1.45
	18. Levy for Bonded Debt or Obligations.....	3,231,586	3,243,661

**STATEMENT OF INDEBTEDNESS**

<input type="checkbox"/> None	Debt Outstanding <input checked="" type="checkbox"/> As Summarized Below	<input type="checkbox"/> None	Debt Authorized, Not Incurred <input checked="" type="checkbox"/> As Summarized Below
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**PUBLISH BELOW ONLY IF COMPLETED**

Long-Term Debt	Estimated Debt Outstanding at the Beginning of the Budget Year (July 1)	Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year (July 1)
Bonds.....	148,520,000	0
Interest Bearing Warrants .....	0	0
Other .....	18,609,136	0
<b>Total Indebtedness</b> .....	<b>167,129,136</b>	<b>0</b>

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**FUNDS NOT REQUIRING A  
PROPERTY TAX TO BE LEVIED**

<b>Name of</b>	<b>Actual Data</b>	<b>Adopted Budget</b>	<b>Approved Budget</b>
<b>Fund: Street Fund (201)</b>	<b>Prior Yr 2009-10</b>	<b>Current Yr 2010-11</b>	<b>Next Year 2011-12</b>
1. Total Personal Services.....	2,873,461	3,079,043	2,912,808
2. Total Materials and Services.....	1,688,880	2,190,876	1,987,497
3. Total Capital Outlay.....	1,000	-	
4. Total Debt Service.....		-	
5. Total Transfers.....	69,718	-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated/ Reserved for Future Expenditure		2,317	159,562
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>4,633,059</b>	<b>5,272,236</b>	<b>5,059,867</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>4,992,560</b>	<b>5,272,236</b>	<b>5,059,867</b>
<b>Name of</b>	<b>Actual Data</b>	<b>Adopted Budget</b>	<b>Approved Budget</b>
<b>Fund: Jail Operations Fund (202)</b>	<b>Prior Yr 2009-10</b>	<b>Current Yr 2010-11</b>	<b>Next Year 2011-12</b>
1. Total Personal Services.....	1,280,438	1,858,344	1,880,967
2. Total Materials and Services.....	655,333	716,150	718,378
3. Total Capital Outlay.....	11,563	-	
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated/ Reserved for Future Expenditure		769,357	142,914
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>1,947,334</b>	<b>3,343,851</b>	<b>2,742,259</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>2,968,527</b>	<b>3,343,851</b>	<b>2,742,259</b>
<b>Name of</b>	<b>Actual Data</b>	<b>Adopted Budget</b>	<b>Approved Budget</b>
<b>Fund: Special Revenue Fund (204)</b>	<b>Prior Yr 2009-10</b>	<b>Current Yr 2010-11</b>	<b>Next Year 2011-12</b>
1. Total Personal Services.....	336,499	505,701	453,326
2. Total Materials and Services.....	520,815	891,835	650,800
3. Total Capital Outlay.....	217,044	16,000	20,000
4. Total Debt Service.....		-	
5. Total Transfers.....	239,087	-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		379,409	253,833
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>1,313,445</b>	<b>1,792,945</b>	<b>1,377,959</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>1,791,664</b>	<b>1,792,945</b>	<b>1,377,959</b>
<b>Name of</b>	<b>Actual Data</b>	<b>Adopted Budget</b>	<b>Approved Budget</b>
<b>Fund: Transient Room Tax Fund (208)</b>	<b>Prior Yr 2009-10</b>	<b>Current Yr 2010-11</b>	<b>Next Year 2011-12</b>
1. Total Personal Services.....	188,697	198,829	210,259
2. Total Materials and Services.....	102,625	150,397	195,796
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....	415,650	390,964	416,667
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		67,407	33,969
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>706,972</b>	<b>807,597</b>	<b>856,691</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>828,836</b>	<b>807,597</b>	<b>856,691</b>

<b>Name of Fund: Community Development Fund (210)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	359,355	382,756	398,131
2. Total Materials and Services.....	2,335,242	698,994	702,558
3. Total Capital Outlay.....	62,624	-	
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		14,141	140,950
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>2,757,222</b>	<b>1,095,891</b>	<b>1,241,639</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>2,898,172</b>	<b>1,095,891</b>	<b>1,241,639</b>
<b>Name of Fund: Building Code Fund (224)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	903,917	977,353	950,367
2. Total Materials and Services.....	330,060	335,140	324,655
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....	53,740	54,100	54,100
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		775,829	174,026
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>1,287,717</b>	<b>2,142,422</b>	<b>1,503,148</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>2,303,958</b>	<b>2,142,422</b>	<b>1,503,148</b>
<b>Name of Fund: Bancroft Redemption Fund (305)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	9,506	10,067	11,448
2. Total Materials and Services.....	4,563	6,056	4,954
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....	304,000	335,000	50,000
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		162,014	117,597
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>318,069</b>	<b>513,137</b>	<b>183,999</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>807,711</b>	<b>513,137</b>	<b>183,999</b>
<b>Name of Fund: Regional Wastewater Debt Service Fund (312)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....		-	
3. Total Capital Outlay.....		-	
4. Total Debt Service.....	7,712,938	7,851,288	7,712,100
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		-	
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>7,712,938</b>	<b>7,851,288</b>	<b>7,712,100</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>8,872,528</b>	<b>7,851,288</b>	<b>7,712,100</b>

<b>Name of Fund: Sanitary Sewer Capital Fund (409)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....		-	
3. Total Capital Outlay.....	4,919,895	16,043,190	12,541,898
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		1,758,599	6,786,024
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>4,919,895</b>	<b>17,801,789</b>	<b>19,327,922</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>23,825,506</b>	<b>17,801,789</b>	<b>19,327,922</b>
<b>Name of Fund: Regional Wastewater Revenue Bond Capital Projects (412)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....		-	
3. Total Capital Outlay.....	23,219,295	6,253,709	15,327,570
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		9,095,904	9,919,235
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>23,219,295</b>	<b>15,349,613</b>	<b>25,246,805</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>53,078,987</b>	<b>15,349,613</b>	<b>25,246,805</b>
<b>Name of Fund: Development Assessment Capital Fund (419)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	52,684	55,148	59,410
2. Total Materials and Services.....	13,072	29,639	20,114
3. Total Capital Outlay.....	9,341	-	
4. Total Debt Service.....		-	
5. Total Transfers.....	14,069	16,123	16,439
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		1,407,508	1,164,394
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>89,165</b>	<b>1,508,418</b>	<b>1,260,357</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>1,558,224</b>	<b>1,508,418</b>	<b>1,260,357</b>
<b>Name of Fund: Development Projects Fund (420)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....		-	
3. Total Capital Outlay.....	6,932,909	1,314,637	1,296,639
4. Total Debt Service.....		-	
5. Total Transfers.....	500,967	813,064	989,000
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		2,575,918	2,137,065
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>7,433,876</b>	<b>4,703,619</b>	<b>4,422,704</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>9,507,872</b>	<b>4,703,619</b>	<b>4,422,704</b>

Name of Fund: Storm Drainage Capital Fund (425)	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....		-	
2. Total Materials and Services.....		-	
3. Total Capital Outlay.....	740,153	964,880	8,688,553
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		784,064	4,166,286
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>740,153</b>	<b>1,748,944</b>	<b>12,854,839</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>2,066,829</b>	<b>1,748,944</b>	<b>12,854,839</b>
Name of Fund: Police Building Bond Capital Project Fund (428)	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	38,507		
2. Total Materials and Services.....	150,923		
3. Total Capital Outlay.....	3,903,630		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....	49,406		
8. Total Unappropriated / Reserved for Future Expenditure			
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>4,142,465</b>	<b>0</b>	<b>0</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>4,508,179</b>		
Name of Fund: Regional Wastewater Capital Fund (433)	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....		-	
2. Total Materials and Services.....		450,000	450,000
3. Total Capital Outlay.....	7,226,767	26,266,638	12,107,467
4. Total Debt Service.....		-	
5. Total Transfers.....	790,427	-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		29,648,518	48,242,673
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>8,017,193</b>	<b>56,365,156</b>	<b>60,800,140</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>43,155,274</b>	<b>56,365,156</b>	<b>60,800,140</b>
Name of Fund: Street Capital Fund (434)	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....		-	
2. Total Materials and Services.....		-	
3. Total Capital Outlay.....	66,612	34,000	21,000
4. Total Debt Service.....		-	
5. Total Transfers.....	450,000	-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		600,825	224,223
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>516,612</b>	<b>634,825</b>	<b>245,223</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>755,835</b>	<b>634,825</b>	<b>245,223</b>

<b>Name of Fund: SDC Local Storm Improvement (440)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	90,370	40,497	51,098
3. Total Capital Outlay.....	612,000	1,425,638	1,234,266
4. Total Debt Service.....		-	
5. Total Transfers.....	25,649	25,649	25,649
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		598,587	564,074
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>728,019</b>	<b>2,090,371</b>	<b>1,875,087</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>2,515,838</b>	<b>2,090,371</b>	<b>1,875,087</b>
<b>Name of Fund: SDC Storm Drainage Reimbursement Fund (441)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	4,306	24,475	22,709
3. Total Capital Outlay.....		21,000	21,000
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		113,621	85,940
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>4,306</b>	<b>159,096</b>	<b>129,649</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>8,280</b>	<b>159,096</b>	<b>129,649</b>
<b>Name of Fund: SDC Sanitary Sewer Reimbursement Fund (442)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	82,865	73,872	158,966
3. Total Capital Outlay.....		254,000	254,000
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		965,265	1,059,813
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>82,865</b>	<b>1,293,137</b>	<b>1,472,779</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>926,791</b>	<b>1,293,137</b>	<b>1,472,779</b>
<b>Name of Fund: SDC Sanitary Sewer Improvement Fund (443)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	53,136	36,937	88,568
3. Total Capital Outlay.....		85,000	127,000
4. Total Debt Service.....		-	
5. Total Transfers.....	45,662	45,662	45,662
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		375,278	383,132
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>98,798</b>	<b>542,877</b>	<b>644,362</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>406,401</b>	<b>542,877</b>	<b>644,362</b>

<b>Name of Fund: SDC Regional Wastewater Reimbursement Fund (444)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	3,705	7,500	7,500
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....	3,003,963	50,000	16,884
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		27,700	76,440
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>3,007,668</b>	<b>85,200</b>	<b>100,824</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>3,032,626</b>	<b>85,200</b>	<b>100,824</b>
<b>Name of Fund: SDC Regional Wastewater Improvement Fund (445)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	360	4,000	4,000
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....	2,505,013	2,500,000	2,000,000
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		2,339,603	1,012,640
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>2,505,373</b>	<b>4,843,603</b>	<b>3,016,640</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>6,916,317</b>	<b>4,843,603</b>	<b>3,016,640</b>
<b>Name of Fund: SDC Transportation Reimbursement Fund (446)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	40,088	39,607	63,588
3. Total Capital Outlay.....	138,542	556,743	466,000
4. Total Debt Service.....		-	
5. Total Transfers.....	10,374	10,374	10,374
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		2,698	3,050
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>189,004</b>	<b>609,422</b>	<b>543,012</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>554,926</b>	<b>609,422</b>	<b>543,012</b>
<b>Name of Fund: SDC Transportation Improvement Fund (447)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	168,984	229,622	185,084
3. Total Capital Outlay.....	292,304	3,497,773	1,840,544
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		723,128	6,379
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>461,288</b>	<b>4,450,523</b>	<b>2,032,007</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>3,305,085</b>	<b>4,450,523</b>	<b>2,032,007</b>

<b>Name of Fund: Sanitary Sewer Operations Fund (611)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	1,759,556	1,780,359	1,775,638
2. Total Materials and Services.....	1,010,726	1,217,684	1,200,159
3. Total Capital Outlay.....	18,095	-	
4. Total Debt Service.....	2,322,647	2,313,074	2,164,818
5. Total Transfers.....	1,253,000		2,250,000
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		4,826,439	4,778,915
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>6,364,023</b>	<b>10,137,556</b>	<b>12,169,530</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>10,728,510</b>	<b>10,137,556</b>	<b>12,169,530</b>
<b>Name of Fund: Regional Wastewater Fund (612)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	1,769,992	1,586,955	1,688,835
2. Total Materials and Services.....	11,675,028	13,560,485	14,022,463
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		590,650	805,980
5. Total Transfers.....	10,294,700	16,141,132	13,546,764
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		6,485,136	7,121,815
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>23,739,720</b>	<b>38,364,358</b>	<b>37,185,857</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>34,699,336</b>	<b>38,364,358</b>	<b>37,185,857</b>
<b>Name of Fund: Ambulance Fund (615)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	3,341,656	3,414,517	3,513,823
2. Total Materials and Services.....	1,601,171	1,678,202	1,563,771
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		-	103,694
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>4,942,827</b>	<b>5,092,719</b>	<b>5,181,288</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>4,942,827</b>	<b>5,092,719</b>	<b>5,181,288</b>
<b>Name of Fund: Storm Drainage Operating Fund (617)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	2,317,630	2,863,107	2,803,662
2. Total Materials and Services.....	1,224,322	1,508,939	1,451,507
3. Total Capital Outlay.....	4,683	-	
4. Total Debt Service.....		-	706,963
5. Total Transfers.....	250,000	500,000	2,106,000
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		2,406,800	2,202,513
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>3,796,635</b>	<b>7,278,846</b>	<b>9,270,645</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>7,035,738</b>	<b>7,278,846</b>	<b>9,270,645</b>

<b>Name of Fund: Booth-Kelly Fund (618)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	68,377	24,165	29,370
2. Total Materials and Services.....	231,539	341,595	332,808
3. Total Capital Outlay.....		444,000	439,000
4. Total Debt Service.....	919,313	919,314	919,317
5. Total Transfers.....	200,000	35,736	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		183,251	545,376
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>1,419,229</b>	<b>1,948,061</b>	<b>2,265,871</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>2,171,986</b>	<b>1,948,061</b>	<b>2,265,871</b>
<b>Name of Fund: Regional Fiber Consortium Fund (629)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	88,347	32,000	47,300
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		544	15,410
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>88,347</b>	<b>32,544</b>	<b>62,710</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>62,112</b>	<b>32,544</b>	<b>62,710</b>
<b>Name of Fund: Insurance Fund (707)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	225,285	256,825	264,046
2. Total Materials and Services.....	640,675	555,743	538,971
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....	531,512	482,852	713,618
6. Total Contingencies.....		-	
7. Total Special Payments.....	13,078,198	15,481,755	17,288,800
8. Total Unappropriated / Reserved for Future Expenditure		4,075,875	3,610,111
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>14,475,670</b>	<b>20,853,050</b>	<b>22,415,546</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>18,556,480</b>	<b>20,853,050</b>	<b>22,415,546</b>
<b>Name of Fund: Vehicle &amp; Equipment Fund (713)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....		-	
2. Total Materials and Services.....	188,873	292,536	258,323
3. Total Capital Outlay.....	584,113	1,025,699	727,513
4. Total Debt Service.....	43,070	311,776	376,258
5. Total Transfers.....		80,000	102,820
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		6,383,965	7,124,631
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>816,056</b>	<b>8,093,976</b>	<b>8,589,545</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>7,347,467</b>	<b>8,093,976</b>	<b>8,589,545</b>
<b>Name of Fund: SDC Administration Fund (719)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	426,663	453,319	463,998
2. Total Materials and Services.....	134,546	162,951	150,657
3. Total Capital Outlay.....	26,334	-	
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated / Reserved for Future Expenditure		62,519	116,100
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>587,544</b>	<b>678,789</b>	<b>730,755</b>
<b>10. Total Resources Except Property Taxes.....</b>	<b>791,213</b>	<b>678,789</b>	<b>730,755</b>

**FORM  
LB-3**

**FUNDS REQUIRING A  
PROPERTY TAX TO BE LEVIED**

<b>Name of Fund: General Fund (100)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	23,875,562	25,272,805	25,604,892
2. Total Materials and Services.....	5,543,297	5,897,320	5,587,127
3. Total Capital Outlay.....	189,844	85,117	85,117
4. Total Debt Service.....	232,688	235,215	232,375
5. Total Transfers.....	522,642	1,090,307	714,224
6. Total Contingencies.....		600,000	600,000
7. Total Special Payments.....		-	
8. Total Unappropriated/Reserved for Future Expenditure		6,363,897	7,257,504
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>30,364,033</b>	<b>39,544,661</b>	<b>40,081,239</b>
10. Total Resources Except Property Taxes.....	21,844,192	22,554,304	23,401,020
11. Property Taxes Estimated to Be Received.....	16,472,084	16,990,357	16,680,219
<b>12. Total Resources (add lines 10 and 11).....</b>	<b>38,316,276</b>	<b>39,544,661</b>	<b>40,081,239</b>
13. Property Taxes Estimated to be Received (line 11)...		16,990,357	16,680,219
14. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		0	0
B. Discounts, Other Uncollected Amounts.....		1,181,148	1,045,837
<b>15. Total Tax Levied ...(add lines 13 and 14 A &amp; B)...</b>		<b>18,171,505</b>	<b>17,726,056</b>
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit _____)....		\$ 4.7403	\$ 4.7403
17. Local Option Taxes.....			
18. Levy for Bonded Debt or Obligations.....			

<b>Name of Fund: Fire Local Option Levy (235)</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....	1,047,841	1,203,968	1,337,377
2. Total Materials and Services.....	160,387	251,608	200,475
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated/Reserved for Future Expenditure		867,321	732,081
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>1,208,228</b>	<b>2,322,897</b>	<b>2,269,933</b>
10. Total Resources Except Property Taxes.....	690,208	873,386	993,999
11. Property Taxes Estimated to Be Received.....	1,395,770	1,449,511	1,275,934
<b>12. Total Resources (add lines 10 and 11).....</b>	<b>2,085,978</b>	<b>2,322,897</b>	<b>2,269,933</b>
13. Property Taxes Estimated to be Received (line 11)...		1,449,511	1,275,934
14. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		0	0
B. Discounts, Other Uncollected Amounts.....		100,768	80,000
<b>15. Total Tax Levied ...(add lines 13 and 14 A &amp; B)...</b>		<b>1,550,279</b>	<b>1,355,934</b>
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit _____)....			
17. Local Option Taxes.....		\$ 0.40	\$ 0.36
18. Levy for Bonded Debt or Obligations.....			

Name of Fund: Police Local Option Levy (236)	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....	1,877,430	2,125,983	2,293,570
2. Total Materials and Services.....	159,517	266,212	333,994
3. Total Capital Outlay.....		-	
4. Total Debt Service.....		-	
5. Total Transfers.....	1,137,000	1,184,975	1,215,522
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated/Reserved for Future Expenditure		1,403,823	1,689,128
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>3,173,947</b>	<b>4,980,993</b>	<b>5,532,214</b>
10. Total Resources Except Property Taxes.....	634,590	1,031,076	1,668,969
11. Property Taxes Estimated to Be Received.....	3,805,284	3,949,917	3,863,245
<b>12. Total Resources (add lines 10 and 11).....</b>	<b>4,439,874</b>	<b>4,980,993</b>	<b>5,532,214</b>
13. Property Taxes Estimated to be Received (line 11)....		3,949,917	3,863,245
14. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		0	0
B. Discounts, Other Uncollected Amounts.....		274,593	242,223
<b>15. Total Tax Levied ...(add lines 13 and 14 A &amp; B,...</b>		<b>4,224,510</b>	<b>4,105,468</b>
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit _____).....			
17. Local Option Taxes.....		\$ 1.09	\$ 1.09
18. Levy for Bonded Debt or Obligations.....			

Name of Fund: Bond Sinking Fund (306)	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....		-	
2. Total Materials and Services.....		-	
3. Total Capital Outlay.....		-	
4. Total Debt Service.....	3,302,876	3,296,512	3,292,677
5. Total Transfers.....		-	
6. Total Contingencies.....		-	
7. Total Special Payments.....		-	
8. Total Unappropriated/Reserved for Future Expenditure	0	555,497	555,497
<b>9. Total Requirements (add lines 1 - 8).....</b>	<b>3,302,876</b>	<b>3,852,009</b>	<b>3,848,174</b>
10. Total Resources Except Property Taxes.....	765,459	830,476	795,889
11. Property Taxes Estimated to Be Received.....	3,295,915	3,021,533	3,052,285
<b>12. Total Resources (add lines 10 and 11).....</b>	<b>4,061,374</b>	<b>3,852,009</b>	<b>3,848,174</b>
13. Property Taxes Estimated to be Received (line 11)....		3,021,533	3,052,285
14. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		0	0
B. Discounts, Other Uncollected Amounts.....		210,053	191,376
<b>15. Total Tax Levied ...(add lines 13 and 14 A &amp; B,...</b>		<b>3,231,586</b>	<b>3,243,661</b>
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit _____).....			
17. Local Option Taxes.....			
18. Levy for Bonded Debt or Obligations.....		\$ 3,231,586	\$ 3,243,661

**SUMMARY OF ORGANIZATION  
UNIT / PROGRAM BY FUND**

<b>NAME OF FUND</b>			
<b>General Fund (100)</b>			
<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>City Manager's Office</b>			
1. Total Personal Services.....	757,524	835,920	776,224
2. Total Materials and Services.....	445,588	480,864	378,072
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	1,203,112	1,316,784	1,154,296

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Legal and Judicial Services</b>			
1. Total Personal Services.....	467,077	518,308	602,277
2. Total Materials and Services.....	845,469	792,903	813,094
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	1,312,546	1,311,211	1,415,371

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Human Resources Department</b>			
1. Total Personal Services.....	292,954	291,272	309,044
2. Total Materials and Services.....	111,485	112,032	107,217
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	404,440	403,304	416,261

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Finance Department</b>			
1. Total Personal Services.....	644,618	698,811	660,675
2. Total Materials and Services.....	153,929	215,218	194,510
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	798,546	914,029	855,185

<b>Name of Unit / Program / Department</b> Information Technology Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....	955,466	1,007,632	1,076,235
2. Total Materials and Services.....	265,540	281,487	262,884
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	1,221,006	1,289,119	1,339,119

<b>Name of Unit / Program / Department</b> Fire and Life Safety Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....	7,848,806	8,415,657	8,394,925
2. Total Materials and Services.....	1,505,452	1,791,384	1,567,848
3. Total Capital Outlay.....	45,541		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	9,399,798	10,207,041	9,962,773

<b>Name of Unit / Program / Department</b> Police Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....	9,962,646	10,391,267	10,837,896
2. Total Materials and Services.....	1,585,525	1,532,975	1,664,801
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	11,548,172	11,924,242	12,502,697

<b>Name of Unit / Program / Department</b> Library Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....	983,332	1,045,281	1,059,803
2. Total Materials and Services.....	180,622	184,036	178,816
3. Total Capital Outlay.....	97,547	85,117	85,117
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	1,261,500	1,314,434	1,323,736

<b>Name of Unit / Program / Department</b> Public Works Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....	729,376	805,570	805,615
2. Total Materials and Services.....	207,815	209,639	208,343
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	937,190	1,015,209	1,013,958

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Development Services Department</b>			
1. Total Personal Services.....	1,233,763	1,263,087	1,082,198
2. Total Materials and Services.....	241,873	296,782	211,542
3. Total Capital Outlay.....	46,757		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	1,522,393	1,559,869	1,293,740

Nondepartmental	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....	232,688	235,215	232,375
5. Total Transfers.....	522,642	1,090,307	714,224
6. Total Contingencies.....		600,000	600,000
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		6,363,897	7,257,504
9. Total Requirements.....	755,329	8,289,419	8,804,103

**NAME OF FUND  
Street Fund (201)**

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>City Manager's Office</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	1,881	1,881	-
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	1,881	1,881	-

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Public Works Department</b>			
1. Total Personal Services.....	2,823,313	3,027,995	2,859,474
2. Total Materials and Services.....	1,677,527	2,180,655	1,979,074
3. Total Capital Outlay.....	1,000		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	4,501,840	5,208,650	4,838,548

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Development Services Department</b>			
1. Total Personal Services.....	50,148	51,048	53,334
2. Total Materials and Services.....	9,472	8,340	8,423
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	59,620	59,388	61,757

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	69,718		
6. Total Contingencies.....			
7. Total Special Payments.....	-		
8. Total Unappropriated / Reserved for Future Expenditure.		2,317	159,562
9. Total Requirements.....	69,718	2,317	159,562

**NAME OF FUND**

**Jail Operations Fund (202)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Police Department</b>			
1. Total Personal Services.....	1,280,438	1,858,344	1,880,967
2. Total Materials and Services.....	655,333	716,150	718,378
3. Total Capital Outlay.....	11,563		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	1,947,334	2,574,494	2,599,345

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....	-		
8. Total Unappropriated / Reserved for Future Expenditure.		769,357	142,914
9. Total Requirements.....	-	769,357	142,914

**NAME OF FUND**

**Special Revenue Fund (204)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Fire and Life Safety Department</b>			
1. Total Personal Services.....	13,199	74,664	21,240
2. Total Materials and Services.....	16,629		6,800
3. Total Capital Outlay.....	13,691		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	43,519	74,664	28,040

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Police Department</b>			
1. Total Personal Services.....	245,000	355,620	393,286
2. Total Materials and Services.....	367,332	521,839	549,500
3. Total Capital Outlay.....	187,636		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	799,969	877,459	942,786

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Library Department</b>			
1. Total Personal Services.....	11,051	7,005	7,636
2. Total Materials and Services.....	26,702	2,365	2,165
3. Total Capital Outlay.....	15,716	16,000	20,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	53,469	25,370	29,801

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Public Works Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	84,560	349,465	85,000
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	84,560	349,465	85,000

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Development Services Department</b>			
1. Total Personal Services.....	67,248	68,412	31,164
2. Total Materials and Services.....	25,593	18,166	7,335
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	92,841	86,578	38,499

<b>Nondepartmental</b>	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	239,087		
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		379,409	253,833
9. Total Requirements.....	239,087	379,409	253,833

**NAME OF FUND****Transient Room Tax Fund (208)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
City Manager's Office			
1. Total Personal Services.....	72,381	74,617	79,746
2. Total Materials and Services.....	85,813	122,743	157,656
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	158,194	197,360	237,402

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Library Department			
1. Total Personal Services.....	36,542	39,494	41,616
2. Total Materials and Services.....	8,953	17,024	19,002
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	45,495	56,518	60,618

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....	33,153	35,733	38,197
2. Total Materials and Services.....	5,755	8,352	8,272
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	38,908	44,085	46,469

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Development Services Department			
1. Total Personal Services.....	46,621	48,985	50,700
2. Total Materials and Services.....	2,103	2,278	10,866
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	48,725	51,263	61,566

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	415,650	390,964	416,667
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		67,407	33,969
9. Total Requirements.....	415,650	458,371	450,636

**NAME OF FUND****Community Development Fund (210)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Finance Department			
1. Total Personal Services.....	17,195	19,564	20,340
2. Total Materials and Services.....	328	438	1,139
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	17,523	20,002	21,479

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Development Services Department			
1. Total Personal Services.....	342,160	363,192	377,791
2. Total Materials and Services.....	2,334,914	698,556	701,419
3. Total Capital Outlay.....	62,624		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	2,739,699	1,061,748	1,079,210

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		14,141	140,950
9. Total Requirements.....	-	14,141	140,950

**NAME OF FUND****Building Code Fund (224)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Development Services Department			
1. Total Personal Services.....	903,917	977,353	950,367
2. Total Materials and Services.....	330,060	335,140	324,655
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	1,233,977	1,312,493	1,275,022

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	53,740	54,100	54,100
6. Total Contingencies.....			
7. Total Special Payments.....	-		
8. Total Unappropriated / Reserved for Future Expenditure.		775,829	174,026
9. Total Requirements.....	53,740	829,929	228,126

**NAME OF FUND**

**Fire Local Option Levy (235)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Fire and Life Safety Department</b>			
1. Total Personal Services.....	1,047,841	1,203,968	1,337,377
2. Total Materials and Services.....	160,387	251,608	200,475
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	1,208,228	1,455,576	1,537,852

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		867,321	732,081
9. Total Requirements.....	-	867,321	732,081

**NAME OF FUND**

**Police Local Option Levy (236)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Legal and Judicial Services</b>			
1. Total Personal Services.....	99,332	106,531	187,734
2. Total Materials and Services.....	48,186	140,536	207,770
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	147,518	247,067	395,504

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Police Department</b>			
1. Total Personal Services.....	1,778,098	2,019,452	2,105,836
2. Total Materials and Services.....	111,331	125,676	126,224
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	1,889,429	2,145,128	2,232,060

<b>Nondepartmental</b>	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	1,137,000	1,184,975	1,215,522
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		1,403,823	1,689,128
9. Total Requirements.....	1,137,000	2,588,798	2,904,650

**NAME OF FUND**

**Bancroft Redemption Fund (305)**

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Finance Department</b>			
1. Total Personal Services.....	9,506	10,067	11,448
2. Total Materials and Services.....	4,563	6,056	4,954
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	14,069	16,123	16,402

<b>Nondepartmental</b>	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	304,000	335,000	50,000
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		162,014	117,597
9. Total Requirements.....	304,000	497,014	167,597

**NAME OF FUND**  
**Bond Sinking Fund (306)**

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....	3,302,876	3,296,512	3,292,677
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		555,497	555,497
9. Total Requirements.....	3,302,876	3,852,009	3,848,174

**NAME OF FUND**  
**Regional Wastewater Debt Service Fund (312)**

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....	7,712,938	7,851,288	7,712,100
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	7,712,938	7,851,288	7,712,100

**NAME OF FUND**  
**Sanitary Sewer Capital Fund (409)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Public Works Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	4,919,895	16,043,190	12,541,898
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	4,919,895	16,043,190	12,541,898

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		1,758,599	6,786,024
9. Total Requirements.....	-	1,758,599	6,786,024

**NAME OF FUND**

**Regional Wastewater Revenue Bond Capital Projects Fund (412)**

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	23,219,295	6,253,709	15,327,570
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	23,219,295	6,253,709	15,327,570

**Nondepartmental**

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		9,095,904	9,919,235
9. Total Requirements.....	-	9,095,904	9,919,235

**NAME OF FUND**

**Development Assessment Capital Fund (419)**

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
Finance Department			
1. Total Personal Services.....	52,684	55,148	59,410
2. Total Materials and Services.....	13,072	29,639	20,114
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	65,756	84,787	79,524

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	9,341		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	9,341	-	-

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	14,069	16,123	16,439
6. Total Contingencies.....			
7. Total Special Payments.....	-		
8. Total Unappropriated / Reserved for Future Expenditure.		1,407,508	1,164,394
9. Total Requirements.....	14,069	1,423,631	1,180,833

**NAME OF FUND**

**Development Projects Fund (420)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>City Manager's Office</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	50,000	50,000	50,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	50,000	50,000	50,000

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Finance Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	380,000		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	380,000	-	-

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Information Technology Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	222,297	235,637	
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	222,297	235,637	-

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Public Works Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	6,280,612	1,029,000	1,246,639
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	6,280,612	1,029,000	1,246,639

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	500,967	813,064	989,000
6. Total Contingencies.....			
7. Total Special Payments.....	-		
8. Total Unappropriated / Reserved for Future Expenditure.		2,575,918	2,137,065
9. Total Requirements.....	500,967	3,388,982	3,126,065

**NAME OF FUND**

**Storm Drainage Capital Fund (425)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	740,153	964,880	8,688,553
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	740,153	964,880	8,688,553

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		784,064	4,166,286
9. Total Requirements.....	-	784,064	4,166,286

**NAME OF FUND**

**Police Building Bond Capital Project Fund (428)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....	38,507		
2. Total Materials and Services.....	150,923		
3. Total Capital Outlay.....	3,903,630		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	4,093,059	-	-

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....	49,406		
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	49,406	-	-

**NAME OF FUND**

**Regional Wastewater Capital Fund (433)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....		450,000	450,000
3. Total Capital Outlay.....	7,226,767	26,266,638	12,107,467
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	7,226,767	26,716,638	12,557,467

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	790,427		
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		29,648,518	48,242,673
9. Total Requirements.....	790,427	29,648,518	48,242,673

**NAME OF FUND**

**Street Capital Fund (434)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....	66,612	34,000	21,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	66,612	34,000	21,000

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	450,000		
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		600,825	224,223
9. Total Requirements.....	450,000	600,825	224,223

**NAME OF FUND**

**SDC Storm Drainage Improvement Fund (440)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	90,370	40,497	51,098
3. Total Capital Outlay.....	612,000	1,425,638	1,234,266
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	702,370	1,466,135	1,285,364

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	25,649	25,649	25,649
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		598,587	564,074
9. Total Requirements.....	25,649	624,236	589,723

**NAME OF FUND**

**SDC Storm Drainage Reimbursement Fund (441)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	4,306	24,475	22,709
3. Total Capital Outlay.....		21,000	21,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	4,306	45,475	43,709

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		113,621	85,940
9. Total Requirements.....	-	113,621	85,940

**NAME OF FUND**

**SDC Sanitary Sewer Reimbursement Fund (442)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	82,865	73,872	158,966
3. Total Capital Outlay.....		254,000	254,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	82,865	327,872	412,966

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		965,265	1,059,813
9. Total Requirements.....	-	965,265	1,059,813

**NAME OF FUND**

**SDC Sanitary Sewer Improvement Fund (443)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	53,136	36,937	88,568
3. Total Capital Outlay.....		85,000	127,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	53,136	121,937	215,568

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	45,662	45,662	45,662
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		375,278	383,132
9. Total Requirements.....	45,662	420,940	428,794

**NAME OF FUND**

**SDC Regional Wastewater Reimbursement Fund (444)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	3,705	7,500	7,500
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	3,705	7,500	7,500

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	3,003,963	50,000	16,884
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		27,700	76,440
9. Total Requirements.....	3,003,963	77,700	93,324

**NAME OF FUND**

**SDC Regional Wastewater Improvement Fund (445)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	360	4,000	4,000
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	360	4,000	4,000

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	2,505,013	2,500,000	2,000,000
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		2,339,603	1,012,640
9. Total Requirements.....	2,505,013	4,839,603	3,012,640

**NAME OF FUND**

**SDC Transportation Reimbursement Fund (446)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	40,088	39,607	63,588
3. Total Capital Outlay.....	138,542	556,743	466,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	178,630	596,350	529,588

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	10,374	10,374	10,374
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		2,698	3,050
9. Total Requirements.....	10,374	13,072	13,424

**NAME OF FUND**

**SDC Transportation Improvement Fund (447)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	168,984	229,622	185,084
3. Total Capital Outlay.....	292,304	3,497,773	1,840,544
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	461,288	3,727,395	2,025,628

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		723,128	6,379
9. Total Requirements.....	-	723,128	6,379

**NAME OF FUND**

**Sanitary Sewer Operations Fund (611)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Finance Department</b>			
1. Total Personal Services.....	8,050	8,312	8,904
2. Total Materials and Services.....	1,585	1,561	1,862
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	9,635	9,873	10,766

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Public Works Department</b>			
1. Total Personal Services.....	1,733,342	1,757,002	1,751,110
2. Total Materials and Services.....	1,004,717	1,212,230	1,194,610
3. Total Capital Outlay.....	18,095		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	2,756,153	2,969,232	2,945,720

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Development Services Department</b>			
1. Total Personal Services.....	18,163	15,045	15,624
2. Total Materials and Services.....	4,424	3,893	3,687
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	22,587	18,938	19,311

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....	2,322,647	2,313,074	2,164,818
5. Total Transfers.....	1,253,000		2,250,000
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		4,826,439	4,778,915
9. Total Requirements.....	3,575,647	7,139,513	9,193,733

**NAME OF FUND****Regional Wastewater Fund (612)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Finance Department			
1. Total Personal Services.....	71,636	74,045	80,190
2. Total Materials and Services.....	5,965	13,126	13,131
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	77,602	87,171	93,321

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....	1,698,356	1,512,910	1,608,645
2. Total Materials and Services.....	11,669,063	13,547,359	14,009,332
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	13,367,418	15,060,269	15,617,977

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....	-	590,650	805,980
5. Total Transfers.....	10,294,700	16,141,132	13,546,764
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		6,485,136	7,121,815
9. Total Requirements.....	10,294,700	23,216,918	21,474,559

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**NAME OF FUND****Ambulance Fund (615)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Fire and Life Safety Department			
1. Total Personal Services.....	3,341,656	3,414,517	3,513,823
2. Total Materials and Services.....	1,601,171	1,678,202	1,563,771
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	4,942,827	5,092,719	5,077,594

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....	-		
8. Total Unappropriated / Reserved for Future Expenditure.			103,694
9. Total Requirements.....	-	-	103,694

**NAME OF FUND**

**Storm Drainage Operations Fund (617)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Finance Department</b>			
1. Total Personal Services.....	8,050	8,312	8,904
2. Total Materials and Services.....	1,583	1,558	1,862
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	9,633	9,870	10,766

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Public Works Department</b>			
1. Total Personal Services.....	2,271,424	2,820,397	2,758,974
2. Total Materials and Services.....	1,213,480	1,499,227	1,441,490
3. Total Capital Outlay.....	4,683		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	3,489,587	4,319,624	4,200,464

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Development Services Department</b>			
1. Total Personal Services.....	38,155	34,398	35,784
2. Total Materials and Services.....	9,259	8,154	8,155
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	47,414	42,552	43,939

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			706,963
5. Total Transfers.....	250,000	500,000	2,106,000
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		2,406,800	2,202,513
9. Total Requirements.....	250,000	2,906,800	5,015,476

**NAME OF FUND****Booth-Kelly Fund (618)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....	19,660	12,027	13,608
2. Total Materials and Services.....	2,997	2,740	2,709
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	22,657	14,767	16,317

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Development Services Department			
1. Total Personal Services.....	48,717	12,138	15,762
2. Total Materials and Services.....	228,541	338,855	330,099
3. Total Capital Outlay.....		444,000	439,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	277,259	794,993	784,861

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....	919,313	919,314	919,317
5. Total Transfers.....	200,000	35,736	
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		183,251	545,376
9. Total Requirements.....	1,119,313	1,138,301	1,464,693

**NAME OF FUND****Regional Fiber Consortium Fund (629)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Public Works Department			
1. Total Personal Services.....			
2. Total Materials and Services.....	88,347	32,000	47,300
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	88,347	32,000	47,300

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		544	15,410
9. Total Requirements.....	-	544	15,410

**NAME OF FUND  
Insurance Fund (707)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
Human Resources Department			
1. Total Personal Services.....	225,285	256,825	264,046
2. Total Materials and Services.....	640,675	555,743	538,971
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	865,960	812,568	803,017

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....	531,512	482,852	713,618
6. Total Contingencies.....			
7. Total Special Payments.....	13,078,198	15,481,755	17,288,800
8. Total Unappropriated / Reserved for Future Expenditure.		4,075,875	3,610,111
9. Total Requirements.....	13,609,710	20,040,482	21,612,529

**NAME OF FUND  
Vehicle & Equipment Fund (713)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
City Manager's Office			
1. Total Personal Services.....			
2. Total Materials and Services.....	3,750	2,400	7,000
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	3,750	2,400	7,000

<b>Name of Unit / Program / Department</b> Legal and Judicial Services	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....	5,658	4,000	8,000
3. Total Capital Outlay.....	5,024		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements.....	10,682	4,000	8,000

<b>Name of Unit / Program / Department</b> Human Resources Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....	7,593	5,200	1,600
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	7,593	5,200	1,600

<b>Name of Unit / Program / Department</b> Finance Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....	975	8,150	7,500
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	975	8,150	7,500

<b>Name of Unit / Program / Department</b> Information Technology Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....	133,979	211,000	50,000
3. Total Capital Outlay.....	41,701		50,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	175,680	211,000	100,000

<b>Name of Unit / Program / Department</b> Fire and Life Safety Department	<b>Actual Data</b> <b>Prior Yr 2009-10</b>	<b>Adopted Budget</b> <b>Current Yr 2010-11</b>	<b>Approved Budget</b> <b>Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....	12,651		9,000
3. Total Capital Outlay.....		438,000	32,500
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	12,651	438,000	41,500

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Police Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	9,832	15,600	58,000
3. Total Capital Outlay.....	116,804	159,500	184,000
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	126,636	175,100	242,000

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Library Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....			18,000
3. Total Capital Outlay.....		5,200	2,400
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	-	5,200	20,400

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Public Works Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	13,327	46,186	77,223
3. Total Capital Outlay.....	416,016	422,999	458,613
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	429,343	469,185	535,836

Name of Unit / Program / Department	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
<b>Development Services Department</b>			
1. Total Personal Services.....			
2. Total Materials and Services.....	1,109		22,000
3. Total Capital Outlay.....	4,568		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	5,678	-	22,000

<b>Nondepartmental</b>	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....	43,070	311,776	376,258
5. Total Transfers.....		80,000	102,820
6. Total Contingencies.....			
7. Total Special Payments.....	-		
8. Total Unappropriated / Reserved for Future Expenditure.		6,383,965	7,124,631
9. Total Requirements.....	43,070	6,775,741	7,603,709

**NAME OF FUND**  
**SDC Administration (719)**

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Finance Department</b>			
1. Total Personal Services.....	21,635	24,485	27,168
2. Total Materials and Services.....	3,964	3,781	4,533
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	25,599	28,266	31,701

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Public Works Department</b>			
1. Total Personal Services.....	330,142	345,142	370,383
2. Total Materials and Services.....	113,326	143,973	132,252
3. Total Capital Outlay.....	26,334		
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	469,802	489,115	502,635

<b>Name of Unit / Program / Department</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
<b>Development Services Department</b>			
1. Total Personal Services.....	74,887	83,692	66,447
2. Total Materials and Services.....	17,256	15,197	13,872
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.			
9. Total Requirements.....	92,143	98,889	80,319

<b>Nondepartmental</b>	<b>Actual Data Prior Yr 2009-10</b>	<b>Adopted Budget Current Yr 2010-11</b>	<b>Approved Budget Next Year 2011-12</b>
1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Special Payments.....			
8. Total Unappropriated / Reserved for Future Expenditure.		62,519	116,100
9. Total Requirements.....	-	62,519	116,100

# Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

To assessor of Lane County

# FORM LB-50 2011-2012

Check here if this is  
an amended form.

- Be sure to read instructions in the 2011-2012 Notice of Property Tax Levy Forms and Instruction booklet

The City of Springfield has the responsibility and authority to place the following property tax, fee, charge or assessment  
District Name  
 on the tax roll of Lane County. The property tax, fee, charge or assessment is categorized as stated by this form.  
County Name

225 Fifth Street Springfield OR 97477 June 21, 2011  
Mailing Address of District City State Zip Date  
Bob Duey Finance Director (541) 726-3740 rduey@springfield-or.gov  
Contact Person Title Daytime Telephone Contact Person E-Mail

### CERTIFICATION - You must check one box if you are subject to Local Budget Law.

- The tax rate of levy amounts certified in Part I are within the tax rate of levy amounts approved by the budget committee.  
 The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

### PART I: TOTAL PROPERTY TAX LEVY

		Subject to General Government Limits		
		Rate -or- Dollar Amount		
1. Rate/Amount levied (within permanent rate limit) . . . . .	1	\$4.7403		
2. Local option operating tax . . . . .	2	\$1.45		
3. Local option capital project tax . . . . .	3			<b>Excluded from Measure 5 Limits</b> Amount of Bond Levy
4. Levy for Pension and disability obligations . . . . .	4			
5a. Levy for bonded indebtedness from bonds approved by voters <b>prior</b> to October 6, 2001 . . . . .	5a.		<b>1,228,649</b>	
5b. Levy for bonded indebtedness from bonds approved by voters <b>on or after</b> October 6, 2001 . . . . .	5b.		2,015,012	
5c. Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 5a + 5b) . . . . .	5c.		<b>3,243,661</b>	

### PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000 . . . . .	6	<b>4.7403</b>
7. Date received voter approval for rate limit if new district . . . . .	7	N/A
8. <b>Estimated</b> permanent rate limit for newly merged/consolidated district . . . . .	8	N/A

### PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First year levied	Final year to be levied	Total tax amount -or- rate authorized per year by voters
Operating (Renewal of Fire and Life Safety Local Option Operating Levy)	November 2010	2011/2012	2011/2016	.36
Operating (Levy for Police Services and Municipal Jail Operations)	November 2006	2008/2009	2012/2013	\$1.09

### Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Gov't. Limitations	Excluded from M5 limitation
1. None		
2. None		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS \_\_\_\_\_ (Must be completed if you have an entry in Part IV)

## Worksheet for Allocating Bond Taxes

Obligations for bonds approved **prior** to October 6, 2001 (including advanced refunding issues):

	Principle	Interest	Total
GO Series 2005 - Refunded '96 portion	1,065,000.00	240,408.00	1,305,408.00
			0.00
			0.00
<b>Total A</b>			<b>1,305,408.00</b>

Obligations for bonds approved **after** October 6, 2001 (including advanced refunding issues):

	Principle	Interest	Total
GO Series 2005 - New Money	205,000.00	30,313.00	235,313.00
GO Series 2007	1,035,000.00	870,585.00	1,905,585.00
			0.00
<b>Total B</b>			<b>2,140,898.00</b>
<b>Total Bond (A + B)</b>			<b>3,446,306.00</b>

**Total Bonds**

Total A	=	<u>1305408</u>	=	Allocation %	<b>X</b>	Bond Levy	=	<u>1,228,649</u> (enter on line 5a on the front)
Total A + B	=	<u>3446306</u>		37.88 %		3,243,661		
Total B	=	<u>2140898</u>	=	Allocation %	<b>X</b>	Bond Levy	=	<u>2,015,012</u> (enter on line 5b on the front)
Total A + B	=	<u>3446306</u>		62.12 %		3,243,661		
							Total Bond Levy	<u>3,243,661</u> (enter on line 5c on the front)

### Example - Total Bond Levy = \$5,000

Bonds approved **prior** to October 6, 2001 (including advanced refunding issues):

	Principle	Interest	Total
<b>Bond A:</b> Bond Issue 1	5,000.00	500.00	5,500.00
Bond Issue 2	3,000.00	250.00	3,250.00
Bond Issue 3	1,000.00	100.00	1,100.00
<b>Total A</b>			<b>9,850.00</b>

Bonds approved **after** October 6, 2001 (including advanced refunding issues):

	Principle	Interest	Total
<b>Bond B:</b> Bond Issue 1	3,000.00	50.00	3,050.00
<b>Total B</b>			<b>3,050.00</b>
<b>Total Bond (A + B)</b>			<b>12,900.00</b>

**Formula for determining the division of tax:**

Total A	=	<u>\$ 9,850.00</u>	=	Allocation %	<b>X</b>	Bond Levy	=	<u>\$ 3,818.00</u> (enter on line 5a on the front)
Total A + B	=	<u>\$ 12,900.00</u>		0.7636 %		\$ 5,000.00		
Total B	=	<u>\$ 3,050.00</u>	=	Allocation %	<b>X</b>	Bond Levy	=	<u>\$ 1,182.00</u> (enter on line 5b on the front)
Total A + B	=	<u>\$ 12,900.00</u>		0.2364 %		\$ 5,000.00		
							Total Bond Levy	<u>\$ 5,000.00</u> (enter on line 5c on the front)