OREGON
Lebanon
THE CITY THAT FRIENDLINESS BUILT

Proposed Budget & Financial Plan

FY 2020 - 2021

Budget Committee Members

LEBANON MAYOR & CITY COUNCIL	CITIZENS APPOINTED	ADMINISTRATIVE STAFF	
Paul R. Aziz	Lance Caddy	Interim City Manager:	Ron Whitlatch
Wayne Rieskamp	Josh Port	Chief of Police:	Frank Stevenson
Robert Furlow	Virginia Cloyd	City Attorney:	Trē Kennedy
Rebecca Grizzle	Kim Ullfers	City Clerk:	Kim Scheafer
Karin Stauder	Bob Elliott	Community Development Director:	Kelly Hart
Jason Bolen	Tom Wells	Human Resources Director:	Angela Solesbee
Michelle Steinhebel	Kate Lacy	Finance Director:	Matt Apken
		Information Services Director:	Brent Hurst
		Library Services Director:	Kendra Antila
		Senior Services Director:	Kindra Oliver
		Engineering Services Director:	Ron Whitlatch
		Maintenance Division Director:	Jason Williams

CITY OF LEBANON
FY 2020/21 ADOPTED ANNUAL BUDGET

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FY 2020-21 Budget Message

INTRODUCTION

We, the management team for the City of Lebanon, respectfully submit the following budget for the Fiscal Year July 1, 2020 to June 30, 2021. This year we are faced with a unique and difficult challenge with the ongoing COVID-19 epidemic. There is significant uncertainty with revenue. Even with the significant uncertainty and challenge of matching expenses with forecast revenues in several funds, all funds are balanced.

SIGNIFICANT HIGHLIGHTS

- Overall there is a 1 FTE decrease in City staffing compared to the FY2019/20 Budget.
- The overall City budget is 6.37 percent more than FY 2019/20. This is mainly due to the increase in the scope of the westside interceptor project.
- The General Fund is down $2,561,115 or 16.40 percent, this is in relation to allocating personnel across funds instead of large transfers for personnel costs.
- Citywide contingencies are down 14.01 percent or $640,687 from $4,572,429 to $3,931,742. The General Fund contingency is down 0.61 percent, from $2,007,745 to $1,995,556, meeting and exceeding the targeted goal of 19%.
- We will begin the next phase of the westside interceptor in the 2020-21 fiscal year.
- Northwest URD will be underfunded in addition to what it has been in the past several years for a total of approximately $1,600,000. This will allow these property taxes to be distributed to the other taxing districts in the area.

OVERVIEW

The City of Lebanon's Budget is $63,307,859 and when combined with the Lebanon Urban Renewal Agency the budget totals $69,194,044. The table below shows the overall changes in the budget from the prior year.

	FY 2019/20	FY 2019/20	% Change
City Budget	$59,433,182	$63,307,859	6.37%
Urban Renewal	5,817,866	5,886,185	1.17%
Total Budgets	65,251,048	69,194,044	5.91%
Inter-fund Transfers	9,154,556	6,332,402	(31.70%)
Effective Total Budgets	56,096,492	62,861,642	12.06%

It should be noted that while appropriations for the City and Urban Renewals total $69,194,044, this total includes inter-fund transfers which represent monies that are essentially counted twice – once when initially receipted and again when received by the fund benefitting from the transfer. Subtracting total inter-fund transfers of $6,332,402 from total appropriations, results in the effective total budgets for FY2020/21 of $62,861,642. The City's amount is $6,765,150 more than FY2019/20 and represents a 12.06 percent increase. The increase can be broken down as follows; $45,979 increase in personnel costs, $142,050 increase in materials and service, $ 7,163,195 increase in capital outlay, $338,681 increase in contingency and $598,638 increase in debt service.

As in prior years, we have provided a separate summary of inter-fund transfers. This will, hopefully, allow the Budget Committee a comprehensive view of fund transfers as well as assurance that they are balanced.

REPORT ON GENERAL FUND

This year, the General fund is increasing by $1,631,752. This is due primarily to the following:

- Estimated property tax revenue is forecasted to be greater than the prior year due to the underfunding of the NW Urban Renewal District. This includes the City reducing our expected collection rate from 94% to 90%.
- The planned contingency is per financial policies at 19%.
- Transfers out of the General Fund include a large transfer to the Parks Enterprise fund as we move all park activity into that fund. There is another large transfer to the NW Urban Renewal District to repay for projects out of that fund.
- The City is working with the TEAMSTER Union to extend our current contract for one year with a 2% COLA. No COLA is proposed for exempt and part time employees. The AFSCME Union employees will receive an increase of $1 per hour as negotiated.

OTHER FUNDS AND DEPARTMENTS

This budget encompasses no anticipated CPI rate increase on water, storm drain and wastewater utility fees. Revenue in the motel tax fund have been significantly reduced due to the current COVID-19 pandemic.

Lebanon Urban Renewal Agency

The Lebanon Urban Renewal Agency has four Urban Renewal Districts: The Northwest URD, Cheadle Lake URD, the North Gateway URD and the Downtown URD. The total overall Agency's budget has increased by $68,319 from FY 2019/20. Contingencies increased by $979,368 while the debt service line item decreased by $504,244. Transfers out also decreased by $332,464.

As always, the budget has been prepared with the City Council's goals in view, including the Council's goals adopted on February 22, 2017, the Community Strategic Action Plan and the Council's fiscal goals and policies. Specifically, the following goals have been addressed, either in whole or in part, in the budget document.

February 22, 2017 City Council Goals:

- Downtown Revitalization (through appropriations for the Downtown Building Restoration Program, funding for the Lebanon Downtown Association Main Street Manager position, Main Street tree replacements, installation of holiday lighting for Main Street trees, and completion of the Academy Square Welcome Monument and park landscaping improvements).
- Develop a City Facilities Master Plan with emphasis on the status of City Hall.
- Maintaining Police staffing commensurate with community growth.

Community Strategic Action Plan Items:

- Strategy 8.1: Explore & form (if appropriate) a Parks & Recreation District.
- Strategy 8.2: Continue to maintain the library and expand program offerings.
- Strategy 15.3: Install lighting & security cameras where high crime is of concern.
- Strategy 15.4: Maintain Police staffing commensurate with community growth.

During the fiscal year it is anticipated that the City may work on other areas of the Strategic Action Plan that are not anticipated to require specific or significant funding depending on immediate opportunities that may present themselves.

Community Strategic Action Plan Items accomplished during the past four fiscal years include:

- Strategy 1.4: Create a performance in the park program (Noon at the Plaza).
- Strategy 2.1: Create the Lebanon Arts Commission.
- Strategy 2.3: Develop a Lebanon History Museum Development Strategy.
- Strategy 3.1: Develop a Street Sculpture Program (The Great Quirky Turkey Pageant).
- Strategy 3.2: Build Strawberry Plaza.
- Strategy 3.3: Develop a Strawberry Plaza Art Board Program.
- Strategy 3.8: Restore the Welcome Totem Pole and reinstall at Strawberry Plaza.
- Strategy 4.4: Create a downtown urban renewal district.
- Strategy 4.5: Create the Downtown Building Restoration Program.
- Strategy 5.1: Strengthen the Lebanon Downtown Association (via funding for Main Street Manager position).
- Strategy 5.5: Develop a Ralston Park Improvement Plan.
- Strategy 9.5: Build the Porter Park Community Garden.
- Strategy 11.2: Develop a strategy to address the obstacle of wetlands mitigation to development.
- Strategy 12.1: Create an economic development and downtown revitalization position.
- Strategy 13.2: Update the community transportation plan and create a transit development plan.
- Strategy 13.3: Support the research & development of an inter-modal container transfer station (effort unsuccessful).
- Strategy 13.4: Build the new City Water Treatment Plant.
- Strategy 14.2: Create a Crime Reporting/Tip app to ease crime reporting.
- Strategy 14.3: Implement and support a police cadet program for youth.
- Strategy 14.4: Establish crime prevention and education at all Lebanon public schools.
- Strategy 15.1: Increase Lebanon Park Watch to include all parks and playgrounds.
- Strategy 15.6: Evaluate needs and resources for Lebanon police sub-stations.
- Strategy 17.2: Establish a coalition of community organizations to define a scope to address poverty and homelessness issues.

We extend our sincere thanks to the Budget Committee members for serving our community by being a part of this vital committee. We earnestly solicit your input as we strive to create a budget that is fiscally responsible while also meeting the Council's goals and the community's needs.

The budget is not only a spending plan, but a policy statement. As such, it outlines the priorities of the City and the Council. It outlines activities, service levels and projects for the coming fiscal year and beyond. Thoughtful participation in the budgeting process helps assure a budget that best reflects the values of the community.

This budget is presented to the City Council, Budget Committee and the community for their review and consideration for the City's operations, services, projects and programs in Fiscal Year 2020/21.

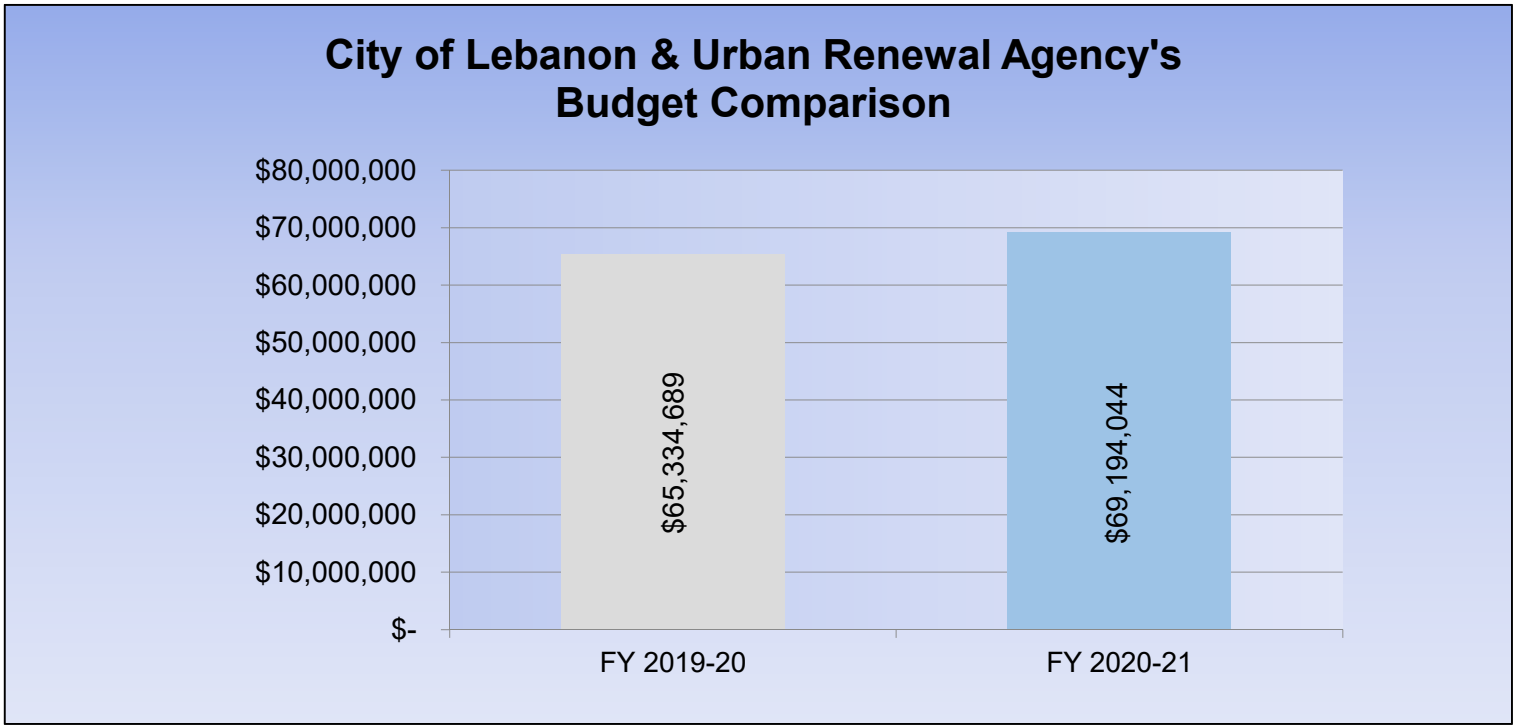
Respectfully submitted,

Ron Whitlatch

Ron Whitlatch
Interim City Manager

Matt Apken

Matt Apken
Finance Director



FY 2020-21

Personnel Services	$	12,232,900	Transfers Out	$	6,332,402
Materials & Services	$	8,399,471	Contingencies	$	6,946,944
Capital Outlay	$	27,971,361	Other Financing Uses	$	-
Debt Service	$	6,225,966	Unappropriated	$	1,085,000

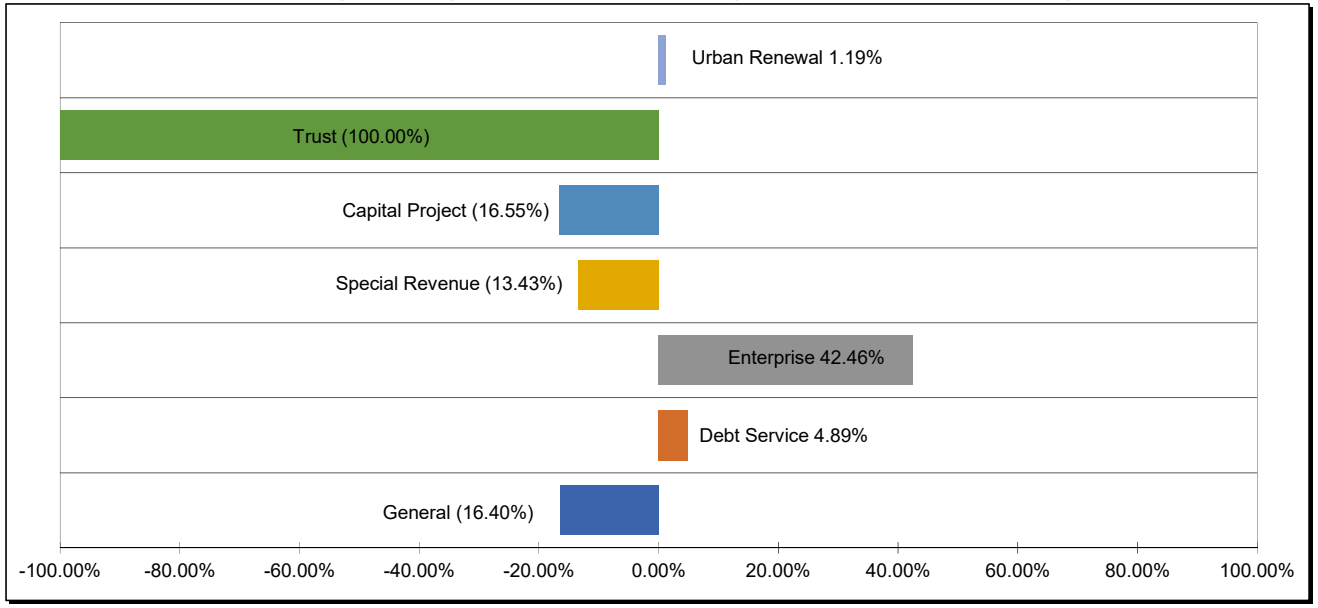
FY 2019-20

Personnel Services	$	12,186,921	Transfers Out	$	9,270,980
Materials & Services	$	8,257,421	Contingencies	$	6,608,263
Capital Outlay	$	20,808,166	Other Financing Uses	$	-
Debt Service	$	6,824,604	Unappropriated	$	1,378,334

FUND TYPE SUMMARY
For the Fiscal Year 2020-21

Fund Type	2019-20 Budget	2020-21 Budget	Percent Over(Under) 2019-20 Budget	Percent of Total Budget
General	$ 15,614,497	$ 13,053,382	(16.40%)	18.86%
Debt Service	3,639,967	3,817,986	4.89%	5.52%
Enterprise	21,648,054	30,838,772	42.46%	44.57%
Special Revenue	6,328,374	5,478,634	(13.43%)	7.92%
Capital Project	12,125,569	10,119,085	(16.55%)	14.62%
Trust	163,500	-	(100.00%)	0.00%
Urban Renewal	5,816,866	5,886,185	1.19%	8.51%
Totals, All Fund Types	$ 65,336,827	$ 69,194,044	5.90%	100.00%

Percentage Change in the 2020-21 Budget from the 2019-20 Budget



CITY OF LEBANON
BUDGET SUMMARY BY FUND TYPE, RESOURCES AND REQUIREMENTS
For the Fiscal Year 2020-21

	General	Debt Service	Enterprise	Special Revenue	Capital Projects	Trust	Urban Renewal	Totals
RESOURCES								
Taxes & Assessments	$ 5,575,000	$ 1,720,156	$ -	$ 113,334	$ 672,647	$ -	$ 2,232,221	$ 10,313,358
Licenses & Permits	2,282,080	-	-	307,000	-	-	-	2,589,080
Fines & Forfeits	498,500	-	-	-	-	-	-	498,500
Intergovernmental	663,326	-	-	1,852,360	-	-	-	2,515,686
Charges for Services	-	-	11,298,000	22,950	-	-	-	11,320,950
Miscellaneous	169,888	1,000	105,000	285,500	188,495	-	14,000	763,883
Transfers In	760,610	2,145,703	-	1,718,775	598,746	-	1,108,568	6,332,402
Other Sources	3,103,978	(48,873)	19,435,772	1,178,715	8,659,197	-	2,531,396	34,860,185
TOTAL RESOURCES	$ 13,053,382	$ 3,817,986	$ 30,838,772	$ 5,478,634	$ 10,119,085	$ -	$ 5,886,185	$ 69,194,044
REQUIREMENTS								
Personnel Services	$ 7,199,100	$ -	$ 2,680,900	$ 2,352,900	$ -	$ -	$ -	$ 12,232,900
Materials & Services	1,846,889	-	4,287,517	1,981,481	280,334	-	3,250	8,399,471
Capital Outlay	150,000	-	18,898,000	544,931	8,273,430	-	105,000	27,971,361
Transfers Out	1,738,646	-	1,947,816	324,868	345,917	-	1,975,155	6,332,402
Contingencies	1,995,556	-	442,328	274,454	1,219,404	-	3,015,202	6,946,944
Debt Service	123,191	3,737,986	1,577,211	-	-	-	787,578	6,225,966
Unappropriated	-	80,000	1,005,000	-	-	-	-	1,085,000
TOTAL REQUIREMENTS	$ 13,053,382	$ 3,817,986	$ 30,838,772	$ 5,478,634	$ 10,119,085	$ -	$ 5,886,185	$ 69,194,044

FINANCIAL RATIOS

	General	Debt Service	Enterprise	Special Revenue	Capital Projects	Trust	Urban Renewal	Totals
Taxes and Assessments as percentage of total fund budget	42.71%	45.05%	0.00%	2.07%	6.65%	#DIV/0!	37.92%	14.90%
Personnel and Materials and Services as a percentage of the total fund budget	69.30%	0.00%	22.60%	79.11%	2.77%	#DIV/0!	0.06%	29.82%
Capital Outlay as percentage of total fund budget	1.15%	0.00%	61.28%	9.95%	81.76%	#DIV/0!	1.78%	40.42%

City of Lebanon
Fund Type Summary by Category
FY21 Budget

Category	FY18 Actual	FY19 Actual	FY20 Budget	**FY21 Budget**	Percent Over/(Under) FY20 Budget	Percent of Fund Budget
General Fund						
Taxes & Assessments	$ 5,034,162	$ 5,470,486	$ 5,420,171	**$ 5,575,000**	2.86%	42.71%
Licenses & Permits	2,208,332	2,218,600	2,229,000	**2,282,080**	2.38%	17.48%
Fines & Forfeits	450,494	391,035	350,500	**498,500**	42.23%	3.82%
Intergovernmental	484,387	668,319	656,806	**663,326**	0.99%	5.08%
Charges for Services	1,339	153,217	150,600	**-**	(100.00%)	0.00%
Miscellaneous	245,859	347,144	212,988	**169,888**	(20.24%)	1.30%
Transfers In	2,976,605	2,879,926	3,021,676	**760,610**	(74.83%)	5.83%
Other Sources	2,603,932	3,416,797	3,572,756	**3,103,978**	(13.12%)	23.78%
Total Revenues	$ 14,005,110	$ 15,545,524	$ 15,614,497	**$ 13,053,382**	(16.40%)	100.00%
Personnel Services	$ 7,920,674	$ 8,391,763	$ 9,564,232	**$ 7,199,100**	(24.73%)	55.15%
Materials & Services	1,687,176	2,034,321	2,022,321	**1,846,889**	(8.67%)	14.15%
Capital Outlay	3,911	61,941	373,151	**150,000**	(59.80%)	1.15%
Transfers Out	900,420	844,545	1,521,309	**1,738,646**	14.29%	13.32%
Contingencies	-	-	2,007,745	**1,995,556**	(0.61%)	15.29%
Debt Service	1,318,568	124,809	125,739	**123,191**	(2.03%)	0.94%
Unappropriated	-	-	-	**-**	0.00%	0.00%
Total Expenditures	$ 11,830,749	$ 11,457,379	$ 15,614,497	**$ 13,053,382**	(16.40%)	100.00%
Debt Service Funds						
Taxes & Assessments	$ 1,482,438	$ 1,594,767	$ 1,108,838	**$ 1,720,156**	55.13%	45.05%
Licenses & Permits	-	-	-	**-**	0.00%	0.00%
Fines & Forfeits	-	-	-	**-**	0.00%	0.00%
Intergovernmental	-	-	-	**-**	0.00%	0.00%
Charges for Services	-	-	-	**-**	0.00%	0.00%
Miscellaneous	18,940	26,193	4,000	**1,000**	(75.00%)	0.03%
Transfers In	1,975,870	1,996,956	2,011,747	**2,145,703**	6.66%	56.20%
Other Sources	175,866	273,865	515,382	**(48,873)**	(109.48%)	(1.28%)
Internal Charges	-	-	-	**-**	0.00%	0.00%
Total Revenues	$ 3,653,114	$ 3,891,781	$ 3,639,967	**$ 3,817,986**	4.89%	100.00%
Personnel Services	$ -	$ -	$ -	**$ -**	0.00%	0.00%
Materials & Services	-	-	-	**-**	0.00%	0.00%
Capital Outlay	-	-	-	**-**	0.00%	0.00%
Transfers Out	-	-	-	**-**	0.00%	0.00%
Contingencies	-	-	-	**-**	0.00%	0.00%
Debt Service	3,417,876	3,499,059	3,559,967	**3,737,986**	5.00%	97.90%
Other Financing Use	-	-	-	**-**	0.00%	0.00%
Unappropriated	-	-	80,000	**80,000**	0.00%	2.10%
Total Expenditures	$ 3,417,876	$ 3,499,059	$ 3,639,967	**$ 3,817,986**	4.89%	100.00%

City of Lebanon
Fund Type Summary by Category
FY21 Budget

Category	FY18 Actual	FY19 Actual	FY20 Budget	**FY21 Budget**	Percent Over/(Under) FY20 Budget	Percent of Fund Budget
Enterprise Funds						
Taxes & Assessments	$ 250	$ 254	$ -	**$ -**	0.00%	0.00%
Licenses & Permits	-	-	-	**-**	0.00%	0.00%
Fines & Forfeits	-	-	-	**-**	0.00%	0.00%
Intergovernmental	17,160,630	2,983,947	-	**-**	100.00%	0.00%
Charges for Services	11,048,791	11,335,641	11,295,000	**11,298,000**	0.03%	36.64%
Miscellaneous	231,926	225,829	123,000	**105,000**	(14.63%)	0.34%
Transfers In	67,350	467,941	895,250	**-**	(100.00%)	0.00%
Other Sources	5,267,527	7,845,086	9,334,804	**19,435,772**	108.21%	63.02%
Total Revenues	$ 33,776,474	$ 22,858,698	$ 21,648,054	**$ 30,838,772**	42.46%	100.00%
Personnel Services	$ 801,414	$ 782,605	$ 1,032,781	**$ 2,680,900**	159.58%	8.70%
Materials & Services	2,970,565	3,624,674	4,152,511	**4,287,517**	3.25%	13.90%
Capital Outlay	18,251,566	9,298,219	9,393,000	**18,898,000**	101.19%	61.28%
Transfers Out	3,434,249	3,462,887	3,468,011	**1,947,816**	(43.83%)	6.32%
Contingencies	-	-	456,341	**442,328**	(3.07%)	1.43%
Debt Service	795,500	670,102	1,847,076	**1,577,211**	(14.61%)	5.11%
Unappropriated	-	-	1,298,334	**1,005,000**	(22.59%)	3.26%
Total Expenditures	$ 26,253,294	$ 17,838,487	$ 21,648,054	**$ 30,838,772**	42.46%	100.00%
Special Revenue Funds						
Taxes & Assessments	$ 277,077	$ 334,774	$ 385,383	**$ 113,334**	(70.59%)	2.08%
Licenses & Permits	540,612	303,009	290,000	**307,000**	5.86%	5.60%
Fines & Forfeits	-	-	-	**-**	0.00%	0.00%
Intergovernmental	1,521,383	2,595,117	2,416,278	**1,852,360**	(23.34%)	33.81%
Charges for Services	13,125	26,390	22,500	**22,950**	2.00%	0.42%
Miscellaneous	323,262	303,074	209,250	**285,500**	36.44%	5.21%
Transfers In	1,141,498	1,189,554	1,505,485	**1,718,775**	14.17%	31.37%
Other Sources	1,387,208	1,829,015	1,540,878	**1,178,715**	(23.50%)	21.51%
Total Revenues	$ 5,204,165	$ 6,580,933	$ 6,369,774	**$ 5,478,634**	(13.99%)	100.00%
Personnel Services	$ 910,776	$ 1,090,698	$ 1,589,908	**$ 2,352,900**	47.99%	42.94%
Materials & Services	1,174,105	1,272,996	1,632,415	**1,981,481**	21.38%	36.17%
Capital Outlay	345,919	1,484,593	1,488,636	**544,931**	(63.39%)	9.95%
Transfers Out	1,144,559	1,024,371	1,091,537	**324,868**	(70.24%)	5.93%
Contingencies	-	-	567,278	**274,454**	(51.62%)	5.01%
Debt Service	-	-	-	**-**	0.00%	0.00%
Unappropriated	-	-	-	**-**	0.00%	0.00%
Total Expenditures	$ 3,575,359	$ 4,872,658	$ 6,369,774	**$ 5,478,634**	(13.99%)	100.00%

City of Lebanon
Fund Type Summary by Category
FY21 Budget

Category	FY18 Actual	FY19 Actual	FY20 Budget	**FY21 Budget**	Percent Over/(Under) FY20 Budget	Percent of Fund Budget
Capital Project Funds						
Taxes & Assessments	$ 1,127,257	$ 607,719	$ 654,700	**$ 672,647**	2.74%	6.65%
Licenses & Permits	-	-	-	**-**	0.00%	0.00%
Fines & Forfeits	-	-	-	**-**	0.00%	0.00%
Intergovernmental	655,081	442,934	89,000	**-**	(100.00%)	0.00%
Charges for Services	-	-	-	**-**	0.00%	0.00%
Miscellaneous	166,942	353,817	117,515	**188,495**	60.40%	1.86%
Transfers In	1,193,256	594,033	1,836,822	**598,746**	(67.40%)	5.92%
Other Sources	9,370,394	8,844,035	9,427,532	**8,659,197**	(8.15%)	85.57%
Internal Charges	-	-	-	**-**	0.00%	0.00%
Total Revenues	$ 12,512,930	$ 10,842,538	$ 12,125,569	**$ 10,119,085**	(16.55%)	100.00%
Personnel Services	$ -	$ -	$ -	**$ -**	0.00%	0.00%
Materials & Services	55,651	84,881	310,212	**280,334**	(9.63%)	2.77%
Capital Outlay	1,345,570	2,762,273	9,391,788	**8,273,430**	(11.91%)	81.76%
Transfers Out	54,596	454,216	882,504	**345,917**	(60.80%)	3.42%
Contingencies	-	-	1,541,065	**1,219,404**	(20.87%)	12.05%
Debt Service	-	-	-	**-**	0.00%	0.00%
Unappropriated	-	-	-	**-**	0.00%	0.00%
Total Expenditures	$ 1,455,817	$ 3,301,370	$ 12,125,569	**$ 10,119,085**	(16.55%)	100.00%
Trust Funds						
Taxes & Assessments	$ -	$ -	$ -	**$ -**	0.00%	#DIV/0!
Licenses & Permits	-	-	-	**-**	0.00%	#DIV/0!
Fines & Forfeits	115,251	115,251	120,900	**-**	(100.00%)	#DIV/0!
Intergovernmental	-	-	-	**-**	0.00%	#DIV/0!
Charges for Services	-	-	-	**-**	0.00%	#DIV/0!
Miscellaneous	-	-	-	**-**	0.00%	#DIV/0!
Transfers In	-	-	-	**-**	0.00%	#DIV/0!
Other Sources	(225)	(225)	(1,938)	**-**	100.00%	#DIV/0!
Total Revenues	$ 115,026	$ 115,026	$ 118,962	**$ -**	(100.00%)	#DIV/0!
Personnel Services	$ -	$ -	$ -	**$ -**	0.00%	#DIV/0!
Materials & Services	116,964	116,964	118,962	**-**	(100.00%)	#DIV/0!
Capital Outlay	-	-	-	**-**	0.00%	#DIV/0!
Transfers Out	-	-	-	**-**	0.00%	#DIV/0!
Contingencies	-	-	-	**-**	0.00%	#DIV/0!
Debt Service	-	-	-	**-**	0.00%	#DIV/0!
Unappropriated	-	-	-	**-**	0.00%	#DIV/0!
Total Expenditures	$ 116,964	$ 116,964	$ 118,962	**$ -**	(100.00%)	#DIV/0!

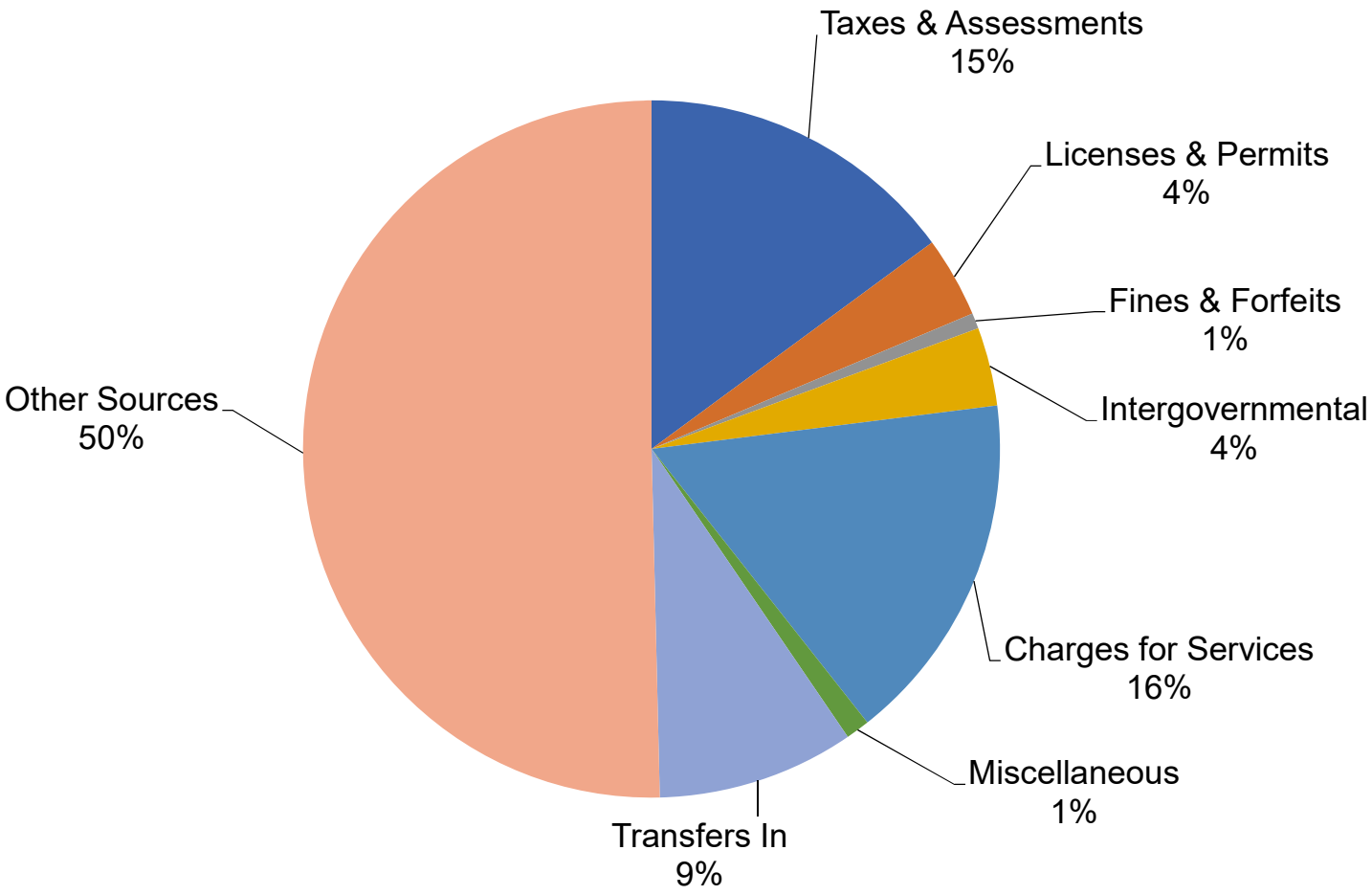
City of Lebanon
Fund Type Summary by Category
FY21 Budget

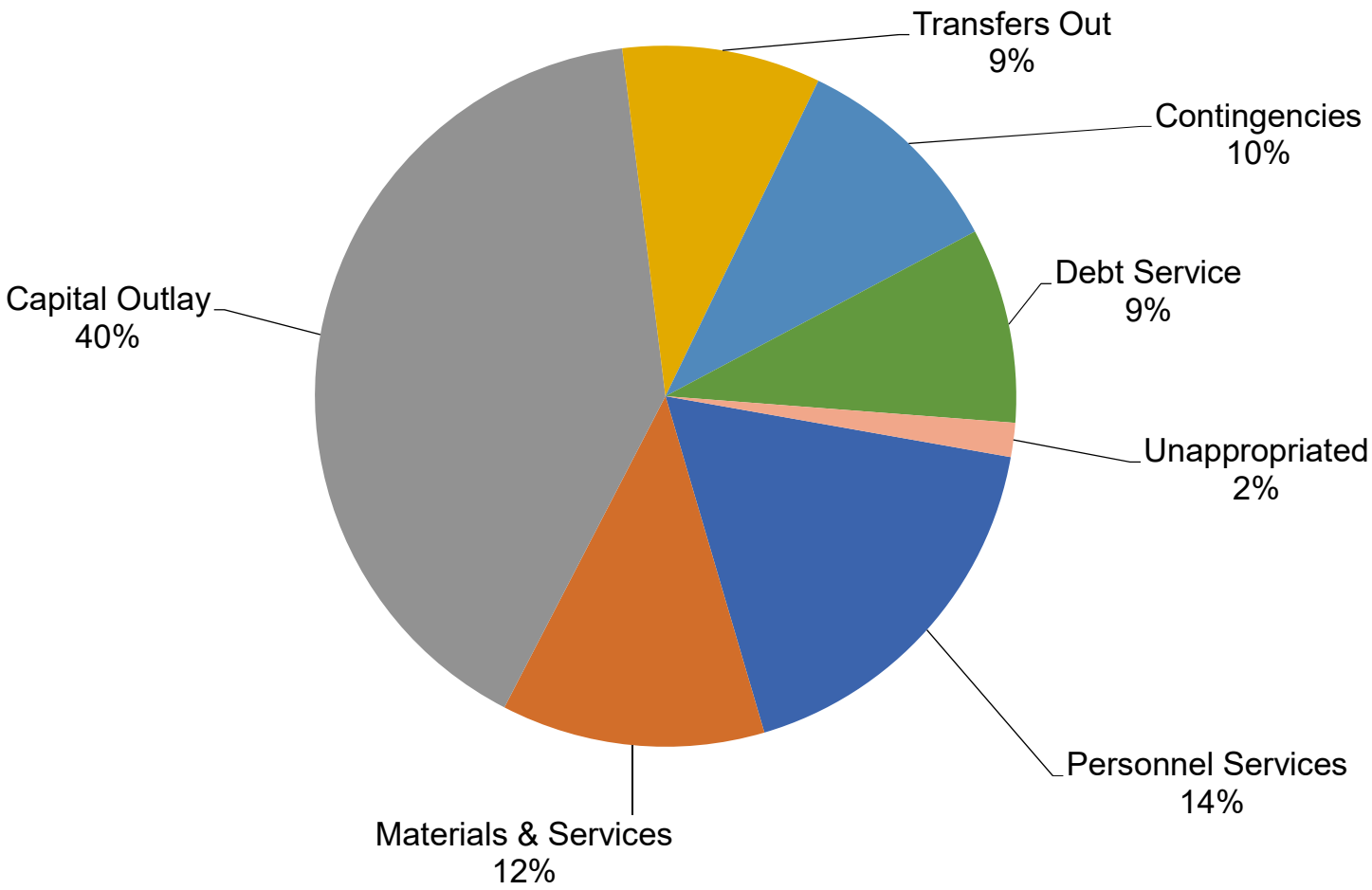
Category	FY18 Actual	FY19 Actual	FY20 Budget	**FY21 Budget**	Percent Over/(Under) FY20 Budget	Percent of Fund Budget
Total: City Budget						
Taxes & Assessments	$ 7,921,184	$ 8,008,000	$ 7,569,092	**$ 8,081,137**	6.76%	12.77%
Licenses & Permits	2,748,944	2,521,609	2,519,000	**2,589,080**	2.78%	4.09%
Fines & Forfeits	565,745	506,286	471,400	**498,500**	5.75%	0.79%
Intergovernmental	19,821,481	6,690,317	3,162,084	**2,515,686**	(20.44%)	3.97%
Charges for Services	11,063,255	11,515,248	11,468,100	**11,320,950**	(1.28%)	17.88%
Miscellaneous	986,929	1,256,057	666,753	**749,883**	12.47%	1.18%
Transfers In	7,354,579	7,128,410	9,270,980	**5,223,834**	(43.65%)	8.25%
Other Sources	18,804,702	22,208,573	24,389,414	**32,328,789**	32.55%	51.07%
Internal Charges	-	-	-	**-**	0.00%	0.00%
Total Revenues	$ 69,266,819	$ 59,834,500	$ 59,516,823	**$ 63,307,859**	6.37%	100.00%
Personnel Services	$ 9,632,864	$ 10,265,066	$ 12,186,921	**$ 12,232,900**	0.38%	19.33%
Materials & Services	6,004,461	7,133,836	8,236,421	**8,396,221**	1.94%	13.26%
Capital Outlay	19,946,966	13,607,026	20,646,575	**27,866,361**	34.97%	44.02%
Transfers Out	5,533,824	5,786,019	6,963,361	**4,357,247**	(37.43%)	6.88%
Contingencies	-	-	4,572,429	**3,931,742**	(14.01%)	6.21%
Debt Service	5,531,944	4,293,970	5,532,782	**5,438,388**	(1.71%)	8.59%
Other Financing Use	-	-	-	**-**	0.00%	0.00%
Unappropriated	-	-	1,378,334	**1,085,000**	(21.28%)	1.71%
Total Expenditures	$ 46,650,059	$ 41,085,917	$ 59,516,823	**$ 63,307,859**	6.37%	100.00%
Urban Renewal Funds						
Taxes & Assessments	$ 2,920,568	$ 3,025,656	$ 2,858,801	**$ 2,232,221**	(21.92%)	37.92%
Licenses & Permits	-	-	-	**-**	0.00%	0.00%
Fines & Forfeits	-	-	-	**-**	0.00%	0.00%
Intergovernmental	-	-	-	**-**	0.00%	0.00%
Charges for Services	-	-	-	**-**	0.00%	0.00%
Miscellaneous	53,004	77,784	19,000	**14,000**	(26.32%)	0.24%
Transfers In	-	-	-	**1,108,568**	#DIV/0!	18.83%
Other Sources	8,589,148	3,365,166	2,940,065	**2,531,396**	(13.90%)	43.01%
Total Revenues	$ 11,562,720	$ 6,468,606	$ 5,817,866	**$ 5,886,185**	1.17%	100.00%
Personnel Services	$ -	$ -	$ -	**$ -**	0.00%	(0.01%)
Materials & Services	19,539	13,549	21,000	**3,250**	(84.52%)	0.06%
Capital Outlay	2,619,100	491,512	161,591	**105,000**	(35.02%)	1.78%
Transfers Out	1,820,982	1,342,391	2,307,619	**1,975,155**	(14.41%)	33.56%
Contingencies	-	-	2,035,834	**3,015,202**	48.11%	51.23%
Debt Service	3,749,731	1,371,942	1,291,822	**787,578**	(39.03%)	13.38%
Unappropriated	-	-	-	**-**	0.00%	0.00%
Total Expenditures	$ 8,209,352	$ 3,219,394	$ 5,817,866	**$ 5,886,185**	1.17%	100.00%

City of Lebanon
Fund Type Summary by Category
FY21 Budget

Category	FY18 Actual	FY19 Actual	FY20 Budget	**FY21 Budget**	Percent Over/(Under) FY20 Budget	Percent of Fund Budget
Total: All Funds and Urban Renewal						
Taxes & Assessments	$ 10,841,752	$ 11,033,656	$ 10,427,893	**$ 10,313,358**	(1.10%)	14.91%
Licenses & Permits	2,748,944	2,521,609	2,519,000	**2,589,080**	2.78%	3.74%
Fines & Forfeits	565,745	506,286	471,400	**498,500**	5.75%	0.72%
Intergovernmental	19,821,481	6,690,317	3,162,084	**2,515,686**	(20.44%)	3.64%
Charges for Services	11,063,255	11,515,248	11,468,100	**11,320,950**	(1.28%)	16.36%
Miscellaneous	1,039,933	1,333,841	685,753	**763,883**	11.39%	1.10%
Transfers In	7,354,579	7,128,410	9,270,980	**6,332,402**	(31.70%)	9.15%
Other Sources	27,393,850	25,573,739	27,329,479	**34,860,185**	27.56%	50.38%
Internal Charges	-	-	-	**-**	0.00%	0.00%
Total Revenues	$ 80,829,539	$ 66,303,106	$ 65,334,689	**$ 69,194,044**	5.91%	100.00%
Personnel Services	$ 9,632,864	$ 10,265,066	$ 12,186,921	**$ 12,232,900**	0.38%	17.68%
Materials & Services	6,024,000	7,147,385	8,257,421	**8,399,471**	1.72%	12.14%
Capital Outlay	22,566,066	14,098,538	20,808,166	**27,971,361**	34.42%	40.42%
Transfers Out	7,354,806	7,128,410	9,270,980	**6,332,402**	(31.70%)	9.15%
Contingencies	-	-	6,608,263	**6,946,944**	5.13%	10.04%
Debt Service	9,281,675	5,665,912	6,824,604	**6,225,966**	(8.77%)	9.00%
Other Financing Use	-	-	-	**-**	0.00%	0.00%
Unappropriated	-	-	1,378,334	**1,085,000**	(21.28%)	1.57%
Total Expenditures	$ 54,859,411	$ 44,305,311	$ 65,334,689	**$ 69,194,044**	5.91%	100.00%

City of Lebanon & URD's FY2020/21
Budget by Revenue Category




City of Lebanon & URD's FY2020/21
Budget by Expense Category
Transfers Out
9%
Contingencies
10%
Debt Service
9%
Unappropriated
2%
Personnel Services
14%
Materials & Services
12%
Capital Outlay
40%

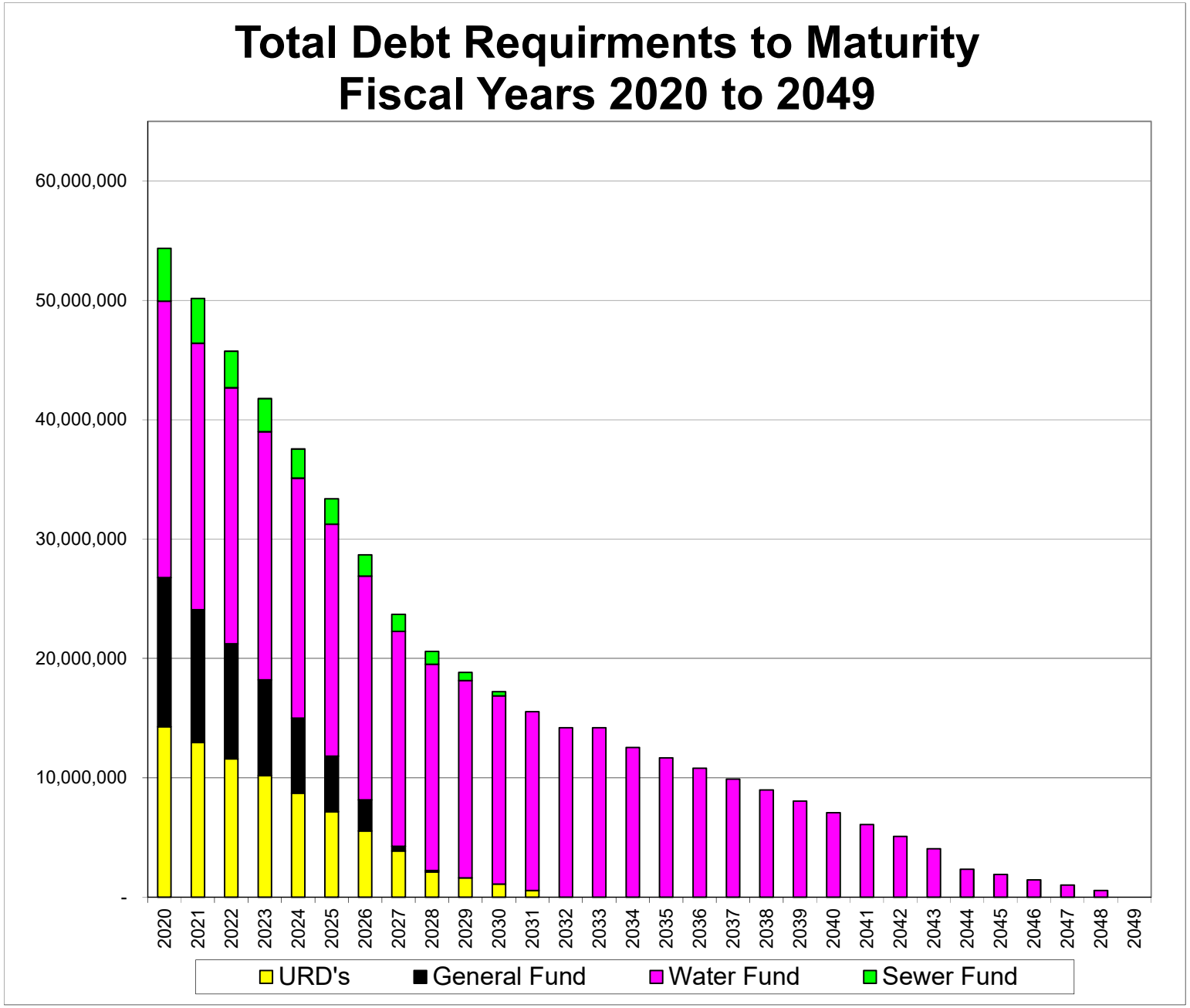
Total Debt Requirements to Maturity Fiscal Years 2020 to 2049

Balance at 6/30	2020	2021	2022	2023	2024	2025	2026	2027
Water Fund	23,173,331	22,319,029	21,441,355	20,784,927	20,114,349	19,429,215	18,729,103	18,013,577
Sewer Fund	4,413,852	3,756,623	3,073,000	2,767,942	2,451,407	2,123,351	1,783,728	1,427,493
URD's	14,270,362	12,962,031	11,595,522	10,180,576	8,711,937	7,169,327	5,557,450	3,871,020
General Fund	12,498,621	11,119,043	9,638,882	8,032,963	6,281,248	4,643,865	2,605,612	386,401
Total Debt Service	54,356,166	50,156,726	45,748,759	41,766,408	37,558,941	33,365,757	28,675,892	23,698,491

	2028	2029	2030	2031	2032	2033	2034	2035
Water Fund	17,282,189	16,534,475	15,769,954	14,988,132	14,188,495	14,188,495	12,533,648	11,677,326
Sewer Fund	1,059,598	680,000	345,000	-	-	-	-	-
URD's	2,114,746	1,613,324	1,096,441	558,775	-	-	-	-
General Fund	121,230	-	-	-	-	-	-	-
Total Debt Service	20,577,763	18,827,799	17,211,395	15,546,907	14,188,495	14,188,495	12,533,648	11,677,326

	2036	2037	2038	2039	2040	2041	2042	2043
Water Fund	10,800,965	9,903,964	8,985,699	8,045,525	7,082,777	6,096,767	5,086,784	4,052,092
Total Debt Service	10,800,965	9,903,964	8,985,699	8,045,525	7,082,777	6,096,767	5,086,784	4,052,092

	2044	2045	2046	2047	2048	2049
Water Fund	2,346,449	1,905,517	1,460,176	1,010,382	556,090	(0)
Total Debt Service	2,346,449	1,905,517	1,460,176	1,010,382	556,090	(0)


Total Debt Requirments to Maturity
Fiscal Years 2020 to 2049
60,000,000
50,000,000
40,000,000
30,000,000
20,000,000
10,000,000
-
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
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2038
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2041
2042
2043
2044
2045
2046
2047
2048
2049
URD's
General Fund
Water Fund
Sewer Fund

Schedule of 2020-21 Budgeted Interfund Transfers

Purpose	Acct Number	Description	Revenue	Expense
To provide funding for salaries. Salaries are posted to a home department to make the compensation budget more transparent. There is an FTE allocation chart included in the budget to detail how the position funding is allocated.	100-000-49000	Trans In Sal/Ben funding	357,248	
	558-000-49000	Trans In Sal/Ben funding	2,000	
	815-815-90183	To Strets-Sal/Ben		2,000
	852-852-90011	To General Fund-Sal/Ben		6,312
	862-862-90011	To General Fund-Sal/Ben		6,312
	872-872-90011	To General Fund-Sal/Ben		6,312
	882-882-90011	To General Fund-Sal/Ben		6,312
	935-935-90011	To General Fund-Sal/Ben		145,000
	940-940-90011	To General Fund-Sal/Ben		187,000
To provide funding for materials and services. Materials and services are posted to a home department to make the materials and services budget more transparent.	100-000-49001	Trans In Mat exp funding	403,362	
	430-430-90010	To General Fund		136,118
	450-450-90010	To General Fund		5,222
	470-470-90010	To General Fund		150,727
	527-527-90010	To General Fund		20,702
	558-558-90010	To General Fund		27,476
	569-569-90010	To General Fund		1,430
	925-925-90010	To General Fund		-
	935-935-90010	To General Fund		26,057
	940-940-90010	To General Fund		35,630
To provide funds to pay Full Faith and Credit Bond debt service. (FFC2015)	314-000-49030	From Wastewater - 470	402,000	
	470-470-90017	To Waste Water Bonds-314		402,000
To provide funds to pay Full Faith and Credit Bond debt service. (FFC2013)	317-000-49022	From Water - 430	241,050	
	317-000-49098	From Northwest URD - 925	1,267,823	
	430-430-90017	To Water Bonds-317		241,050
	925-925-90017	To URD Bonds-317		1,267,823

Schedule of 2020-21 Budgeted Interfund Transfers

Purpose	Acct Number	Description	Revenue	Expense
To provide funding for PERS bond payment.	320-000-49030	Transfer in-PERS Bond	234,830	
	100-195-90030	Transfer to PERS Bond-320		136,690
	430-430-90030	Transfer to PERS Bond-320		29,519
	450-450-90030	Transfer to PERS Bond-320		2,551
	470-470-90030	Transfer to PERS Bond-320		20,561
	527-527-90030	Transfer to PERS Bond-320		3,137
	533-533-90030	Transfer to PERS Bond-320		5,898
	540-540-90030	Transfer to PERS Bond-320		3,152
	542-542-90030	Transfer to PERS Bond-320		6,934
	545-545-90030	Transfer to PERS Bond-320		2,235
	555-555-90030	Transfer to PERS Bond-320		2,265
	558-558-90030	Transfer to PERS Bond-320		12,834
	569-569-90030	Transfer to PERS Bond-320		9,054
To reimburse SDC fund for Short term loan for Strawberry Plaza	862-000-49030	Motel Tax (VIP) fund	62,000	
	510-510-90147	To SDC-Parks-862		62,000
To provide funds to maintain computer based maps and data of the City's infrastructure.	540-000-49022	From Water Fund-430	92,000	
	540-000-49023	From Stormdrain-450	29,000	
	540-000-49025	From W Water Fund-470	116,000	
	540-000-49050	To Building Fund-527	21,000	
	430-430-90025	To GIS-540		92,000
	450-450-90025	To GIS-540		29,000
	470-470-90025	To GIS-540		116,000
	527-527-90025	To GIS-540		21,000
To provide funds from the general fund to maintain City parks.	533-533-49010	From General Fund	495,722	
	100-195-90024	To Park Enterprise		495,722

Schedule of 2020-21 Budgeted Interfund Transfers

Purpose	Acct Number	Description	Revenue	Expense
To provide funds for the management and implementation of the computer network and telecommunications systems, including equipment replacement reserve.	542-000-49010	From General Fund	510,010	
	542-000-49022	From Water Fund-430	78,150	
	542-000-49025	From W Water Fund-470	66,493	
	542-000-49029	From Dial-A-Bus-569	13,820	
	542-000-49033	From Eng Dev Review-555	5,181	
	542-000-49046	From Streets Fund-558, 559, 815	14,247	
	542-000-49047	From Storm Drain-450	10,369	
	542-000-49050	From Bldg Inspect-527	35,730	
	100-195-90027	To Info System Service-542		510,010
	527-527-90027	To Info System Service-542		35,730
	555-555-90027	To Info System Service-542		5,181
	430-430-90027	To Info System Service-542		78,150
	450-450-90027	To Info System Service-542		10,369
	470-470-90027	To Info System Service-542		66,493
	558-558-90027	To Info System Service-542		14,247
	569-569-90027	To Info System Service-542		13,820
To reimburse SDC fund for charges waived under SHS economic agreements	882-000-49175	From North Gateway Leb URD-940	313,645	
	940-940-90151	To SDC-Streets-882		313,645
To move infrastructure deferral into Streets Capital Projects	840-000-49109	From Infra. Deferral	60,101	
	845-845-90115	To Street Capital Proj		60,101
To reimburse NW Urban Renewal District for projects done that were over planned amounts.	925-000-49161	From City of Lebanon	1,108,568	
	100-195-90164	To NW URD		350,000.00
	430-430-90164	To NW URD		500,000.00
	820-820-90164	To NW URD		258,568

Schedule of 2020-21 Budgeted Interfund Transfers

Purpose	Acct Number	Description	Revenue	Expense
To provide funds for the cleaning and light maintenance of all city facilities, as well as coordinating the sanitary supplies and inventory.	545-000-49010	From General Fund	149,224	
	545-000-49022	From Water Fund-430	11,634	
	545-000-49025	From W Water Fund-470	9,440	
	545-000-49029	From Dial-A-Bus-569	4,738	
	545-000-49032	From GIS-540	1,468	
	545-000-49033	From Eng Dev Review-555	941	
	545-000-49038	From Info Sys-542	-	
	545-000-49046	From Streets Fund-558, 559, 815	3,927	
	545-000-49047	From Storm Drain-450	982	
	545-000-49050	From Bldg Inspect-527	1,699	
	100-195-90028	To Custodial & Bldg Maint		149,224
	527-527-90028	To Custodial & Bldg Maint		1,699
	540-540-90028	To Custodial & Bldg Maint		1,468
	542-542-90028	To Custodial & Bldg Maint		-
	555-555-90028	To Custodial & Bldg Maint		941
	430-430-90028	To Custodial & Bldg Maint-545		11,634
	450-450-90028	To Custodial & Bldg Maint-545		982
	470-470-90028	To Custodial & Bldg Maint-545		9,440
	558-558-90028	To Custodial & Bldg Maint-545		3,927
	569-569-90028	To Custodial & Bldg Maint-545		4,738
To provide funds to Street fund street lights	558-000-49010	From General Fund-100	45,000	
	100-195-90183	To Streets-558		45,000
To Repay interfund loan from the Street Improvement SDC fund from the Storm Drain Utility Fund	882-000-49175	From North Gateway Leb URD-940	46,000	
	450-450-90130	To Street Impro SDC Fund - 882		46,000
To set funds aside for equipment acquisition and replacement. In this way, equipment replacement costs are more evenly distributed over future years.	820-000-49010	From General Fund	52,000	
	820-000-49046	From Streets Fund-558	65,000	
	100-180-90105	To Eqpt Acq & Rep Fund-820		32,000
	100-195-90105	To Eqpt Acq & Rep Fund		20,000
	558-558-90105	To Eqpt Acq & Rep Fund-820		65,000

CITY OF LEBANON
2020-21 BUDGET PROCESS

The City of Lebanon's budget process is driven primarily by four components: 1) revenue forecast, 2) Council goals, 3) department objectives, 4) Oregon Local Budget Law as set out in Chapter 294 of the Oregon Revised Statutes. Under this law, annual budgeting is required and very specific steps are laid out to encourage maximum citizen participation. The budget must be adopted prior to July 1, so that the City will have spending authority when the new fiscal year begins on that date.

For the City of Lebanon, the process of putting the document together begins in January, when the budget calendar is prepared. Departments, under the guidance of the department director or program manager, prepare their budgets that they submit to the City Manager for final discussion and approval.

The proposed budget goes first to the Budget Committee, which is made up of six community members, the City Council, and the Mayor. The committee meets publicly to discuss the budget, make changes if needed, and approve it. Copies of the budget are made available to the public, after they have been submitted to the Budget Committee. The committee approves a tax rate and any bond levy amount needed.

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

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

For other parts of the budget, especially the General fund which includes many of the services most typical for a city, such as Administration, Parks, Library, Police, Senior Services, Planning, Municipal Court, and Financial Management, the City Council and the Budget Committee set priorities and the priorities are implemented by staff.

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

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

The City of Lebanon and the Lebanon Urban Renewal Agency total 42 funds and the general fund has 11 departments or divisions. Some of departments like the utilities also have multiple departments. The City of Lebanon budget is very similar to a corporate conglomerate that provides services but also has four major subsidiaries providing utility services and construction projects.

Lebanon Budget Calendar for FY 2020-21 (updated 5/7/2020)

Dec 5	City Recorder's Office reviews Budget Committee terms and advertises accordingly.
Jan 31	Directors send FD and CM any requested personnel changes
Feb 14	FD input payroll projections to year end. Department Directors input year end projections.
Feb 18	Management Team Budget Meeting
Feb 28	Custodial/Maintenance Services & IT & GIS FY20-21 proposed amounts entered so transfers may be calculated.
Mar 13	FY20-21 Salary Projection prepared and entered in Budget spreadsheet. FD enters major fund revenues for FY20-21
Mar 25	Departments & FD revise Excel budget proposal spreadsheet with revised estimates to FY19-20 year end and updated "Proposed" column for FY20-21 amounts.
Mar 25	Directors notify FD by 5:00 p.m. that they have updated their FY20-21 detail and narratives. FD enters Finance detail & narrative changes for URD budgets.
Apr 1 - 3	Directors have budget meetings with FD & CM.
Apr 10	FD enters any changes from budget meetings with City Manager, and rebalances budget.
Apr 15	Departments Narratives & Detail sheets are completed.
Apr 15	All Departments updated charts/graphs due. These should all be saved in the "L:\budget\2020-21\Charts Graphs Misc" Folder. FD updates Budget Comparison, Total Revenue & General fund Expenditures charts.
May 7	City Website - Post 1st notice of Proposed Budget Committee Meetings & Public Hearing on State Shared Revenue. 2nd notice to be published in Lebanon Express 4/29.
May 8	CM prepares Budget Message, FD prepares Budget Process. Finance begin to assemble Proposed Budget Document.
May 8	FD finalizes Proposed Budget Document for printing in-house. Updated Distribution List should be discussed at a Management Team Level (see City Recorder for information)
May 11	Proposed Budgets delivered to Budget Committee Members along with a current year Rev/Expense report thru May 8
May 13	City Website - Publication of 2nd notice of Proposed Budget Meetings & Public Hearing on State Shared Revenue.
May 20	**Proposed Committee Budget Meeting & Public Hearing @12 p.m. (Santiam Travel Station.)**
May 21	**2nd Proposed Budget Meeting @ 12 p.m. (Santiam Travel Station.)**
May 22	FD makes any budget updates approved by the budget committee
May 26	Last day for ALL departments to complete any Narrative and detail page updates based on the Budget Committee's approved budget, due by 5:00 p.m. Departments update Estimates to Year End column on the budget spreadsheet.
May 29	FD prepares the Budget Public Hearing Notices and State Rev Sharing hearing notices for meeting on 6/10/20, notice to be published on City website and facebook pages.
June 1	FD prepares State Shared Revenue Resolution, Ordinance and memo for June 10 Council Meeting , due by 5pm. Check with City Recorder's Office for property format/templates.

Lebanon Budget Calendar for FY 2020-21 (updated 5/7/2020)

June 3	State Revenue Sharing public hearing notice and the Budget hearing notices are published in the ADH for June 10 Council Meeting (See May 29).
June 4	Last day for the public notice on approved budget to be published to meet "no less then 5 days" rule. Would need to be published in the Albany DH.
June 4	Last day for the public to submit testimony on proposed uses of State Revenue Sharing Funds to the City Manager.
June 10	**Regularly scheduled City Council Meeting. Public Hearing on approved uses of State Revenue Sharing is held. Resolution and Ordinance to accept State Shared Revenue to be adopted by Council.**
June 10	Regularly scheduled City Council Meeting. Public hearings include: -City of Lebanon Approved Budget -Lebanon Urban Renewal Agency Approved Budget -ADOPT BUDGET(S)
June 15	Departments notify FD that their narratives, detail, and charts and graphs have been updated in the Adopted Budget folders.
June 20	CM revises budget message to reflect Adopted Budget, FD revises Budget Process.
June 22	FD assemble the Adopted Budget to be written to a PDF document.
June 29	FD will notify departments that Adopted budget document is available on the Website
June 29	FD supplies one complete Adopted Budget (Detail, Narrative and Computers Sheets) to City Recorder
July 13	Last day for FD to submit required budget documents to the Linn County Assessor's Office.
July 20	Certificates to be mailed to State regarding State Revenue Sharing. Deadline for State to receive is July 30.

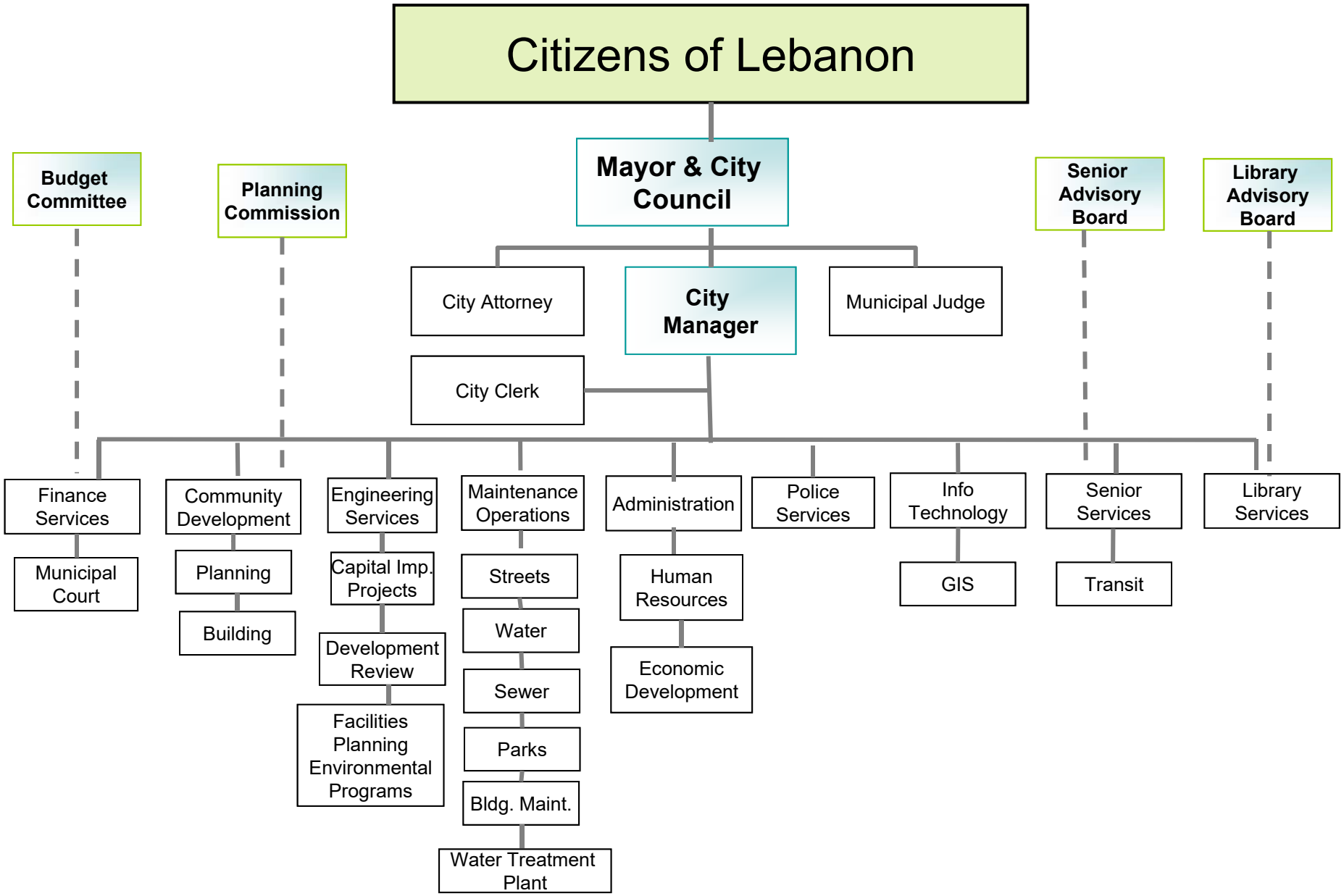
Budget Committee Meeting Notice:

2 publications, not less then 5 or more then 30 days before Budget Committee Meeting - separated by at least 5 days. Can post one in the newspaper and one on the City Website. Due to COVID-19 both can be published on the City Website.

Budget Hearing Notice:

1 publication not less then 5 or more then 30 days before the scheduled budget hearing. Due to COVID-19 can be published on the City Website

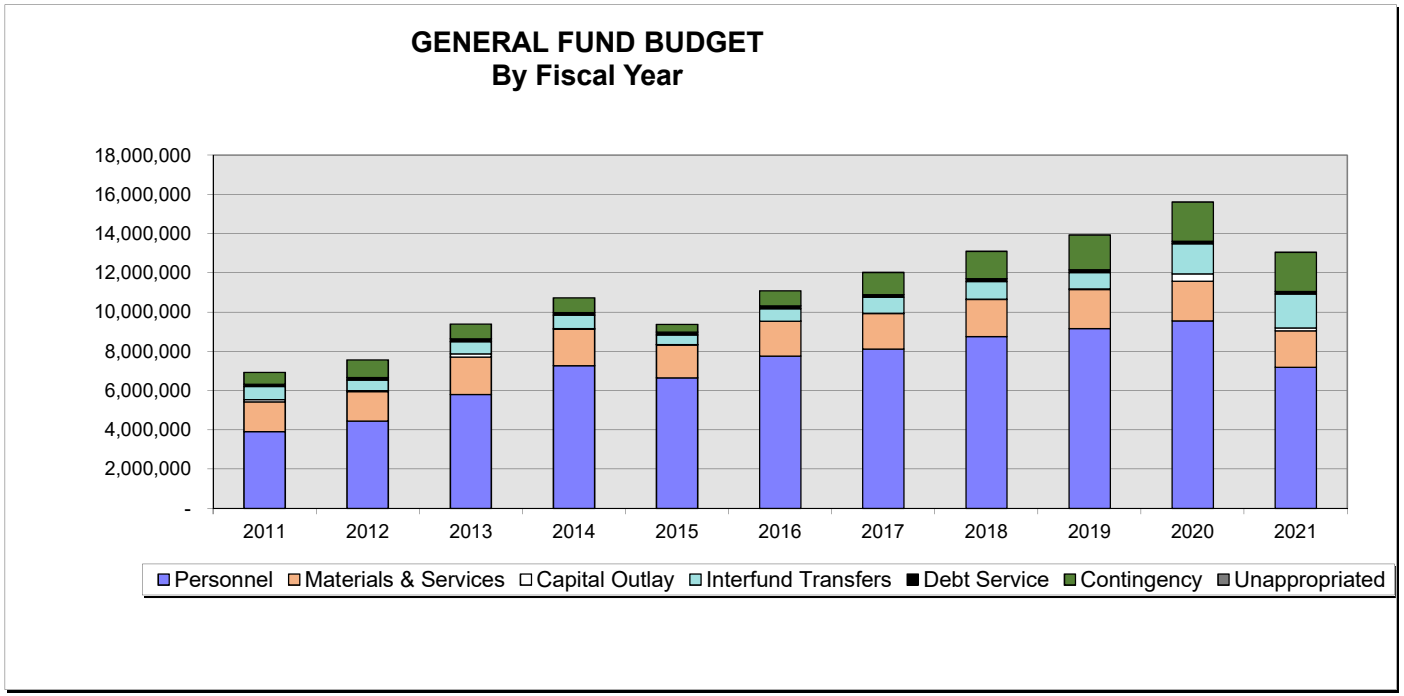
Dates and times are for planning purposes only

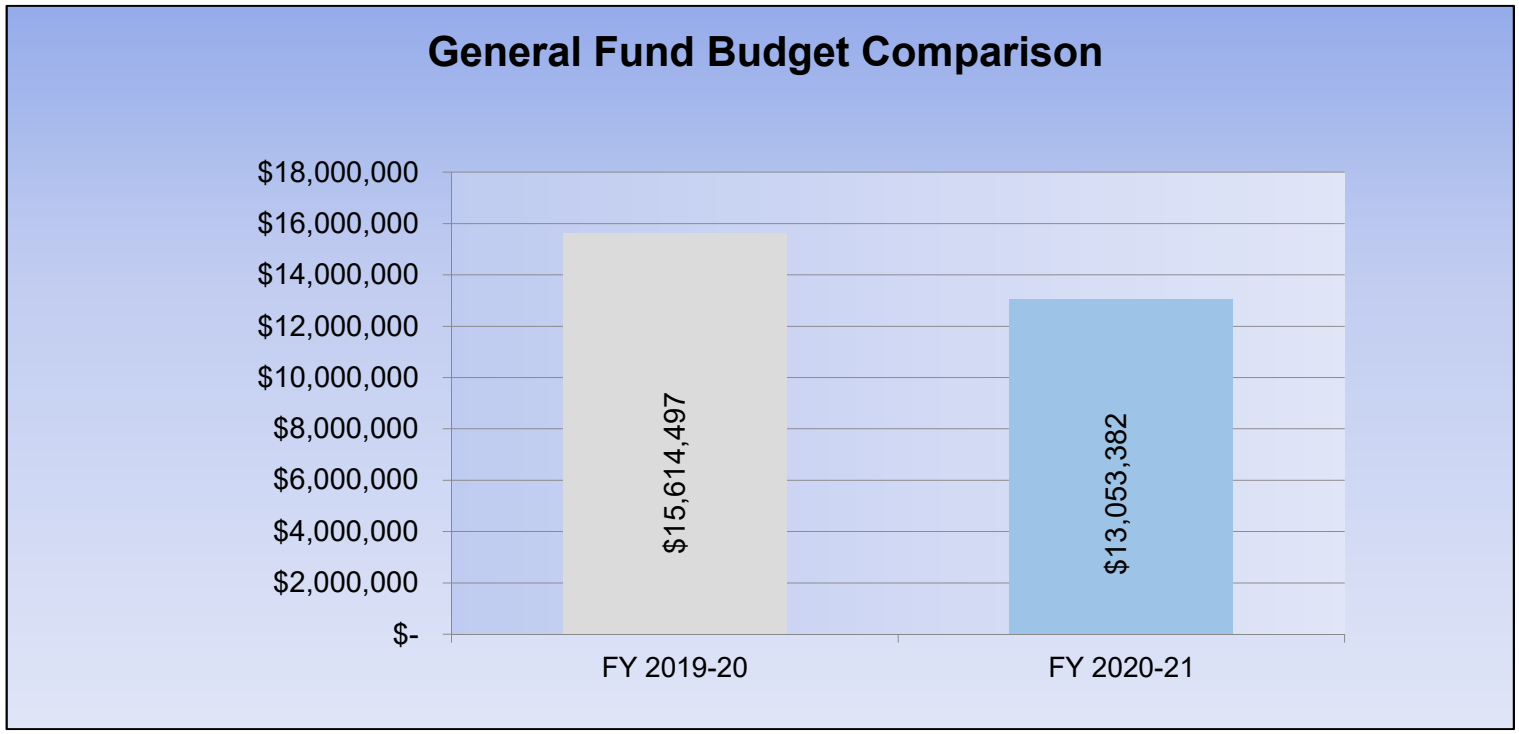

Citizens of Lebanon
Mayor & City Council
Budget Committee
Planning Commission
Senior Advisory Board
Library Advisory Board
City Attorney
City Manager
Municipal Judge
City Clerk
Finance Services
Municipal Court
Community Development
Planning
Building
Engineering Services
Capital Imp. Projects
Development Review
Facilities Planning Environmental Programs
Maintenance Operations
Streets
Water
Sewer
Parks
Bldg. Maint.
Water Treatment Plant
Administration
Human Resources
Economic Development
Police Services
Info Technology
GIS
Senior Services
Transit
Library Services

GENERAL FUND

Requirements by Type for FY21

Dept-Activity	Personal Services	Materials & Services	Capital Outlay	Interfund Transfers	Contingency Fund	Debt Service	Unapprop	**$0 Budget**	Percent of Fund Budget
110-Admin & Economic Dev	$ 102,000	$ 35,305	$ -	$ -	$ -	$ -	$ -	**$ 137,305**	1.05%
116-Human Resources	96,000	17,750	-	-	-	-	-	**113,750**	0.87%
120-City Attorney	-	230,000	-	-	-	-	-	**230,000**	1.76%
126-Commuity Development	243,500	24,975	-	-	-	-	-	**268,475**	2.06%
130-Engineering	-	-	-	-	-	-	-	**-**	0.00%
133-Parks	-	-	-	-	-	-	-	**-**	0.00%
140-Finance	186,000	17,890	1,500	-	-	-	-	**205,390**	1.57%
160-Legislative	134,000	27,850	1,000	-	-	-	-	**162,850**	1.25%
165-Library	482,000	135,095	-	-	-	-	-	**617,095**	4.73%
170-Municipal Court	295,600	252,085	-	-	-	-	-	**547,685**	4.20%
180-Police	5,450,000	504,400	144,500	32,000	-	-	-	**6,130,900**	46.97%
190-Senior Services	210,000	46,750	3,000	-	-	-	-	**259,750**	1.99%
195-Non-Departmental	-	554,789	-	1,706,646	1,995,556	123,191	-	**4,380,182**	33.56%
Fund Totals	$ 7,199,100	$ 1,846,889	$ 150,000	$ 1,738,646	$ 1,995,556	$ 123,191	$ -	**$ 13,053,382**	100.00%
Percent of General Fund	55.15%	14.15%	1.15%	13.32%	15.29%	0.94%	0.00%	**100.00%**	



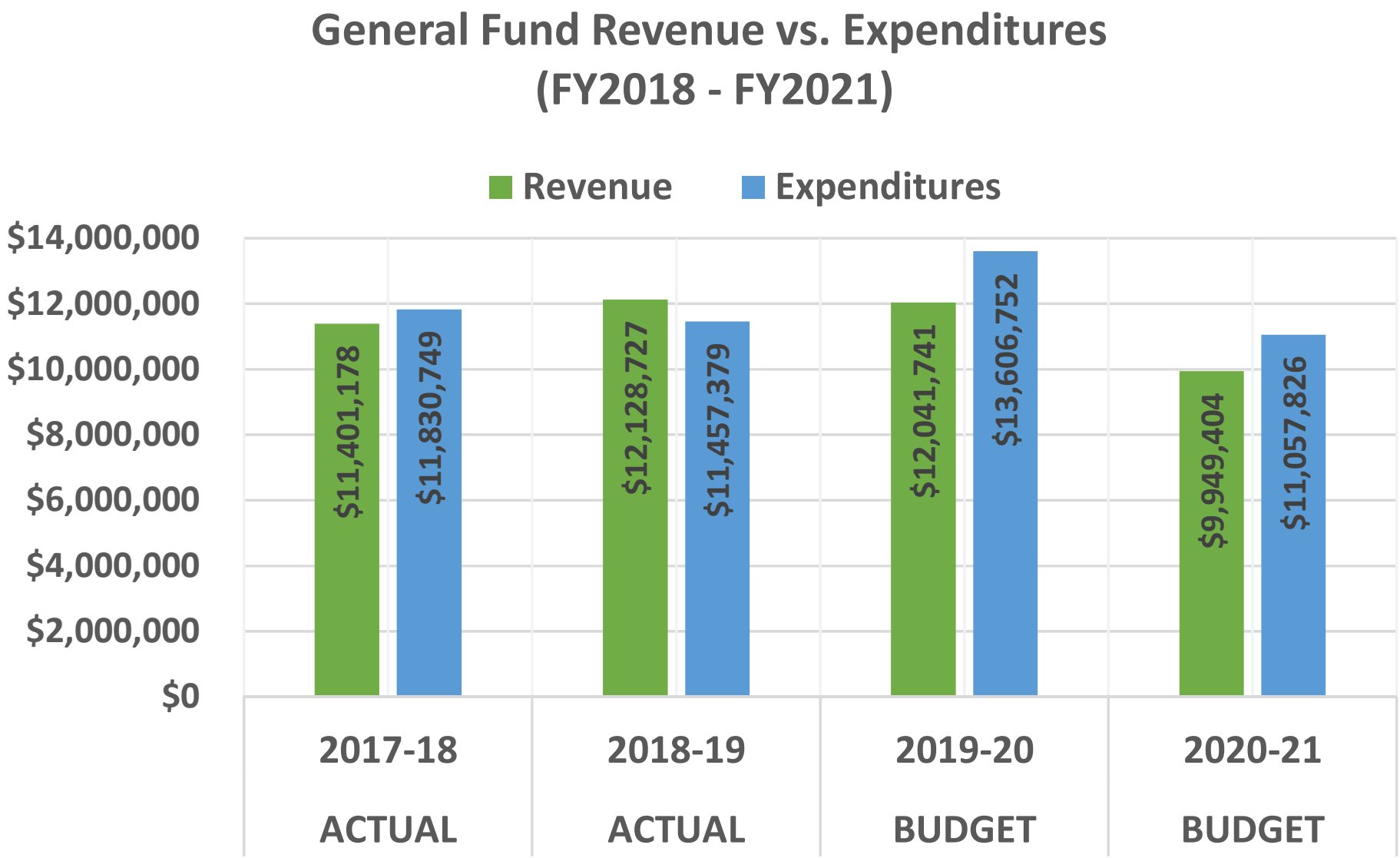


FY 2020-21

Personnel Services	$	7,199,100	Transfers Out	$	1,738,646
Materials & Services	$	1,846,889	Contingencies	$	1,995,556
Capital Outlay	$	150,000	Other Financing Uses	$	-
Debt Service	$	123,191	Unappropriated	$	-

FY 2019-20

Personnel Services	$	9,564,232	Transfers Out	$	1,521,309
Materials & Services	$	2,022,321	Contingencies	$	2,007,745
Capital Outlay	$	373,151	Other Financing Uses	$	-
Debt Service	$	125,739	Unappropriated	$	-


General Fund Revenue vs. Expenditures
(FY2018 - FY2021)
Revenue
Expenditures
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
$11,401,178
$11,830,749
$12,128,727
$11,457,379
$12,041,741
$13,606,752
$9,949,404
$11,057,826
2017-18 ACTUAL
2018-19 ACTUAL
2019-20 BUDGET
2020-21 BUDGET

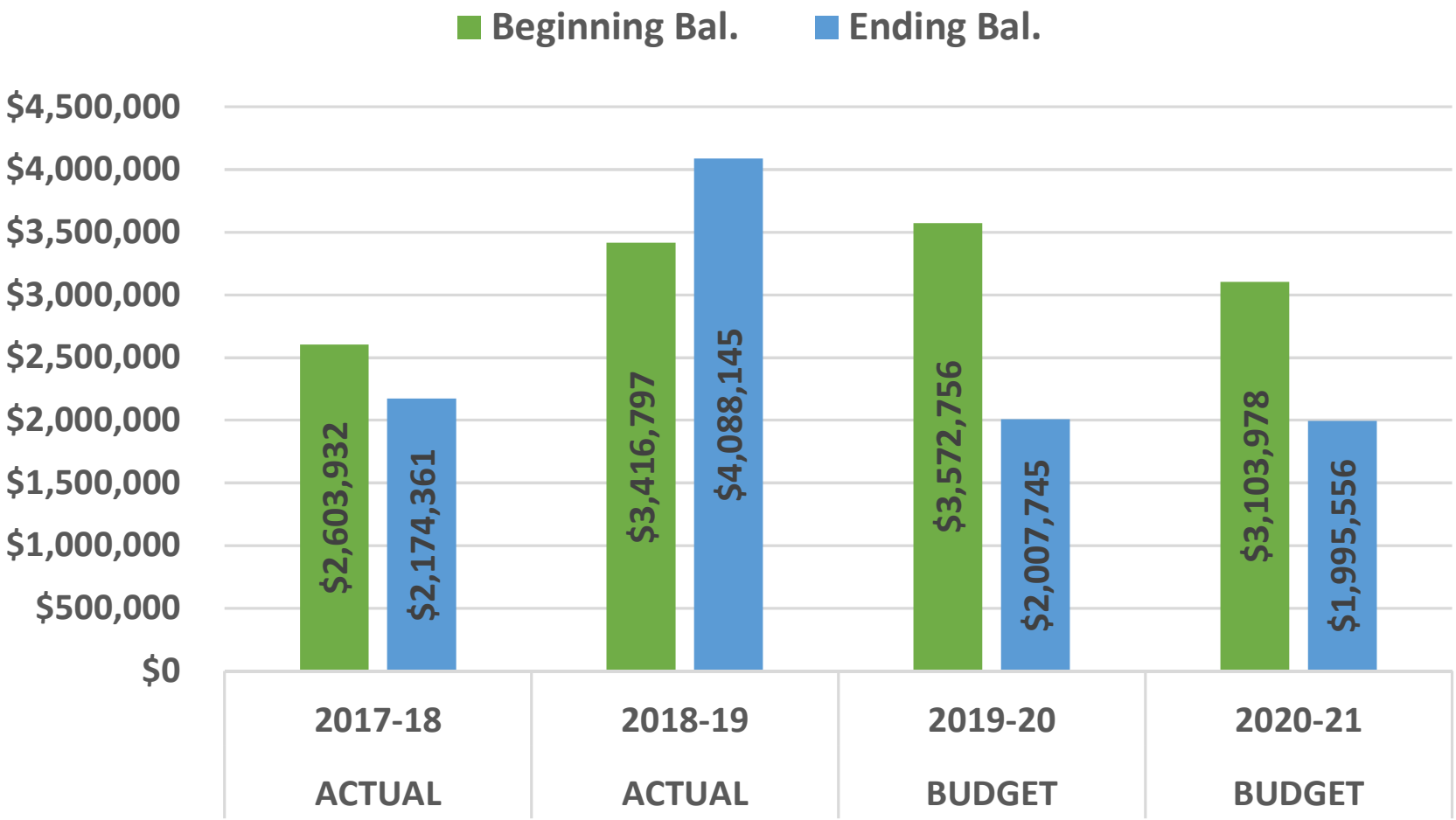
GENERAL FUND **FUND SUMMARY**

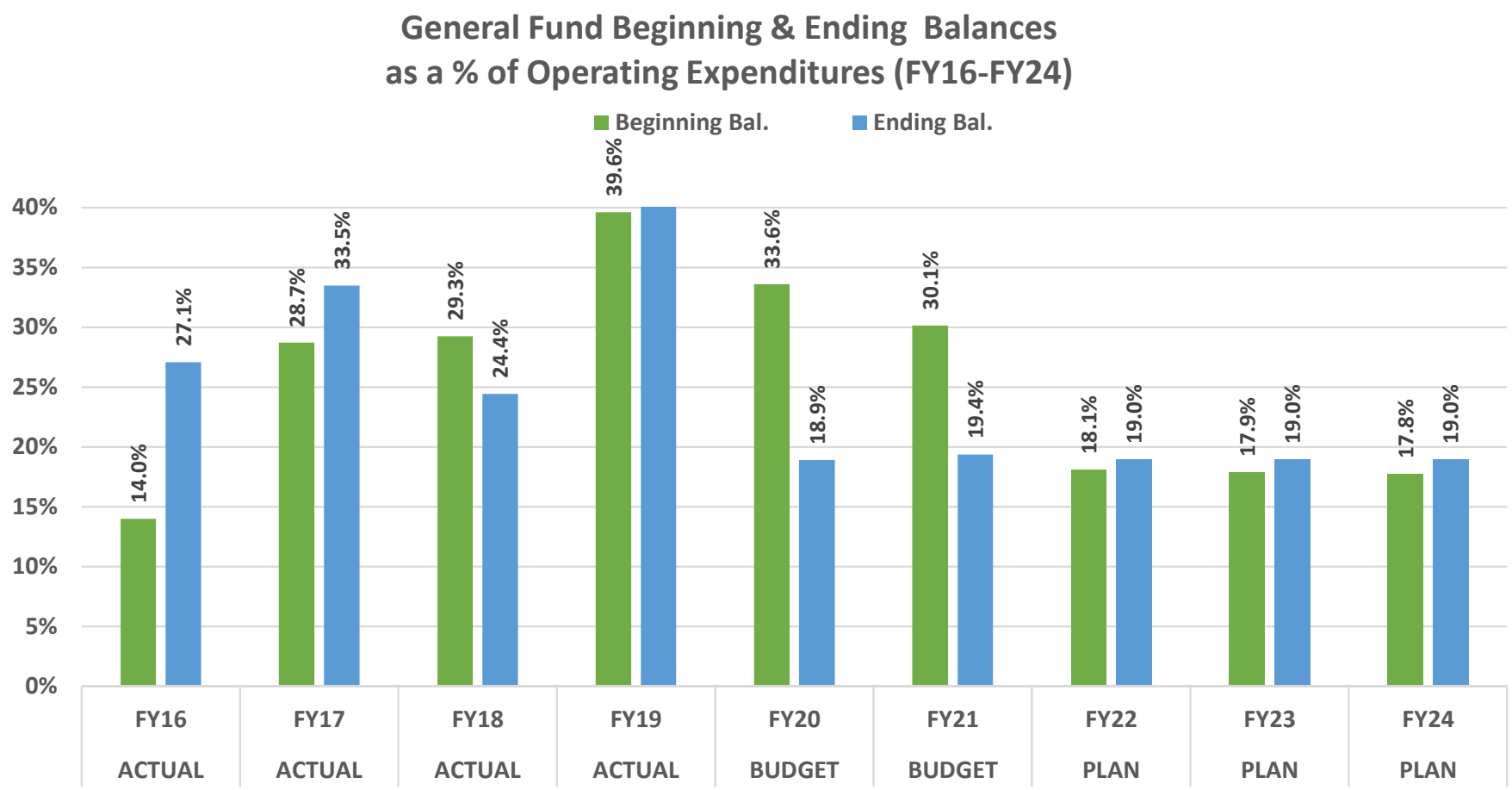
	ACTUAL 2017-18	ACTUAL 2018-19	BUDGET 2019-20	BUDGET 2020-21	% CHANGE FY21/FY20
RESOURCES					
Beginning Balance	**2,603,932**	**3,416,797**	**3,572,756**	**3,103,978**	**-15.1%**
Revenue	**11,401,178**	**12,128,727**	**12,041,741**	**9,949,404**	**-21.0%**
Total Resources	**14,005,110**	**15,545,524**	**15,614,497**	**13,053,382**	**-19.6%**
REQUIREMENTS					
Administration & Economhc Develop	354,853	398,894	451,754	137,305	-229.0%
Human Resources	126,541	160,982	154,935	113,750	-36.2%
City Attorney	175,199	179,027	187,050	230,000	18.7%
Community Development & Planning	299,096	376,777	479,813	268,475	-78.7%
Public Works	952,967	1,045,652	1,175,290	0	#DIV/0!
Parks	596,539	669,194	668,188	0	#DIV/0!
Finance	550,685	603,519	648,244	205,390	-215.6%
Legislative	219,384	252,109	279,867	162,850	-71.9%
Library	509,489	541,964	678,512	617,095	-10.0%
Municipal Court	277,624	282,707	302,518	547,685	44.8%
Police	5,053,278	5,209,123	5,973,540	6,130,900	2.6%
Senior Services	248,509	261,298	311,892	259,750	-20.1%
Non-Departmental	2,466,585	1,476,133	2,295,149	2,384,626	3.8%
Total Expenditures	**11,830,749**	**11,457,379**	**13,606,752**	**11,057,826**	**-23.1%**
Contingency/Ending Balance	**2,174,361**	**4,088,145**	**2,007,745**	**1,995,556**	**-0.6%**
(ending balance includes both working 2% and Operating 17%contingencies)					
Total Requlrements	**14,005,110**	**15,545,524**	**15,614,497**	**13,053,382**	**-19.6%**

GENERAL FUND **INTERNAL SERVICES EXPENDITURE RECONCILIATION**

	ACTUAL 2017-18	ACTUAL 2018-19	BUDGET 2019-20	BUDGET 2020-21	% CHANGE FY20/FY19
Total Expenditures	11,830,749	11,457,379	13,606,752	11,057,826	-23.1%
less Internal Svcs Salary/Benefits	2,663,220	2,570,503	2,564,694	357,248	-617.9%
less Internal Svcs Materials/Services	268,385	264,423	411,982	403,362	-2.1%
General Fund Services Expenditures	**8,899,144**	**8,622,453**	**10,630,076**	**10,297,216**	**-3.2%**

General Fund Beginning & Ending Balances (FY2018-FY2021)





Ending Balance Plan (FY16-FY24)

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	GENERAL FUND							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
100-000-47010	Current Property Taxes	4,713,804	5,063,721	5,165,171	5,215,000	5,340,000		
100-000-47020	Delinquent Prop Taxes	128,553	222,891	115,000	85,000	75,000		
100-000-47030	Marijuana Tax	166,105	159,189	140,000	165,000	160,000		
100-000-48101	Interest On Taxes	25,700	24,685	-	-	-		
	Rev.-Taxes & Assess Totals	**5,034,162**	**5,470,486**	**5,420,171**	**5,465,000**	**5,575,000**	**-**	**-**
R2	Rev.-Licenses & Permits							
100-000-44010	Consumer Power, Inc	91,598	92,545	87,500	100,000	100,000		
100-000-44020	Alb-Leb Sanitation Franchise	186,739	187,607	195,000	205,000	205,000		
100-000-44030	Comcast Franchise	177,119	173,558	175,000	160,000	155,000		
100-000-44031	LS Networks Franchise	1,380	869	1,000	800	100		
100-000-44032	Peak Franchise	2,200	-	2,500	-	-		
100-000-44035	NW Nat Gas Franchise	204,609	201,547	200,000	195,000	195,000		
100-000-44036	CMS Nat Gas Franchise	44,238	67,979	57,500	50,000	50,000		
100-000-44040	PP&L Elect Franchise	915,496	904,197	920,000	950,000	1,000,000		
100-000-44060	CenturyTel Franchise	30,024	26,065	25,000	25,000	20,000		
100-000-44062	Ringcentral Franchise	44	209	-	100	-		
100-000-44070	Water Utility Franchise	258,269	261,991	255,000	255,000	255,000		
100-000-44075	Stromdrain Franchise	22,903	23,396	23,750	23,750	23,750		
100-000-44080	Wastewater Utility Franchise	263,762	268,477	280,000	275,000	275,000		
100-000-46020	Business Licenses	9,770	9,890	6,500	3,230	3,230		
100-000-46022	Business Registration Fee	225	270	250	-	-		
	Rev.-Licenses & Permits Totals	**2,208,376**	**2,218,600**	**2,229,000**	**2,242,880**	**2,282,080**	**-**	**-**

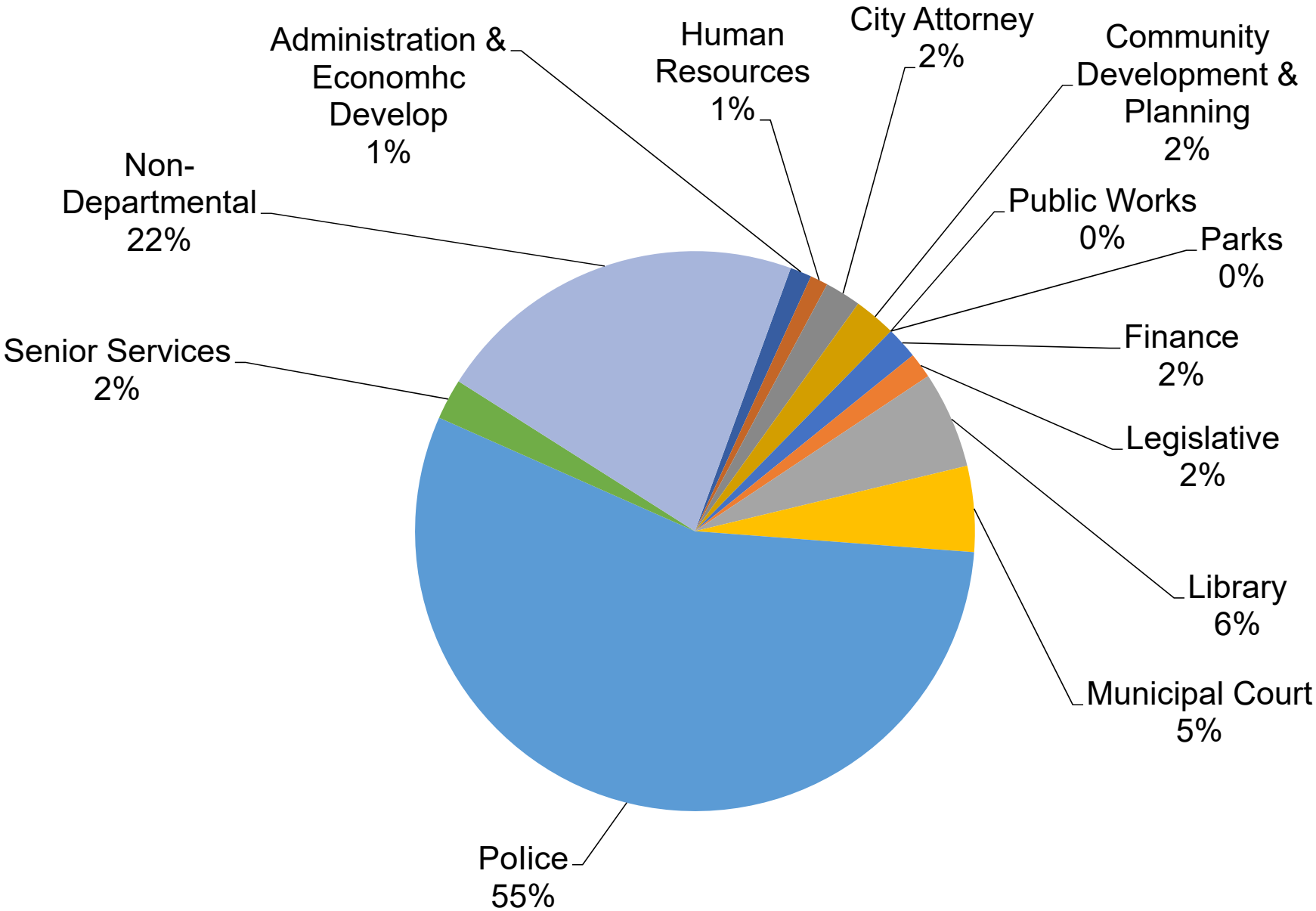
City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
R3	Rev.-Fines & Forfeits							
100-000-43005	Jail Assess Admin Fee	1,454	1,165	1,500	836	1,000		
100-000-43008	Mu Crt Collections	105,112	103,183	95,000	80,000	80,000		
100-000-43010	Mu Crt Fine & Forfeit	335,348	281,047	250,000	250,000	250,000		
100-000-48240	City Fees Assessed	-	-	-	-	65,000		
100-000-48241	Linn Co. Assessments	-	-	-	-	3,000		
100-000-48242	ODR Alcohol Assessments	-	-	-	-	1,000		
100-000-48246	LEMLA	-	-	-	-	500		
100-000-48247	Unitary Assessments	-	-	-	-	8,000		
100-000-48250	County (2013)	-	-	-	-	15,000		
100-000-48271	State Criminal Fines	-	-	-	-	70,000		
100-000-48272	Court Security Assessment	-	-	-	-	1,000		
100-000-45095	Seat Belt Diversion Fee	8,580	5,640	4,000	4,320	4,000		
	Rev.-Fines & Forfeits Totals	**450,494**	**391,035**	**350,500**	**335,156**	**498,500**	**-**	**-**
R4	Rev.-Intergovernmental							
100-000-41046	Police Grants	2,577	-	-	-	-		
100-000-41050	State Grant Funds	1,101	-	-	-	-		
100-000-41070	St Cigarette Revenue	20,441	19,335	17,000	18,000	17,000		
100-000-41080	State Liquor Revenue	264,784	280,565	275,000	280,000	280,000		
100-000-41100	State Police IGA	-	71,175	71,175	46,230	71,175		
100-000-41200	School Resource Officer	-	88,004	93,631	93,631	95,151		
100-000-42000	Jail IGA Revenue	14,625	-	-	-	-		
100-000-49040	State Revenue Sharing	199,162	209,240	200,000	200,000	200,000		
	Rev.-Intergovernmental Totals	**502,690**	**668,319**	**656,806**	**637,861**	**663,326**	**-**	**-**
R5	Rev.-Chgs for Services							
100-000-48070	Extra Police Service	-	1,817	-	237	-		
100-000-48080	School District Landscape Main	-	150,000	150,000	150,000	-		
100-000-48131	Towing Admin Cost	1,300	1,400	600	200	-		
100-000-48295	Xerox Copies	39	-	-	-	-		
	Rev.-Chgs for Services Totals	**1,339**	**153,217**	**150,600**	**150,437**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
R6	Rev.-Miscellaneous							
100-000-45020	Rev From Rented Prop	13,834	17,002	12,888	17,944	12,888		
100-000-48100	Interest On Investment	48,878	96,215	30,000	30,000	30,000		
100-000-48140	Miscellaneous Revenue	76,478	93,531	90,000	63,136	60,000		
100-000-48142	Misc. Revenue-Administration	-	1	-	-	-		
100-000-48143	Misc. Revenue-Legislative	2,500	200	-	-	-		
100-000-48144	Misc. Revenue-Library	34,315	35,103	28,500	24,129	20,000		
100-000-48145	Misc. Revenue-Parks	30,000	-	-	-	-		
100-000-48146	Misc. Revenue-Police	9,358	16,046	9,100	28,297	10,000		
100-000-48147	Misc. Rev-Pass Through	53,780	-	-	-	-		
100-000-48148	Misc. Rev-Sr Ctr	10,143	19,188	9,500	12,401	9,500		
100-000-48149	Misc. Rev-Tall Grass	12,143	1,126	8,000	2,510	1,000		
100-000-48150	Planning Commision Rev	38,210	45,728	25,000	22,850	25,000		
100-000-48151	Art Commission Revenue	2,470	6,504	-	1,630	1,500		
100-000-48180	Private Grant Funds	-	16,500	-	-	-		
	Rev.-Miscellaneous Totals	**332,109**	**347,144**	**212,988**	**202,897**	**169,888**	**-**	**-**
R7	Rev.-Transfers In							
100-000-49000	Trans In Sal/Ben funding	2,663,220	2,570,503	2,564,694	2,564,694	357,248		
100-000-49001	Trans In mat exp funding	268,385	264,423	411,982	411,982	403,362		
100-000-49030	From Motel Tax	45,000	45,000	45,000	-	-		
	Rev.-Transfers In Totals	**2,976,605**	**2,879,926**	**3,021,676**	**2,976,676**	**760,610**	**-**	**-**
R8	Rev.-Other Sources							
100-000-41052	Bank Loan Funds-Tan	1,194,930	-	-	-	-		
100-000-49901	Beginning Balance	2,603,932	3,416,797	3,572,756	4,088,146	3,103,978		
	Rev.-Other Sources Totals	**3,798,862**	**3,416,797**	**3,572,756**	**4,088,146**	**3,103,978**	**-**	**-**
	Revenue Sub Totals:	**15,304,637**	**15,545,524**	**15,614,497**	**16,099,053**	**13,053,382**	**-**	**-**

General Fund Requirements
(By Departments)



OREGON
Lebanon
THE CITY THAT FRIENDLINESS BUILT
CITY HALL
City of Lebanon

General Fund
Administration Department-110

Purpose

The Administration Department provides budget authority for the activities of the City Manager's Office including human resource management, external communications and the general administration and direction of all City Departments.

FY2020-2021 Objective

The Administration Department oversees the delivery of City services, the general administration of City staff and oversight of capital projects. The Department focuses on providing leadership to the management team and staff and pursuing economic development opportunities that gain new jobs for the community and expand the City's tax base.

FY2020-2021 Staffing and Expenses Allocation

The Administration Department is supported by a cumulative total of 1.0 FTE which is allocated across multiple areas of the organization. The General Fund allocation of that FTE is 0.44.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	ADMINISTRATION							
E1	Exp.-Personal Services							
100-110-50001	Salaries	212,637	222,461	249,119	245,000	70,000		
100-110-50015	Vehicle Allowance	6,588	6,588	-	-	-		
100-110-50515	Def. Comp Match	6,000	6,000	-	-	-		
100-110-51000	Fringe Benefits - Budget	105	97	122,780	57,000	32,000		
100-110-51005	Taxes - Federal	13,931	14,880	-	-	-		
100-110-51010	Taxes - State	150	6	-	-	-		
100-110-51015	PERS	34,935	35,879	-	-	-		
100-110-51020	Workers Compensation	50	420	-	-	-		
100-110-51023	Unemployment	362	483	-	-	-		
100-110-51025	Insurance - Health	38,656	38,620	-	-	-		
100-110-51030	Insurance - HRA/PSA	4,290	6,124	-	-	-		
100-110-51035	Insurance - Life	864	864	-	-	-		
100-110-51036	Insurance - Life/LTD	266	248	-	-	-		
100-110-51040	Insurance - Disability	634	551	-	-	-		
100-110-59000	Group Term Life	390	-	-	-	-		
	Exp.-Personal Services Totals	**319,858**	**333,221**	**371,899**	**302,000**	**102,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**2.00**	**2.00**	**2.00**		**0.44**		
E2	Exp.-Materials & Services							
100-110-61008	Advertising (Admin)	2,400	2,510	2,650	1,400	2,650		
100-110-61112	Community Outreach	1,313	19,422	15,000	2,775	5,000		
100-110-61130	Contract Services	3,103	11,371	27,000	46,574	11,000		
100-110-61240	Dept/Operating Expense	11,491	13,496	15,650	18,027	5,000		
100-110-61250	Dept/Op Supplies	95	1,017	700	36	700		
100-110-61294	Dues & Subscript (Admin)	3,276	3,478	4,630	946	4,630		
100-110-61320	Education & Training	235	-	1,500	-	1,500		
100-110-61574	Maint/Eqpt (Admin)	-	-	125	-	125		
100-110-61600	Meetings & Conferences	10,415	9,789	7,100	3,596	3,000		
100-110-61700	Office Supplies	126	55	500	10	200		
100-110-61704	Office Supplies (Admin)	202	220	-	20	-		
100-110-62000	Art Commission	2,339	4,315	5,000	5,000	1,500		
	Exp.-Materials & Services Totals	**34,995**	**65,673**	**79,855**	**78,385**	**35,305**	**-**	**-**
	ADMINISTRATION Totals	**354,853**	**398,894**	**451,754**	**380,385**	**137,305**	**-**	**-**

General Fund
Human Resource Department-116

Purpose

The Human Resource Department provides the budget authority to administer the human resources of the City. Human Resource assists employees with their recruitment, onboarding, benefits, professional development and training opportunities. Programs are designed to improve employee job satisfaction, performance, and retention. The Human Resource Department's primary functions are: Organizational Strategic Planning, Workforce Planning and Employment, Human Resource Development, and Employee and Labor Relations.

FY2020-2021 Objective

The objective of the Human Resource Department is to provide budgetary authority to administer the City's human resource programs and services.

FY2020-2021 Staffing and Expense Allocation

The Human Resource Department is supported by a cumulative total of 1 FTE which is allocated across multiple areas of the organization. The General Fund allocation of that FTE is 0.68.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	HUMAN RESOURCES							
E1	Exp.-Personal Services							
100-116-50001	Salaries	73,006	93,495	82,826	82,351	61,000		
100-116-50250	Part Time	-	979	-	-	-		
100-116-51000	Fringe Benefits - Budget	53	49	54,359	43,500	35,000		
100-116-51005	Taxes - Federal	5,360	6,182	-	-	-		
100-116-51010	Taxes - State	55	3	-	-	-		
100-116-51015	PERS	18,577	19,183	-	-	-		
100-116-51020	Workers Compensation	(31)	98	-	-	-		
100-116-51023	Unemployment	127	158	-	-	-		
100-116-51025	Insurance - Health	12,976	18,544	-	-	-		
100-116-51030	Insurance - HRA/PSA	6,457	2,600	-	-	-		
100-116-51035	Insurance - Life	288	312	-	-	-		
100-116-51036	Insurance - Life/LTD	133	134	-	-	-		
100-116-51040	Insurance - Disability	206	247	-	-	-		
100-116-59000	Group Term Life	320	-	-	-	-		
	Exp.-Personal Services Totals	**117,527**	**141,984**	**137,185**	**125,851**	**96,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**1.00**	**1.00**	**1.00**		**0.68**		
E2	Exp.-Materials & Services							
100-116-61019	Computer Exp (HR)	-	-	500	-	-		
100-116-61130	Contract Services	60	25	-	7,861	-		
100-116-61137	Contract Serv (HR)	2,062	8,798	6,300	13,418	5,500		
100-116-61246	Operating Exp (HR)	5,336	8,345	6,100	1,000	3,550		
100-116-61257	Op Supplies (HR)	434	260	-	150	-		
100-116-61296	Dues & Subscript (HR)	660	249	300	417	700		
100-116-61325	Education & Trng (HR)	266	328	3,500	1,500	4,000		
100-116-61605	Mtgs & Conf (HR)	59	691	750	1,000	3,500		
100-116-61706	Office Supplies (HR)	137	302	300	400	500		
	Exp.-Materials & Services Totals	**9,014**	**18,998**	**17,750**	**25,746**	**17,750**	**-**	**-**
	HUMAN RESOURCES Totals	**126,541**	**160,982**	**154,935**	**151,597**	**113,750**	**-**	**-**

General Fund
Legal Services-120

Purpose

The Legal Services Division provides for the administration of the City's general legal services contract with The Morley Thomas Law Firm. The firm provides legal support to the City organization in civil matters and for prosecutorial services related to the Lebanon Municipal Court. Professional legal services provided through the contract include legal consultation; preparation of legal documents, participation at City Council meetings and other meetings as requested, and representation in general litigation. The City Attorney serves as the legal officer of the City. Outside counsel is used for labor relations or other matters as deemed necessary or when a conflict of interest exists.

FY2020-2021 Objective

The objective of the Legal Services Division is to provide budgetary authority to support the City's legal services.

Expense Allocation-A portion of the services provided under the contract with The Morley Thomas Law Firm, are on behalf of matters falling outside of the General Fund. Proportionate financial transfers from other funds are utilized to offset legal expenses originating in those funds.

FY2020-2021 Staffing

Staffing costs are not provided in this division.

City of Lebanon, OR

Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	CITY ATTORNEY							
E2	Exp.-Materials & Services							
100-120-61014	City Attorney	159,049	157,450	157,000	161,000	205,000		
100-120-61130	Contract Services	-	15,000	-	-	-		
100-120-61132	Outside Attorney's Fees	16,150	6,577	30,000	45,000	25,000		
100-120-61240	Dept/Operating Expense	-	-	50	-	-		
	Exp.-Materials & Services Totals	**175,199**	**179,027**	**187,050**	**206,000**	**230,000**	**-**	**-**
	CITY ATTORNEY Totals	**175,199**	**179,027**	**187,050**	**206,000**	**230,000**	**-**	**-**

General Fund
Community Development Department-Planning 126

Purpose

The Department Planning Services provides the budget authority for the administration of the City's community development, land use, planning and zoning, economic development in participation with the City Manager's Office, and development regulations. Department staff provides assistance to the public, citizen boards and commissions, including the Council, Planning Commission, downtown groups, as well as other advisory committees. Staff also provides clerical support to the Engineering Services and Maintenance Departments; operates the park reservation system and the cross-connection program; coordinates highway banner permits; issues public event permits as well as most city licenses and registrations. Economic Development functions include participation in local groups and organizations to provide a City presence and resource to the local business community, manage the Downtown Restoration Program, and identify resources and funding opportunities for local businesses to grow, while recruiting new industry, and working on solutions for the wetland inundation of industrial lands in the City.

FY2020-2021 Objective

The objective of the Community Development Department, Planning and Economic Development Services is to provide a broad range of services to support development activities and business retention and expansion. Prime among these is the timely processing of land use applications; continued excellent customer service in all phases of the Department's operations;

and in cooperation with other Departments, promotion of the community for purposes of economic development.

FY2020-2021 Staffing

The Department will maintain the current level of staffing at 4.0 FTE. The amounts budgeted in Personal Services reflect the allocation to the General Fund of 1.85 FTE.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	COMM DEV/PLANNING							
E1	Exp.-Personal Services							
100-126-50001	Salaries	181,010	230,772	289,478	294,166	153,000		
100-126-50600	Overtime	135	229	1,500	-	1,500		
100-126-51000	Fringe Benefits - Budget	116	171	168,360	161,384	89,000		
100-126-51005	Taxes - Federal	13,532	17,388	-	-	-		
100-126-51010	Taxes - State	170	9	-	-	-		
100-126-51015	PERS	34,533	35,757	-	-	-		
100-126-51020	Workers Compensation	637	1,062	-	-	-		
100-126-51023	Unemployment	329	408	-	-	-		
100-126-51025	Insurance - Health	55,575	50,972	-	-	-		
100-126-51030	Insurance - HRA/PSA	3,848	17,853	-	-	-		
100-126-51035	Insurance - Life	288	528	-	-	-		
100-126-51036	Insurance - Life/LTD	270	311	-	-	-		
100-126-51040	Insurance - Disability	686	702	-	-	-		
100-126-59000	Group Term Life	310	-	-	-	-		
	Exp.-Personal Services Totals	**291,439**	**356,162**	**459,338**	**455,550**	**243,500**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**2.80**	**3.80**	**4.00**		**1.85**		
E2	Exp.-Materials & Services							
100-126-61007	Advertising (CD)	-	20	-				
100-126-61010	Advertising	3,366	6,016	6,000	3,500	6,000		
100-126-61130	Contract Services	-	7,578	-	10	-		
100-126-61245	Operating Exp (CD)	1,124	2,412	5,500	1,000	5,500		
100-126-61256	Op Supplies (CD)	-	232	500	500	500		
100-126-61295	Dues & Subscript (CD)	658	250	1,100	1,100	5,200		
100-126-61324	Education & Trng (CD)	129	1,175	3,000	3,000	3,000		
100-126-61564	Maint/Bldg (CD)	830	-	625	625	625		
100-126-61604	Mtgs & Conf (CD)	1,438	1,721	1,500	1,500	3,900		
100-126-61705	Office Supplies (CD)	112	8	250	250	250		
	Exp.-Materials & Services Totals	**7,657**	**19,412**	**18,475**	**11,485**	**24,975**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E3	Exp.-Capital Outlay							
100-126-72503	Office Eqpt (PW)	-	-	-				
100-126-72504	Office Eqpt (CD)	-	1,203	2,000	2,000	-		
	Exp.-Capital Outlay Totals	**-**	**1,203**	**2,000**	**2,000**	**-**	**-**	**-**
	COMM DEV/PLANNING Totals	**299,096**	**376,777**	**479,813**	**469,035**	**268,475**	**-**	**-**

Samaritan Center

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	PUBLIC WORKS							
E1	Exp.-Personal Services							
100-130-50001	Salaries	612,241	652,251	693,996	692,695	-		
100-130-50600	Overtime	3,485	2,564	20,000	-	-		
100-130-50700	Cash in Comp	-	-	-	-	-		
100-130-51000	Fringe Benefits - Budget	475	389	461,294	448,078	-		
100-130-51005	Taxes - Federal	46,593	48,941	-	-	-		
100-130-51010	Taxes - State	449	23	-	-	-		
100-130-51015	PERS	128,327	143,928	-	-	-		
100-130-51020	Workers Compensation	10,357	12,229	-	-	-		
100-130-51023	Unemployment	1,158	1,445	-	-	-		
100-130-51025	Health Insurance	122,498	143,330	-	-	-		
100-130-51030	Health-HRA/PSA	23,139	36,131	-	-	-		
100-130-51035	Insurance - Life	1,152	1,176	-	-	-		
100-130-51036	Insurance - Life/LTD	734	757	-	-	-		
100-130-51040	Insurance - Disability	2,077	1,982	-	-	-		
100-130-59000	Group Term Life	1,280	-	-	-	-		
	Exp.-Personal Services Totals	**953,965**	**1,045,146**	**1,175,290**	**1,140,773**	**-**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**9.00**	**8.00**	**8.00**		**-**		
E2	Exp.-Materials & Services							
100-130-61130	Contract Services	160	180	-	-	-		
100-130-61240	Dept/Operating Expense	-	326	-	-	-		
	Exp.-Materials & Services Totals	**160**	**506**	**-**	**-**	**-**	**-**	**-**
	PUBLIC WORKS Totals	**954,125**	**1,045,652**	**1,175,290**	**1,140,773**	**-**	**-**	**-**

CASE
CASE

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	PARKS							
E1	Exp.-Personal Services							
100-133-50001	Salaries	159,310	186,188	185,866	142,501	-		
100-133-50600	Overtime	113	198	1,500	1,500	-		
100-133-50700	Cash in Comp	-	-	-	-	-		
100-133-51000	Fringe Benefits - Budget	158	214	127,572	95,040	-		
100-133-51005	Taxes - Federal	11,950	14,006	-	-	-		
100-133-51010	Taxes - State	154	9	-	-	-		
100-133-51015	PERS	17,368	22,967	-	-	-		
100-133-51020	Workers Compensation	5,150	6,606	-	-	-		
100-133-51023	Unemployment	134	274	-	-	-		
100-133-51025	Insurance - Health	55,542	62,554	-	-	-		
100-133-51030	Insurance - HRA/PSA	10,664	20,807	-	-	-		
100-133-51036	Insurance - Life/LTD	234	270	-	-	-		
100-133-51040	Insurance - Disability	670	683	-	-	-		
100-133-59000	Group Term Life	330	-	-	-	-		
	Exp.-Personal Services Totals	**261,777**	**314,776**	**314,938**	**239,041**	**-**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**3.00**	**5.00**	**4.00**		**-**		

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E2	Exp.-Materials & Services							
100-133-61012	Advertising (Maint)	877	-	750	750	-		
100-133-61122	Communication (Maint)	-	273	500	500	-		
100-133-61127	Computer Exp (Maint)	700	-	500	500	-		
100-133-61134	Contract Serv (Maint)	37,884	38,050	45,000	45,000	-		
100-133-61240	Dept/Operating Expense	135	218	-	-	-		
100-133-61242	Operating Exp (Maint)	16,749	36,883	40,000	40,000	-		
100-133-61252	Op Supplies (Maint)	1,647	1,511	4,000	4,000	-		
100-133-61292	Dues & Subs (Maint)	-	23	-	-	-		
100-133-61322	Ed & Trng (Maint)	658	484	1,500	1,500	-		
100-133-61502	Uniforms (Maint)	1,889	4,376	2,000	2,000	-		
100-133-61550	Utility & Misc (PW)	-	11	-	-	-		
100-133-61562	Maint/Bldg (Maint)	3,714	10,090	10,000	10,000	-		
100-133-61572	Maint/Eqpt (Maint)	501	1,011	3,500	3,500	-		
100-133-61582	Maint/Vehicles (Maint)	13,338	17,439	15,000	15,000	-		
100-133-61702	Off Supplies (Maint)	437	426	500	500	-		
100-133-61802	Petroleum (Maint)	8,857	12,578	15,000	15,000	-		
100-133-61902	Utilities (Maint)	172,511	211,045	195,000	220,000	-		
	Exp.-Materials & Services Totals	**259,897**	**334,418**	**333,250**	**358,250**	**-**	**-**	**-**
E4	Exp.-Transfers Out							
100-133-90105	To Eqpt Acq & Rep Fund	75,000	20,000	20,000	20,000	-		
	Exp.-Transfers Out Totals	**75,000**	**20,000**	**20,000**	**20,000**	**-**	**-**	**-**
	PARKS Totals	**596,674**	**669,194**	**668,188**	**617,291**	**-**	**-**	**-**

General Fund
Finance Department-140

Purpose

The Finance Department provides the budget authority for administration of the City's financial support services. The Department provides a full range of financial services including monthly financial statement preparation and audit; water and wastewater utility billing and collection and other receivables owed to the City; investment of financial reserves and other funds; payroll, accounts payable; and general accounting. The Department also supports the budget development process. Other services include issuing bonds and arranging for long and short term loans as needed.

FY2020-2021 Objective

Per council direction the Finance staff is in the process of reviewing city code to bring a proposal back to Council on updating the utility billing process, the objective is to move all accounts into the name of the property owner.

FY2020-2021 Staffing

The Finance Department is supported by a cumulative total of 5.0 FTE. The expenses for these positions are allocated across multiple funds and the amount allocated to the general fund is 1.55 FTE.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	FINANCE							
E1	Exp.-Personal Services							
100-140-50001	Salaries	355,152	383,102	400,753	344,922	119,000		
100-140-50600	Overtime	247	-	2,000	-	2,000		
100-140-51000	Fringe Benefits - Budget	317	292	224,601	172,000	65,000		
100-140-51005	Taxes - Federal	25,836	28,803	-	-	-		
100-140-51010	Taxes - State	280	14	-	-	-		
100-140-51015	PERS	54,146	69,653	-	-	-		
100-140-51020	Workers Compensation	(238)	442	-	-	-		
100-140-51023	Unemployment	571	715	-	-	-		
100-140-51025	Insurance - Health	68,056	74,433	-	-	-		
100-140-51030	Insurance - HRA/PSA	21,123	30,931	-	-	-		
100-140-51035	Insurance - Life	432	576	-	-	-		
100-140-51036	Insurance - Life/LTD	473	499	-	-	-		
100-140-51040	Insurance - Disability	1,272	1,283	-	-	-		
100-140-59000	Group Term Life	899	1,000	-	-	-		
	Exp.-Personal Services Totals	**528,566**	**591,743**	**627,354**	**516,922**	**186,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**6.00**	**6.00**	**6.00**		**1.55**		
E2	Exp.-Materials & Services							
100-140-61010	Advertising	5,374	1,962	3,500	2,500	3,500		
100-140-61119	Communications	1,485	-	-	-	-		
100-140-61130	Contract Services	125	160	500	7,000	1,500		
100-140-61240	Dept/Operating Expense	2,217	2,431	3,000	1,000	3,000		
100-140-61290	Dues & Subscriptions	579	776	1,155	1,155	1,155		
100-140-61320	Education & Training	2,152	1,099	3,000	500	2,000		
100-140-61570	Maint/Eqpt	5,661	840	1,735	1,735	1,735		
100-140-61600	Meetings & Conferences	2,587	3,514	5,000	200	3,000		
100-140-61700	Office Supplies	1,939	994	2,000	1,400	2,000		
	Exp.-Materials & Services Totals	**22,119**	**11,776**	**19,890**	**15,490**	**17,890**	**-**	**-**
E3	Exp.-Capital Outlay							
100-140-72500	Office Eqpt.	-	-	1,000	1,135	1,500		
	Exp.-Capital Outlay Totals	**-**	**-**	**1,000**	**1,135**	**1,500**	**-**	**-**
	FINANCE Totals	**550,685**	**603,519**	**648,244**	**533,547**	**205,390**	**-**	**-**

SEED
CROWS
BUILDING
ENTRANCE

General Fund
Legislative Department-160

Purpose

The Legislative Department provides budget authority for the activities associated with the City's Elected Officials and the City Recorder's Office.

FY2020-2021 Objective

The City Recorder's Office will oversee the City's official records, City elections, liquor licensing and the legislative processes of the Lebanon City Council (Mayor and six Councilors) and Council Advisory Boards. The City Recorder’s office will continue to strive to provide timely, open, and transparent records.

FY2020-2021 Staffing & Elected Officials Stipend

The City Recorder 's Office is supported by a cumulative total of 2.00 FTE. The expenses for these positions are allocated across multiple funds and the amount allocated to the general fund is .88 FTE.

The elected officials receive a monthly stipend ($1,000/month for the Mayor and $225/month per Councilor) as compensation for required travel and miscellaneous costs associated with being an elected public official.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	LEGISLATIVE							
E1	Exp.-Personal Services							
100-160-50001	Salaries	140,495	165,977	159,890	168,603	91,000		
100-160-51000	Fringe Benefits - Budget	92	90	76,257	84,319	43,000		
100-160-51005	Taxes - Federal	10,534	12,133	-	-	-		
100-160-51010	Taxes - State	104	6	-	-	-		
100-160-51015	PERS	26,430	25,440	-	-	-		
100-160-51020	Workers Compensation	91	305	-	-	-		
100-160-51023	Unemployment	216	253	-	-	-		
100-160-51025	Insurance - Health	7,228	6,936	-	-	-		
100-160-51030	Insurance - HRA/PSA	11,941	22,943	-	-	-		
100-160-51035	Insurance - Life	576	600	-	-	-		
100-160-51036	Insurance - Life/LTD	133	134	-	-	-		
100-160-51040	Insurance - Disability	258	236	-	-	-		
100-160-59000	Group Term Life	640	-	-	-	-		
	Exp.-Personal Services Totals	**198,738**	**235,053**	**236,147**	**252,922**	**134,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**1.63**	**1.63**	**2.00**		**0.88**		
E2	Exp.-Materials & Services							
100-160-61008	Advertising (Admin)	-	200	400	257	400		
100-160-61015	Codification (Admin)	3,842	3,061	3,550	3,500	4,050		
100-160-61129	Computer & Copier Exp (Admin)	161	138	10,700	15,536	250		
100-160-61130	Contract Services	3,341	7,077	1,800	304	7,200		
100-160-61240	Dept/Operating Expense	1,438	1,682	2,300	825	2,150		
100-160-61294	Dues & Subscript (Admin)	559	688	765	783	775		
100-160-61310	Elections	-	41	105	125	500		
100-160-61320	Education & Training	-	701	1,800	100	3,450		
100-160-61574	Maint/Eqpt (Admin)	1,730	182	7,300	2,752	2,200		
100-160-61600	CC Meetings & Trainings	9,487	3,141	9,050	3,000	6,875		
100-160-61704	Office Supplies (Admin)	304	145	950	500			
	Exp.-Materials & Services Totals	**20,862**	**17,056**	**38,720**	**27,682**	**27,850**	**-**	**-**
E3	Exp.-Capital Outlay							
100-160-72500	Office Eqpt.	-	-	5,000	1,431	1,000		
	Exp.-Capital Outlay Totals	**-**	**-**	**5,000**	**1,431**	**1,000**	**-**	**-**
	LEGISLATIVE Totals	**219,600**	**252,109**	**279,867**	**282,035**	**162,850**	**-**	**-**

LEBANON
PUBLIC LIBRARY

General Fund
Library Department-165

Purpose

The Library Department provides for the expenses associated with the Lebanon Public Library. The Library provides cultural and intellectual enrichment to all people in our community, regardless of age, education, or socio-economic status through access to literature, the arts, and information in all of its forms. Opportunities are also provided for children to develop literacy and other essential life skills through story times, Spring Break and Summer Reading programs, outreach to new parents, and other programs.

FY 2020-21 Objective

The objective of the Library Department is to provide budgetary authority to support the operations and programs of the Library.

FY 2020-21 Staffing

The Library is supported by a cumulative total of 6.57 FTE. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	LIBRARY							
E1	Exp.-Personal Services							
100-165-50001	Salaries	177,774	213,132	226,230	222,079	229,000		
100-165-50005	PT Salary	83,877	67,829	87,376	88,676	87,000		
100-165-50600	Overtime	-	-	2,000	-	2,000		
100-165-51000	Fringe Benefits - Budget	310	384	185,011	169,665	164,000		
100-165-51005	Taxes - Federal	20,089	21,319	-	-	-		
100-165-51010	Taxes - State	242	16	-	-	-		
100-165-51015	PERS	46,511	47,876	-	-	-		
100-165-51020	Workers Compensation	(108)	330	-	-	-		
100-165-51023	Unemployment	450	592	-	-	-		
100-165-51025	Insurance - Health	40,095	48,514	-	-	-		
100-165-51030	Insurance - HRA/PSA	14,432	21,138	-	-	-		
100-165-51035	Insurance - Life	288	288	-	-	-		
100-165-51036	Insurance - Life/LTD	311	316	-	-	-		
100-165-51040	Insurance - Disability	782	730	-	-	-		
100-165-59000	Group Term Life	1,390	-	-	-	-		
	Exp.-Personal Services Totals	**386,443**	**422,464**	**500,617**	**480,420**	**482,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**5.87**	**6.28**	**6.57**		**6.57**		

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E2	Exp.-Materials & Services							
100-165-61010	Advertising	1,882	1,003	2,000	-	500		
100-165-61119	Communication	2,460	1,578	2,200	1,638	1,850		
100-165-61124	Computer Expense	11,230	13,622	14,000	11,300	27,000		
100-165-61130	Contract Services	528	17,591	65,395	49,355	3,145		
100-165-61140	Merchant Card Fees	545	272	700	450	600		
100-165-61240	Dept/Operating Expense	1,542	2,363	2,500	1,200	2,300		
100-165-61250	Dept/Op Supplies	30,032	40,824	45,000	40,000	45,000		
100-165-61290	Dues & Subscriptions	100	100	100	100	100		
100-165-61300	Duplication	288	2,353	1,600	1,616	1,200		
100-165-61320	Education & Training	530	227	500	95	300		
100-165-61430	Janitorial Supplies	31	115	100	100	150		
100-165-61560	Maint/Bldg (Gen'l)	25,311	6,903	8,000	7,700	8,000		
100-165-61570	Maint/Eqpt	3,667	2,858	3,900	2,300	13,300		
100-165-61600	Meetings & Conferences	175	85	500	70	250		
100-165-61700	Office Supplies	1,170	1,494	1,400	1,400	1,400		
100-165-61900	Utilities (Gen'l)	31,555	28,112	30,000	27,000	30,000		
	Exp.-Materials & Services Totals	**111,046**	**119,500**	**177,895**	**144,324**	**135,095**	**-**	**-**
E4	Exp.-Transfers Out							
100-165-90105	To Eqpt Acq & Rep Fund	12,000	-	-	-	-		
	Exp.-Transfers Out Totals	**12,000**	**-**	**-**	**-**	**-**	**-**	**-**
	LIBRARY Totals	**509,489**	**541,964**	**678,512**	**624,744**	**617,095**	**-**	**-**

THIS AREA IS
UNDER 24-HOUR
VIDEO
SURVEILLANCE
PROHIBITED

General Fund
Municipal Court -170

Purpose

The Municipal Court provides the budget authority to administer the business of the Court. The Court is responsible for the processing of citations, city ordinance violations, and motor vehicle offenses filed by Lebanon police officers. By state law, the Court must account for and collect (without compensation) funds from convicted persons to support statewide programs. It also collects fines for the City's General Fund.

FY2020-2021 Objective

The objective of the Municipal Court is to provide budgetary authority to administer the Court.

FY2020-2021 Staffing

The Municipal Court is supported by a cumulative total of 3.0 FTE. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	MUNICIPAL COURT							
E1	Exp.-Personal Services							
100-170-50001	Salaries	114,410	117,224	120,575	121,569	176,000		
100-170-50600	Overtime	-	-	2,600	-	2,600		
100-170-51000	Fringe Benefits - Budget	105	97	85,557	84,503	117,000		
100-170-51005	Taxes - Federal	8,397	8,518	-	-	-		
100-170-51010	Taxes - State	91	6	-	-	-		
100-170-51015	PERS	28,456	29,017	-	-	-		
100-170-51020	Workers Compensation	(26)	141	-	-	-		
100-170-51023	Unemployment	212	256	-	-	-		
100-170-51025	Insurance - Health	33,574	31,461	-	-	-		
100-170-51030	Insurance - HRA/PSA	5,332	12,538	-	-	-		
100-170-51036	Insurance - Life/LTD	137	128	-	-	-		
100-170-51040	Insurance - Disability	446	389	-	-	-		
100-170-59000	Group Term Life	140	-	-	-	-		
	Exp.-Personal Services Totals	**191,274**	**199,775**	**208,732**	**206,072**	**295,600**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**2.00**	**2.00**	**2.00**		**3.00**		

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E2	Exp.-Materials & Services							
100-170-61124	Computer Expense	2,052	2,052	2,700	2,700	2,900		
100-170-61130	Contract Services	54,403	48,661	50,460	50,460	51,260		
100-170-61132	Outside Attorney's Fees	-	-	1,000	1,000	22,700		
100-170-61240	Dept/Operating Expense	5,395	5,083	5,300	5,300	5,300		
100-170-61290	Dues & Subscriptions	415	155	425	425	425		
100-170-61320	Education & Training	-	188	1,000	-	1,000		
100-170-61560	Maint/Bldg (Gen'l)	2,433	1,052	1,500	1,500	1,500		
100-170-61600	Meetings & Conferences	1,147	375	1,100	550	1,100		
100-170-61700	Office Supplies	1,102	1,308	1,400	1,400	1,400		
100-170-61850	Bail Refunds	-	-	-	-	45,000		
100-170-61900	Utilities (Gen'l)	18,812	17,113	21,000	19,000	21,000		
100-170-61951	Linn Co. Assessments	-	-	-	-	3,000		
100-170-61952	ODR Alcohol Assessments	-	-	-	-	1,000		
100-170-61956	LEMLA	-	-	-	-	500		
100-170-61957	Unitary Assessments	-	-	-	-	8,000		
100-170-61961	State Criminal Fines	-	-	-	-	70,000		
100-170-61962	Court Security Assessment	-	-	-	-	1,000		
100-170-61963	County	-	-	-	-	15,000		
	Exp.-Materials & Services Totals	**85,759**	**75,987**	**85,885**	**82,335**	**252,085**	**-**	**-**
E3	Exp.-Capital Outlay							
100-170-72300	Improvements	591	15	-	-	-		
100-170-72500	Office Eqpt.	-	6,930	7,901	7,901	-		
	Exp.-Capital Outlay Totals	**591**	**6,945**	**7,901**	**7,901**	**-**	**-**	**-**
	MUNICIPAL COURT Totals	**277,624**	**282,707**	**302,518**	**296,308**	**547,685**	**-**	**-**

LEBANON JUSTICE CENTER

General Fund
Police Department-180

Purpose

The Police Department provides the budget authority to administer the law enforcement and police service needs of the community. The Lebanon Police Department is comprised of twenty-nine (29) sworn officer positions (one (1) Chief, one (1) Captain, two (2) Lieutenants, five (5) Sergeants, one (1) Jail Police Officer, three (3) Detectives, fourteen (14) Patrol Officers, one (1) Traffic Officer and one (1) School Resource Officer). The non-sworn staff includes one (1) Code Enforcement/Property Officer, seven (7) Communications Specialists (dispatchers), one (1) Community Policing Officer, one (1) Community Service Officer, two (2) Records Clerks and one (1) Administrative Assistant).

The Lebanon Police Department has a very active and dedicated volunteer program. Volunteers assist full-time personnel with support services and enforcement tasks.

FY2020-2021 Objective

The objective of the Police Department is to provide budgetary authority to administer the law enforcement and police service needs for the community.

FY2020-2021 Staffing

The Police Department is supported by a cumulative total of 42.0 FTE. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	POLICE							
E1	Exp.-Personal Services							
100-180-50001	Salaries	2,716,285	2,729,712	3,017,870	2,955,995	3,139,700		
100-180-50003	Fringe Benefits	-	-	-				
100-180-50515	Def. Comp Match	53,638	56,139	68,400	68,400	68,400		
100-180-50600	Overtime	84,471	68,233	97,375	80,000	95,000		
100-180-50700	Cash In Comp	76,504	84,541	87,125	87,125	96,900		
100-180-51000	Fringe Benefits - Budget	2,099	2,051	2,019,820	2,000,000	2,050,000		
100-180-51005	Taxes - Federal	221,432	220,675	-	-	-		
100-180-51010	Taxes - State	2,140	114	-	-	-		
100-180-51015	PERS	572,547	580,528	-	-	-		
100-180-51020	Workers Compensation	40,387	44,914	-	-	-		
100-180-51023	Unemployment	4,831	6,120	-	-	-		
100-180-51025	Insurance - Health	608,638	647,483	-	-	-		
100-180-51030	Insurance - HRA/PSA	72,696	76,281	-	-	-		
100-180-51035	Insurance - Life	1,378	1,367	-	-	-		
100-180-51036	Insurance - Life/LTD	4,595	4,937	-	-	-		
100-180-51040	Insurance - Disability	9,152	8,054	-	-	-		
100-180-51050	Legal Benefit	6,249	6,299	-	-	-		
100-180-59000	Group Term Life	4,579	-	-	-	-		
	Exp.-Personal Services Totals	**4,481,621**	**4,537,448**	**5,290,590**	**5,191,520**	**5,450,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**39.00**	**41.00**	**42.00**		**42.00**		
E2	Exp.-Materials & Services							
100-180-61010	Advertising	430	857	1,000	1,000	1,000		
100-180-61120	Communication (Gen'l)	20,582	22,982	25,000	25,000	25,000		
100-180-61124	Computer Support Expense	72,845	76,714	130,950	130,950	62,000		
100-180-61125	Crime Prevention	3,387	8,233	5,000	5,000	5,000		
100-180-61130	Contract Services	52,223	40,921	52,500	52,500	52,500		
100-180-61138	Contract Serv (Corrections)	8,384	8,507	10,000	10,000	10,000		
100-180-61240	Dept/Operating Expense	17,552	22,007	23,000	23,000	23,000		
100-180-61248	Operating Equip-Personal	20,961	25,925	27,000	27,000	27,000		
100-180-61250	Dept/Op Supplies	24,323	30,856	32,000	32,000	32,000		
100-180-61258	Op Supplies (Corrections)	13,993	23,378	23,000	23,000	23,000		

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
100-180-61260	Equitable Sharing Expenses	-	-	-		-		
100-180-61290	Dues & Subscriptions	1,784	2,517	2,100	2,100	3,000		
100-180-61300	Duplication	14,786	14,230	15,000	15,000	15,000		
100-180-61320	Education Reimb.	3,199	1,293	2,500	1,000	2,500		
100-180-61420	Ins Repair & Deduct	-	19,611	1,500	1,500	1,500		
100-180-61500	Uniform-Buy & Clean	9,769	12,267	14,000	14,000	14,000		
100-180-61560	Maint/Bldg (Gen'l)	10,414	7,005	13,000	13,000	13,000		
100-180-61570	Maint/Eqpt	2,281	2,394	5,000	5,000	5,000		
100-180-61580	Maint/Vehicles	29,580	26,120	35,000	35,000	35,000		
100-180-61600	Meetings & Conferences	1,237	1,740	1,500	1,500	2,500		
100-180-61700	Office Supplies	8,347	8,465	9,000	9,000	9,000		
100-180-61800	Petroleum	43,011	45,522	56,000	56,000	56,000		
100-180-61820	Postage	5,744	3,310	6,000	6,000	6,000		
100-180-61825	Prisoner Medical Costs	1,470	1,547	4,000	4,000	4,000		
100-180-61855	Spcl Investigative Exp	4,000	6,000	6,000	6,000	6,000		
100-180-61892	Training	17,093	21,888	20,000	18,500	20,000		
100-180-61900	Utilities (Gen'l)	40,460	35,593	47,400	47,400	47,400		
100-180-61930	Vehicle Leases	122,902	123,000	4,000	4,000	4,000		
	Exp.-Materials & Services Totals	**550,757**	**592,882**	**571,450**	**568,450**	**504,400**	**-**	**-**
E3	Exp.-Capital Outlay							
100-180-72500	Office Eqpt.	900	1,440	1,500	3,000	1,500		
100-180-72600	Other Eqpt.	-	5,000	5,000	5,000	70,000		
100-180-72800	Vehicles	-	40,353	73,000	73,000	73,000		
	Exp.-Capital Outlay Totals	**900**	**46,793**	**79,500**	**81,000**	**144,500**	**-**	**-**
E4	Exp.-Transfers Out							
100-180-90105	To Eqpt Acq & Rep Fund	20,000	32,000	32,000	32,000	32,000		
	Exp.-Transfers Out Totals	**20,000**	**32,000**	**32,000**	**32,000**	**32,000**	**-**	**-**
	POLICE Totals	**5,053,278**	**5,209,123**	**5,973,540**	**5,872,970**	**6,130,900**	**-**	**-**

LEBANON SENIOR CENTER

General Fund
Senior and Disabled Services Department-190
Purpose

The Senior and Disabled Services Department provides for the administration of the City's programs and services for seniors and those with disabilities. The Senior and Disabled Services Department, based at the Lebanon Senior Center, delivers services, programs, classes, events and activities to persons age 50 and above and those with disabilities. Our mission is to enhance the lives of older adults and assist in maintaining independence through providing educational programs, health and wellness opportunities, recreational activities, arts and crafts classes, cultural presentations, social events and opportunities, nutritional meals and transportation. The Senior Center provides referrals to various community service partners and local agencies to provide services such as the Senior Meals program, legal assistance, social services, tax preparation, Medicaid outreach and free help with insurance issues through Senior Health Insurance Benefits Association (SHIBA) and other miscellaneous services. Various support groups such as Caregiver Support Group, Parkinson's Support Group, Cancer Support Group, Living Well with Chronic Conditions, Alzheimer's Association and Hearing Loss Association meet at the center, as do many other community groups.

FY2020-2021 Objective

The objective of the Senior and Disabled Services Department is to provide budgetary authority to administer the fund and the services it provides to the City of Lebanon.

FY2020-2021 Staffing

The Senior Center is supported by a cumulative total of 2.5 FTE. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SENIOR SERVICES							
E1	Exp.-Personal Services							
100-190-50001	Salaries	122,070	126,535	134,538	115,545	114,000		
100-190-50005	PT Salary	-	11,010	16,394	15,309	16,000		
100-190-50600	Overtime	32	-	-	-	-		
100-190-51000	Fringe Benefits - Budget	105	136	91,210	71,628	80,000		
100-190-51005	Taxes - Federal	9,297	10,396	-	-	-		
100-190-51010	Taxes - State	105	6	-	-	-		
100-190-51015	PERS	26,546	28,260	-	-	-		
100-190-51020	Workers Compensation	1,420	1,655	-	-	-		
100-190-51023	Unemployment	209	264	-	-	-		
100-190-51025	Insurance - Health	9,538	9,132	-	-	-		
100-190-51030	Insurance - HRA/PSA	19,932	25,469	-	-	-		
100-190-51035	Insurance - Life	576	576	-	-	-		
100-190-51036	Insurance - Life/LTD	202	188	-	-	-		
100-190-51040	Insurance - Disability	418	364	-	-	-		
100-190-59000	Group Term Life	390	-	-	-	-		
	Exp.-Personal Services Totals	**190,840**	**213,991**	**242,142**	**202,482**	**210,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**2.00**	**2.50**	**2.50**		**2.15**		
E2	Exp.-Materials & Services							
100-190-61010	Advertising	-	993	-	-	-		
100-190-61130	Contract Services	2,144	746	1,000	45	1,000		
100-190-61240	Dept/Operating Expense	6,896	7,275	7,000	5,000	7,000		
100-190-61250	Dept/Op Supplies	447	554	1,000	1,000	1,000		
100-190-61320	Education & Training	80	90	500	500	500		
100-190-61560	Maint/Bldg (Gen'l)	12,194	8,625	12,000	12,000	12,000		
100-190-61570	Maint/Eqpt	40	488	300	150	300		
100-190-61600	Meetings & Conferences	22	200	1,000	500	1,000		
100-190-61700	Office Supplies	1,150	1,094	1,200	1,200	1,200		
100-190-61820	Postage	1,842	1,799	1,750	1,750	1,750		
100-190-61900	Utilities (Gen'l)	20,434	18,443	21,000	20,000	21,000		
	Exp.-Materials & Services Totals	**45,249**	**40,307**	**46,750**	**42,145**	**46,750**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E3	Exp.-Capital Outlay							
100-190-72300	Improvements	-	-	1,500	1,500	1,500		
100-190-72600	Other Eqpt.	2,420	7,000	1,500	1,500	1,500		
	Exp.-Capital Outlay Totals	**2,420**	**7,000**	**3,000**	**3,000**	**3,000**	**-**	**-**
E4	Exp.-Transfers Out							
100-190-90105	To Eqpt Acq & Rep Fund	10,000	-	20,000	20,000	-		
	Exp.-Transfers Out Totals	**10,000**	**-**	**20,000**	**20,000**	**-**	**-**	**-**
	SENIOR SERVICES Totals	**248,509**	**261,298**	**311,892**	**267,627**	**259,750**	**-**	**-**

General Fund
Non-Departmental-195

Purpose

The Non-Departmental Division provides budget authority for the centralization of some costs shared by all departments within the General Fund and for specific financial considerations such as electricity, insurance, audits, debt service, inter-fund transfers and the funds 2% working and 17% operating contingencies.

FY2020-2021 Objective

The objective of the Non-Departmental Department for is to provide budgetary authority to support financial requirements not allocated in other divisions of the General Fund.

Including:
Dues & Subscriptions for the Council of Governments, Local Government Personnel Institute, the League of Oregon Cities, AORA, and the Chamber of Commerce

City Grants budget includes;

- $6,000 Boys &Girls Club
- $15,000 Meals on Wheels
- $8,775 Linn Shuttle Service

FY2020-2021 Staffing

Staffing costs are not provided in this division.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	NON-DEPARTMENTAL							
E2	Exp.-Materials & Services							
100-195-61013	Audit Expense	30,580	39,890	41,000	37,690	38,000		
100-195-61124	Computer Expense	34,576	29,132	40,000	28,602	30,000		
100-195-61130	Contract Services	17,689	181,881	48,613	73,000	26,000		
100-195-61149	Mowing Expenses	1,140	300	5,000	4,000	5,000		
100-195-61240	Dept/Operating Expense	292	441	1,500	1,700	50,000		
100-195-61290	Dues & Subscriptions	31,821	33,321	34,961	34,961	36,214		
100-195-61300	Duplication	12,218	13,031	15,000	15,000	15,000		
100-195-61355	City Grants	14,298	18,842	19,615	19,615	29,775		
100-195-61400	Insurance	99,475	106,149	105,212	125,000	150,000		
100-195-61420	Ins Repair & Deduct	-	-	-	-	25,000		
100-195-61560	Maint/Bldg (Gen'l)	24,434	6,763	8,250	6,000	8,250		
100-195-61570	Maint/Eqpt	2,059	2,170	3,000	3,000	3,400		
100-195-61700	Office Supplies	473	1,018	1,500	1,500	3,000		
100-195-61800	Petroleum	101	118	200	200	200		
100-195-61820	Postage	1,366	5,032	4,500	4,863	5,500		
100-195-61830	Property Taxes	-	-	400	-	450		
100-195-61854	Safety Committee Exp	3,173	4,316	4,000	2,584	4,000		
100-195-61900	Utilities (Gen'l)	90,902	116,375	112,600	120,000	125,000		
	Exp.-Materials & Services Totals	**364,597**	**558,779**	**445,351**	**477,715**	**554,789**	**-**	**-**
E3	Exp.-Capital Outlay							
100-195-72300	Improvements	-	-	274,750	100,000	-		
	Exp.-Capital Outlay Totals	**-**	**-**	**274,750**	**100,000**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

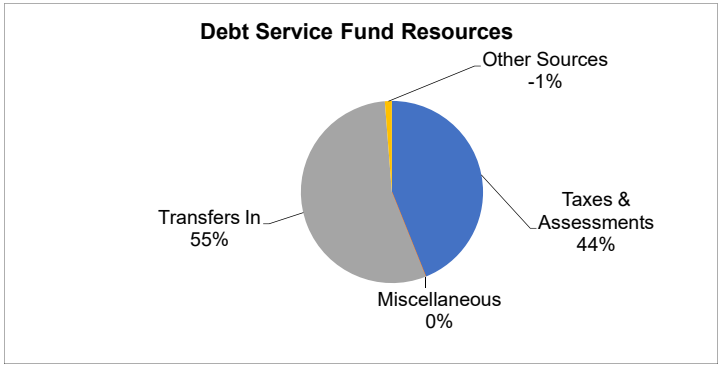
Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E4	Exp.-Transfers Out							
100-195-90024	To Park Enterprise	-	-	-	-	495,722		
100-195-90027	To Info System Service	422,418	429,155	519,696	519,696	510,010		
100-195-90028	To Custodial & Bldg Maint	91,984	110,509	146,989	146,989	149,224		
100-195-90030	To PERS Bond -320	128,501	136,670	144,974	144,974	136,690		
100-195-90105	To Eqpt Acq & Rep Fund	10,000	47,717	567,717	567,717	20,000		
100-195-90183	To Streets	100,000	45,000	45,000	45,000	45,000		
100-195-90184	To Cust/Maint-Sal/Ben	30,517	23,494	24,933	24,933	-		
100-195-90164	To NW URD	-	-	-	-	350,000		
	Exp.-Transfers Out Totals	**783,420**	**792,545**	**1,449,309**	**1,449,309**	**1,706,646**	**-**	**-**
E5	Exp.-Contingencies							
100-195-80004	Working Contingency	-	-	211,342	-	245,031		
100-195-80005	Operating Contingency	-	-	1,796,403	-	1,750,525		
	Exp.-Contingencies Totals	**-**	**-**	**2,007,745**	**-**	**1,995,556**	**-**	**-**
E6	Exp.-Debt Service							
100-195-95500	Loan Principle-Tan	1,242,080	88,381	78,950	78,950	79,578		
100-195-95600	Loan Interest-Tan	76,488	36,428	46,789	46,789	43,613		
100-195-95700	Debt Fees	13,970	-	-				
	Exp.-Debt Service Totals	**1,332,538**	**124,809**	**125,739**	**125,739**	**123,191**	**-**	**-**
	NON-DEPARTMENTAL Totals	**2,480,555**	**1,476,133**	**4,302,894**	**2,152,763**	**4,380,182**	**-**	**-**
	Fund Revenue Sub Totals:	**15,304,637**	**15,545,524**	**15,614,497**	**16,099,053**	**13,053,382**	**-**	**-**
	Fund Expense Sub Totals:	**11,846,228**	**11,457,379**	**15,614,497**	**12,995,075**	**13,053,382**	**-**	**-**
	GENERAL FUND Totals	**3,458,409**	**4,088,145**	**-**	**3,103,978**	**-**	**-**	**-**

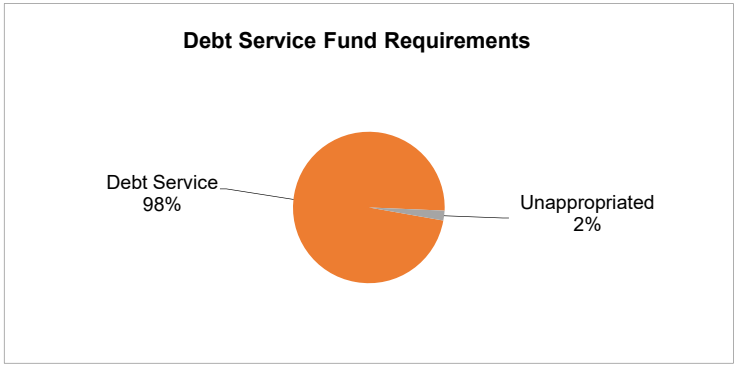
DEBT SERVICE FUND

For the Fiscal Year 2020-21

RESOURCES	
Taxes & Assessments	$ 1,720,156
Licenses & Permits	-
Fines & Forfeits	-
Intergovernmental	-
Charges for Services	-
Miscellaneous	1,000
Transfers In	2,145,703
Other Sources	(48,873)
Internal Charges	-
Total Resources	$ 3,817,986

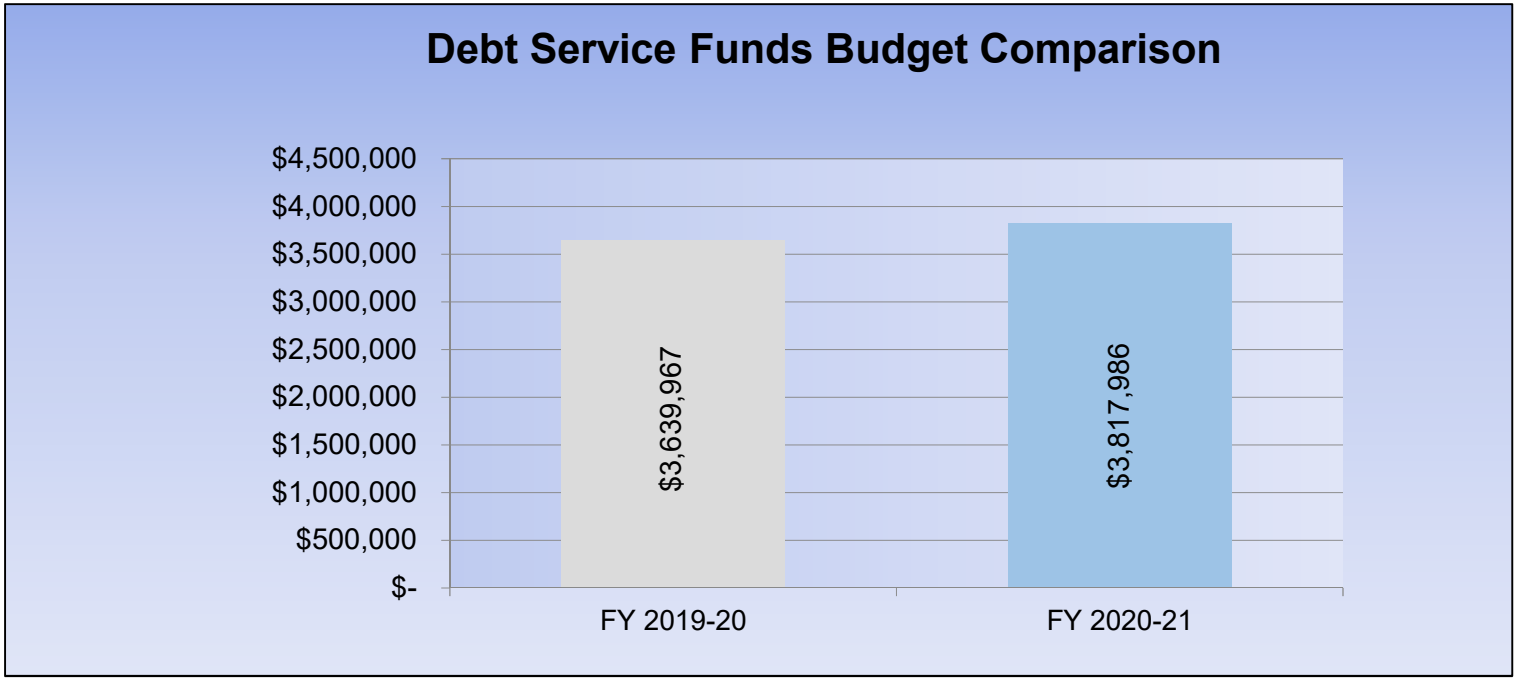
REQUIREMENTS	
Personnel Services	$ -
Materials & Services	-
Capital Outlay	-
Transfers Out	-
Contingencies	-
Debt Service	3,737,986
Other Financing Use	-
Unappropriated	80,000
	$ 3,817,986





Requirements by Department and Type

Dept-Activity	Personal Services	Materials & Services	Capital Outlay	Interfund Transfers	Contingency Fund	Debt Service	Unapprop	**$0 Budget**	Percent of Fund Budget
314-G.O./FFC2015 Bonds	$ -	$ -	$ -	$ -	$ -	$ 1,991,328	$ 80,000	**$ 2,071,328**	54.25%
317-2013FFC Bond	-	-	-	-	-	1,511,100	-	**1,511,100**	39.58%
320-Pension Bond Series 2002	-	-	-	-	-	235,558	-	**235,558**	6.17%
Fund Totals	$ -	$ -	$ -	$ -	$ -	$ 3,737,986	$ 80,000	**$ 3,817,986**	100.00%
Percent of Debt Service Fund	0.00%	0.00%	0.00%	0.00%	0.00%	97.90%	2.10%	**100.00%**	



FY 2020-21

Personnel Services	$	-	Transfers Out	$	-
Materials & Services	$	-	Contingencies	$	-
Capital Outlay	$	-	Other Financing Uses	$	-
Debt Service	$	3,737,986	Unappropriated	$	80,000

FY 2019-20

Personnel Services	$	-	Transfers Out	$	-
Materials & Services	$	-	Contingencies	$	-
Capital Outlay	$	-	Other Financing Uses	$	-
Debt Service	$	3,559,967	Unappropriated	$	80,000

Debt Service Fund
GO/Full Faith & Credit Bond -314

Purpose

The City received voter approval of a ballot measure on November 7, 2006 to issue up to $19,970,000 of general obligation bonds. The bonds have an issue date of June 1, 2007 (LEBGO2007). Proceeds were used to:

(a) Construct, furnish and equip an approximately 29,923 square foot building with space for a new police station with court, information systems, and jail facilities; and

(b) Construct, furnish and equip an approximately 19,345 square foot library.

In FY16 new debt was issued (FFC2015) which consisted of the following;

LEBGO2007 refinanced with net savings of $1,155,309 over the life of the bond

Siemens wastewater Loan refinanced with net savings of $85,616 over the life of the bond.

FY2020-2021 Objective

Timely pay the required debt service payments on the FFC2015 debt issued in FY2016.

FY2020-2021 Staffing

Staffing costs are not provided in this division.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	G.O. FUND REVENUE							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
314-000-47010	Current Property Taxes	1,432,667	1,508,468	1,058,838	1,082,528	1,700,156		
314-000-47020	Delinquent Prop Taxes	41,959	78,945	50,000	20,000	20,000		
314-000-48101	Interest On Taxes	7,812	7,354	-				
	Rev.-Taxes & Assess Totals	**1,482,438**	**1,594,767**	**1,108,838**	**1,102,528**	**1,720,156**	**-**	**-**
R6	Rev.-Miscellaneous							
314-000-48100	Interest On Investment	12,139	23,516	4,000	4,000	1,000		
	Rev.-Miscellaneous Totals	**12,139**	**23,516**	**4,000**	**4,000**	**1,000**	**-**	**-**
R7	Rev.-Transfers In							
314-000-49030	From Wastewater Bonds	403,900	401,900	403,775	403,775	402,000		
	Rev.-Transfers In Totals	**403,900**	**401,900**	**403,775**	**403,775**	**402,000**	**-**	**-**
R8	Rev.-Other Sources							
314-000-49901	Beginning Balance	171,736	262,908	505,386	379,868	(51,828)		
	Rev.-Other Sources Totals	**171,736**	**262,908**	**505,386**	**379,868**	**(51,828)**	**-**	**-**
	Revenue Sub Totals:	**2,070,213**	**2,283,091**	**2,021,999**	**1,890,171**	**2,071,328**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	G.O. FUND REVENUE							
E6	Exp.-Debt Service							
314-314-95100	Bond Principal	945,000	1,030,000	1,095,000	1,095,000	1,160,000		
314-314-95107	Bond Principal-FFC-WW	350,000	355,000	365,000	365,000	390,000		
314-314-95200	Bond Interest	497,024	471,324	443,224	443,224	429,328		
314-314-95207	Bond Interest-FFC-WW	53,900	46,900	38,775	38,775	12,000		
	Exp.-Debt Service Totals	**1,845,924**	**1,903,224**	**1,941,999**	**1,941,999**	**1,991,328**	**-**	**-**
E7	Exp.-Unappropriated							
314-314-92010	Unapprop End Fund Bal	-	-	80,000	-	80,000		
	Exp.-Unappropriated Totals	**-**	**-**	**80,000**	**-**	**80,000**	**-**	**-**
	Expense Sub Totals:	**1,845,924**	**1,903,224**	**2,021,999**	**1,941,999**	**2,071,328**	**-**	**-**
	Fund Revenue Sub Totals:	**2,070,213**	**2,283,091**	**2,021,999**	**1,890,171**	**2,071,328**	**-**	**-**
	Fund Expense Sub Totals:	**1,845,924**	**1,903,224**	**2,021,999**	**1,941,999**	**2,071,328**	**-**	**-**
	Fund 314 Sub Totals:	**224,289**	**379,867**	**-**	**(51,828)**	**-**	**-**	**-**

Debt Service Fund
2013 Full Faith & Credit Bond -317

Purpose

Water:

In June 1991, the City issued construction bonds which were refinanced in 1993. The 1993 bonds were then refinanced in February of 2004 and again in 2013. The two refinancing's had a net savings of $348,580 over the remaining life of the bonds. The final payment on this bond will be in June 2022, the interest rates range from 2.00% to 4.00%.

Wastewater:

In June 1990, the City issued construction bonds which have been refinanced three – in 1993, 2003 and 2013. The three refinancing's had a net savings of $589,816 over the remaining life of the bonds. The final payment on this bond will be in June of 2020. Interest rates range from 2.00% to 4.00%

Northwest URD:

In July 2013, the City issued $12,000,000 bond which financed payments to Lowes under an economic development agreement and financed a portion of a new water tank. The payment on this bond will be in June 2028. Interest rates range from 2.00% to 5.00%. (part of 2013FFC).

FY2020-2021 Objective

Timely pay the required debt service payments on the FFC2013 debt issued in FY2013.

FY2020-2021 Staffing

Staffing costs are not provided in this division.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	**FULL FAITH & CREDIT (FF&C) 2013**							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
317-000-48100	Interest On Investment	5,924	2,195	-	88	-		
	Rev.-Miscellaneous Totals	**5,924**	**2,195**	**-**	**88**	**-**	**-**	**-**
R7	Rev.-Transfers In							
317-000-49022	From Water Fund	241,450	248,450	244,850	244,850	241,050		
317-000-49025	From W Water Fund	275,600	275,800	275,600	275,600	-		
317-000-49098	From NW Urban Renewal	852,650	859,450	865,250	865,250	1,267,823		
	Rev.-Transfers In Totals	**1,369,700**	**1,383,700**	**1,385,700**	**1,385,700**	**1,508,873**	**-**	**-**
R8	Rev.-Other Sources							
317-000-49901	Beginning Balance	3,679	9,610	9,666	11,805	2,227		
	Rev.-Other Sources Totals	**3,679**	**9,610**	**9,666**	**11,805**	**2,227**	**-**	**-**
	Revenue Sub Totals:	**1,379,303**	**1,395,505**	**1,395,366**	**1,397,593**	**1,511,100**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	**FULL FAITH & CREDIT (FF&C) 2013**							
E6	Exp.-Debt Service							
317-317-95100	Bond Principal	-	950,000	505,000	505,000	930,000		
317-317-95107	Bond Principal	-	-	265,000	265,000	-		
317-317-95108	Bond Principal	900,000	-	220,000	220,000	225,000		
317-317-95200	Bond Interest	-	433,700	369,916	369,916	340,050		
317-317-95207	Bond Interest	-	-	10,600	10,600	-		
317-317-95208	Bond Interest	469,700	-	24,850	24,850	16,050		
	Exp.-Debt Service Totals	**1,369,700**	**1,383,700**	**1,395,366**	**1,395,366**	**1,511,100**	**-**	**-**
	FULL FAITH & CREDIT (FF&C) 2013 Totals	**1,369,700**	**1,383,700**	**1,395,366**	**1,395,366**	**1,511,100**	**-**	**-**
	Fund Revenue Sub Totals:	**1,379,303**	**1,395,505**	**1,395,366**	**1,397,593**	**1,511,100**	**-**	**-**
	Fund Expense Sub Totals:	**1,369,700**	**1,383,700**	**1,395,366**	**1,395,366**	**1,511,100**	**-**	**-**
	Fund 317 Sub Totals:	**9,603**	**11,805**	**-**	**2,227**	**-**	**-**	**-**

Debt Service Fund
Pension Bond -320

Purpose

In March 2002, the City joined with nine other local governments and issued Limited Tax Pension Bonds to finance all of the estimated unfunded actuarial liability (UAL) as of December 31, 2000 with the Oregon Public Employees Retirement System (PERS). The advantage to the City was the UAL was financed at a rate of 7.04% versus 8.00% if it had been financed with PERS through our employer rates. Also, with a pooled issue, the issuance costs were shared among the participating local governments resulting in lower individual issuance costs. This issuance is projected to save the City $285,812 over the twenty-six year life of the bond.

FY2020-2021 Objective

Timely pay the required debt service payments on the Pension obligation debt issued in FY2002.

FY2020-2021 Staffing

Staffing costs are not provided in this division.

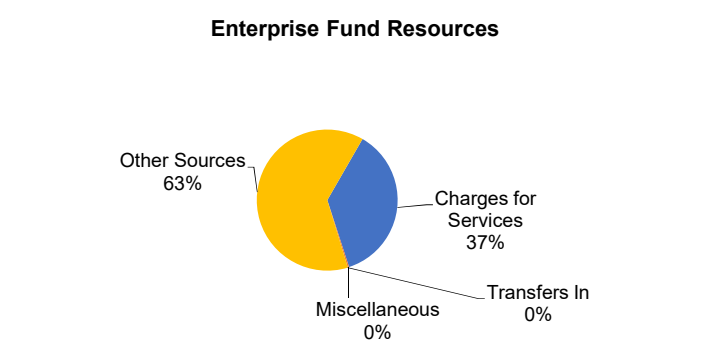
City of Lebanon, OR
Budget Report FY 2020-21

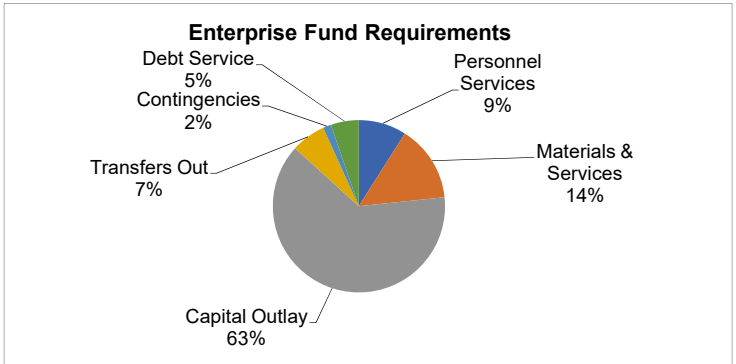
Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	PENSION BOND SERIES 2002							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
320-000-48100	Interest On Investment	877	482	-	8	-		
	Rev.-Miscellaneous Totals	**877**	**482**	**-**	**8**	**-**	**-**	**-**
R7	Rev.-Transfers In							
320-000-49030	Transfer In	202,270	211,356	222,272	222,272	234,830		
	Rev.-Transfers In Totals	**202,270**	**211,356**	**222,272**	**222,272**	**234,830**	**-**	**-**
R8	Rev.-Other Sources							
320-000-49901	Beginning Balance	451	1,347	330	1,050	728		
	Rev.-Other Sources Totals	**451**	**1,347**	**330**	**1,050**	**728**	**-**	**-**
	Revenue Sub Totals:	**203,598**	**213,185**	**222,602**	**223,330**	**235,558**	**-**	**-**
Dept	PENSION BOND SERIES 2002							
E6	Exp.-Debt Service							
320-320-95100	Bond Principal	32,863	33,233	51,649	51,649	140,000		
320-320-95200	Bond Interest	169,389	178,902	170,953	170,953	95,558		
	Exp.-Debt Service Totals	**202,252**	**212,135**	**222,602**	**222,602**	**235,558**	**-**	**-**
	PENSION BOND SERIES 2002 Totals	**202,252**	**212,135**	**222,602**	**222,602**	**235,558**	**-**	**-**
	Fund Revenue Sub Totals:	**203,598**	**213,185**	**222,602**	**223,330**	**235,558**	**-**	**-**
	Fund Expense Sub Totals:	**202,252**	**212,135**	**222,602**	**222,602**	**235,558**	**-**	**-**
	Fund 320 Sub Totals:	**1,346**	**1,050**	**-**	**728**	**-**	**-**	**-**

ENTERPRISE FUND
For the Fiscal Year 2020-21

RESOURCES	
Taxes & Assessments	$ -
Licenses & Permits	-
Fines & Forfeits	-
Intergovernmental	-
Charges for Services	11,298,000
Miscellaneous	105,000
Transfers In	-
Other Sources	19,435,772
Total Resources	$ 30,838,772

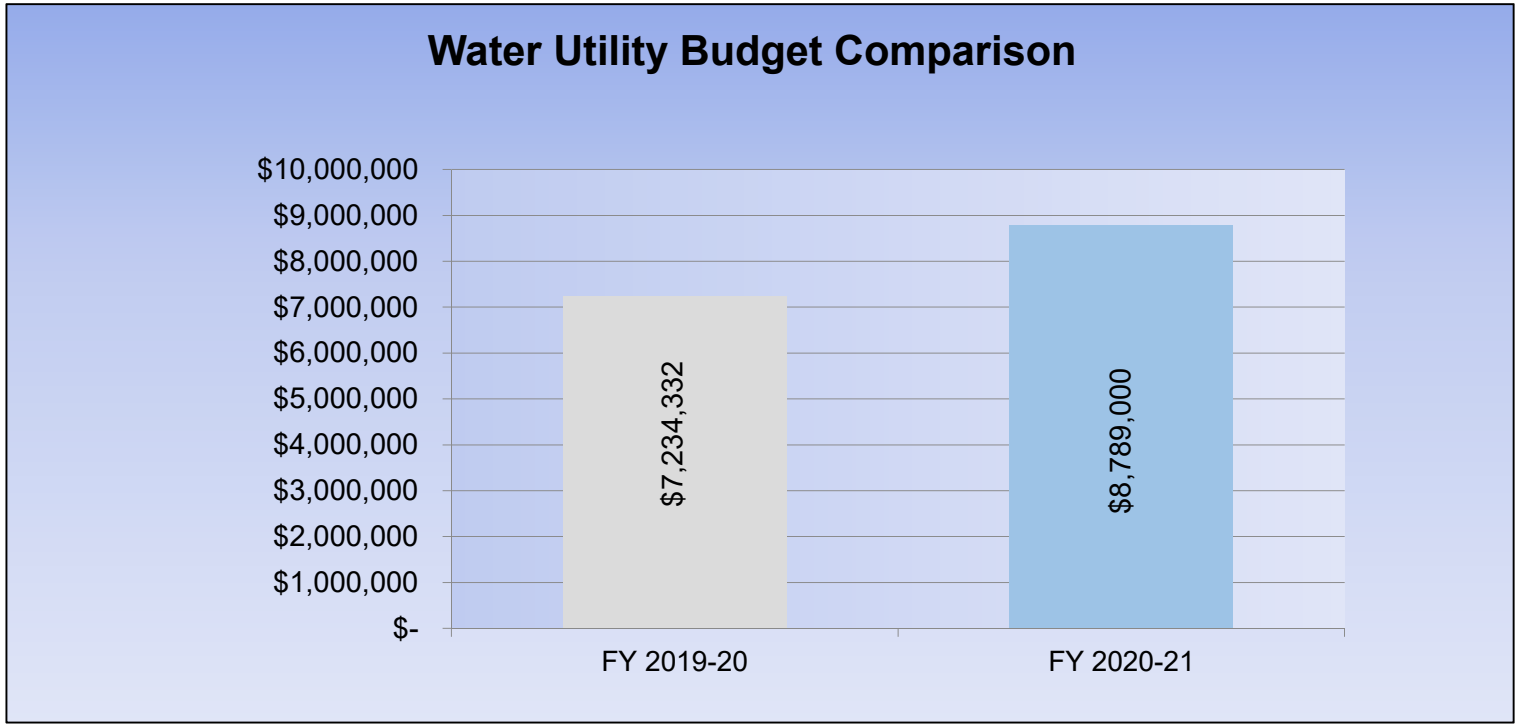
REQUIREMENTS	
Personnel Services	$ 2,680,900
Materials & Services	4,287,517
Capital Outlay	18,898,000
Transfers Out	1,947,816
Contingencies	442,328
Debt Service	1,577,211
Unappropriated	1,005,000
	$ 30,838,772





Requirements by Department and Type

Dept-Activity	Personal Services	Materials & Services	Capital Outlay	Interfund Transfers	Contingency Fund	Debt Service	Unapprop	**$0 Budget**	Percent of Fund Budget
430-Water	$ 984,400	$ 670,121	$ 278,500	$ 1,088,471	$ 157,740	$ -	$ 205,000	**$ 3,384,232**	10.97%
433-Water Plant Operation	521,500	482,500	75,000	-	-	1,153,768	600,000	**2,832,768**	9.19%
435-Water CIP	-	37,000	1,730,000	-	-	-	-	**1,767,000**	5.73%
438-Water Treatment Plant CIP.	-	-	-	-	-	-	-	**-**	0.00%
450-Stormdrainage	130,000	85,500	215,000	94,124	17,166	-	75,000	**616,790**	2.00%
470-Wastewater	822,000	628,396	344,500	765,221	267,422	-	50,000	**2,877,539**	9.33%
473-Wastewater Plant Operation	223,000	1,484,000	150,000	-	-	-	75,000	**1,932,000**	6.26%
474-Sewer & Lateral Repair Prog	-	-	890,000	-	-	-	-	**890,000**	2.89%
475-Wastewater CIP	-	900,000	15,215,000	-	-	-	-	**16,115,000**	52.26%
476-Wastewater Bond Debt Serv	-	-	-	-	-	423,443	-	**423,443**	1.37%
Fund Totals	$ 2,680,900	$ 4,287,517	$ 18,898,000	$ 1,947,816	$ 442,328	$ 1,577,211	$ 1,005,000	**$ 30,838,772**	100.00%
Percent of Enterprise Fund	8.70%	13.90%	61.28%	6.32%	1.43%	5.11%	3.26%	**100.00%**	



FY 2020-21

Personnel Services	$	1,505,900	Transfers Out	$	1,088,471
Materials & Services	$	1,189,621	Contingencies	$	157,740
Capital Outlay	$	2,083,500	Other Financing Uses	$	805,000
Debt Service	$	1,153,768	Unappropriated	$	805,000

FY 2019-20

Personnel Services	$	739,245	Transfers Out	$	1,389,835
Materials & Services	$	1,211,657	Contingencies	$	156,286
Capital Outlay	$	1,603,500	Other Financing Uses	$	-
Debt Service	$	1,180,000	Unappropriated	$	953,809

Enterprise Fund
Water Utility-430

Purpose

The purpose of the water utility is three-fold – water treatment, water storage/distribution, and capital infrastructure. Depending on the time of year, from 1.7 to 3.8 million gallons per day of raw water are drawn from the South Santiam River and treated to comply with all state and federal regulations. The New Water Treatment Plant is complete and providing water to the City's distribution system. Operation of the new plant is done by City Staff. The Second Street Water Plant will be moth-balled beginning July 2020.

This utility also funds the operation, maintenance, and engineering required for 80 miles of water piping and the two storage reservoirs.

FY2020-2021 Objective

The objective of the Water Utility is to continue to provide safe drinking water to the citizens of Lebanon.

FY2020-2021 Staffing

There are 12.76 FTE allocated to this fund. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	WATER UTILITY							
Dept	BALANCE SHEET/REV							
R4	Rev.-Intergovernmental							
430-000-41051	State Grant Funds #2	17,160,630	2,983,947	-	-	-	-	-
	Rev.-Intergovernmental Totals	**17,160,630**	**2,983,947**	**-**	**-**	**-**	**-**	**-**
R5	Rev.-Chgs for Services							
430-000-48121	Water Fees	4,995,895	5,211,293	5,100,000	5,069,200	5,100,000		
430-000-48122	Water Penalties	50,466	41,878	30,000	40,000	40,000		
	Rev.-Chgs for Services Totals	**5,046,361**	**5,253,171**	**5,130,000**	**5,109,200**	**5,140,000**	**-**	**-**
R6	Rev.-Miscellaneous							
430-000-48100	Interest On Investment	63,910	65,420	15,000	25,000	5,000		
430-000-48140	Miscellaneous Revenue	131,056	113,940	95,000	100,000	100,000		
	Rev.-Miscellaneous Totals	**194,966**	**179,360**	**110,000**	**125,000**	**105,000**	**-**	**-**
R7	Rev.-Transfers In							
430-000-49000	Trans In Sal/Ben funding	4,806	4,467	4,994	4,994	-		
430-000-49100	From Eqpt Acq & Rep Fund - 820	-	-	433,809	433,809	-		
430-000-49175	From North Gateway URD	-	-	2,300	2,300	-		
	Rev.-Transfers In Totals	**4,806**	**4,467**	**441,103**	**441,103**	**-**	**-**	**-**
R8	Rev.-Other Sources							
430-000-49901	Beginning Balance	2,562,963	4,980,102	1,553,229	2,016,839	2,739,000		
	Rev.-Other Sources Totals	**2,562,963**	**4,980,102**	**1,553,229**	**2,016,839**	**2,739,000**	**-**	**-**
	REVENUES TOTALS:	**24,969,726**	**13,401,047**	**7,234,332**	**7,692,142**	**7,984,000**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	WATER UTILITY							
E1	Exp.-Personal Services							
430-430-50001	Salaries	204,165	197,803	220,623	218,163	591,000		
430-430-50600	Overtime	1,506	519	5,400	4,200	5,400		
430-430-51000	Fringe Benefits - Budget	211	243	170,346	173,939	388,000		
430-430-51005	Taxes - Federal	15,255	14,805	-	-	-		
430-430-51010	Taxes - State	264	11	-	-	-		
430-430-51015	PERS	43,986	39,259	-	-	-		
430-430-51020	Workers Compensation	3,783	4,288	-	-	-		
430-430-51023	Unemployment	587	717	-	-	-		
430-430-51025	Insurance - Health	70,829	69,235	-	-	-		
430-430-51030	Insurance - HRA/PSA	13,332	20,407	-	-	-		
430-430-51036	Insurance - Life/LTD	274	244	-	-	-		
430-430-51040	Insurance - Disability	789	641	-	-	-		
430-430-59000	Group Term Life	730	-	-	-	-		
	Exp.-Personal Services Totals	**355,711**	**348,172**	**396,369**	**396,302**	**984,400**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**4.00**	**5.00**	**4.00**		**8.59**		
E2	Exp.-Materials & Services							
430-430-61010	Advertising	1,013	(20)	-	-	-		
430-430-61011	Advertising (Eng)	4,571	-	1,000	-	1,000		
430-430-61012	Advertising (Maint)	55	505	-	-	-		
430-430-61121	Communication (Eng)	-	-	1,000	-	500		
430-430-61122	Communication (Maint)	-	302	750	-	500		
430-430-61126	Computer Exp (Eng)	6,826	7,941	10,000	10,000	10,000		
430-430-61127	Computer Exp (Maint)	1,062	132	3,500	3,500	3,500		
430-430-61130	Contract Services	-	-	500	500	500		
430-430-61133	Contract Serv (Eng)	9,774	20,591	15,000	11,000	15,000		
430-430-61134	Contract Serv (Maint)	36,403	39,170	50,000	50,000	50,000		
430-430-61140	Merchant Card Fees	29,338	33,548	30,000	30,000	40,000		
430-430-61240	Dept/Operating Expense	489	(306)	-	108	-		
430-430-61241	Operating Exp (Eng)	3,653	3,115	3,500	7,526	28,500		
430-430-61242	Operating Exp (Maint)	74,612	73,733	85,000	85,000	85,000		
430-430-61251	Op Supplies (Eng)	529	186	1,000	350	1,000		

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
430-430-61252	Op Supplies (Maint)	1,397	864	2,000	550	2,000		
430-430-61291	Dues & Subscript (Eng)	3,469	2,400	3,500	3,500	3,500		
430-430-61292	Dues & Subs (Maint)	2,162	1,224	3,000	1,500	3,000		
430-430-61300	Duplication	22,468	23,193	22,000	22,000	25,000		
430-430-61321	Education & Trng (Eng)	2,982	2,144	3,500	3,500	3,500		
430-430-61322	Ed & Trng (Maint)	3,588	8,559	4,470	4,470	5,000		
430-430-61400	Insurance	49,402	49,920	58,937	58,671	78,171		
430-430-61501	Uniforms (Eng)	1,208	830	800	250	800		
430-430-61502	Uniforms (Maint)	2,174	3,707	3,500	3,500	3,500		
430-430-61520	Utility Franchise Fee	258,269	261,991	253,500	253,500	255,000		
430-430-61561	Maint/Bldg (Eng)	830	-	1,000	-	-		
430-430-61562	Maint/Bldg (Maint)	3,667	4,261	7,000	7,000	7,000		
430-430-61571	Maint/Eqpt (Eng)	56	139	800	500	500		
430-430-61572	Maint/Eqpt (Maint)	261	1,495	1,500	1,543	2,000		
430-430-61581	Maint/Vehicles (Eng)	659	2,240	2,500	2,500	2,500		
430-430-61582	Maint/Vehicles (Maint)	12,423	16,010	15,000	15,000	15,000		
430-430-61601	Mtgs & Conf (Eng)	1,955	785	4,000	4,000	4,250		
430-430-61602	Mtgs & Conf (Maint)	1,305	1,480	2,000	2,000	2,500		
430-430-61700	Office Supplies	2	-	-	-	-		
430-430-61701	Office Supplies (Eng)	1,061	222	1,200	350	1,000		
430-430-61702	Off Supplies (Maint)	657	713	800	800	800		
430-430-61801	Petroleum (Eng)	1,887	1,839	1,800	1,800	1,800		
430-430-61802	Petroleum (Maint)	8,417	9,472	15,000	10,000	12,500		
430-430-61820	Postage	539	516	900	800	800		
430-430-61902	Utilities (Maint)	6,695	3,401	5,500	3,500	4,500		
	Exp.-Materials & Services Totals	**555,858**	**576,302**	**615,457**	**599,218**	**670,121**	**-**	**-**
E3	Exp.-Capital Outlay							
430-430-72300	Improvements	186	1,706	-	-	-		
430-430-72301	Improvements (Eng)	-	-	-	8,115	-		
430-430-72302	Improvements (Maint)	-	2,575	-	-	-		
430-430-72501	Office Eqpt (Eng)	336	566	3,500	3,500	3,500		
430-430-72602	Other Eqpt (Maint)	25,105	-	125,000	125,000	25,000		
430-430-72802	Vehicles (Maint)	-	-	-	-	250,000		
	Exp.-Capital Outlay Totals	**25,627**	**4,847**	**128,500**	**136,615**	**278,500**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E4	Exp.-Transfers Out							
430-430-90010	To General Fund	88,542	89,916	145,967	145,967	136,118		
430-430-90011	To General Fund-Sal/Ben	786,138	765,691	757,397	757,397	-		
430-430-90017	To Debt Service	241,450	248,450	244,850	244,850	241,050		
430-430-90025	To GIS	35,000	52,855	64,249	64,249	92,000		
430-430-90027	To Info System Service	75,080	76,338	86,719	86,719	78,150		
430-430-90028	To Custodial & Bldg Maint	7,358	7,714	10,260	10,260	11,634		
430-430-90030	To PERS Bond	25,459	27,830	28,641	28,641	29,519		
430-430-90105	To Eqpt Acq & Rep Fund	112,000	120,000	-	-	-		
430-430-90184	To Cust/Maint-Sal/Ben	30,517	23,494	24,933	24,933	-		
430-430-90185	To Streets Sal/Ben 558	-	-	26,819	26,819	-		
430-430-90164	To NW URD	-	-	-	-	500,000		
	Exp.-Transfers Out Totals	**1,401,544**	**1,412,288**	**1,389,835**	**1,389,835**	**1,088,471**	**-**	**-**
E5	Exp.-Contingencies							
430-430-80005	Operating Contingency	-	-	156,286	-	157,740		
	Exp.-Contingencies Totals	**-**	**-**	**156,286**	**-**	**157,740**	**-**	**-**
E7	Exp.-Unappropriated							
430-430-80010	Reserve for Equipment Replace	-	-	453,809	-	205,000		
	Exp.-Unappropriated Totals	**-**	**-**	**453,809**	**-**	**205,000**	**-**	**-**
	WATER UTILITY Totals	**2,338,740**	**2,341,609**	**3,140,256**	**2,521,970**	**3,384,232**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

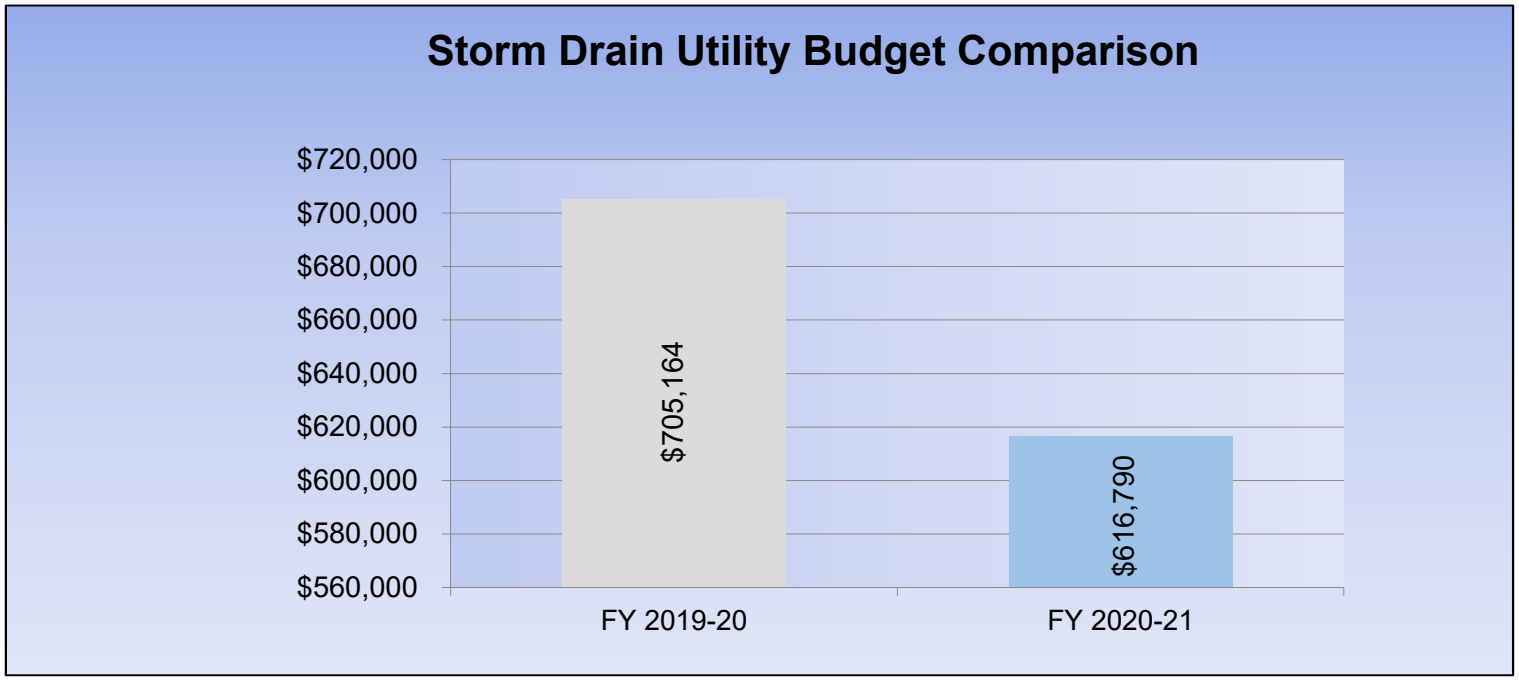
Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	WATER PLANT OPERATIONS							
E1	Exp.-Personal Services							
430-433-50001	Salaries	86,515	149,446	211,193	219,303	334,000		
430-433-50600	Overtime	15,035	2,768	5,400	5,400	7,500		
430-433-51000	Fringe Benefits	-	-	126,283	124,385	180,000		
430-433-51005	Taxes - Federal	7,348	11,485	-	-	-		
430-433-51010	Taxes - State	18	3	-	-	-		
430-433-51015	PERS	25,646	23,467	-	-	-		
430-433-51020	Workers Compensation	1,059	3,266	-	-	-		
430-433-51023	Unemployment	-	-	-	-	-		
430-433-51025	Health Insurance	19,492	31,042	-	-	-		
430-433-51030	HRA	4,000	19,612	-	-	-		
430-433-51035	Group Term Life	-	240	-	-	-		
430-433-51036	Insurance - Life/LTD	68	195	-	-	-		
430-433-51040	Insurance - Disability	241	494	-	-	-		
	Exp.-Personal Services Totals	**159,422**	**242,018**	**342,876**	**349,088**	**521,500**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**1.00**	**3.00**	**3.00**		**4.17**		
E2	Exp.-Materials & Services							
430-433-61010	Advertising	-	1,514	3,500	2,500	3,500		
430-433-61119	Communication	3,104	4,004	5,000	5,000	7,500		
430-433-61124	Computer Expense	336	4,048	25,000	25,000	40,000		
430-433-61130	Contract Services	597,337	638,817	106,200	106,200	51,000		
430-433-61240	Dept/Operating Expense	21,302	159,617	374,000	365,000	375,000		
430-433-61300	Duplication	-	-	2,500	-	2,500		
430-433-61320	Education & Training	392	338	3,000	2,000	3,000		
	Exp.-Materials & Services Totals	**622,471**	**808,338**	**519,200**	**505,700**	**482,500**	**-**	**-**
E3	Exp.-Capital Outlay							
430-433-72300	Improvements	7,558	51,388	50,000	19,135	75,000		
430-433-72600	Other Eqpt.	-	227,055	-	35,177	-		
	Exp.-Capital Outlay Totals	**7,558**	**278,443**	**50,000**	**54,312**	**75,000**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E6	Exp.-Debt Service							
430-433-95100	Bond Principal	-	-	272,000	272,000	638,054		
430-433-95200	Bond Interest	117,779	-	908,000	908,000	515,714		
	Exp.-Debt Service Totals	**117,779**	**-**	**1,180,000**	**1,180,000**	**1,153,768**	**-**	**-**
E7	Exp.-Unappropriated							
430-433-80010	Reserve for Equipment Replace	-	-	500,000	-	600,000		
	Exp.-Unappropriated Totals	**-**	**-**	**500,000**	**-**	**600,000**	**-**	**-**
	WATER PLANT OPERATIONS Totals	**907,230**	**1,328,799**	**2,592,076**	**2,089,100**	**2,832,768**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	WATER UTILITY CIP							
E2	Exp.-Materials & Services							
430-435-61011	Advertising (Eng)	-	-	2,000	2,000	2,000		
430-435-61130	Contract Services	5,000	-	75,000	75,000	35,000		
	Exp.-Materials & Services Totals	**5,000**	**-**	**77,000**	**77,000**	**37,000**	**-**	**-**
E3	Exp.-Capital Outlay							
430-435-72301	Improvements (Eng)	250,000	75,000	1,375,000	215,000	1,680,000		
430-435-72302	Improvements (Maint)	6,190	45,394	50,000	50,000	50,000		
	Exp.-Capital Outlay Totals	**256,190**	**120,394**	**1,425,000**	**265,000**	**1,730,000**	**-**	**-**
	WATER UTILITY CIP Totals	**261,190**	**120,394**	**1,502,000**	**342,000**	**1,767,000**	**-**	**-**
Dept	Water Treatment Plant CIP							
E3	Exp.-Capital Outlay							
430-438-72300	Improvements-cash	890,979	4,610,488	-	-	-		
430-438-72301	Improvements-Loan #1	9,213,748	1,893,920	-	-	-		
430-438-72302	Improvements-Loan #2	6,476,502	1,089,000	-	-	-		
	Exp.-Capital Outlay Totals	**16,581,229**	**7,593,408**	**-**	**-**	**-**	**-**	**-**
	Water Treatment Plant CIP Totals	**16,581,229**	**7,593,408**	**-**	**-**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**24,969,726**	**13,401,047**	**7,234,332**	**7,692,142**	**7,984,000**	**-**	**-**
	Fund Expense Sub Totals:	**20,088,389**	**11,384,210**	**7,234,332**	**4,953,070**	**7,984,000**	**-**	**-**
	Fund 430 Sub Totals:	**4,881,337**	**2,016,837**	**-**	**2,739,072**	**-**	**-**	**-**



FY 2020-21

Personnel Services	$	130,000	Transfers Out	$	94,124
Materials & Services	$	85,500	Contingencies	$	17,166
Capital Outlay	$	215,000	Other Financing Uses	$	75,000
Debt Service	$	-	Unappropriated	$	-

FY 2019-20

Personnel Services	$	-	Transfers Out	$	295,128
Materials & Services	$	84,700	Contingencies	$	17,351
Capital Outlay	$	230,000	Other Financing Uses	$	-
Debt Service	$	-	Unappropriated	$	77,985

Enterprise Fund
Storm Drainage Utility-450

Purpose

This fund is responsible for maintenance/replacement of the existing storm water collection system, managing new environmental regulations being imposed by the Department of Environmental Quality, and to begin funding Storm Drainage Capital needs.

Currently, the City maintains approximately 36 miles of storm drain pipes, 1770 catch basins, 635 drainage manholes, 13 miles of ditches, and 1.5 miles of culverts. The Drainage utility provides funding for staff, equipment, and materials which allows for more frequent maintenance and repair of the system, environmental regulation compliance, and Capital construction to be funded over time.

FY2020-2021 Objective

The objective of the Storm Drainage Utility is to continue to maintain the City's Drainage facilities as well meet any new regulatory requirements associated with drainage.

FY2020-2021 Staffing

There are 1.26 FTE allocated to this fund. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	STORM DRAIN UTILITY							
R5	Rev.-Chgs for Services							
450-000-48125	Storm Drain Fees	464,898	484,517	475,000	475,000	483,000		
	Rev.-Chgs for Services Totals	**464,898**	**484,517**	**475,000**	**475,000**	**483,000**	**-**	**-**
R6	Rev.-Miscellaneous							
450-000-48100	Interest On Investment	5,206	3,186	3,000	1,000	-		
450-000-48140	Miscellaneous Revenue	2,082	-	-	-	-		
	Rev.-Miscellaneous Totals	**7,288**	**3,186**	**3,000**	**1,000**	**-**	**-**	**-**
R7	Rev.-Transfers In							
450-000-49015	From SDC Fund 862	-	400,000	-	-	-		
450-000-49100	From Eqpt Acq & Rep Fund-820	-	-	120,985	120,985	-		
	Rev.-Transfers In Totals	**-**	**400,000**	**120,985**	**120,985**	**-**	**-**	**-**
R8	Rev.-Other Sources							
450-000-49901	Beginning Balance	352,938	461,206	106,179	135,033	133,790		
	Rev.-Other Sources Totals	**352,938**	**461,206**	**106,179**	**135,033**	**133,790**	**-**	**-**
	Revenue Sub Totals:	**825,124**	**1,348,909**	**705,164**	**732,018**	**616,790**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	STORM DRAIN UTILITY							
E1	Exp.-Personal Services							
450-450-50001	Salaries	-	-	-	-	82,000		
450-450-51000	Fringe Benefits - Budget	-	-	-	-	48,000		
	Exp.-Personal Services Totals	**-**	**-**	**-**	**-**	**130,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**2.00**	**2.00**	**2.00**		**1.26**		
E2	Exp.-Materials & Services							
450-450-61127	Computer Exp (Maint)	-	3,370	1,200	-	1,000		
450-450-61133	Contract Serv (Eng)	-	563	-	-	-		
450-450-61134	Contract Serv (Maint)	2,501	6,066	14,000	14,000	14,000		
450-450-61140	Merchant Card Fees	1,587	1,602	2,000	2,000	3,000		
450-450-61241	Operating Exp (Eng)	1,144	3,003	18,000	13,000	18,000		
450-450-61242	Operating Exp (Maint)	7,038	8,290	10,000	5,000	10,000		
450-450-61251	Op Supplies (Eng)	-	-	250	-	-		
450-450-61252	Op Supplies (Maint)	1,162	-	150	150	150		
450-450-61292	Dues & Subs (Maint)	-	-	150	150	150		
450-450-61300	Duplication	474	469	500	500	500		
450-450-61322	Ed & Trng (Maint)	100	120	250	250	250		
450-450-61502	Uniforms (Maint)	100	2,642	1,000	1,000	1,000		
450-450-61520	Utility Franchise Fee	22,903	23,396	23,750	23,750	24,150		
450-450-61562	Maint/Bldg (Maint)	-	592	500	500	500		
450-450-61572	Maint/Eqpt (Maint)	89	1,619	1,500	1,500	1,500		
450-450-61582	Maint/Vehicles (Maint)	3,778	5,491	5,500	5,500	5,500		
450-450-61602	Mtgs & Conf (Maint)	-	-	250	250	250		
450-450-61701	Office Supplies (Eng)	149	41	150	-	-		
450-450-61802	Petroleum (Maint)	4,044	7,741	5,500	5,500	5,500		
450-450-61820	Postage	12	10	50	50	50		
	Exp.-Materials & Services Totals	**45,081**	**65,015**	**84,700**	**73,100**	**85,500**	**-**	**-**
E3	Exp.-Capital Outlay							
450-450-72301	Improvements (Eng)	50,000	854,881	130,000	130,000	215,000		
450-450-72802	Vehicles (Maint)	-	-	100,000	100,000	-		

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
	Exp.-Capital Outlay Totals	**50,000**	**854,881**	**230,000**	**230,000**	**215,000**	**-**	**-**
E4	Exp.-Transfers Out							
450-450-90010	To General Fund	7,798	8,164	17,179	17,179	5,222		
450-450-90011	To General Fund-Sal/Ben	133,560	137,206	142,007	142,007	-		
450-450-90025	To GIS	11,058	16,699	20,299	20,299	29,000		
450-450-90027	To Info System Service	10,011	10,178	11,344	11,344	10,369		
450-450-90028	To Custodial & Bldg Maint	1,032	1,260	1,677	1,677	982		
450-450-90030	To PERS Bond	-	-	-	-	2,551		
450-450-90105	To Eqpt Acq & Rep Fund	45,000	57,000	-	-	-		
450-450-90130	To Street Impro SDC Fund - 882	-	-	46,000	46,000	46,000		
450-450-90181	To Wastewater-Sal/Ben	62,544	63,474	56,622	56,622	-		
	Exp.-Transfers Out Totals	**271,003**	**293,981**	**295,128**	**295,128**	**94,124**	**-**	**-**
E5	Exp.-Contingencies							
450-450-80005	Operating Contingency	-	-	17,351	-	17,166		
	Exp.-Contingencies Totals	**-**	**-**	**17,351**	**-**	**17,166**	**-**	**-**
E7	Exp.-Unappropriated							
450-450-80010	Reserve for Equipment Replace	-	-	77,985	-	75,000		
	Exp.-Unappropriated Totals	**-**	**-**	**77,985**	**-**	**75,000**	**-**	**-**
	STORM DRAIN UTILITY Totals	**366,084**	**1,213,877**	**705,164**	**598,228**	**616,790**	**-**	**-**
	Fund Revenue Sub Totals:	**825,124**	**1,348,909**	**705,164**	**732,018**	**616,790**	**-**	**-**
	Fund Expense Sub Totals:	**366,084**	**1,213,877**	**705,164**	**598,228**	**616,790**	**-**	**-**
	Fund 450 Sub Totals:	**459,040**	**135,032**	**-**	**133,790**	**-**	**-**	**-**

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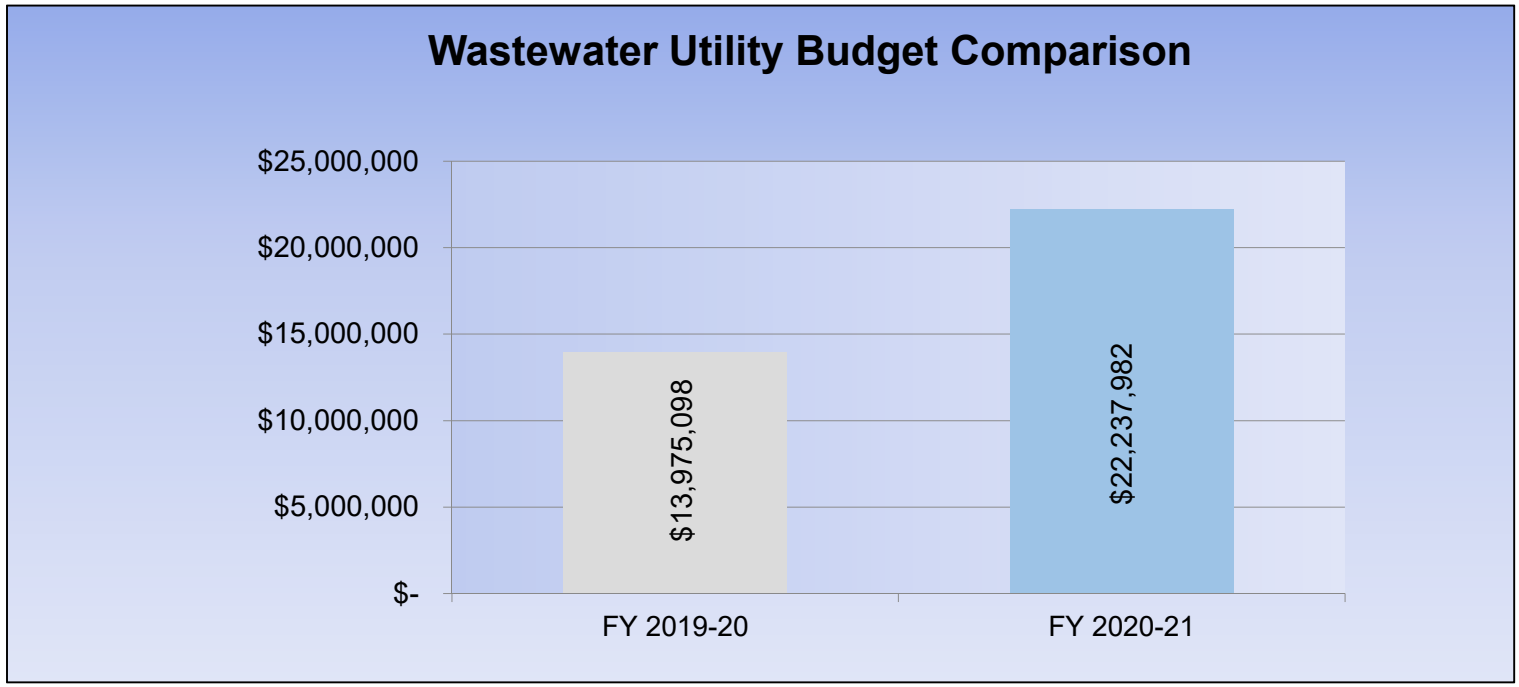
BUILDING



FY 2020-21

Personnel Services	$	1,045,000	Transfers Out	$	765,221
Materials & Services	$	3,012,396	Contingencies	$	267,422
Capital Outlay	$	16,599,500	Other Financing Uses	$	-
Debt Service	$	423,443	Unappropriated	$	125,000

FY 2019-20

Personnel Services	$	293,536	Transfers Out	$	1,783,048
Materials & Services	$	2,856,154	Contingencies	$	282,704
Capital Outlay	$	7,559,500	Other Financing Uses	$	266,540
Debt Service	$	667,076	Unappropriated	$	266,540

Enterprise Fund
Wastewater Utility-470

Purpose

The purpose of the Wastewater Utility is three-fold – the collection of wastewater, the treatment of wastewater complying with all regulatory requirements and constructing capital infrastructure projects. Depending on the time of year, from 2.1 to 15.0 million gallons per day of raw sewage are treated to comply with all state and federal regulations. The City contracts for the operation of the Wastewater Treatment Plant with CH2MHill. This utility also funds the operation, maintenance, and engineering required for 60 miles of sewer collection. Operations and maintenance of the sewer collection system is performed by city staff.

FY2020-2021 Objective

The objective of the Wastewater Utility is to continue to collect and treat sewage while meeting all regulatory requirements, which includes routine maintenance and replacement of the City's sanitary sewer infrastructure.

FY2020-2021 Staffing

There are 8.39 FTE allocated to this fund. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	WASTEWATER UTILITY							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
470-000-48101	Interest On Taxes	250	254	-	-	-		
	Rev.-Taxes & Assess Totals	**250**	**254**	**-**	**-**	**-**	**-**	**-**
R5	Rev.-Chgs for Services							
470-000-48122	Sewer Penalties	50,466	41,878	30,000	30,000	30,000		
470-000-48220	Sewer Fees-Current	5,438,620	5,500,920	5,600,000	5,600,000	5,600,000		
470-000-48230	Sewer Use Fees	48,446	55,155	60,000	25,000	45,000		
	Rev.-Chgs for Services Totals	**5,537,532**	**5,597,953**	**5,690,000**	**5,655,000**	**5,675,000**	**-**	**-**
R6	Rev.-Miscellaneous							
470-000-48100	Interest On Investment	24,259	39,294	10,000	25,000	-		
470-000-48140	Miscellaneous Revenue	5,413	3,989	-	14,306	-		
	Rev.-Miscellaneous Totals	**29,672**	**43,283**	**10,000**	**39,306**	**-**	**-**	**-**
R7	Rev.-Transfers In							
470-000-49000	Trans In Sal/Ben funding	62,544	63,474	56,622	56,622	-		
470-000-49100	From Eqpt Acq & Rep Fund-820	-	-	276,540	276,540	-		
	Rev.-Transfers In Totals	**62,544**	**63,474**	**333,162**	**333,162**	**-**	**-**	**-**
R8	Rev.-Other Sources							
470-000-41051	State Loan Funds	-	-	-	-	14,000,000		
470-000-42030	Bond Sale Proceeds	-	-	5,500,000	-	-		
470-000-49901	Beginning Balance	2,351,626	2,403,778	2,175,396	2,868,346	2,562,982		
	Rev.-Other Sources Totals	**2,351,626**	**2,403,778**	**7,675,396**	**2,868,346**	**16,562,982**	**-**	**-**
	Revenue Sub Totals:	**7,981,624**	**8,108,742**	**13,708,558**	**8,895,814**	**22,237,982**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	WASTEWATER UTILITY							
E1	Exp.-Personal Services							
470-470-50001	Salaries	183,791	115,184	171,662	160,887	504,000		
470-470-50600	Overtime	1,945	799	4,000	4,000	4,000		
470-470-51000	Fringe Benefits - Budget	158	117	117,874	105,237	314,000		
470-470-51005	Taxes - Federal	13,940	8,707	-	-	-		
470-470-51010	Taxes - State	132	5	-	-	-		
470-470-51015	PERS	26,401	23,972	-	-	-		
470-470-51020	Workers Compensation	3,736	4,170	-	-	-		
470-470-51023	Unemployment	297	382	-	-	-		
470-470-51025	Insurance - Health	43,049	26,090	-	-	-		
470-470-51030	Insurance - HRA/PSA	12,000	12,538	-	-	-		
470-470-51036	Insurance - Life/LTD	200	121	-	-	-		
470-470-51040	Insurance - Disability	632	330	-	-	-		
470-470-59000	Group Term Life	210	-	-	-	-		
	Exp.-Personal Services Totals	**286,491**	**192,415**	**293,536**	**270,124**	**822,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**3.00**	**3.00**	**3.00**		**6.84**		
E2	Exp.-Materials & Services							
470-470-61011	Advertising (Eng)	1,249	-	1,000	2,959	3,500		
470-470-61012	Advertising (Maint)	75	2,511	1,000	-	1,000		
470-470-61121	Communication (Eng)	-	-	500	-	-		
470-470-61122	Communication (Maint)	-	29	750	-	-		
470-470-61126	Computer Exp (Eng)	1,655	4,959	10,000	6,000	10,000		
470-470-61127	Computer Exp (Maint)	700	7,870	5,000	3,500	5,000		
470-470-61130	Contract Services	55	-	500	500	500		
470-470-61133	Contract Serv (Eng)	9,556	25,757	25,000	17,000	25,000		
470-470-61134	Contract Serv (Maint)	28,271	19,300	35,000	35,000	35,000		
470-470-61140	Merchant Card Fees	29,338	31,980	30,000	30,100	40,000		
470-470-61240	Dept/Operating Expense	462	276	-				
470-470-61241	Operating Exp (Eng)	3,909	3,022	1,500	8,866	26,500		
470-470-61242	Operating Exp (Maint)	23,805	33,620	20,000	20,000	22,000		
470-470-61251	Op Supplies (Eng)	469	283	1,000	250	1,000		
470-470-61252	Op Supplies (Maint)	1,443	95	500	250	500		
470-470-61291	Dues & Subscript (Eng)	1,300	-	1,200	1,200	1,300		

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
470-470-61292	Dues & Subs (Maint)	785	125	500	500	600		
470-470-61300	Duplication	22,468	23,193	22,000	23,000	25,000		
470-470-61321	Education & Trng (Eng)	389	80	2,000	2,000	2,500		
470-470-61322	Ed & Trng (Maint)	507	1,715	3,000	3,000	3,000		
470-470-61400	Insurance	76,007	49,920	59,804	59,171	78,696		
470-470-61501	Uniforms (Eng)	-	301	500	200	500		
470-470-61502	Uniforms (Maint)	2,444	3,072	2,000	2,000	2,200		
470-470-61520	Utility Franchise Fee	263,762	268,477	290,000	280,000	290,000		
470-470-61562	Maint/Bldg (Maint)	2,690	3,729	2,000	550	2,000		
470-470-61570	Maint/Eqpt	-	8,416	-	-	-		
470-470-61571	Maint/Eqpt (Eng)	82	-	500	-	500		
470-470-61572	Maint/Eqpt (Maint)	357	937	1,500	1,500	1,500		
470-470-61581	Maint/Vehicles (Eng)	347	1,975	2,000	1,500	2,200		
470-470-61582	Maint/Vehicles (Maint)	19,355	33,708	20,000	20,000	20,000		
470-470-61601	Mtgs & Conf (Eng)	699	509	3,500	3,500	3,500		
470-470-61602	Mtgs & Conf (Maint)	-	-	1,500	1,500	1,500		
470-470-61701	Office Supplies (Eng)	511	287	500	250	500		
470-470-61702	Off Supplies (Maint)	369	649	700	700	700		
470-470-61801	Petroleum (Eng)	1,967	1,704	1,800	1,400	1,800		
470-470-61802	Petroleum (Maint)	3,622	1,337	15,000	2,500	15,000		
470-470-61820	Postage	539	516	900	750	900		
470-470-61900	Utilities (Gen'l)	972	1,120	1,500	1,500	1,500		
470-470-61902	Utilities (Maint)	2,533	2,314	3,000	3,000	3,000		
	Exp.-Materials & Services Totals	**502,692**	**533,786**	**567,154**	**534,146**	**628,396**	**-**	**-**
E3	Exp.-Capital Outlay							
470-470-72302	Improvements (Maint)	6,050	70,853	90,000	90,000	90,000		
470-470-72501	Office Eqpt (Eng)	-	-	3,000	2,385	3,000		
470-470-72601	Other Eqpt (Eng)	2,081	675	1,500	-	1,500		
470-470-72802	Vehicles (Maint)	-	-	100,000	66,137	250,000		
	Exp.-Capital Outlay Totals	**8,131**	**71,528**	**194,500**	**158,522**	**344,500**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E4	Exp.-Transfers Out							
470-470-90010	To General Fund	88,972	87,503	143,170	143,170	150,727		
470-470-90011	To General Fund-Sal/Ben	735,749	718,551	719,484	719,484	-		
470-470-90017	To Debt Service	679,500	677,700	679,375	679,375	402,000		
470-470-90025	To GIS	44,148	66,670	81,041	81,041	116,000		
470-470-90027	To Info System Service	58,395	59,374	72,000	72,000	66,493		
470-470-90028	To Custodial & Bldg Maint	6,472	6,680	8,883	8,883	9,440		
470-470-90030	To PERS Bond	23,143	22,179	22,349	22,349	20,561		
470-470-90105	To Eqpt Acq & Rep Fund	90,000	90,000	-	-	-		
470-470-90180	To Water Sal/Ben	4,806	4,467	4,994	4,994	-		
470-470-90184	To Cust/Maint-Sal/Ben	30,517	23,494	24,933	24,933	-		
470-470-90185	To Streets Sal/Ben 558	-	-	26,819	26,819	-		
	Exp.-Transfers Out Totals	**1,761,702**	**1,756,618**	**1,783,048**	**1,783,048**	**765,221**	**-**	**-**
E5	Exp.-Contingencies							
470-470-80005	Operating Contingency	-	-	252,324	-	237,042		
470-470-80026	Res For Debt Service	-	-	30,380	-	30,380		
	Exp.-Contingencies Totals	**-**	**-**	**282,704**	**-**	**267,422**	**-**	**-**
E7	Exp.-Unappropriated							
470-470-80010	Reserve for Equipment Replace	-	-	191,642	-	50,000		
470-470-92010	Unapprop End Fund Bal	-	-	-	-	-		
	Exp.-Unappropriated Totals	**-**	**-**	**191,642**	**-**	**50,000**	**-**	**-**
	WASTEWATER UTILITY Totals	**2,559,016**	**2,554,347**	**3,312,584**	**2,745,840**	**2,877,539**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	WASTEWATER PLANT OPERATIONS							
E1	Exp.-Personal Services							
470-473-51023	Salaries	-	-	-	-	142,000		
470-473-51000	Fringe Benefits - Budget	-	-	-	-	81,000		
	Exp.-Personal Services Totals	**-**	**-**	**-**	**-**	**223,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**-**	**-**	**-**		**1.55**		
E2	Exp.-Materials & Services							
470-473-61010	Advertising	-	-	500	500	500		
470-473-61119	Communication	-	-	1,000	1,000	1,000		
470-473-61124	Computer Expense	-	1,219	1,500	1,500	1,500		
470-473-61130	Contract Services	1,076,955	1,114,160	1,210,000	1,312,685	1,400,000		
470-473-61240	Dept/Operating Expense	33,795	76,866	65,000	65,000	70,000		
470-473-61250	Dept/Op Supplies	-	-	250		250		
470-473-61320	Education & Training	-	-	1,000	1,000	1,000		
470-473-61600	Meetings & Conferences	-	-	2,500	2,500	2,500		
470-473-61700	Office Supplies	-	-	250	250	250		
470-473-61800	Petroleum	6,028	5,548	7,000	7,000	7,000		
	Exp.-Materials & Services Totals	**1,116,778**	**1,197,793**	**1,289,000**	**1,391,435**	**1,484,000**	**-**	**-**
E3	Exp.-Capital Outlay							
470-473-72300	Improvements	105,265	137,923	160,000	160,000	150,000		
	Exp.-Capital Outlay Totals	**105,265**	**137,923**	**160,000**	**160,000**	**150,000**	**-**	**-**
E7	Exp.-Unappropriated							
470-473-80010	Reserve for Equipment Replace	-	-	74,898	-	75,000		
	Exp.-Unappropriated Totals	**-**	**-**	**74,898**	**-**	**75,000**	**-**	**-**
	WASTEWATER PLANT OPERATIONS Totals	**1,222,043**	**1,335,716**	**1,523,898**	**1,551,435**	**1,932,000**	**-**	**-**

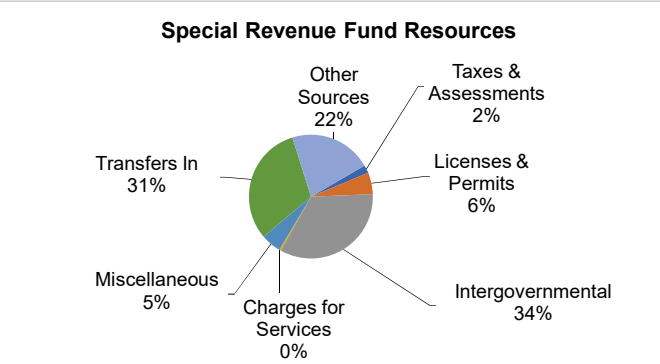
City of Lebanon, OR
Budget Report FY 2020-21

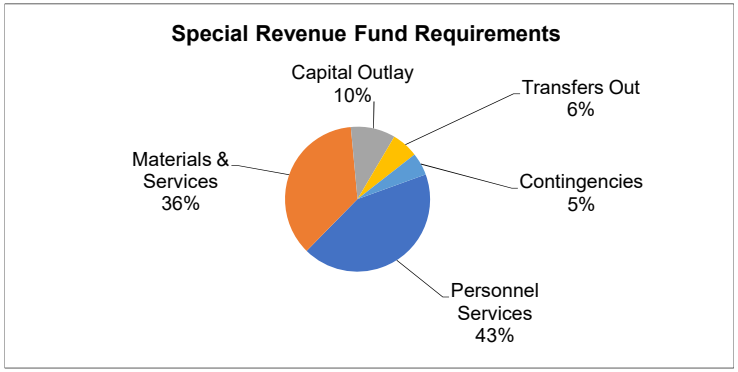
Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SEWER & LATERAL REPAIR PROG							
E3	Exp.-Capital Outlay							
470-474-72300	Improvements	103,673	48,381	90,000	90,000	90,000		
470-474-72301	Improvments (Eng)	479,496	130,769	300,000	343,692	800,000		
	Exp.-Capital Outlay Totals	**583,169**	**179,150**	**390,000**	**433,692**	**890,000**	**-**	**-**
	SEWER & LATERAL REPAIR PROG Totals	**583,169**	**179,150**	**390,000**	**433,692**	**890,000**	**-**	**-**
Dept	WASTEWATER UTILITY C.I.P.							
E2	Exp.-Materials & Services							
470-475-61130	Contract Services	1,813	8,854	-	34,789	-		
470-475-61133	Contract Services (Eng)	123,700	434,586	1,000,000	850,000	900,000		
	Exp.-Materials & Services Totals	**125,513**	**443,440**	**1,000,000**	**884,789**	**900,000**	**-**	**-**
E3	Exp.-Capital Outlay							
470-475-72301	Improvements (Eng)	634,583	57,645	6,815,000	50,000	15,215,000		
	Exp.-Capital Outlay Totals	**634,583**	**57,645**	**6,815,000**	**50,000**	**15,215,000**	**-**	**-**
	WASTEWATER UTILITY C.I.P. Totals	**760,096**	**501,085**	**7,815,000**	**934,789**	**16,115,000**	**-**	**-**
Dept	WASTEWATER BOND DEBT SERV							
E6	Exp.-Debt Service							
470-476-95100	Bond Principal	43,283	42,658	45,875	45,875	47,229		
470-476-95107	Prin-2000 Issue	524,425	445,000	460,000	460,000	235,000		
470-476-95200	Bond Interest	20,588	20,994	17,551	17,551	15,964		
470-476-95207	Int -2000 Issue	89,425	161,450	143,650	143,650	125,250		
	Exp.-Debt Service Totals	**677,721**	**670,102**	**667,076**	**667,076**	**423,443**	**-**	**-**
	WASTEWATER BOND DEBT SERV Totals	**677,721**	**670,102**	**667,076**	**667,076**	**423,443**	**-**	**-**
	Fund Revenue Sub Totals:	**7,981,624**	**8,108,742**	**13,708,558**	**8,895,814**	**22,237,982**	**-**	**-**
	Fund Expense Sub Totals:	**5,802,045**	**5,240,400**	**13,708,558**	**6,332,832**	**22,237,982**	**-**	**-**
	Fund 470 Sub Totals:	**2,179,579**	**2,868,342**	**-**	**2,562,982**	**-**	**-**	**-**

SPECIAL REVENUE FUND
For the Fiscal Year 2020-21

RESOURCES	
Taxes & Assessments	$ 113,334
Licenses & Permits	307,000
Fines & Forfeits	-
Intergovernmental	1,852,360
Charges for Services	22,950
Miscellaneous	285,500
Transfers In	1,718,775
Other Sources	1,178,715
Total Resources	$ 5,478,634

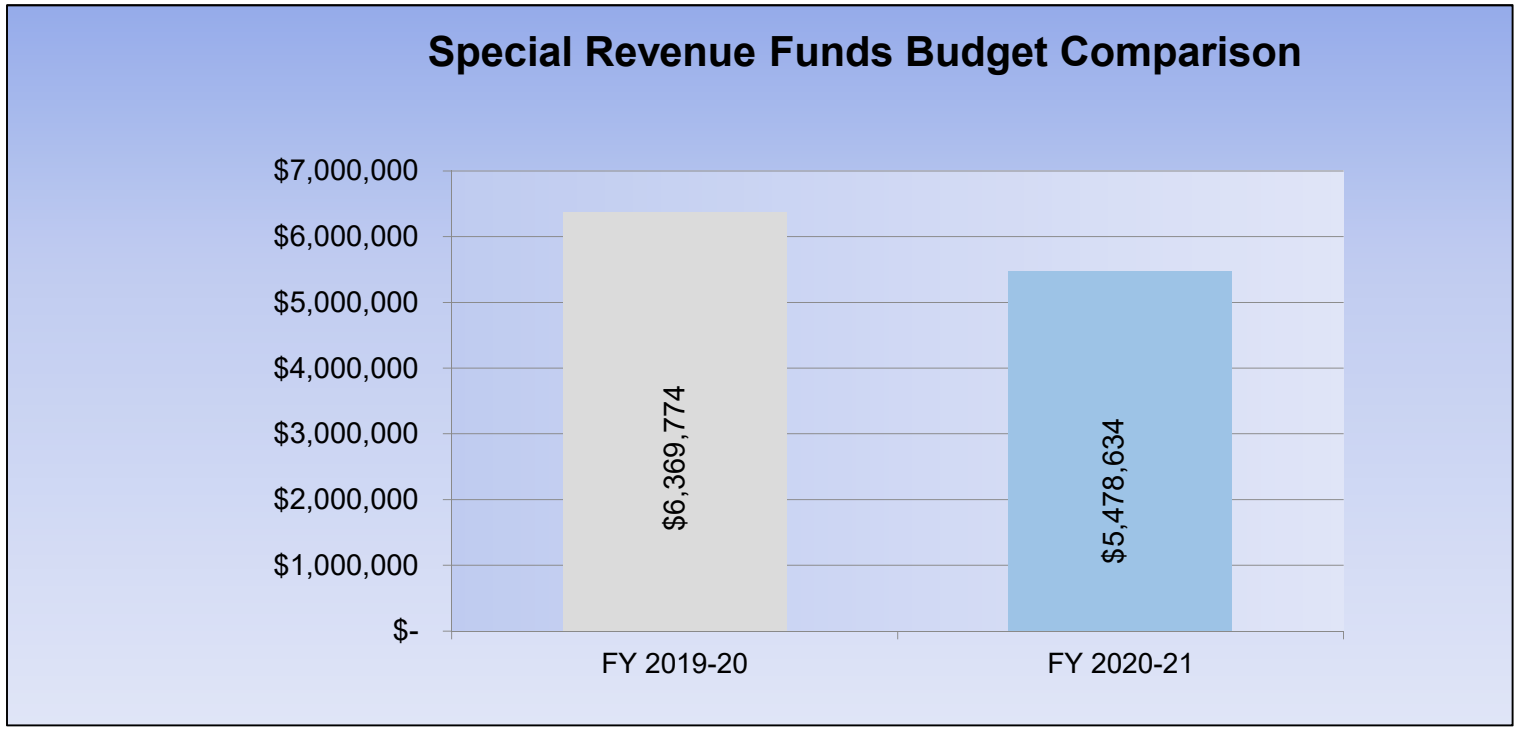
REQUIREMENTS	
Personnel Services	$ 2,352,900
Materials & Services	1,981,481
Capital Outlay	544,931
Transfers Out	324,868
Contingencies	274,454
Debt Service	-
Unappropriated	-
	$ 5,478,634





Requirements by Department and Type

Dept-Activity	Personal Services	Materials & Services	Capital Outlay	Interfund Transfers	Contingency Fund	Debt Service	Unapprop	**$0 Budget**	Percent of Fund Budget
510-Motel Tax	-	92,084	-	62,000	-	-	-	**154,084**	2.82%
515-Youth Court	-	-	-	-	-	-	-	**-**	0.00%
516-Police Reserves	-	-	-	-	-	-	-	**-**	0.00%
527-Blding Inspection	159,000	178,500	-	82,268	227,542	-	-	**647,310**	11.82%
533-Park Enterprise	325,500	498,250	-	5,898	-	-	-	**829,648**	15.14%
535-Parks Grant	-	-	-	-	-	-	-	**-**	0.00%
540-Geographic Infor Svcs	162,000	106,600	3,500	4,620	9,899	-	-	**286,619**	5.23%
542-Information Systems Servic	355,500	421,271	60,000	6,934	1,804	-	-	**845,509**	15.43%
545-Custodial & Maint Services	118,000	122,500	-	2,235	20,824	-	-	**263,559**	4.81%
550-Foot & Bike	-	-	6,000	-	-	-	-	**6,000**	0.11%
555-Eng Improve Permits	115,000	23,000	-	8,387	4,497	-	-	**150,884**	2.75%
558-Streets	656,400	408,864	-	123,484	-	-	-	**1,188,748**	21.70%
562-Equitable Sharing (US Mars	-	-	-	-	-	-	-	**-**	0.00%
564-School Resource Officer	-	-	-	-	-	-	-	**-**	0.00%
569-LINX	461,500	125,412	143,000	29,042	6,236	-	-	**765,190**	13.97%
571-STP Streets	-	-	220,000	-	3,652	-	-	**223,652**	4.08%
593-Boat Ramp Maintenance	-	5,000	112,431	-	-	-	-	**117,431**	2.14%
Fund Totals	$ 2,352,900	$ 1,981,481	$ 544,931	$ 324,868	$ 274,454	$ -	$ -	**$ 5,478,634**	100.00%
Percent of Special Revenue Fun	42.94%	36.17%	9.95%	5.93%	5.01%	0.00%	0.00%	**100.00%**	



FY 2020-21

Personnel Services	$	2,352,900	Transfers Out	$	324,868
Materials & Services	$	1,981,481	Contingencies	$	274,454
Capital Outlay	$	544,931	Other Financing Uses	$	-
Debt Service	$	-	Unappropriated	$	-

FY 2019-20

Personnel Services	$	1,589,908	Transfers Out	$	1,091,537
Materials & Services	$	1,632,415	Contingencies	$	567,278
Capital Outlay	$	1,488,636	Other Financing Uses	$	-
Debt Service	$	-	Unappropriated	$	-

Special Revenue Fund
Motel Tax-510

Purpose

The Motel tax fund provides the budget authority for division of the City's motel tax and the administration of the City's Visitor Industry Program (VIP). On June 23, 1993, at the request of the Lebanon Area Chamber of Commerce, and with the agreement of the motel owners, the Lebanon City Council adopted a motel tax. The tax is used to promote tourism in Lebanon with approval of the City Council. In 2000, the rate increased from $1.00 to $2.00 per night, in 2002, the rate changed to 6% of room rental revenues, and in 2007 the rate increased to 9% as approved by the City Council. A Tourism Committee has been established under the umbrella of the Lebanon Area Chamber of Commerce, which receives funding to promote those tourism related activities.

FY2020-2021 Objective

The division of the motel tax funds is as follows: The funds are allocated as follows:

$28,334 Passthrough to the County
$62,000 Repay loan to the Parks SDC fund
$63,750 Chamber of Commerce for tourism related activities

FY2020-2021 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	MOTEL TAX							
R1	Rev.-Taxes & Assess							
510-000-47090	Motel Room Tax	276,203	333,723	288,400	190,000	85,000		
510-000-47095	County Motel Room Tax	-	-	96,133	96,133	28,334		
	Rev.-Taxes & Assess Totals	**276,203**	**333,723**	**384,533**	**286,133**	**113,334**	**-**	**-**
R6	Rev.-Miscellaneous							
510-000-48100	Interest On Investment	5,327	3,286	500	1,000	-		
510-000-48140	Miscellaneous Revenue	-	-	-	200	-		
	Rev.-Miscellaneous Totals	**5,327**	**3,286**	**500**	**1,200**	**-**	**-**	**-**
R8	Rev.-Other Sources							
510-000-49901	Beginning Balance	135,420	190,358	144,670	128,826	40,750		
	Rev.-Other Sources Totals	**135,420**	**190,358**	**144,670**	**128,826**	**40,750**	**-**	**-**
	Revenue Sub Totals:	**416,950**	**527,367**	**529,703**	**416,159**	**154,084**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	MOTEL TAX							
E2	Exp.-Materials & Services							
510-510-61130	Contract Services	81,618	80,000	85,000	63,750	63,750		
510-510-61240	Dept/Operating Expense	10,026	67,905	116,133	97,033	28,334		
	Exp.-Materials & Services Totals	**91,644**	**147,905**	**201,133**	**160,783**	**92,084**	**-**	**-**
E4	Exp.-Transfers Out							
510-510-90005	To Gen Fund-Admin Cost	45,000	45,000	45,000	-	-		
510-510-90147	To SDC-Parks	62,000	62,000	62,000	62,000	62,000		
	Exp.-Transfers Out Totals	**107,000**	**107,000**	**107,000**	**62,000**	**62,000**	**-**	**-**
E5	Exp.-Contingencies							
510-510-80005	Operating Contingency	-	-	16,570	-	-		
	Exp.-Contingencies Totals	**-**	**-**	**16,570**	**-**	**-**	**-**	**-**
	MOTEL TAX Totals	**198,644**	**254,905**	**324,703**	**222,783**	**154,084**	**-**	**-**
Dept	VISITOR INDUSTRY PROGRAM (VIP)							
E2	Exp.-Materials & Services							
510-511-61130	Contract Services	-	20,650	25,000	25,000	-		
	Exp.-Materials & Services Totals	**-**	**20,650**	**25,000**	**25,000**	**-**	**-**	**-**
E3	Exp.-Capital Outlay							
510-511-72305	Improvements	3,953	88,243	-	-	-		
510-511-72306	Improvements	8,138	3,463	-	-	-		
510-511-72307	Improvements	4,850	26,431	50,000	59,223	-		
510-511-72308	Improvements	13,335	4,851	130,000	68,905	-		
	Exp.-Capital Outlay Totals	**30,276**	**122,988**	**180,000**	**128,128**	**-**	**-**	**-**
	VISITOR INDUSTRY PROGRAM (VIP) Totals	**30,276**	**143,638**	**205,000**	**153,128**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**416,950**	**527,367**	**529,703**	**416,159**	**154,084**	**-**	**-**
	Fund Expense Sub Totals:	**228,920**	**398,543**	**529,703**	**375,911**	**154,084**	**-**	**-**
	Fund 510 Sub Totals:	**188,030**	**128,824**	**-**	**40,248**	**-**	**-**	**-**

Special Revenue Fund
Community Development Department-Building 527

Purpose

Along with Planning, the Community Development Department includes traditional Building service functions. Except for electrical permits processed by Linn County, the City is responsible for all plan reviews and inspections for residential, commercial and industrial construction. This service is funded entirely through dedicated building fees. Building staff closely cooperates with Planning and Engineering Services on all construction projects and actively works with other organizations such as the Lebanon Fire District, Linn County Environmental Health and the Linn County Building Department. This cooperation helps ensure development occurs in a timely manner.

FY2020-2021 Objective

The objective of the Community Development Department, Building Services is to provide for a broad range of building activities. Building Services continues to use contract services for all plan reviews and inspections to reduce operational costs and expects to continue this relationship for the coming year.

FY2020-2021 Staffing

The Community Development Department is supported by a cumulative total of 1.34 FTE with the Building Official position filled through a service contract. The amounts budgeted in Personal Services and Contract Services reflects this staffing level.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	BUILDING INSPECTION							
Dept	BALANCE SHEET/REV							
R2	Rev.-Licenses & Permits							
527-000-46010	Bldg Permits & Fees	416,360	244,107	250,000	300,000	250,000		
	Rev.-Licenses & Permits Totals	**416,360**	**244,107**	**250,000**	**300,000**	**250,000**	**-**	**-**
R6	Rev.-Miscellaneous							
527-000-48100	Interest On Investment	7,066	11,592	4,000	4,005	-		
	Rev.-Miscellaneous Totals	**7,066**	**11,592**	**4,000**	**4,005**	**-**	**-**	**-**
R7	Rev.-Transfers In							
527-000-49175	From North Gateway URD	-	-	28,843	28,843	-		
	Rev.-Transfers In Totals	**-**	**-**	**28,843**	**28,843**	**-**	**-**	**-**
R8	Rev.-Other Sources							
527-000-49901	Beginning Balance	604,495	608,836	508,114	494,376	397,310		
	Rev.-Other Sources Totals	**604,495**	**608,836**	**508,114**	**494,376**	**397,310**	**-**	**-**
	Revenue Sub Totals:	**1,027,921**	**864,535**	**790,957**	**827,224**	**647,310**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	BUILDING INSPECTION							
E1	Exp.-Personal Services							
527-527-50001	Salaries	-	-	-	-	100,000		
527-527-51000	Fringe Benefits - Budget	-	-	-	-	59,000		
	Exp.-Personal Services Totals	**-**	**-**	**-**	**-**	**159,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**-**	**-**	**-**		**1.34**		
E2	Exp.-Materials & Services							
527-527-61130	Contract Services	135,741	94,788	120,000	120,000	120,000		
527-527-61140	Merchant Card Fees	15,523	9,999	20,000	9,000	20,000		
527-527-61240	Dept/Operating Expense	33,078	26,228	35,000	30,000	35,000		
527-527-61250	Dept/Op Supplies	434	83	500	600	2,000		
527-527-61290	Dues & Subscriptions	22	-	-	-	-		
527-527-61320	Education & Training	200	-	1,500	1,500	1,500		
527-527-61700	Office Supplies	-	195	1,500	1,500	-		
	Exp.-Materials & Services Totals	**184,998**	**131,293**	**178,500**	**162,600**	**178,500**	**-**	**-**
E4	Exp.-Transfers Out							
527-527-90010	To General Fund	28,856	28,853	39,771	39,771	20,702		
527-527-90011	To General Fund-Sal/Ben	170,271	169,474	177,543	177,543	-		
527-527-90025	To GIS	8,000	12,081	14,685	14,685	21,000		
527-527-90027	To Info System Service	26,722	27,175	33,609	33,609	35,730		
527-527-90028	To Custodial & Bldg Maint	1,428	1,282	1,706	1,706	1,699		
527-527-90030	To PERS Bond	-	-	-	-	3,137		
	Exp.-Transfers Out Totals	**235,277**	**238,865**	**267,314**	**267,314**	**82,268**	**-**	**-**
E5	Exp.-Contingencies							
527-527-80005	Operating Contingency	-	-	345,143	-	227,542		
	Exp.-Contingencies Totals	**-**	**-**	**345,143**	**-**	**227,542**	**-**	**-**
	BUILDING INSPECTION Totals	**420,275**	**370,158**	**790,957**	**429,914**	**647,310**	**-**	**-**
	Fund Revenue Sub Totals:	**1,027,921**	**864,535**	**790,957**	**827,224**	**647,310**	**-**	**-**
	Fund Expense Sub Totals:	**420,275**	**370,158**	**790,957**	**429,914**	**647,310**	**-**	**-**
	Fund 527 Sub Totals:	**607,646**	**494,377**	**-**	**397,310**	**-**	**-**	**-**

Special Revenue Fund
Park Enterprise-533

Purpose

The Park Enterprise fund provides the budget authority to support the care and maintenance of all City of Lebanon park facilities, eighty-three (83) acres of developed parkland and 269 acres of undeveloped land. The park system consists of fourteen (14) developed parks and recreational facilities and six (6) undeveloped facilities. Maintenance for these facilities includes caring for trees, shrubs, and turf, as well as buildings and park facilities. Revenue is generated from the reservation of park shelters and camping fees for the maintenance and improvements of those facilities. The General Fund supplements revenue through a transfer.

FY2020-2021 Objective

The objective of the Parks Division is to provide budgetary authority to administer the fund and the services it supports.

FY2020-2021 Staffing

The Park Enterprise fund is supported by an allocated total of 3.71 FTE. Cheadle Lake, River Park and Gills Landing are staffed with Park Hosts. These arrangements help to reduce vandalism while enhancing the livability and usability of the parks. The amounts budgeted in Personal Services reflects this staffing level.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	PARK ENTERPRISE							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
533-000-47080	State Tourism Tax	874	1,051	850	850	-		
	Rev.-Taxes & Assess Totals	**874**	**1,051**	**850**	**850**	**-**	**-**	**-**
R6	Rev.-Miscellaneous							
533-000-45030	Cheadle Lake Park Fees	7,950	25,100	21,000	1,150	15,000		
533-000-45080	Camping Fees - Monthly	58,852	43,221	55,000	20,000	50,000		
533-000-45090	Camping Fees	45,019	51,190	35,000	22,618	30,000		
533-000-46000	Shelter Rental Fees	11,683	10,310	10,000	3,678	5,000		
533-000-48053	Donations	-	16,000	-	100,010	-		
533-000-48057	Dump Station Donations	10,754	11,855	9,500	9,188	9,500		
533-000-48080	School District Landscape Maintenance	-	-	-	-	150,000		
533-000-48100	Interest On Investment	2,510	3,501	1,400	1,067	-		
533-000-48140	Miscellaneous Revenue	100,121	20	-	216	-		
533-000-48175	Rental Deposits	49	-	-	-	-		
	Rev.-Miscellaneous Totals	**236,938**	**161,197**	**131,900**	**157,927**	**259,500**	**-**	**-**
R7	Rev.-Transfers In							
533-533-49010	From General Fund	-	-	-	-	495,722		
	Rev.-Transfers In Totals	**-**	**-**	**-**	**-**	**495,722**	**-**	**-**
R8	Rev.-Other Sources							
533-000-49901	Beginning Balance	159,621	206,347	48,775	112,876	74,426		
	Rev.-Other Sources Totals	**159,621**	**206,347**	**48,775**	**112,876**	**74,426**	**-**	**-**
	Revenue Sub Totals:	**397,433**	**368,595**	**181,525**	**271,653**	**829,648**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	PARK ENTERPRISE							
E1	Exp.-Personal Services							
533-533-50001	Salaries	-	-	-	-	190,000		
533-533-50010	Overtime	-	-	-	-	1,500		
533-533-51000	Fringe Benefits - Budget	-	-	-	-	134,000		
	Exp.-Personal Services Totals	**-**	**-**	**-**	**-**	**325,500**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**-**	**-**	**-**		**3.71**		
E2	Exp.-Materials & Services							
533-533-61012	Advertising (Maint)	-	993	-	-	750		
533-533-61134	Contract Serv (Maint)	44,488	52,909	45,000	45,000	91,000		
533-533-61140	Merchant Card Fees	-	216	-	-	-		
533-533-61242	Operating Exp (Maint)	10,704	17,289	28,350	28,350	70,000		
533-533-61252	Op Supplies	-	-	-	-	4,000		
533-533-61322	Ed & Training	-	-	-	-	1,500		
533-533-61502	Uniforms	-	-	-	-	3,500		
533-533-61562	Maint/Bldg (Maint)	5,565	15,490	19,000	13,102	29,000		
533-533-61572	Maint/Eqpt (Maint)	-	-	-	-	6,500		
533-533-61582	Maint/Vehicles (Maint)	405	220	-	-	17,000		
533-533-61802	Petroleum	-	-	-	-	15,000		
533-533-61902	Utilities (Maint)	23,157	28,985	23,000	20,000	260,000		
	Exp.-Materials & Services Totals	**84,319**	**116,102**	**115,350**	**106,452**	**498,250**	**-**	**-**
E3	Exp.-Capital Outlay							
533-533-72300	Improvements	68,591	58,295	9,775	9,775	-		
	Exp.-Capital Outlay Totals	**68,591**	**58,295**	**9,775**	**9,775**	**-**	**-**	**-**
E4	Exp.-Transfers Out							
533-533-90011	To General Fund-Sal/Ben	22,920	-	-	-	-		
533-533-90030	To PERS Bond -320	-	-	-	-	5,898		
533-533-90105	To Eqpt Acq & Rep Fund	-	50,000	15,000	15,000	-		
	Exp.-Transfers Out Totals	**22,920**	**50,000**	**15,000**	**15,000**	**5,898**	**-**	**-**
	PARK ENTERPRISE Totals	**175,830**	**224,397**	**140,125**	**131,227**	**829,648**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
	Dept 533 Sub Totals:							
Dept	CHEADLE LAKE							
E2	Exp.-Materials & Services							
533-534-61130	Contract Services	-	1,940	5,000	45,000	-		
533-534-61240	Dept/Operating Expenses	4,083	5,544	8,000	6,000	-		
533-534-61562	Maint/Eqpt (Maint)	4,695	11,885	11,000	6,000	-		
533-534-61572	Maint/Eqpt (Maint)	-	489	500	500	-		
533-534-61582	Maint/Vehicles (Maint)	381	2,431	2,000	2,000	-		
533-534-61800	Petroleum	1,583	1,218	5,000	1,500	-		
533-534-61902	Utilities (Maint)	4,825	4,615	9,900	5,000	-		
	Exp.-Materials & Services Totals	**15,567**	**28,122**	**41,400**	**66,000**	**-**	**-**	**-**
E3	Exp.-Capital Outlay							
533-534-72302	Cheadle Lake Capital Improveme	-	3,200	-	-	-		
	Exp.-Capital Outlay Totals	**-**	**3,200**	**-**	**-**	**-**	**-**	**-**
	CHEADLE LAKE Totals	**15,567**	**31,322**	**41,400**	**66,000**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**397,433**	**368,595**	**181,525**	**271,653**	**829,648**	**-**	**-**
	Fund Expense Sub Totals:	**191,397**	**255,719**	**181,525**	**197,227**	**829,648**	**-**	**-**
	Fund 533 Sub Totals:	**206,036**	**112,876**	**-**	**74,426**	**-**	**-**	**-**

Special Revenue Fund
GIS-540

Purpose

The GIS Division provides the budget authority to support the mapping and addressing of the City of Lebanon municipality including Sanitary Sewer System, Water System, Storm Drainage System, Tax Assessor Maps & Data, Zoning, and Aerial Photo Overlays

FY2020-2021 Objective

The objective of the GIS Division is to provide budgetary authority to administer the department and the services it supports.

FY2020-2021 Staffing

The GIS Division is supported by an allocation of 1.3 FTE. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	GIS							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
540-000-48100	Interest On Investment	972	1,203	500	650	-		
	Rev.-Miscellaneous Totals	**972**	**1,203**	**500**	**650**	**-**	**-**	**-**
R7	Rev.-Transfers In							
540-000-49010	From General Fund	-	-	-				
540-000-49022	From Water Fund	35,000	52,855	64,249	64,249	92,000		
540-000-49023	From Stormdrain	11,058	16,699	20,299	20,299	29,000		
540-000-49025	From W Water Fund	44,148	66,670	81,041	81,041	116,000		
540-000-49050	From Bldg Inspect	8,000	12,081	14,685	14,685	21,000		
	Rev.-Transfers In Totals	**98,206**	**148,305**	**180,274**	**180,274**	**258,000**	**-**	**-**
R8	Rev.-Other Sources							
540-000-49901	Beginning Balance	115,544	57,258	51,205	57,074	28,619		
	Rev.-Other Sources Totals	**115,544**	**57,258**	**51,205**	**57,074**	**28,619**	**-**	**-**
	Revenue Sub Totals:	**214,722**	**206,766**	**231,979**	**237,998**	**286,619**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	GIS							
E1	Exp.-Personal Services							
540-540-50001	Salaries	-	-	-	-	109,000		
540-540-50003	Fringe Benefits	-	-	-	-	53,000		
	Exp.-Personal Services Totals	**-**	**-**	**-**	**-**	**162,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**-**	**-**	**-**		**1.30**		
E2	Exp.-Materials & Services							
540-540-61124	Computer Expense	2,610	7,873	9,400	-	2,500		
540-540-61130	Contract Services	45,265	19,392	55,000	60,000	99,000		
540-540-61240	Dept/Operating Expense	172	277	2,000	-	500		
540-540-61320	Education & Training	25	1,360	400	1,300	1,500		
540-540-61600	Meetings & Conferences	404	-	2,500	-	2,500		
540-540-61700	Office Supplies	447	-	600	500	600		
	Exp.-Materials & Services Totals	**48,923**	**28,902**	**69,900**	**61,800**	**106,600**	**-**	**-**
E3	Exp.-Capital Outlay							
540-540-72600	Other Eqpt.	3,500	-	3,500	-	3,500		
	Exp.-Capital Outlay Totals	**3,500**	**-**	**3,500**	**-**	**3,500**	**-**	**-**
E4	Exp.-Transfers Out							
540-540-90028	To Custodial & Bldg Maint	638	745	991	991	1,468		
540-540-90030	To PERS Bond	-	-	-	-	3,152		
540-540-90182	To IS-Sal/Ben	104,626	120,046	146,588	146,588	-		
	Exp.-Transfers Out Totals	**105,264**	**120,791**	**147,579**	**147,579**	**4,620**	**-**	**-**
E5	Exp.-Contingencies							
540-540-80005	Operating Contingency	-	-	11,000	-	9,899		
	Exp.-Contingencies Totals	**-**	**-**	**11,000**	**-**	**9,899**	**-**	**-**
	GIS Totals	**157,687**	**149,693**	**231,979**	**209,379**	**286,619**	**-**	**-**
	Fund Revenue Sub Totals:	**214,722**	**206,766**	**231,979**	**237,998**	**286,619**	**-**	**-**
	Fund Expense Sub Totals:	**157,687**	**149,693**	**231,979**	**209,379**	**286,619**	**-**	**-**
	Fund 540 Sub Totals:	**57,035**	**57,073**	**-**	**28,619**	**-**	**-**	**-**

Special Revenue Fund
IT Department-542

Purpose

The IT Department provides the budget authority to administer and support the City network and computer resources.

FY2020-2021 Objective

The objective of the IT Department is to provide budgetary authority to administer the department and the services it supports.

FY2020-2021 Staffing

The IT Department is supported by a cumulative total of 2.7 FTE. The amounts budgeted in Personnel Services reflect this total. One of the positions is budgeted to start half way through the fiscal year and is shared with GIS.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	INFO SYSTEM SERVICE							
Dept	BALANCE SHEET/REV							
R5	Rev.-Chgs for Services							
542-000-48132	Info System Services	13,125	26,390	22,500	22,500	22,950		
	Rev.-Chgs for Services Totals	**13,125**	**26,390**	**22,500**	**22,500**	**22,950**	**-**	**-**
R6	Rev.-Miscellaneous							
542-000-45020	Rev From Rented Prop	20,286	19,325	15,000	15,000	-		
542-000-48100	Interest On Investment	2,283	5,210	500	1,600	-		
542-000-48140	Miscellaneous Revenue	-	9,272	-	841	-		
	Rev.-Miscellaneous Totals	**22,569**	**33,807**	**15,500**	**17,441**	**-**	**-**	**-**
R7	Rev.-Transfers In							
542-000-49000	Trans In Sal/Ben funding	104,626	120,046	146,588	146,588	-		
542-000-49010	From General Fund	422,418	429,155	519,696	519,696	510,010		
542-000-49022	From Water Fund	75,080	76,338	86,719	86,719	78,150		
542-000-49025	From W Water Fund	58,395	59,374	72,000	72,000	66,493		
542-000-49029	From Dial-A-Bus	3,855	3,855	13,387	13,387	13,820		
542-000-49033	From Eng Dev Review	5,005	5,089	4,416	4,416	5,181		
542-000-49046	From Streets Fund	18,353	18,660	16,191	16,191	14,247		
542-000-49047	From Storm Drain	10,011	10,178	11,344	11,344	10,369		
542-000-49048	From Custodial & Bldg Maint	3,741	3,801	4,543	4,543	-		
542-000-49050	From Bldg Inspect	26,722	27,175	33,609	33,609	35,730		
542-000-49098	From NW Urban Renewal	14,000	-	-	-	-		
542-000-49175	From North Gateway URD	4,500	-	-	-	-		
	Rev.-Transfers In Totals	**746,706**	**753,671**	**908,493**	**908,493**	**734,000**	**-**	**-**
R8	Rev.-Other Sources							
542-000-49901	Beginning Balance	135,166	154,046	117,867	158,984	88,559		
	Rev.-Other Sources Totals	**135,166**	**154,046**	**117,867**	**158,984**	**88,559**	**-**	**-**
	Revenue Sub Totals:	**917,566**	**967,914**	**1,064,360**	**1,107,418**	**845,509**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	INFO SYSTEM SERVICE							
E1	Exp.-Personal Services							
542-542-50001	Salaries	238,144	270,464	312,779	312,719	229,000		
542-542-50600	Overtime	-	-	2,500	2,500	2,500		
542-542-51000	Fringe Benefits - Budget	158	175	158,222	166,946	124,000		
542-542-51005	Taxes - Federal	17,901	20,895	-	-	-		
542-542-51010	Taxes - State	171	7	-	-	-		
542-542-51015	PERS	34,792	37,243	-	-	-		
542-542-51020	Workers Compensation	1,273	1,706	-	-	-		
542-542-51023	Unemployment	388	506	-	-	-		
542-542-51025	Insurance - Health	40,823	52,314	-	-	-		
542-542-51030	Insurance - HRA/PSA	7,599	19,888	-	-	-		
542-542-51035	Insurance - Life	576	576	-	-	-		
542-542-51036	Insurance - Life/LTD	263	304	-	-	-		
542-542-51040	Insurance - Disability	766	854	-	-	-		
542-542-59000	Group Term Life	210	-	-	-	-		
	Exp.-Personal Services Totals	**343,064**	**404,932**	**473,501**	**482,165**	**355,500**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**3.00**	**4.00**	**4.00**		**2.70**		
E2	Exp.-Materials & Services							
542-542-61010	Advertising	-	-	-				
542-542-61120	Communication (Gen'l)	74,305	72,172	82,000	82,000	82,000		
542-542-61124	Computer Expense	83	401	4,500	3,000	7,000		
542-542-61130	Contract Services	173,341	162,856	195,000	232,000	285,400		
542-542-61240	Dept/Operating Expense	5,899	9,052	5,000	6,000	2,500		
542-542-61320	Education & Training	1,011	6,284	6,500	1,100	4,000		
542-542-61560	Maint/Bldg (Gen'l)	2,517	1,729	10,000	13,600	9,000		
542-542-61580	Maint/Vehicles	797	2,858	1,200	200	500		
542-542-61600	Meetings & Conferences	330	3,740	6,000	4,400	6,000		
542-542-61700	Office Supplies	138	64	20	85	50		
542-542-61800	Petroleum	505	471	650	260	475		
542-542-61900	Utilities (Gen'l)	18,652	16,199	24,000	24,000	24,346		
	Exp.-Materials & Services Totals	**277,578**	**275,826**	**334,870**	**366,645**	**421,271**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E3	Exp.-Capital Outlay							
542-542-72600	Other Eqpt.	38,011	89,707	140,000	63,000	60,000		
	Exp.-Capital Outlay Totals	**38,011**	**89,707**	**140,000**	**63,000**	**60,000**	**-**	**-**
E4	Exp.-Transfers Out							
542-542-90011	To General Fund-Sal/Ben	26,936	28,098	29,493	29,493	-		
542-542-90028	To Custodial & Bldg Maint	1,961	2,292	3,049	3,049	-		
542-542-90030	To PERS Bond	7,934	8,076	9,507	9,507	6,934		
542-542-90105	To Eqpt Acq & Rep Fund	69,250	-	65,000	65,000	-		
	Exp.-Transfers Out Totals	**106,081**	**38,466**	**107,049**	**107,049**	**6,934**	**-**	**-**
E5	Exp.-Contingencies							
542-542-80005	Operating Contingency	-	-	8,940	-	1,804		
	Exp.-Contingencies Totals	**-**	**-**	**8,940**	**-**	**1,804**	**-**	**-**
	INFO SYSTEM SERVICE Totals	**764,734**	**808,931**	**1,064,360**	**1,018,859**	**845,509**	**-**	**-**
	Fund Revenue Sub Totals:	**917,566**	**967,914**	**1,064,360**	**1,107,418**	**845,509**	**-**	**-**
	Fund Expense Sub Totals:	**764,734**	**808,931**	**1,064,360**	**1,018,859**	**845,509**	**-**	**-**
	Fund 542 Sub Totals:	**152,832**	**158,983**	**-**	**88,559**	**-**	**-**	**-**

Special Revenue Fund
Custodial and Maintenance Services-545

Purpose

The Custodial and Maintenance Services section in the Maintenance Department is responsible for the cleaning and light maintenance of all city facilities, as well as coordinating the sanitary and building supplies inventory.

FY2020-2021 Objective

The objective of the Custodial and Maintenance Services section is to provide budgetary authority to administer the fund and the services it supports.

FY2020-2021 Staffing

There are 1.2 FTE allocated from the Maintenance Division Personnel assigned entirely to this fund. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	CUSTODIAL & MAINT SERVICES							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
545-000-48100	Interest On Investment	2,301	3,315	500	1,000	-		
545-000-48140	Miscellaneous Revenue	-	693	-	1,000	-		
	Rev.-Miscellaneous Totals	**2,301**	**4,008**	**500**	**2,000**	**-**	**-**	**-**
R7	Rev.-Transfers In							
545-000-49000	Trans In Sal/Ben funding	122,068	93,975	99,732	99,732	-		
545-000-49010	From General Fund	91,984	110,509	146,989	146,989	149,224		
545-000-49022	From Water Fund	7,358	7,714	10,260	10,260	11,634		
545-000-49025	From W Water Fund	6,472	6,680	8,883	8,883	9,440		
545-000-49029	From Dial-A-Bus	2,704	3,162	4,205	4,205	4,738		
545-000-49032	From GIS	638	745	991	991	1,468		
545-000-49033	From Eng Dev Review	343	402	534	534	941		
545-000-49038	From Info Sys	1,961	2,292	3,049	3,049	-		
545-000-49046	From Streets Fund	2,956	2,604	3,464	3,464	3,927		
545-000-49047	From Storm Drain	1,032	1,260	1,677	1,677	982		
545-000-49050	From Bldg Inspect	1,428	1,282	1,706	1,706	1,699		
	Rev.-Transfers In Totals	**238,944**	**230,625**	**281,490**	**281,490**	**184,053**	**-**	**-**
R8	Rev.-Other Sources							
545-000-49901	Beginning Balance	75,523	158,548	66,148	117,648	79,506		
	Rev.-Other Sources Totals	**75,523**	**158,548**	**66,148**	**117,648**	**79,506**	**-**	**-**
	Revenue Sub Totals:	**316,768**	**393,181**	**348,138**	**401,138**	**263,559**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	CUSTODIAL & MAINT SERVICES							
E1	Exp.-Personal Services							
545-545-50001	Salaries	68,826	121,614	131,624	131,743	77,000		
545-545-50600	Overtime	-	288	2,000	2,000	2,000		
545-545-51000	Fringe Benefits - Budget	53	97	82,352	79,338	39,000		
545-545-51005	Taxes - Federal	5,167	9,210	-	-	-		
545-545-51010	Taxes - State	83	6	-	-	-		
545-545-51015	PERS	10,754	19,450	-	-	-		
545-545-51020	Workers Compensation	1,589	3,097	-	-	-		
545-545-51023	Unemployment	180	226	-	-	-		
545-545-51025	Insurance - Health	16,762	28,728	-	-	-		
545-545-51030	Insurance - HRA/PSA	8,100	12,538	-	-	-		
545-545-51036	Insurance - Life/LTD	74	128	-	-	-		
545-545-51040	Insurance - Disability	254	408	-	-	-		
	Exp.-Personal Services Totals	**111,842**	**195,790**	**215,976**	**213,081**	**118,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**2.00**	**2.00**	**2.00**		**1.20**		
E2	Exp.-Materials & Services							
545-545-61130	Contract Services	9,813	27,359	30,000	42,000	46,000		
545-545-61240	Dept/Operating Expense	3,556	5,448	20,000	5,008	10,000		
545-545-61250	Dept/Op Supplies	13,858	15,477	40,000	40,000	45,000		
545-545-61320	Education & Training	480	1,040	500	1,200	1,500		
545-545-61560	Maint/Bldg (Gen'l)	4,203	13,594	20,000	2,000	15,000		
545-545-61580	Maint/Vehicles	1,288	2,481	2,500	2,500	2,500		
545-545-61800	Petroleum	1,688	1,719	1,500	2,500	2,500		
	Exp.-Materials & Services Totals	**34,886**	**67,118**	**114,500**	**95,208**	**122,500**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E4	Exp.-Transfers Out							
545-545-90011	To General Fund-Sal/Ben	6,535	7,048	6,926	6,926	-		
545-545-90027	To Info System Service	3,741	3,801	4,543	4,543	-		
545-545-90030	To PERS Bond	1,623	1,775	1,874	1,874	2,235		
	Exp.-Transfers Out Totals	**11,899**	**12,624**	**13,343**	**13,343**	**2,235**	**-**	**-**
E5	Exp.-Contingencies							
545-545-80005	Operating Contingency	-	-	4,319	-	-		
545-545-80010	Res - Building Maintenance	-	-	-	-	20,824		
	Exp.-Contingencies Totals	**-**	**-**	**4,319**	**-**	**20,824**	**-**	**-**
	CUSTODIAL & MAINT SERVICES Totals	**158,627**	**275,532**	**348,138**	**321,632**	**263,559**	**-**	**-**
	Fund Revenue Sub Totals:	**316,768**	**393,181**	**348,138**	**401,138**	**263,559**	**-**	**-**
	Fund Expense Sub Totals:	**158,627**	**275,532**	**348,138**	**321,632**	**263,559**	**-**	**-**
	Fund 545 Sub Totals:	**158,141**	**117,649**	**-**	**79,506**	**-**	**-**	**-**

Special Revenue Fund
State Foot and Bike Path-550

Purpose

The purpose of the fund is to administer state gas tax revenues designated to fund qualified foot and bike path projects, including sidewalk access ramp installation and replacement.

FY2020-2021 Objective

The objective of the fund will be to continue replacing and installing pedestrian and bicycle facilities as funding allows throughout the City.

FY2020-2021 Staffing

There are no staff costs allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	STATE FOOT & BIKE PATH							
R4	Rev.-Intergovernmental							
550-000-49045	State Highway Revenue	10,009	12,334	11,000	7,853	6,000		
	Rev.-Intergovernmental Totals	**10,009**	**12,334**	**11,000**	**7,853**	**6,000**	**-**	**-**
R6	Rev.-Miscellaneous							
550-000-48100	Interest On Investment	276	704	100	250	-		
	Rev.-Miscellaneous Totals	**276**	**704**	**100**	**250**	**-**	**-**	**-**
R8	Rev.-Other Sources							
550-000-49901	Beginning Balance	18,462	28,781	39,997	41,819	-		
	Rev.-Other Sources Totals	**18,462**	**28,781**	**39,997**	**41,819**	**-**	**-**	**-**
	Revenue Sub Totals:	**28,747**	**41,819**	**51,097**	**49,922**	**6,000**	**-**	**-**
Dept	STATE FOOT & BIKE PATH							
E3	Exp.-Capital Outlay							
550-550-72300	Improvements	-	-	-	-	-		
550-550-72301	Improvements (Eng)	-	-	51,097	49,922	6,000		
550-550-72601	Other Eqpt (Eng)	-	-	-	-	-		
	Exp.-Capital Outlay Totals	**-**	**-**	**51,097**	**49,922**	**6,000**	**-**	**-**
	STATE FOOT & BIKE PATH Totals	**-**	**-**	**51,097**	**49,922**	**6,000**	**-**	**-**
	Fund Revenue Sub Totals:	**28,747**	**41,819**	**51,097**	**49,922**	**6,000**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**-**	**51,097**	**49,922**	**6,000**	**-**	**-**
	Fund 550 Sub Totals:	**28,747**	**41,819**	**-**	**-**	**-**	**-**	**-**

Special Revenue Fund
Engineering Development Review-555

Purpose

The Development Review section of the Engineering Division helps to ensure responsible land development and construction of quality infrastructure within the City. Development proposals and engineered plans are reviewed for industrial, commercial, residential, and recreational land development projects.

Development proposals, public improvement drawings, site plans, survey plats, traffic studies, storm drainage calculations, and soils reports are reviewed for compliance with City master plans, codes, and policies and standards. Construction of public infrastructure is monitored to ensure compliance with the development proposal, conditions of approval, approved plans, and City construction specifications.

FY2020-2021 Objective

Very nominal funding limits the ability to assist in financing any significant projects.

FY2020-2021 Staffing

Engineering Development Services is supported by an allocation of 0.81 FTE. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	ENG DEVELOPMENT REVIEW							
Dept	BALANCE SHEET/REV							
R2	Rev.-Licenses & Permits							
555-000-46015	Development Review Fee	14,663	8,527	5,000	13,713	12,000		
555-000-48061	Public Imp Apps Fees	98,513	44,818	30,000	54,100	45,000		
555-000-48065	Right Of Way Permits	10,276	4,757	4,000	5,216	-		
	Rev.-Licenses & Permits Totals	**123,452**	**58,102**	**39,000**	**73,029**	**57,000**	**-**	**-**
R6	Rev.-Miscellaneous							
555-000-48100	Interest On Investment	736	2,290	-	920	-		
	Rev.-Miscellaneous Totals	**736**	**2,290**	**-**	**920**	**-**	**-**	**-**
R8	Rev.-Other Sources							
555-000-49901	Beginning Balance	67,090	119,217	99,375	115,257	93,884		
	Rev.-Other Sources Totals	**67,090**	**119,217**	**99,375**	**115,257**	**93,884**	**-**	**-**
	Revenue Sub Totals:	**191,278**	**179,609**	**138,375**	**189,206**	**150,884**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	ENG DEVELOPMENT REVIEW							
E1	Exp.-Personal Services							
555-555-50001	Salaries	-	-	-	-	72,000		
555-555-51000	Fringe Benefits - Budget	-	-	-	-	43,000		
	Exp.-Personal Services Totals	**-**	**-**	**-**	**-**	**115,000**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**-**	**-**	**-**		**0.81**		
E2	Exp.-Materials & Services							
555-555-61130	Contract Services	1,704	-	10,000	10,000	15,000		
555-555-61240	Dept/Operating Expense	981	521	4,000	4,000	8,000		
	Exp.-Materials & Services Totals	**2,685**	**521**	**14,000**	**14,000**	**23,000**	**-**	**-**
E4	Exp.-Transfers Out							
555-555-90011	To General Fund-Sal/Ben	64,097	58,340	76,372	76,372	-		
555-555-90027	To Info System Service	5,005	5,089	4,416	4,416	5,181		
555-555-90028	To Custodial & Bldg Maint	343	402	534	534	941		
	Exp.-Transfers Out Totals	**69,445**	**63,831**	**81,322**	**81,322**	**8,387**	**-**	**-**
E5	Exp.-Contingencies							
555-555-80005	Operating Contingency	-	-	43,053	-	4,497		
	Exp.-Contingencies Totals	**-**	**-**	**43,053**	**-**	**4,497**	**-**	**-**
	ENG DEVELOPMENT REVIEW Totals	**72,130**	**64,352**	**138,375**	**95,322**	**150,884**	**-**	**-**
	Fund Revenue Sub Totals:	**191,278**	**179,609**	**138,375**	**189,206**	**150,884**	**-**	**-**
	Fund Expense Sub Totals:	**72,130**	**64,352**	**138,375**	**95,322**	**150,884**	**-**	**-**
	Fund 555 Sub Totals:	**119,148**	**115,257**	**-**	**93,884**	**-**	**-**	**-**

Special Revenue Fund
Streets-558

Purpose

The Streets section in the Maintenance Department primary functions include graveling and grading of streets and alleys, street and curb repair and patching, sidewalk repairs, and in some cases replacement. The Street section is also responsible for repair and maintenance of all traffic signing and traffic striping, which includes painting of crosswalks, stop bars, center line stripe, numerous miles of yellow curb, lane dividers, fog lines and bike lanes, and many other legends and delineators. The Street staff mows along many City rights-of-way, pick up trash throughout the City (including dead animals), clean streets by sweeping and flushing, trim and remove trees in the right-of-way, and build and maintain facilities and buildings throughout the City.

FY2020-2021 Objective

Very nominal funding limits the ability to assist in financing any significant projects.

FY2020-2021 Staffing

The Streets section in the Maintenance Department is supported by an allocation of 5.57 FTE. The amounts budgeted in Personal Services reflect this total.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	STREET MAINTENANCE							
Dept	BALANCE SHEET/REV							
R2	Rev.-Licenses & Permits							
558-000-44025	Valley Landfills	800	800	1,000	-	-		
	Rev.-Licenses & Permits Totals	**800**	**800**	**1,000**	**-**	**-**	**-**	**-**
R4	Rev.-Intergovernmental							
558-000-41075	St Dept Of Trans	1,060,972	1,221,036	1,261,136	1,100,000	1,000,000		
	Rev.-Intergovernmental Totals	**1,060,972**	**1,221,036**	**1,261,136**	**1,100,000**	**1,000,000**	**-**	**-**
R6	Rev.-Miscellaneous							
558-000-45020	Rev From Rented Prop	8,000	8,800	9,600	5,685	-		
558-000-48100	Interest On Investment	2,258	5,686	650	2,021	-		
558-000-48140	Miscellaneous Revenue	7,818	7,995	4,500	6,188	7,500		
	Rev.-Miscellaneous Totals	**18,076**	**22,481**	**14,750**	**13,894**	**7,500**	**-**	**-**
R7	Rev.-Transfers In							
558-000-49000	Trans In Sal/Ben funding	12,642	11,953	7,747	7,747	2,000		
558-000-49010	From General Fund	45,000	45,000	45,000	45,000	45,000		
558-000-49011	From 430/470 Sal/Ben	-	-	53,638	53,638	-		
	Rev.-Transfers In Totals	**57,642**	**56,953**	**106,385**	**106,385**	**47,000**	**-**	**-**
R8	Rev.-Other Sources							
558-000-49901	Beginning Balance	82,052	237,834	333,776	474,152	134,248		
	Rev.-Other Sources Totals	**82,052**	**237,834**	**333,776**	**474,152**	**134,248**	**-**	**-**
	Revenue Sub Totals:	**1,219,542**	**1,539,104**	**1,717,047**	**1,694,431**	**1,188,748**	**-**	**-**

City of Lebanon, OR
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Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	STREET MAINTENANCE							
E1	Exp.-Personal Services							
558-558-50001	Salaries	183,012	186,007	253,773	254,187	393,000		
558-558-50600	Overtime	1,090	1,157	4,400	4,400	4,400		
558-558-51000	Fringe Benefits - Budget	158	146	198,536	190,875	259,000		
558-558-51005	Taxes - Federal	13,968	14,100	-	-	-		
558-558-51010	Taxes - State	143	10	-	-	-		
558-558-51015	PERS	39,918	35,426	-	-	-		
558-558-51020	Workers Compensation	9,859	8,674	-	-	-		
558-558-51023	Unemployment	347	419	-	-	-		
558-558-51025	Insurance - Health	51,010	54,106	-	-	-		
558-558-51030	Insurance - HRA/PSA	9,232	18,807	-	-	-		
558-558-51036	Insurance - Life/LTD	205	192	-	-	-		
558-558-51040	Insurance - Disability	692	613	-	-	-		
558-558-59000	Group Term Life	280	-	-	-	-		
	Exp.-Personal Services Totals	**309,914**	**319,657**	**456,709**	**449,462**	**656,400**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**3.00**	**3.00**	**4.00**		**5.57**		
E2	Exp.-Materials & Services							
558-558-61122	Communication (Maint)	700	-	700	700	700		
558-558-61124	Computer Expense	361	132	-	-	-		
558-558-61133	Contract Serv (Eng)	-	563	-	-	-		
558-558-61134	Contract Serv (Maint)	53,150	46,499	50,000	55,000	65,000		
558-558-61240	Dept/Operating Expense	-	350	-	-	-		
558-558-61241	Operating Exp (Eng)	135	32	-	-	-		
558-558-61242	Operating Exp (Maint)	29,698	42,490	50,000	25,000	50,000		
558-558-61252	Op Supplies (Maint)	1,397	-	1,500	1,500	1,500		
558-558-61322	Ed & Trng (Maint)	1,195	1,463	2,500	2,500	2,500		
558-558-61370	Street Lights	147,640	133,881	135,000	135,000	99,873		
558-558-61390	Traffic Signal	35,467	33,887	40,000	40,000	40,000		
558-558-61400	Insurance	47,228	47,704	58,937	58,671	78,171		
558-558-61502	Uniforms (Maint)	2,599	3,726	2,500	2,500	2,500		
558-558-61560	Maint/Bldg (Gen'l)	-	85	-	-	-		
558-558-61562	Maint/Bldg (Maint)	5,272	3,936	4,000	4,000	4,000		
558-558-61572	Maint/Eqpt (Maint)	602	4,371	3,000	3,000	3,000		
558-558-61582	Maint/Vehicles (Maint)	17,331	15,241	15,000	18,000	18,000		

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Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
558-558-61602	Mtgs & Conf (Maint)	22	86	1,500	1,500	1,500		
558-558-61702	Off Supplies (Maint)	215	569	800	800	800		
558-558-61802	Petroleum (Maint)	25,062	23,695	20,000	25,000	20,000		
558-558-61830	Property Taxes	310	308	310	310	320		
558-558-61895	Tree Care	-	1,526	6,000	2,000	6,000		
558-558-61900	Utilities (Gen'l)	145	-	-	-	-		
558-558-61902	Utilities (Maint)	11,510	12,813	15,000	12,000	15,000		
	Exp.-Materials & Services Totals	**380,039**	**373,357**	**406,747**	**387,481**	**408,864**	**-**	**-**
E3	Exp.-Capital Outlay							
558-558-72302	Improvements (Maint)	-	-	434,462	388,000	-		
558-558-72602	Other Eqpt (Maint)	273	-	-	-	-		
558-558-72802	Vehicles (Maint)	-	-	-	16,111	-		
	Exp.-Capital Outlay Totals	**273**	**-**	**434,462**	**404,111**	**-**	**-**	**-**
E4	Exp.-Transfers Out							
558-558-90010	To General Fund	7,052	7,841	8,868	8,868	27,476		
558-558-90011	To General Fund-Sal/Ben	245,535	243,094	190,017	190,017	-		
558-558-90027	To Info System Service	18,353	18,660	16,191	16,191	14,247		
558-558-90028	To Custodial & Bldg Maint	2,956	2,604	3,464	3,464	3,927		
558-558-90030	To PERS Bond	11,745	11,248	10,656	10,656	12,834		
558-558-90105	To Eqpt Acq & Rep Fund	65,000	65,000	65,000	65,000	65,000		
558-558-90184	To Cust/Maint-Sal/Ben	30,517	23,493	24,933	24,933	-		
	Exp.-Transfers Out Totals	**381,158**	**371,940**	**319,129**	**319,129**	**123,484**	**-**	**-**
E5	Exp.-Contingencies							
558-558-80005	Operating Contingency	-	-	100,000	-	-		
	Exp.-Contingencies Totals	**-**	**-**	**100,000**	**-**	**-**	**-**	**-**
	STREET MAINTENANCE Totals	**1,071,384**	**1,064,954**	**1,717,047**	**1,560,183**	**1,188,748**	**-**	**-**
	Fund Revenue Sub Totals:	**1,219,542**	**1,539,104**	**1,717,047**	**1,694,431**	**1,188,748**	**-**	**-**
	Fund Expense Sub Totals:	**1,071,384**	**1,064,954**	**1,717,047**	**1,560,183**	**1,188,748**	**-**	**-**
	Fund 558 Sub Totals:	**148,158**	**474,150**	**-**	**134,248**	**-**	**-**	**-**

Special Revenue Fund
LINX Transit Services-569

Purpose

Lebanon Inter-Neighborhood eXpress (LINX) includes the Lebanon Dial-a-Bus and the Deviated Fixed Route Loop transit services.

The Dial-a-Bus is a curb-to-curb transportation service and is open to seniors, people with disabilities and the general public.

The Deviated Fixed Route Loop service has scheduled stops that run from the north to south end of town and can deviate up to ¾ of a mile off the route.

Riders currently use LINX for medical appointments, shopping, education, employment, volunteer opportunities, social services, conducting personal business, socializing and recreational activities.

LINX receives support from various federal, state and local grants and contracts that vary year to year. We also receive funds through the Statewide Transportation Improvement Fund (STIF), which allowed us to increase our service in FY19-20. The City provides match for some of our grants through a cash contribution (Fund 190) for management and oversight of the LINX Transit program. These services also generate approximately $20,000 from the fare box each fiscal year.

FY2020-21 Objective

The objective of the LINX Transportation Services is to provide budgetary authority to administer the fund and the transportation services it provides.

FY2020-21 Staffing

LINX is supported by a cumulative total of 6.41 FTE. The amounts budgeted in Personal Services in Fund 569 reflect this total. We have also budgeted $25,000 in contract services to assist with implementation of the new and enhanced transportation services. Management and oversight of LINX are reflected in the Senior Services Fund 190.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	LINX							
Dept	BALANCE SHEET/REV							
R4	Rev.-Intergovernmental							
569-000-41020	Federal Grant Funds	122,892	59,245	160,387	227,232	136,000		
569-000-41025	Fed Grant Funds Title IXX	38,757	31,288	45,756	38,796	20,000		
569-000-41030	Title IXX Match Reimb	-	631	3,000	-	-		
569-000-41049	ODOT Discr Grant Fds	74,114	2,391	12,500	68,818	10,000		
569-000-41050	State Grant Funds	93,707	140,540	58,499	110,783	51,360		
569-000-41051	State Transit Tax	-	-	312,000	282,039	330,000		
	Rev.-Intergovernmental Totals	**329,470**	**234,095**	**592,142**	**727,668**	**547,360**	**-**	**-**
R6	Rev.-Miscellaneous							
569-000-45010	Proceeds of Sale of Property	-	7,286	-	-	-		
569-000-46032	Dial A Bus Donations	15,102	15,811	19,000	13,000	10,000		
569-000-48100	Interest On Investment	302	1,329	-	1,000	1,000		
569-000-48130	IGA Contract Revenue	11,055	4,809	6,000	6,500	5,000		
569-000-48140	Miscellaneous Revenue	397	1,362	1,500	2,519	2,500		
	Rev.-Miscellaneous Totals	**26,856**	**30,597**	**26,500**	**23,019**	**18,500**	**-**	**-**
R8	Rev.-Other Sources							
569-000-49901	Beginning Balance	50,247	112,816	143,121	27,653	199,330		
	Rev.-Other Sources Totals	**50,247**	**112,816**	**143,121**	**27,653**	**199,330**	**-**	**-**
	Revenue Sub Totals:	**406,573**	**377,508**	**761,763**	**778,340**	**765,190**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	LINX							
E1	Exp.-Personal Services							
569-569-50001	Salaries	65,508	62,013	191,504	134,560	228,000		
569-569-50005	PT Salary	37,768	57,233	68,873	67,506	68,000		
569-569-50600	Overtime	696	500	1,500	1,500	1,500		
569-569-51000	Fringe Benefits - Budget	101	101	181,845	115,541	164,000		
569-569-51005	Taxes - Federal	7,958	11,121	-	-	-		
569-569-51010	Taxes - State	104	8	-	-	-		
569-569-51015	PERS	14,072	14,067	-	-	-		
569-569-51020	Workers Compensation	939	1,401	-	-	-		
569-569-51023	Unemployment	188	253	-	-	-		
569-569-51025	Insurance - Health	16,035	17,028	-	-	-		
569-569-51030	Insurance - HRA/PSA	2,664	6,269	-	-	-		
569-569-51035	Insurance - Life	-	-	-	-	-		
569-569-51036	Insurance - Life/LTD	120	98	-	-	-		
569-569-51040	Insurance - Disability	263	227	-	-	-		
569-569-59000	Group Term Life	500	-	-	-	-		
	Exp.-Personal Services Totals	**146,916**	**170,319**	**443,722**	**319,107**	**461,500**	**-**	**-**
	Total Full-Time Equivalent (FTE)	**3.34**	**3.34**	**5.34**		**6.41**		
E2	Exp.-Materials & Services							
569-569-61010	Advertising	1,212	574	5,000	1,200	2,500		
569-569-61130	Contract Services	11,268	32,616	25,000	12,000	25,000		
569-569-61240	Dept/Operating Expense	6,187	8,698	12,000	15,000	15,000		
569-569-61250	Dept/Op Supplies	493	1,422	2,500	4,000	5,000		
569-569-61320	Education & Training	478	1,000	5,000	3,000	5,000		
569-569-61400	Insurance	-	-	-	-	9,912		
569-569-61560	Maint/Bldg (Gen'l)	5,036	758	10,000	10,000	10,000		
569-569-61580	Maint/Vehicles	14,548	9,498	15,000	6,000	15,000		
569-569-61800	Petroleum	16,346	21,695	35,000	25,000	35,000		
569-569-61889	Title IXX Match Exp.	-	-	3,000		3,000		
	Exp.-Materials & Services Totals	**55,568**	**76,261**	**112,500**	**76,200**	**125,412**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E3	Exp.-Capital Outlay							
569-569-72500	Office Eqpt.	-	-	-	3,000	3,000		
569-569-72600	Other Eqpt.	-	3,243	10,000	10,000	10,000		
569-569-72800	Vehicles	71,375	79,176	143,000	136,902	130,000		
	Exp.-Capital Outlay Totals	**71,375**	**82,419**	**153,000**	**149,902**	**143,000**	**-**	**-**
E4	Exp.-Transfers Out							
569-569-90010	To General Fund	1,198	1,328	2,379	2,379	1,430		
569-569-90011	To General Fund-Sal/Ben	8,621	8,931	9,559	9,559	-		
569-569-90027	To Info System Service	3,855	3,855	13,387	13,387	13,820		
569-569-90028	To Custodial & Bldg Maint	2,704	3,162	4,205	4,205	4,738		
569-569-90030	To PERS Bond	3,865	3,578	4,271	4,271	9,054		
	Exp.-Transfers Out Totals	**20,243**	**20,854**	**33,801**	**33,801**	**29,042**	**-**	**-**
E5	Exp.-Contingencies							
569-569-80005	Operating Contingency	-	-	18,740	-	6,236		
	Exp.-Contingencies Totals	**-**	**-**	**18,740**	**-**	**6,236**	**-**	**-**
	LINX Totals	**294,102**	**349,853**	**761,763**	**579,010**	**765,190**	**-**	**-**
	Fund Revenue Sub Totals:	**406,573**	**377,508**	**761,763**	**778,340**	**765,190**	**-**	**-**
	Fund Expense Sub Totals:	**294,102**	**349,853**	**761,763**	**579,010**	**765,190**	**-**	**-**
	Fund 569 Sub Totals:	**112,471**	**27,655**	**-**	**199,330**	**-**	**-**	**-**

Special Revenue Fund
Surface Transportation Program (STP)-571

Purpose

Each year the City is allocated Federal Gas Tax dollars which are distributed by the Oregon Department of Transportation. The purpose of the STP Fund is to perform capital maintenance activities on streets within the City. Each year the City allocates funds to specific reconstruction or overlay projects. The average dollar amount received each year is $190,000. For most projects several years' worth of funds are saved in order to achieve project objectives.

FY2020-2021 Objective

This year's funds will be used on the Westside Interceptor Project.

FY2020-2021 Staffing

Due to very limited funds, no Staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	STP STREET PROJECT							
Dept	BALANCE SHEET/REV							
R4	Rev.-Intergovernmental							
571-000-41050	State Grant Funds	-	828,374	194,000	95,662	191,000		
	Rev.-Intergovernmental Totals	**-**	**828,374**	**194,000**	**95,662**	**191,000**	**-**	**-**
R6	Rev.-Miscellaneous							
571-000-48100	Interest On Investment	26	(2,989)	-	-	-		
	Rev.-Miscellaneous Totals	**26**	**(2,989)**	**-**	**-**	**-**	**-**	**-**
R8	Rev.-Other Sources							
571-000-49901	Beginning Balance	1,942	1,972	29,638	32,652	32,652		
	Rev.-Other Sources Totals	**1,942**	**1,972**	**29,638**	**32,652**	**32,652**	**-**	**-**
	Revenue Sub Totals:	**1,968**	**827,357**	**223,638**	**128,314**	**223,652**	**-**	**-**
Dept	STP STREET PROJECT							
E3	Exp.-Capital Outlay							
571-571-72301	Improvements (Eng)	-	794,704	220,000	95,662	220,000		
	Exp.-Capital Outlay Totals	**-**	**794,704**	**220,000**	**95,662**	**220,000**	**-**	**-**
E5	Exp.-Contingencies							
571-571-80005	Operating Contingency	-	-	3,638	-	3,652		
	Exp.-Contingencies Totals	**-**	**-**	**3,638**	**-**	**3,652**	**-**	**-**
	STP STREET PROJECT Totals	**-**	**794,704**	**223,638**	**95,662**	**223,652**	**-**	**-**
	Fund Revenue Sub Totals:	**1,968**	**827,357**	**223,638**	**128,314**	**223,652**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**794,704**	**223,638**	**95,662**	**223,652**	**-**	**-**
	Fund 571 Sub Totals:	**1,968**	**32,653**	**-**	**32,652**	**-**	**-**	**-**

Special Revenue Fund
Boat Ramp Maintenance Assistance Funding-593

Purpose

The annual Oregon State Marine Board Grant is used for ongoing maintenance of, and minor improvements to, the boating facilities at Gill's Landing and Cheadle Lake. The grant amount is variable and is renewable annually as long as certain Marine Board criteria are satisfied when using these funds.

FY2020-2021 Objective

Very nominal funding limits the ability to assist in financing any significant projects.

FY2020-2021 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	BOAT RAMPS							
Dept	BALANCE SHEET/REV							
R4	Rev.-Intergovernmental							
593-000-41050	State Grant Funds	-	8,000	8,000	8,000	8,000		
	Federal Grant Funds	-	-	-	-	100,000		
	Rev.-Intergovernmental Totals	**-**	**8,000**	**8,000**	**8,000**	**108,000**	**-**	**-**
R6	Rev.-Miscellaneous							
593-000-48100	Interest On Investment	66	114	-	110	-		
	Rev.-Miscellaneous Totals	**66**	**114**	**-**	**110**	**-**	**-**	**-**
R8	Rev.-Other Sources							
593-000-49901	Beginning Balance	7,450	4,655	8,027	10,111	9,431		
	Rev.-Other Sources Totals	**7,450**	**4,655**	**8,027**	**10,111**	**9,431**	**-**	**-**
	Revenue Sub Totals:	**7,516**	**12,769**	**16,027**	**18,221**	**117,431**	**-**	**-**

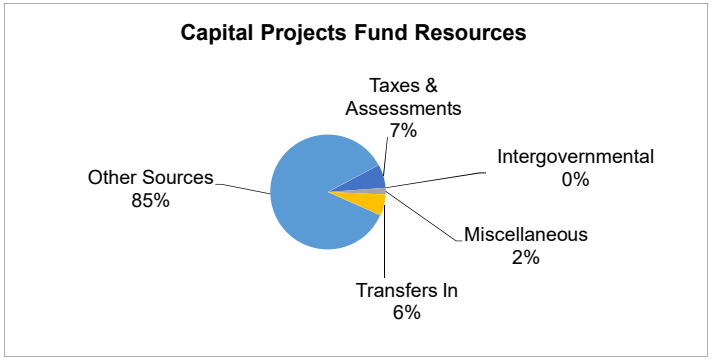
City of Lebanon, OR
Budget Report FY 2020-21

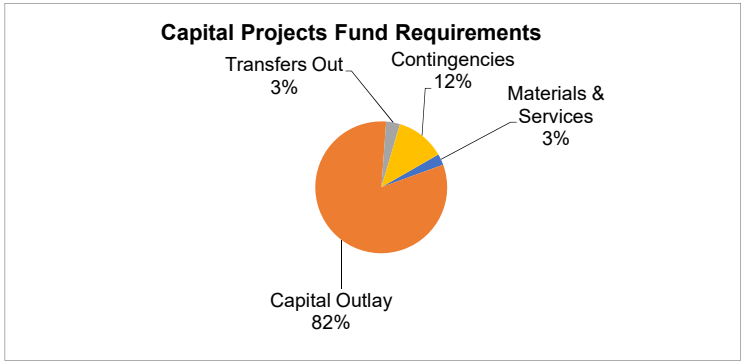
Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	BOAT RAMPS							
E2	Exp.-Materials & Services							
593-593-61240	Dept/Operating Expense-Gills	2,227	2,065	2,000	6,758	2,500		
593-593-61242	Operating Exp -Cheadle ramp	649	594	2,000	2,032	2,500		
	Exp.-Materials & Services Totals	**2,876**	**2,659**	**4,000**	**8,790**	**5,000**	**-**	**-**
E3	Exp.-Capital Outlay							
593-593-72300	Improvements	-	-	6,152	-	112,431		
	Exp.-Capital Outlay Totals	**-**	**-**	**6,152**	**-**	**112,431**	**-**	**-**
E5	Exp.-Contingencies							
593-593-80005	Operating Contingency	-	-	5,875	-	-		
	Exp.-Contingencies Totals	**-**	**-**	**5,875**	**-**	**-**	**-**	**-**
	BOAT RAMPS Totals	**2,876**	**2,659**	**16,027**	**8,790**	**117,431**	**-**	**-**
	Fund Revenue Sub Totals:	**7,516**	**12,769**	**16,027**	**18,221**	**117,431**	**-**	**-**
	Fund Expense Sub Totals:	**2,876**	**2,659**	**16,027**	**8,790**	**117,431**	**-**	**-**
	Fund 593 Sub Totals:	**4,640**	**10,110**	**-**	**9,431**	**-**	**-**	**-**

CAPITAL PROJECTS FUND
For the Fiscal Year 2020-21

RESOURCES	
Taxes & Assessments	$ 672,647
Intergovernmental	-
Miscellaneous	188,495
Transfers In	598,746
Other Sources	8,659,197
Internal Charges	-
Total Resources	$ 10,119,085

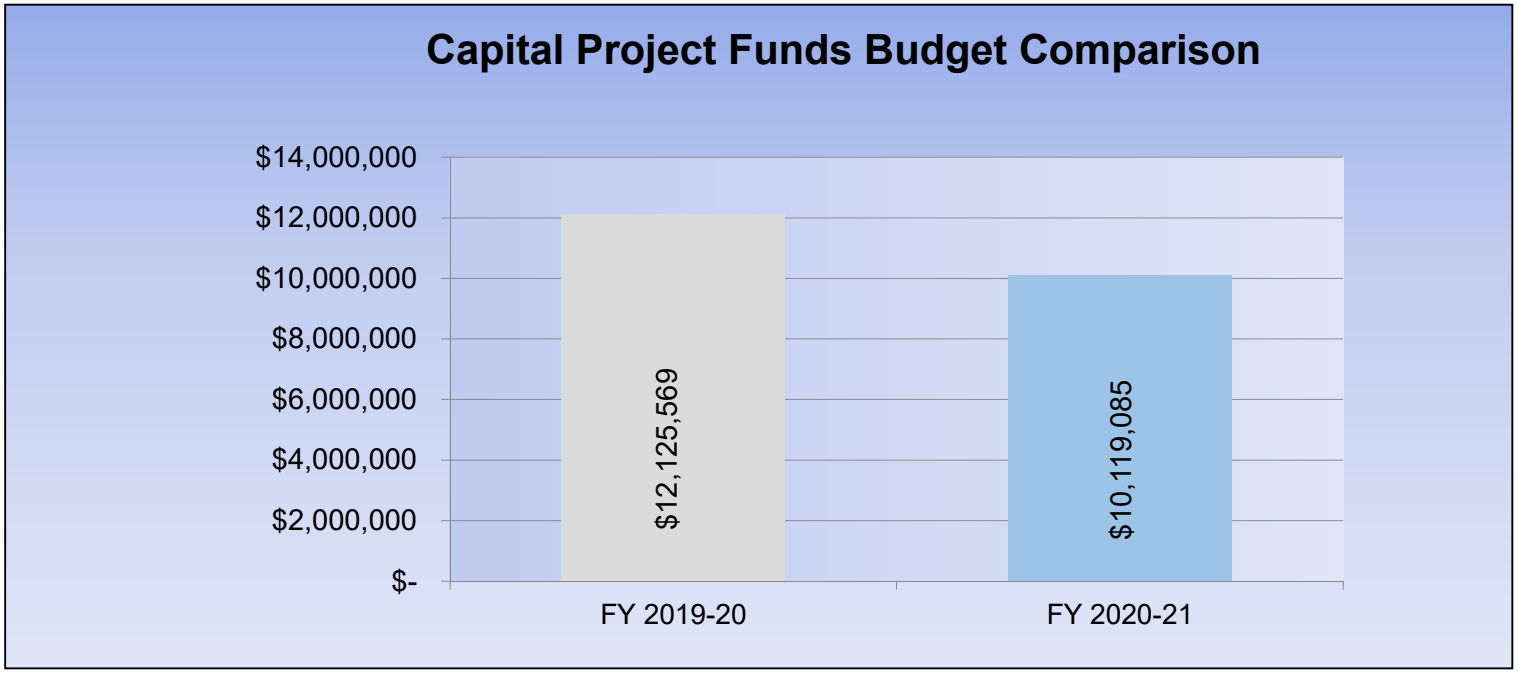
REQUIREMENTS	
Personnel Services	$ -
Materials & Services	280,334
Capital Outlay	8,273,430
Transfers Out	345,917
Contingencies	1,219,404
Unappropriated	-
	$ 10,119,085





Requirements by Department and Type

Dept-Activity	Personal Services	Materials & Services	Capital Outlay	Interfund Transfers	Contingency Fund	Debt Service	Unapprop	**$0 Budget**	Percent of Fund Budget
815-State Highway Signal Maint	-	-	-	2,000	-	-	-	**2,000**	0.01%
820-Equipment Acq. & Replacen	-	-	833,529	258,568	189,508	-	-	**1,281,605**	12.67%
825-Pioneer Cemetary	-	-	9,966	-	-	-	-	**9,966**	0.10%
829-Police Trust	-	22,261	-	-	-	-	-	**22,261**	0.22%
830-Library Trust	-	202,617	-	-	-	-	-	**202,617**	2.00%
833-Library Trust (Harriman)	-	-	-	-	-	-	-	**-**	0.00%
835-Senior Services Trust	-	15,500	161,402	-	-	-	-	**176,902**	1.75%
838-Library Trust (Snedaker)	-	20,456	-	-	-	-	-	**20,456**	0.20%
840-Streets Cap Proj	-	12,000	-	-	470,564	-	-	**482,564**	4.77%
845-Infra Deferral	-	-	-	60,101	-	-	-	**60,101**	0.59%
852-Drainage SDC	-	-	155,000	6,312	33,403	-	-	**194,715**	1.92%
853-Drainage SDC Reimb	-	-	18,000	-	1,821	-	-	**19,821**	0.20%
862-Parks SDC	-	7,500	1,500,000	6,312	153,946	-	-	**1,667,758**	16.48%
863-Parks SDC Reimb	-	-	533	-	-	-	-	**533**	0.01%
872-Sewer SDC	-	-	2,050,000	6,312	49,359	-	-	**2,105,671**	20.81%
873-Sewer SDC Reimb	-	-	430,000	-	26,303	-	-	**456,303**	4.51%
882-Streets SDC	-	-	3,075,000	6,312	272,974	-	-	**3,354,286**	33.15%
883-Streets SDC Reimb	-	-	22,500	-	20,041	-	-	**42,541**	0.42%
892-Water SDC	-	-	-	-	-	-	-	**-**	0.00%
893-Water SDC Reimb	-	-	17,500	-	1,485	-	-	**18,985**	0.19%
Fund Totals	$ -	$ 280,334	$ 8,273,430	$ 345,917	$ 1,219,404	$ -	$ -	**$ 10,119,085**	100.00%
Percent of Capital Projects Fund	0.00%	2.77%	81.76%	3.42%	12.05%	0.00%	0.00%	**100.00%**	



FY 2020-21

Personnel Services	$	-	Transfers Out	$	345,917
Materials & Services	$	280,334	Contingencies	$	1,219,404
Capital Outlay	$	8,273,430	Other Financing Uses	$	-
Debt Service	$	-	Unappropriated	$	-

FY 2019-20

Personnel Services	$	-	Transfers Out	$	882,504
Materials & Services	$	310,212	Contingencies	$	1,541,065
Capital Outlay	$	9,391,788	Other Financing Uses	$	-
Debt Service	$	-	Unappropriated	$	-

Capital Projects Fund
State Highway Signal Maintenance-815

Purpose

This fund holds reserves for 10 Years of traffic signal maintenance. With the construction of the Super Wal-Mart store a traffic signal was required. The City entered into a 10-year Inter-Governmental Agreement with ODOT for maintenance projects that arise beyond the City's manpower or experience. Operating expense is used for in-house repairs and maintenance.

FY2020-2021 Objective

Very nominal funding limits the ability to assist in financing any significant projects.

FY2020-2021 Staffing

Fund are transferred to the street's fund as that is where the staff is that performs the maintenance.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	STATE HWY SIGNAL MAINT							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
815-000-48100	Interest On Investment	343	302	150	60	-		
	Rev.-Miscellaneous Totals	**343**	**302**	**150**	**60**	**-**	**-**	**-**
R8	Rev.-Other Sources							
815-000-49901	Beginning Balance	33,649	21,415	8,672	9,491	2,000		
	Rev.-Other Sources Totals	**33,649**	**21,415**	**8,672**	**9,491**	**2,000**	**-**	**-**
	Revenue Sub Totals:	**33,992**	**21,717**	**8,822**	**9,551**	**2,000**	**-**	**-**
Dept	STATE HWY SIGNAL MAINT							
E2	Exp.-Materials & Services							
815-815-61134	Contract Serv (Maint)	-	273	1,075				
	Exp.-Materials & Services Totals	**-**	**273**	**1,075**	**-**	**-**	**-**	**-**
E4	Exp.-Transfers Out							
815-815-90183	To Streets-Sal/Ben	12,642	11,953	7,747	7,747	2,000		
	Exp.-Transfers Out Totals	**12,642**	**11,953**	**7,747**	**7,747**	**2,000**	**-**	**-**
	STATE HWY SIGNAL MAINT Totals	**12,642**	**12,226**	**8,822**	**7,747**	**2,000**	**-**	**-**
	Fund Revenue Sub Totals:	**33,992**	**21,717**	**8,822**	**9,551**	**2,000**	**-**	**-**
	Fund Expense Sub Totals:	**12,642**	**12,226**	**8,822**	**7,747**	**2,000**	**-**	**-**
	Fund 815 Sub Totals:	**21,350**	**9,491**	**-**	**1,804**	**-**	**-**	**-**

Capital Projects Fund
Equipment Acquisition and Replacement 820

Purpose

The Equipment acquisition and replacement fund allows for reserves to accumulate over the useful life of a piece of equipment, this distributes the cost of replacements evenly over many years.

Reserved funds have been placed in this fund for the following purposes:

- Scheduled and emergency equipment replacement for Maintenance
- Scheduled and emergency facilities replacement for the Maintenance-Parks Division
- Scheduled and emergency replacement for the IT department
- Scheduled and emergency equipment replacement for the Library
- Scheduled and emergency equipment replacement for Police
- Scheduled and emergency replacement for the Senior Center
- Future City Hall Project replacement
- Future Ralston Park Project
- Scheduled vehicles and other rolling stock for all departments

FY2020-2021 Objective

The objective of the Equipment acquisition and replacement fund is to provide budgetary authority for scheduled and emergency equipment replacements.

FY2020-2021 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	EQUIPMENT ACQ. & REPLACEMENT							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
820-000-45010	Rev from Sale Of Prop	-	108,712	-	-	-		
820-000-48100	Interest On Investment	21,023	32,891	15,000	16,000	5,000		
820-000-48140	Miscellaneous Revenue	1,250	-	-	-	-		
	Rev.-Miscellaneous Totals	**22,273**	**141,603**	**15,000**	**16,000**	**5,000**	**-**	**-**
R7	Rev.-Transfers In							
820-000-49010	From General Fund	127,000	99,717	639,717	639,717	52,000		
820-000-49022	From Water Fund	112,000	120,000	-	-	-		
820-000-49025	From W Water Fund	90,000	90,000	-	-	-		
820-000-49038	From Info Sys	69,250	-	65,000	65,000	-		
820-000-49039	From Park Enterprise	-	50,000	15,000	15,000	-		
820-000-49046	From Streets Fund	65,000	65,000	65,000	65,000	65,000		
820-000-49047	From Storm Drain	45,000	57,000	-	-	-		
	Rev.-Transfers In Totals	**508,250**	**481,717**	**784,717**	**784,717**	**117,000**	**-**	**-**
R8	Rev.-Other Sources							
820-000-49901	Beginning Balance	1,321,077	1,610,386	1,570,003	1,652,660	1,159,605		
	Rev.-Other Sources Totals	**1,321,077**	**1,610,386**	**1,570,003**	**1,652,660**	**1,159,605**	**-**	**-**
	Revenue Sub Totals:	**1,851,600**	**2,233,706**	**2,369,720**	**2,453,377**	**1,281,605**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	EQUIPMENT ACQ. & REPLACEMENT							
E3	Exp.-Capital Outlay							
820-820-72050	Land	-	-	203,614	-	207,833		
820-820-72300	Improvements	-	18,275	-	-			
820-820-72302	Improvements (Maint)	-	6,287	-		3,406		
820-820-72304	Improvements (Parks)	50,000	63,567	244,500	172,453	38,832		
820-820-72500	Office Eqpt.	-	-	260,377	-	264,539		
820-820-72600	Other Eqpt.	224	-	-	-	-		
820-820-72606	Other Eqpt (IT)	72,319	-	-	-	131,729		
820-820-72607	Other Eqpt (Lib)	26,196	-	-	-	-		
820-820-72608	Other Eqpt (Police)	25,151	37,228	77,894	46,570	66,910		
820-820-72609	Other Eqpt (SC)	-	20,933	-	93,415	20,280		
820-820-72802	Vehicles (Maint)	21,563	434,756	150,000	150,000	100,000		
	Exp.-Capital Outlay Totals	**195,453**	**581,046**	**936,385**	**462,438**	**833,529**	**-**	**-**
E4	Exp.-Transfers Out							
820-820-90051	To Water 430	-	-	433,809	433,809	-		
820-820-90052	To Storm Drainage	-	-	120,985	120,985	-		
820-820-90053	To Wastewater 470	-	-	276,540	276,540	-		
820-820-90163	To NW Lebanon URD	-	-	-	-	258,568		
	Exp.-Transfers Out Totals	**-**	**-**	**831,334**	**831,334**	**258,568**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
E5	Exp.-Contingencies							
820-820-80010	Res - Eq Rep (Eng)	-	-	377	-	-		
820-820-80017	Res - Eq Rep (Senior Center)	-	-	33,712	-	-		
820-820-80018	Res - Eq Rep (PW/Eng Maint-Eq)	-	-	140,796	-	162,811		
820-820-80019	Res - Shop	-	-	19,875	-	-		
820-820-80021	Res - Eq Rep (Library)	-	-	9,970	-	10,301		
820-820-80025	Res - Eq Rep (Bldg Maint-Eq)	-	-	11,130	-	11,487		
820-820-80028	Res - Eq Rep (IS)	-	-	131,754	-	-		
820-820-80030	Res - City Hall Project	-	-	254,387	-	-		
820-820-80032	Res - LINX	-	-	-	-	4,909		
	Exp.-Contingencies Totals	**-**	**-**	**602,001**	**-**	**189,508**	**-**	**-**
	EQUIPMENT ACQ. & REPLACEMENT Totals	**195,453**	**581,046**	**2,369,720**	**1,293,772**	**1,281,605**	**-**	**-**
	Fund Revenue Sub Totals:	**1,851,600**	**2,233,706**	**2,369,720**	**2,453,377**	**1,281,605**	**-**	**-**
	Fund Expense Sub Totals:	**195,453**	**581,046**	**2,369,720**	**1,293,772**	**1,281,605**	**-**	**-**
	Fund 820 Sub Totals:	**1,656,147**	**1,652,660**	**-**	**1,159,605**	**-**	**-**	**-**

Capital Projects Fund
Pioneer Cemetery Restoration Trust-825

Purpose

The Pioneer Cemetery Restoration Trust provides the budget authority for administration of the Pioneer Cemetery.

The Pioneer Cemetery Restoration Trust is set up to receive revenue from donations in two different forms. The first form is a donation to the perpetual maintenance fund. The donations to this fund will be held indefinitely and only interest earned on the original donation may be spent on maintenance or capital improvement items in Pioneer Cemetery. The donation amounts are reflected in the unappropriated ending fund balance. The second form of donation is a form of trust which may be used immediately in its entirety. Gifts to this trust may be donated to a specific purchase or activity.

FY2020-2021 Objective

The objective of the Pioneer Cemetery Restoration Trust fund is to provide an accounting for donations for maintenance or capital improvement items in Pioneer Cemetery

FY2020-2021 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	PIONEER CEMETERY RESTOR TRUST							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
825-000-48100	Interest On Investment	120	198	90	90	-		
	Rev.-Miscellaneous Totals	**120**	**198**	**90**	**90**	**-**	**-**	**-**
R8	Rev.-Other Sources							
825-000-49901	Beginning Balance	9,539	9,678	9,625	9,876	9,966		
	Rev.-Other Sources Totals	**9,539**	**9,678**	**9,625**	**9,876**	**9,966**	**-**	**-**
	Revenue Sub Totals:	**9,659**	**9,876**	**9,715**	**9,966**	**9,966**	**-**	**-**
Dept	PIONEER CEMETERY RESTOR TRUST							
E3	Exp.-Capital Outlay							
825-825-72300	Improvements	-	-	9,715		9,966		
	Exp.-Capital Outlay Totals	**-**	**-**	**9,715**	**-**	**9,966**	**-**	**-**
	PIONEER CEMETERY RESTOR TRUST Totals	**-**	**-**	**9,715**	**-**	**9,966**	**-**	**-**
	Fund Revenue Sub Totals:	**9,659**	**9,876**	**9,715**	**9,966**	**9,966**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**-**	**9,715**	**-**	**9,966**	**-**	**-**
	Fund 825 Sub Totals:	**9,659**	**9,876**	**-**	**9,966**	**-**	**-**	**-**

Capital Projects Fund
Police Trust-829

Purpose

The Police Trust fund accounts for receipts and expenditures of donations to the Police Department earmarked for special purchases and/or strategies.

FY2020-2021 Objective

The objective of the Police Division Capital Projects fund is to provide an account for donations for any purpose in the Police Department that is not covered in the budget (examples: Turn Lebanon Blue, National Night Out and Shop-With-A-Cop programs, Warming Shelter expenses, Miscellaneous Community Policing expenses).

FY2020-2021 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	POLICE TRUST							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
829-000-48053	Donations	1,035	883	415		-		
829-000-48054	Donations-Warming Shelter	-	-	400		-		
829-000-48055	Donations - Shop-With-A-Cop	4,390	7,400	4,375	650	4,375		
829-000-48056	Donations - National Night Out	1,100	500	1,500	600	1,500		
829-000-48057	Donations - Turn Lebanon Blue	1,135	1,000	650		650		
829-000-48058	Donations - Misc Community Pol	-	2,500	2,450		2,450		
829-000-48100	Interest On Investment	173	307	60	126	60		
	Rev.-Miscellaneous Totals	**7,833**	**12,590**	**9,850**	**1,376**	**9,035**	**-**	**-**
R8	Rev.-Other Sources							
829-000-49901	Beginning Balance	10,887	12,864	14,377	17,432	13,226		
	Rev.-Other Sources Totals	**10,887**	**12,864**	**14,377**	**17,432**	**13,226**	**-**	**-**
	Revenue Sub Totals:	**18,720**	**25,454**	**24,227**	**18,808**	**22,261**	**-**	**-**
Dept	POLICE TRUST							
E2	Exp.-Materials & Services							
829-829-61240	Dept/Operating Expense	-	-	19,161		17,195		
829-829-61870	Shop-With-A-Cop	3,669	4,100	3,500	4,000	3,500		
829-829-61871	National Night Out	1,482	1,426	850	1,582	850		
829-829-61872	Warming Shealter Cost	-	-	410		410		
829-829-61873	Turn Lebanon Blue	276	46	-		-		
829-829-61874	Misc - Community Policing	451	2,450	306		306		
	Exp.-Materials & Services Totals	**5,878**	**8,022**	**24,227**	**5,582**	**22,261**	**-**	**-**
	POLICE TRUST Totals	**5,878**	**8,022**	**24,227**	**5,582**	**22,261**	**-**	**-**
	Fund Revenue Sub Totals:	**18,720**	**25,454**	**24,227**	**18,808**	**22,261**	**-**	**-**
	Fund Expense Sub Totals:	**5,878**	**8,022**	**24,227**	**5,582**	**22,261**	**-**	**-**
	Fund 829 Sub Totals:	**12,842**	**17,432**	**-**	**13,226**	**-**	**-**	**-**

Capital Projects Fund
Library Trust Fund-830

Purpose

The Library Trust Fund receives income from donations and provides funding for special collection purchases, programs and projects associated with the mission of the Lebanon Public Library. Some donations are designated for specific purchases or programs, while other undesignated gifts are available to be used at the discretion of the library director.

FY2020-21 Objective

The objective of the Library Trust Fund is to provide budgetary authority to support special purchases, projects and programs for the Library.

FY2020-21 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	LIBRARY TRUST FUND							
Dept	BALANCE SHEET/REV							
R4	Rev.-Intergovernmental							
830-000-41045	Grant Funds	-	-	30,000	-	-		
830-000-48112	Gift of Literacy	3,920	4,903	6,000	1,274	-		
830-000-48114	Trust Management	9,977	-	10,000	9,964	-		
830-000-48118	Childrens Svcs Grant	2,558	2,559	3,000	2,660	-		
	Rev.-Intergovernmental Totals	**16,455**	**7,462**	**49,000**	**13,898**	**-**	**-**	**-**
R6	Rev.-Miscellaneous							
830-000-48100	Interest On Investment	1,979	3,152	1,200	1,500	-		
830-000-48120	Trust Fund Donations	25,652	34,367	30,000	27,875	-		
	Rev.-Miscellaneous Totals	**27,631**	**37,519**	**31,200**	**29,375**	**-**	**-**	**-**
R8	Rev.-Other Sources							
830-000-49901	Beginning Balance	151,531	158,157	148,651	175,254	202,617		
	Rev.-Other Sources Totals	**151,531**	**158,157**	**148,651**	**175,254**	**202,617**	**-**	**-**
	Revenue Sub Totals:	**195,617**	**203,138**	**228,851**	**218,527**	**202,617**	**-**	**-**
Dept	LIBRARY TRUST FUND							
E2	Exp.-Materials & Services							
830-830-61130	Contract Services	-	-	129,851	-	103,617		
830-830-61250	Dept/Op Supplies	20,708	20,617	50,000	12,781	50,000		
830-830-61310	Gift of Literacy	4,227	4,597	6,000	3,019	6,000		
830-830-61330	Reading for Success	2,956	2,559	3,000	110	3,000		
830-830-61350	Trust Management	9,865	112	10,000	-	10,000		
830-830-61370	Other Grants	-	-	30,000	-	30,000		
	Exp.-Materials & Services Totals	**37,756**	**27,885**	**228,851**	**15,910**	**202,617**	**-**	**-**
	LIBRARY TRUST FUND Totals	**37,756**	**27,885**	**228,851**	**15,910**	**202,617**	**-**	**-**
	Fund Revenue Sub Totals:	**195,617**	**203,138**	**228,851**	**218,527**	**202,617**	**-**	**-**
	Fund Expense Sub Totals:	**37,756**	**27,885**	**228,851**	**15,910**	**202,617**	**-**	**-**
	Fund 830 Sub Totals:	**157,861**	**175,253**	**-**	**202,617**	**-**	**-**	**-**

Capital Projects Fund
Senior Center Trust Fund-835

Purpose

The Senior Center Trust Fund receives income from donations and provides funding for special programs and projects associated with the mission of the Senior Center. Some donations are designated for specific purchases or programs, while other undesignated gifts are available to be used at the discretion of Senior Services Advisory Board and the Senior Services Director.

FY2020-2021 Objective

The objective of the Senior Center Trust Fund is to provide budgetary authority to support purchases for activities, classes and equipment for the Senior Center.

FY2020-2021 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SENIOR SERVICES TRUST							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
835-000-45020	Rev From Rented Prop	370	370	1,000	370	500		
835-000-48100	Interest On Investment	2,232	3,453	1,800	1,500	1,000		
835-000-48120	Trust Fund Donations	6,060	7,098	5,000	3,800	6,500		
835-000-48140	Miscellaneous Revenue	579	1,997	2,500	352	1,000		
835-000-48172	Rental Cleaning Fee	1,135	400	350	580	290		
835-000-48175	Rental Deposits	3,425	2,000	3,000	1,070	1,500		
	Rev.-Miscellaneous Totals	**13,801**	**15,318**	**13,650**	**7,672**	**10,790**	**-**	**-**
R8	Rev.-Other Sources							
835-000-49901	Beginning Balance	163,476	167,356	158,826	170,640	166,112		
	Rev.-Other Sources Totals	**163,476**	**167,356**	**158,826**	**170,640**	**166,112**	**-**	**-**
	Revenue Sub Totals:	**177,277**	**182,674**	**172,476**	**178,312**	**176,902**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SENIOR SERVICES TRUST							
E2	Exp.-Materials & Services							
835-835-61200	Deposits Refunded	2,965	2,188	3,000	1,500	1,500		
835-835-61240	Dept/Operating Expense	1,699	3,053	3,000	2,000	3,000		
835-835-61250	Dept/Op Supplies	1,215	2,135	2,500	2,000	2,500		
835-835-61560	Maint/Bldg (Gen'l)	-	-	1,000	1,000	1,000		
835-835-61840	Refreshment Purchases	4,309	4,659	6,500	3,500	6,000		
835-835-61860	Scholarships	-	-	1,500	200	1,500		
	Exp.-Materials & Services Totals	**10,188**	**12,035**	**17,500**	**10,200**	**15,500**	**-**	**-**
E3	Exp.-Capital Outlay							
835-835-72300	Improvements	-	-	149,976	-	156,402		
835-835-72500	Office Eqpt.	-	-	2,500	-	2,500		
835-835-72600	Other Eqpt.	-	-	2,500	2,000	2,500		
	Exp.-Capital Outlay Totals	**-**	**-**	**154,976**	**2,000**	**161,402**	**-**	**-**
	SENIOR SERVICES TRUST Totals	**10,188**	**12,035**	**172,476**	**12,200**	**176,902**	**-**	**-**
	Fund Revenue Sub Totals:	**177,277**	**182,674**	**172,476**	**178,312**	**176,902**	**-**	**-**
	Fund Expense Sub Totals:	**10,188**	**12,035**	**172,476**	**12,200**	**176,902**	**-**	**-**
	Fund 835 Sub Totals:	**167,089**	**170,639**	**-**	**166,112**	**-**	**-**	**-**

Capital Projects Fund
Library-Snedaker Trust Fund-838

Purpose

In January 2000, the Lebanon Public Library received $57,000 from the estate of Florence C. Snedaker. The estate stipulates that these funds must be used to purchase children's and reference materials.

FY2020-21 Objective

The objective of the Snedaker Trust Fund is to provide budgetary authority to support purchases of children's and reference materials for the Lebanon Public Library.

FY2020-21 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SNEDAKER TRUST							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
838-000-48100	Interest On Investment	306	439	150	170	-	-	-
	Rev.-Miscellaneous Totals	**306**	**439**	**150**	**170**	**-**	**-**	**-**
R8	Rev.-Other Sources							
838-000-49901	Beginning Balance	23,720	22,403	20,909	21,286	20,456		
	Rev.-Other Sources Totals	**23,720**	**22,403**	**20,909**	**21,286**	**20,456**	**-**	**-**
	Revenue Sub Totals:	**24,026**	**22,842**	**21,059**	**21,456**	**20,456**	**-**	**-**
Dept	SNEDAKER TRUST							
E2	Exp.-Materials & Services							
838-838-61250	Dept/Op Supplies	1,669	1,556	21,059	1,000	20,456		
	Exp.-Materials & Services Totals	**1,669**	**1,556**	**21,059**	**1,000**	**20,456**	**-**	**-**
	Expense Sub Totals:	**1,669**	**1,556**	**21,059**	**1,000**	**20,456**	**-**	**-**
	Fund Revenue Sub Totals:	**24,026**	**22,842**	**21,059**	**21,456**	**20,456**	**-**	**-**
	Fund Expense Sub Totals:	**1,669**	**1,556**	**21,059**	**1,000**	**20,456**	**-**	**-**
	Fund 838 Sub Totals:	**22,357**	**21,286**	**-**	**20,456**	**-**	**-**	**-**

Capital Projects Fund
Streets Capital Projects-840

Purpose

The Street Capital Improvement Projects Fund was established to receive funds designated for street improvements. In 1998, the Capital Improvement Projects Committee and City Council recommended an increase utility franchise fees with the increased revenue being allocated toward a Street Preservation Program within the Street Capital Improvement Projects Fund. Subsequent Council budget actions eliminated the use of franchise fees for street preservation projects. The Street Preservation Program provides maintenance type projects including overlays, slurry seals, and crack sealing to city streets on a priority basis. The intent of the program is to preserve the existing city street system and prevent costly street reconstruction. This fund is also holding in reserves the funds received from the transfer of Airway Road to City of Lebanon jurisdiction. The funds will help offset costs to reconstruct Airway Road at a later date.

FY2020-2021 Objective

When funds become available the yearly street preservation program will continue, which includes overlays, crack seals, and slurry seals.

FY2020-2021 Staffing

Due to very limited funds, no Staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	STREETS CAPITAL PROJECTS							
Dept	BALANCE SHEET/REV							
R4	Rev.-Intergovernmental							
840-000-41047	County Grant Funds	598,626	435,472	-	-	-		
840-000-41048	State Grants	40,000	-	40,000	66,035	-		
	Rev.-Intergovernmental Totals	**638,626**	**435,472**	**40,000**	**66,035**	**-**	**-**	**-**
R6	Rev.-Miscellaneous							
840-000-48100	Interest On Investment	3,769	7,576	-	2,345	-		
840-000-42100	Inra. Ext. Deposit	-	-	-	-	100,000		
	Rev.-Miscellaneous Totals	**3,769**	**7,576**	**-**	**2,345**	**100,000**	**-**	**-**
R7	Rev.-Transfers In							
840-000-49010	From General Fund	55,000	-	-	-	-		
840-000-49109	From Infra. Deferral	-	-	-	-	60,101		
	Rev.-Transfers In Totals	**55,000**	**-**	**-**	**-**	**60,101**	**-**	**-**
R8	Rev.-Other Sources							
840-000-49901	Beginning Balance	318,049	318,287	356,942	340,962	322,463		
	Rev.-Other Sources Totals	**318,049**	**318,287**	**356,942**	**340,962**	**322,463**	**-**	**-**
	Revenue Sub Totals:	**1,015,444**	**761,335**	**396,942**	**409,342**	**482,564**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	STREETS CAPITAL PROJECTS							
E2	Exp.-Materials & Services							
840-840-61130	Contract Services	157	4,141	10,000	-	-		
840-840-61133	Contract Serv (Eng)	-	-	-	42,000	12,000		
	Exp.-Materials & Services Totals	**157**	**4,141**	**10,000**	**42,000**	**12,000**	**-**	**-**
E3	Exp.-Capital Outlay							
840-840-72300	Improvements	230	2,036	75,800	25,000	-		
840-840-72301	Improvements (Eng)	697,385	414,198	-	19,879	-		
	Exp.-Capital Outlay Totals	**697,615**	**416,234**	**75,800**	**44,879**	**-**	**-**	**-**
E5	Exp.-Contingencies							
840-840-80005	Operating Contingency	-	-	1,142	-	463		
840-840-80024	Res - Airway	-	-	310,000	-	310,000		
840-840-80031	Res - Infra Deferral	-	-	-	-	160,101		
	Exp.-Contingencies Totals	**-**	**-**	**311,142**	**-**	**470,564**	**-**	**-**
	STREETS CAPITAL PROJECTS Totals	**697,772**	**420,375**	**396,942**	**86,879**	**482,564**	**-**	**-**
	Fund Revenue Sub Totals:	**1,015,444**	**761,335**	**396,942**	**409,342**	**482,564**	**-**	**-**
	Fund Expense Sub Totals:	**697,772**	**420,375**	**396,942**	**86,879**	**482,564**	**-**	**-**
	Fund 840 Sub Totals:	**317,672**	**340,960**	**-**	**322,463**	**-**	**-**	**-**

Capital Projects Fund
Infrastructure Deferral-845

Purpose

Development may be responsible for extending new public infrastructure – street, water, sewer, drainage or parks. Most often, this responsibility is met by the infrastructure being extended as part of the development. However, on occasion it is not practical to require actual construction during development; yet the financial responsibility remains. This responsibility can be met by a contribution equal to that responsibility. This fund is used to budget and account for the cash contributions.

FY2020-2021 Objective

As projects are formed the infrastructure deferral fund will be used to help finance the work.

FY2020-2021 Staffing

No Staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	INFRA. DEFERRAL							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
845-000-48100	Interest On Investment	775	1,195	600	443	-		
	Rev.-Miscellaneous Totals	**775**	**1,195**	**600**	**443**	**-**	**-**	**-**
R8	Rev.-Other Sources							
845-000-49901	Beginning Balance	57,576	58,462	58,915	59,658	60,101		
	Rev.-Other Sources Totals	**57,576**	**58,462**	**58,915**	**59,658**	**60,101**	**-**	**-**
	Revenue Sub Totals:	**58,351**	**59,657**	**59,515**	**60,101**	**60,101**	**-**	**-**
Dept	INFRA. DEFERRAL							
E3	Exp.-Capital Outlay							
845-845-72301	Improvements (Eng)	-	-	59,515	-	-		
	Exp.-Capital Outlay Totals	**-**	**-**	**59,515**	**-**	**-**	**-**	**-**
E4	Exp.-Transfers Out							
845-845-90115	To Street Capital Proj	-	-	-	-	60,101		
	Exp.-Transfers Out Totals	**-**	**-**	**-**	**-**	**60,101**	**-**	**-**
	INFRA. DEFERRAL Totals	**-**	**-**	**59,515**	**-**	**60,101**	**-**	**-**
	Fund Revenue Sub Totals:	**58,351**	**59,657**	**59,515**	**60,101**	**60,101**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**-**	**59,515**	**-**	**60,101**	**-**	**-**
	Fund 845 Sub Totals:	**58,351**	**59,657**	**-**	**60,101**	**-**	**-**	**-**

Capital Projects Fund
SDC–Storm Drainage Improvements-852

Purpose

The purpose of this fund is to account for the revenues and expenses for Storm Drainage Systems Development Charges (SDC). In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Storm Drainage SDC methodology report and resolution was adopted which set revised rates. The City may use these funds for projects identified in the Storm Drainage SDC Plan.

FY2020-2021 Objective

The objective is to fund SDC Eligible Improvements as indicated in the Storm Drainage SDC Plan and Storm Water Master Plan such as elimination of underground injection control systems and new or extensions to storm drain lines.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-DRAINAGE IMPR							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
852-000-42040	SDC Princ - Assess	540	-	-	33,111	35,000		
852-000-42045	SDC Principal	12,771	11,251	20,000	7,016	7,000		
	Rev.-Taxes & Assess Totals	**13,311**	**11,251**	**20,000**	**40,127**	**42,000**	**-**	**-**
R6	Rev.-Miscellaneous							
852-000-42050	SDC Interest	-	-	-	4,752	5,000		
852-000-48100	Interest On Investment	1,442	2,731	100	1,200	1,500		
852-000-48140	Miscellaneous Revenue	-	-	-				
	Rev.-Miscellaneous Totals	**1,442**	**2,731**	**100**	**5,952**	**6,500**	**-**	**-**
R7	Rev.-Transfers In							
852-000-49175	From North Gateway URD	51,865	-	-	-	-		
	Rev.-Transfers In Totals	**51,865**	**-**	**-**	**-**	**-**	**-**	**-**
R8	Rev.-Other Sources							
852-000-49901	Beginning Balance	123,239	128,292	192,709	133,821	146,215		
	Rev.-Other Sources Totals	**123,239**	**128,292**	**192,709**	**133,821**	**146,215**	**-**	**-**
	Revenue Sub Totals:	**189,857**	**142,274**	**212,809**	**179,900**	**194,715**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SDC-DRAINAGE IMPR							
E3	Exp.-Capital Outlay							
852-852-72300	Improvements	-	-	190,000	25,000	155,000		
	Exp.-Capital Outlay Totals	**-**	**-**	**190,000**	**25,000**	**155,000**	**-**	**-**
E4	Exp.-Transfers Out							
852-852-90011	To General Fund-Sal/Ben	8,391	8,453	8,685	8,685	6,312		
	Exp.-Transfers Out Totals	**8,391**	**8,453**	**8,685**	**8,685**	**6,312**	**-**	**-**
E5	Exp.-Contingencies							
852-852-80005	Operating Contingency	-	-	14,124	-	33,403		
	Exp.-Contingencies Totals	**-**	**-**	**14,124**	**-**	**33,403**	**-**	**-**
	SDC-DRAINAGE IMPR Totals	**8,391**	**8,453**	**212,809**	**33,685**	**194,715**	**-**	**-**
	Fund Revenue Sub Totals:	**189,857**	**142,274**	**212,809**	**179,900**	**194,715**	**-**	**-**
	Fund Expense Sub Totals:	**8,391**	**8,453**	**212,809**	**33,685**	**194,715**	**-**	**-**
	Fund 852 Sub Totals:	**181,466**	**133,821**	**-**	**146,215**	**-**	**-**	**-**

Capital Projects Fund
SDC–Storm Drainage Reimbursements-853

Purpose

This budget department accounts for the Storm Drainage System Development Charges (SDC) reimbursement fee portion collected under the current ordinance. In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Storm Drainage SDC methodology report and resolution was adopted which set revised rates. Part of the new Storm Drainage SDC fee reimburses the City for specific completed qualifying extra-capacity drainage projects that were funded without SDC.

FY2020-2021 Objective

Very nominal funding limits the ability to assist in financing any significant projects.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-DRAINAGE REIMB							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
853-000-42040	SDC Princ - Assess	-	10	-	(198)	-		
853-000-42045	SDC Principal	2,220	1,956	5,000	1,220	1,500		
	Rev.-Taxes & Assess Totals	**2,220**	**1,966**	**5,000**	**1,022**	**1,500**	**-**	**-**
R6	Rev.-Miscellaneous							
853-000-42050	SDC Interest	-	-	-	19	20		
853-000-48100	Interest On Investment	185	331	50	129	150		
	Rev.-Miscellaneous Totals	**185**	**331**	**50**	**148**	**170**	**-**	**-**
R8	Rev.-Other Sources							
853-000-49901	Beginning Balance	12,254	14,683	17,799	16,981	18,151		
	Rev.-Other Sources Totals	**12,254**	**14,683**	**17,799**	**16,981**	**18,151**	**-**	**-**
	Revenue Sub Totals:	**14,659**	**16,980**	**22,849**	**18,151**	**19,821**	**-**	**-**
Dept	SDC-DRAINAGE REIMB							
E3	Exp.-Capital Outlay							
853-853-72300	Improvements	-	-	18,000	-	18,000		
	Exp.-Capital Outlay Totals	**-**	**-**	**18,000**	**-**	**18,000**	**-**	**-**
E5	Exp.-Contingencies							
853-853-80005	Operating Contingency	-	-	4,849	-	1,821		
	Exp.-Contingencies Totals	**-**	**-**	**4,849**	**-**	**1,821**	**-**	**-**
	SDC-DRAINAGE REIMB Totals	**-**	**-**	**22,849**	**-**	**19,821**	**-**	**-**
	Fund Revenue Sub Totals:	**14,659**	**16,980**	**22,849**	**18,151**	**19,821**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**-**	**22,849**	**-**	**19,821**	**-**	**-**
	Fund 853 Sub Totals:	**14,659**	**16,980**	**-**	**18,151**	**-**	**-**	**-**

Capital Projects Fund
SDC–Parks Improvements-862

Purpose

The purpose of this fund is to account for the revenues and expenses for Parks Systems Development Charges (SDC). In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Parks SDC methodology report and resolution was adopted which set revised rates. The City may use these funds for projects identified in the Parks SDC Plan.

FY2020-2021 Objective

The objective is to fund SDC Eligible Improvements as indicated in the Parks Master Plan and Parks SDC Plan.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-PARKS IMPR							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
862-000-42040	SDC Princ - Assess	2,594	5,426	-	8,772	10,000		
862-000-42045	SDC Principal	283,882	93,917	150,000	258,451	260,000		
	Rev.-Taxes & Assess Totals	**286,476**	**99,343**	**150,000**	**267,223**	**270,000**	**-**	**-**
R6	Rev.-Miscellaneous							
862-000-42050	SDC Interest	168	263	100	529	700		
862-000-48100	Interest On Investment	10,694	14,651	4,000	5,966	6,500		
	Rev.-Miscellaneous Totals	**10,862**	**14,914**	**4,100**	**6,495**	**7,200**	**-**	**-**
R7	Rev.-Transfers In							
862-000-49030	From Motel Tax	62,000	62,000	62,000	62,000	62,000		
862-000-49175	From North Gateway URD	22,772	22,772	439,545	439,545	-		
	Rev.-Transfers In Totals	**84,772**	**84,772**	**501,545**	**501,545**	**62,000**	**-**	**-**
R8	Rev.-Other Sources							
862-000-49901	Beginning Balance	1,103,080	698,351	1,056,320	604,480	1,328,558		
	Rev.-Other Sources Totals	**1,103,080**	**698,351**	**1,056,320**	**604,480**	**1,328,558**	**-**	**-**
	Revenue Sub Totals:	**1,485,190**	**897,380**	**1,711,965**	**1,379,743**	**1,667,758**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SDC-PARKS IMPR							
E2	Exp.-Materials & Services							
862-862-61134	Contract Services (Maint)	-	-	7,500	7,500	7,500		
	Exp.-Materials & Services Totals	**-**	**-**	**7,500**	**7,500**	**7,500**	**-**	**-**
E3	Exp.-Capital Outlay							
862-862-72300	Improvements	319,998	284,447	1,480,000	35,000	1,500,000		
	Exp.-Capital Outlay Totals	**319,998**	**284,447**	**1,480,000**	**35,000**	**1,500,000**	**-**	**-**
E4	Exp.-Transfers Out							
862-862-90011	To General Fund-Sal/Ben	8,391	8,453	8,685	8,685	6,312		
	Exp.-Transfers Out Totals	**8,391**	**8,453**	**8,685**	**8,685**	**6,312**	**-**	**-**
E5	Exp.-Contingencies							
862-862-80005	Operating Contingency	-	-	215,780	-	153,946		
	Exp.-Contingencies Totals	**-**	**-**	**215,780**	**-**	**153,946**	**-**	**-**
	SDC-PARKS IMPR Totals	**328,389**	**292,900**	**1,711,965**	**51,185**	**1,667,758**	**-**	**-**
	Fund Revenue Sub Totals:	**1,485,190**	**897,380**	**1,711,965**	**1,379,743**	**1,667,758**	**-**	**-**
	Fund Expense Sub Totals:	**328,389**	**292,900**	**1,711,965**	**51,185**	**1,667,758**	**-**	**-**
	Fund 862 Sub Totals:	**1,156,801**	**604,480**	**-**	**1,328,558**	**-**	**-**	**-**

Capital Projects Fund
SDC–Parks Reimbursements-863

Purpose

The purpose of this fund is to account for the revenues and expenses for Parks Systems Development Charges (SDC). In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Parks SDC methodology report and resolution was adopted which set revised rates. The City may use these funds for projects identified in the Parks SDC Plan.

FY2020-2021 Objective

The objective is to fund approved park projects as indicated in the Parks Master Plan and Parks SDC Plan.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-PARKS REIMB							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
863-000-42040	SDC Princ - Assess	-	47	-	-	-		
863-000-42045	SDC Principal	-	-	-	-	100		
	Rev.-Taxes & Assess Totals	**-**	**47**	**-**	**-**	**100**	**-**	**-**
R6	Rev.-Miscellaneous							
863-000-48100	Interest On Investment	(17)	8	-	3	-		
	Rev.-Miscellaneous Totals	**(17)**	**8**	**-**	**3**	**-**	**-**	**-**
R8	Rev.-Other Sources							
863-000-49901	Beginning Balance	412	395	397	430	433		
	Rev.-Other Sources Totals	**412**	**395**	**397**	**430**	**433**	**-**	**-**
	Revenue Sub Totals:	**395**	**450**	**397**	**433**	**533**	**-**	**-**
Dept	SDC-PARKS REIMB							
E3	Exp.-Capital Outlay							
863-863-72300	Improvements	-	20	397	-	533		
	Exp.-Capital Outlay Totals	**-**	**20**	**397**	**-**	**533**	**-**	**-**
	SDC-PARKS REIMB Totals	**-**	**20**	**397**	**-**	**533**	**-**	**-**
	Fund Revenue Sub Totals:	**395**	**450**	**397**	**433**	**533**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**20**	**397**	**-**	**533**	**-**	**-**
	Fund 863 Sub Totals:	**395**	**430**	**-**	**433**	**-**	**-**	**-**

Capital Projects Fund
SDC–Wastewater Improvements-872

Purpose

The purpose of this fund is to account for the revenues and expenses for Parks Systems Development Charges (SDC). In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Parks SDC methodology report and resolution was adopted which set revised rates. The City may use these funds for projects identified in the Parks SDC Plan.

FY2020-2021 Objective

All available funds are being set aside for future phases of the Westside Interceptor Project. The next phase is scheduled for 2021.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-WASTEWATER IMPR							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
872-000-42040	SDC Princ - Assess	18,523	35,538	40,000	18,725	12,000		
872-000-42045	SDC Principal	228,555	67,020	70,000	86,547	60,000		
	Rev.-Taxes & Assess Totals	**247,078**	**102,558**	**110,000**	**105,272**	**72,000**	**-**	**-**
R6	Rev.-Miscellaneous							
872-000-42050	SDC Interest	1,197	2,217	-	1,877	1,500		
872-000-48100	Interest On Investment	17,895	36,988	15,000	14,331	15,000		
	Rev.-Miscellaneous Totals	**19,092**	**39,205**	**15,000**	**16,208**	**16,500**	**-**	**-**
R7	Rev.-Transfers In							
872-000-49175	From North Gateway URD	408,475	-	17,911	17,911	-		
	Rev.-Transfers In Totals	**408,475**	**-**	**17,911**	**17,911**	**-**	**-**	**-**
R8	Rev.-Other Sources							
872-000-49901	Beginning Balance	1,407,910	1,753,156	2,174,601	1,886,465	2,017,171		
	Rev.-Other Sources Totals	**1,407,910**	**1,753,156**	**2,174,601**	**1,886,465**	**2,017,171**	**-**	**-**
	Revenue Sub Totals:	**2,082,555**	**1,894,919**	**2,317,512**	**2,025,856**	**2,105,671**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SDC-WASTEWATER IMPR							
E3	Exp.-Capital Outlay							
872-872-72300	Improvements	-	-	2,225,000	-	2,050,000		
	Exp.-Capital Outlay Totals	**-**	**-**	**2,225,000**	**-**	**2,050,000**	**-**	**-**
E4	Exp.-Transfers Out							
872-872-90011	To General Fund-Sal/Ben	8,391	8,453	8,685	8,685	6,312		
	Exp.-Transfers Out Totals	**8,391**	**8,453**	**8,685**	**8,685**	**6,312**	**-**	**-**
E5	Exp.-Contingencies							
872-872-80005	Operating Contingency	-	-	83,827	-	49,359		
	Exp.-Contingencies Totals	**-**	**-**	**83,827**	**-**	**49,359**	**-**	**-**
	SDC-WASTEWATER IMPR Totals	**8,391**	**8,453**	**2,317,512**	**8,685**	**2,105,671**	**-**	**-**
	Fund Revenue Sub Totals:	**2,082,555**	**1,894,919**	**2,317,512**	**2,025,856**	**2,105,671**	**-**	**-**
	Fund Expense Sub Totals:	**8,391**	**8,453**	**2,317,512**	**8,685**	**2,105,671**	**-**	**-**
	Fund 872 Sub Totals:	**2,074,164**	**1,886,466**	**-**	**2,017,171**	**-**	**-**	**-**

Capital Projects Fund
SDC–Wastewater Reimbursements-873

Purpose

This budget department accounts for the Wastewater Systems Development Charges (SDC) reimbursement fee portion collected under the current ordinance. In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Wastewater SDC methodology report and resolution was adopted which set revised rates. Part of the new Wastewater SDC fee reimburses the City for specific completed qualifying extra-capacity wastewater projects that were funded without SDC.

FY2020-2021 Objective

All available funds are being set aside for future phases of the Westside Interceptor Project. The next phase is scheduled for 2021.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-WASTEWATER REIMB							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
873-000-42040	SDC Princ - Assess	3,259	6,252	2,000	3,294	4,000		
873-000-42045	SDC Principal	40,207	11,790	16,000	15,225	15,000		
	Rev.-Taxes & Assess Totals	**43,466**	**18,042**	**18,000**	**18,519**	**19,000**	**-**	**-**
R6	Rev.-Miscellaneous							
873-000-42050	SDC Interest	211	390	150	330	350		
873-000-48100	Interest On Investment	4,963	8,026	1,500	3,091	3,500		
	Rev.-Miscellaneous Totals	**5,174**	**8,416**	**1,650**	**3,421**	**3,850**	**-**	**-**
R7	Rev.-Transfers In							
873-000-49175	From North Gateway URD	-	-	3,151	3,151	-		
	Rev.-Transfers In Totals	**-**	**-**	**3,151**	**3,151**	**-**	**-**	**-**
R8	Rev.-Other Sources							
873-000-49901	Beginning Balance	332,621	381,904	400,309	408,362	433,453		
	Rev.-Other Sources Totals	**332,621**	**381,904**	**400,309**	**408,362**	**433,453**	**-**	**-**
	Revenue Sub Totals:	**381,261**	**408,362**	**423,110**	**433,453**	**456,303**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SDC-WASTEWATER REIMB							
E3	Exp.-Capital Outlay							
873-873-72300	Improvements	-	-	400,000	-	430,000		
	Exp.-Capital Outlay Totals	**-**	**-**	**400,000**	**-**	**430,000**	**-**	**-**
E5	Exp.-Contingencies							
873-873-80005	Operating Contingency	-	-	23,110	-	26,303		
	Exp.-Contingencies Totals	**-**	**-**	**23,110**	**-**	**26,303**	**-**	**-**
	SDC-WASTEWATER REIMB Totals	**-**	**-**	**423,110**	**-**	**456,303**	**-**	**-**
	Fund Revenue Sub Totals:	**381,261**	**408,362**	**423,110**	**433,453**	**456,303**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**-**	**423,110**	**-**	**456,303**	**-**	**-**
	Fund 873 Sub Totals:	**381,261**	**408,362**	**-**	**433,453**	**-**	**-**	**-**

Capital Projects Fund
SDC–Streets Improvements-882

Purpose

The purpose of this fund is to account for the revenues and expenses for Street Systems Development Charges (SDC). In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Street SDC methodology report and resolution was adopted which set revised rates. The City may use these funds for projects identified in the Street SDC Plan.

FY2020-2021 Objective

Available funds will be used on SDC eligible projects as they arise.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-STREET IMPR							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
882-000-42040	SDC Princ - Assess	104,048	194,560	180,000	63,933	70,000		
882-000-42045	SDC Principal	200,837	76,605	75,000	66,306	65,000		
	Rev.-Taxes & Assess Totals	**304,885**	**271,165**	**255,000**	**130,239**	**135,000**	**-**	**-**
R6	Rev.-Miscellaneous							
882-000-42050	SDC Interest	6,726	12,453	4,000	8,251	9,000		
882-000-48100	Interest On Investment	28,001	43,444	18,000	17,229	18,500		
	Rev.-Miscellaneous Totals	**34,727**	**55,897**	**22,000**	**25,480**	**27,500**	**-**	**-**
R7	Rev.-Transfers In							
882-000-49105	From 450 Storm Drain Utility	-	-	46,000	46,000	46,000		
882-000-49175	From North Gateway URD	27,544	27,544	462,375	462,375	313,645		
	Rev.-Transfers In Totals	**27,544**	**27,544**	**508,375**	**508,375**	**359,645**	**-**	**-**
R8	Rev.-Other Sources							
882-000-49901	Beginning Balance	2,980,228	2,230,576	3,166,673	2,176,731	2,832,141		
	Rev.-Other Sources Totals	**2,980,228**	**2,230,576**	**3,166,673**	**2,176,731**	**2,832,141**	**-**	**-**
	Revenue Sub Totals:	**3,347,384**	**2,585,182**	**3,952,048**	**2,840,825**	**3,354,286**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SDC-STREET IMPR							
E3	Exp.-Capital Outlay							
882-882-72300	Improvements	25,317	-	3,730,000		3,075,000		
	Exp.-Capital Outlay Totals	**25,317**	**-**	**3,730,000**	**-**	**3,075,000**	**-**	**-**
E4	Exp.-Transfers Out							
882-882-90011	To General Fund-Sal/Ben	8,391	8,452	8,684	8,684	6,312		
882-882-90110	To Storm Utility Fund	-	400,000	-	-	-		
	Exp.-Transfers Out Totals	**8,391**	**408,452**	**8,684**	**8,684**	**6,312**	**-**	**-**
E5	Exp.-Contingencies							
882-882-80005	Operating Contingency	-	-	213,364		272,974		
	Exp.-Contingencies Totals	**-**	**-**	**213,364**	**-**	**272,974**	**-**	**-**
	SDC-STREET IMPR Totals	**33,708**	**408,452**	**3,952,048**	**8,684**	**3,354,286**	**-**	**-**
	Fund Revenue Sub Totals:	**3,347,384**	**2,585,182**	**3,952,048**	**2,840,825**	**3,354,286**	**-**	**-**
	Fund Expense Sub Totals:	**33,708**	**408,452**	**3,952,048**	**8,684**	**3,354,286**	**-**	**-**
	Fund 882 Sub Totals:	**3,313,676**	**2,176,730**	**-**	**2,832,141**	**-**	**-**	**-**

Capital Projects Fund
SDC–Streets Reimbursements-883

Purpose

This budget department accounts for the Street Systems Development Charges (SDC) reimbursement fee portion collected under the current ordinance. In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Street SDC methodology report and resolution was adopted which set revised rates. Part of the new Street SDC fee reimburses the City for specific completed qualifying extra-capacity street projects that were funded without SDC.

FY2020-2021 Objective

Funds will be used for eligible street and bridge projects.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-STREET REIMB							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
883-000-42040	SDC Princ - Assess	14,891	27,787	24,000	8,643	9,500		
883-000-42045	SDC Principal	28,744	10,964	12,000	9,490	11,000		
	Rev.-Taxes & Assess Totals	**43,635**	**38,751**	**36,000**	**18,133**	**20,500**	**-**	**-**
R6	Rev.-Miscellaneous							
883-000-42050	SDC Interest	963	1,782	800	1,158	1,300		
883-000-48100	Interest On Investment	1,895	945	500	390	500		
	Rev.-Miscellaneous Totals	**2,858**	**2,727**	**1,300**	**1,548**	**1,800**	**-**	**-**
R7	Rev.-Transfers In							
883-000-49175	From North Gateway URD	-	-	6,168	6,168	-		
	Rev.-Transfers In Totals	**-**	**-**	**6,168**	**6,168**	**-**	**-**	**-**
R8	Rev.-Other Sources							
883-000-49901	Beginning Balance	142,604	101,962	37,037	44,392	20,241		
	Rev.-Other Sources Totals	**142,604**	**101,962**	**37,037**	**44,392**	**20,241**	**-**	**-**
	Revenue Sub Totals:	**189,097**	**143,440**	**80,505**	**70,241**	**42,541**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SDC-STREET REIMB							
E3	Exp.-Capital Outlay							
883-883-72300	Improvements	87,411	99,048	50,000	50,000	22,500		
	Exp.-Capital Outlay Totals	**87,411**	**99,048**	**50,000**	**50,000**	**22,500**	**-**	**-**
E5	Exp.-Contingencies							
883-883-80005	Operating Contingency	-	-	30,505	-	20,041		
	Exp.-Contingencies Totals	**-**	**-**	**30,505**	**-**	**20,041**	**-**	**-**
	SDC-STREET REIMB Totals	**87,411**	**99,048**	**80,505**	**50,000**	**42,541**	**-**	**-**
	Fund Revenue Sub Totals:	**189,097**	**143,440**	**80,505**	**70,241**	**42,541**	**-**	**-**
	Fund Expense Sub Totals:	**87,411**	**99,048**	**80,505**	**50,000**	**42,541**	**-**	**-**
	Fund 883 Sub Totals:	**101,686**	**44,392**	**-**	**20,241**	**-**	**-**	**-**

Capital Projects Fund
SDC–Water Improvements-892

Purpose

The purpose of this fund is to account for the revenues and expenses for Water Systems Development Charges (SDC). In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Water SDC methodology report and resolution was adopted which set revised rates. The City may use these funds for projects identified in the Water SDC Plan.

FY2020-2021 Objective

Available funds will be used for the New Water Treatment plant and Intake Project.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-WATER IMPR							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
892-000-42040	SDC Princ - Assess	12,864	24,647	25,000	12,895	25,000		
892-000-42045	SDC Principal	172,261	39,515	35,000	73,914	86,897		
	Rev.-Taxes & Assess Totals	**185,125**	**64,162**	**60,000**	**86,809**	**111,897**	**-**	**-**
R6	Rev.-Miscellaneous							
892-000-42050	SDC Interest	832	1,540	500	1,557	-		
892-000-48100	Interest On Investment	14,037	10,828	2,000	(1,240)	-		
	Rev.-Miscellaneous Totals	**14,869**	**12,368**	**2,500**	**317**	**-**	**-**	**-**
R7	Rev.-Transfers In							
892-000-49175	From North Gateway URD	57,350	-	14,870	14,870	-		
	Rev.-Transfers In Totals	**57,350**	**-**	**14,870**	**14,870**	**-**	**-**	**-**
R8	Rev.-Other Sources							
892-000-49901	Beginning Balance	1,112,832	1,108,190	17,724	(205,209)	(111,897)		
	Rev.-Other Sources Totals	**1,112,832**	**1,108,190**	**17,724**	**(205,209)**	**(111,897)**	**-**	**-**
	Revenue Sub Totals:	**1,370,176**	**1,184,720**	**95,094**	**(103,213)**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	SDC-WATER IMPR							
E3	Exp.-Capital Outlay							
892-892-72300	Improvements	-	1,381,478	45,000	-	-		
	Exp.-Capital Outlay Totals	**-**	**1,381,478**	**45,000**	**-**	**-**	**-**	**-**
E4	Exp.-Transfers Out							
892-892-90011	To General Fund-Sal/Ben	8,390	8,452	8,684	8,684	-		
	Exp.-Transfers Out Totals	**8,390**	**8,452**	**8,684**	**8,684**	**-**	**-**	**-**
E5	Exp.-Contingencies							
892-892-80005	Operating Contingency	-	-	41,410	-	-		
	Exp.-Contingencies Totals	**-**	**-**	**41,410**	**-**	**-**	**-**	**-**
	SDC-WATER IMPR Totals	**8,390**	**1,389,930**	**95,094**	**8,684**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**1,370,176**	**1,184,720**	**95,094**	**(103,213)**	**-**	**-**	**-**
	Fund Expense Sub Totals:	**8,390**	**1,389,930**	**95,094**	**8,684**	**-**	**-**	**-**
	Fund 892 Sub Totals:	**1,361,786**	**(205,210)**	**-**	**(111,897)**	**-**	**-**	**-**

Capital Projects Fund
SDC–Water Reimbursements-893

Purpose

This budget department accounts for the Water Systems Development Charges (SDC) reimbursement fee portion collected under the current ordinance. In 2005, an SDC ordinance and methodology report was adopted which outlines how SDC fees are to be allocated. In 2008, a new Water SDC methodology report and resolution was adopted which set revised rates. Part of the new Water SDC fee reimburses the City for specific completed qualifying extra-capacity water projects that were funded without SDC.

FY2020-2021 Objective

Funds will be used for eligible waterline replacement projects.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SDC-WATER REIMB							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
893-000-42040	SDC Princ - Assess	74	207	150	74	100		
893-000-42045	SDC Principal	987	227	550	424	550		
	Rev.-Taxes & Assess Totals	**1,061**	**434**	**700**	**498**	**650**	**-**	**-**
R6	Rev.-Miscellaneous							
893-000-42050	SDC Interest	5	9	-	9	10		
893-000-48100	Interest On Investment	484	347	125	131	140		
	Rev.-Miscellaneous Totals	**489**	**356**	**125**	**140**	**150**	**-**	**-**
R7	Rev.-Transfers In							
893-000-49175	From North Gateway URD	-	-	85	85	-		
	Rev.-Transfers In Totals	**-**	**-**	**85**	**85**	**-**	**-**	**-**
R8	Rev.-Other Sources							
893-000-49901	Beginning Balance	35,055	16,673	17,043	17,462	18,185		
	Rev.-Other Sources Totals	**35,055**	**16,673**	**17,043**	**17,462**	**18,185**	**-**	**-**

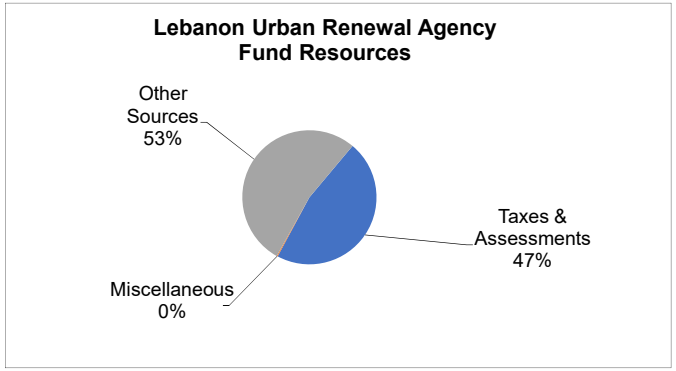
City of Lebanon, OR
Budget Report FY 2020-21

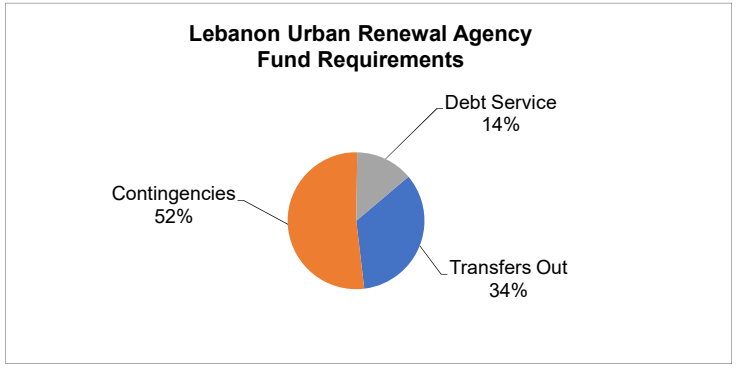
Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
	Revenue Sub Totals:	**36,605**	**17,463**	**17,953**	**18,185**	**18,985**	**-**	**-**
Dept	SDC-WATER REIMB							
E3	Exp.-Capital Outlay							
893-893-72300	Improvements	20,000	-	17,000	-	17,500		
	Exp.-Capital Outlay Totals	**20,000**	**-**	**17,000**	**-**	**17,500**	**-**	**-**
E5	Exp.-Contingencies							
893-893-80005	Operating Contingency	-	-	953	-	1,485		
	Exp.-Contingencies Totals	**-**	**-**	**953**	**-**	**1,485**	**-**	**-**
	SDC-WATER REIMB Totals	**20,000**	**-**	**17,953**	**-**	**18,985**	**-**	**-**
	Fund Revenue Sub Totals:	**36,605**	**17,463**	**17,953**	**18,185**	**18,985**	**-**	**-**
	Fund Expense Sub Totals:	**20,000**	**-**	**17,953**	**-**	**18,985**	**-**	**-**
	Fund 893 Sub Totals:	**16,605**	**17,463**	**-**	**18,185**	**-**	**-**	**-**

LEBANON URBAN RENEWAL AGENCY
For the Fiscal Year 2020-21

RESOURCES	
Taxes & Assessments	$ 2,232,221
Licenses & Permits	-
Fines & Forfeits	-
Intergovernmental	-
Charges for Services	-
Miscellaneous	14,000
Transfers In	1,108,568
Other Sources	2,531,396
Internal Charges	-
Total Resources	$ 5,886,185

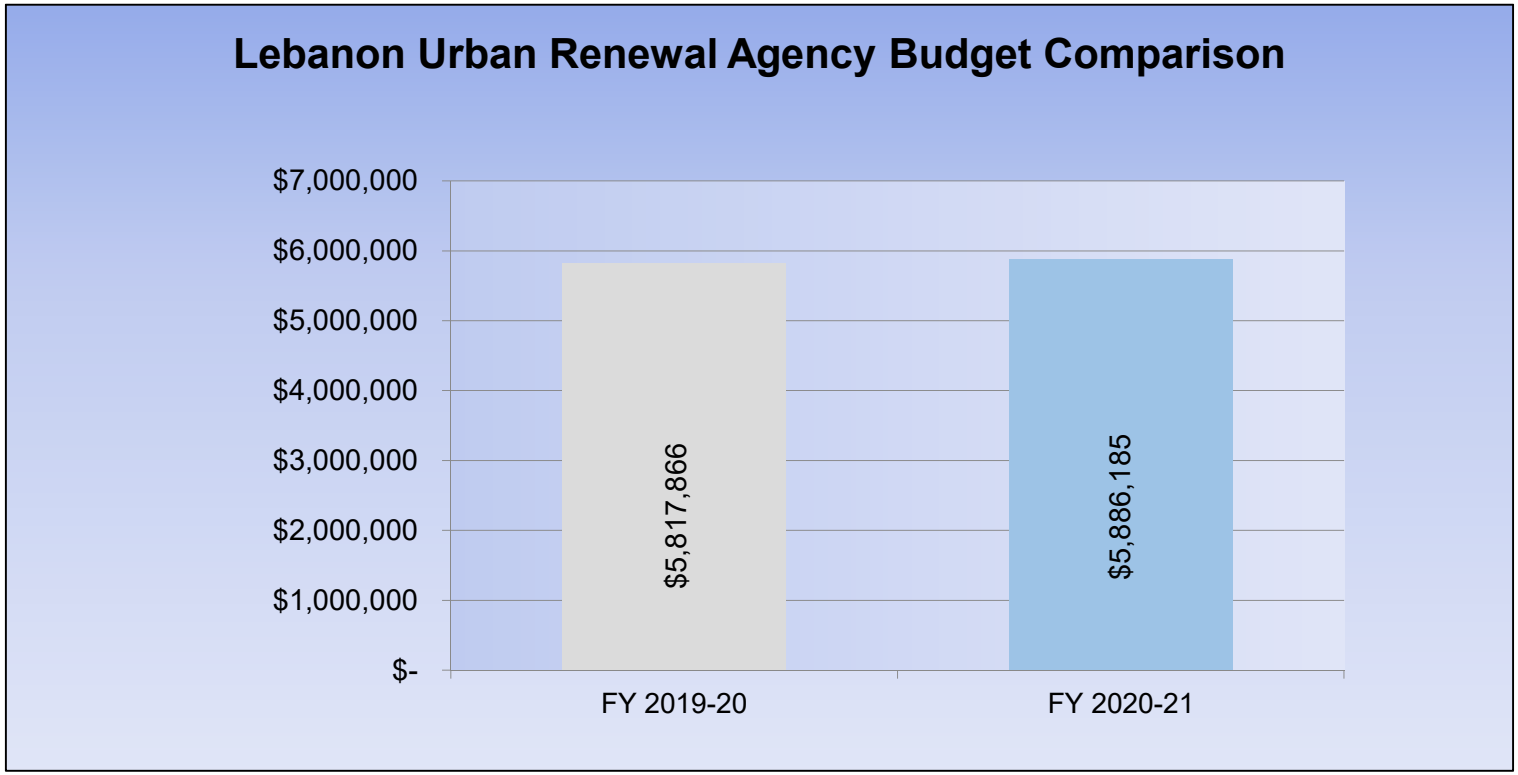
REQUIREMENTS	
Personal Services	$ -
Materials & Services	3,250
Capital Outlay	105,000
Transfers Out	1,975,155
Contingencies	3,015,202
Debt Service	787,578
Unappropriated	-
	$ 5,886,185





Requirements by Department and Type

Dept-Activity	Personal Services	Materials & Services	Capital Outlay	Interfund Transfers	Contingency Fund	Debt Service	Unapprop	**$0 Budget**	Percent of Fund Budget
925-Northwest URD	$ -	$ -	$ -	$ 1,267,823	$ 2,500,059	$ 226,144	$ -	**$ 3,994,026**	67.85%
935-Cheadle Lake URD	-	-	90,000	171,057	15,143	352,300	-	**628,500**	10.68%
940-North Gateway URD	-	-	15,000	536,275	500,000	209,134	-	**1,260,409**	21.41%
945-Downtown URD	-	3,250	-	-	-	-	-	**3,250**	0.06%
Fund Totals	$ -	$ 3,250	$ 105,000	$ 1,975,155	$ 3,015,202	$ 787,578	$ -	**$ 5,886,185**	100%
Percent of Lebanon URD Fund	-0.01%	0.06%	1.78%	33.56%	51.23%	13.38%	0.00%	**100.00%**	



FY 2020-21

Personnel Services	$	-	Transfers Out	$	1,975,155
Materials & Services	$	3,250	Contingencies	$	3,015,202
Capital Outlay	$	105,000	Other Financing Uses	$	-
Debt Service	$	787,578	Unappropriated	$	-

FY 2019-20

Personnel Services	$	-	Transfers Out	$	2,307,619
Materials & Services	$	21,000	Contingencies	$	2,035,834
Capital Outlay	$	161,591	Other Financing Uses	$	-
Debt Service	$	1,291,822	Unappropriated	$	-

Urban Renewal District
Northwest Lebanon Urban Renewal District-925

Purpose

The Northwest Lebanon Urban Renewal District (URD) provides the budget authority for administration of the funds collected from the URD. In 1989, the City established the Northwest Lebanon Urban Renewal District. The purpose of the District is to provide for development of infrastructure to serve industrially zoned property within the District boundaries. A substantial amendment to the original Plan was completed in FY 12/13. This amendment adjusted the maximum indebtedness for the District, expanded the boundary to include several street segments south of the original District along with their corresponding underground utility systems, and clarify funding to be used on public facility projects for the water system.

Debt Service

In August 2000, the District issued $5,435,000 (Lebanon2020) in construction bonds. The agreement with the bondholders requires that a separate account be set up for debt reserve and debt repayment expenses. For the 2000 issue, interest rates range from 4.75% to 6.00%. These bonds were refinanced in 2010 with over $200,000 in savings over the remaining life of the bond. The interest rates on the refinanced bonds range from 2.5% to 3.5%. Final maturity for the reissued bonds is in June 2020. (LebanonURD10)

To acquire funding in support of the Lowes Project, the City arranged with the State for SPWF (Special Public Works Funds) funding through the Economic and Community Development

Department. The amount borrowed in 2007 was $3,677,462 with interest rates ranging from 4.00% to 4.375%. Final maturity is in December 2031. (B05003).

FY2020-2021 Objective

The objective of the Northwest Lebanon Urban Renewal District (URD) is to provide an accounting for funds collected from URD, make the bond payments on all authorized debt issues and accomplish projects as listed in the URD master plan. The proposed budget estimates underfunding the property tax collections to provide funding back to the other taxing districts.

FY2020-2021 Staffing

No staff is allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	NORTHWEST URBAN RENEWAL							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
925-000-47010	Current Property Taxes	1,642,741	1,650,922	1,600,000	1,626,549	930,000		
925-000-47020	Delinquent Prop Taxes	74,234	113,070	35,000	35,000	20,000		
925-000-48101	Interest On Taxes	8,957	8,051	-	-	-		
	Rev.-Taxes & Assess Totals	**1,725,932**	**1,772,043**	**1,635,000**	**1,661,549**	**950,000**	**-**	**-**
R6	Rev.-Miscellaneous							
925-000-48100	Interest On Investment	26,045	47,929	15,000	18,000	10,000		
	Rev.-Miscellaneous Totals	**26,045**	**47,929**	**15,000**	**18,000**	**10,000**	**-**	**-**
R7	Rev.-Transfers In							
925-000-49161	From Other Funds	-	-	-		1,108,568		
	Rev.-Transfers In Totals	**-**	**-**	**-**	**-**	**1,108,568**	**-**	**-**
R8	Rev.-Other Sources							
925-000-41051	State Loan Funds	2,563,391	-	-	-	-		
925-000-49901	Beginning Balance	1,672,367	1,812,063	1,846,097	1,968,138	1,925,458		
	Rev.-Other Sources Totals	**4,235,758**	**1,812,063**	**1,846,097**	**1,968,138**	**1,925,458**	**-**	**-**
	Revenue Sub Totals:	**5,987,735**	**3,632,035**	**3,496,097**	**3,647,687**	**3,994,026**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	NORTHWEST URBAN RENEWAL							
E2	Exp.-Materials & Services							
925-925-61130	Contract Services	19,324	13,549	20,000	48,138	-		
925-925-61240	Dept/Operating Expense	215	-	-	-	-		
	Exp.-Materials & Services Totals	**19,539**	**13,549**	**20,000**	**48,138**	**-**	**-**	**-**
E4	Exp.-Transfers Out							
925-925-90010	To General Fund	20,145	15,115	19,754	19,754	-		
925-925-90011	To General Fund-Sal/Ben	90,598	155,688	170,643	170,643	-		
925-925-90017	To Debt Service	852,650	859,450	865,250	865,250	1,267,823		
925-925-90027	To Info System Service	14,000	-	-	-	-		
	Exp.-Transfers Out Totals	**977,393**	**1,030,253**	**1,055,647**	**1,055,647**	**1,267,823**	**-**	**-**
E5	Exp.-Contingencies							
925-925-80005	Operating Contingency	-	-	1,460,375	-	-		
925-925-80026	Res For Debt Service	-	-	341,631	-	2,500,059		
	Exp.-Contingencies Totals	**-**	**-**	**1,802,006**	**-**	**2,500,059**	**-**	**-**
E6	Exp.-Debt Service							
925-930-95100	Bond Principal-LebanonUR10	355,000	370,000	380,000	380,000	-		
925-930-95108	Principal SPWF-BO5003	2,638,245	141,311	122,163	122,163	128,077		
925-930-95200	Bond Interest-LebanonUR10	36,515	25,510	13,300	13,300	-		
925-930-95208	Interest SPWF-BO5003	146,414	83,275	102,981	102,981	98,067		
925-930-95700	Debt Fees	24,982	-	-	-	-		
	Exp.-Debt Service Totals	**3,201,156**	**620,096**	**618,444**	**618,444**	**226,144**	**-**	**-**
	NORTHWEST URBAN RENEWAL Totals	**4,198,088**	**1,663,898**	**3,496,097**	**1,722,229**	**3,994,026**	**-**	**-**
	Fund Revenue Sub Totals:	**5,987,735**	**3,632,035**	**3,496,097**	**3,647,687**	**3,994,026**	**-**	**-**
	Fund Expense Sub Totals:	**4,198,088**	**1,663,898**	**3,496,097**	**1,722,229**	**3,994,026**	**-**	**-**
	Fund 925 Sub Totals:	**1,789,647**	**1,968,137**	**-**	**1,925,458**	**-**	**-**	**-**

Urban Renewal District
Cheadle Lake Urban Renewal District-935

Purpose

The Cheadle Lake Urban Renewal District (URD) provides the budget authority for administration of the funds collected from the URD. In 2000, the City established the Cheadle Lake Urban Renewal District. The purpose of the district is to provide for development of infrastructure to serve a blighted area of Lebanon generally located North of Cheadle Lake.

Debt Service

In FY2016/17 $4,000,000 of debt was issued in support of the Airport Road extension, Russell drive, water treatment plant and porter park projects.

FY2020-2021 Objective

The objective of the Cheadle Lake Urban Renewal District (URD) is to provide an accounting for funds collected from URD, make payments on all authorized debt issues and accomplish projects as listed in the URD master plan.

FY2020-2021 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	CHEADLE LAKE URD							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
935-000-47010	Current Property Taxes	355,658	392,391	383,800	400,564	405,000		
935-000-47020	Delinquent Prop Taxes	10,965	17,474	10,597	7,500	3,000		
935-000-48101	Interest On Taxes	1,939	1,913	-	-	-		
	Rev.-Taxes & Assess Totals	**368,562**	**411,778**	**394,397**	**408,064**	**408,000**	**-**	**-**
R6	Rev.-Miscellaneous							
935-000-48100	Interest On Investment	18,515	13,066	1,500	1,700	1,500		
	Rev.-Miscellaneous Totals	**18,515**	**13,066**	**1,500**	**1,700**	**1,500**	**-**	**-**
R8	Rev.-Other Sources							
935-000-49901	Beginning Balance	3,696,061	991,305	285,694	445,741	219,000		
	Rev.-Other Sources Totals	**3,696,061**	**991,305**	**285,694**	**445,741**	**219,000**	**-**	**-**
	Revenue Sub Totals:	**4,083,138**	**1,416,149**	**681,591**	**855,505**	**628,500**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	CHEADLE LAKE URD							
E3	Exp.-Capital Outlay							
935-935-72300	Improvements	28,630	3,606	161,591	110,787	90,000		
935-935-72301	Improvements - Bond Proceeds	2,590,470	487,906	-	50,804	-		
	Exp.-Capital Outlay Totals	**2,619,100**	**491,512**	**161,591**	**161,591**	**90,000**	**-**	**-**
E4	Exp.-Transfers Out							
935-935-90010	To General Fund	11,645	11,647	16,208	16,208	26,057		
935-935-90011	To General Fund-Sal/Ben	122,114	115,405	109,463	109,463	145,000		
935-935-90028	To Custodial & Bldg Maint	227	-	-	-	-		
	Exp.-Transfers Out Totals	**133,986**	**127,052**	**125,671**	**125,671**	**171,057**	**-**	**-**
E5	Exp.-Contingencies							
935-935-80005	Operating Contingency	-	-	42,484		15,143		
	Exp.-Contingencies Totals	**-**	**-**	**42,484**	**-**	**15,143**	**-**	**-**
E6	Exp.-Debt Service							
935-935-95501	Loan Princ	225,541	236,439	243,248	243,248	250,300		
935-935-95601	Loan Int	126,304	115,407	108,597	108,597	102,000		
	Exp.-Debt Service Totals	**351,845**	**351,846**	**351,845**	**351,845**	**352,300**	**-**	**-**
	CHEADLE LAKE URD Totals	**3,104,931**	**970,410**	**681,591**	**639,107**	**628,500**	**-**	**-**
	Fund Revenue Sub Totals:	**4,083,138**	**1,416,149**	**681,591**	**855,505**	**628,500**	**-**	**-**
	Fund Expense Sub Totals:	**3,104,931**	**970,410**	**681,591**	**639,107**	**628,500**	**-**	**-**
	Fund 935 Sub Totals:	**978,207**	**445,739**	**-**	**216,398**	**-**	**-**	**-**

Urban Renewal District
North Gateway Urban Renewal District-940

Purpose

The North Gateway Urban Renewal District (URD) provides the budget authority for administration of the funds collected from the URD. In September 2008, the City established the North Gateway Urban Renewal District.

Virtually all of the budgeted revenues, and expenses, relate to the Samaritan Health Services (SHS) Campus Project. SHS will loan to the Urban Renewal District the funds necessary to complete the public infrastructure projects associated with the new medical college campus.

Debt Service

Virtually all of the budgeted debt payments relate to the Samaritan Health Services (SHS) Campus Project. SHS will loan to the Urban Renewal District the funds necessary to complete the public infrastructure projects associated with the new medical college campus. Final debt service payment January 2030.

FY2020-2021 Objective

The objective of the North Gateway Urban Renewal District (URD) is to provide an accounting for funds collected from URD, make payments on all authorized debt issues and accomplish projects as listed in the URD master plan.

FY2019-2020 Staffing

Minimal staffing is allocated to this fund to accomplish the objectives.

Note: Employee salary and benefits are budgeted in their home department for better transparency of total personnel cost, there is a budgeted transfer to cover the compensation cost based on the FTE's allocated to this fund.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	NORTH GATEWAY URD							
Dept								
R1	Rev.-Taxes & Assess							
940-000-47010	Current Property Taxes	802,490	813,301	813,404	862,221	862,221		
940-000-47020	Delinquent Prop Taxes	19,208	24,571	15,000	11,000	10,000		
940-000-48101	Interest On Taxes	4,376	3,963	-	-	-		
	Rev.-Taxes & Assess Totals	**826,074**	**841,835**	**828,404**	**873,221**	**872,221**	**-**	**-**
R4	Rev.-Intergovernmental							
940-000-41050	State Grant Funds	-	-	-	-	-		
	Rev.-Intergovernmental Totals	**-**	**-**	**-**	**-**	**-**	**-**	**-**
R6	Rev.-Miscellaneous							
940-000-48100	Interest On Investment	8,444	16,789	2,500	5,100	2,500		
	Rev.-Miscellaneous Totals	**8,444**	**16,789**	**2,500**	**5,100**	**2,500**	**-**	**-**
R8	Rev.-Other Sources							
940-000-49901	Beginning Balance	657,329	561,798	808,274	835,335	385,688		
	Rev.-Other Sources Totals	**657,329**	**561,798**	**808,274**	**835,335**	**385,688**	**-**	**-**
	Revenue Sub Totals:	**1,491,847**	**1,420,422**	**1,639,178**	**1,713,656**	**1,260,409**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	NORTH GATEWAY URD							
E3	Exp.-Capital Outlay							
940-940-72301	Improvements (Eng)	-	-	-	-	15,000		
	Exp.-Capital Outlay Totals	**-**	**-**	**-**	**-**	**15,000**	**-**	**-**
E4	Exp.-Transfers Out							
940-940-90010	To General Fund	14,177	14,056	18,686	18,686	35,630		
940-940-90011	To General Fund-Sal/Ben	122,920	120,714	132,367	132,367	187,000		
940-940-90020	To Water - 430	-	-	2,300	2,300	-		
940-940-90027	To Info System Service	4,500	-	-	-	-		
940-940-90070	To Buliding-527	-	-	28,843	28,843	-		
940-940-90145	To SDC-Drainge	51,865	-	-	-	-		
940-940-90147	To SDC-Parks	22,772	22,772	439,545	439,545	-		
940-940-90149	To SDC-Wastewater	408,475	-	17,911	17,911	-		
940-940-90150	To SDC-Streets	-	-	3,151	3,151	-		
940-940-90151	To SDC-Streets Impr	27,544	27,544	462,375	462,375	313,645		
940-940-90152	To SDC-Water	57,350	-	14,870	14,870	-		
940-940-90153	To SDC-Streets-883	-	-	6,168	6,168	-		
940-940-90154	To SDC-Water-893	-	-	85	85	-		
	Exp.-Transfers Out Totals	**709,603**	**185,086**	**1,126,301**	**1,126,301**	**536,275**	**-**	**-**
E5	Exp.-Contingencies							
940-940-80030	Reserve for Future Expenditure	-	-	191,344	-	500,000		
	Exp.-Contingencies Totals	**-**	**-**	**191,344**	**-**	**500,000**	**-**	**-**
E6	Exp.-Debt Service							
940-940-95501	Loan Princ	142,581	326,956	218,552	142,581	150,000		
940-940-95601	Loan Int	79,131	73,044	102,981	59,086	59,134		
	Exp.-Debt Service Totals	**221,712**	**400,000**	**321,533**	**201,667**	**209,134**	**-**	**-**
	NORTH GATEWAY URD Totals	**931,315**	**585,086**	**1,639,178**	**1,327,968**	**1,260,409**	**-**	**-**
	Fund Revenue Sub Totals:	**1,491,847**	**1,420,422**	**1,639,178**	**1,713,656**	**1,260,409**	**-**	**-**
	Fund Expense Sub Totals:	**931,315**	**585,086**	**1,639,178**	**1,327,968**	**1,260,409**	**-**	**-**
	Fund 940 Sub Totals:	**560,532**	**835,336**	**-**	**385,688**	**-**	**-**	**-**

Urban Renewal District
Downtown Urban Renewal District-945

Purpose

The Downtown Urban Renewal District (URD) provides the budget authority for administration of the funds collected from the URD. In November 2018, the City established the Downtown Urban Renewal District.

As part of the *Lebanon 2040 Vision and Community Strategic Action Plan,* the Downtown Urban Renewal District was established to help revitalize downtown Lebanon. The four goals of the district are Economy, Downtown Improvements, Parks Improvements and Transportation Improvements

FY2020-2021 Objective

The objective of the Downtown Urban Renewal District (URD) is to provide an accounting for funds collected from the URD and accomplish projects as listed in the URD master plan.

FY2020-2021 Staffing

No staffing is allocated to this fund to accomplish the objectives.

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	DOWNTOWN URD							
Dept	BALANCE SHEET/REV							
R1	Rev.-Taxes & Assess							
945-000-47010	Current Property Taxes	-	-	1,000	1,250	2,000		
	Rev.-Taxes & Assess Totals	**-**	**-**	**1,000**	**1,250**	**2,000**	**-**	**-**
R8	Rev.-Other Sources							
945-000-49901	Beginning Balance	-	-	-	-	1,250		
	Rev.-Other Sources Totals	**-**	**-**	**-**	**-**	**1,250**	**-**	**-**
	Revenue Sub Totals:	**-**	**-**	**1,000**	**1,250**	**3,250**	**-**	**-**
Dept	DOWNTOWN URD							
E2	Exp.-Materials & Services							
945-945-61130	Contract Services	-	-	1,000	-	3,250		
	Exp.-Materials & Services Totals	**-**	**-**	**1,000**	**-**	**3,250**	**-**	**-**
	DOWNTOWN URD Totals	**-**	**-**	**1,000**	**-**	**3,250**	**-**	**-**
	Fund Revenue Sub Totals:	**-**	**-**	**1,000**	**1,250**	**3,250**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**-**	**1,000**	**-**	**3,250**	**-**	**-**
	Fund 945 Sub Totals:	**-**	**-**	**-**	**1,250**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
	Fund Revenue Sub Totals:	**82,138,340**	**66,302,793**	**65,379,227**	**59,733,219**	**69,194,044**	**-**	**-**
	Fund Expense Sub Totals:	**54,923,857**	**44,317,434**	**65,379,227**	**38,871,581**	**69,194,044**	**-**	**-**
	REPORT TOTALS:	**27,214,483**	**21,985,359**	**-**	**20,861,639**	**-**	**-**	**-**
		-	-	-	-	-		
	SUMMARY							
	REVENUE:							
	Rev.-Taxes & Assess Totals	10,841,752	11,033,656	10,427,893	10,466,437	10,313,358	-	-
	Rev.-Licenses & Permits Totals	2,748,988	2,521,609	2,519,000	2,615,909	2,589,080	-	-
	Rev.-Fines & Forfeits Totals	574,733	512,104	514,000	513,030	498,500	-	-
	Rev.-Intergovernmental Totals	19,839,784	6,690,317	3,162,084	2,772,748	2,515,686	-	-
	Rev.-Chgs for Services Totals	11,063,255	11,515,248	11,468,100	11,412,137	11,320,950	-	-
	Rev.-Miscellaneous Totals	1,126,244	1,333,841	685,753	741,599	763,883	-	-
	Rev.-Transfers In Totals	7,354,579	7,128,410	9,270,980	9,225,980	6,332,402	-	-
	Rev.-Other Sources Totals	28,589,005	25,567,608	27,331,417	21,985,380	34,860,185	-	-
	Rev.-Internal Chrgs Totals	-	-	-	-	-	-	-
	TOTAL FOR REVENUE	**82,138,340**	**66,302,793**	**65,379,227**	**59,733,219**	**69,194,044**	**-**	**-**
	EXPENSE:							
	Exp.-Personal Services Totals	9,635,408	10,265,066	12,186,921	11,592,882	12,232,900	-	-
	Exp.-Materials & Services Totals	6,046,267	7,159,508	8,301,959	7,934,391	8,399,471	-	-
	Exp.-Capital Outlay Totals	22,566,749	14,098,538	20,808,166	3,413,590	27,971,361	-	-
	Exp.-Transfers Out Totals	7,354,806	7,128,410	9,270,980	9,225,980	6,332,402	-	-
	Exp.-Contingencies Totals	-	-	6,608,263	-	6,946,944	-	-
	Exp.-Debt Service Totals	9,320,627	5,665,912	6,824,604	6,704,738	6,225,966	-	-
	Exp.-Unappropriated Totals	-	-	1,378,334	-	1,085,000	-	-
	Exp.-Other Financing Use Totals	-	-	-	-	-	-	-
	TOTAL FOR EXPENSE	**54,923,857**	**44,317,434**	**65,379,227**	**38,871,581**	**69,194,044**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	YOUTH COURT							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
515-000-48053	Donations	385	140	5,000	1,500	-		
515-000-48100	Interest On Investment	4	5	-	5	-		
	Rev.-Miscellaneous Totals	**389**	**145**	**5,000**	**1,505**	**-**	**-**	**-**
R8	Rev.-Other Sources							
515-000-49901	Beginning Balance	88	312	349	151	-		
	Rev.-Other Sources Totals	**88**	**312**	**349**	**151**	**-**	**-**	**-**
	Revenue Sub Totals:	**477**	**457**	**5,349**	**1,656**	**-**	**-**	**-**
Dept	YOUTH COURT							
E2	Exp.-Materials & Services							
515-515-61240	Dept/Operating Expense	164	307	5,349	716	-		
	Exp.-Materials & Services Totals	**164**	**307**	**5,349**	**716**	**-**	**-**	**-**
	YOUTH COURT Totals	**164**	**307**	**5,349**	**716**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**477**	**457**	**5,349**	**1,656**	**-**	**-**	**-**
	Fund Expense Sub Totals:	**164**	**307**	**5,349**	**716**	**-**	**-**	**-**
	Fund 515 Sub Totals:	**313**	**150**	**-**	**940**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	POLICE RESERVES							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
516-000-48053	Donations	3,945	3,327	10,000	500	-		
516-000-48100	Interest On Investment	57	135	-	37	-		
	Rev.-Miscellaneous Totals	**4,002**	**3,462**	**10,000**	**537**	**-**	**-**	**-**
R8	Rev.-Other Sources							
516-000-49901	Beginning Balance	1,664	5,464	5,466	4,954	-		
	Rev.-Other Sources Totals	**1,664**	**5,464**	**5,466**	**4,954**	**-**	**-**	**-**
	Revenue Sub Totals:	**5,666**	**8,926**	**15,466**	**5,491**	**-**	**-**	**-**
Dept	POLICE RESERVES							
E2	Exp.-Materials & Services							
516-516-61240	Dept/Operating Expense	205	3,973	5,466	5,491	-		
	Exp.-Materials & Services Totals	**205**	**3,973**	**5,466**	**5,491**	**-**	**-**	**-**
E5	Exp.-Contingencies							
516-516-80005	Operating Contingency	-	-	10,000	-	-		
	Exp.-Contingencies Totals	**-**	**-**	**10,000**	**-**	**-**	**-**	**-**
	POLICE RESERVES Totals	**205**	**3,973**	**15,466**	**5,491**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**5,666**	**8,926**	**15,466**	**5,491**	**-**	**-**	**-**
	Fund Expense Sub Totals:	**205**	**3,973**	**15,466**	**5,491**	**-**	**-**	**-**
	Fund 516 Sub Totals:	**5,461**	**4,953**	**-**	**-**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	PARKS GRANT FUND							
Dept	BALANCE SHEET/REV							
R4	Rev.-Intergovernmental							
535-000-41050	State Grant Funds	42,006	291,278	350,000	115,771	-		
	Rev.-Intergovernmental Totals	**42,006**	**291,278**	**350,000**	**115,771**	**-**	**-**	**-**
R6	Rev.-Miscellaneous							
535-000-48053	Donations	-	35,000	-	4,870	-		
535-000-48100	Interest On Investment	(2,187)	(3,897)	-	(1,099)	-		
535-000-48140	Miscellaneous Revenue	-	-	-		-		
	Rev.-Miscellaneous Totals	**(2,187)**	**31,103**	**-**	**3,771**	**-**	**-**	**-**
R8	Rev.-Other Sources							
535-000-49901	Beginning Balance	(77,631)	(61,069)	(59,350)	(71,968)	-		
	Rev.-Other Sources Totals	**(77,631)**	**(61,069)**	**(59,350)**	**(71,968)**	**-**	**-**	**-**
	Revenue Sub Totals:	**(37,812)**	**261,312**	**290,650**	**47,574**	**-**	**-**	**-**
Dept	PARKS GRANT FUND							
E2	Exp.-Materials & Services							
535-535-61240	Dept/Operating Expense	50	-	-		-		
	Exp.-Materials & Services Totals	**50**	**-**	**-**	**-**	**-**	**-**	**-**
E3	Exp.-Capital Outlay							
535-535-72300	Improvements	134,166	333,280	290,650	47,574	-		
	Exp.-Capital Outlay Totals	**134,166**	**333,280**	**290,650**	**47,574**	**-**	**-**	**-**
	PARKS GRANT FUND Totals	**134,216**	**333,280**	**290,650**	**47,574**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**(37,812)**	**261,312**	**290,650**	**47,574**	**-**	**-**	**-**
	Fund Expense Sub Totals:	**134,216**	**333,280**	**290,650**	**47,574**	**-**	**-**	**-**
	Fund 535 Sub Totals:	**(172,028)**	**(71,968)**	**-**	**-**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	EQUITABLE SHARING (US MARSHAL)							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
562-000-48100	Interest on Investment	48	74	-	28	-		
	Rev.-Miscellaneous Totals	**48**	**74**	**-**	**28**	**-**	**-**	**-**
R8	Rev.-Other Sources							
562-000-49901	Beginning Balance	3,591	3,640	3,700	3,714	-		
	Rev.-Other Sources Totals	**3,591**	**3,640**	**3,700**	**3,714**	**-**	**-**	**-**
	Revenue Sub Totals:	**3,639**	**3,714**	**3,700**	**3,742**	**-**	**-**	**-**
Dept	EQUITABLE SHARING (US MARSHAL)							
E2	Exp.-Materials & Services							
562-562-61240	Dept/Operating Expense	-	-	3,700	-	-		
	Exp.-Materials & Services Totals	**-**	**-**	**3,700**	**-**	**-**	**-**	**-**
	EQUITABLE SHARING (US MARSHAL) Totals	**-**	**-**	**3,700**	**-**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**3,639**	**3,714**	**3,700**	**3,742**	**-**	**-**	**-**
	Fund Expense Sub Totals:	**-**	**-**	**3,700**	**-**	**-**	**-**	**-**
	Fund 562 Sub Totals:	**3,639**	**3,714**	**-**	**3,742**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	SCHOOL RESOURCE OFFICER							
Dept	BALANCE SHEET/REV							
R4	Rev.-Intergovernmental							
564-000-41060	From Leb Sch Dist	78,926	-	-	-	-	-	-
	Rev.-Intergovernmental Totals	**78,926**	**-**	**-**	**-**	**-**	**-**	**-**
R6	Rev.-Miscellaneous							
564-000-48100	Interest On Investment	(138)	-	-	-	-	-	-
	Rev.-Miscellaneous Totals	**(138)**	**-**	**-**	**-**	**-**	**-**	**-**
R8	Rev.-Other Sources							
564-000-49901	Beginning Balance	6,484	-	-	-	-	-	-
	Rev.-Other Sources Totals	**6,484**	**-**	**-**	**-**	**-**	**-**	**-**
	Revenue Sub Totals:	**85,272**	**-**	**-**	**-**	**-**	**-**	**-**
Dept	SCHOOL RESOURCE OFFICER							
E4	Exp.-Transfers Out							
564-564-90011	To General Fund-Sal/Ben	85,272	-	-				
564-564-90017	To Debt Service	-	-	-				
	Exp.-Transfers Out Totals	**85,272**	**-**	**-**	**-**	**-**	**-**	**-**
	SCHOOL RESOURCE OFFICER Totals	**85,272**	**-**	**-**	**-**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**85,272**	**-**	**-**	**-**	**-**	**-**	**-**
	Fund Expense Sub Totals:	**85,272**	**-**	**-**	**-**	**-**	**-**	**-**
	Fund 564 Sub Totals:	**-**	**-**	**-**	**-**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	LIBRARY BLDG TRUST							
Dept	BALANCE SHEET/REV							
R6	Rev.-Miscellaneous							
833-000-48100	Interest On Investment	410	124	-	-	-	-	-
	Rev.-Miscellaneous Totals	**410**	**124**	**-**	**-**	**-**	**-**	**-**
R8	Rev.-Other Sources							
833-000-49901	Beginning Balance	30,655	30,845	-	-	-	-	-
	Rev.-Other Sources Totals	**30,655**	**30,845**	**-**	**-**	**-**	**-**	**-**
	Revenue Sub Totals:	**31,065**	**30,969**	**-**	**-**	**-**	**-**	**-**
Dept	LIBRARY BLDG TRUST							
E2	Exp.-Materials & Services							
833-833-61250	Dept/Op Supplies	279	30,969	-	-	-	-	-
	Exp.-Materials & Services Totals	**279**	**30,969**	**-**	**-**	**-**	**-**	**-**
	LIBRARY BLDG TRUST Totals	**279**	**30,969**	**-**	**-**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**31,065**	**30,969**	**-**	**-**	**-**	**-**	**-**
	Fund Expense Sub Totals:	**279**	**30,969**	**-**	**-**	**-**	**-**	**-**
	Fund 833 Sub Totals:	**30,786**	**-**	**-**	**-**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Fund	BAIL							
Dept	BALANCE SHEET/REV							
R3	Rev.-Fines & Forfeits							
910-000-48240	Suspense-Bail	11,413	16,179	45,000	78,374	-		
910-000-48241	Susp-Co. Assess.	1,865	1,463	3,000	3,000	-		
910-000-48242	Susp-ODR Alch Assess	187	210	1,000	1,000	-		
910-000-48243	Susp-Alch Eval	90	-	-	-	-		
910-000-48244	Susp-Ct Appt Attorn	14,227	21,631	20,000	16,000	-		
910-000-48246	Susp-LEMLA	316	285	500	500	-		
910-000-48247	Susp-Unitary Assess	6,748	5,202	8,000	5,000	-		
910-000-48250	Susp-County (2013)	17,227	13,948	15,000	13,000	-		
910-000-48271	State Criminal Fines	71,626	61,705	70,000	60,000	-		
910-000-48272	Susp-Court Security Assess	540	446	1,000	1,000	-		
	Rev.-Fines & Forfeits Totals	**124,239**	**121,069**	**163,500**	**177,874**	**-**	**-**	**-**
R8	Rev.-Other Sources							
910-000-49901	Beginning Balance	-	(6,356)	-	(14,374)	-		
	Rev.-Other Sources Totals	**-**	**(6,356)**	**-**	**(14,374)**	**-**	**-**	**-**
	Revenue Sub Totals:	**124,239**	**114,713**	**163,500**	**163,500**	**-**	**-**	**-**

City of Lebanon, OR
Budget Report FY 2020-21

Account Number	Description	2018 Actual	2019 Actual	2020 Budget	2020 Estimated	2021 Proposed	2021 Approved	2021 Adopted
Dept	BAIL							
E2	Exp.-Materials & Services							
910-910-61850	Refunds	16,066	18,139	45,000	45,000	-		
910-910-61951	Linn Co. Assess.	1,865	1,585	3,000	3,000	-		
910-910-61952	ODR Alch. Assess.	187	210	1,000	1,000	-		
910-910-61954	Ct. Appoint. Attorn.	16,020	22,405	20,000	20,000	-		
910-910-61956	LEMLA	316	293	500	500	-		
910-910-61957	Unitary Assess	6,748	5,581	8,000	8,000	-		
910-910-61961	State Criminal FInes	71,626	65,706	70,000	70,000	-		
910-910-61962	Court Security Assess	540	465	1,000	1,000	-		
910-910-61963	County (2013)	17,227	14,703	15,000	15,000	-		
	Exp.-Materials & Services Totals	**130,595**	**129,087**	**163,500**	**163,500**	**-**	**-**	**-**
	BAIL Totals	**130,595**	**129,087**	**163,500**	**163,500**	**-**	**-**	**-**
	Fund Revenue Sub Totals:	**124,239**	**114,713**	**163,500**	**163,500**	**-**	**-**	**-**
	Fund Expense Sub Totals:	**130,595**	**129,087**	**163,500**	**163,500**	**-**	**-**	**-**
	Fund 910 Sub Totals:	**(6,356)**	**(14,374)**	**-**	**-**	**-**	**-**	**-**

Employee Allocation Schedule
FY 2020-21

Department	Position	General Fund	Water Operations	Water Plant	Storm	Sewer Operations	Waste Water Plant	Building	Parks	Engineering Review	GIS	Information Systems	Custodial	Streets	LINX	SDC	NW	Cheadle Lake URD	Northgate URD	Total
Admin	City Manager	25%	11%	9%	1%	10%	15%	3%	0%	0%	0%	0%	0%	7%	0%	0%	0%	8%	11%	1.00
CD	CDC Director	35%	0%	0%	0%	0%	0%	27%	0%	10%	0%	0%	0%	0%	0%	5%	0%	10%	13%	1.00
CD	Development Services Tech	11%	19%	0%	1%	19%	0%	45%	0%	0%	0%	0%	0%	0%	0%	5%	0%	0%	0%	1.00
CD	Economic Development Catalyst	35%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	30%	35%	1.00
CD	Development Services Asst	16%	22%	0%	0%	22%	0%	40%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Court	Court Clerk II	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Court	Court Clerk II	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Court	Court Clerk I	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Engineering	Engineering Director	0%	20%	10%	5%	20%	20%	0%	0%	10%	0%	0%	0%	0%	0%	5%	0%	5%	5%	1.00
Engineering	Asst City Engineer	0%	35%	15%	5%	30%	15%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Engineering	Engineering Associate	0%	50%	0%	0%	50%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Engineering	Engineering Associate	0%	40%	0%	10%	50%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Engineering	Project Manager	0%	15%	0%	0%	15%	0%	0%	0%	60%	0%	0%	0%	0%	0%	0%	0%	0%	10%	1.00
Engineering	PT Project Manager	0%	50%	0%	0%	50%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Finance	Finance Clerk	0%	49%	0%	2%	49%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Finance	Finance Director	17%	12%	10%	1%	11%	16%	3%	0%	0%	0%	0%	0%	7%	0%	5%	0%	8%	10%	1.00
Finance	Accounting Manager	22%	11%	10%	1%	12%	16%	3%	0%	0%	0%	0%	0%	7%	0%	0%	0%	8%	10%	1.00
Finance	Accountant	27%	12%	10%	1%	11%	16%	3%	0%	0%	0%	0%	0%	7%	0%	0%	0%	3%	10%	1.00
Finance	Finance Clerk	27%	11%	10%	1%	12%	16%	3%	0%	0%	0%	0%	0%	7%	0%	0%	0%	3%	10%	1.00
HR	HR Director	63%	10%	5%	1%	8%	1%	1%	4%	1%	0%	0%	0%	5%	0%	0%	0%	0%	1%	1.00
IT	IT Director	0%	0%	0%	0%	0%	0%	0%	0%	0%	30%	70%	0%	0%	0%	0%	0%	0%	0%	1.00
IT	Senior Systems Engineer	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	1.00
IT	IT/GIS System Coordinator	0%	0%	0%	0%	0%	0%	0%	0%	0%	50%	50%	0%	0%	0%	0%	0%	0%	0%	1.00
IT	System Engineer	0%	0%	0%	0%	0%	0%	0%	0%	0%	50%	50%	0%	0%	0%	0%	0%	0%	0%	1.00
IT	IT Analyist	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.00
Legi	City Recorder	18%	11%	9%	1%	10%	15%	3%	0%	0%	0%	0%	0%	7%	0%	0%	0%	15%	11%	1.00
Legi	Deputy City Recorder	18%	11%	9%	1%	10%	15%	3%	0%	0%	0%	0%	0%	7%	0%	0%	0%	15%	11%	1.00
Library	Library Director	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Library	Library Assistant II	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Library	Library Assistant II	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Library	Library Assistant II	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00

Employee Allocation Schedule
FY 2020-21

Department	Position	General Fund	Water Operations	Water Plant	Storm	Sewer Operations	Waste Water Plant	Building	Parks	Engineering Review	GIS	Information Systems	Custodial	Streets	LINX	SDC	NW	Cheadle Lake URD	Northgate URD	Total
Library	Library Assistant I	57%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.57
Library	Library Assistant I	57%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.57
Library	Library Assistant I	57%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.57
Library	Library Assistant I	57%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.57
Library	Library On Call	29%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.29
LINX	Dispatcher/Receptionist	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	1.00
LINX	LINX Supervisor	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	1.00
LINX	LINX Driver	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	1.00
LINX	LINX Driver	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	1.00
LINX	LINX Driver PT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	51%	0%	0%	0%	0%	0.51
LINX	LINX Driver PT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	51%	0%	0%	0%	0%	0.51
LINX	LINX Driver PT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	51%	0%	0%	0%	0%	0.51
LINX	LINX Driver PT	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	51%	0%	0%	0%	0%	0.51
Parks	Parks Crew Chief	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Parks	Parks Maint	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Parks	Parks Maint	0%	0%	0%	0%	0%	0%	0%	67%	0%	0%	0%	0%	33%	0%	0%	0%	0%	0%	1.00
Parks	Parks Maint	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Police	Police Chief	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Police	Police Captian	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Police	Police Lieutenant (2)	200%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	2.00
Police	Police Sergeant (5)	500%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	5.00
Police	Police Officer (20)	2000%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	20.00
Police	Administrative Assistant	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Police	Communications Specialist (7)	700%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	7.00
Police	Community Policing Officer	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Police	Community Service Officer (CSO)	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Police	Code Enforcement Officer	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
Police	Records Clerk II (2)	200%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	2.00
PW	Maintenance Director	0%	30%	10%	10%	20%	5%	0%	0%	0%	0%	0%	0%	25%	0%	0%	0%	0%	0%	1.00
PW	Maintenance Supervisor	0%	25%	10%	10%	25%	5%	0%	0%	0%	0%	0%	0%	25%	0%	0%	0%	0%	0%	1.00
PW	Water Crew Chief	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00

Employee Allocation Schedule
FY 2020-21

Department	Position	General Fund	Water Operations	Water Plant	Storm	Sewer Operations	Waste Water Plant	Building	Parks	Engineering Review	GIS	Information Systems	Custodial	Streets	LINX	SDC	NW	Cheadle Lake URD	Northgate URD	Total
PW	Water Maint	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Water Maint	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Water Maint	0%	95%	0%	0%	5%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Sewer Crew Chief	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Sewer Sr. Maint	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Sewer Maint	0%	0%	0%	75%	25%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Streets Crew Chief	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	1.00
PW	Streets Sr. Maint	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	1.00
PW	Streets Sr. Maint	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	1.00
PW	Streets Sr. Maint	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	1.00
PW	Plant Manager	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Plant Operator I	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Plant Operator III	0%	0%	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	1.00
PW	Custodian I	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	0%	0%	0%	0%	0%	0%	1.00
PW	Building Maintenance Tech	20%	20%	0%	0%	20%	0%	0%	0%	0%	0%	0%	20%	20%	0%	0%	0%	0%	0%	1.00
Senior Center	Senior Services Director	75%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	25%	0%	0%	0%	0%	1.00
Senior Center	S.C. Receptionist & Activities Planner	90%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	10%	0%	0%	0%	0%	1.00
Senior Center	Receptionist	50%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0.50

Total Employees 105.13

City of Lebanon

Management/Administrative Salary Schedule

Effective 7/1/2020 through 6/30/2021

	Title	Minimum	Midpoint	Maximum	FLSA Exempt
Grade 5	Deputy City Recorder	$ 3,953	$4,546	$5,139	N
Grade 6	Administrative Assistant/Communications (	$ 4,349	$5,001	$5,654	N
Grade 7	Administrative Assistant/Police	$ 4,785	$5,503	$6,221	Y
Grade 8	City Clerk/Recorder	$ 5,262	$6,051	$6,841	Y
Grade 9	No position currently in Grade 9	$ 5,789	$6,657	$7,526	Y
Grade 10	Assistant Finance Director	$ 6,079	$6,991	$7,903	Y
	Maintenance Supervisor				Y
	Police Lieutenant				Y
	Water Treatment Plant Supervisor				Y
Grade 11	Assistant City Engineer	$ 6,382	$7,339	$8,297	Y
	HR Director				Y
	Senior Services Director				Y
	Library Services Director				Y
Grade 12	Police Captain	$ 6,700	$7,705	$8,710	Y
	IT Director				Y
Grade 13	Community Development Director	$ 7,037	$8,093	$9,148	Y
	Maintenance Services Director				Y
Grade 14	Engineering Services Director	$ 7,387	$8,495	$9,603	Y
	Finance Director				Y
Grade 15	Chief of Police	$ 7,758	$8,922	$10,085	Y

Approved *Date*

Revised 5/8/20
Includes 0% COLA

APPENDIX A - SALARY SCHEDULE

Agreement between City of Lebanon and the Lebanon Police Association
Salary ranges for the period July1, 2020 through June 30, 2021

Classification	Step 1 0-6 Mo.	Step 2 7-18 Mo.	Step 3 19-30 Mo.	Step 4 31+ Mos.
Sergeants – Monthly Base Salary (LGPI Grade 9)	**5417**	**5797**	**6318**	**6826**
Potential Additions to Monthly Base Salary:				
3% Detective	163	174	190	205
3% Intermediate Certification	163	174	190	205
6% Advanced Certification	325	348	379	410
7% Supervisory Certification	379	406	442	478
5% Corrections Certification	271	290	316	341
3% Bi-Lingual Fluency	163	174	190	205
Career Recognition Pay - (Added to base salary)				
1% Career Recognition Beginning at the 61st month of service (5 years)	54	58	63	68
2% Career Recognition Beginning at the 109th month of service (9 years)	108	116	126	137
3% Career Recognition Beginning at the 157th month of service (13 years)	163	174	190	205
4% Career Recognition Beginning at the 205th month of service (17 years)	217	232	253	273

Officers – Monthly Base Salary (LGPI Grade 7)	**4514**	**4831**	**5265**	**5688**
Potential Additions to Monthly Base Salary:				
3.5% Team Leader		169	184	199
3% Field Training Officer		145	158	171
3% School Resource		145	158	171
3% Detective		145	158	171
3% Motorcycle Officer		145	158	171
3% Intermediate Certification		145	158	171
6% Advanced Certification		290	316	341
7% Supervisory Certification		338	369	398
3% Jail Officer		145	158	171
3% Bi-Lingual Fluency	135	145	158	171
Career Recognition Pay - (Added to base salary)				
1% Career Recognition Beginning at the 61st month of service (5 years)				57
2% Career Recognition Beginning at the 109th month of service (9 years)				114
3% Career Recognition Beginning at the 157th month of service (13 years)				171
4% Career Recognition Beginning at the 205th month of service (17 years)				228

Community Policing Officer - Monthly Base Salary (LGPI Grade 6)	**4517**	**4878**	**5269**	**5689**
Potential Additions to Monthly Base Salary:				
3% Intermediate Certification		146	158	171
6% Advanced Certification		293	316	341
3% Bi-Lingual Fluency	136	146	158	171
Career Recognition Pay - (Added to base salary)				
1% Career Recognition Beginning at the 61st month of service (5 years)		49	53	57
2% Career Recognition Beginning at the 109th month of service (9 years)		98	105	114
3% Career Recognition Beginning at the 157th month of service (13 years)		146	158	171
4% Career Recognition Beginning at the 205th month of service (17 years)		195	211	228

Records Clerk II, Code Enforcement Office, Communications Specialist - Monthly Base Salary (LGPI Grade 5)	**3946**	**4230**	**4528**	**4850**
Potential Additions to Monthly Base Salary:				
3% Intermediate Certification		127	136	146
6% Advanced Certification		254	272	291
3% Bi-Lingual Fluency	118	127	136	146
Career Recognition Pay - (Added to base salary)				
1% Career Recognition Beginning at the 61st month of service (5 years)		42	45	49
2% Career Recognition Beginning at the 109th month of service (9 years)		85	91	97
3% Career Recognition Beginning at the 157th month of service (13 years)		127	136	146
4% Career Recognition Beginning at the 205th month of service (17 years)		169	181	194

Records Clerk I - Monthly Base Salary (LGPI Grade 3)	**3071**	**3319**	**3585**	**3872**
Potential Additions to Monthly Base Salary:				
3% Bi-Lingual Fluency	92	100	108	116
Career Recognition Pay - (Added to base salary)				
1% Career Recognition Beginning at the 97th month of service				39
2% Career Recognition Beginning at the 169th month of service				77
3% Career Recognition Beginning at the 229th month of service				116
4% Career Recognition Beginning at the 205th month of service (17 years)				155

Revised 5/8/2020
Includes 2.0% COLA

Approved by Date

APPENDIX A: AFSCME SALARY SCHEDULE

Salary ranges for the period July 1, 2020 through June 30, 2021 (represents $1 per hour increase)

POSITION	LGPI Grade	BASE	STEP A	STEP B	STEP C	STEP D	STEP E*
IT/GIS Sys. Coordinator Project Engineer Project Manager Sr Network Engineer	8	5545	5816	6098	6393	6705	6966
Crew Chief Engineering Associate Systems Engineer	7	4928	5167	5417	5677	5952	6183
Dev. Services Technician	6	4380	4594	4809	5044	5288	5493
Court Clerk II Sr Maintenance Worker	5	3850	4031	4223	4428	4639	4816
Custodian II Finance Clerk Library Assistant II Maintenance Worker Office Assistant	4	3270	3421	3584	3753	3937	4084
Custodian I Dial-A-Bus Dispatcher/ Receptionist Dial-A-Bus Driver Senior Center Activities Planner/Receptionist	3	3024	3164	3313	3470	3639	3778

*Employees are eligible to advance to Step E after seven (7) years of employment with the City in an AFSCME represented position.

July 1, 2019 through June 30, 2020
This schedule only applies when the employee is at the top step of their grade

POSITION	LGPI	STEP	0.50% 10 YEARS	1.00% 12 YEARS	1.50% 14 YEARS	2.00% 16 YEARS	2.50% 18 YEARS	3.00% 20 YEARS	5.00% 25 YEARS
	Grade	E	MONTH 120	MONTH 144	MONTH 168	MONTH 192	MONTH 216	MONTH 241	MONTH 300
IT/GIS Sys. Coordinator Project Engineer Project Manager Sr Network Engineer	8	6966	7001	7036	7070	7105	7140	7175	7314
Salary includes additional amount			**35**	**70**	**104**	**139**	**174**	**209**	**348**
Crew Chief Engineering Associate Systems Engineer	7	6183	6214	6245	6276	6307	6338	6368	6492
Salary includes additional amount			**31**	**62**	**93**	**124**	**155**	**185**	**309**
Dev. Services Technician	6	5493	5520	5548	5575	5603	5630	5658	5768
Salary includes additional amount			**27**	**55**	**82**	**110**	**137**	**165**	**275**
Court Clerk II Sr Maintenance Worker	5	4816	4840	4864	4888	4912	4936	4960	5057
Salary includes additional amount			**24**	**48**	**72**	**96**	**120**	**144**	**241**
Custodian II Finance Clerk Library Assistant II Maintenance Worker Office Assistant	4	4084	4104	4125	4145	4166	4186	4207	4288
Salary includes additional amount			**20**	**41**	**61**	**82**	**102**	**123**	**204**
Custodian I Dial-A-Bus Dispatcher/ Receptionist Dial-A-Bus Driver Senior Center Activities Planner/Receptionist	3	3778	3797	3816	3835	3854	3872	3891	3967
Salary includes additional amount			**19**	**38**	**57**	**76**	**94**	**113**	**189**

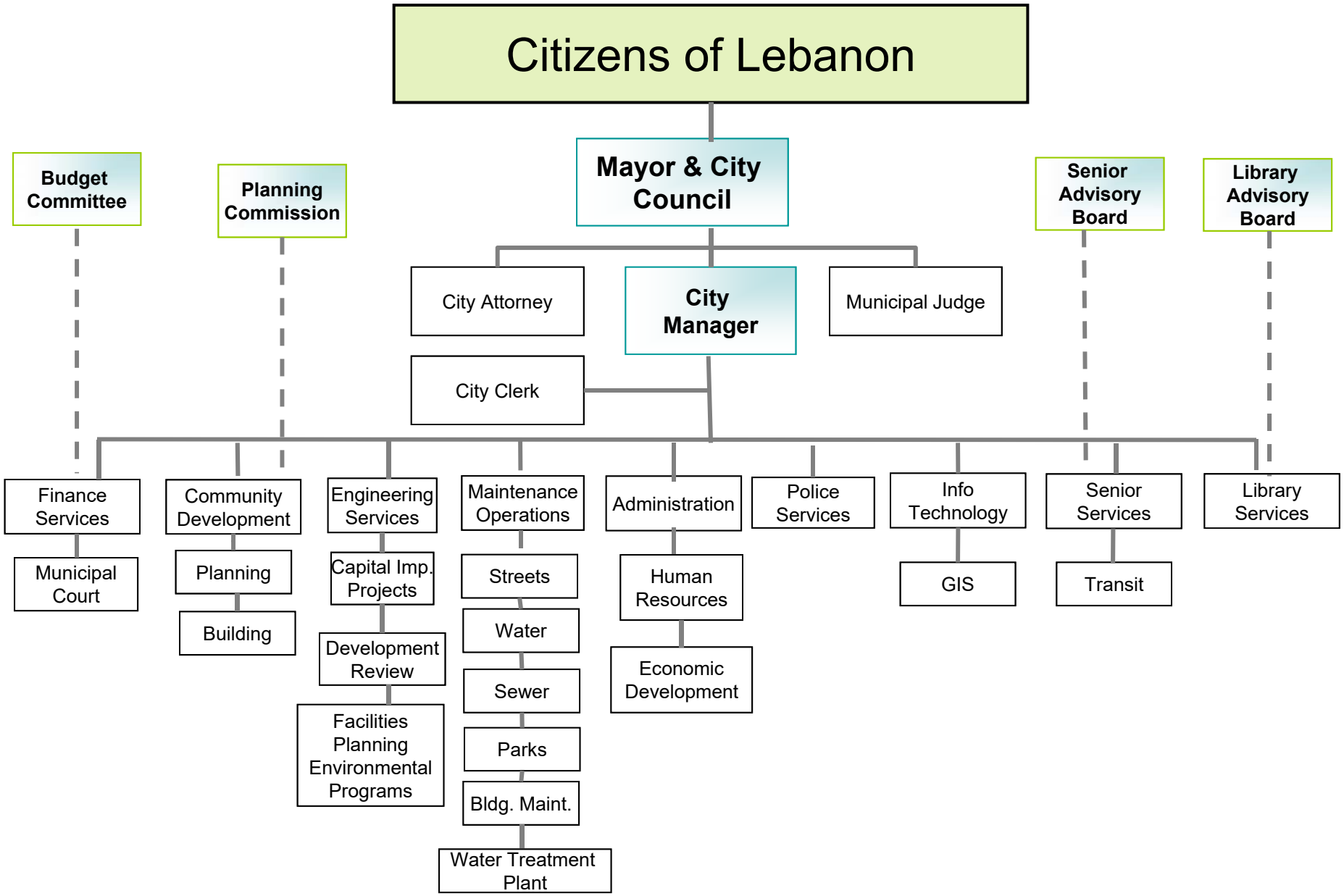
Approved by Date

SALARY SCHEDULE
PART-TIME REGULAR POSITIONS
Salary ranges for the period July 1, 2020 through June 30, 2021

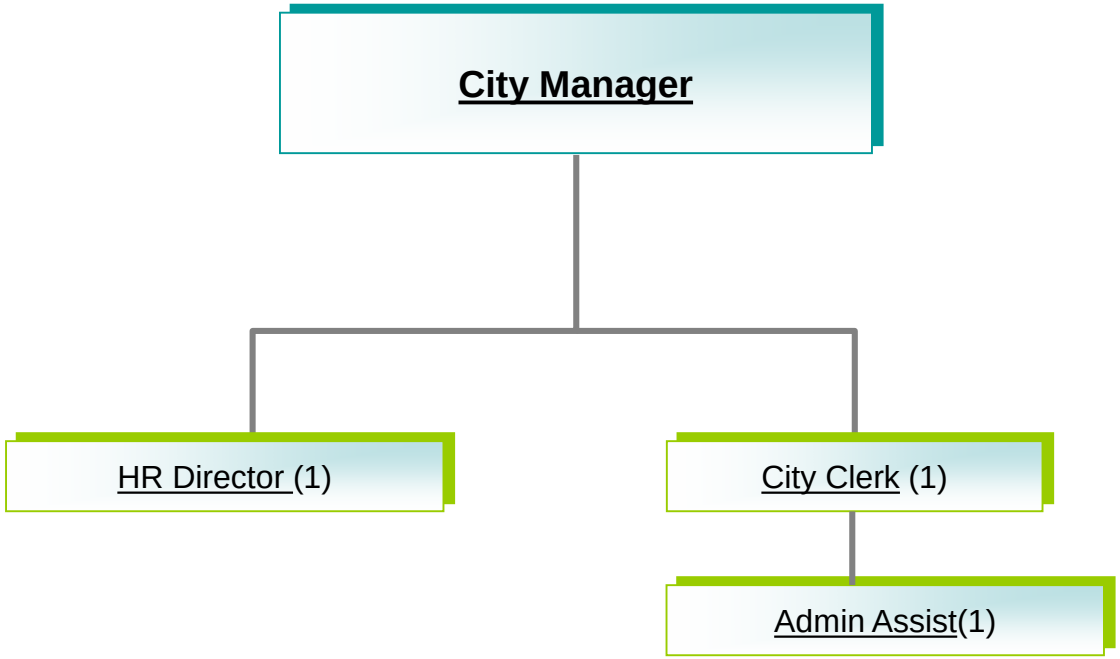
POSITION	LGPI Grade	BASE	STEP 1	STEP 2	STEP 3	STEP 4
Landscape Maintenance Worker	1	12.46	13.14	13.82	14.56	15.29
Dial-A-Bus Driver Library Assistant 1	2	14.72	15.29	16.08	17.00	17.85
Court Clerk I Records Clerk I	3	15.29	16.20	17.22	18.41	20.10
Communications Specialist Communications Specialist On Call Maintenance Worker	4	16.43	17.27	18.12	20.10	21.24
No Salary Established for Level 5	5	0.00	0.00	0.00	0.00	0.00
Police Officer	6	21.52	23.78	24.92	27.18	30.02
Police Seargent	7	23.78	27.31	29.02	31.02	33.58

revised 5/8/20
Includes 0% increase

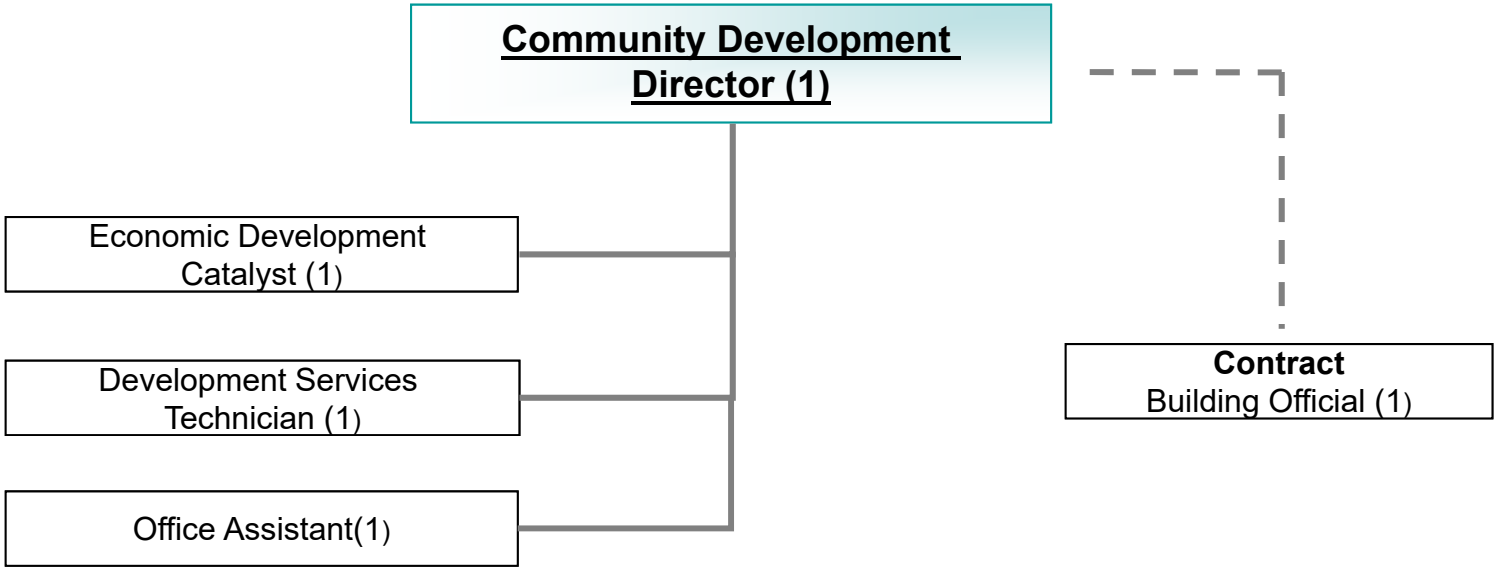
Approved by Date


Citizens of Lebanon
Mayor & City Council
Budget Committee
Planning Commission
Senior Advisory Board
Library Advisory Board
City Attorney
City Manager
Municipal Judge
City Clerk
Finance Services
Municipal Court
Community Development
Planning
Building
Engineering Services
Capital Imp. Projects
Development Review
Facilities Planning Environmental Programs
Maintenance Operations
Streets
Water
Sewer
Parks
Bldg. Maint.
Water Treatment Plant
Administration
Human Resources
Economic Development
Police Services
Info Technology
GIS
Senior Services
Transit
Library Services

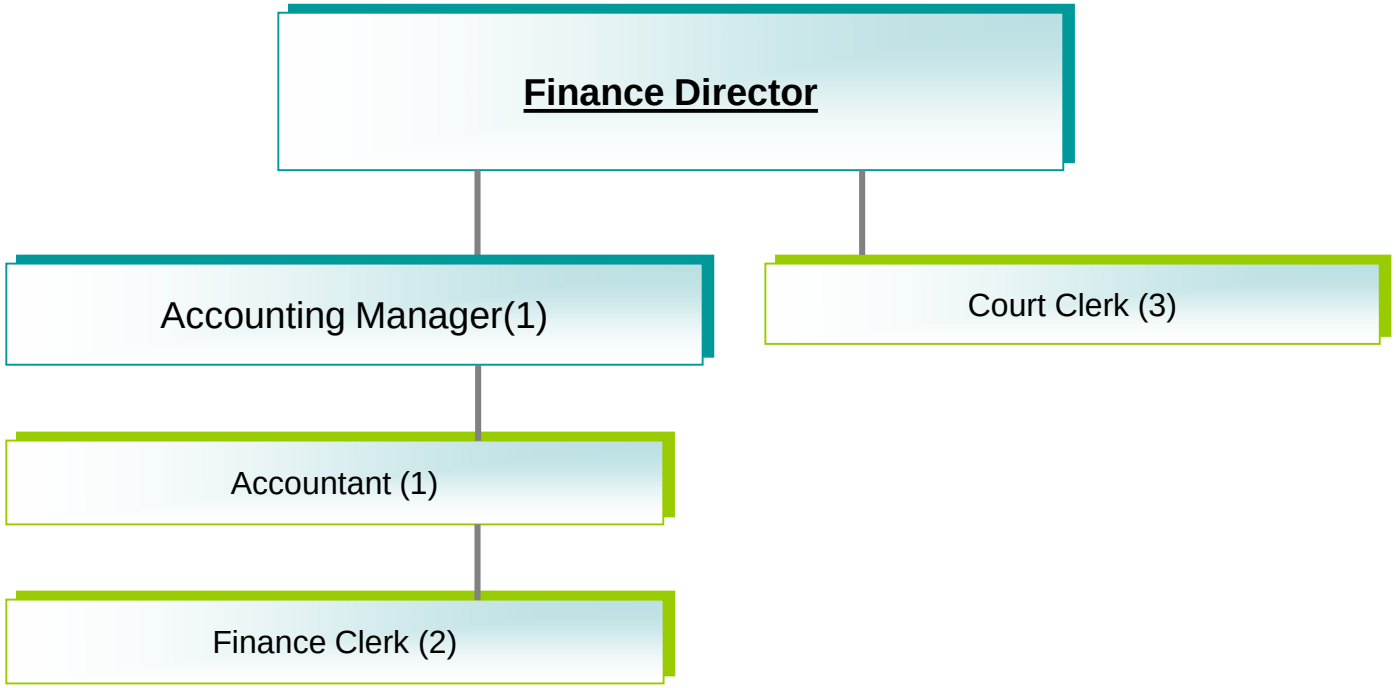
Administration



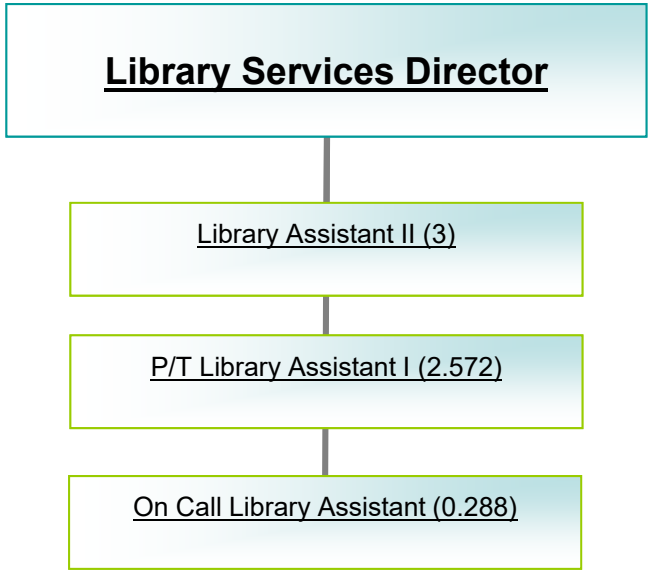
Community Development Department



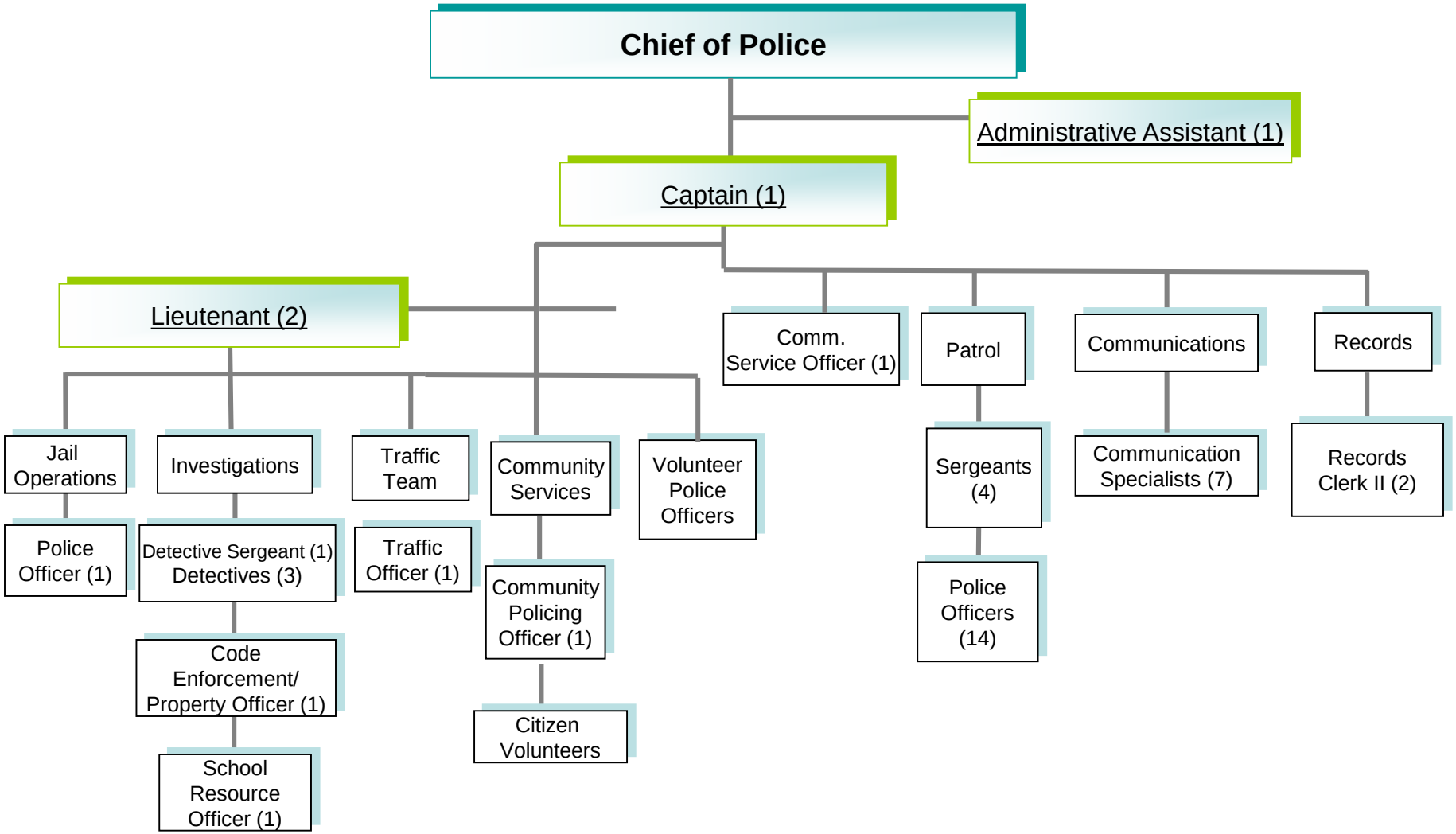
Finance Department



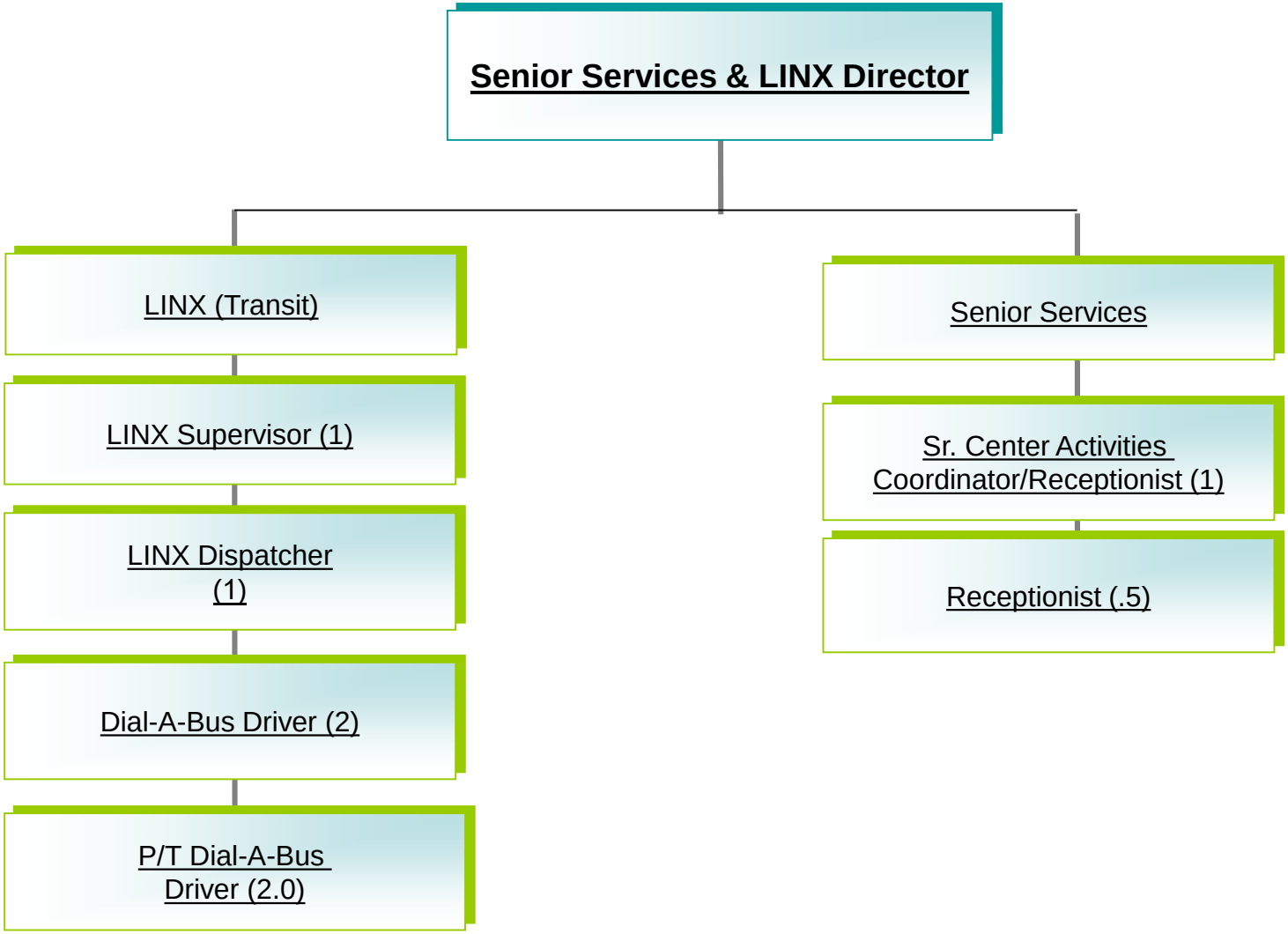
Library Services



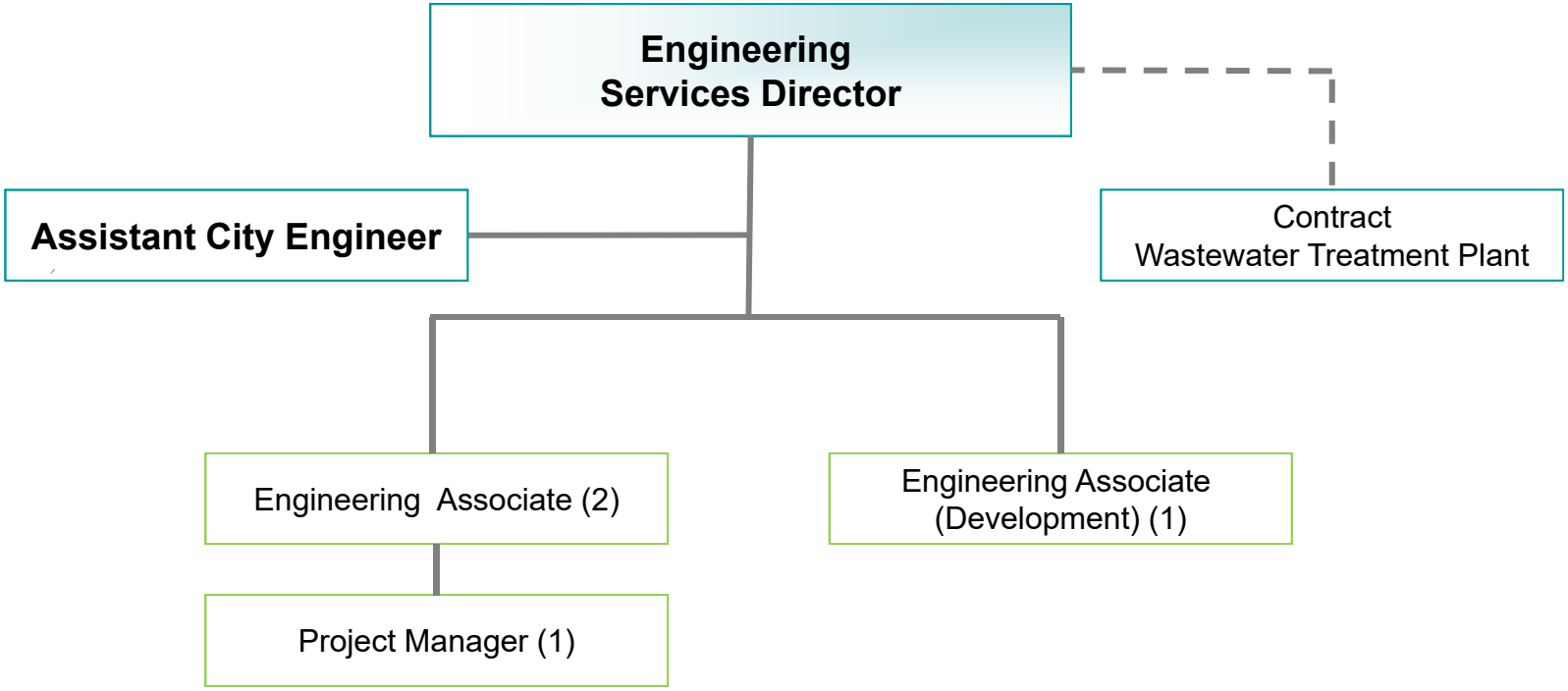
Police Services



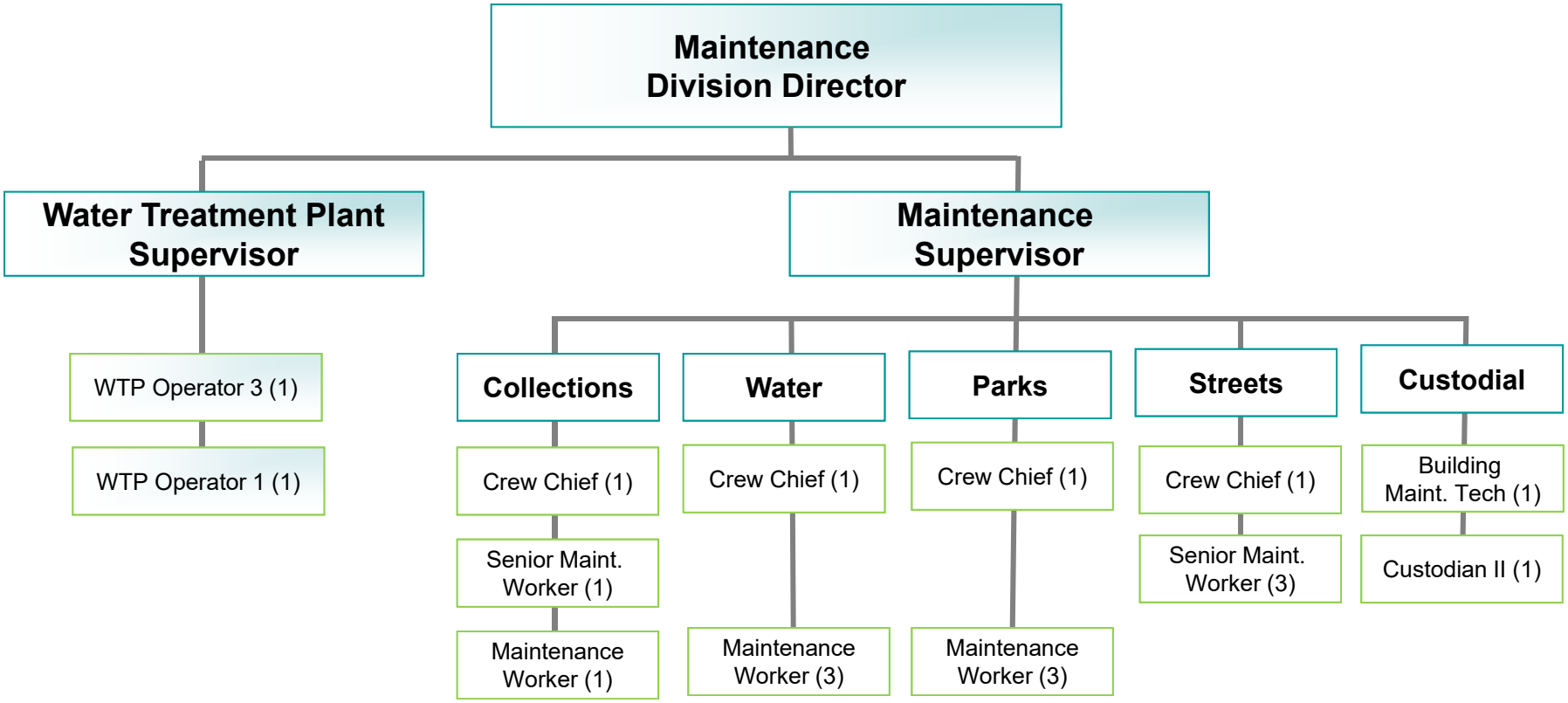
Senior Services & LINX



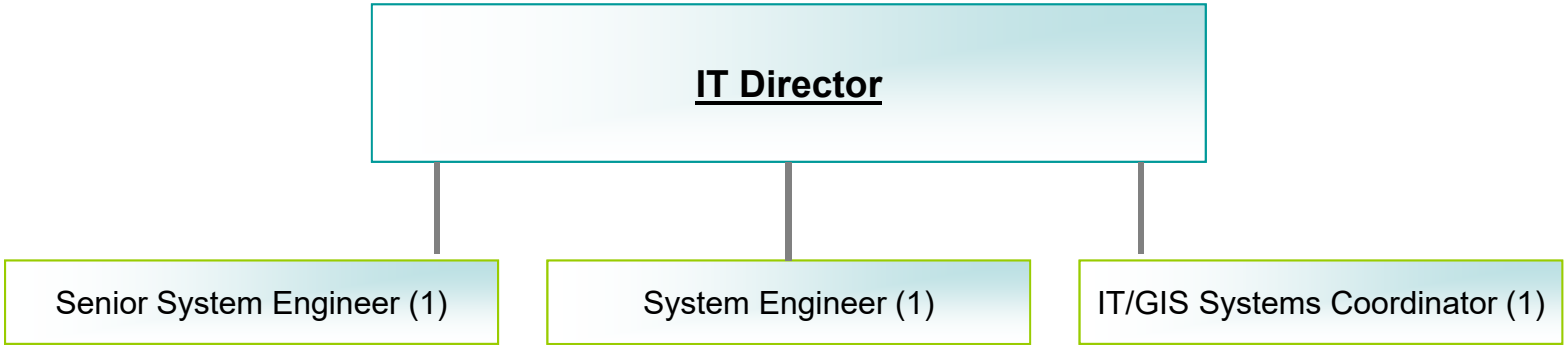
Engineering Services



Maintenance / Operations



Information Technology Services



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PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 110 - ADMINISTRATION

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61008	**ADVERTISING**		
	Chamber Visitors' Guide (no more than 1/2 page)	1,450	
	Western University Guide (1/2 page)	1,200	**2,650**
61112	**COMMUNITY OUTREACH**		
	Community-Wide Events (to be determined by City Manager)	5,000	**5,000**
61130	**CONTRACT SERVICES**		
	Copier Lease	1,500	
	Consultant Services	9,500	**11,000**
61240	**DEPARTMENT OPERATING EXPENSES**		
	Expense Reimbursement	1,250	
	Special Projects	3,750	**5,000**
61250	**DEPARTMENT/OPERATING SUPPLIES**		
	Printer Cartridges	400	
	Special Projects	300	**700**

DEPARTMENT: 110 - ADMINISTRATION

		SUB-LINE ITEM TOTAL	LINE TOTAL
61294	**DUES & SUBSCRIPTIONS**		
	Cascade West Regional Consortium (CWRC)	1,050	
	International City Managers Association (ICMA)	1,250	
	Newspapers: Democrat Herald ($220) & Lebanon Express($30)	300	
	Oregon City/County Management Association (OCCMA)	400	
	Other Publications	230	
	Service Clubs: Rotary, Optimists	1,100	**4,630**
61320	**EDUCATION AND TRAINING**		
	Employee Development (Support Position)	1,500	**1,500**
61574	**MAINTENANCE/EQUIPMENT**		
	Service/Repair of Office Equipment	125	**125**
61600	**MEETINGS AND CONFERENCE**		
	Professional Meetings	1,500	
	OEDA Conference (Registration & Lodging)	1,500	**3,000**
61704	**OFFICE SUPPLIES**		
	Routine Office Supplies	200	**200**
62000	**ARTS COMMISSION**		
	Arts Commission Supplies & Services	1,500	**1,500**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 116 - HUMAN RESOURCES

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61137	**CONTRACT SERVICES**		
	Recruitments, Labor Law,		
	LGPI HR support services (Training, Research, Technical Advice)		
	Occupational Services, CDL certifications, Random drug testing,		
	Hearing exams, Hepatitis B compliance & employee physicals	5,500	**5,500**
61246	**OPERATING EXPENSE**		
	Employee Rewards: Balance/Retirement/Health & Wellness		
	Required Postings		
	Copytronix - printing	3,550	**3,550**
61296	**DUES & SUBSCRIPTIONS**		
	SHRM membership	350	
	IPMA-HR	350	**700**
61325	**EDUCATION & TRAINING**		
	Employee Professional Development	3,500	
	Harassment, Diversity, PPE, BBP, etc.		
	HR Professional Development	500	**4,000**
	Current employment law (BOLI), HR Recertification classes		

DEPARTMENT: 116 - HUMAN RESOURCES

		SUB-LINE ITEM TOTAL	LINE TOTAL
61605	**MEETINGS & CONFERENCES**		
	Business luncheon meetings and travel		
	CCIS, LOC, Springbrook & BOLI	3,500	**3,500**
61706	**OFFICE SUPPLIES**		
	Routine office supplies	500	**500**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 120 - CITY ATTORNEY

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61014	**CITY ATTORNEY**	205,000	**205,000**
61132	**OUTSIDE ATTORNEY FEES**		
	Fees paid as a result of city attorney conflict of interest	1,500	
	Labor law services	8,500	
	Outside attorney for Muni court	15,000	**25,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 126 - COMMUNITY DEVELOPMENT-PLANNING

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61010	**ADVERTISING**		
	Display Ads	-	
	Legal Ads	6,000	**6,000**
61245	**DEPT/OPERATING EXPENSE (CD)**		
	Code enforcement	5,000	
	Misc supplies	500	**5,500**
61256	**DEPT/OPER. SUPPLIES (CD)**		
	Operation supplies	400	
	Planning Commission and advisory committees	100	**500**
61295	**DUES & SUBSCRIPTIONS (CD)**		
	American Planning Association	600	
	SBDC	2,500	
	Oregon Cascade West Consortium	1,000	
	OEDA Oregon Economic Development Association (2)	1,000	
	Optimist Dues	100	**5,200**
61324	**EDUCATION & TRAINING (CD)**		
	Staff training	2,700	
	Planning Commission	300	**3,000**
61564	**MAINTENANCE/BUILDING (CD)**		

DEPARTMENT: 126 - COMMUNITY DEVELOPMENT-PLANNING

		SUB-LINE ITEM TOTAL	LINE TOTAL
	Office Improvements	625	**625**
61604	**MEETINGS & CONFERENCES (CD)**		
	Oregon Planning Workshops	550	
	Western Planner Conference	550	
	OEDA Conferences (2) plus travel expenses	1,400	
	Oregon Leadership Conference	500	
	Economic Development Lunches (2 people, 12	150	
	Chamber of Commerce Lunches (2 people, 12	350	
	Oregon APA Chapter Conference	400	**3,900**
61705	**OFFICE SUPPLIES**		
	General	250	**250**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 140 - FINANCE

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61010	**ADVERTISING**		
	Required budget and supplemental budget advertising and employe	3,500	**3,500**
61130	**CONTRACT SERVICES**		
	Flex Plan Charges	100	
	Temp Help	1,400	**1,500**
61240	**DEPT/OPERATING EXPENSE**		
	Expense Reimbursement	1,000	
	Office Materials	2,000	**3,000**
61290	**DUES & SUBSCRIPTIONS**		
	2 OGFOA, 2 GFOA, AICPA, Oregon Board of Accountancy	1,155	**1,155**
61320	**EDUCATION & TRAINING**	2,000	**2,000**
	Workshops & seminars		
	2 OGFOA, CIS Risk, Springbrook		

DEPARTMENT: 140 - FINANCE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61570	**MAINTENANCE/EQUIPMENT**		
	Finance Dept Copier Maintenance	900	
	Replacement of small equipment, calculators, printers	500	
	Finance Dept Printers	335	**1,735**
61600	**MEETINGS & CONFERENCES**		
	OGFOA Conference (2 per year 2 people), GFOA Conference	3,000	**3,000**
61700	**OFFICE SUPPLIES**	2,000	**2,000**
CAPITAL OUTLAY			
72500	**OFFICE EQPT.**		
		1,500	**1,500**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 160 - LEGISLATIVE

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61008	**ADVERTISING**		
	Public Hearing Notices	400	**400**
61015	**CODIFICATION:**		
	Annual Online Support Fee (Web Hosting)	850	
	Code Bank Compare	700	
	New Ordinances Sent for Codification	2,500	**4,050**
61129	**COMPUTER EXPENSE**		
	Printer Cost (CTX Maintenance, plus Cartridges)	250	**250**
61130	**CONTRACT SERVICES**		
	Archive Social	2,400	
	ORMS	4,500	
	Shredding Truck Service (Confidential and/or sensitive information)	300	**7,200**
61240	**DEPT/OPERATING EXPENSE**		
	Mayor's "If I Were Mayor Contest" Awards & Flyers	500	
	(1st Prize - $250, 2nd Prize - $100, and 3rd Prize -$50)		
	Mayor's "Extra Mile" Award & Plaques	$400	
	Council Supples i.e. flowers, cards, etc.	$250	
	Office Supplies	1,000	**2,150**

DEPARTMENT: 160 - LEGISLATIVE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61294	**DUES & SUBSCRIPTIONS**		
	Deputy CR Membership: OAMR	60	
	Deputy CR Membership: Intn'l Institute of Municipal Recorders (IIMC)	110	
	City Recorder Membership: OAMR	60	
	City Recorder Membership: Intn'l Institute of Municipal Recorders (IIMC)	170	
	City Recorder Membership: ARMA	130	
	City Recorder Subcription - Lebanon Local	35	
	Doodle Poll Dues	70	
	Mayor Membership: Oregon Mayor's Association (OMA)	140	**775**
61310	**ELECTIONS**		
	Misc. Election Supplies/Notices	500	**500**
61320	**EDUCATION AND TRAINING**		
	Deputy CR - OAMR Mid Year & Annual Conference Registration	600	
	Deputy CR - OAMR Mid Year Lodging (Newport)	125	
	Deputy CR - OAMR Annual Conference Lodging (Eugene)	-	
	Deputy CR - NW Clerks Institute PD II (using 2020 scholarship)	-	
	City Recorder - OAMR Mid Year & Annual Conference Registration	600	
	City Recorder - OAMR Mid Year Lodging (Newport)	125	
	City Recorder - OAMR Annual Conference Lodging (Eugene)	-	
	Deputy CR & City Recorder Misc. Training	1,000	
	Reimbursements/Per Diem	800	
	Chamber Lunches	200	**3,450**
61574	**MAINTENANCE/EQUIPMENT**		
	Archives/City Recorder's Office (Misc. Maintenance & Repairs)	200	
	Council Chambers (Misc. Maintenance, Upgrades & Repairs)	2,000	**2,200**

DEPARTMENT: 160 - LEGISLATIVE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61600	**CITY COUNCIL MEETINGS & CONFERENCES**		
	City Council - Work Sessions & Special Mtgs. Food/Refreshments	1,000	
	Mayor & City Council - DSA Banquet Table (Seats 8)	325	
	Mayor & City Council LOC Conference Registrations (Salem)	3,500	
	Mayor & City Council LOC Conference Lodging (Salem)	-	
	Mayor - Chamber Forum Lunches	200	
	Mayor - Boys & Girls Club Auction Ticket	50	
	Oregon Mayor's Conference Registration for Mayor (North Bend)	500	
	Oregon Mayor's Conference Lodging for Mayor (North Bend)	800	
	Per Diem	500	**6,875**
61704	**OFFICE SUPPLIES (now under Operating Expense)**		
72500	**CAPITAL OUTLAY**		
	Office Furniture	1,000	**1,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 165 - LIBRARY

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61010	**ADVERTISING**	500	**500**
61119	**COMMUNICATION**		
	Interlibrary loan and cataloging software	1,850	**1,850**
61124	**COMPUTER EXPENSES**		
	Toner, delinquency forms, ILS and RFID support contracts, dedicated ethernet and wireless Internet (PEAK Internet), computer hardware, software support contracts, website hosting.	13,400	
	Userful contract renewal	13,600	**27,000**
61130	**CONTRACT SERVICES**		
	Courier Services (resource sharing)	2,250	
	Unique Management Services (collections)	895	**3,145**
61140	**MERCHANT CARD FEES**	600	**600**
61240	**DEPARTMENT/OPERATING EXPENSE**		
	Employee Assistance Program	2,300	**2,300**
	Misc. operational expenses		
	Safety Incentive Program		
	Volunteer recognition		
	Hospitality supplies (décor, table linen cleaning, etc.)		
	First aid supplies, movie site license, mileaGE		

DEPARTMENT: 165 - LIBRARY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61250	**DEPARTMENT/OPERATING SUPPLIES**		
	Processing and Circulation Supplies:	4,000	
	Materials for Purchases:	38,500	
	Reference books, databases		
	Adult fiction, non-fiction		
	Children's fiction, non-fiction		
	Newspapers, magazines		
	Audio and video materials		
	Programming / program supplies:	2,500	**45,000**
61290	**DUES & SUBSCRIPTIONS**		
	Oregon Library Association	100	**100**
61300	**DUPLICATION**		
	Stationery & envelopes, barcodes, borrower's cards, RFID tags	1,200	**1,200**
61320	**EDUCATION & TRAINING**	300	**300**
61430	**JANITORIAL SUPPLIES**	150	**150**
61560	**MAINTENANCE/BUILDING & GROUNDS**		
	HVAC, electrical, grounds, plumbing/ routine maintenance/upkeep, carpet and window cleaning	8,000	**8,000**
	Pest control contract		
	Alarm and Fire systems inspections and maintenance		

DEPARTMENT: 165 - LIBRARY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61570	**MAINTENANCE/EQUIPMENT**		
	Maintenance contracts for printers/copiers,		
	Service and repair for equipment, security cameras	3,900	
	New public copier and print release system	9,400	**13,300**
61600	**MEETING & CONFERENCE**		
	Business luncheon meetings & out-of-town travel	250	**250**
61700	**OFFICE SUPPLIES**	1,400	**1,400**
61900	**UTILITES**		
	Garbage, Pacific Power, Natural Gas	30,000	**30,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 170 - MUNICIPAL COURT

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61124	**COMPUTER EXPENSE**		
	Caselle Software License	2,900	**2,900**
61130	**CONTRACT SERVICES**		
	Aflac/EAP	60	
	Interpreter Services	800	
	Judge Pro-tem (conflict of interest)	1,600	
	LCSO & Solutionz Conferencing (video arraignment)	4,400	
	Municipal Judge	44,400	**51,260**
61132	**OUTSIDE ATTORNEY'S FEES**		
	Defense for Indigents contract	22,200	
	Conflict of interest with contract	500	**22,700**
61240	**DEPARTMENT/OPERATING EXPENSE**		
	Copy Machine (monthly service fee)	3,500	
	Miscellaneous DMV records services, etc.)	300	
	Judges Robe	500	
	Witness and jury fees	1,000	**5,300**

DEPARTMENT: 170 - MUNICIPAL COURT

		SUB-LINE ITEM TOTAL	LINE TOTAL
61290	**DUES & SUBSCRIPTIONS**		
	OACA dues, OMJA dues	325	
	Subscriptions to professional journals	100	**425**
61320	**EDUCATION & TRAINING**		
	Training sessions, workshops, OACA conferences, seminars	1,000	**1,000**
61560	**MAINTENANCE/BUILDING & GROUNDS**		
	HVAC, electrical, grounds, plumbing/ routine maintenance/upkeep,	1,500	**1,500**
61600	**MEETINGS & CONFERENCES**		
	Oregon Justice & Municipal Judges meetings/conferences	1,100	**1,100**
61700	**OFFICE SUPPLIES**	1,400	**1,400**
61850	**REFUNDS**	45,000	**45,000**
61900	**UTILITIES (GEN'L)**	21,000	**21,000**
61951	**LINN CO. ASSESSMENTS**	3,000	**3,000**
61952	**ODR ALCOHOL ASSESSMENTS**	1,000	**1,000**
61956	**LEMLA**	500	**500**
61957	**UNITARY ASSESSMENTS**	8,000	**8,000**
61961	**STATE CRIMINAL FINES**	70,000	**70,000**
61962	**COURT SECURITY ASSESSMENT**	1,000	**1,000**

DEPARTMENT: 170 - MUNICIPAL COURT

		SUB-LINE ITEM TOTAL	LINE TOTAL
61963	**COUNTY (Beginning in 2013)**	15,000	**15,000**

CAPITAL OUTLAY

72500	Other Equipment	-	-

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 180 - POLICE

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61010	**ADVERTISING**		
	Personnel recruitment, auction notices	1,000	**1,000**
61120	**COMMUNICATION**		
	Cellular, MDT cellular (toughbooks), data storage, Netmotion	17,000	
	Replacement of Dispatch Division/JC video systems	8,000	**25,000**
61124	**COMPUTER EXPENSE**		
	ESRI license	1,600	
	New World (NW) software and virtual switch, incl. annual maintenance	60,400	**62,000**
61125	**CRIME PREVENTION**		
	Special programs (Citizens Police Academy, National Night Out, Turn Lebanon Blue, Neighborhood Watch, misc. public safety) Reserve/Cadet Programs	5,000	**5,000**
61130	**CONTRACT SERVICES**		
	Reliant Behavioral Health (EAP)	2,000	
	Linn Co. medical examiner (shared cost)	6,000	
	Generator support	6,000	
	Lexipol policy management software	7,500	
	Miscellaneous contract expense (includes legal counsel)	10,700	
	WatchGuard video (EvidenceLibrary, annual dashcam cloud storage)	15,000	
	MyPD app	750	
	FlashAlert	350	
	LeadsOnline (reporting/investigation system - pawn/secondhand)	3,000	
	Security alarm monitoring service	1,000	
	Language Line Services (interpreter/translator)	200	**52,500**

DEPARTMENT: 180 - POLICE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61138	**CONTRACT SERVICES (CORRECTIONS)**		
	Biohazard maintenance & disposal	2,000	
	Equipment maintenance agreements (cell doors, sprinklers, etc.)	5,100	
	Inspections (fire, plumbing, electric, pest)	2,900	**10,000**
61240	**DEPARTMENT/OPERATING EXPENSE**		
	DMV fees, vaccinations, tow services, recruitments (occupational services, hearing exams, Hepatitis B compliance, employee physicals)	14,400	**23,000**
	Employee and volunteer recognition		
	AED machine replacement	3,600	
	K-9 program support	5,000	
61248	**OPERATING EQUIPMENT - PERSONAL**		
	Body armor	9,500	
	Body cams	2,500	
	firearm replacement, accessories, duty boots	5,000	
	Taser replacement (less lethal)	10,000	**27,000**
61250	**DEPARTMENT/OPERATING SUPPLIES**		
	Access card supplies, flashlights, batteries, training supplies, evidence supplies, patrol supplies, gloves	12,000	
	Ammunition (lethal and less-lethal)	20,000	**32,000**
61258	**DEPARTMENT/OPERATING SUPPLIES (CORRECTIONS)**		
	Meals	17,000	
	Misc. supplies (clothing, bedding, mattresses, toiletries, pillows)	3,500	
	Paper/laundry supplies	2,500	**23,000**

DEPARTMENT: 180 - POLICE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61290	**DUES & SUBSCRIPTIONS**		
	Covert Track (bait car, annual)	600	
	-Various publications and organizations:	2,400	
	-Crime Prevention Association of Oregon		
	-FBI National Academy		
	-International Association for Property & Evidence		
	-International Society of Crime Prevention Practitioners		
	-National Association of Town Watch		
	-OEAA (Oregon Emergency Mgmt. Assoc.)		
	-OPOA (Oregon Peace Officers Assoc.)		
	-Oregon Association of Chiefs of Police		**3,000**
61300	**DUPLICATION**		
	Copy machine leases/maintenance, ID badges	8,000	
	Forms, business cards, envelopes and any other printed supplies	7,000	**15,000**
61320	**EDUCATION REIMBURSEMENT**		
	College tuition and books	2,500	**2,500**
61420	**INSURANCE REPAIR AND DEDUCTIBLES**	1,500	**1,500**
61500	**UNIFORM PURCHASE AND CLEANING**		
	Uniform purchase and drycleaning; clothing allowances	14,000	**14,000**
61560	**MAINTENANCE/BUILDING AND GROUNDS**		
	Building repair costs (plumbing, electrical, janitorial)	13,000	**13,000**
61570	**MAINTENANCE/EQUIPMENT**		
	Maintenance & repair of all equipment	5,000	**5,000**

DEPARTMENT: 180 - POLICE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61580	**MAINTENANCE/VEHICLES**		
	Motorcycle maintenance	2,500	
	Vehicle maintenance	32,500	**35,000**
61600	**MEETINGS AND CONFERENCES**		
	Meal expenses (out-of-town court, investigations, meetings)	1,000	
	meeting refreshments, other department business, business luncheons	1,500	**2,500**
61700	**OFFICE SUPPLIES**		
	Office, printer & computer operating supplies	9,000	**9,000**
61800	**PETROLEUM PRODUCTS**		
	Gasoline	56,000	**56,000**
61820	**POSTAGE**		
	Postage meter refills	6,000	**6,000**
61825	**PRISONER MEDICAL COSTS**	4,000	**4,000**
61855	**SPECIAL INVESTIGATION EXPENSE**	6,000	**6,000**
61892	**TRAINING**		
	Training, certification maintenance, etc.	13,000	
	Specialized training/miscellaneous	7,000	**20,000**
61900	**UTILITIES (GENERAL)**		
	Confidential shredding	1,000	
	Garbage	2,000	
	Natural Gas	6,400	
	Power	38,000	**47,400**

DEPARTMENT: 180 - POLICE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61930	**VEHICLE LEASES**	4,000	**4,000**
CAPITAL OUTLAY			
72500	**OFFICE EQUIPMENT**	1,500	**1,500**
72600	**OTHER EQUIPMENT** (earpieces, hand-held radios, car radios)	70,000	**70,000**
72800	**VEHICLES**	73,000	**73,000**
INTERFUND TRANSFER			
90105	**EQUIPMENT ACQUISITION AND REPLACEMENT** (TCMS HVAC, etc.)	32,000	**32,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 190 - SENIOR SERVICES

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61130	**CONTRACT SERVICES**	1,000	**1,000**
61240	**DEPARTMENT/OPERATING EXPENSE**		
	Copier and printing, program expense, first aid supplies, décor miscellaneous	7,000	**7,000**
61250	**DEPARTMENT/OPERATING SUPPLIES**		
	Program supplies, special events, center equipment, decorations	1,000	**1,000**
61320	**EDUCATION AND TRAINING**	500	**500**
61560	**BUILDING MAINTENANCE**		
	Annual Fire Sprinkler Inspection/Permit	200	
	Boiler Inspection/Permit	200	
	HVAC/Building Maintenance	11,000	
	Miscellaneous	600	**12,000**
61570	**EQUIPMENT MAINTENANCE**		
	Kitchen equipment	100	
	Miscellaneous equipment	100	
	Office equipment	100	**300**

DEPARTMENT: 190 - SENIOR SERVICES

		SUB-LINE ITEM TOTAL	LINE TOTAL
61600	**MEETINGS & CONFERENCE**		
	OTA, ODOT, CTAA, SOAR, OGA	1,000	**1,000**
61700	**OFFICE SUPPLIES**		
	General supplies	1,200	**1,200**
61820	**POSTAGE**		
	Senior Center Newsletter	1,750	**1,750**
61900	**UTILITIES**		
	Allied	1,500	
	NW Natural Gas	7,000	
	Pacific Power	12,500	**21,000**

CAPITAL OUTLAY

72300	**IMPROVEMENTS**	1,500	**1,500**
72600	**OTHER EQUIPMENT**	1,500	**1,500**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 100 - GENERAL
DEPARTMENT: 195 - NON-DEPARTMENTAL

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61013	**AUDIT EXPENSE**		
	City audit	38,000	**38,000**
61124	**COMPUTER EXPENSE**		
	License agreement Springbrook software	30,000	**30,000**
61130	**CONTRACT SERVICES**		
	Conduits Lien Service	12,000	
	State of Oregon Ethic Fees	2,500	
	Tax/Bond Projections	4,000	
	Paying Agent Annual fees on Bonds	7,500	**26,000**
61149	**Mowing Expense**		
	Code Enforcement expenses	5,000	**5,000**
61240	**DEPARTMENT/OPERATING EXPENSE**		
	Emergency Management Training and Equipment	50,000	**50,000**
61290	**DUES & SUBSCRIPTIONS**		
	Chamber of Commerce	1,100	
	Council of Government (COG)	20,413	
	League of Oregon Cities dues	13,000	
	Local Government Personnel Institute (LGPI dues)	1,701	**36,214**
61300	**DUPLICATION**		

DEPARTMENT: 195 - NON-DEPARTMENTAL

		SUB-LINE ITEM TOTAL	LINE TOTAL
	City Hall Copier Maintenance	12,000	
	Copy Paper	3,000	**15,000**
61355	**CITY GRANTS**		
	Boys & Girls Club	6,000	
	Meals on Wheels	15,000	
	Local bus grant match	8,775	**29,775**
61400	**INSURANCE**		
	Fidelity bonds, fire, liability, vehicle, special property coverages	150,000	**150,000**
61420	**Ins Repair & Deductible**		
	Fidelity bonds, fire, liability, vehicle, special property coverages	25,000	**25,000**
61560	**MAINTENANCE/BUILDING & GROUNDS**		
	City Hall & Travel Station maint supplies	4,500	
	Security alarm service Travel Station	1,100	
	Monitoring City Hall panic buttons	450	
	Travel Station pesticide service	1,100	
	City Hall pesticide service	1,100	**8,250**
	Heating/AC Service City Hall	0	
61570	**MAINTENANCE/EQUIPMENT**		
	Envelope opener	600	
	Vehicle Maint	600	
	City Hall Postage Machine Lease	2,200	**3,400**
61700	**OFFICE SUPPLIES**		
	Kitchen supplies	1,000	
	First Aid Box Supplies City Hall	1,000	
	Postage Machine Supplies	1,000	**3,000**

DEPARTMENT: 195 - NON-DEPARTMENTAL

			SUB-LINE ITEM TOTAL	LINE TOTAL
61800	**PETROLEUM**		200	**200**
61820	**POSTAGE**			
	Postage expense for general fund activities		5,500	**5,500**
61830	**PROPERTY TAXES**			
	Taxes to Linn County on Transfer Station		450	**450**
61854	**SAFETY COMMITTEE EXPENSE**			
	Safety awards and miscellaneous		4,000	**4,000**
61900	**UTILITIES**			
	City Facilities Water & Sewer charges		92,000	
	City Hall Electricity & Trash		22,000	
	Electricity and Gas for Travel Station		9,500	
	Welcome Sign Electricity		1,500	**125,000**
CONTINGENCIES Calculations				
80004	Total General Fund Expenses bottom 100-195	11,057,817		
	Less contingency amount			
	less salaries & Materials transfers (49000/49001)	(760,610)		
	Net General fund expenses	10,297,207	245,031	**245,031**
	2% Working contingency goal	**205,944**		
80005	Total General Fund Expenses bottom 100-195	11,057,817		
	Less contingency amount	-		
	less salaries & Materials transfers (49000/49001)	(760,610)		
	Net General fund expenses	10,297,207	1,750,525	**1,750,525**
	17% contingency goal	**1,750,525**		

DEPARTMENT: 195 - NON-DEPARTMENTAL

		SUB-LINE ITEM TOTAL	LINE TOTAL
INTERFUND TRANSFERS			
90024	**PARKS ENTERPRISE**	495,722	**495,722**
90027	**INFORMATION SERVICES**	510,000	**510,000**
90028	**TO CUSTODIAL & BLDG MAINT**	149,224	**149,224**
90030	**PERS BOND DEBT**	136,690	**136,690**
90115	**TO EQUIPMENT ACQUISITION & REPAIR FUND**		
	Park Equipment	20,000	**20,000**
90164	**TO NW URD**	350,000	**350,000**
90183	**TO STREETS**	45,000	**45,000**
DEBT SERVICE:			
	Loan from State - Airport Area Ind Imp's-BO7002		
95500	Principal	79,578	
95600	Interest	43,613	**123,191**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 314 - DEBT SERVICE FUNDS
DEPARTMENT: 314 - G.O. FUND REVENUE

		SUB-LINE ITEM TOTAL	LINE TOTAL
DEBT SERVICE:			
95100	**BOND PRINCIPAL-FFC2015**	1,160,000	**1,160,000**
95107	**BOND PRINCIPAL-FFC-WW**	390,000	**390,000**
95200	**BOND INTEREST-FFC2015**	429,328	**429,328**
95207	**BOND INTEREST-FFC-WW**	12,000	**12,000**
92010	**Unappropriated**	80,000	**80,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 317 - DEBT SERVICE FUNDS
DEPARTMENT: 317 - Full, Faith a & Credit Bond (FFC2013)

		SUB-LINE ITEM TOTAL	LINE TOTAL
TRANSFERS IN (Revenue)			
49022	**From Water Fund -430**	241,050	
49098	**From Northwest URD -925**	1,267,823	**1,508,873**
DEBT SERVICE:			
95100	**BOND PRINCIPAL-NWURD**	930,000	**930,000**
95200	**BOND INTEREST-NWURD**	340,050	**340,050**
95108	**BOND PRINCIPAL-WATER**	225,000	**225,000**
95208	**BOND INTEREST-WATER**	16,050	**16,050**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 320 - DEBT SERVICE FUNDS
DEPARTMENT: 320 - PENSION BOND SERIES 2000

		SUB-LINE ITEM TOTAL	LINE TOTAL
DEBT SERVICE:			
95100	**BOND PRINCIPAL**	140,000	**140,000**
95200	**LOAN INTEREST**	95,558	**95,558**
	Bond -PERS Bond		

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 430 - ENTERPRISE
DEPARTMENT: 430 - WATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61011	**ADVERTISING (ENG):**		
	Legal and Project Advertisements	1,000	**1,000**
61121	**COMMUNICATIONS (ENG):**		
	Cellular Phone Service	500	
	Long Distance		**500**
61122	**COMMUNICATIONS (MT):**		
	Service and repair of radio equipment	50	
	Water & CC cell phone expense and misc. phone expenses	450	**500**
61126	**COMPUTER EXPENSE (ENG):**		
	Annual Proprietary Software Upgrades/Auto-Cad	8,000	
	Computer Upgrades/ Video Cards for Auto - Cad Processing	2,000	**10,000**

DEPARTMENT: 430 - WATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61127	**COMPUTER EXPENSE (MT):**		
	Service and repair of hardware	600	
	Software upgrades and misc tech support (25%)	500	
	Supplies, printer cartridges	600	
	Upgrade of BMI Cross Tracker	1,000	
	Cartegraph Maintenance agreement & tech support (25%)	300	
	Wireless data service, (Supervisor)	500	**3,500**
61130	CONTRACT SERVICES - Utility Billing	500	**500**
61133	**CONTRACT SERVICES (ENG)**		
	Consultant Services - Engineering/Surveying	2,500	
	Temporary Support Staff	12,500	**15,000**
61134	**CONTRACT SERVICES (MT):**		
	Annual Cross Connection fee (DHS)	200	
	Cathodic Protection Maint. Agree for Reservoirs (2)	1,650	
	Inspect & Clean both reservoirs	5,400	
	CDL employee testing program	300	
	Contract Testing of Backflow Assemblies	15,000	
	Contract Leak Detection	1,200	
	Contract patching of street cuts	3,280	
	Copier maintenance agreement (25%)	200	
	Linn County work crew	2,400	
	Seasonal staffing	20,000	
	Security alarm monitoring fee for water shop	270	
	Security monitoring fee for Maint. facility (25%)	100	**50,000**
61140	**MERCHANT CARD FEES-Credit Card acceptance (Finance)**	40,000	**40,000**

DEPARTMENT: 430 - WATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61241	**DEPARTMENT/OPERATING EXPENSE (ENG):**		
	First Aid and Miscellaneous Consumables	100	
	Reimbursement Expense- Maps/Deeds/Easement Recordings	1,900	
	Emergency Management	25,000	
	Engineering Tools/Supplies/Calculators	1,500	**28,500**
61242	**DEPARTMENT/OPERATING EXPENSE (MT):**		
	One Call monthly assessment (67%)	1,000	
	Asphalt for repair of street cuts	3,500	
	Certification fees and renewals	1,000	
	Cold Mix for temporary street repairs	500	
	Contract testing of large meters	2,000	
	Garbage dumping fees	600	
	Hazardous spill cleanup materials and disposal	1,100	
	Hep Vac screenings	900	
	Hydrant repair and painting	3,480	
	Lead and copper testing	1,200	
	Meter repair and replacement	8,970	
	Operating permits, landfill fees	1,550	
	Service line repair and replacement	17,000	
	Tool and equipment rental	1,700	
	Water main repairs	35,000	
	Water quality testing	4,500	
	Water testing of wells for Cross Connection Program	1,000	**85,000**
61251	**DEPARTMENT/OPERATING SUPPLIES (ENG):**		
	Office Supplies	500	
	Reference Books	200	
	Surveying and Inspection supplies	300	**1,000**

DEPARTMENT: 430 - WATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61252	**DEPARTMENT/OPERATING SUPPLIES (MT):**		
	Annual replacement of small traffic cones	667	
	Annual replacement of Type I barricades stencil City of Leb (20)	667	
	Hand tools, hardware, cleaners, blades	666	
			2,000
61291	**DUES & SUBSCRIPTION (ENG):**		
	American Public Works Association (APWA)	400	
	American Waterworks Association (AWWA)	1,900	
	Oregon Association of Water Utilities (OAWU)	400	
	Northwest Membrane Operators Assoc. (NWMOA)	400	
	PE Registration	400	**3,500**
61292	**DUES & SUBSCRIPTIONS (MT):**		
	American Public Works Association (APWA)	250	
	American Waterworks Association (AWWA)	1,200	
	East Linn Coordination Council (ELCC)	550	
	ELCC Fund Raiser Support	1,000	**3,000**
61300	**DUPLICATION-**Print and Mail Utility Bills (Finance)	25,000	**25,000**
61321	**EDUCATION & TRAINING (ENG):**		
	Training, Workshops, Seminars, Continuing Education	3,500	
			3,500
61322	**EDUCATION & TRAINING (MT):**		
	Maintain additional certifications	1,700	
	Training for secretary position (33%)	750	
	Training, workshops, seminars	2,550	**5,000**
61400	**INSURANCE**	78,171	**78,171**

DEPARTMENT: 430 - WATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61501	**UNIFORM PURCHASE/LAUNDERING (ENG):**		
	Rain gear/Work Boots/Safety Glasses	800	**800**
61502	**UNIFORM PURCHASE/LAUNDERING (MT):**		
	Purchase, repair, cleaning of uniforms and safety equip.	2,700	
	Rain gear, rubber boots, gloves	800	**3,500**
61520	**UTILITY FRANCHISE FEE** (5% of Utility Fees)	255,000	**255,000**
61562	**MAINTENANCE/BUILDING & GROUNDS (MT):**		
	HVAC maintenance at Maintenance Shop (25%)	200	
	Landfill maintenance	1,000	
	Maintenance Shop power gate repairs (25%)	200	
	Reservoir maintenance	3,000	
	Share of main shop building maintenance (25%)	500	
	Valley Fire Control, fire extinguisher maintenance (25%)	350	
	Water building and storage facility	1,750	**7,000**
61571	**MAINTENANCE/EQUIPMENT (ENG):**		
	Service and Repair of Office/Field Equipment	500	**500**
61572	**MAINTENANCE/EQUIPMENT (MT):**		
	Service and repair of office/field equipment	2,000	**2,000**
61581	**MAINTENANCE/VEHICLES (ENG):**		
	Engineering Vehicles	2,500	**2,500**

DEPARTMENT: 430 - WATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61582	**MAINTENANCE/VEHICLES (MT):**		
	Backhoe	1,700	
	Jointly-owned vehicles (25%)	550	
	OMI pickup	100	
	Trailers	300	
	Vactor	1,180	
	Vactor (6) misc parts replacement (50%)	950	
	Vactor flex tubes (3) & alum extension tubes (2) (30%)	400	
	Vactor HD elbow for suction boom (50%)	250	
	Vehicle Maintenance	8,400	
	Equipment tires	550	
	Vehicle tires	620	**15,000**
61601	**MEETINGS & CONFERENCES (ENG):**		
	American Public Works Association Conference	950	
	Northwest Membrane Operators Conference	700	
	Oregon Association of Water utilities	700	
	Business Meetings and Travel Luncheons	1,900	**4,250**
61602	**MEETINGS & CONFERENCES (MT):**		
	American Public Works Association Conference	700	
	American Water Works Association Conference	600	
	Business meetings and travel luncheons	1,000	
	OAWU class hosting expenses, refreshments and room	200	**2,500**
61701	**OFFICE SUPPLIES (ENG):**		
	Office Supplies, Paper, Filing Supplies	700	
	Postage	300	**1,000**

DEPARTMENT: 430 - WATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61702	**OFFICE SUPPLIES (MT):**		
	General office supplies	800	**800**
61801	**PETROLEUM PRODUCTS (ENG):**		
	Gasoline, Oil, Lubricants	1,800	**1,800**
61802	**PETROLEUM PRODUCTS (MT):**		
	Gasoline, oil, lubricants	12,500	**12,500**
61820	**POSTAGE -Mail Utility Notices (Finance)**	800	**800**
61902	**UTILITIES (MT):**		
	Electricity, Water Reservoirs, Water Shop	4,500	**4,500**
CAPITAL OUTLAY			
72501	**OFFICE EQUIP (ENG)**		
	Lap Top Computer	2,500	
	Desk, Chairs, File Cabinets	1,000	**3,500**
72602	**OTHER EQUIPMENT (MAINT):**		
	Utility Vehicle (meter reads)	10,000	
	Meter reading equipment	5,000	
	Jumping jack and vibra plate compactor	10,000	**25,000**
72802	**VEHICLES (MAINT):**		
	Vactor Truck (Half)	250,000	**250,000**
CONTINGENCY			
80005	**OPERATING CONTINGENCY**	164,134	**157,740**

DEPARTMENT: 430 - WATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
80010	**RESERVE FOR EQUIPMENT REPLACEMENT**		
	Vehicle & Equipment Replacement	205,000	**205,000**
INTERFUND TRANSFERS			
90010	**TO GENERAL FUND**	136,118	**136,118**
90017	**DEBT SERVICE-FFC2013 -317**	241,050	**241,050**
90025	**GIS:**	92,000	**92,000**
90027	**INFORMATION SYSTEMS:**	71,756	**78,150**
90028	**CUSTODIAL & BLDG MAINT:**	11,634	**11,634**
90030	**PERS BOND DEBT**	29,519	**29,519**
90185	**To NW LEBANON URD-925**	500,000	**500,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 430 - ENTERPRISE
DEPARTMENT: 433 - WATER PLANT

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61010	**ADVERTISING:**		
	CCR Advertising, Water Emergency Advertising	3,500	**3,500**
61119	**COMMUNICATION:**		
	Annual Cost - Comcast Fiber Line for SCADA to WTP	7,500	**7,500**
61126	**COMPUTER EXPENSE**		
	River Road Water Plant - Yearly SCADA and Computer Fees	40,000	**40,000**
61130	**CONTRACT SERVICES:**		
	Consulting Services	45,000	
	Temp Employee	2,500	
	Copier Expense	3,500	**51,000**
61240	**DEPT/OPERATING EXPENSE**		
	Office Supplies	1,500	
	Utility Bills	1,500	
	Annual DHS Water Systems Survey Fee (River Rd Water Plant)	2,500	
	Annual DHS Water Treatment Plant Fee	10,000	
	Lab testing and equipment of the water system	20,000	
	Electricity (River Rd Water Plant)	250,000	
	Chemical Costs (River Rd Water Plant)	75,000	
	Fuel Costs (Vehicles and Generators)	12,000	**375,000**

DEPARTMENT: 433 - WATER PLANT

		SUB-LINE ITEM TOTAL	LINE TOTAL
61300	Duplication	2,500	**2,500**
61320	**EDUCATION & TRAINING:**		
	Continuing Education	1,500	
	Meetings and Conferences	1,500	**3,000**
CAPITAL OUTLAY			
72300	**IMPROVEMENTS/WTP:**		
	WTP Repair and Capital Maintenance	75,000	**75,000**
CONTINGENCY			
80010	**RESERVE FOR EQUIPMENT REPLACEMENT**		
	WTP Reserve	600,000	**600,000**
DEBT SERVICE			
95100	**Bond Principal**	638,054	**638,054**
95200	**Bond Interest**	515,714	**515,714**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 430 - ENTERPRISE
DEPARTMENT: 435 - WATER UTILITY CIP

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61011	**ADVERTISING (ENG)**	2,000	**2,000**
61130	**CONTRACT SERVICES**		
	Consultant Services	35,000	**35,000**
CAPITAL OUTLAY			
72301	**IMPROVEMENTS (Eng):**		
	Second Street WTP Mothball	230,000	
	Seventh Street Waterline Replacement	325,000	
	Walker Road Waterline Replacement	700,000	
	Sherman Street Waterline	350,000	
	Flow Meter/Chlorine Kiosk - Grant Street Reservoir	75,000	**1,680,000**
72302	**IMPROVEMENTS (Maint.):**		
	Water Meter Changeout Program/Small Water Main Replacement	50,000	**50,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 450 - ENTERPRISE
DEPARTMENT: 450 - STORM DRAIN UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61127	**COMPUTER EXPENSE (MT):**		
	Software Upgrades	1,000	**1,000**
61130	**CONTRACT SERVICES (ENG)**		
61134	**CONTRACT SERVICES (MT)**		
	Dumping fees for solid waste from catch basins	1,000	
	Linn County Work Crew for ditch cleaning	6,400	
	Security Monitoring Fee for Maint. Facility (20%)	100	
	Seasonal worker for drainage cleaning	6,500	**14,000**
61140	**MERCHANT CARD FEES-Credit Card acceptance (Finance)**	3,000	**3,000**
61241	**DEPARTMENT/OPERATING EXPENSE (ENG):**		
	Annual Storm Water Discharge Permit	1,000	
	Storm Water Monitoring Supplies	550	
	Annual DEQ Permit for UIC's	2,500	
	Lab Testing for Storm Water	1,500	
	TMDL Compliance Costs	12,450	**18,000**

DEPARTMENT: 450 - STORM DRAIN UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61242	**DEPARTMENT/OPERATING EXPENSE (MT):**		
	Equipment rental	1,000	
	Hazardous spill cleanup materials and disposal	500	
	Pipe, manhole parts, culverts, catch basins	6,100	
	Replacement blades for Land Pride mower	800	
	Flail mower replacement blades	500	
	Sweeper Brooms	600	
	Vegetation control	500	**10,000**
61252	**DEPARTMENT/OPERATING SUPPLIES (MT):**		
	Hand tools, shovels, rakes, blades	150	**150**
61292	**DUES & SUBSCRIPTIONS (MAINT.)**		
	American Public Works Association	150	**150**
61300	**DUPLICATION-**Print and Mail Utility Bills (Finance)	500	**500**
61322	**EDUCATION & TRAINING (MAINT.)**		
	Workshops and Seminars	250	**250**
61502	**UNIFORMS (MAINT.)**		
	Riangear, Rubber Boots and Gloves	1,000	**1,000**
61520	**UTILITY FRANCHISE FEE** (5% of Utility Fees)	24,150	**24,150**

DEPARTMENT: 450 - STORM DRAIN UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61562	**MAINT./BUILDING (MAINT.)**		
	Shop Building Maintenance	500	**500**
61572	**MAINT./EQUIP (MAINT.)**		
	Repair of Field Equip.	1,500	**1,500**
61582	**MAINT./VEHICLES (MAINT.)**		
	Sweeper and Vactor Maint.	5,500	**5,500**
61602	**MEETINGS & CONFERENCES (MAINT.)**		
	American Public Works Association Conference	250	**250**
61802	**PETROLEUM (MAINT.)**	5,500	**5,500**
61820	**POSTAGE -Mail Utility Notices (Finance)**	50	**50**
CAPITAL OUTLAY			
72301	**IMPROVEMENTS (ENG):**		
	Drainage Master Plan	150,000	
	Vine Street Drainage Improvements	10,000	
	Storm Sewer Repair Projects	55,000	**215,000**
CONTINGENCY			
80005	**OPERATING CONTINGENCY**	17,166	**17,166**
80010	**RESERVE FOR EQUIPMENT REPLACEMENT**	75,000	**75,000**

INTERFUND TRANSFERS

DEPARTMENT: 450 - STORM DRAIN UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
90010	**TO GENERAL FUND**	5,222	**5,222**
90025	**TO GIS**	29,000	**29,000**
90027	**TO INFORMATION SYSTEMS:**	10,369	**10,369**
90028	**TO CUSTODIAL & BUILDING MAINT.**	982	**982**
90030	**PERS BOND**	2,551	**2,551**
90105	**TO EQUIPTMENT ACQUISTION & REPLACEMENT**	-	**-**
90130	**TO STREET SDC FUND - 882**	46,000	**46,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 470 - ENTERPRISE
DEPARTMENT: 470 - WASTEWATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61011	**ADVERTISING (ENG):**		
	Project Bid Advertising	3,500	**3,500**
61012	**ADVERTISING (MT):**		
	Personnel recruitment	1,000	**1,000**
61126	**COMPUTER EXPENSE (ENG):**		
	Annual Proprietary Software Upgrades/AutoCAD/XP Swim	10,000	**10,000**
61127	**COMPUTER EXPENSE (Maint.):**		
	Cartegraph Maintenance Agreement and Tech support (25%)	300	
	Software upgrades and misc tech support for TV Van	4,000	
	Supplies, printer cartridges	350	
	Wireless data service, (Supervisor)	350	**5,000**
61130	**Contract Services - Utility Billing**	**500**	**500**

DEPARTMENT: 470 - WASTEWATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61133	**CONTRACT SERVICES (ENG):**		
	Temporary Support Staff	15,000	
	WWTP and Collection System Engineering Consultant	1,500	
	Consulting for NPDES Permit Renewal	8,500	**25,000**
61134	**CONTRACT SERVICES (MT):**	`	
	CDL employee testing program	270	
	Contract patching of street cuts	2,000	
	Linn County Work Crew	2,300	
	Copier maintenance agreement (25%)	160	
	Rental of shoring box for emergency repairs	1,000	
	Seasonal Maint Worker For misc. maint assistance (1) (4 mths)	25,000	
	Seasonal Maint Worker funded by Engineering (1) (1mth)	4,200	
	Security monitoring fee for 3 systems at Maint Shop(20%)	70	**35,000**
61140	**MERCHANT CARD FEES-Credit Card acceptance (Finance)**	40,000	**40,000**
61241	**DEPARTMENT/OPERATING EXPENSE (ENG):**		
	First Aid and Miscellaneous Consumables	250	
	Miscellaneous Engineering Tools/Supplies	750	
	Reimbursement Expense- Maps/Deeds/Easement Recordings	500	
	Emergency Management Training/Supplies	25,000	**26,500**
61242	**DEPARTMENT/OPERATING EXPENSE (MT):**		
	"One call" monthly assessment (33%)	500	
	Certification fees and renewals	300	
	Cold Mix for temporary street repairs	500	
	Frame and cover replacement	1,700	
	Garbage dumping fees	600	
	Hazardous spill cleanup materials and disposal	1,250	
	Hep Vac screenings	400	
	Line repair/replacement	7,480	

DEPARTMENT: 470 - WASTEWATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
	Locating paint (50%)	400	
	Manhole repairs	4,150	
	Operating permits, landfill fee	600	
	Rodent control	900	
	Root control	800	
	Security alarm annual fee for Garvord pump station	300	
	Small parts including gaskets, risers	800	
	Spray for Noxious weeds at WWTP properties	1,200	
	Time management tools/supplies	120	**22,000**
61251	**OP SUPPLIES (ENG)**		
	Office Supplies	500	
	Surveying and Inspection Supplies	500	**1,000**
61252	**DEPARTMENT/OPERATING SUPPLIES (MT):**		
	Annual replace of barricades (100) Parades/events (50%)	250	
	Annual replacement of small traffic cones	250	**500**
61291	**DUES & SUBSCRIPTION (ENG):**		
	American Public Works Association (APWA)	500	
	Engineering Dues and Subscriptions	300	
	PE Registration	300	
	Wastewater Journals (FP)	200	**1,300**
61292	**DUES & SUBSCRIPTIONS (MT):**		
	American Public Works Association (APWA)	300	
	East Linn Coordination Council (ELCC)	300	**600**
61300	**DUPLICATION-**Print and Mail Utility Bills (Finance)	25,000	**25,000**

DEPARTMENT: 470 - WASTEWATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61321	**EDUCATION & TRAINING (ENG):**		
	Training, Workshops, Seminars, Continuing Education	2,500	**2,500**
61322	**EDUCATION & TRAINING (MT):**		
	Maintain additional certifications	200	
	Reimbursement for course work	200	
	Training, workshops, seminars	2,600	**3,000**
61400	**INSURANCE:**	78,696	**78,696**
61501	**UNIFORM (ENG)**	500	**500**
61502	**UNIFORM PURCHASE/LAUNDERING (MT):**		
	Purchase, repair, cleaning of uniforms, safety clothing, etc	1,100	
	Rain gear, rubber boots, gloves	1,100	**2,200**
61520	**UTILITY FRANCHISE FEE**	290,000	**290,000**
61562	**MAINTENANCE/BUILDING & GROUNDS (MT):**		
	HVAC maintenance at Maintenance Shop (25%)	300	
	Maintenance Shop power gate repairs (25%)	300	
	Share of main shop building maintenance (25%)	900	
	Valley Fire Control, fire extinguisher maintenance (25%)	500	**2,000**
61571	**MAINTENANCE/EQUIPMENT (ENG):**		
	Service and Repair of Office/Field Equipment	500	**500**

DEPARTMENT: 470 - WASTEWATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61572	**MAINTENANCE/EQUIPMENT (MT):**		
	Service and repair of rodder, smoke generator ventilator, gas detector, snooper, safety tripod, etc.	1,500	**1,500**
61581	**MAINTENANCE/VEHICLES (ENG):**		
	Engineering Vehicles	2,200	**2,200**
61582	**MAINTENANCE/VEHICLES (MT):**		
	Boom truck annual certification	400	
	D-12 Camera and camera tractor parts	2,000	
	Jointly-owned vehicles (25%)	530	
	Maintenance pickup	400	
	OMI sludge truck	500	
	T.V. van	1,500	
	Vactor	6,750	
	Vactor (6) misc parts replacement (50%)	950	
	Vactor flex tubes (3) and alum extension tubes (2) (70%)	970	
	Vactor HD elbow for suction boom (50%)	1,500	
	Vehicle maintenance	4,500	**20,000**
61601	**MEETINGS & CONFERENCES (ENG):**		
	American Public Works Association Conference	1,100	
	Business Meetings and Continuing Education	2,400	**3,500**
61602	**MEETINGS & CONFERENCES (MT):**		
	American Public Works Association Conference	740	
	Business meetings and travel luncheons	640	
	Holiday Employee Appreciation 20%	120	**1,500**
61701	**OFFICE SUPPLIES (ENG):**		
	General office Supplies, Copier Maint. Agrement	200	
	Postage	300	**500**

DEPARTMENT: 470 - WASTEWATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
61702	**OFFICE SUPPLIES (MT):**		
	Binders, notebooks, pens, maps, etc.	700	**700**
61801	**PETROLEUM PRODUCTS (ENG):**		
	Gasoline, Oil, Lubricants	1,800	**1,800**
61802	**PETROLEUM PRODUCTS (MT):**		
	Gasoline, oil, lubricants	15,000	**15,000**
61820	**POSTAGE - UTILITY BILLING**	900	**900**
61900	**UTILITIES (Gen'l)**	1,500	**1,500**
61902	**UTILITIES (MT)**		
	Power and gas for shop building	3,000	**3,000**
CAPITAL OUTLAY			
72302	**IMPROVEMENTS (MT):**		
	I & I Elimination Program	90,000	**90,000**
72501	**OFFICE EQUIPMENT (ENG):**		
	Lap Top Computer and Office Furniture	3,000	**3,000**
72601	**OTHER EQUIPMENT (ENG):**		
	Survey equipment, Measuring Wheels, levels	1,500	**1,500**
72601	**VEHICLES (MAINT)**		
	Vactor Truck (Half)	250,000	**250,000**

DEPARTMENT: 470 - WASTEWATER UTILITY

		SUB-LINE ITEM TOTAL	LINE TOTAL
CONTINGENCY			
80005	**OPERATING CONTINGENCY**	237,042	**237,042**
80010	**RESERVE FOR EQUIPMENT REPLACEMENT**		
	Vehicle & Equipment Replacement	50,000	**50,000**
80026	**RES FOR DEBT SERVICE**	30,380	**30,380**
INTERFUND TRANSFERS			
90010	**TO GENERAL FUND**	150,727	**150,727**
90017	**DEBT SERVICE-FFC2013 -317 and FFC2015-314**	402,000	**402,000**
90025	**TO GIS FUND:**	116,000	**116,000**
90027	**TO INFORMATION SYSTEMS:**	66,493	**66,493**
90028	**CUSTODIAL & BLDG MAINT:**	9,440	**9,440**
90030	**PERS BOND DEBT**	20,561	**20,561**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 470 - ENTERPRISE
DEPARTMENT: 473- WASTEWATER PLANT

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61010	**ADVERTISING:**	500	**500**
61119	**COMMUNICATION:**	1,000	**1,000**
61124	**COMPUTER EXPENSE**		
	Laptop for WWTP	1,500	**1,500**
61130	**CONTRACT SERVICES:**		
	Consultant Services WWTP	7,000	
	Operation of wastewater plant	1,370,000	
	Software - Wonderware upgrade for WWTP	8,000	
	WWTP Electrical over-run	15,000	**1,400,000**
61240	**DEPARTMENT OPERATING EXPENSE:**		
	Annual Dept. Rev. Hazardous Substance Fee (2)	1,000	
	Annual DEQ permit fee for wastewater treatment plant	10,000	
	Annual State Permit for Boiler at WWTP	1,000	
	Lab testing of the wastewater system	30,750	
	Annual DEQ Permit for Wastewater System Cert.	1,500	
	EPA Spill Prevention Permit fee for Fuel Tank	5,000	
	WTP pressure vessel fee	750	
	TMDL Compliance Costs	20,000	**70,000**

DEPARTMENT: 473- WASTEWATER PLANT

		SUB-LINE ITEM TOTAL	LINE TOTAL
61250	**DEPARTMENT OPERATING SUPPLIES:**		
	Maps	150	
	Reference and code books	100	**250**
61320	**EDUCATION & TRAINING:**		
	Continuing Education	500	
	Training, workshops, seminars	500	**1,000**
61600	**MEETINGS & CONFERENCES**		
	Oregon Association of Water Utilities (OAWU)	2,500	**2,500**
61700	**OFFICE SUPPLIES:**	250	**250**
61800	**PETROLEUM**	7,000	**7,000**

CAPITAL OUTLAY

72305	**IMPROVEMENTS/WWTP:**		
	Pump, SCAD Equipment, and various other equipment replacement	100,000	
	WWTP repairs above CH2M contract amount	50,000	**150,000**

CONTINGENCY

80010	**RESERVE FOR EQUIPMENT REPLACEMENT**		
	WWTP REPLACEMENTS	75,000	**75,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 470 - ENTERPRISE
DEPARTMENT: 474 - SEWER & LATERAL REPLACEMENT PROGRAM

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS**		
	Sanitary Sewer Lateral Replacement Program	90,000	**90,000**
72301	**IMPROVEMENTS (ENG)**		
	Sanitary Sewer Main Replacement/Repair Program	800,000	**800,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 470 - ENTERPRISE
DEPARTMENT: 475 - WASTEWATER UTILITY CIP

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61133	**CONTRACT SERVICE (ENG)**		
	Consultant - Legal Services - WWTP - Biosolids	700,000	
	Consultant Services - Design of West Side Interceptor	200,000	**900,000**
CAPITAL OUTLAY			
72301	**IMPROVEMENTS (ENG)**		
	Westside Interceptor Project	15,100,000	
	Waste Water Treatment Plant Master Plan	115,000	**15,215,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 470 - ENTERPRISE
DEPARTMENT: 476 - WASTEWATER BOND DEBT SERVICE

		SUB-LINE ITEM TOTAL	LINE TOTAL
DEBT SERVICE			
95100	**BOND PRINCIPAL**		
	R56200 SRF Loan	47,229	**47,229**
95107	**BOND PRINCIPAL - LebanonWW10**	235,000	**235,000**
95200	**BOND INTEREST**		
	R56200 SRF Loan	15,964	**15,964**
95207	**BOND INTEREST-LebanonWW10**	125,250	**125,250**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 510 - SPECIAL REVENUE
DEPARTMENT: 510 - MOTEL TAX

DEPARTMENT: 510-510 - MOTEL TAX

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61130	**CONTRACT SERVICES**		
	Chamber Contract-Chamber Operations	26,250	
	Chamber Contract-Grant Program	37,500	**63,750**
61240	**DEPARTMENT/OPERATING EXPENSE**		
	County pass through collections	28,334	**28,334**
INTERFUND TRANSFER			
90147	**TO SDC PARKS -862**	62,000	**62,000**

DEPARTMENT: 510 - MOTEL TAX

DEPARTMENT: 510-511 - VISITOR INDUSTRY PROGRAM (VIP)

61130	**CONTRACT SERVICES**	-	-
	CAPITAL OUTLAY		
72307	Improvements-Downtown Development Project	-	-
72308	Improvements		
	Downtown Audio and Lighting Project	-	
	Landscaping for the Monument	-	-
	CONTINGENCY		
80005	Operating Contingency	-	-

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 527 - SPECIAL REVENUE
DEPARTMENT: 527 - COMMUNITY DEVELOPMENT-BUILDING

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61130	**CONTRACT SERVICES (BLDG)**		
	Building Official Services	120,000	
	Plan review services	-	**120,000**
61140	**MERCHANT CARD FEES (BLDG)**	20,000	**20,000**
61240	**DEPARTMENT/OPERATING EXPENSE (BLDG)**		
	Miscellaneous operating expense	2,500	
	State Surcharge	32,500	**35,000**
61250	**DEPARTMENT/OPERATING SUPPLIES (BLDG)**		
	Other supplies	1,500	
	Code Books	500	**2,000**
61320	**EDUCATION & TRAINING**	1,500	**1,500**

FUND: 527 - SPECIAL REVENUE
DEPARTMENT: 527 - COMMUNITY DEVELOPMENT-BUILDING

		SUB-LINE ITEM TOTAL	LINE TOTAL
INTERFUND TRANSFERS			
90010	**TO GENERAL FUND**	20,702	**20,702**
90025	**TO GIS**	21,000	**21,000**
90027	**TO INFORMATION SYSTEMS**	35,730	**35,730**
90028	**TO CUSTODIAL & BLDG MAINT**	1,699	**1,699**
90030	**TO PERS BOND**	3,137	**3,137**
CONTINGENCY			
80005	Operating Contingency	227,542	**227,542**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 533 - SPECIAL REVENUE
DEPARTMENT: 533 - PARK ENTERPRISE

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61012	**ADVERTISING (MT)**		
	Misc advertising, flyers, magazines, newspaper etc.	750	**750**
61134	**CONTRACT SERVICES (MT)**		
	Portable Toilet Charges	2,430	
	Misc. Electrical Worker	4,000	
	Monitor fee for security systems at Main Shops (25%)	160	
	Seasonal staff	82,410	
	Reservation service fees	2,000	**91,000**
61242	**DEPARTMENT OPERATING EXPENSE:**		
	Pesticides, fertilizer, electrical supplies, custodial supplies, bark	33,299	
	Dog Station Supplies	2,700	
	Playground Fall Material	2,500	
	Camping fee envelops	1,030	
	Misc. Park Operations	24,450	
	Garbage dumping fees	6,021	**70,000**
61252	**DEPARTMENT/OPERATING SUPPLIES**		
	Small tools, blades, cleaners, vandalism control	4,000	**4,000**
61322	**EDUCATION & TRAINING**		
	Pesticide applicator renewal	158	
	Maintain certifications	1,342	**1,500**

FUND: 533 - SPECIAL REVENUE
DEPARTMENT: 533 - PARK ENTERPRISE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61502	**UNIFORM PURCHASE/LAUNDERING**		
	Purchase, repair of uniforms, rain gear, safety clothing, etc.	3,000	**3,000**
61562	**MAINTENANCE/BUILDING & GROUNDS:**		
	Camping area maintenance - River Park, Cheadle Lake & Gills Lanc	7,900	
	Trash can liners, doggie stations, signs and markings	5,100	
	Repairs specific to shelter rentals (all parks)	5,000	
	24 units of Red Fir deco bark including STS annual bark	2,470	
	HVAC maintenance at Maintenance Shop (25%)	200	
	Drinking fountains, including (5) bubblers	280	
	Electrical supplies, garbage bags, cleaning materials	2,500	
	Grounds maintenance, benches, tables, trash containers	3,000	
	Maintenance Shop power gate repairs (25%)	200	
	Share of Main Shop Bld Maintenance (25%)	1,000	
	Valley Fire Control, fire extinguisher maintenance (25%)	350	
	River Park septic tank clean before Strawberry Festival	1,000	**29,000**
61572	**MAINTENANCE/EQUIPMENT**		
	Chain saws, hand mowers, seeder, auger, small equip.	6,500	**6,500**
61582	**MAINTENANCE/VEHICLES**		
	Jointly - owned vehicles (25%)	7,000	
	Mower Maintenance (5)	7,000	
	Pickup (3)	1,050	
	Tractor/mower (3)	1,600	
	Trailers (tires and misc.)	350	**17,000**
61802	**PETROLEUM PRODUCTS**		
	Gasoline and oil and lubricants	15,000	**15,000**

FUND: 533 - SPECIAL REVENUE
DEPARTMENT: 533 - PARK ENTERPRISE

		SUB-LINE ITEM TOTAL	LINE TOTAL
61902	**UTILITIES:**		
	Irrigation water Gill's Landing Campground	7,300	
	Electricity for all parks	80,000	
	Power for Pioneer Cemetery lights	1,500	
	Utility cost for Cheadle Lake, north spillway property	7,500	
	Water use fees	148,000	
	Power and gas for Century Park building	2,700	
	Power at Ralston Park shelter	1,000	
	Power for Gill's Landing Campground	6,500	
	Sewer Gill's Landing Campground	5,500	**260,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 540 - SPECIAL REVENUE
DEPARTMENT: 540 - GEOGRAPHICAL INFORMATION SERVICES

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61124	**COMPUTER EXPENSE:**		
	GIS Workstation\Server Expenses as needed	2,500	**2,500**
61130	**CONTRACT SERVICES:**		
	ESRI Enterprise Licensing (GIS Software)	27,500	
	Initial 1/2 Year ESRI Enterprise Licensing	13,500	
	Backup\AV\Server Software Licenses	3,000	
	Hosting\Web Licensing Web Map Services	5,000	
	Annual FlyOver Maintenance Program - GeoTerra	20,000	
	Professional Services\Other GIS Projects	30,000	**99,000**
61240	**Dept/Operating Expense**	500	**500**
61320	**EDUCATION & TRAINING:**	1,500	**1,500**
61600	**MEETINGS & CONFERENCES:**	2,500	**2,500**
61700	**OFFICE SUPPLIES:**		
	Wide format paper and ink	600	**600**

DEPARTMENT: 540 - GEOGRAPHICAL INFORMATION SERVICES

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72600	**OTHER EQUIPMENT:**	3,500	**3,500**
INTERFUND TRANSFERS			
90028	**TO CUSTODIAL & BLDG MAINT**	1,468	**1,468**
90030	**PERS BOND**	3,152	**3,152**
CONTINGENCIES			
80005	**Operating Contingency**	9,899	**9,899**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 542 - SPECIAL REVENUE
DEPARTMENT: 542 - INFORMATION TECHNOLOGY (IT)

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61120	**COMMUNICATIONS**		
	Phone\Internet Services\Cistera\GoToMeeting	82,000	**82,000**
61124	**Computer Expense**	7,000	**7,000**
	Misc. General Inventory needs for Department and other City Departments		
61130	**CONTRACT SERVICES**		
	Backups	22000	
	Cameras	18000	
	CyberSecurity Management and Monitoring	10000	
	Domain and Websites	5600	
	Email Licensing	20000	
	IT Support Tools	14500	
	Network Licensing and Software	111800	
	Professional Services including Temp Labor	77000	
	Storage	6500	**285,400**
61240	**DEPARTMENT/OPERATING EXPENSE**	2,500	**2,500**

DEPARTMENT: 542 - INFORMATION TECHNOLOGY (IT)

		SUB-LINE ITEM TOTAL	LINE TOTAL
61320	**EDUCATION & TRAINING**	4,000	**4,000**
61560	**BUILDING MAINTENANCE**		
	UPS Preventative Maintenance	6,500	
	Annual Building Maintenance	2,500	**9,000**
61580	**VEHICLE MAINTENANCE**		
	Oil Changes, Tires, Brakes	500	**500**
61600	**MEETINGS & CONFERENCES**	6,000	**6,000**
61700	**OFFICE SUPPLIES**	50	**50**
61800	**PETROLEUM**	475	**475**
61900	**UTILITIES**	24,346	**24,346**
CAPITAL OUTLAY			
72600	**OTHER EQUIPMENT**		
	Networking and Server Equipment	60,000	**60,000**

DEPARTMENT: 542 - INFORMATION TECHNOLOGY (IT)

		SUB-LINE ITEM TOTAL	LINE TOTAL
INTERFUND TRANSFERS			
90030	**PERS BOND DEBT**	6,934	**6,934**
CONTINGENCIES			
80005	Operating Contingency	1,804	**1,804**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 545 - SPECIAL REVENUE
DEPARTMENT: 545 - CUSTODIAL & MAINTENANCE SERVICES

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61130	**CONTRACT SERVICES**		
	Electrician services	5,000	
	Janitorial Coverage	41,000	**46,000**
61240	**DEPT/OPERATING EXPENSE**		
	Misc. Expenses	10,000	**10,000**
61250	**DEPT/OPERATING SUPPLIES**		
	Misc. sanitary/cleaning supplies for all City facilities and misc. electrical tools	45,000	**45,000**
61320	**EDUCATION & TRAINING**		
	Software training, seminars, workshops	1,500	**1,500**
61560	**MAINT/BUILDING**		
	Light bulbs & misc. expenses for all City Facilities	15,000	**15,000**
61580	**MAINT/VEHICLE**	2,500	**2,500**
61800	**PETROLEUM**	2,500	**2,500**

DEPARTMENT: 545 - CUSTODIAL & MAINTENANCE SERVICES

		SUB-LINE ITEM TOTAL	LINE TOTAL
INTERFUND TRANSFERS			
90030	**PERS BOND DEBT**	2,235	**2,235**
CONTINGENCIES			
80010	**Res - Building Maintenance**	20,824	**20,824**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 550 - SPECIAL REVENUE
DEPARTMENT: 550 - STATE FOOT AND BIKE PATH

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72301	**IMPROVEMENTS (ENG)**		
	Sidewalk Replacement/Infill and Access Ramp Program	6,000	**6,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 555 - SPECIAL REVENUE
DEPARTMENT: 555 - ENGINEERING DEVELOPMENT REVIEW

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61130	**CONTRACT SERVICES**		
	Consultant Services for Development Projects/Temp Help	15,000	**15,000**
61240	**DEPARTMENT OPERATING EXPENSE**		
	Document Reimbursement/Records Expense	8,000	**8,000**
INTERFUND TRANSFERS			
90027	**TO INFORMATION SYSTEMS**	5,181	**5,181**
90028	**TO CUSTODIAL & BLDG MAINT**	941	**941**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	4,497	**4,497**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 558 - SPECIAL REVENUE
DEPARTMENT: 558 - STREETS

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61012	**ADVERTISING (MT)**		
61122	**COMMUNICATIONS (MT):**		
	Service and repair of radio equipment	700	**700**
61127	**COMPUTER EXPENSE (MT):**		
61134	**CONTRACT SERVICES (MT):**		
	Annual Street light maintenance contract	2,500	
	Cameras (Jail)	280	
	Copier maintenance agreement (20%)	160	
	Dumping fees for increasing roadside garbage pickup	2,000	
	Dumping fees for solid waste from catch basins	500	
	Benton County Striping of City Streets	29,000	
	Dust control of gravel streets (1 1/2 applications)	6,500	
	Maintenance of Railroad Crossing for Santiam Railroad	1,500	
	Seasonal worker funded by ODOT Partnership rev. (3 mths.)	11,565	
	Security monitor fee for 3 systems at Maint Shop (20%)	160	
	Sidewalk trip hazard grinding/saw cut program	1,740	
	Temp wkr for weed abatement Main Street (Hwy 20)(1 for 1 wk)	2,095	
	Temporary office help (20%)	7,000	
	Traffic Signal (6) repairs	2,500	**65,000**

DEPARTMENT: 558 - STREETS

		SUB-LINE ITEM TOTAL	LINE TOTAL
61242	**DEPARTMENT/OPERATING EXPENSE (MT):**		
	Cold Mix for temporary street repairs	5,000	
	Dumping fees for roadside trash (tires)	300	
	Garbage dumping fees	590	
	Gravel	5,000	
	Hazardous spill cleanup materials and disposal	500	
	Hep Vac screenings	720	
	Materials for weed abatement along curbs on Main Street (Hwy 20)	670	
	Pot hole patch premix (2 pallets)	3,600	
	Public property cleaning, vegetation control, landfill fee	2,500	
	Shop operations - materials	50	
	Sign maintenance/barricades	3,482	
	Snow/ice control	2,000	
	Street repairs - asphalt	8,000	
	Street Sign extruded (40)	700	
	Sweeper brooms (6 sets)	1,000	
	Thermo Plastic/hot tape for School, RXR, Wheel Chair	2,200	
	Thermo Plastic/hot tape traffic markings	3,500	
	Traffic control/painting (5 yellow, 2 white, 3 spheres)	10,188	**50,000**
61252	**DEPARTMENT/OPERATING SUPPLIES (MT):**		
	Hand tools, shovels, rakes, picks, drills, sanders, cement finishing tools, blades, brushes Small hardware items, equipment cleaner, shop towels, shop supplies	1,500	**1,500**
61322	**EDUCATION & TRAINING (MT):**		
	Certification fees and renewals	300	
	Maintain additional certifications	300	
	Reimbursement for course work	400	
	Training, workshops, seminars	1,500	**2,500**

DEPARTMENT: 558 - STREETS

		SUB-LINE ITEM TOTAL	LINE TOTAL
61370	**STREET LIGHTS:**		
	Street lights	99,873	**99,873**
61390	**TRAFFIC SIGNAL:**		
	Electricity for traffic lights	30,000	
	Traffic Signal misc repair	10,000	**40,000**
61400	**INSURANCE:**		
	Vehicle, general liability, equipment, and building coverage	78,171	**78,171**
61502	**UNIFORM PURCHASE/LAUNDERING (MT):**		
	Purchase, repair, cleaning of uniforms, safety equipment	1,750	
	Rain gear, rubber boots, gloves	750	**2,500**
61562	**MAINTENANCE/BUILDING & GROUNDS (MT):**		
	Valley Fire Control, fire extinguisher maintenance (14%)	70	
	Building repair, paint, light bulbs, signal bulbs, Rental house	3,140	
	Clean window awnings at shop (25%)	40	
	Maintenance Shop power gate repairs (25%)	200	
	Share of Main Shop Building Maintenance	550	**4,000**
61572	**MAINTENANCE/EQUIPMENT (MT):**		
	chainsaws, power plant, hot box	760	
	Grinder carbide cutter set	440	
	Grinder shafts (2 sets each year)	150	
	Grinder steel cutters (1 set per year)	150	
	Hydraulic tools, Stanley power unit, tampers, saws, hoses	500	
	Pavement grinder drum	500	
	Power tools, tree trimming tools, grinders, edger's, cutters	500	**3,000**

DEPARTMENT: 558 - STREETS

		SUB-LINE ITEM TOTAL	LINE TOTAL
61582	**MAINTENANCE/VEHICLES (MT):**		
	Bucket truck (annual certification)	1,500	
	Dump trucks (2)	950	
	Flat bed trucks (2)	500	
	Grader	1,600	
	Jointly-owned vehicles (29%)	955	
	Pickups (2)	800	
	Roller	250	
	S-15 1400X24 12ply Denman grader tires or equal (2)	875	
	S-18 Tires (2 front)	415	
	S-28 Paint machine, air regulator	53	
	S-28 Paint machine, bead gun and kit	720	
	S-28 Paint machine, hydraulic motor service kit	210	
	S-28 Paint machine, paint gun replacement parts	1,100	
	S-28 Tires (2 front) annual purchase	134	
	S-11 tires (4)	500	
	Street flusher	460	
	Street Sweeper	4,000	
	Street Sweeper replace Curtain, Liner	978	
	Tractors and attachments (3)		
	Vehicle maintenance	2,000	**18,000**
61602	**MEETINGS & CONFERENCES (MT):**		
	American Public Works Association Conference	630	
	Business meetings and travel luncheons	100	
	Holiday Employee Appreciation 20%	520	
	PW quality meetings (20%)	250	**1,500**
61702	**OFFICE SUPPLIES (MT):**		
	General office supplies	800	**800**

DEPARTMENT: 558 - STREETS

		SUB-LINE ITEM TOTAL	LINE TOTAL
61802	**PETROLEUM PRODUCTS (MT):**		
	Gasoline, oil, lubricants	20,000	**20,000**
61830	**Property Taxes**	320	**320**
61895	**OPERATING EXPENSE (TREE CITY USA)**		
	Seasonal worker for Tree City USA tree trimming (2 1/2 mths)	5,700	
	Tree maintenance supplies tools and maintenance of equip	300	**6,000**
61902	**UTILITIES (MT):**		
	Electricity at shop	10,000	
	Natural gas at shop	5,000	**15,000**
CAPITAL OUTLAY			
72302	**IMPROVEMENTS (MT):**	-	**-**
INTERFUND TRANSFERS			
90010	**TO GENERAL FUND**	27,476	**27,476**
90011	**TO GENERAL FUND SALARY/BENEFITS**	-	**-**
90027	**TO INFORMATION SYSTEMS:**	14,247	**14,247**
90028	**TO CUSTODIAL & BLDG MAINT**	3,927	**3,927**
90030	**PERS BOND DEBT**	12,834	**12,834**
90105	**TO EQUIP ACQUISITION & REPLACEMENT FUND**	65,000	**65,000**
90184	**TO CUST/MAINT SAL/BEN-545**	-	**-**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 569 - SPECIAL REVENUE
DEPARTMENT: 569 - LINX TRANSPORTATION SERVICES

MATERIALS & SERVICES		SUB-LINE ITEM TOTAL	LINE TOTAL
61010	**ADVERTISING**	2,500	**2,500**
61130	**CONTRACT SERVICES**	25,000	**25,000**
61240	**DEPARTMENT/OPERATING EXPENSE**		
	DOE Fees, Audit & Miscellaneous program expense	15,000	**15,000**
61250	**DEPARTMENT/OPERATING SUPPLIES**		
	Brochures, business cards, miscellaneous supplies	5,000	**5,000**
61320	**EDUCATION AND TRAINING**	5,000	**5,000**
61400	**INSURANCE**	9,912	**9,912**
61560	**MAINTENANCE/BUILDING**	10,000	**10,000**
61580	**MAINTENANCE/VEHICLES**		
	Preventative Maintenance, Repairs, Tires and Parts	15,000	**15,000**
61800	**PETROLEUM**		
	Gas and oil for buses	35,000	**35,000**
61889	**TITLE XIX MATCH EXP**	3,000	**3,000**

DEPARTMENT: 569 - LINX TRANSPORTATION SERVICES

MATERIALS & SERVICES	SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY		
72500 OFFICE EQUIPMENT	3,000	**3,000**
72600 OTHER EQUIPMENT	10,000	**10,000**
72800 VEHICLES	130,000	**130,000**
INTERFUND TRANSFER		
90010 TO GENERAL FUND	1,430	**1,430**
90027 INFORMATION SERVICES	13,820	**13,820**
90028 CUSTODIAL & BLDG MAINTENANCE	4,738	**4,738**
90030 PERS BOND DEBT	9,054	**9,054**
CONTINGENCIES		
80005 OPERATING CONTINGENCY	6,236	**6,236**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 571 - SPECIAL REVENUE
DEPARTMENT: 571 - STP STREET PROJECT

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72301	**IMPROVEMENTS (CIP):**		
	2019 Street Preservation Project	188,000	
	Vine Street Improvements	8,000	
	Airport Road Traffic Study	32,000	**220,000**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	3,652	**3,652**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 593 - SPECIAL REVENUE
DEPARTMENT: 593 - BOAT RAMP MAINTENANCE

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61240	**DEPARTMENT/OPERATING EXPENSE -Gills Landing** Brushing, grounds maint, rock and riprap, Parking lot maint, painting, sweeping, dock and ramp maint, loam	2,500	**2,500**
61242	**DEPARTMENT/OPERATING EXPENSE -Cheadle Lake** Brushing, grounds maint, rock and riprap, Parking lot maint, painting, sweeping, dock and ramp maint, loam	2,500	**2,500**
CAPITAL OUTLAY			
72300	**IMPROVEMENTS**	112,431	**112,431**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	-	**-**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 815 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 815 - WELDWOOD DRIVE TRAFFIC SIGNAL

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
90183	**TRANSFER OUT**		
	To street salary and benefits	2,000	**2,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 820 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 820 - EQUIPMENT ACQUISITION AND REPLACEMENT

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72050	**LAND**	207,833	**207,833**
72302	**IMPROVEMENTS (Maintenance):**	3,406	**3,406**
72304	**IMPROVEMENTS (Parks)**	38,832	**38,832**
72500	**OFFICE EQUIPMENT (New ERP Software)**	264,539	**264,539**
72606	**OTHER EQUIPMENT (IT):**		
	Network Switches	55,000	
	Laptops and Replacement Hardware for Computers	11,729	
	Backup Servers	15,000	
	Card Access Upgrades	10,000	
	VDI and Production Server Upgrades	40,000	**131,729**
72608	**OTHER EQUIPMENT (Police):**		
	ShieldForce	15,000	**-**
	Brazos	40,000	
	Watchguard dash cam upgrades	11,910	**66,910**
72609	**OTHER EQUIPMENT (Senior Center):**	20,280	**20,280**
72802	**VEHICLES (Maintenance)**		
	Scheduled replacement of Maintenance Equipment	100,000	**100,000**

DEPARTMENT: 820 - EQUIPMENT ACQUISITION AND REPLACEMENT

		SUB-LINE ITEM TOTAL	LINE TOTAL
90183	**TRANSFER OUT**		
	To NW Lebanon URD	258,568	**258,568**

DEPARTMENT: 820 - EQUIPMENT ACQUISITION AND REPLACEMENT

	SUB-LINE ITEM TOTAL	LINE TOTAL
CONTINGENCIES		
80018 Res - Eq Rep (PW/Eng Maint-Eq)	162,811	
80021 Res - Eq Rep (Library)	10,301	
80025 Res - Eq Rep (Bldg)	11,487	
80032 Res - LINX	4,909	189,508

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 825 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 825 - PIONEER CEMETERY

	SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY		
72300 IMPROVEMENTS		
	9,966	**9,966**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 829 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 829 - POLICE TRUST FUND

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61240	**DEPARTMENT/OPERATING EXPENSE**	17,195	**17,195**
61870	**SHOP WITH A COP**	3,500	**3,500**
61871	**NATIONAL NIGHT OUT**	850	**850**
61872	**WARMING SHELTER**	410	**410**
61874	**MISC COMMUNITY POLICING**	306	**306**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 830 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 830 - LIBRARY TRUST

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61130	**CONTRACT SERVICES**	103,617	**103,617**
61250	**DEPARTMENT/OPERATING SUPPLIES**	50,000	**50,000**
61310	**GIFT OF LITERACY GRANT FUNDS**	6,000	**6,000**
61330	**READING FOR SUCCESS GRANT FUNDS**	3,000	**3,000**
61350	**TRUST MANAGEMENT GRANT FUNDS**	10,000	**10,000**
61370	**OTHER GRANTS**	30,000	**30,000**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 835 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 835 - SENIOR SERVICES TRUST

MATERIALS & SERVICES		SUB-LINE ITEM TOTAL	LINE TOTAL
61200	**DEPOSITS REFUNDED**	1,500	**1,500**
61240	**DEPARTMENT OPERATING EXPENSES**		
	Volunteer recognition, entertainment, miscellaneous program expense and equipment	3,000	**3,000**
61250	**DEPARTMENT/OPERATING SUPPLIES**		
	Supplies and decorations for special events, regular activities and fund raisers	2,500	**2,500**
61560	**BUILDING MAINTENANCE**	1,000	**1,000**
61840	**REFRESHMENTS**		
	Coffee supplies, refreshments and potluck supplies	6,000	**6,000**
61860	**SCHOLARSHIPS**	1,500	**1,500**
CAPITAL OUTLAY			
72300	**IMPROVEMENTS**		
	Building Improvements	156,402	**156,402**
72500	**OFFICE EQUIPMENT**	2,500	**2,500**
72600	**OTHER EQUIPMENT**	2,500	**2,500**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 838 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 838 - SNEDAKER TRUST

	SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES		
61250 DEPARTMENT/OPERATING SUPPLIES	20,456	**20,456**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 840 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 840 - STREETS CAPITAL PROJECTS

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61133	**CONTRACT SERVICES (ENG)**		
	Vine Street Road Improvements	5,000	
	Airport Road Traffic Analysis	7,000	**12,000**
CAPITAL OUTLAY			
72301	**IMPROVEMENTS (ENG)**		
	Minor Street Repairs/HMAC Overlays		
			-
INTERFUND TRANSFERS			
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	463	**463**
80024	**RESERVES FOR FUTURE EXPENDITURE - AIRWAY**	310,000	**310,000**
80031	**RESERVES FOR INFRASTRUCTURE DEFERAL**		
	Airport/Stoltz Traffic Signal Contribution - Applegate	100,000	
	Sidewalk Projects	11,217	
	Street /Strom Imp. - 979 & 981 Wassom Street	19,135	
	Alley Improvements - Behind 363 Second Street	13,910	
	Future City Entrance Signs	15,839	**160,101**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 845 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 845 - INFRASTRUCTURE DEFERRAL FUND

	SUB-LINE ITEM TOTAL	LINE TOTAL
Transfer Out		
90115 To Street Capital Proj.	60,101	**60,101**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 852 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 852 - SDC DRAINAGE IMPROVEMENTS

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	Drainage Master Plan	75,000	
	Drainage Projects identified in Master Plan/SDC Plan	80,000	**155,000**
INTERFUND TRANSFERS			
90011	**TO GENERAL FUND SALARY/BENEFITS**	6,312	**6,312**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	33,403	**33,403**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 853 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 853 - SDC DRAINAGE REIMBURSEMENT

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	Drainage Improvement Projects	18,000	**18,000**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	1,821	**1,821**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 862 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 862 - SDC PARKS IMPROVEMENTS

		SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES			
61130	**CONTRACT SERVICES**	7,500	**7,500**
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	SDC Eligible Projects (Projects identified in Master Plan/SDC Plan)	1,500,000	**1,500,000**
INTERFUND TRANSFERS			
90011	**TO GENERAL FUND SALARY/BENEFITS**	6,312	**6,312**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	153,946	**153,946**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 863 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 863 - SDC PARKS REIMBURSEMENT

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	Projects identified in the parks SDC plan	533	**533**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 872 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 872 - SDC WASTEWATER IMPROVEMENTS

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	Westside Interceptor Phases	2,050,000	**2,050,000**
INTERFUND TRANSFERS			
90011	**TO GENERAL FUND SALARY/BENEFITS**	6,312	**6,312**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	49,359	**49,359**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 873 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 873 - SDC WASTEWATER REIMBURSEMENT

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	Wastewater Reimbursement Projects (Westside Interceptor Project:	430,000	**430,000**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	26,303	**26,303**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 882 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 882 - SDC STREET IMPROVEMENTS

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	SDC Eligible Projects (as Indicated in the Master Plan/SDC Plan)	2,719,000	
	Airport Road Traffic Study	26,000	
	Airport Road/Stoltz Hill Traffic Signal Project (44%)	330,000	
			3,075,000
INTERFUND TRANSFERS			
90011	**TO GENERAL FUND SALARY/BENEFITS**	6,312	**6,312**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	272,974	**272,974**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 883 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 883 - SDC STREET REIMBURSEMENT

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	Street Preservation Projects	$ 22,500	**$ 22,500**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	20,041	**20,041**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 892 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 892 - SDC WATER IMPROVEMENTS

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	New Water Treatment Plant Projects	-	-
INTERFUND TRANSFERS			
90011	**TO GENERAL FUND SALARY/BENEFITS**	-	-
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	-	-

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 893 - CAPITAL PROJECTS FUNDS
DEPARTMENT: 893 - SDC WATER REIMBURSEMENT

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72300	**IMPROVEMENTS (ENG)**		
	Water Reimbursement Projects	17,500	**17,500**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	1,485	**1,485**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 925 - NW URBAN RENEWAL
DEPARTMENT: 925 - NORTHWEST LEBANON URBAN RENEWAL DISTRICT
DEPARTMENT: 930 - NW URD DEBT SERVICE

	SUB-LINE ITEM TOTAL	LINE TOTAL
DEPARTMENT: 925 - NORTHWEST LEBANON URBAN RENEWAL DISTRICT		
MATERIALS & SERVICES		
INTERFUND TRANSFERS		
90017 DEBT SERVICE-FFC2013 -317	1,267,823	**1,267,823**
CONTINGENCIES		
80026 RES FOR DEBT SERVICES	2,500,059	**2,500,059**

FUND: 925 - NW URBAN RENEWAL
DEPARTMENT: 925 - NORTHWEST LEBANON URBAN RENEWAL DISTRICT
DEPARTMENT: 930 - NW URD DEBT SERVICE

		SUB-LINE ITEM TOTAL	LINE TOTAL
DEPARTMENT: 930 - NW LEBANON URBAN RENEWAL DISTRICT BONDS			
	SPWF B05003 DEBT SERVICE		
95108	Principal	128,077	
95208	Interest	98,067	**226,144**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 935 - CHEADLE URBAN RENEWAL
DEPARTMENT: CHEADLE LAKE URBAN RENEWAL DISTRICT

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72301	**IMPROVEMENTS (ENG)**		
	Drainage Master Plan	22,000	
	Eligible URD Improvement Projects	68,000	
			90,000
INTERFUND TRANSFERS			
90010	**TO GENERAL FUND**	26,057	**26,057**
90011	**TO GENERAL FUND SALARY/BENEFITS**	145,000	**145,000**
DEBT SERVICE:			
	2017 DEBT SERVICE		
95501	Principal	250,300	
95601	Interest	102,000	**352,300**
CONTINGENCIES			
80005	**OPERATING CONTINGENCY**	15,143	**15,143**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 940 - URBAN RENEWAL
DEPARTMENT: 940 - NORTH GATEWAY URD

		SUB-LINE ITEM TOTAL	LINE TOTAL
CAPITAL OUTLAY			
72301	**IMPROVEMENTS (ENG)**		
	Drainage Master Plan	15,000	**15,000**
CONTINGENCIES			
80030	**Reserved for Future Expenditures-Traffic Signal**	500,000	**500,000**
INTERFUND TRANSFERS			
90010	**TO GENERAL FUND**	35,630	**35,630**
90011	**TO GENERAL FUND SALARY/BENEFITS**	187,000	**187,000**
90151	**TO SDC STREETS-882**	313,645	**313,645**
DEBT SERVICE:			
	SHS Economic Agreement		
95501	Principal	150,000	
95601	Interest	59,134	**209,134**

PROGRAM EXPENDITURE DETAIL SHEET

FUND: 945 - URBAN RENEWAL
DEPARTMENT: 945 - DOWNTOWN URD

	SUB-LINE ITEM TOTAL	LINE TOTAL
MATERIALS & SERVICES		
61130 Contract Services	3,250	**3,250**