CITY OF KEIZER MISSION STATEMENT
KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY PROVIDING CITY SERVICES TO THE COMMUNITY IN A COORDINATED, EFFICIENT AND LEAST COST FASHION

A G E N D A

URBAN RENEWAL AGENCY OF THE CITY OF KEIZER

Monday, June 2, 2008
6:30 p.m.
Robert L. Simon Council Chambers
Keizer, Oregon

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PUBLIC TESTIMONY**

   This time is provided for citizens to address the Urban Renewal Agency on any matter not scheduled for public hearing.

4. **PUBLIC HEARING**

   a. **RESOLUTION – Adopting FY 08-09 Urban Renewal Agency Budget, Making Appropriations, and Declaring Tax Increment**

5. **ADMINISTRATIVE ACTION**

   a. **RESOLUTION – Authorization for Debt Issuance to fund Civic Center**

6. **CONSENT CALENDAR**

7. **OTHER BUSINESS**

   This time is provided to allow Urban Renewal Agency members the opportunity to bring matters before the Agency that are not on tonight's agenda.

8 **AGENDA INPUT**

9. **ADJOURN**

[redacted]

BOARD MEETING: June 2, 2008

AGENDA ITEM NUMBER: ________________

TO: **CHAIR CHRISTOPHER AND BOARD MEMBERS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

FROM: **SUSAN GAHLSDORF, CPA**
FINANCE DIRECTOR

SUBJECT: **RESOLUTION ADOPTING FISCAL YEAR 2008-2009 BUDGET, MAKING APPROPRIATIONS, AND DECLARING TAX INCREMENT**

BACKGROUND:

On May 13, 2008, the Budget Committee convened, received the City Manager's Budget Message for Fiscal Year 2008-2009, received public testimony from interested parties, deliberated on the Urban Renewal Budget and passed the Committee Approved Budget (Attachment #1).

ISSUES AND FISCAL IMPACT:

ORS 294.311 requires that a notice of the budget committee meetings must be published in a newspaper two times prior to the first meeting date. The Keizertimes did not publish the second notice as requested by Staff. The publisher apologized for the omission. ORS 294.425 provides that, if an error occurs in publishing, such errors can be corrected as long as there is a good faith effort to publish correctly and, once the error is discovered, the governing body must be informed in writing along with testimony about the error and the corrective action.

Tonight the Agency has scheduled a public hearing to receive additional citizen input on the Fiscal Year 2008-2009 Committee Approved Budget. After the hearing, the Board may adjust the approved budget as follows:

- Reduce the amount of tax increment revenue to be received
- Adjust estimates of resources and requirements
- Raise expenditures in any fund up to $5,000 or 10 percent, whichever is greater

By state law, the Board must adopt the upcoming fiscal year budget by June 30, 2008.

RECOMMENDATION:

Staff recommends the Board open the public hearing and receive testimony on the Fiscal Year 2008-2009 Urban Renewal Agency Budget. After all testimony has been received, staff recommends the Board close the public hearing and begin deliberations on the Fiscal Year 2008-2009 Budget as it so chooses. Finally, staff recommends that the Board adopt the attached Budget Resolution for Fiscal Year 2008-2009, with amendments if any.

KEIZER URBAN RENEWAL AGENCY, STATE OF OREGON

RESOLUTION UR08-______

ADOPTING THE FY08-09 BUDGET, MAKING APPROPRIATIONS, IMPOSING AND DECLARING TAX INCREMENT REVENUE

BE IT RESOLVED, that the Board of Directors of the Keizer Urban Renewal Agency hereby adopts the budget for fiscal year 2008-2009 in the sum of $16,278,700 now on file at Keizer City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2008 and for the purposes shown below are hereby appropriated:

Tax Increment Fund			
	Debt Service	$ 3,404,100	
TOTAL TAX INCREMENT FUND			**$3,404,100**
Project Fund			
	Personal Services	$310,000	
	Materials & Services	92,200	
	Capital Outlay	12,411,500	
	Special Payments	20,600	
	Contingency	40,300	
TOTAL PROJECT FUND			**$12,874,600**
TOTAL ALL FUNDS			**$16,278,700**

BE IT FURTHER RESOLVED that the Board of Directors of the Keizer Urban Renewal Agency hereby resolves to certify to the county assessor for the North River Road Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under section 1c, Article IX, of the Oregon Constitution with no amount to be raised through the imposition of a special levy.

BE IT FURTHER RESOLVED that no taxes will be imposed from a Special Levy.

PASSED this _____ day of _________________________, 2008.

SIGNED this _____ day of _________________________, 2008.

____
Chair

____
City Recorder

SPECIAL REVENUE FUNDS

URBAN RENEWAL AGENCY

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	BOARD ADOPTED
					RESOURCES			
1	$ 2,709,375	$ 1,852,354	$ 3,887,900	$ 3,690,100	***Working Capital Carryforward***	$ 1,174,300	$ 1,174,300	
2								
3					***TAXES & ASSESSMENTS***			
4	3,814,634	2,791,901	3,097,800	3,291,300	Tax Increment Revenue	3,617,700	3,617,700	
5	160,601	146,524	133,400	103,500	Prior Year Taxes	103,500	103,500	
6	$ 3,975,235	$ 2,938,425	$ 3,231,200	$ 3,394,800	TOTAL TAXES & ASSESSMENTS	$ 3,721,200	$ 3,721,200	
7								
8					***BOND PROCEEDS***			
9	1,000,000	-	6,707,100	6,539,000	Bond & Loan Proceeds	2,835,400	2,835,400	
10	-	-	-	-	Bond Proceeds	9,505,700	9,505,700	
11	$ 1,000,000	$ -	$ 6,707,100	$ 6,539,000	TOTAL DEBT PROCEEDS	$ 12,341,100	$ 12,341,100	
10								
11					***MISCELLANEOUS***			
12	118,074	154,008	141,400	154,000	Interest	257,800	257,800	
13	-	-	-	-	Miscellaneous	-	-	
14	$ 118,074	$ 154,008	$ 141,400	$ 154,000	TOTAL MISCELLANEOUS	$ 257,800	$ 257,800	
15								
16					***TRANSFERS IN***			
17	1,126,953	103,392	-	-	Transfers In	-	-	
18								
19	$ 8,929,637	$ 5,048,179	$ 13,967,600	$ 13,777,900	**TOTAL RESOURCES**	$ 17,494,400	$ 17,494,400	
20								
21					**REQUIREMENTS**			
22					***EXPENDITURES***			
23	$ 237,496	$ 255,630	$ 295,100	$ 279,400	Personnel Services	$ 310,000	$ 310,000	
24	199,501	102,231	98,900	93,200	Materials & Services	92,700	92,200	
25	1,995,398	997,352	6,372,500	5,690,900	Capital Outlay	12,411,500	12,411,500	
26	4,644,887	-	6,707,100	6,540,100	Debt Service	3,404,100	3,404,100	
27	-	-	100,000	-	Contingency	40,300	40,300	
28	$ 7,077,282	$ 1,355,213	$ 13,573,600	$ 12,603,600	TOTAL EXPENDITURES	$ 16,258,600	$ 16,258,100	
29								
30					***SPECIAL PAYMENTS***			
31	-	2,806	-	-	Transfer to City Hall Facility Fund	20,600	20,600	
32								
33					***FUND BALANCE***			
34	-	-	-	-	Debt Reserve	812,500	812,500	
34	1,852,355	3,690,160	394,000	1,174,300	Unappropriated Ending Fund Balance	402,700	403,200	
35								
36	$ 8,929,637	$ 5,048,179	$ 13,967,600	$ 13,777,900	**TOTAL REQUIREMENTS**	$ 17,494,400	$ 17,494,400	

SPECIAL REVENUE FUND

URBAN RENEWAL PROJECT FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	BOARD ADOPTED
					RESOURCES			
1	$ 1,712,800	$ 1,473,449	$ 500,600	$ 265,000	***Working Capital Carryforward***	$ 786,700	$ 786,700	
2								
3					***DEBT PROCEEDS***			
4	1,000,000	-	6,707,100	6,539,000	Loan Proceeds	2,835,400	2,835,400	
5	-	-	-	-	Bond Proceeds	9,505,700	9,505,700	
6	$ 1,000,000	$ -	$ 6,707,100	$ 6,539,000	TOTAL DEBT PROCEEDS	$ 12,341,100	$ 12,341,100	
7								
8					***MISCELLANEOUS***			
9	66,091	46,221	52,800	46,200	Interest	150,000	150,000	
10	-	-	-	-	Miscellaneous	-	-	
11	$ 66,091	$ 46,221	$ 52,800	$ 46,200	TOTAL MISCELLANEOUS	$ 150,000	$ 150,000	
12								
13					***TRANSFERS IN***			
14	1,126,953	103,392	-	-	Transfer from Keizer Station LID Fund	-	-	
15								
16	$ 3,905,844	$ 1,623,062	$ 7,260,500	$ 6,850,200	**TOTAL RESOURCES**	$ 13,277,800	$ 13,277,800	

Notes:

4 Tax Increment Fund moneys are restricted for debt service payments. Each year overnight debt is issued to bring cash into the Project Fund. The debt is then paid from the Tax Increment Fund.

5 The District plans to issue bonds to finance a portion of the cost of the Civic Center. The District expects to receive sufficient tax increment revenues within the next 5 years to repay the debt.

SPECIAL REVENUE FUND

URBAN RENEWAL PROJECT FUND

REQUIREMENTS

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	BOARD ADOPTED
17					***PERSONNEL SERVICES***			
18	$ 48,013	$ 50,648	$ 54,800	$ 54,800	City Manager	$ 58,100	$ 58,100	
19	-	-	16,800	2,800	Assistant to City Manager	18,200	18,200	
20	18,296	18,771	14,500	14,500	Public Works Director	15,700	15,700	
21	3,582	3,677	4,000	4,000	Public Works Superintendent	4,100	4,100	
22	6,502	6,670	6,900	6,900	City Recorder	7,100	7,100	
23	29,289	31,857	35,100	35,100	Community Development Director	37,300	37,300	
24	-	-	4,600	4,600	Assistant Planner	4,900	4,900	
25	6,904	5,735	5,700	5,700	Senior Planner	6,000	6,000	
26	22,480	25,132	30,900	30,900	Administrative Support Staff	31,900	31,900	
27	7,142	7,577	4,300	4,300	Permit Specialists	4,400	4,400	
28	1,396	1,475	1,800	1,800	Network Administrator	1,700	1,700	
29	2,489	2,553	2,700	3,300	Human Resources Director	2,400	2,400	
30	20,771	24,469	24,600	24,600	Finance Director	24,900	24,900	
31	3,409	3,603	3,900	3,900	Facility Maintenance Worker	4,100	4,100	
32	4	26	500	500	Overtime	500	500	
33	2,100	2,100	1,600	1,600	Vehicle Allowance	2,100	2,100	
34	2,500	2,500	2,500	2,500	Education/Tuition Assistance	2,500	2,500	
35	2,676	2,860	3,300	3,300	Medicare	3,500	3,500	
36	37,231	40,436	43,100	40,800	Retirement	45,800	45,800	
37	22,215	25,143	32,400	32,400	Insurance Benefits	34,100	34,100	
38	497	398	1,100	1,100	Workers Compensation	700	700	
39	$ 237,496	$ 255,630	$ 295,100	$ 279,400	TOTAL PERSONNEL SERVICES	$ 310,000	$ 310,000	

Notes:

36 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.

37 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

SPECIAL REVENUE FUND

URBAN RENEWAL PROJECT FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	BOARD ADOPTED
40					***MATERIALS & SERVICES***			
41	$ 2,496	$ 1,700	$ 2,000	1,800	Materials & Supplies	$ 2,000	$ 2,000	
42	-	161	100	100	Safety and Wellness*	100	100	
43	7,513	1,430	1,500	1,400	Postage & Printing*	1,600	1,600	
44	1,083	1,225	1,400	1,400	Association Memberships*	1,800	1,800	
45	-	-	-	-	Association Memberships* - Ethics Commission	300	300	
46	5,283	3,916	8,700	5,600	Training & Travel*	7,900	7,900	
47	110	200	200	300	Board Expenses*	200	200	
48	1,148	776	1,100	1,100	Advertising	1,100	1,100	
49	38,354	35,287	33,400	45,300	Legal Services*	45,300	45,300	
50	-	281	300	500	Labor Attorney*	500	500	
51	34,168	18,569	5,800	5,900	Contractual Services*	5,900	5,900	
52	8,251	6,291	5,200	11,300	Audit*	9,200	9,200	
53	930	1,101	1,100	1,300	Janitorial*	1,600	1,600	
54	719	691	800	800	Gas & Electricity*	800	800	
55	1,083	923	1,100	1,700	Telephone*	1,700	1,700	
56	284	275	400	500	Liability Insurance*	400	400	
57	5,434	4,177	8,200	7,700	Computer Software*	5,000	5,000	
58	1,005	649	800	800	Equipment Maintenance	800	800	
59	769	655	1,100	500	Facility Maintenance*	1,100	600	
60	2,200	-	-	-	City Hall Improvements	-	-	
61	82,234	23,371	25,000	2,300	Engineering	2,500	2,500	
62	35	20	100	-	Medical Testing	100	100	
63	6,393	527	600	2,800	Bond Issue Costs - Overnight Debt	2,800	2,800	
64	9	6	-	100	Miscellaneous	-	-	
65	$ 199,501	$ 102,231	$ 98,900	$ 93,200	TOTAL MATERIALS & SERVICES	$ 92,700	$ 92,200	

Notes:

* *Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.*

48 *Advertising costs are for legal notices for budget hearings and property improvement issues.*

49 *Legal Services are for basic and hourly services provided by the City Attorney.*

SPECIAL REVENUE FUND

URBAN RENEWAL PROJECT FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	BOARD ADOPTED
66					***CAPITAL OUTLAY***			
67	$ 323,124	$ 528	$ -	$ -	*Street Improvements*	$ -	$ -	
68	-	(330)	50,000	-	*Gateway/Signage (RRR)*	50,000	50,000	
69	-	-	25,000	15,000	*Crosswalks - ADA Standards*			
70	118	4	200	-	*Office Furniture & Equipment**	-	-	
71	58	-	-	-	*Aerial Photos*	-	-	
72	7,190	3,095	3,300	3,300	*Computer Hardware**	5,000	5,000	
73	5,884	153,470	200,000	90,000	*Grant Programs (RRR)*	200,000	200,000	
74	1,058,226	262,531	-	100	*Property Acquisition & Development*	-	-	
75	614,235	-	-	-	*Keizer Station Property*	-	-	
76	60,556	127,346	500,000	162,000	*River Road Renaissance Projects*	300,000	300,000	
77	6,110	7,008	-	7,200	*Master Plans*	-	-	
78	(80,103)	-	-	-	*Sewer System Infrastructure*	-	-	
79	-	443,700	5,594,000	5,413,300	*Civic Center*	11,856,500	11,856,500	
80	$ 1,995,398	$ 997,352	$ 6,372,500	$ 5,690,900	TOTAL CAPITAL OUTLAY	$ 12,411,500	$ 12,411,500	

Notes:

* *Indicates a City-wide shared cost based on a pre-established allocation. See City-Wide Shared Costs in the Supplemental Information section of the document for details.*

68&73 *Gateway/Signage and grant expenditures are part of the River Road Renaissance Project Costs.*

79 The Civic Center is expected to be completed January 2009.

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	BOARD ADOPTED
81	-	-	100,000	-	*Contingency*	40,300	40,300	
82								
83					***SPECIAL PAYMENTS***			
84	-	2,806	-	-	*Intergovernmental Transfer to City Hall Facility Fund**	20,600	20,600	
85								
86					***FUND BALANCE***			
87	1,473,449	265,043	394,000	786,700	*Unappropriated Ending Fund Balance*	402,700	403,200	
88								
89	$ 3,905,844	$ 1,623,062	$ 7,260,500	$ 6,850,200	**TOTAL REQUIREMENTS**	$ 13,277,800	$ 13,277,800	
90	~	~	~	~		~	~	~

Notes:

81 *Contingency is 10% of operating costs (personnel services and materials & services) and is only to be used for unanticipated operating costs that were not known at the time the budget was adopted.*

SPECIAL REVENUE FUND

URBAN RENEWAL TAX INCREMENT FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	BOARD ADOPTED
					RESOURCES			
1	$ 996,575	$ 378,905	$ 3,387,300	$ 3,425,100	***Working Capital Carryforward***	$ 387,600	$ 387,600	
2								
3					***TAXES & ASSESSMENTS***			
4	3,814,634	2,791,901	3,097,800	3,291,300	Tax Increment Revenue	3,617,700	3,617,700	
5	160,601	146,524	133,400	103,500	Prior Year Taxes	103,500	103,500	
6	3,975,235	2,938,425	3,231,200	3,394,800	TOTAL TAXES & ASSESSMENTS	3,721,200	3,721,200	
7								
8					***MISCELLANEOUS***			
9	51,983	107,787	88,600	107,800	Interest	107,800	107,800	
10								
11	$ 5,023,793	$ 3,425,117	$ 6,707,100	$ 6,927,700	**TOTAL RESOURCES**	$ 4,216,600	$ 4,216,600	
12								
13					**REQUIREMENTS**			
14								
15					***DEBT SERVICE***			
16	$ 3,445,000	$ -	$ -	$ -	Principal	$ -	$ -	
17	199,887	-	-	1,100	Interest	568,700	568,700	
18	1,000,000		6,707,100	6,539,000	Loan Payment	2,835,400	2,835,400	
19	$ 4,644,887	$ -	$ 6,707,100	$ 6,540,100	TOTAL DEBT SERVICE	$ 3,404,100	$ 3,404,100	
20								
21					***FUND BALANCE***			
22	$ -	$ -	$ -	$ -	Debt Reserve	$ 812,500	$ 812,500	
23	378,906	3,425,117	-	387,600	Unappropriated Ending Fund Balance	-	-	
24								
25	$ 5,023,793	$ 3,425,117	$ 6,707,100	$ 6,927,700	**TOTAL REQUIREMENTS**	$ 4,216,600	$ 4,216,600	

Notes:

2 FY09 estimates are based on FY08 actuals projected out to year-end, plus 3% assessed value increases and 4% for growth. Revenues are less than in FY05-06 because the City removed approximately one-third of the District's property value as provided for in the District's 6th amendment.

3 Delinquent tax payments from property taxpayers increase each year with the amount of Tax Increment Revenue apportioned to Urban Renewal.

18 Tax Increment Fund moneys are restricted for debt service payments. Each year overnight debt is issued to bring cash into the Project Fund. The debt is paid from the Tax Increment Fund.

AGENCY MEETING: **June 2, 2008**

AGENDA ITEM NUMBER:______________

TO: **MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

FROM: **SUSAN GAHLSDORF, CPA**
FINANCE DIRECTOR

SUBJECT: **DEBT ISSUANCE TO FUND CIVIC CENTER**

ISSUES:

Tax Increment funds received through the Keizer Urban Renewal District have been designated as the funding source for the City's new Civic Center. The District currently has sufficient funds to pay project costs through July 2008. The District needs to borrow the balance so that the project can be completed on schedule. The completion date is set for January 2009.

Staff expects the District will receive sufficient tax increment funds within five years to pay off the debt.

RECOMMENDATION:

Staff recommends the Council pass the attached resolution authorizing staff to issue debt to fund the Civic Center project.

A RESOLUTION OF THE URBAN RENEWAL AGENCY OF KEIZER, OREGON AUTHORIZING ITS URBAN RENEWAL BONDS, SERIES 2008 AND PRESCRIBING TERMS UNDER WHICH FUTURE OBLIGATIONS MAY BE ISSUED.

RESOLUTION NO. UR2008- __________

WHEREAS, the urban renewal agency of the City of Keizer, Oregon (the "Agency") has issued its Urban Renewal Refunding Bonds, Series 2001A under the provisions of Agency Resolution No. UR2001-063; and,

WHEREAS, Agency Resolution No. UR2001-063 established the rules under which the Agency may issue additional indebtedness that is secured by a first lien on the tax increment revenues of the North River Road Urban Renewal Area; and

WHEREAS, all of the indebtedness that was issued under Agency Resolution No. UR2001-063 has now been paid; and,

WHEREAS, the Agency now desires to issue an additional $10 million of indebtedness to finance a new civic center and pay related costs; now, therefore,

THE URBAN RENEWAL AGENCY OF THE CITY OF KEIZER, OREGON RESOLVES:

Section 1. Authorization.

The Agency hereby authorizes the sale of its Urban Renewal Bonds, Series 2008 (the "2008 Bonds"). The aggregate principal amount of the 2008 Bonds shall not exceed Ten Million Dollars ($10,000,000). The proceeds of the 2008 Bonds may be used to pay costs of the proposed civic center and costs of related urban renewal projects, to fund the deposit to the Bond Reserve Account that is required by the Master Resolution, and to pay costs related to the 2008 Bonds.

Section 2. Delegation.

The City Manager, the City Finance Director, or the person designated in writing by the City Finance Director to act as Agency Official under this Resolution Agency Official (each of whom is referred to in this resolution as an "Agency Official") may, on behalf of the Agency:

(A) provide that the 2008 Bonds may be issued in one or more series, may bear interest at fixed rates or variable rates, and may pay deferred interest;

(B) Pledge the tax increment revenues of the North River Road Urban Renewal Area to pay the 2008 Bonds and enter into agreements to fund debt service reserves;

(C) Enter into covenants that secure each series of 2008 Bonds and are intended to allow each series to be sold at attractive rates and prices, including covenants regarding collection of tax increment revenues, covenants regarding the issuance of additional indebtedness, and other covenants of the type contained in Agency Resolution No. UR2001-063;

(D) establish the final principal amounts, maturity schedules, interest rates, sale prices, redemption terms, payment terms and dates, and other terms of each series of the 2008 Bonds;

(E) Select one or more commercial banks or underwriters to purchase each series of 2008 Bonds and enter into sale agreements with the purchasers or underwriters, or publish a notice of sale, receive bids and award the sale of each series of 2008 Bonds to the bidder complying with the notice and offering the most favorable terms to the Agency;

(F) undertake to provide continuing disclosure for the 2008 Bonds in accordance with Rule 15c2-12 of the United States Securities and Exchange Commission;

(G) apply for and purchase municipal bond insurance or obtain other forms of credit enhancement for each series of the 2008 Bonds, obtain reserve credit facilities or other reserve equivalents for each series of the 2008 Bonds, and enter into agreements with the providers of credit enhancement and reserve equivalents, and execute and deliver related documents;

(H) Execute and deliver bond declarations that memorialize the terms, security, covenants, and administrative provisions of each series of 2008 Bonds;

(I) provide that one or more series of the 2008 Bonds may bear interest which is includable in gross income under the United States Internal Revenue Code of 1986, as amended (the "Code"), or provide that one or more series of the 2008 Bonds may bear interest that is excludable from gross income under the Code and enter into covenants to maintain that excludability;

(J) appoint and enter into agreements with paying agents and other professionals and service providers; and

(K) execute any other documents and take any other action in connection with the 2008 Bonds which the Agency Official finds is desirable to carry out this resolution.

Section 3. Reimbursement Declaration.

The Agency hereby declares its intention to use proceeds of the 2008 Bonds to reimburse the Agency for any costs of the civic center project which the Agency pays before the 2008 Bonds are issued.

Section 4. Effective Date.

This resolution shall take effect on the date of its adoption by the governing body of the Agency.

ADOPTED this __ day of June, 2008

Urban Renewal Agency of the City of Keizer, Marion County, Oregon

____

Urban Renewal Agency Chair

____

Keizer City Recorder

CITY OF KEIZER MISSION STATEMENT

KEEP CITY GOVERNMENT COSTS AND SERVICES TO A MINIMUM BY PROVIDING CITY SERVICES TO THE COMMUNITY IN A COORDINATED, EFFICIENT, AND LEAST COST FASHION

AGENDA

KEIZER CITY COUNCIL
REGULAR SESSION
Monday, June 2, 2008
7:00 p.m.
Robert L. Simon Council Chambers
Keizer, Oregon

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **FLAG SALUTE**

4. **PUBLIC TESTIMONY**

   This time is provided for citizens to address the Council on any matters other than those on the agenda scheduled for public hearing.

5. **PUBLIC HEARINGS**

   a. **Zone Change/Comp Plan/Lot Line Adjustment/Subdivision Application – Case No. 2008-06 (Bowden Estates)**

   b. **RESOLUTION – Adopting FY 08-09 City of Keizer Budget, Making Appropriations and Imposing and Categorizing Taxes**

   c. **RESOLUTION – Forming Avalon Meadows Street Lighting District**
   ORDINANCE – Spreading Assessments to Avalon Meadows Street Lighting District

   d. **RESOLUTION – Forming Teets Estates Street Lighting District**
   ORDINANCE – Spreading Assessments to Teets Estates Street Lighting District

6. **ADMINISTRATIVE ACTION**

   a. **RESOLUTION – Authorization for Appropriation Transfer**

   b. **RESOLUTION – Authorizing the City Manager to Purchase Storm Sewer Flush Truck**

   c. **RESOLUTION – Authorizing for Interfund Borrowing**

7. <u>CONSENT CALENDAR</u>

a. <u>RESOLUTION</u> – Declaring City's Election to Receive State Shared Revenue
<u>RESOLUTION</u> – Certifying the City of Keizer Provides Four or More Services

b. <u>RESOLUTION</u> – Approving Engineer's Report for Taylor Ridge Street Lighting District

c. Approval of April 14, 2008 Work Session Minutes

8. <u>COMMITTEE REPORTS</u>

9. <u>OTHER BUSINESS</u>

This time is provided to allow the Mayor, City Council members, or staff an opportunity to bring new or old matters before the Council that are not on tonight's agenda.

a. New Business or Old Business Issues

10. <u>WRITTEN COMMUNICATIONS</u>

To inform the Council of significant written communications.

11. <u>AGENDA INPUT</u>

<u>June 9, 2008</u>
<u>5:45 p.m. City Council Work Session</u>

<u>June 16, 2008</u>
<u>7:00 p.m. City Council Meeting</u>
- **Public Hearing – Periodic Review Work Plan**
- **Public Hearing – Setting Water Rates (2008)**
- **Surplus Property Ordinance**

<u>July 7, 2008</u>
<u>7:00 p.m. City Council Meeting</u>

<u>July 14, 2008</u>
<u>5:45 p.m. City Council Work Session</u>
- **Periodic Review/Urban Growth Boundary Discussion**

12. <u>ADJOURNMENT</u>

COUNCIL MEETING: <u>June 2, 2008</u>

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY
CITY MANAGER

FROM: NATE BROWN
COMMUNITY DEVELOPMENT DIRECTOR

SUBJECT: Comprehensive Plan / Zone Change / Lot Line Adjustment / Subdivision 2008-06

Attachments:
Hearings Officer's recommendation

BACKGROUND

A multiple application was submitted by Doug Harnar of JDC Homes, LLC. This includes a Lot Line Adjustment involving Tax Lot 06 03W 33 01600, owned by Robert Bowden; Tax Lot 06 03w 33DA 01500 and 01600, owned by Doug Harnar of JDC Homes, LLC; Tax Lot 06 03W 33C 00200, owned by James Scott Erickson; and, Tax Lot 06 03w 33DA 01700, owned by Bob and Lori Cavell. The result of the lot line adjustment is that Tax Lot 06 03W 33 01600 will be decreased to 5.43 acres; Tax Lot 06 03W 33C 00200 will be increased to 6.93 acres; Tax Lot 06 03w 33DA 01600 will be eliminated; Tax Lot 06 03w 33DA 01500 and Tax Lot 06 03w 33DA 01700 will both be slightly increased in size. As a result of this property line adjustment Tax Lot 06 03W 33 01600, which is located west of the development along Burbank Avenue, is then proposed to have a Comprehensive Plan Map change from Special Policy Area – Odor/ Noise Impact Overlay to Low Density Residential; a concurrent Zone change from Exclusive Farm Use (EFU) to RS (Residential Single Family); and a concurrent Subdivision request to divide the property into 34 lots.

The Land Use Hearings Officer recommended that the application be approved subject to meeting specified conditions of approval. The attached report from the Hearing Officer contains findings and recommended conditions of approval. A public hearing is scheduled on this issue.

ISSUES:

1. *Lot Line Adjustment* - The intent of the property line adjustment is to shift the property lines between five parcels to accommodate the plans to subdivide the resulting 5 ½ acre parcel. In order to do this two agriculturally designated parcels will be adjusted and three lots within the adjacent Windsor Woods Subdivision will be adjusted in order that Trent Avenue can be extended to serve the proposed subdivision. Toachieve this one lot will be

eliminated. The lot line adjustment will not create any additional parcels and complies with the review criteria.

2. *Comprehensive Plan change* - The property proposed to be subdivided has a comprehensive plan designation which relates to its proximity to the Willow Lake Sewer Treatment Plant. However, with the adoption of Ordinance 2001-451 (implementing the Dual Interest Area Agreement) largely eliminated the public policy concerns associated with this designation. The result of the Dual Interest Area Agreement is that property that is within this designation can be developed with the requirement that a document be recorded acknowledging that the property owner knows that there is a sewer treatment facility nearby and that this type of facility can produce odors. This is a recommended condition of approval. The comprehensive plan change to Low Density Residential was considered to be appropriate and is supported by findings addressing the review criteria.

3. *Zone change* - The EFU zone reflects the historical use of the property and it was not intended that this designation was to remain indefinitely on the property. Rather, it was recognized that as public facilities became available to serve the property that it would be appropriate that a redesignation to be approved. With the Windsor Woods Subdivision adjacent to the east a full range of urban services can be provided. Changing the zone designation to RS is appropriate and is supported by findings addressing the review criteria.

4. *Subdivision* – All of the concerns that were raised by nearby property owners during the public hearing before the hearings officer were aimed towards aspects of the subdivision proposal rather than to the other three applications. The proposal will make use of an extension of Trent Avenue and will have a looped street system within the subdivision. Testimony from adjacent property owners included concerns regarding increased traffic, storm drainage, and compatibility with adjacent farm parcels. To alleviate concerns about compatibility a 6 foot high fence is recommended to be placed along the perimeter of the subdivision with the fence to be sight obscuring in the areas abutting homes. Further, a document acknowledging that farm uses can result in noise and odors will be required to be signed and recorded. The City Engineer responded that Trent Avenue has sufficient pavement and right of way widths to accommodate the additional traffic and that the illegal parking and speeding issues should be directed to the police department. The City Engineer also responded that storm water runoff concerns will need to be addressed by the applicant and that a storm water drainage plan will need to be submitted for review and approval prior to any development.

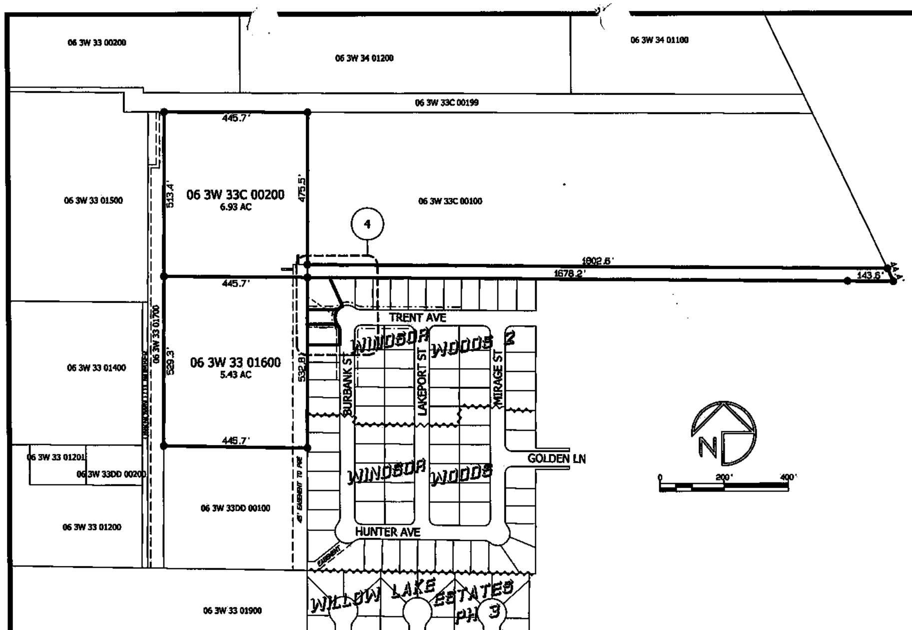
RECOMMENDATION:

That the City Council hold a public hearing and direct staff to prepare an ordinance with findings approving the proposed land use application.

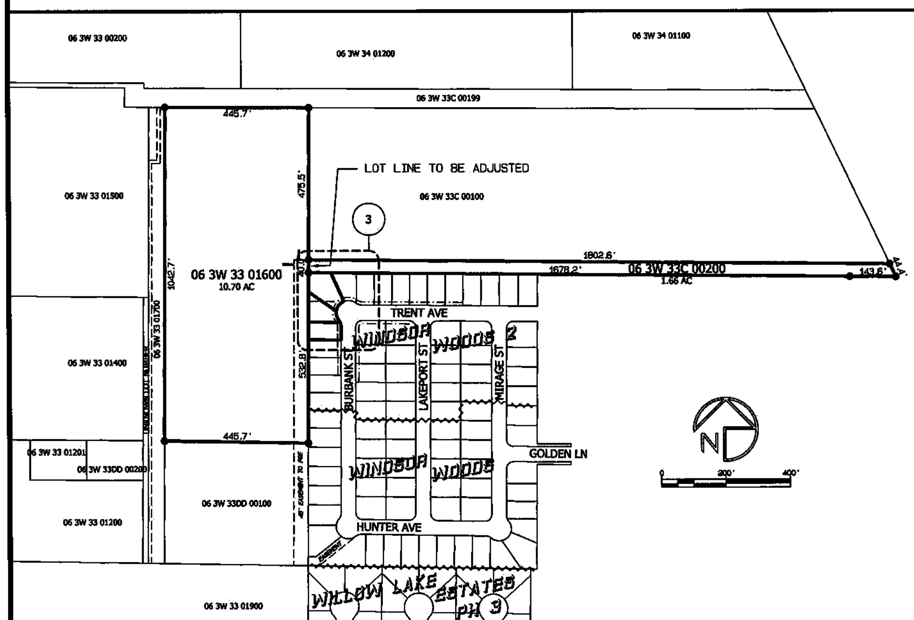
PRELIMINARY LOT LINE ADJUSTMENT

TAX ACCT: 6 3W 33 01600
6 3W 33C 00200
6 3W 33DA 01500
6 3W 33DA 01600
6 3W 33DA 01700

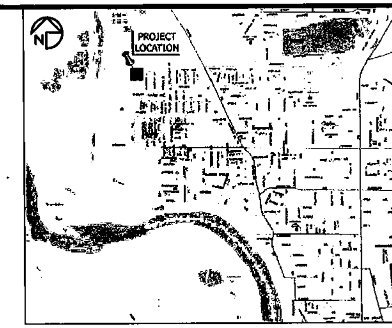
SE 1/4 SEC 33 T6S, R3W, W.M.
CITY OF KEIZER,
MARION COUNTY, OREGON



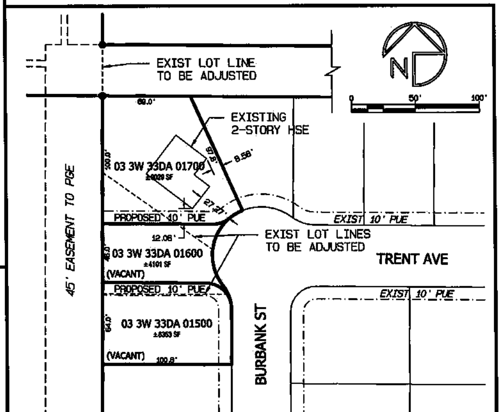
2 LOT LINE ADJUSTMENT - PROPOSED PLAN
Scale: 1" = 200'



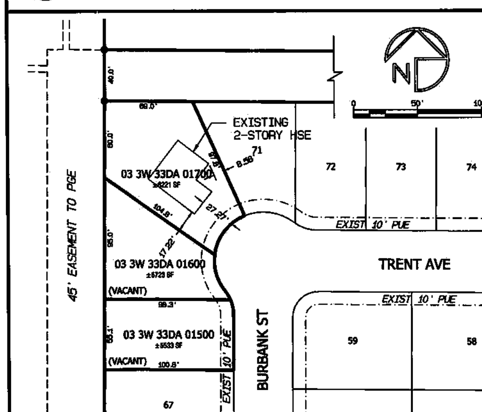
1 LOT LINE ADJUSTMENT - EXISTING CONDITIONS
Scale: 1" = 200'



VICINITY MAP



4 LOT LINE ADJUSTMENT - PROPOSED PLAN
Scale: 1" = 50'



3 LOT LINE ADJUSTMENT - EXISTING CONDITIONS
Scale: 1" = 50'

PROJECT TEAM

OWNER

TL 06 3W 33 01600
ROBERT M. BOWDEN
7195 SW EAST LAKE CT
WILSONVILLE, OR 97070

TL 06 3W 33C 00200
JAMES SCOTT ERICKSON
3322 BELVEDERE ST NW
SALEM, OR 97304

TL 06 3W 33DA 01700
BOB CAVELL
1900 FRONT ST NE
SALEM, OR 97301

TL 06 3W 33DA 01500 & 01600
JDC HOMES, LLC
PO BOX 498
NEWBERG, OREGON 97132
503-538-0404
DOUG HARNAR

DEVELOPER

JDC HOMES, LLC
PO BOX 498
NEWBERG, OREGON 97132
503-538-0404
DOUG HARNAR

SURVEYOR

AZIMUTH SURVEYING
2015 MARKET STREET NE
SALEM, OREGON 97301
503-364-0026
JAMES S. HEPLER, PLS

APPLICANTS REPRESENTATIVE

THE SAUNDERS COMPANY INC.
ENGINEERING DIVISION
901 N. BRUTSCHER STREET, SUITE 201
NEWBERG, OREGON 97132
503-537-9950
Project Manager: Chuck Gregory, PE

UTILITY AND SERVICE PROVIDERS

WATER:	CITY OF KEIZER
STORM:	CITY OF KEIZER
SEWER:	CITY OF SALEM
POWER:	PORTLAND GENERAL ELECTRIC
GAS:	NORTHWEST NATURAL
FIRE:	CITY OF KEIZER FIRE DEPT.
POLICE:	CITY OF KEIZER POLICE DEPT.
SCHOOL:	SALEM-KEIZER SCHOOL DISTRICT
PARKS:	CITY OF KEIZER

The Saunders Company Inc.
ENGINEERING DIVISION
P.O. Box 536 Dundee, Oregon 97115-0536
503-537-9950 Fax: 503-537-9952

BOWDEN ESTATES
KEIZER, OREGON

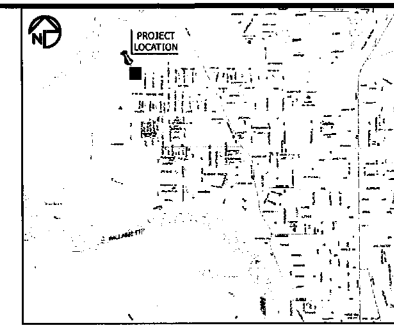
PRELIMINARY
LOT LINE ADJUSTMENT

JDC HOMES, LLC
NEWBERG, OREGON
503-538-0404

Date:	FEB 2008
Scale:	NOTED
Drawn:	CL
Job:	07-48
Sheet:	LLA-1
Of	1 Sheets

COMPREHENSIVE PLAN AMENDMENT
AND
ZONE CHANGE
TAX MAP: 6 3W 33
TAX LOT: 1600
SE 1/4 SEC 33 T6S, R3W, W.M.
CITY OF KEIZER, MARION COUNTY, OREGON

1 EXISTING CONDITIONS
Scale: 1" = 100'



VICINITY MAP

SUMMARY:
SUBJECT PROPERTY IS CURRENTLY AGRICULTURAL USE WITH NO STRUCTURES OR TREES. THIS APPLICATION IS FOR A FUTURE SINGLE-FAMILY, LOW DENSITY RESIDENTIAL SUBDIVISION. PUBLIC UTILITIES ARE WITHIN THE ADJACENT PUBLIC STREET (BURBANK ST & TRENT AVE) AND CAN BE EXTENDED TO SERVE THE PROPOSED DEVELOPMENT.

NOTE:
PER RESOLUTION R2000-1204 SUBJECT AREAS HAVE BEEN REMOVED FROM THE NOISE-ODOR OVERLAY.

PROJECT TEAM

OWNER
ROBERT M. BOWDEN
7195 SW EAST LAKE CT
WILSONVILLE, OR 97070

DEVELOPER
JDC HOMES, LLC
PO BOX 498
NEWBERG, OREGON 97132
503-538-0404
DOUG HARNAR

APPLICANTS REPRESENTATIVE
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901 N. BRUTSCHER STREET, SUITE 201
NEWBERG, OREGON 97132
503-537-9950
Project Manager: Chuck Gregory, PE

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WATER: CITY OF KEIZER
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FIRE: CITY OF KEIZER FIRE DEPT.
POLICE: CITY OF KEIZER POLICE DEPT.
SCHOOL: SALEM-KEIZER SCHOOL DISTRICT
PARKS: CITY OF KEIZER

SITE
SITE AREA: 10.7 ACRES
ZONING: EFU-LIMITED USE
TAX MAP: 6 3W 33
TAX LOT: 1600

The Saunders Company Inc.
ENGINEERING DIVISION
P.O. Box 536 Dundee, Oregon 97115-0536
503-537-9950 Fax: 503-537-9952

BOWDEN ESTATES
KEIZER, OREGON

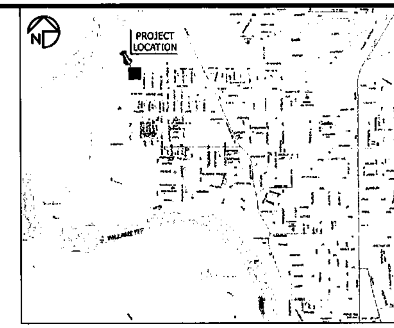
COMPREHENSIVE PLAN AMENDMENT & ZONE CHANGE
EXISTING CONDITIONS

JDC HOMES, LLC
NEWBERG, OREGON
503-538-0404

Date:	FEB 2008
Scale:	NOTED
Drawn:	CL
Job:	07-48
Sheet:	ZC1
Of	2 Sheets

COMPREHENSIVE PLAN AMENDMENT
AND
ZONE CHANGE
TAX MAP: 6 3W 33
TAX LOT: 1600
SE 1/4 SEC 33 T6S, R3W, W.M.
CITY OF KEIZER, MARION COUNTY, OREGON

1 PROPOSED PLAN
Scale: 1" = 100'



VICINITY MAP

The Saunders Company Inc.
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503-537-9950 Fax 503-537-9952

BOWDEN ESTATES
KEIZER, OREGON

COMPREHENSIVE PLAN AMENDMENT & ZONE CHANGE
PROPOSED PLAN

JDC HOMES, LLC
NEWBERG, OREGON
503-538-0404

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NOTE:
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POLICE: CITY OF KEIZER POLICE DEPT.
SCHOOL: SALEM-KEIZER SCHOOL DISTRICT
PARKS: CITY OF KEIZER

SITE
SITE AREA: 10.7 ACRES
ZONING: EFU-LIMITED USE
TAX MAP: 6 3W 33
TAX LOT: 1600

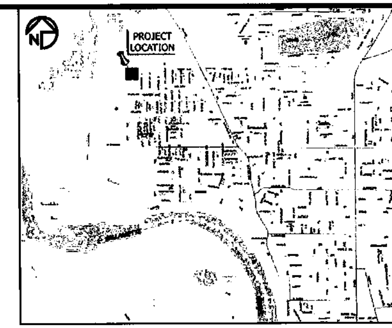
SITE (AFTER LLA)
SITE AREA: 5.43 ACRES
ZONING: RS
TAX MAP: 6 3W 33
TAX LOT: A PORTION OF 1600

Date:	FEB 2008
Scale:	NOTED
Drawn:	CL
Job:	07-48
Sheet:	ZC2
Of	2 Sheets

BOWDEN ESTATES SUBDIVISION

TAX MAP: 6 3W 33
TAX LOT: 1600

SE 1/4 SEC 33 T6S, R3W, W.M.
CITY OF KEIZER, MARION COUNTY, OREGON



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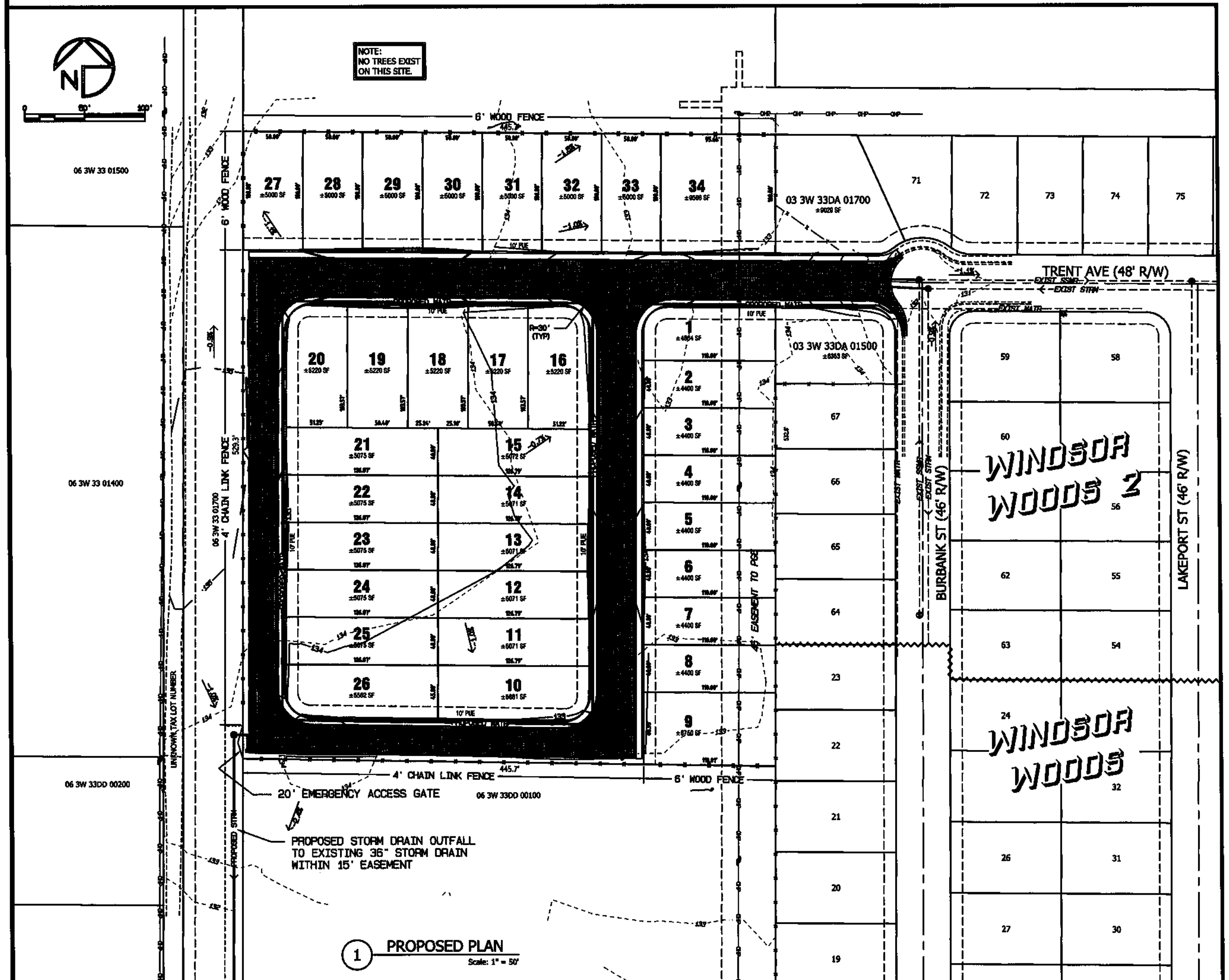
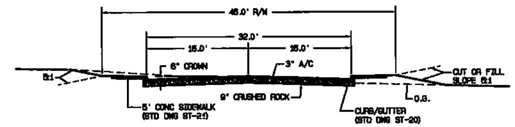
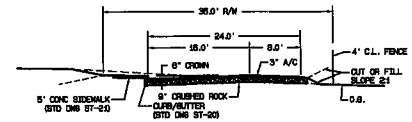


1 PROPOSED PLAN
Scale: 1" = 50'



TYPICAL STREET SECTION
(TRENT & 15TH)



TYPICAL 3/4 STREET SECTION
(GOLDEN & 17TH)

LEGEND

- EXISTING MAJOR CONTOURS
- EXISTING MINOR CONTOURS
- EXISTING SANITARY SEWER
- EXISTING STORM DRAINAGE
- EXISTING WATER
- EXISTING OVERHEAD POWER
- PROPOSED MAJOR CONTOURS
- PROPOSED MINOR CONTOURS
- PROPOSED SANITARY SEWER
- PROPOSED STORM DRAINAGE
- PROPOSED WATER

BENCHMARK

BASIS OF ELEVATION: STORM MANHOLE RIM AT INTERSECTION OF BURBANK AND HUNTER
ELEV: 129.90

EXISTING SITE RUNOFF

- SOIL TYPE:
  CM – CLOQUATO (GROUP B)
  NU – NEWBERG (GROUP B)
- NOAA ATLAS 2 VOLUME X
  2YR 24HR RAINFALL = 2.5"
  10YR 24HR RAINFALL = 3.5"
- Tc = 54.6 MIN (TR-55 METHOD)
- AVERAGE GROUND SLOPE
  FIRST 300' SHEET FLOW = 0.4%
  NEXT 100' UNPAVED = 1.0%
- GROUND COVER = CULTIVATED SOIL w/ RESIDUE COVER
- 10YR PREDEVELOPED RUNOFF = 1.43 CFS

PROJECT TEAM

OWNER
ROBERT M. BOWDEN
7195 SW EAST LAKE CT
WILSONVILLE, OR 97070

DEVELOPER
JDC HOMES, LLC
PO BOX 498
NEWBERG, OREGON 97132
503-538-0404
DOUG HARNAR

SURVEYOR
AZIMUTH SURVEYING
2015 MARKET STREET NE
SALEM, OREGON 97301
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JAMES S. HEPLER, PLS

APPLICANTS REPRESENTATIVE
THE SAUNDERS COMPANY INC.
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901 N. BRUTSCHER STREET, SUITE 201
NEWBERG, OREGON 97132
503-537-9950
Project Manager: Chuck Gregory, PE

UTILITY AND SERVICE PROVIDERS

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STORM:	CITY OF KEIZER
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POWER:	PORTLAND GENERAL ELECTRIC
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PARKS:	CITY OF KEIZER

SITE

SITE AREA:	10.7 ACRES
ZONING:	EFU-LIMITED USE
TAX MAP:	6 3W 33
TAX LOT:	1600

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ENGINEERING DIVISION
P.O. Box 536 Dundee, Oregon 97115-0536
503-537-9950 Fax: 503-537-9952

BOWDEN ESTATES
KEIZER, OREGON

PRELIMINARY
SUBDIVISION PLAN

JDC HOMES, LLC
NEWBERG, OREGON
503-538-0404

Date:	FEB 2008
Scale:	NOTED
Drawn:	CL
Job:	07-48
Sheet	SDI
Of	1 Sheets

EXHIBIT 3

APPLICANT STATEMENT

A HARD COPY OF THE APPLICANT STATEMENT MAY BE REVIEWED IN THE CITY RECORDER'S OFFICE

CITY COUNCIL MEETING: June 2, 2008

AGENDA ITEM NUMBER: ________________

TO: MAYOR CHRISTOPHER AND COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY
CITY MANAGER

FROM: SUSAN GAHLSDORF, CPA
FINANCE DIRECTOR

SUBJECT: RESOLUTION ADOPTING FISCAL YEAR 2008-2009 BUDGET, MAKING APPROPRIATIONS, AND IMPOSING AND CATEGORIZING TAXES

BACKGROUND:

On May 6, 2008, the Budget Committee convened and received the City Manager's Budget Message for Fiscal Year 2008-2009, received public testimony from interested parties and began deliberations on the City Budget. On May 8th, and May 13th the Committee received additional public testimony and continued deliberations. The Budget Committee concluded its deliberations on May13, 2008 and passed the Committee Approved Budget (Attachment #1).

ISSUES AND FISCAL IMPACT:

Tonight the City has scheduled a public hearing to receive additional citizen input on the Fiscal Year 2008-2009 Committee Approved Budget. After the hearing, the Council may adjust the approved budget as follows:

- Reduce the tax rate or amount (maximum $2.0838 per $1000 of assessed value)
- Adjust estimates of resources and requirements
- Raise expenditures in any fund up to $5,000 or 10 percent, whichever is greater

By state law, the Council must adopt the upcoming fiscal year budget by June 30, 2008.

After the Committee Approved Budget passed on May 13, 2008 staff discovered an omission in the Park Improvement Fund budget. The budget passed committee with a total $191,500 for improvements. Staff intended to request $215,200 for improvements. Attachment #2 shows the list of projects to be funded with the $215,200. Staff requests Council increase Improvements $23,700 and reduce Unappropriated Ending Fund Balance $23,700 (from $113,800 to $90,100).

The Committee Approved Budget includes funding for a Storm Sewer Maintenance Truck on a lease-purchase contract over the next four years. The cost has been allocated 75% to the Storm Water Fund, 20% to the Street Fund and 5% to the Water Fund. As a cost saving measure, staff recommends purchasing this equipment outright in FY08-09.

The Water Fund and the Street Fund have sufficient Ending Fund Balance to cover the additional cost of the truck, leaving adequate amounts for working capital in FY09-10. The Storm Water Fund has sufficient Ending Fund Balance to pay an additional $52,700 in FY08-09. Staff recommends borrowing funds from the Transportation Improvement Fund to pay the remaining $142,100 Storm Water Fund's portion of the cost. The total cost of the truck is $322,800

Staff recommends the following adjustments to the Committee Approved Budget for the Storm Sewer Truck:

	Approved Budget	Adopted Budget	Difference
Street Fund			
Storm Sewer Maintenance Truck	$ 3,600	$ 64,600	$ 51,000
Unappropriated Ending Fund Balance	290,300	239,300	(51,000)
Water Fund			
Storm Sewer Maintenance Truck	3,200	16,200	13,000
Unappropriated Ending Fund Balance	353,900	340,900	(13,000)
Storm Water Fund			
Storm Sewer Maintenance Truck	47,300	242,100	194,800
Interfund Borrowing from Transportation Fund	-	142,100	(142,100)
Unappropriated Ending Fund Balance	250,700	198,000	(52,700)
Transportation Improvement Fund			
Interfund Borrowing to Storm Water Fund	-	142,100	142,100
Contingency	1,109,800	967,700	(142,100)

RECOMMENDATION:

Staff recommends that the City Council open the public hearing and receive testimony on the Fiscal Year 2008-2009 Committee Approved Budget. After all testimony has been received, Staff recommends the Council close the public hearing and begin deliberations as you so choose. Finally, Staff recommends that the City Council adopt the attached Budget Resolution for Fiscal Year 2008-2009, with amendments if any.

CITY OF KEIZER, STATE OF OREGON

RESOLUTION R2008-______

ADOPTING THE FY08-09 BUDGET, MAKING APPROPRIATIONS AND IMPOSING AND CATEGORIZING TAXES

BE IT RESOLVED, that the City Council of the City of Keizer hereby adopts a budget for fiscal year 2008-09 in the sum of $29,698,600 now on file at City Hall.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2008 and for the purposes shown below are hereby appropriated:

General Fund			
	Administration	$ 827,000	
	Parks	315,200	
	Community Development	429,200	
	Police	5,765,900	
	Municipal Court	269,600	
	Transfers	823,600	
	Contingency	79,600	
TOTAL GENERAL FUND			**$8,510,100**
Revenue Sharing			
	Capital Outlay	370,500	
TOTAL REVENUE SHARING			**370,500**
Public Education Government			
	Materials & Services	62,800	
	Capital Outlay	20,000	
	Contingency	62,400	
TOTAL PUBLIC EDUCATION GOVERNEMENT			**145,200**
911 Communications			
	Materials & Services	438,800	
TOTAL 911 COMMUNICATIONS			**438,800**
Law Enforcement Grant Fund			
	Materials & Services	25,000	
	Capital Outlay	25,000	
TOTAL LAW ENFORCEMENT GRANT FUNDS			**50,000**
City Hall Facility Fund			
	Capital Outlay	687,900	
TOTAL 911 COMMUNICATIONS			**687,900**

Parks Improvement **TOTAL PARKS IMPROVEMENT**	Capital Outlay	891,500	**891,500**
Keizer Station LID **TOTAL KEIZER STATION LID**	Materials & Services Debt Service	30,000 2,430,500	**2,460,500**
Transportation Improvement **TOTAL TRANSPORTATION IMPROVEMENT**	Capital Outlay	1,544,800	**$1,544,800**
Housing Services **TOTAL HOUSING SERVICES**	Materials & Services Contingency	183,300 20,000	**203,300**
Street **TOTAL STREET**	Personnel Services Materials & Services Capital Outlay Debt Service Transfers Out	$ 297,700 537,900 1,253,700 210,500 176,600	**$2,476,400**
Sewer **TOTAL SEWER**	Personnel Services Materials & Services Capital Outlay Transfers Out Contingency	208,400 4,295,000 7,200 20,600 14,700	**4,545,900**
Water **TOTAL WATER**	Personnel Services Materials & Services Capital Outlay Debt Service Transfers Out Contingency	1,130,300 904,200 95,300 232,700 1,346,700 117,800	**3,827,000**
Water Facility Replacement Reserve **TOTAL WATER FACILITY REPLACEMENT RESERVE**	Capital Outlay	1,255,000	**1,255,000**

Street Lighting Districts	Personnel Services Materials & Services Capital Outlay Contingency Transfers Out	55,600 374,400 1,100 21,300 6,900	
TOTAL STREET LIGHTING			**459,300**
Storm Water Utility	Personnel Services Materials & Services Capital Outlay Contingency Transfers Out	324,300 188,600 203,200 35,900 34,300	
STORM WATER UTILITY			**786,300**
Sewer Reserve	Materials & Services Capital Outlay	20,000 1,026,100	
TOTAL SEWER RESERVE			**1,046,100**
TOTAL ALL FUNDS			**$29,698,600**

BE IT FURTHER RESOLVED that the City Council of the City of Keizer hereby imposes the taxes provided for in the adopted budget at the rate of $2.0838 per $1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2008-09 upon the assessed value of all taxable property within the district.

General Government

General Fund $2.0838/$1000

PASSED this ______ day of ___________________________, 2008.

SIGNED this ______ day of ___________________________, 2008.

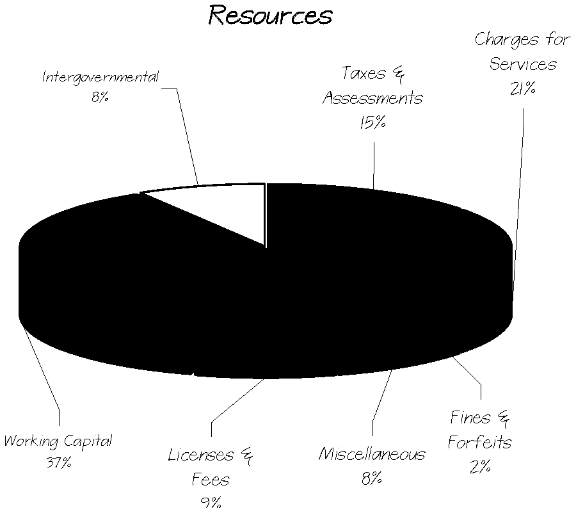
____
Mayor

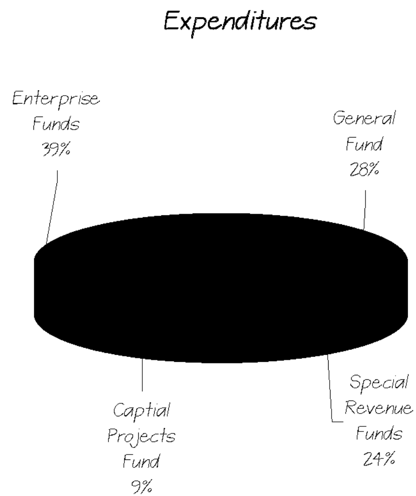
____
City Recorder

ALL FUNDS COMBINED

#	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2008-09		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 7,180,353	$ 10,145,610	$ 9,790,800	$ 10,226,800	***Working Capital Carryforward***	$ 12,803,400	$ 12,909,600	
2	3,383,433	3,639,570	3,745,200	5,952,300	Taxes & Assessments	5,150,000	5,159,000	
3	3,485,716	2,948,262	3,314,600	3,645,900	Licenses & Fees	3,326,200	3,326,200	
4	4,332,996	7,266,807	3,070,400	2,862,500	Intergovernmental	2,986,600	2,986,600	
5	545,247	654,136	605,600	681,000	Fines & Forfeits	689,200	689,200	
6	6,431,743	7,424,448	6,929,200	7,314,300	Charges for Services	7,351,500	7,351,500	
7	23,908,000	-	1,764,700	28,625,400	Bond Proceeds	-	-	
8	1,150,173	1,656,595	602,900	1,481,400	Miscellaneous	2,649,000	2,654,000	
9	609,336	1,040,229	695,500	542,200	Transfers In	2,408,700	2,408,700	
10	-	-	-	-	Interfund Borrowing	130,000	130,000	
11	$ 51,026,997	$ 34,775,657	$ 30,518,900	$ 61,331,800	**TOTAL RESOURCES**	$ 37,494,600	$ 37,614,800	
13					**REQUIREMENTS**			
15					***EXPENDITURES***			
16	$ 6,207,431	$ 6,651,974	$ 7,570,300	$ 7,465,300	Personnel Services	$ 8,048,800	$ 8,048,800	
17	7,154,892	7,379,446	8,168,700	8,395,300	Materials & Services	8,409,800	8,577,900	
18	25,330,510	8,005,564	9,507,400	4,208,400	Capital Outlay	6,455,100	7,437,800	
19	452,269	1,368,072	453,800	27,674,800	Debt Service	2,873,700	2,873,700	
20	-	-	347,800	136,600	Contingency	331,700	351,700	
21	$ 39,145,102	$ 23,405,056	$ 26,048,000	$ 47,880,400	**TOTAL EXPENDITURES**	$ 26,119,100	$ 27,289,900	
23	609,336	1,143,621	695,500	541,800	Transfers Out	2,408,700	2,408,700	
24	1,126,953	-	-	-	Special Payments	-	-	
25	-	-	-	-	Interfund Borrowing	130,000	130,000	
27					***FUND BALANCE***			
28	-	-	407,900	3,088,900	Reserves	3,289,600	3,293,500	
29	10,145,606	10,226,980	3,367,500	9,820,700	Unappropriated Ending Fund Balances	5,547,200	4,492,700	
30	$ 10,145,606	$ 10,226,980	$ 3,775,400	$ 12,909,600	**TOTAL FUND BALANCE**	$ 8,836,800	$ 7,786,200	
32	$ 51,026,997	$ 34,775,657	$ 30,518,900	$ 61,331,800	**TOTAL REQUIREMENTS**	$ 37,494,600	$ 37,614,800	

CITY OF KEIZER
ALL FUNDS - ALLOCATION OF RESOURCES
FISCAL YEAR 2009





GENERAL FUND SUMMARY

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
1					**RESOURCES**			
2								
3	$ 1,243,622	$ 1,469,416	$ 1,611,300	$ 1,968,700	***Working Capital Carryforward***	$ 1,915,700	$ 1,921,900	
4	2,909,798	3,228,652	3,336,400	3,327,300	Taxes & Assessments	3,448,300	3,448,300	
5	2,338,028	2,414,088	2,429,000	2,530,600	Licenses & Fees	2,506,900	2,506,900	
6	598,942	729,063	833,200	730,800	Intergovernmental	743,100	743,100	
7	545,247	654,136	605,600	681,000	Fines & Forfeits	689,200	689,200	
8	223,647	270,881	244,600	257,300	Miscellaneous	262,500	267,500	
9	-	5,247	-	-	Transfers In	-	-	
10	-	-	-	-	Interfund Borrowing	130,000	130,000	
11	$ 7,859,284	$ 8,771,483	$ 9,060,100	$ 9,495,700	**TOTAL RESOURCES**	$ 9,695,700	$ 9,706,900	
12								
13					**REQUIREMENTS**			
14								
15					***EXPENDITURES***			
16	$ 4,802,994	$ 5,143,647	$ 5,762,100	$ 5,750,000	Personnel Services	$ 6,032,500	$ 6,032,500	
17	1,342,858	1,397,552	1,780,800	1,589,600	Materials & Services	1,541,900	1,517,900	
18	30,426	30,880	28,600	17,000	Capital Outlay	22,100	56,500	
19	-	-	136,600	136,600	Contingency	79,600	79,600	
20	$ 6,176,278	$ 6,572,079	$ 7,708,100	$ 7,493,200	**TOTAL EXPENDITURES**	$ 7,676,100	$ 7,686,500	
21								
22					***TRANSFERS OUT***			
23	$ -	$ 3,960	$ -	$ -	To Street Fund	$ -	$ -	
24	41,300	122,700	153,600	30,100	To Revenue Sharing Fund	125,200	125,200	
25	50,000	81,800	80,700	50,500	To 9-1-1 Fund	238,700	238,700	
26	2,700	-	-	-	To PEG Fund	-	-	
27	119,590	22,139	-	-	City Hall Facility Fund*	459,700	459,700	
28	$ 213,590	$ 230,599	$ 234,300	$ 80,600	**TOTAL TRANSFERS OUT**	$ 823,600	$ 823,600	
29								
30					***FUND BALANCE***			
31	$ -	$ -	$ -	$ -	Reserve for K-9 Dog	$ 7,500	$ 7,500	
32	-	-	-	-	Reserve for 27th pay period FY15-16	25,300	25,300	
33	1,469,416	1,968,805	1,117,700	1,921,900	Unappropriated Ending Fund Balance	1,163,200	1,164,000	
34								
35	$ 7,859,284	$ 8,771,483	$ 9,060,100	$ 9,495,700	**TOTAL REQUIREMENTS**	$ 9,695,700	$ 9,706,900	

Notes: ~ ~ ~ ~ ~ ~ ~

10 An interfund borrowing is needed from the Transportation Fund to help finance the cost of furnishing the new civic center. The General Fund's share of the cost is $459,700 of which all but this borrowing can be paid in FY09. The City plans to repay this loan in FY10.

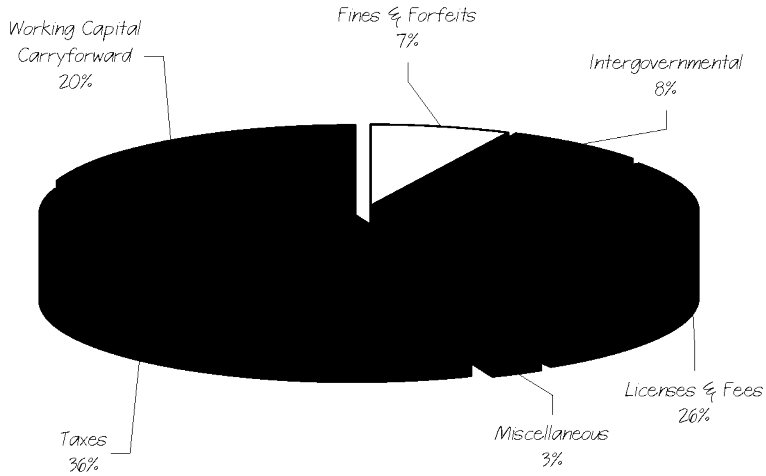
19 The contingency is 1% of total Expenditures and Transfers excluding the transfer to the City Hall Facility Fund. Should this transfer be insufficient to pay the cost of furnishing the new Civic Center the City plans to increase the interfund borrowing for the difference rather than use contingency funds.

24 Capital Outlay items used for general government purposes are tracked in the Revenue Sharing Fund (except Parks). This transfer is needed because Revenue Sharing Funds are not sufficient in FY09 to cover the entire Capital Outlay needs of the City's general government programs.

25 A transfer is needed from the General Fund since projected expenditures exceed projected revenues for FY09. The total WVCC bill for FY09 is $410,800 compared to $388,700 in FY08. The 9-1-1 related costs are paid from the 9-1-1 Fund. The business calls are paid from the Police Operating budget. Beginning in FY09, the allocation has changed to more accurately track 9-1-1 related expenses. Overall, the General Fund is not impacted; the increase in the transfer this year is offset by the decrease in the WVCC expenses in the Police Department budget.

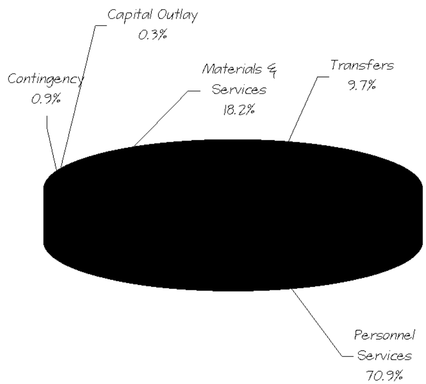
32 The City pays salaries every two weeks, which typically equates to 26 pay-periods per year. However, every 11 years there are 27 pay-periods. The next time this will occur is in fiscal year 2015-2016. A reserve has been established to set funds aside each year for the next 8 years to pay this cost.

CITY OF KEIZER
GENERAL FUND RESOURCES
FISCAL YEAR 2009

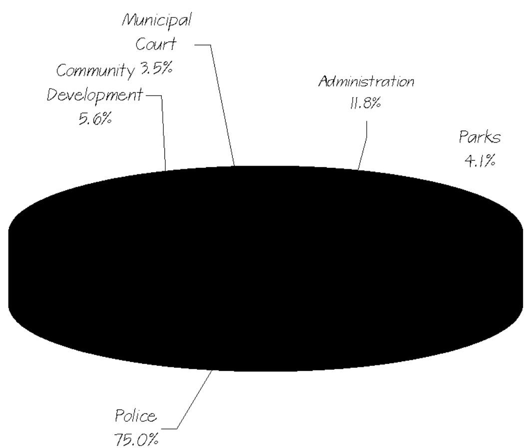


CITY OF KEIZER
GENERAL FUND EXPENDITURES
FISCAL YEAR 2009

Expenditures by Category



Expenditures by Program/Department



CITY OF KEIZER
2008-2009 Property Tax Revenue Estimates

	City Property Tax Revenues	2007-08 Actual Tax Revenues	Maximum Assessed Value Increase 3%	$23,660,184 New Construction 101%
1	District Assessed Value	$1,844,028,175	$1,899,349,020	$1,923,009,204
2	Urban Renewal Increment (see below)	(235,295,966)	(242,354,845)	(252,619,499)
3	District Net Value w/o Urban Renewal	$1,608,732,209	$1,656,994,175	$1,670,389,705
4				
5	Permanent Tax Rate per $1,000	$2.0838	$2.0838	$2.0838
6				
7	Gross Property Tax Revenues	$3,352,276	$3,452,844	$3,480,758
8	Penalties/Compression/Adjustments	810	834	1,679
9				
10	Property Tax Revenues	$3,353,086	$3,453,679	$3,482,437
11	Uncollectables and Discounts (6.5%)	($217,486)	(224,011)	(225,876)
12				
13	Net Anticipated Tax Collected	$3,135,600	$3,229,668	$3,256,561
14	2007-08 Tax Revenues			3,135,600
15	Increase over 2007-08 Revenues			$120,961
16				

	Urban Renewal Tax Increment Revenues		Maximum Assessed Value Increase 3%	$10,264,654 New Construction 4%
17				
18	Assessed Value inside Keizer's Plan Area	$280,624,559		
19	Assessed Value (frozen)	45,328,593		
20	Increment Value	$235,295,966	$242,354,845	$252,619,499
21				
22	Tax Rate per $1,000 Increment Value	$15.3097	$15.3097	$15.3097
23	Adjustments			
24	Division of Tax Revenues	$3,518,602	$3,710,380	$3,867,529
25	Uncollectables and Discounts (6.5%)	(227,302)	(239,691)	(249,843)
26	Net Anticipated Tax Collected	$3,291,300	$3,470,689	$3,617,686

GENERAL FUND

NONDEPARTMENTAL RESOURCES

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
1	$ 1,231,935	$ 1,451,931	$ 1,550,700	1,918,200	***Working Capital Carryforward***	$ 1,902,400	$ 1,908,600	
2								
3					***TAXES***			
4	$ 66,274	$ 75,964	$ 78,300	$ 79,200	Hotel/Motel Tax	$ 79,200	$ 79,200	
5	116,630	125,295	116,100	112,500	Prior Year Taxes	112,500	112,500	
6	2,726,894	3,027,393	3,142,000	3,135,600	Tax Base	3,256,600	3,256,600	
7	$ 2,909,798	$ 3,228,652	$ 3,336,400	$ 3,327,300	TOTAL TAXES	$ 3,448,300	$ 3,448,300	
8								
9					***LICENSES & FEES***			
10	$ 229,988	$ 258,995	$ 233,700	$ 288,000	Salem Electric Franchise Tax	$ 288,000	$ 288,000	
11	565,245	580,987	602,600	675,000	PGE Franchise Tax	675,000	675,000	
12	431,212	449,793	445,100	449,700	NW Natural Franchise Tax	449,700	449,700	
13	146,006	157,849	183,600	137,400	Telephone Franchise Tax	137,400	137,400	
14	285,771	308,741	306,300	306,900	Cable Television Franchise Tax	306,900	306,900	
15	102,018	105,000	104,700	107,200	Loren's Sanitation Franchise Tax	107,200	107,200	
16	74,695	81,236	80,300	83,900	Valley Recycling Franchise Tax	83,900	83,900	
17	112,882	126,766	135,100	128,700	Water Sales Assessments	132,600	132,600	
18	208,608	214,601	227,300	235,400	Sewer License Fee	235,400	235,400	
19	8,406	8,706	9,000	9,000	Cell Tower Rent	9,100	9,100	
20	132	-	-	-	Systems Development Admin Fee - Sewer	-	-	
21	14,262	6,398	5,200	32,300	Systems Development Admin Fee - Parks	4,600	4,600	
22	2,155	2,365	2,500	2,500	Liquor Licenses	2,500	2,500	
23	45,540	36,590	34,700	16,700	Lien Search Fee	16,700	16,700	
24	$ 2,226,920	$ 2,338,027	$ 2,370,100	$ 2,472,700	Total Licenses & Fees	$ 2,449,000	$ 2,449,000	

Notes:

6 Property Tax Revenues are expected to increase 4% over current year actual receipts. The budget anticipates 3% for increases in valuation (the maximum allowed by Ballot Measure 50) and1% for new development.

11 PGE anticipates a 7% to 9% increase in rates beginning January 2009. However, since franchise remittances are based on PGE's previous year's revenue, increases will not impact the City's revenues until FY10.

13 Telephone franchise revenues continue to decline as more users switch from land lines to cellular phones which are not subject to franchise tax.

17 Water Sales Assessments are 5% of Water Sales (see Water Fund). The Cost of Services Analysis for Water Rates projects a 3.0% rate increase in FY08. FY09 revenues are based on FY08 projections plus 3.0% for the rate increase.

18 The Sewer License Fee applies to Salem Sewer Payments and Administrative Fees (see Sewer Fund) and represents 5% of those revenues. The City of Salem revenue requirement for 2009 includes a 6.5% increase system-wide. However, no increase is projected because discussions of rate changes will not be held by the Salem Waste Water task force until September 2008.

23 Lien Search Fee Revenues are based on current year actuals projected to year-end. Revenues are down because of the downturn in the housing market.

GENERAL FUND

NONDEPARTMENTAL RESOURCES

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
25					***INTERGOVERNMENTAL***			
26	$ 64,252	$ 63,420	$ 64,200	60,000	Cigarette Tax	$ 57,100	$ 57,100	
27	358,843	402,528	408,900	394,800	Liquor Tax	405,000	405,000	
28	-	-	-	31,500	Library Grant	-	-	
29	10,672	10,278	16,000	15,000	Peer Court Grant	11,300	11,300	
30	$ 433,767	$ 476,226	$ 489,100	$ 501,300	Total Intergovernmental	$ 473,400	$ 473,400	
31								
32								
33	$ 56,798	$ 57,425	$ 63,700	$ 58,300	Stadium Rent	$ 58,300	$ 58,300	
34	2,215	3,083	3,000	1,300	Rentals	-	-	
35	98,924	151,280	142,000	156,200	Interest	151,200	156,200	
36	138	1,760	800	1,100	KARE Donations	1,000	1,000	
37	13,355	1,621	2,600	6,600	Misc. Revenue	2,000	2,000	
38	$ 171,430	$ 215,169	$ 212,100	$ 223,500	Total Miscellaneous	$ 212,500	$ 217,500	
39								
40					***TRANSFERS IN***			
41	$ -	$ 1,067	$ -	$ -	Transfer from PEG Fund	$ -	$ -	
42	-	4,180	-	-	Transfer from Park Improvement Fund	-	-	
43	$ -	$ 5,247	$ -	$ -	Total Transfers	$ -	$ -	
44								
45	$ 6,973,850	$ 7,710,005	$ 7,958,400	$ 8,443,000	**TOTAL RESOURCES**	$ 8,485,600	$ 8,496,800	

Notes:

26 Cigarette Tax apportionments are expected to decline 5% from FY08 per the League of Oregon Cities. FY09 estimates are based on FY08 projections.

27 Liquor Tax Revenues are expected to increase 3% from FY08 per the League of Oregon Cities. FY09 estimates are based on FY08 projections.

29 Peer Court Revenue includes funds from a variety of local grants.

37 Miscellaneous Revenues include one-time revenues that are not characterized by line-item descriptions.

GENERAL FUND

ADMINISTRATION

ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
				RESOURCES			
$ 690,836	$ 717,902	$ 957,600	$ 976,200	**GENERAL SUPPORT**	$ 924,800	$ 906,600	
				REQUIREMENTS			
				PERSONNEL SERVICES			
$ 26,887	$ 28,363	$ 30,700	$ 30,700	City Manager	$ 32,500	$ 32,500	
-	-	26,900	4,500	Assistant to City Manager	29,100	29,100	
45,513	46,689	44,600	44,600	City Recorder	46,000	46,000	
74,962	84,898	83,200	83,200	Administrative Support Staff	86,100	86,100	
32,575	34,413	39,800	39,800	Network Administrator	38,000	38,000	
58,083	59,586	61,300	77,700	Human Resources Director	52,400	52,400	
16,617	19,575	19,700	19,700	Finance Director	19,900	19,900	
6,817	7,207	7,800	7,800	Facility Maintenance Workers	8,200	8,200	
-	90	500	600	Overtime	500	500	
1,176	1,176	900	1,200	Vehicle Allowance	1,200	1,200	
1,400	1,400	1,400	1,400	Educational/Tuition Assistance	1,400	1,400	
4,031	4,347	4,900	4,900	Medicare	4,900	4,900	
47,193	53,056	57,800	59,000	Retirement	58,100	58,100	
41,177	56,698	56,200	56,200	Insurance Benefits	58,400	58,400	
565	563	1,400	700	Workers Compensation	700	700	
$ 356,996	$ 398,061	$ 437,100	$ 432,000	TOTAL PERSONNEL SERVICES	$ 437,400	$ 437,400	

Notes:

5 Personnel Services changes include a 3.0% cost of living increase city-wide, merit increases, and the implementation of a salary survey conducted in FY08. For more information see Salaries by Budgeted Position in the Supplemental Information section of the budget document.

18 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.

19 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

GENERAL FUND

ADMINISTRATION

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
22					***MATERIALS & SERVICES***			
23	$ 14,198	$ 12,907	$ 13,800	$ 9,900	Materials & Supplies	$ 13,000	$ 13,000	
24	-	4,025	2,500	2,500	Safety & Wellness*	2,400	2,400	
25	359	1,170	900	900	KARE Expenses	900	900	
26	16,914	30,606	34,900	34,900	Postage & Printing*	35,300	35,300	
27	24,649	28,077	31,800	31,800	Association Membership*	41,300	39,600	
28	8,737	8,175	17,600	15,600	Training & Travel*	15,100	15,100	
29	2,624	4,689	5,700	5,700	City Council Expenses*	5,500	5,500	
30	2,065	2,231	3,400	7,200	Advertising	3,400	3,400	
31	50,291	35,500	29,200	35,900	Legal Services	35,900	35,900	
32	-	6,562	7,000	10,900	Labor Attorney*	10,700	10,700	
33	21,613	28,734	28,000	28,300	Contractual Services*	28,300	28,300	
34	6,348	4,254	7,100	7,100	Audit*	8,100	8,100	
35	4,228	9,187	5,400	5,400	Janitorial*	7,500	7,500	

Notes:

* Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.

26 The US Postal Service will increase the postage stamp from $.41 to $.42 beginning May 2008. Therefore the budget provides for a 2% increase in FY09 adjusted for changes in cost allocation between operating funds.

27 Association Memberships include such organizations as the Council of Governments, League of Oregon Cities, Chamber of Commerce, International City/County Management Association, & local newspaper subscriptions. The increase over FY08 includes increases in membership costs plus $2,800 for the Iris Festival, $7,500 for hosting the League of Oregon Cities annual conference, and $650 for a new Ethic Commission fee. These increases are allocated among all City operating

28 Travel & Training costs are budgeted by position and allocated based on each position's salary allocation. FY09 budgeted expenditures are consistent with FY08 budgeted expenditures.

29 City Council Expenses include travel & training, miscellaneous office supplies & meetings during mealtimes.

30 Advertising costs are for staff recruitments and public notices.

31 Legal services are based on projected FY08 actual costs.

32 Labor Attorney costs include employee dispute resolution, personnel policy review and related consultation matters.

33 Contractual Services include city-wide shared costs such as recording services, storage unit rental, currier services and compilation of the citizen survey. General Fund expenses also include the cost of providing Lien Search WEB access to Title companies. The cost is offset by Lien Search Fee Revenues in the General Fund.

34 Audit costs are expected to increase in FY09 because of additional auditing requirements.

35 Janitorial costs are allocated based on FTE city-wide except the Police Department pays costs directly associated with the Police Department facility and the Water Fund pays costs directly related to the Public Works shop. Janitorial cost will double with the new Civic Center beginning January 2009.

GENERAL FUND

ADMINISTRATION

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					MATERIALS & SERVICES - CONTINUED			
36	3,990	4,201	4,900	4,000	Gas & Electricity*	4,100	4,100	
37	9,582	2,285	2,500	2,500	Telephone*	2,500	2,500	
38	8,221	7,899	8,900	8,900	Insurance - Liability*	9,300	9,300	
39	38,659	44,615	59,700	59,700	Computer Software & Maintenance*	64,400	64,400	
40	5,123	6,800	7,400	7,400	Office Equipment Maintenance	7,400	7,400	
41	18,337	17,103	26,200	13,000	Facility Maintenance*	25,100	13,900	
42	19,369	18,071	19,700	19,700	Peer Court	19,300	19,300	
43	607	459	700	500	Medical & Pre-employment Testing	500	500	
44	40,515	-	-	-	Rental Property Expense	1,200	-	
45	13,255	15,193	15,700	15,800	Fire District - Hotel/Motel Tax	15,900	15,900	
46	13,255	15,193	19,000	19,100	KAVA - Hotel/Motel Tax & Lights	19,200	15,900	
47	-	-	-	-	KAVA – Holiday Lighting	-	3,300	

Notes:

36 *City-wide gas & electric costs are for city hall facilities. Costs in the Parks Fund include power to run the irrigation system and the Parks facility. The Water Fund includes costs to run water facilities such as pump stations. Portland General Electric anticipates a 7%-9% increase in rates in January 2009.*

37 *Telephone costs include both land-lines and cell phones city-wide.*

38 *The City's insurance carrier projects a 4% increase in rates. Projections are based on the FY08 budgeted amount.*

39 *Computer & Software Maintenance costs are primarily for maintaining existing systems.*

41 *Facility Maintenance costs are allocated based on FTE city-wide. Staff plan to move into the new Civic Center in January 2009 and recommend a status quo budget until maintenance needs in the new facility can be assessed.*

42 *Peer Court is a youth program where those charged voluntarily agree to have their case heard and decided by their peers. Expenses include:*

- Consulting/Coordination	$	18,000
- Volunteer Supplies		500
- Volunteer Appreciation dinner		200
- Office Supplies/Materials		200
- Mailing/Postage		300
- Mileage		100
	$	19,300

44 *FY06 was the last year the City was required to pay property taxes for the Stadium property per the lease agreement.*

45-46 *Payments are based on 20% of the Hotel/Motel Tax Revenues by Council Resolution + $3,300 to KAVA for holiday lights*

ADMINISTRATION

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					MATERIALS & SERVICES - CONTINUED			
48	1,286	2,465	6,000	3,000	Neighborhood Association Expense	6,000	3,500	
49	-	-	6,000	6,000	No Meth Task Force	6,000	6,000	
50	-	-	800	800	Neighbor to Neighbor	800	-	
51	1,027	847	1,500	1,500	Volunteer Recognition	1,000	1,000	
52	2,000	2,000	2,000	2,000	Power - Salem Keizer School District	2,000	3,000	
53	800	-	-	-	Youth Compact	-	-	
54	-	578	6,000	36,900	Library Grant	-	-	
55	-	-	3,500	3,500	Library Stipend	3,500	1,700	
56	759	938	1,100	2,200	Miscellaneous Expense	2,200	2,200	
57	5,029	5,077	5,000	5,000	Emergency Management Expense	10,000	10,000	
58	$ 333,840	$ 319,841	$ 383,900	$ 407,600	TOTAL MATERIALS & SERVICES	$ 407,800	$ 389,600	
59								
60	$ -	$ -	$ 136,600	$ 136,600	Contingency	$ 79,600	$ 79,600	
61								
62	$ 690,836	$ 717,902	$ 957,600	$ 976,200	**TOTAL REQUIREMENTS**	$ 924,800	$ 906,600	

Notes:

48 Expenditures are limited to $1,500 per recognized neighborhood association. Additional funds are appropriated so that new organizations can apply to the City Council to support related programs.

56 Miscellaneous costs are one-time expenditures that are not characterized by existing line-item descriptions.

57 Emergency Management Expenses include:

- Database Maintenance	$ 500
- Annual OEMA dues	200
- Training	1,800
- Software & Equipment	2,500
- Program Expansion	5,000
	$ 10,000

60 The contingency is 1% of total Expenditures and Transfers excluding the transfer to the City Hall Facility Fund. Should this transfer be insufficient to pay the cost of furnishing the new Civic Center the City plans to increase the interfund borrowing for the difference rather than use contingency funds.

GENERAL FUND

PARK OPERATIONS

RESOURCES

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
1					*LICENSES & FEES*			
2	$ 2,780	$ 3,200	$ 2,000	$ 2,500	Park Reservation Fees	$ 2,500	$ 2,500	
3								
4	2,780	3,200	2,000	2,500	TOTAL ACTIVITY GENERATED	2,500	2,500	
5	158,813	169,909	254,400	249,300	GENERAL SUPPORT RESOURCES	270,700	305,100	
6	$ 161,593	$ 173,109	$ 256,400	$ 251,800	**TOTAL RESOURCES**	$ 273,200	$ 307,600	

Notes:

5 General Support Resources equal at least 2.5% of General Fund Revenues as provided for by Council City policy.

REQUIREMENTS

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
7					*PERSONNEL SERVICES*			
8	$ 1,829	$ 1,877	$ 2,000	$ 2,000	Public Works Director	$ 2,100	$ 2,100	
9	3,582	3,677	4,000	4,000	Public Works Superintendent	4,100	4,100	
10	39,930	41,108	78,100	78,100	Municipal Utility Workers	82,100	82,100	
11	3,340	3,642	4,100	4,100	Administrative Support Staff	4,300	4,300	
12	15,672	15,517	42,000	35,000	Seasonal Help	42,000	42,000	
13	973	998	2,000	2,000	Medicare	2,100	2,100	
14	8,327	8,657	15,200	15,200	Retirement	16,500	16,500	
15	9,863	10,619	24,500	24,500	Insurance Benefits	25,800	25,800	
16	-	127	-	-	Unemployment	-	-	
17	774	890	2,400	2,400	Workers Compensation	2,500	2,500	
18	$ 84,290	$ 87,112	$ 174,300	$ 167,300	TOTAL PERSONNEL SERVICES	$ 181,500	$ 181,500	

Notes:

12 Seasonal Help was increased in FY08 to provide for maintenance to Keizer Rapids Park.

14 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.

15 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

GENERAL FUND

PARK OPERATIONS

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
19					***MATERIALS & SERVICES***			
20					***Operations:***			
21	$ 283	207	$ 400	$ 300	Office Materials & Supplies	$ 500	$ 500	
22	14,251	9,996	15,500	15,500	Parks Materials & Supplies	15,500	15,500	
23	1,194	-	1,500	1,500	Postage & Printing	500	500	
24	373	1,143	900	1,500	Travel & Training	1,300	1,300	
25	7,913	9,858	4,000	4,100	Legal Services	4,000	4,000	
26	-	-	500	-	Labor Attorney	1,100	1,100	
27	25,553	30,312	30,000	30,000	Contractual Services	30,000	30,000	
28	707	1,800	1,000	500	Engineering Services	2,000	2,000	
29	367	2,006	2,000	2,200	Gas & Electricity	2,400	2,400	
30	1,075	1,143	2,200	2,000	Telephone	2,500	2,500	
31	2,985	3,788	3,200	4,800	Gasoline	5,000	5,000	
32	585	480	1,500	1,500	Vehicle Maintenance	1,500	1,500	
33	1,407	2,597	2,200	3,200	Equipment Maintenance	3,000	3,000	
34	184	115	200	400	Medical Testing	300	300	
35	$ 56,877	$ 63,445	$ 65,100	$ 67,500	TOTAL MATERIALS & SERVICES	$ 69,600	$ 69,600	

Notes:

23 Postage & Printing costs are for Master Plan update materials.
25 Legal expenses are anticipated for update of Master Plan and costs associated with Keizer Rapids Park.
26 Labor Attorney costs are for Union negotiations. The City's Local 320 contract expires on June 30, 2009.
28 Engineering Services are for survey costs and other services for Keizer Rapids Park.
29 Costs include power to run the irrigation system and the Parks facility. Portland General Electric anticipates a 7%-9% increase in rates in January 2009.

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
36					***CAPITAL OUTLAY***			
37	$ 20,426	$ 7,550	$ 13,000	$ 13,000	Capital Improvements	$ 19,000	$ 53,400	
38	-	15,002	4,000	4,000	Field Equipment	3,100	3,100	
39	$ 20,426	$ 22,552	$ 17,000	$ 17,000	TOTAL CAPITAL OUTLAY	$ 22,100	$ 56,500	
40								
41	$ 161,593	$ 173,109	$ 256,400	$ 251,800	**TOTAL REQUIREMENTS**	$ 273,200	$ 307,600	

Notes:

37 Capital Improvements are for projects listed in the narrative preceding this page.

GENERAL FUND

PARK DONATIONS

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1					***Working Capital Carryforward:***			
2	$ -	$ -	$ -	$ 700	Dog Park Working Capital	$ 1,800	$ 1,800	
3	5,048	7,861	5,300	7,900	Park Working Capital	2,900	2,900	
4	2,523	2,918	3,000	2,900	Recreation Working Capital	2,900	2,900	
5	1,569	1,668	1,400	700	Skate Park Working Capital	-	-	
6	$ 9,140	$ 12,447	$ 9,700	$ 12,200	Total Working Capital Carryforward	$ 7,600	$ 7,600	
7								
8					***MISCELLANEOUS***			
9	$ -	$ 930	$ -	$ 1,100	Dog Park Donations	$ -	$ -	
10	2,823	460	-	300	Park Donations	-	-	
11	395	111	-	-	Recreation Donations	-	-	
12	99	918	-	600	Skate Park Donations	-	-	
13	$ 3,317	$ 2,419	$ -	$ 2,000	Total Miscellaneous	$ -	$ -	
14								
15	$ 12,457	$ 14,866	$ 9,700	$ 14,200	**TOTAL RESOURCES**	$ 7,600	$ 7,600	
16								
17					**REQUIREMENTS**			
18								
19					***MATERIALS & SERVICES***			
20	$ -	$ 249	$ -	$ -	Dog Park Projects	$ 1,800	$ 1,800	
21	-	-	5,300	5,300	Park Projects	2,900	2,900	
22	-	-	3,000	-	Recreation Projects	2,900	2,900	
23	-	936	1,400	1,300	Skate Park Projects	-	-	
24	$ -	$ 1,185	$ 9,700	$ 6,600	TOTAL MATERIALS & SERVICES	$ 7,600	$ 7,600	
25								
26	$ -	$ 1,185	$ 9,700	$ 6,600	**TOTAL REQUIREMENTS**	$ 7,600	$ 7,600	

Notes:

9-12 Donations are dedicated revenues and are restricted for use in the Parks operations and maintenance. Additional Donation Revenues are not anticipated in FY09.

20-24 Costs in the Donation Program are for special projects funded by citizen donations. Funding for these projects will come from donations received in FY08 and unexpended at year-end.

GENERAL FUND

COMMUNITY DEVELOPMENT

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
					LICENSES & FEES			
1	$ -	$ 80	$ -	$ 200	*Sign Permits*	$ 200	$ 200	
2	68,093	32,830	25,300	15,300	*Land Use Application Fees*	15,300	15,300	
3	18,179	9,401	14,800	9,100	*Building Fees - Zoning*	9,100	9,100	
4	22,056	21,835	16,800	21,000	*Permit Fees*	21,000	21,000	
5	-	8,715	-	9,800	*Developers Tree Reimbursement*	9,800	9,800	
6	$ 108,328	$ 72,861	$ 56,900	$ 55,400	*Total Licenses & Fees*	$ 55,400	$ 55,400	
7								
8					***INTERGOVERNMENTAL***			
9	$ 1,922	$ 466	$ 144,600	$ -	*Transportation Grants*	$ -	$ -	
10	-	-	-	-	*Community Development Grant*	-	-	
11	$ 1,922	$ 466	$ 144,600	$ -	*Total Intergovernmental*	$ -	$ -	
12								
13					***MISCELLANEOUS***			
14	$ 15,444	$ 1,142	$ 5,000	$ 1,200	*Nuisance Abatement*	$ 10,000	$ 10,000	
15								
16	$ 125,694	$ 74,469	$ 206,500	$ 56,600	TOTAL ACTIVITY GENERATED	$ 65,400	$ 65,400	
17	218,913	288,681	343,700	334,700	GENERAL SUPPORT RESOURCES	363,800	363,800	
18	$ 344,607	$ 363,150	$ 550,200	$ 391,300	**TOTAL RESOURCES**	$ 429,200	$ 429,200	

Notes:

9 *The Transportation Grant budgeted in FY08 will be expended on the City's behalf rather than the funds coming directly to the City for expenditure.*

GENERAL FUND

COMMUNITY DEVELOPMENT

REQUIREMENTS

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
19					***PERSONNEL SERVICES***			
20	$ 48,536	$ 52,792	$ 58,200	$ 58,200	Community Development Director	$ 61,700	$ 61,700	
21	-	-	41,000	41,000	Assistant Planner	43,800	43,800	
22	48,457	66,835	35,000	35,000	Code Enforcement/Zoning Tech	37,200	37,200	
23	62,140	51,611	50,700	50,700	Senior Planner	53,800	53,800	
24	8,913	9,713	8,100	8,100	Administrative Support Staff	8,600	8,600	
25	34,199	35,094	37,900	37,900	Permit Specialist	39,100	39,100	
26	888	-	-	-	Seasonal Help	-	-	
27	-	-	2,000	2,000	Overtime	2,000	2,000	
28	3,099	3,317	3,600	3,600	Medicare	3,800	3,800	
29	30,904	35,137	40,100	40,100	Retirement	42,500	42,500	
30	43,733	49,399	49,400	49,400	Insurance Benefits	52,000	52,000	
31	1,104	455	700	700	Workers Compensation	400	400	
32	$ 281,973	$ 304,353	$ 326,700	$ 326,700	TOTAL PERSONNEL SERVICES	$ 344,900	$ 344,900	

Notes:

29 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.

30 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

GENERAL FUND

COMMUNITY DEVELOPMENT

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
33					***MATERIALS & SERVICES***			
34	$ 2,670	$ 2,816	$ 3,800	$ 2,800	Materials & Supplies	$ 3,800	$ 3,800	
35	172	434	700	600	Mapping Supplies & Services	1,200	1,200	
36	1,382	1,321	6,300	800	Postage & Printing	5,300	5,300	
37	3,166	943	4,600	4,600	Travel & Training*	5,800	5,800	
38	5,455	2,322	2,800	1,200	Legal Advertising	2,000	2,000	
39	37,028	31,618	35,700	41,800	Legal Services	41,800	41,800	
40	4,540	8,472	2,800	2,000	Contractual Services	2,800	2,800	
41	6,600	8,400	9,000	9,000	Hearings Officer	9,000	9,000	
42	41	-	6,300	-	Engineering Services	1,000	1,000	
43	643	664	1,000	600	Telephone	700	700	
44	696	684	800	600	Gasoline	800	800	
45	100	1,088	5,000	600	Nuisance Abatement	10,000	10,000	
46	31	35	100	-	Medical Testing	100	100	
47	-	-	144,600	-	Transportation Systems Plan	-	-	
48	110	-	-	-	Grant Expenses	-	-	
49	$ 62,634	$ 58,797	$ 223,500	$ 64,600	TOTAL MATERIALS & SERVICES	$ 84,300	$ 84,300	
50								
51	$ 344,607	$ 363,150	$ 550,200	$ 391,300	**TOTAL REQUIREMENTS**	$ 429,200	$ 429,200	

Notes:

* *Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.*

36 *Postage & Printing costs provide for a mass mailing should legal mandates require one in FY09.*

40 *Contractual Services include GIS support, ordinance writing and land use review.*

GENERAL FUND

MUNICIPAL COURT

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1					*FINES & FORFEITS*			
2	$ 302,669	$ 327,683	$ 314,600	$ 349,200	Municipal Court Fines	$ 349,200	$ 349,200	
3	177,700	240,693	206,700	247,200	Collections - Past Due	247,200	247,200	
4	$ 480,369	$ 568,376	$ 521,300	$ 596,400	Total Fines & Forfeits	$ 596,400	$ 596,400	
5								
6	$ 280,291	$ 351,035	$ 239,500	$ 336,500	**AVAILABLE FOR GENERAL SUPPORT**	$ 326,800	$ 326,800	
7								
8					*PERSONNEL SERVICES*			
9	$ 17,231	$ 15,099	$ 8,100	$ 8,100	Administrative Support Staff	$ 8,100	$ 8,100	
10	34,065	35,488	77,100	77,100	Court Clerks	79,900	79,900	
11	-	264	500	500	Overtime	500	500	
12	789	782	1,400	1,400	Medicare	1,400	1,400	
13	8,721	8,645	14,600	14,600	Retirement	15,100	15,100	
14	12,652	14,079	25,400	25,400	Insurance Benefits	26,700	26,700	
15	132	106	200	200	Workers Compensation	200	200	
16	$ 73,590	$ 74,463	$ 127,300	$ 127,300	TOTAL PERSONNEL SERVICES	$ 131,900	$ 131,900	

Notes:

1 During FY07, the State of Oregon increased Municipal Court Fines an average 3-5% over the previous fee structure. Additionally, the State imposed a new State Court Facilities Security Assessment. This assessment ranges from $3-$7 per violation.

3 Past Due Collections have increased because accounts are now turned over to the collection agency after a defendant falls into default 90 days after the Judge's ruling. Additionally, an increase in staff efforts have resulted in timelier follow up on past due accounts.

9-10 Beginning in FY08 the budget provides for two full-time Court Clerks and .25 FTE for Administrative Support Staff.

13 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.

14 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

GENERAL FUND

MUNICIPAL COURT

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
17					***MATERIALS & SERVICES***			
18	$ 1,719	$ 1,524	$ 4,200	$ 1,200	Materials & Supplies	$ 2,000	$ 2,000	
19	2,002	364	2,900	1,500	Travel & Training	7,400	7,400	
20	389	4	400	-	Legal Services	100	100	
21	14,760	16,812	20,600	18,900	Professional Services - Judge	19,000	19,000	
22	3,627	3,534	3,600	2,900	Contractual Services	3,000	3,000	
23	19,445	15,348	13,200	10,900	Collections Cost	9,000	9,000	
24	16,985	26,389	20,900	25,100	CC Assessments	25,100	25,100	
25	67,561	78,903	88,700	72,100	Unitary Assessments	72,100	72,100	
26	$ 126,488	$ 142,878	$ 154,500	$ 132,600	TOTAL MATERIALS & SERVICES	$ 137,700	$ 137,700	
27								
28	$ 200,078	$ 217,341	$ 281,800	$ 259,900	**TOTAL REQUIREMENTS**	$ 269,600	$ 269,600	

Notes:

23 *Prior to House Bill 2055, the City's contract with its collection agency provided for a 25% fee on amounts collected. The revised contract allows the collection agency to collect and retain its fee prior to turning the proceeds over to the City. This cost is expected to decline in future years and eventually go away altogether.*

26-27 *State and County assessments are based on municipal court fine revenues. The City remits to these jurisdictions on a monthly basis. CC Assessments are 4% of Municipal Court Fine Revenues (including past due fines). Unitary Assessments are currently 12% of Municipal Court Fine Revenues (including past due fines), down from 14% in FY06 & FY07. As Fine Revenues increase, Assessment Expenditures increase proportionately.*

GENERAL FUND

POLICE

RESOURCES

#	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
1					***Working Capital Carryforward:***			
2	$ 1,894	$ 1,746	$ 1,700	$ 1,700	Cadet Donations	$ 1,200	$ 1,200	
3	653	(58)	-	400	Reserve Donations	-	-	
4	-	3,350	11,600	3,400	K-9 Donations	4,500	4,500	
5	-	-	4,800	-	MATT Grant	-	-	
6	-	-	32,800	32,800	Meth Task Force Grant	-	-	
7	$ 2,547	$ 5,038	$ 50,900	$ 38,300	Total Working Capital Carryforward	$ 5,700	$ 5,700	
8								
9					***INTERGOVERNMENTAL***			
10	$ 151,217	$ 164,512	$ 166,300	$ 166,300	School Resource Officer Contract	$ 174,700	$ 174,700	
11	-	-	6,000	-	Overtime Grants	25,000	25,000	
12	-	60,000	27,200	30,000	Meth Task Force Grant	20,000	20,000	
13	12,036	27,859	-	33,200	Materials & Services Grants	50,000	50,000	
14	$ 163,253	$ 252,371	$ 199,500	$ 229,500	Total Intergovernmental	$ 269,700	$ 269,700	
15								
16					***FINES & FORFEITS***			
17	$ 64,600	$ 83,161	$ 81,700	$ 82,800	Impound Fees	82,800	82,800	
18	278	2,599	2,600	1,800	Civil/Criminal Forfeitures	10,000	10,000	
19	$ 64,878	$ 85,760	$ 84,300	$ 84,600	Total Fines & Forfeits	$ 92,800	$ 92,800	
20								
21					***MISCELLANEOUS***			
22	$ -	$ -	$ 1,000	$ -	Cadet Donations	$ 1,000	$ 1,000	
23	900	457	1,000	500	Reserve Officer Donations	1,000	1,000	
24	10,025	20	-	14,000	Police Donations	20,000	20,000	
25	100	8,350	-	1,100	K-9 Donations	3,000	3,000	
26	7,192	6,593	7,000	6,100	Special Duty Officers	5,000	5,000	
27	15,239	36,731	18,500	8,900	Miscellaneous	10,000	10,000	
28	$ 33,456	$ 52,151	$ 27,500	$ 30,600	Total Miscellaneous	$ 40,000	$ 40,000	
29								
30	$ 264,134	$ 395,320	$ 362,200	$ 383,000	TOTAL ACTIVITY GENERATED	$ 408,200	$ 408,200	
31	4,515,030	4,704,072	5,290,200	5,224,400	GENERAL SUPPORT RESOURCES	5,363,500	5,365,200	
32	$ 4,779,164	$ 5,099,392	$ 5,652,400	$ 5,607,400	**TOTAL RESOURCES**	$ 5,771,700	$ 5,773,400	

Notes:

6 $60,000 was received in FY07 which funds an officer for 11 months. The officer began February 2007 so 6 of the 11 months are carried over to FY08.

10 Funds are from the Salem/Keizer School District which partially pay for School Resource Officers plus related overhead costs.

11 Overtime Grant Funds are for a MATT Grant to fund specific program related overtime costs.

12 The Meth Task Force Grant is provided through the Guido Caldarazzo Methamphetamine Task Force, a private foundation.

13 Throughout the year the Police Department receives grants to fund specific materials and services. These grants are not specifically identified at the time the budget is prepared but are estimated to be approximately $50,000 in FY09. The offsetting expenditure is in the Materials & Services section of the budget.

17 Beginning FY07 the City increased Impound Fees from $100 to $115.

18 Civil/Criminal Forfeitures are dedicated revenues. The corresponding expenditure is in Materials & Services.

27 Miscellaneous Revenue includes receipts for police report requests, surplus sales, and one-time revenues.

GENERAL FUND

POLICE

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
33					**EXPENDITURES**			
34								
35					***PERSONNEL SERVICES***			
36	$ 37,219	$ 39,319	$ 42,500	$ 42,500	Administrative Assistant	$ 44,600	$ 44,600	
37	6,817	7,207	7,800	7,800	Facility Maintenance Workers	8,200	8,200	
38	91,481	93,854	103,300	103,300	Chief of Police	109,600	109,600	
39	158,052	162,137	178,600	178,600	Captains	189,400	189,400	
40	409,763	423,197	532,800	532,800	Sergeants	549,300	549,300	
41	234,764	242,576	248,400	248,400	Detectives	251,500	251,500	
42	1,186,487	1,301,505	1,359,400	1,359,400	Police Officers	1,425,300	1,425,300	
43	31,853	44,661	47,400	47,400	Community Service Officer	50,200	50,200	
44	221,001	224,565	231,300	231,300	Support Specialists	241,300	241,300	
45	173,768	178,440	180,700	180,700	School Resource Officers	186,200	186,200	
46	44,001	46,014	46,500	46,500	Investigative Services Specialist	47,800	47,800	
47	1,279	1,843	5,000	5,000	Background Investigations Officer	5,000	5,000	
48	3,548	3,217	7,500	7,500	Reserve Officers	7,500	7,500	
49	179,720	201,294	245,700	245,700	Overtime	266,300	266,300	
50	42,441	45,358	49,500	49,500	Medicare	51,900	51,900	
51	720,133	764,069	770,500	770,500	Retirement	822,600	822,600	
52	395,793	455,349	555,300	555,300	Insurance Benefits	583,900	583,900	
53	1,721	-	-	-	Unemployment Insurance	-	-	
54	66,304	45,053	84,500	84,500	Workers Compensation	88,000	88,000	
55	-	-	-	-	Cell Phone Stipend	8,200	8,200	
56	$ 4,006,145	$ 4,279,658	$ 4,696,700	$ 4,696,700	TOTAL PERSONNEL SERVICES	$ 4,936,800	$ 4,936,800	

Notes:

35 Personnel Services changes include a 3.0% cost of living increase city-wide, merit increases, and the implementation of a salary survey conducted in FY08. For more information see Salaries by Budgeted Position in the Supplemental Information section of the budget document.

49 The need for overtime depends on the number and complexity of crimes. Overtime costs are approximately 10% of sworn-represented staff salaries. Additionally, $25,000 has been budgeted to provide for special projects funded by Overtime Grants.

51 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.

52 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

55 The City is considering a cell phone stipend to allow the Department to contact officers during off-duty hours. The policy is not currently in place but is estimated at $8,200. It is a taxable benefit and therefore included in personnel services.

GENERAL FUND

POLICE

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
57					***MATERIALS & SERVICES***			
58	$ 10,608	$ 10,927	$ 21,000	$ 11,000	Materials & Supplies	$ 14,000	$ 14,000	
59	1,147	-	2,000	500	Cadet Program	2,000	2,000	
60	6,611	3,535	6,000	6,000	Reserve Officer Program	6,000	6,000	
61	26,225	28,793	29,000	29,000	Clothing	34,000	34,000	
62	-	3,030	2,600	1,200	Civil/Criminal Forfeiture	10,000	10,000	
63	3,654	4,764	10,000	10,000	K-9 Supplies	6,000	6,000	
64	13,251	11,182	17,000	14,800	Postage & Printing	15,200	15,200	
65	28,584	21,497	34,200	34,200	Travel & Training*	34,200	34,200	
66	2,115	2,338	4,000	2,300	Tuition Reimbursement	4,000	4,000	
67	-	2,444	-	-	Testing	-	-	
68	2,117	2,080	3,000	600	Advertising - Employee Recruitments	2,000	2,000	
69	-	7,374	-	4,100	Legal Services	5,000	5,000	
70	44,340	4,215	18,000	3,400	Labor Attorney	15,000	15,000	
71	6,526	9,969	12,100	12,100	Contractual Services	13,000	13,000	
72	-	-	26,600	19,100	Crime Analyst Contract	27,500	27,500	
73	13,075	12,866	19,700	14,700	Janitorial*	28,500	28,500	
74	15,954	17,170	16,700	18,900	Gas & Electricity*	19,600	19,600	
75	23,733	36,511	30,000	29,000	Telephone*	29,000	23,200	
76	74,007	72,322	80,600	80,600	Insurance - Liability*	83,900	83,900	

Notes:

* Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.

61 The Department plans to change to new uniforms in FY09 which will be less expensive to maintain over the long run.

62 Civil/Criminal Forfeitures are for the expenditure of Civil/Criminal Forfeiture Revenue. These funds are restricted for uses directly related to crime fighting.

63 K-9 supplies doubled from FY07 because the Police Department began maintaining two dogs in FY08.

64 The US Postal Service will increase the postage stamp from $.41 to $.42 beginning May 2008. Therefore the budget provides for a 2% increase in FY09 over FY08

69 Legal services are City attorney costs for representing the Department in the occasional municipal court case.

70 Labor attorney costs are for Union negotiations including dispute resolution. The KPA contract expires in June 2009; negotiations are expected to begin early 2009.

71 Contract with Crisis Chaplaincy Services for Emergency Chaplaincy Services funded by all Police agencies within Marion County. The increase in FY08 is for the Lexipol Policy and Procedure Training and Update service.

72 The Police Department expects to contract with the City of Salem to provide Crime Data Analysis services to the City of Keizer. Funds appropriated will support 1/3 of the cost of this position.

73 Janitorial costs are allocated based on FTE city-wide except the Police Department pays costs directly associated with the Police Department facility and the Water Fund pays costs directly related to the Public Works shop. Janitorial cost will double with the new Civic Center beginning January 2009.

74 City-wide gas & electric costs are for city hall facilities. Costs in the Parks Fund include power to run the irrigation system and the Parks facility. The Water Fund includes costs to run water facilities such as pump stations. Portland General Electric anticipates a 7%-9% increase in rates in January 2009.

76 The City's insurance carrier projects a 4% increase in rates. Projections are based on the FY08 budgeted amount.

GENERAL FUND

POLICE

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
77					***MATERIALS & SERVICES - CONTINUED***			
78	$ 26,254	$ 35,813	$ 40,000	40,000	Vehicle Lease	$ -	$ -	
79	8,652	11,848	18,000	18,000	Vehicle & Equipment Rental	10,000	10,000	
80	61,565	77,663	69,000	90,000	Gasoline	100,000	100,000	
81	31,238	25,862	35,000	36,000	Maintenance-Vehicles	38,000	38,000	
82	6,630	8,436	20,000	6,100	Maintenance-Equipment	10,000	10,000	
83	3,620	2,600	5,000	2,500	Community Services Unit	5,000	5,000	
84	12,819	22,667	28,000	24,800	Operating Materials	28,000	28,000	
85	10,000	31,052	13,000	13,000	Ammo/Weapons	13,000	13,000	
86	203,393	209,392	229,700	229,700	Willamette Valley Communication Center	58,000	58,000	
87	27,663	28,562	25,500	25,500	Radio & Mobile Systems Support	46,500	46,500	
88	74,339	82,882	96,000	96,000	RAIN/PRIORS	72,500	72,500	
89	15,154	18,960	16,000	16,000	Investigations	20,000	20,000	
90	1,298	1,078	4,000	2,000	Crime Prevention	4,000	4,000	
91	-	-	-	14,000	Police Donation Expenses	20,000	20,000	
92	7,406	3,412	11,400	5,000	Medical & Pre-employment Testing	10,000	10,000	
93	-	-	-	-	Grants	50,000	50,000	
94	1,041	162	1,000	600	Miscellaneous	1,000	1,000	
95	$ 763,019	$ 811,406	$ 944,100	$ 910,700	TOTAL MATERIALS AND SERVICES	$ 834,900	$ 829,100	
96								
97					***CAPITAL OUTLAY***			
98	$ 10,000	$ -	$ -	$ -	Auto Video Cameras	$ -	$ -	
99	-	8,328	11,600	-	K-9 Dog	-	-	
100	$ 10,000	$ 8,328	$ 11,600	$ -	TOTAL CAPITAL OUTLAY	$ -	$ -	
101								
102	$ -	$ -	$ -	$ -	Reserve for K-9 dog	$ 7,500	$ 7,500	
103								
104	$ 4,779,164	$ 5,099,392	$ 5,652,400	$ 5,607,400	**TOTAL EXPENDITURES & RESERVES**	$ 5,779,200	$ 5,773,400	

Notes:

78 Beginning in FY09, all police vehicle leases are funded in the Revenue Sharing Fund to better track the Department's lease program.

80 The increase in gasoline reflects the increase in prices over the past year and additional anticipated increases in FY09.

83 Costs include community related activities such as National Night Out.

86 The total WVCC bill for FY09 is $410,800 compared to $388,700 in FY08. The 9-1-1 related costs are paid from the 9-1-1 Fund. The business calls are paid from the Police Operating budget. Beginning in FY09, the allocation has changed to more accurately track the 9-1-1 related expense portion of this bill. Overall the General Fund is not impacted because the transfer to the 9-1-1 Fund has been increased accordingly.

87 Beginning in FY09, Radio & Mobile Systems Support will be funded in the Police Operating budget. In prior years, this expense was partially funded in the 9-1-1 Fund. Overall the General Fund is not impacted because the transfer to the 9-1-1 Fund has been reduced accordingly.

88 The high cost in FY08 resulted from the City of Salem back billing for errors going back to FY05. FY09 expenditures are for current charges.

93 Throughout the year the Police Department receives grants to fund specific materials and services. These grants are not specifically identified at the time the budget is prepared but are estimated to be approximately $50,000 in FY09. These expenditures will only be incurred up to the amount of grant revenue received.

94 Miscellaneous costs are one-time expenditures that are not characterized by existing line-item descriptions.

102 The K-9 dog reserve is funded 100% from K-9 donations including funds carried over from previous years and current year anticipated donations.

SPECIAL REVENUE FUND

REVENUE SHARING

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 58,547	60,421	$ -	$ 116,700	***Working Capital Carryforward***	$ -	$ -	
2								
3					***INTERGOVERNMENTAL***			
4	220,101	204,238	215,100	219,400	State Revenue Sharing	228,300	228,300	
5	5,942	2,865	-	33,000	Grants	17,000	17,000	
6	$ 226,043	$ 207,103	$ 215,100	$ 252,400	Total Intergovernmental	$ 245,300	$ 245,300	
7								
8					***MISCELLANEOUS***			
9	1,143	-	2,700	-	Police Misc Revenue	-	-	
10								
11					***TRANSFERS IN***			
12	41,300	122,700	153,600	30,100	Transfer from General Fund	125,200	125,200	
13								
14	$ 327,033	$ 390,224	$ 371,400	$ 399,200	**TOTAL RESOURCES**	$ 370,500	$ 370,500	

Notes:

4 FY09 projections are based on FY08 actuals projected out to year-end. The State of Oregon anticipates a 4% an increase in distributions for FY09.

5 The City anticipates receiving a $50,000 grant from ODOT to help cover the cost of the e-citation system. The grant is on a reimbursement basis with a portion received in FY08 and the balance to be received in FY09.

12 Capital Outlay items used for general government purposes are tracked in the Revenue Sharing Fund. Transfers from the General Fund are needed because Revenue Sharing Funds are not sufficient in FY09 to cover all General Government Capital Outlay needs.

REVENUE SHARING

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
15					**REQUIREMENTS**			
16								
17					***CAPITAL OUTLAY***			
18	$ 5,483	$ 77	$ 5,700	$ 5,700	Office Furniture & Equipment*	$ -	$ -	
19	5,607	50	-	-	Photocopier	-	-	
20	117	-	-	-	Aerial Photos	-	-	
21	85,805	55,000	57,600	57,600	Computer Hardware*	49,900	49,900	
22	1,067	-	-	-	Television Equipment	-	-	
23	-	23,040	23,500	23,500	Parks Vehicle & Equipment	-	-	
24	-	-	-	-	Police Vehicles	41,000	41,000	
25	9,618	7,028	5,500	5,500	Police Protective Vests	10,500	10,500	
26	13,000	10,725	34,400	34,400	Police Officer Equipment	20,000	20,000	
27	-	-	56,500	89,500	E-Citation System	29,000	29,000	
28	-	-	8,000	2,800	Signage & Identity	-	-	
29	-	-	2,100	2,100	Radar Equipment	3,000	3,000	
30	145,916	177,579	178,100	178,100	Police Vehicle/Motorcycle Leases	217,100	217,100	
31	$ 266,613	$ 273,499	$ 371,400	$ 399,200	TOTAL CAPITAL OUTLAY	$ 370,500	$ 370,500	
32								
33					***FUND BALANCE***			
34								
35	60,420	116,725	-	-	Unappropriated Ending Fund Balance	-	-	
36								
37	$ 327,033	$ 390,224	$ 371,400	$ 399,200	**TOTAL REQUIREMENTS**	$ 370,500	$ 370,500	

Notes: ~ ~ ~ ~ ~ ~ ~

* Indicates a City-wide shared cost based on a pre-established allocation. See City-Wide Shared Costs in the Supplemental Information section of the document for details.

24 Purchase of 3 patrol cars and 3 admin/detective cars which the City has leased over the past 3 years; the leases were paid from the Police operating budget.

25 Costs include annual replacement of protective vests for $5,500 plus two SWAT vests costing $2,500 each.

26 The Police Officer Equipment for FY09 includes the following:
- 27 Microphone/ear piece units for patrol officers. Total cost $6,000.
- Replacement of 41 Glock Pistols. Total cost $10,000.
- Replacement of 10 newer but used portable radios. In 4-5 years the City will need to replace the entire system due to interoperability changes. The City plans to make the change when City of Salem makes the change. Total cost is $4,000.

27 Funding for the E-Citation System is carried over from FY08. An additional $33,000 has been added to the FY08 projected expenditures to be paid from a $50,000 ODOT grant. FY09 includes the carryover of $17,000 plus an additional $12,000 for software and maintenance.

30 A detailed schedule of police vehicle & motorcycle leases is found on the Revenue Sharing - Police Vehicle Program Summary preceeding the beginning of this budget section.

SPECIAL REVENUE FUND

CITY HALL FACILITY FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ -	$ 253	$ -	$ 1,800	***Working Capital Carryforward***	$ 1,800	$ 1,800	
2								
3					***INTERGOVERNMENTAL***			
4	-	2,806	-	-	Intergovernmental Transfer from Urban Renewal	$ 20,600	$ 20,600	
5								
6					***MISCELLANEOUS***			
7	117	39	-	$ -	Interest Revenue	-	-	
8								
9					***TRANSFERS IN***			
10	119,590	22,139	-	-	Transfer from General Fund	459,700	459,700	
11	1,980	2,436	-	-	Transfer from Street Fund	27,400	27,400	
12	2,640	3,299	-	-	Transfer from Sewer Fund	20,600	20,600	
13	4,180	6,783	-	-	Transfer from Water Fund	116,600	116,600	
14	410	678	-	-	Transfer from SLD Fund	6,900	6,900	
15	-	-	-	-	Transfer from Storm Water Fund	34,300	34,300	
16	$ 128,800	$ 35,335	$ -	$ -	TOTAL TRANSFERS IN	$ 665,500	$ 665,500	
17								
18	$ 128,917	$ 38,433	$ -	$ 1,800	**TOTAL RESOURCES**	$ 687,900	$ 687,900	
19								
20					**REQUIREMENTS**			
21								
22					***CAPITAL OUTLAY***			
23	128,664	36,583	-	-	Improvements	$ 687,900	$ 687,900	
24								
25					***FUND BALANCE***			
26	253	1,850	-	1,800	Unappropriated Ending Fund Balance	-	-	
27								
28	$ 128,917	$ 38,433	$ -	$ 1,800	**TOTAL REQUIREMENTS**	$ 687,900	$ 687,900	
	~	~	~	~		~	~	~

Notes:

23 Improvements are for furnishings for the new civic center. The move in date is scheduled for January 2009.

SPECIAL REVENUE FUND

PUBLIC EDUCATION GOVERNMENT FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 20,525	$ 31,492	$ 44,000	$ 39,000	***Working Capital Carryforward***	$ 68,400	$ 68,400	
3					***INTERGOVERNMENTAL***			
4	85,731	92,622	92,400	92,100	PEG Fees	92,100	92,100	
6					***MISCELLANEOUS***			
7	179	174	-	100	Interest Earnings	100	100	
9					***TRANSFERS IN***			
10	2,700	-	-	-	Transfer from General Fund	-	-	
12	$ 109,135	$ 124,288	$ 136,400	$ 131,200	**TOTAL RESOURCES**	$ 160,600	$ 160,600	
14					**REQUIREMENTS**			
16					***MATERIALS & SERVICES***			
17	$ -	$ 2,160	$ -	$ 500	Legal Services	$ 500	$ 500	
18	61,320	62,220	62,300	62,300	Broadcasting	62,300	62,300	
19	$ 61,320	$ 64,380	$ 62,300	$ 62,800	TOTAL MATERIALS & SERVICES	62,800	62,800	
21					***CAPITAL OUTLAY***			
22	$ 16,323	$ 19,844	$ 20,000	$ -	Television Equipment	$ 20,000	$ 20,000	
24	-	-	25,000	-	Contingency	62,400	62,400	
26					***TRANSFERS OUT***			
27	-	1,067	-	-	Transfer to General Fund	-	-	
29					***FUND BALANCE***			
30	31,492	38,997	29,100	68,400	Unappropriated Ending Fund Balance	15,400	15,400	
32	$ 109,135	$ 124,288	$ 136,400	$ 131,200	**TOTAL REQUIREMENTS**	$ 160,600	$ 160,600	
Notes:	~	~	~	~		~	~	~

18 Broadcasting costs are $5,110 per month plus $1,000 for maintenance and repair of equipment.

27 The transfer in FY07 was to repay the General Fund for a loan made in FY06.

30 The Ending Fund Balance provides three months operating revenue as working capital for FY10.

SPECIAL REVENUE FUND

9-1-1 COMMUNICATIONS FUND

#	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 32,880	$ (22,961)	$ -	$ (2,700)	***Working Capital Carryforward***	$ -	$ -	
2								
3					***INTERGOVERNMENTAL***			
4	110,044	185,204	173,300	232,500	9-1-1 Excise Tax	200,100	200,100	
5								
6					***TRANSFERS IN***			
7	50,000	81,800	80,700	50,500	Transfer from General Fund	238,700	238,700	
8								
9	$ 192,924	$ 244,043	$ 254,000	$ 280,300	**TOTAL RESOURCES**	$ 438,800	$ 438,800	
10								
11					**REQUIREMENTS**			
12								
13					***MATERIALS & SERVICES***			
14	$ 18,298	$ 19,804	$ 20,200	$ 21,100	Radio & Mobile Systems Support	$ -	$ -	
15	135,596	147,324	159,200	159,200	Emergency 9-1-1 and Dispatch Calls	352,700	352,700	
16	61,991	79,638	74,600	100,000	Distributions to 9-1-1 Agencies	86,100	86,100	
17	$ 215,885	$ 246,766	$ 254,000	$ 280,300	TOTAL MATERIALS & SERVICES	$ 438,800	$ 438,800	
18								
19								
20					***FUND BALANCE***			
21	(22,961)	(2,723)	-	-	Unappropriated Ending Fund Balance	-	-	
22								
23	$ 192,924	$ 244,043	$ 254,000	$ 280,300	**TOTAL REQUIREMENTS**	$ 438,800	$ 438,800	
Notes:	~	~	~	~		~	~	~

4 During FY08 the City received a one-time extra payment of $36,300 from the State or Oregon as distribution of a surplus in 9-1-1 Tax Revenues. The 9-1-1 Tax Revenue projections for FY08 are based on FY07actual revenues plus the one-time surplus payment. FY09 revenue projections are based on the four quarterly payments projected for FY08 and are adjusted for the League of Oregon Cities' estimated 2% increase in FY09.

7 A transfer is needed from the General Fund since projected expenditures exceed projected revenues for FY09. The total WVCC bill for FY09 is $410,800 compared to $388,700 in FY08. The 9-1-1 related costs are paid from the 9-1-1 Fund. The business calls are paid from the Police Operating budget. Beginning in FY09, the allocation has changed to more accurately track 9-1-1 related expenses. Overall, the 9-1-1 Fund is not impacted; the increase in the transfer this year is offset by the increase in the Emergency 91-1 and Dispatch Calls expense.

14 Beginning in FY09, Radio & Mobile Systems Support will be funded in the Police Operating budget. In prior years, this expense was partially funded in the 9-1-1 Fund. Overall the 9-1-l Fund is not impacted because the transfer to the 9-1-1 Fund has been reduced accordingly.

15 The total WVCC bill for FY09 is $410,800 compared to $388,700 in FY08. The 9-1-1 related costs are paid from the 9-1-1 Fund. The business calls are paid from the Police Operating budget. Beginning in FY09, the allocation has changed to more accurately track 9-1-1 related expenses.

16 Of the estimated $200,100 to be received in 9-1-1 Excise Tax Revenues, 39% is to be remitted to the Keizer Rural Fire Protection District and 4% is to be remitted to the Marion County Fire District #1 as provided for in an intergovernmental agreement.

SPECIAL REVENUE FUND

LAW ENFORCEMENT GRANT FUND

Line	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ -	$ (2,730)	$ -	$ (200)	***Working Capital Carryforward***	$ -	$ -	
3					***INTERGOVERNMENTAL***			
4	88,565	30,674	50,000	25,200	Police Grants	50,000	50,000	
6					***MISCELLANEOUS***			
7	-	-	-	-	Interest/Donations	-	-	
9					***TRANSFERS IN***			
10	-	-	-	-	Transfer from General Fund	-	-	
12	$ 88,565	$ 27,944	$ 50,000	$ 25,000	**TOTAL RESOURCES**	$ 50,000	$ 50,000	
14					**REQUIREMENTS**			
16					***MATERIALS & SERVICES***			
17	$ 8,514	$ -	$ 25,000	$ 25,000	Materials & Supplies	$ 25,000	$ 25,000	
19					***CAPITAL OUTLAY***			
20	82,782	28,133	25,000	-	Equipment	25,000	25,000	
22					***TRANSFERS OUT***			
23	-	-	-	-	Transfer to the General Fund	-	-	
25					***FUND BALANCE***	-	-	
26	(2,731)	(189)	-	-	Unappropriated Ending Fund Balance			
28	$ 88,565	$ 27,944	$ 50,000	$ 25,000	**TOTAL REQUIREMENTS**	$ 50,000	$ 50,000	
	~	~	~	~		~	~	~

Notes:

4 Each year the Police Department applies for and receives various Federal grants for one-time purchases of Materials and Capital Outlay items.

26 The fund balance deficit in FY06 was caused by a coding error that went undetected during the audit process.

SPECIAL REVENUE FUND

HOUSING SERVICES FUND

ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
				RESOURCES			
$ 121,113	$ 135,204	$ 177,500	$ 178,000	***Working Capital Carryforward***	$ 195,400	$ 195,400	
				MISCELLANEOUS			
9,151	34,841	-	9,500	Loan Proceeds	-	-	
4,940	7,991	7,500	7,900	Interest Revenue	7,900	7,900	
$ 14,091	$ 42,832	$ 7,500	$ 17,400	Total Miscellaneous	$ 7,900	$ 7,900	
$ 135,204	$ 178,036	$ 185,000	$ 195,400	**TOTAL RESOURCES**	$ 203,300	$ 203,300	
				REQUIREMENTS			
				MATERIALS & SERVICES			
$ -	$ -	$ -	$ -	Contractual Services	$ -	$ -	
-	-	-	-	Housing Rehabilitation Services	-	183,300	
$ -	$ -	$ -	$ -	TOTAL MATERIALS & SERVICES	$ -	$ 183,300	
-	-	-	-	Contingency	-	20,000	
				FUND BALANCE			
135,204	178,036	185,000	195,400	Unappropriated Ending Fund Balance	203,300	-	
$ 135,204	$ 178,036	$ 185,000	$ 195,400	**TOTAL REQUIREMENTS**	$ 203,300	$ 203,300	
~	~	~	~		~	~	~

Notes:

[1] *The original funds were received through a Federal Grant. The Community Development Department is working toward "defederalizing" the Housing Rehabilitations Funds so they may be used for new loans. A new program is not currently available, therefore, no funds have been appropriated for FY09.*

SPECIAL REVENUE FUND

PARK IMPROVEMENT FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 935,397	$ 611,939	$ 856,800	$ 696,600	***Working Capital Carryforward***	$ 929,300	$ 929,300	
2								
3					***INTERGOVERNMENTAL***			
4	750,000	152,000	-	-	Community Development Grants	-	-	
5								
6					***LICENSES & FEES***			
7	125,534	48,542	147,700	378,400	System Development Fees	41,700	41,700	
8								
9					***MISCELLANEOUS***			
10	22,074	29,531	30,500	34,300	Interest	34,300	34,300	
11	-	-	-	-	Miscellaneous Revenue	-	-	
12	$ 22,074	$ 29,531	$ 30,500	$ 34,300	TOTAL MISCELLANEOUS	$ 34,300	$ 34,300	
13								
14	$ 1,833,005	$ 842,012	$ 1,035,000	$1,109,300	**TOTAL RESOURCES**	$ 1,005,300	$ 1,005,300	
15								
16					**REQUIREMENTS**			
17								
18					***CAPITAL OUTLAY***			
19	$ 1,207,922	$ 141,259	$ -	$ -	Land Acquisition	$ -	$ -	
20	13,144	-	296,000	180,000	Improvements	43,200	191,500	
21	-	-	739,000	-	Contingency	-	700,000	
22	$ 1,221,066	$ 141,259	$ 1,035,000	$ 180,000	TOTAL CAPITAL OUTLAY	$ 43,200	$ 891,500	
23								
24					***TRANSFERS OUT***			
25	$ -	$ 4,180	$ -	$ -	Transfer to General Fund	$ -	$ -	
26								
27					***FUND BALANCE***			
28	611,939	696,573	-	929,300	Unappropriated Ending Fund Balance	962,100	113,800	
29								
30	$ 1,833,005	$ 842,012	$ 1,035,000	$1,109,300	**TOTAL REQUIREMENTS**	$ 1,005,300	$ 1,005,300	
	~	~	~	~		~	~	~

Notes:

7 The FY09 SDC's are projected anticipating 40 single family units and no apartment units.

20 Improvements are listed on the narrative on the preceding page.

SPECIAL REVENUE FUND

Transportation Improvement Fund

ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
				RESOURCES			
$ 117,010	$ 854,007	$ 1,167,500	$ 1,192,600	***Working Capital Carryforward***	$ 1,502,600	$ 1,502,600	
				LICENSES & FEES			
715,168	289,934	126,000	244,800	System Development Fees	107,000	107,000	
				MISCELLANEOUS			
21,829	48,615	46,000	65,200	Interest	65,200	65,200	
$ 854,007	$1,192,556	$ 1,339,500	$ 1,502,600	**TOTAL RESOURCES**	$ 1,674,800	$ 1,674,800	
				REQUIREMENTS			
				CAPITAL OUTLAY			
$ -	$ -	$ -	$ -	Improvements	$ 445,000	$ 445,000	
-	-	1,339,500	-	Contingency	1,099,800	1,099,800	
$ -	$ -	$ 1,339,500	$ -	TOTAL CAPITAL OUTLAY	$ 1,544,800	$ 1,544,800	
-	-	-	-	***Interfund Loan to General Fund***	130,000	130,000	
				FUND BALANCE			
854,007	1,192,556	-	1,502,600	Unappropriated Ending Fund Balance	-	-	
$ 854,007	$1,192,556	$ 1,339,500	$ 1,502,600	**TOTAL REQUIREMENTS**	$ 1,674,800	$ 1,674,800	
Notes: ~	~	~	~		~	~	~

4 The FY09 SDC's are projected anticipating 40 single family units and 4 commercial developments city-wide.

15 The City anticipates beginning the process of constructing the southbound on-ramp widening at the I-5 interchange.

SPECIAL REVENUE FUND

STREET FUND

RESOURCES

#	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
1					***Working Capital Carryforward:***			
2	$ 1,902,888	$ 2,826,389	$ 1,830,000	$ 2,158,200	Working Capital Carryforward	$ 1,223,000	$ 1,323,000	
3	-	1,022	-	-	Helmet Donations - Working Capital	-	-	
4	$ 1,902,888	$ 2,827,411	$ 1,830,000	$ 2,158,200	TOTAL WORKING CAPITAL CARRYFORWARD	$ 1,223,000	$ 1,323,000	
5								
6					***TAXES & ASSESSMENTS***			
7	$ 631	$ -	$ -	$ -	Assessments	$ -	$ -	
8								
9					***LICENSES & FEES***			
10	$ 192,036	$ 52,983	$ 25,900	$ 5,900	Planning Construction Fees	$ 4,000	$ 4,000	
11	4,740	3,115	2,500	3,300	Driveway Permit Fees	2,500	2,500	
12	16,700	27,627	20,500	23,200	Rental Property	23,200	23,200	
13	$ 213,476	$ 83,725	$ 48,900	$ 32,400	TOTAL LICENSES & FEES	$ 29,700	$ 29,700	
14								
15					***INTERGOVERNMENTAL***			
16	$ -	$ 100,000	$ 100,000	$ -	Grants	$ 100,000	$ 100,000	
17	1,673,671	1,617,335	1,606,400	1,529,500	State Fuel Tax	1,535,400	1,535,400	
18	$ 1,673,671	$ 1,717,335	$ 1,706,400	$ 1,529,500	TOTAL INTERGOVERNMENTAL	$ 1,635,400	$ 1,635,400	
19								
20					***MISCELLANEOUS***			
21	$ 1,540	$ 1,007	$ 1,000	$ 2,100	Donations	$ -	$ -	
22	12	-	-	-	Assessment Interest	-	-	
23	111,715	114,470	78,000	114,400	Interest	114,400	114,400	
24	178,055		-	-	Property Sales	-	-	
25	-	372	-	100	Developer Contributions	-	-	
26	17,205	25,726	-	1,400	Miscellaneous Revenue	-	-	
27	$ 308,527	$ 141,575	$ 79,000	$ 118,000	TOTAL MISCELLANEOUS	$ 114,400	$ 114,400	
28								
29					***BOND PROCEEDS***			
30	1,738,000	-	-	-	Bond Proceeds	-	-	
31								
32					***TRANSFERS IN***			
33	19,346	23,487	-	-	Transfer in from Keizer Station LID	-	-	
34	-	3,960	-	500	Transfer in from General Fund	-	-	
35	19,346	27,447	-	500	TOTAL TRANSFERS IN	-	-	
36								
37	$ 5,856,539	$ 4,797,493	$ 3,664,300	$ 3,838,600	**TOTAL RESOURCES**	$ 3,002,500	$ 3,102,500	

Notes:

[16] In FY09 the City anticipates collecting the balance of the Bike and Pedestrian Improvement Grant for Dearborn NE. The project will be completed after June 30, 2008.

[17] ODOT projects Fuel Tax Revenue to be approximately 0.5% above FY08 revenues. FY09 projections are based on FY08 actual revenues projected to year-end adjusted for the 0.5% increase as estimated by ODOT.

[26] Miscellaneous Revenues are one-time revenues that are not characterized by line-item descriptions.

[30] Bond Proceeds in FY06 were used to construct and acquire right-of-way for the Chemawa Road realignment in the Keizer Station Area C.

[33] The FY07 transfer from the Keizer Station LID Fund is reimbursement for attorney fees associated with Keizer Station property acquisitions charged to the Street Fund in FY05.

SPECIAL REVENUE FUND

STREET FUND

REQUIREMENTS

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
38					***PERSONNEL SERVICES***			
39	$ 9,603	$ 10,130	$ 5,500	$ 5,500	City Manager	$ 5,900	$ 5,900	
40	-	-	5,400	900	Assistant to City Manager	5,900	5,900	
41	39,337	40,357	41,500	41,500	Public Works Director	44,900	44,900	
42	25,076	25,738	23,900	23,900	Public Works Superintendent	24,600	24,600	
43	6,502	6,670	6,900	6,900	City Recorder	7,100	7,100	
44	39,899	41,040	47,900	47,900	Municipal Utility Worker	64,600	64,600	
45	4,184	4,551	5,100	5,100	Community Development Director	5,400	5,400	
46	5,384	7,426	3,900	3,900	Code Enforcement/Zoning Technician	4,200	4,200	
47	10,822	12,927	9,600	9,600	Administrative Support Staff	9,400	9,400	
48	13,367	14,711	16,600	16,600	Public Works Permit Specialist	17,600	17,600	
49	1,861	1,966	2,300	2,300	Network Administrator	1,700	1,700	
50	3,319	3,405	3,600	4,400	Human Resources Director	2,400	2,400	
51	4,154	4,894	5,000	5,000	Finance Director	5,000	5,000	
52	6,817	7,207	7,800	7,800	Facility Maintenance Workers	8,200	8,200	
53	511	3,739	3,000	3,000	Overtime	3,000	3,000	
54	420	420	300	300	Vehicle Allowance Pay	300	300	
55	500	500	300	300	Educational/Tuition Assistance	300	300	
56	2,633	2,844	2,900	2,900	Medicare	3,300	3,300	
57	34,788	37,207	36,300	35,800	Retirement	40,700	40,700	
58	29,986	32,991	34,800	34,800	Insurance Benefits	39,800	39,800	
59	1,691	1,752	3,100	3,100	Workers Compensation	3,400	3,400	
60	$ 240,854	$ 260,475	$ 265,700	$ 261,500	TOTAL PERSONNEL SERVICES	$ 297,700	$ 297,700	

Notes:

57 *Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other*

58 *Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.*

SPECIAL REVENUE FUND

STREET FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					MATERIALS & SERVICES			
61	$ 1,879	$ 1,661	$ 1,900	$ 1,200	Office Materials & Supplies	$ 1,500	$ 1,500	
62	-	184	100	100	Safety & Wellness*	100	100	
63	1,242	1,175	1,000	2,400	Helmets	1,200	1,200	
64	1,349	1,808	1,500	1,200	Postage & Printing*	2,100	2,100	
65	699	1,276	1,400	1,400	Association Memberships*	2,500	2,400	
66	6,082	4,651	7,000	4,400	Travel & Training*	6,100	6,100	
67	142	264	200	200	City Council Expenses*	300	300	
68	384	180	100	200	Advertising	200	200	
69	37,416	19,631	30,000	20,600	Legal Services*	22,000	22,000	
70	-	376	800	400	Labor Attorney*	1,200	1,200	
71	26,973	44,739	40,000	25,000	Contractual Services	35,700	35,700	
72	1,074	1,072	3,400	3,400	Audit*	2,700	2,700	
73	38,202	39,063	55,000	36,000	Engineering Services	45,000	45,000	
74	3,852	3,313	5,000	1,500	Traffic Engineering SDC Review	5,000	5,000	
75	930	1,472	1,100	1,000	Janitorial*	2,200	2,200	
76	791	994	1,100	700	Gas & Electricity*	800	800	
77	1,535	2,145	2,400	1,800	Telephone*	1,800	1,800	
78	14,300	13,868	14,900	14,900	Insurance - Liability*	15,500	15,500	
79	878	58	1,500	1,500	Gasoline/Diesel	2,500	2,500	
80	1,909	2,590	2,700	2,700	Computer & Software Maintenance*	2,700	2,700	
81	3,509	2,862	4,000	2,000	Equipment Maintenance	3,500	3,500	
82	987	868	1,100	500	Facility Maintenance*	1,500	800	
83	53	48	100	100	Office Equipment Maintenance	100	100	
84	2,946	11,655	12,000	5,000	Sidewalk Maintenance	10,000	10,000	
85	5,553	7,622	5,000	8,800	Operating Materials and Supplies	8,000	8,000	
86	30,105	21,638	-	-	Storm Drain Maintenance	-	-	
87	75,006	81,824	99,000	99,000	Street Sweeping	99,000	99,000	
88	150,692	171,891	150,000	156,000	Street Maintenance & Repair	165,000	165,000	
89	46,595	54,567	60,000	50,000	Street Light Utilities	55,000	55,000	
90	13,451	17,338	22,000	22,500	Traffic Light Utilities	24,000	24,000	
91	-	16,252	-	6,100	Storm Drain Utilities	-	-	
92	63	26	100	-	Medical Testing	100	100	
93	3,179	6,552	5,000	2,000	Rental Property Expenses	4,000	4,000	
94	5,313	5,723	6,100	6,100	MPO Support/ SKATS	6,400	6,400	
95	2,278	-	-	-	Bond Issue Costs	-	-	
96	30	13	-	-	Miscellaneous Expenses	-	-	
97	4,083	1,586	10,000	400	Flood & Drainage Services	5,000	5,000	
98	-	-	6,000	-	Contingency	6,000	6,000	
99	$ 483,480	$ 540,985	$ 551,500	$ 479,100	TOTAL MATERIALS & SERVICES	$ 538,700	$ 537,900	

Notes:

* *Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.*

68 Costs are for recruitments and public notices.

70 Labor Attorney costs include employee dispute resolution, personnel policy review and related consultation matters. In addition, the Local 320 (Municipal Utility Workers) contract is up for renewal July 1, 2009, therefore negotiation costs are included in the FY09 budget.

71 Contractual services include $25,000 for right-of-way landscape maintenance, $10,000 for routine contracts and the remaining appropriation for City-wide contracts .

98 A 1% Materials & Services Contingency has been set aside for FY09.

SPECIAL REVENUE FUND

STREET FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
100					***CAPITAL OUTLAY***			
101	$ 117	$ -	$ -	-	*Aerial Photos*	$ -	$ -	
102	118	4	4,700	-	*Office Furniture & Equipment**	-	-	
103	2,493	2,778	1,300	1,800	*Computer Hardware**	3,600	3,600	
104	-	25,000	40,000	30,000	*Bike Paths*	45,000	45,000	
105	881,595	305,186	1,480,000	1,197,000	*Street Improvements*	62,500	162,500	
106	12,125	5,861	25,000	-	*Infill Sidewalk Completions*	25,000	25,000	
107	1,246,075	1,601	-	1,600	*Property & Easement Acquisition*	-	-	
108	-	25,022	-	-	*Storm Drains*	-	-	
109	3,022	-	-	-	*Keizer Station Improvements*	-	-	
110	65,367	14,044	180,000	114,000	*Labish Area Bridge and Drainage*	-	-	
111	21,000	6,569	10,800	10,800	*Heavy Equipment/Vehicles*	-	-	
112	18,053	768,762	-	-	*Street Resurfacing*	700,000	700,000	
113	-	363,947	230,000	6,800	*Chemawa Road Bridge*	-	-	
114	365	-	-	-	*Signage Signal Upgrades*	134,000	134,000	
115	6,150	-	-	-	*City-Wide Traffic Count Update*	-	-	
116	13,626	102,733	48,000	52,800	*Shop Addition*	-	-	
117	3,753	3,576	1,000	600	*Field Equipment*	1,100	1,100	
118	-	-	13,900	-	*Storm Sewer Maintenance Truck*	13,600	13,600	
119	-	-	175,000	-	*Contingency*	168,900	168,900	
120	$ 2,273,859	$ 1,625,083	$ 2,209,700	$ 1,415,400	TOTAL CAPITAL OUTLAY	$ 1,153,700	$ 1,253,700	

Notes:

104 Construct bike paths along Candlewood NE.

105 Left turn pockets for River Road and Lockhaven.

112 Reconstruct Shoreline Drive from Cummings to Wayne N and resurface various City streets.

114 Construct new Fiber Interconnect along Lockhaven and upgrade 9 signals to accept remote generators.

118 The City plans to purchase a new Storm Sewer Maintenance Truck over the next five years. The Storm Sewer Maintenance Truck will be used to jet clean the storm drain system. Annual lease payments are $63,000. The cost will be allocated accordingly: Storm Utility Fund - 75%, Street Fund - 20% and Water Fund - 5%.

119 The Capital Outlay Contingency is 7% of Capital Outlay Expenditures.

SPECIAL REVENUE FUND

STREET FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
121					***DEBT SERVICE***			
122	$ -	$ 145,000	$ 151,000	$ 151,000	*Principal*	$ 157,000	$ 157,000	
123	28,955	65,288	59,500	59,500	*Interest*	53,500	53,500	
124	$ 28,955	$ 210,288	$ 210,500	$ 210,500	TOTAL DEBT SERVICE	$ 210,500	$ 210,500	
125								
126					***TRANSFERS OUT***			
127	$ 1,980	$ 2,436	$ -	$ -	*Transfer to City Hall Facility Fund**	$ 27,400	$ 27,400	
128	-	-	149,100	149,100	*Transfer to Storm Utility Fund*	149,200	149,200	
129	$ 1,980	$ 2,436	$ 149,100	$ 149,100	TOTAL TRANSFERS OUT	$ 176,600	$ 176,600	
130								
131					***FUND BALANCE***			
132	-	-	-	-	Grant reserve	160,000	160,000	
133	-	-	-	-	Reserve for 27th pay period FY15-16	1,200	1,200	
134	-	-	173,800	173,800	Debt Service Reserve	173,800	173,800	
135	2,827,411	2,158,226	104,000	1,149,200	Unappropriated Ending Fund Balance	290,300	291,100	
136	$ 2,827,411	$ 2,158,226	$ 277,800	$ 1,323,000	TOTAL FUND BALANCE	$ 625,300	$ 626,100	
137								
138	$ 5,856,539	$ 4,797,493	$ 3,664,300	$ 3,838,600	**TOTAL REQUIREMENTS**	$ 3,002,500	$ 3,102,500	
Notes:	~	~	~	~		~	~	~

[128] *The transfer to the Storm Utility Fund is for the Street Fund's share of storm water maintenance and improvements. Beginning FY08, this will be an annual transfer.*

[132] Establish a grant reserve for improvements on Chemawa Road North.

[133] The City pays salaries every two weeks, which typically equates to 26 pay-periods per year. However, every 11 years there are 27 pay-periods. The next time this will occur is in fiscal year 2015-2016. A reserve has been established to set funds aside each year for the next 8 years to pay this cost.

PROPRIETARY FUND

STORM WATER FUND

RESOURCES

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
1	$ -	$ -	$ -	$ -	***Working Capital Carry forward***	$ 319,300	$ 319,300	
2								
3					***LICENSES & FEES***			
4	-	-	10,000	2,900	Planning & Construction Fees	5,000	5,000	
5	-	-	490,900	382,100	Service Fees	559,200	559,200	
6	-	-	500,900	385,000	TOTAL LICENSES & FEES	564,200	564,200	
7								
8					***MISCELLANEOUS***			
9	-	-	5,000	6,500	Interest	6,500	6,500	
10	-	-	-	-	Miscellaneous	-	-	
11	-	-	5,000	6,500	TOTAL MISCELLANEOUS	6,500	6,500	
12								
13					***TRANSFERS IN***			
14	-	-	149,100	149,100	Transfer from Street Fund	149,200	149,200	
15								
16	$ -	$ -	$ 655,000	$ 540,600	**TOTAL RESOURCES**	$ 1,039,200	$ 1,039,200	

Notes:

5 *The Service Fee revenue is based on FY08 actual revenues which are approximately $46,600 per month.*

PROPRIETARY FUND

STORM WATER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
17					**REQUIREMENTS**			
18								
19					***PERSONNEL SERVICES***			
20	$ -	$ -	$ 5,500	$ 5,500	City Manager	$ 5,900	$ 5,900	
21	-	-	5,400	900	Assistant to City Manager	5,900	5,900	
22	-	-	4,900	4,900	Public Works Director	5,300	5,300	
23	-	-	4,000	4,000	Public Works Superintendent	4,100	4,100	
24	-	-	700	700	City Recorder	800	800	
25	-	-	77,000	25,800	Municipal Utility Workers	121,900	121,900	
26	-	-	27,500	15,800	Storm Water Program Manager	47,300	47,300	
27	-	-	8,400	8,400	Administrative Support Staff	10,700	10,700	
28	-	-	2,000	2,000	Public Works Permit Specialist	2,100	2,100	
29	-	-	1,200	1,200	Network Administrator	3,400	3,400	
30	-	-	1,800	2,200	Human Resources Director	4,700	4,700	
31	-	-	3,000	3,000	Finance Director	3,000	3,000	
32	-	-	2,000	2,000	Facility Maintenance Worker	2,100	2,100	
33	-	-	1,100	300	Overtime	2,100	2,100	
34	-	-	100	300	Vehicle Allowance Pay	300	300	
35	-	-	100	100	Educational/Tuition Assistance	100	100	
36	-	-	2,300	1,100	Medicare	3,400	3,400	
37	-	-	25,600	12,100	Retirement	39,200	39,200	
38	-	-	36,400	36,400	Insurance Benefits	56,800	56,800	
39	-	-	3,500	3,500	Workers Compensation	5,200	5,200	
40	$ -	$ -	$ 212,500	$ 130,200	TOTAL PERSONNEL SERVICES	$ 324,300	$ 324,300	

Notes:

25 *The FY08 projections include hiring a Municipal Utility Worker III in May 2008. The FY09 budget includes hiring two full-time Municipal Utility Worker I's to operate the flushing truck for storm system maintenance. These positions were budgeted in FY08 but due to timing hiring will not occur until FY09.*

26 *In February 2008 the City hired a full-time Program Manager to provide public outreach and regulation compliance relating to the City's NPDES PH11 permit.*

37 *Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.*

38 *Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.*

PROPRIETARY FUND

STORM WATER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
41					***MATERIALS & SERVICES***			
42	$ -	$ -	$ 500	$ 1,400	Office Materials & Supplies	$ 1,400	$ 1,400	
43	-	-	100	200	Safety & Wellness*	200	200	
44	-	-	900	2,300	Postage & Printing*	7,100	7,100	
45	-	-	500	500	Concrete	1,000	1,000	
46	-	-	500	500	Rock & Backfill	1,000	1,000	
47	-	-	1,000	500	Paving	1,000	1,000	
48	-	-	900	2,300	Association Memberships*	3,100	3,000	
49	-	-	3,700	2,500	Travel & Training	6,500	6,500	
50	-	-	200	400	City Council Expenses*	400	400	
51	-	-	1,000	1,600	Advertising	1,500	1,500	
52	-	-	200	3,200	Legal Services*	6,000	6,000	
53	-	-	1,000	700	Labor Attorney*	1,900	1,900	
54	-	-	25,300	25,300	Contractual Services	27,800	27,800	
55	-	-	-	-	Vehicle & Equipment Rental	27,000	27,000	
56	-	-	-	-	Audit*	300	300	
57	-	-	15,000	5,000	Engineering Services	15,000	15,000	
58	-	-	700	2,100	Janitorial*	2,700	2,700	
59	-	-	200	1,400	Gas & Electricity*	1,400	1,400	
60	-	-	12,000	7,200	Storm Drain Utilities	13,000	13,000	
61	-	-	300	400	Telephone*	400	400	
62	-	-	700	700	Insurance - Liability*	800	800	
63	-	-	200	200	Gasoline	2,000	2,000	
64	-	-	200	200	Diesel Fuel	3,000	3,000	
65	-	-	1,400	1,400	Computer & Software Maintenance*	2,100	2,100	
66	-	-	30,000	-	Storm Sewer Dumping Costs	20,000	20,000	
67	-	-	1,000	500	Vehicle Maintenance	1,500	1,500	
68	-	-	5,000	1,000	Equipment Maintenance	5,000	5,000	
69	-	-	700	700	Facility Maintenance*	1,900	1,000	
70	-	-	300	-	Office Equipment Maintenance	300	300	

Notes:

* *Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.*

53 *Labor Attorney costs include employee dispute resolution, personnel policy review and related consultation matters. In addition, the Local 320 (Municipal Utility Workers) contract is up for renewal July 1, 2009, therefore negotiation costs are included in the FY09 budget.*

55 *Equipment rental expenses are needed until the new flushing and jetting equipment is delivered.*

PROPRIETARY FUND

STORM WATER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					MATERIALS & SERVICES - CONTINUED			
71	-	-	23,000	9,500	Plant Maintenance	20,000	20,000	
72	-	-	5,000	-	Pump Maintenance	5,000	5,000	
73	-	-	2,000	1,600	Operating Materials & Supplies	7,000	7,000	
74	-	-	100	100	Medical Testing	200	200	
75	-	-	1,000	100	Lab Tests	1,000	1,000	
76	-	-	1,000	1,000	Consumer Confidence Report/ Public Education	1,000	1,000	
77	-	-	100	100	Miscellaneous	100	100	
78	$ -	$ -	$ 135,700	$ 74,600	TOTAL MATERIALS & SERVICES	$ 189,600	$ 188,600	

Notes:

71 Catch basin, manhole and pipe repairs on existing storm sewer system.

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
79					***CAPITAL OUTLAY***			
80	$ -	$ -	$ 4,200	$ -	Office Furniture & Equipment*	$ -	$ -	
81	-	-	1,000	-	Field Equipment	2,000	2,000	
82	-	-	46,000	-	Storm Sewer Maintenance Truck	47,300	47,300	
83	-	-	1,500	1,500	Computer Hardware*	2,900	2,900	
84	-	-	50,000	-	Storm Water Master Plan Update	50,000	50,000	
85	-	-	100,000	15,000	Storm Sewer Pipe Extension or Repair	100,000	100,000	
86	-	-	1,000	-	Lift Station Telemetry System	1,000	1,000	
87	$ -	$ -	$ 203,700	$ 16,500	TOTAL CAPITAL OUTLAY	$ 203,200	$ 203,200	
88								
89	-	-	30,000	-	Contingency	35,900	35,900	
90	-	-	-	-	Transfer to City Hall Facility Fund*	34,300	34,300	
91								
92					***FUND BALANCE***			
93	-	-	-	-	Reserve for 27th pay period FY15-16	1,200	1,200	
94	-	-	73,100	319,300	Unappropriated Ending Fund Balance	250,700	251,700	
95								
96	$ -	$ -	$ 655,000	$ 540,600	**TOTAL REQUIREMENTS**	$ 1,039,200	$ 1,039,200	
	~	~	~	~		~	~	~

Notes:

82 The City plans to purchase a new Storm Sewer Maintenance Truck over the next five years. The Storm Sewer Maintenance Truck will be used to jet clean the storm drain system. Annual lease payments are $63,000. The cost will be allocated accordingly: Storm Utility Fund - 75%, Street Fund - 20% and Water Fund - 5%.

84 Storm Water Master Plan Update to replace the 1982 plan.

85 New Storm Water Pipe serving Aldine Subdivision replacing old concrete pipe on back property lines. This requires an easement from one property owner in Keizer Station Area B.

89 Contingency is 5% of expenditures

93 The City pays salaries every two weeks, which typically equates to 26 pay-periods per year. However, every 11 years there are 27 pay-periods. The next time this will occur is in fiscal year 2015-2016. A reserve has been established to set funds aside each year for the next 8 years to pay this cost.

PROPRIETARY FUND

SEWER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 124,732	$ 138,767	$ 159,800	$ 442,000	***Working Capital Carryforward***	$ 177,000	$ 177,000	
2								
3					***CHARGES FOR SERVICES***			
4	1,407	8,114	1,400	500	Planning/Construction Fees	500	500	
5	3,651,503	4,118,776	4,000,400	4,124,800	Salem Sewer Billing	4,217,600	4,217,600	
6	260,868	281,450	291,000	300,300	Sewer Administration Fee	291,000	291,000	
7	3,913,778	4,408,340	4,292,800	4,425,600	TOTAL CHARGES FOR SERVICES	4,509,100	4,509,100	
8								
9					***MISCELLANEOUS***			
10	6,214	5,462	-	6,000	Miscellaneous	6,000	6,000	
11								
12	$ 4,044,724	$ 4,552,569	$ 4,452,600	$ 4,873,600	**TOTAL RESOURCES**	$ 4,692,100	$ 4,692,100	

Notes:

5 The City of Salem is working with a revenue slope of 6.5% for rate changes beginning January 2009. Salem has agreed to phase out the 7.5% surcharge on the City of Keizer's rates at 1.5% in 2009 and 1% thereafter.

6 Projections are based on approximately 10,000 sewer customers billed bi-monthly at $4.85 per bill.

10 Miscellaneous Revenues include one-time revenues that are not characterized by line-item descriptions.

PROPRIETARY FUND

SEWER FUND

ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
				REQUIREMENTS			
				PERSONNEL SERVICES			
$ 960	$ 1,013	$ 1,100	$ 1,100	City Manager	$ 1,200	$ 1,200	
-	-	1,400	200	Assistant to City Manager	1,500	1,500	
-	-	1,400	1,400	City Recorder	1,500	1,500	
2,744	2,816	2,900	2,900	Public Works Director	3,200	3,200	
3,583	3,676	4,000	4,000	Public Works Superintendent	4,100	4,100	
88,059	94,271	96,400	96,400	Administrative Support Staff	99,900	99,900	
3,342	3,678	4,700	4,700	Public Works Permit Specialist	5,000	5,000	
1,861	1,966	1,800	1,800	Network Administrator	1,700	1,700	
3,319	3,405	2,700	3,300	Human Resources Director	2,400	2,400	
16,617	19,576	20,700	20,700	Finance Director	20,900	20,900	
1,704	1,802	2,000	2,000	Facility Maintenance Worker	2,100	2,100	
7	40	1,000	1,000	Overtime	1,000	1,000	
42	42	100	100	Vehicle Allowance	100	100	
50	50	100	100	Educational/Tuition Assistance	100	100	
1,873	2,027	2,200	2,200	Medicare	2,300	2,300	
20,887	23,115	24,400	24,400	Retirement	25,300	25,300	
26,400	29,887	34,000	34,000	Insurance Benefits	35,700	35,700	
917	-	-	-	Unemployment	-	-	
322	332	400	400	Workers Compensation	400	400	
$ 172,687	$ 187,696	$ 201,300	$ 200,700	TOTAL PERSONNEL SERVICES	$ 208,400	$ 208,400	

Notes:

19 The City Recorder's salary has been allocated to the Sewer Fund to recognize costs for Recording Services to this fund.

32 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.

33 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

PROPRIETARY FUND

SEWER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
37					***MATERIALS & SERVICES***			
38	$ 2,126	$ 2,400	$ 2,800	$ 1,900	Office Materials & Supplies	$ 1,900	$ 1,900	
39	-	267	100	100	Safety & Wellness*	100	100	
40	21,632	21,731	24,900	21,400	Postage & Printing*	21,300	21,300	
41	1,446	1,589	1,400	1,500	Association Memberships*	1,800	1,800	
42	3,388	2,639	5,900	4,000	Travel & Training*	5,100	5,100	
43	146	238	200	200	City Council Expenses*	200	200	
44	212	72	100	700	Advertising	700	700	
45	4,314	6,984	3,500	2,400	Legal Services*	2,400	2,400	
46	-	330	300	500	Labor Attorney*	500	500	
47	1,936	1,793	2,100	2,500	Contractual Services*	2,500	2,500	
48	3,568	2,279	4,400	4,400	Audit*	5,100	5,100	
49	14,776	15,407	17,300	9,700	Engineering Services	10,000	10,000	
50	1,184	1,297	1,100	1,100	Janitorial*	1,600	1,600	
51	881	874	1,000	800	Gas & Electricity*	800	800	
52	878	493	600	800	Telephone*	800	800	
53	468	12,123	13,600	13,600	Insurance - Liability*	13,600	13,600	
54	6,695	9,023	8,000	8,000	Computer & Software Maintenance*	7,600	7,600	
55	1,182	769	1,000	500	Equipment Maintenance	500	500	
56	1,025	774	1,100	400	Facility Maintenance*	1,100	600	
57	3,659,621	3,834,210	4,000,400	4,417,500	Salem Sewer Payments	4,217,600	4,217,600	
58	40	23	100	-	Medical Testing	100	100	
59	459	113	100	200	Collection Costs	200	200	
60	$ 3,725,977	$ 3,915,428	$ 4,090,000	$ 4,492,200	TOTAL MATERIALS & SERVICES	$ 4,295,500	$ 4,295,000	

Notes:

* *Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.*

44 *Advertising is for staff recruitments.*

57 *This is a pass-through expense and equals Salem Sewer Billing Revenues in the Resources section.*

SEWER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
62					***CAPITAL OUTLAY***			
63	$ 147	$ 5	$ 200	$ -	Office Furniture & Equipment*	$ -	$ -	
64	4,506	4,127	3,700	3,700	Computer Hardware*	7,200	7,200	
65	$ 4,653	$ 4,132	$ 3,900	$ 3,700	TOTAL CAPITAL OUTLAY	$ 7,200	$ 7,200	
67	-	-	14,600	-	Contingency	14,700	14,700	
69					***TRANSFERS OUT***			
70	2,640	3,299	-	-	Transfer to City Hall Facility Fund*	$ 20,600	$ 20,600	
72					***FUND BALANCE***			
73	-	-	-	-	Reserve for 27th pay period FY15-16	800	800	
74	138,767	442,014	142,800	177,000	Unappropriated Ending Fund Balance	144,900	145,400	
76	$ 4,044,724	$ 4,552,569	$ 4,452,600	$ 4,873,600	**TOTAL REQUIREMENTS**	$ 4,692,100	$ 4,692,100	
Notes:	~	~	~	~		~	~	~

67 Contingency is 5% of total expenses less Salem Sewer Payments.

73 The City pays salaries every two weeks, which typically equates to 26 pay-periods per year. However, every 11 years there are 27 pay-periods. The next time this will occur is in fiscal year 2015-2016. A reserve has been established to set funds aside each year for the next 8 years to pay this cost.

PROPRIETARY FUND

SEWER RESERVE FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 679,117	$ 818,693	$ 960,800	$ 974,100	***Working Capital Carryforward***	$ 1,045,100	$ 1,045,100	
2								
3					***CHARGES FOR SERVICES***			
4	302,792	154,002	119,000	74,000	Sewer System Development Fee	-	-	
5	1,748	44,275	-	-	Storm Sewer Acreage Fee	-	-	
6	$ 304,540	$ 198,277	$ 119,000	$ 74,000	TOTAL CHARGES FOR SERVICES	$ -	$ -	
7								
8					***MISCELLANEOUS***			
9	1,559	992	1,200	1,000	Interest	1,000	1,000	
10								
11	$ 985,216	$ 1,017,962	$ 1,081,000	$ 1,049,100	**TOTAL RESOURCES**	$ 1,046,100	$ 1,046,100	
12								
13					**REQUIREMENTS**			
14								
15					***MATERIALS & SERVICES***			
16	$ 190	$ -	$ 5,000	$ 4,000	Contractual Services	$ -	$ -	
17	21,862	-	-	-	Engineering	20,000	20,000	
18	$ 22,052	$ -	$ 5,000	$ 4,000	TOTAL MATERIALS & SERVICES	$ 20,000	$ 20,000	
19								
20					***CAPITAL OUTLAY***			
21	$ 119,152	$ -	$ 550,000	$ -	Sewer Line Extensions	$ 1,026,100	$ 1,026,100	
22	25,320	43,833	-	-	Storm Drain Reimbursement	-	-	
23	-	-	150,000	-	Contingency	-	-	
24	$ 144,472	$ 43,833	$ 700,000	$ -	TOTAL CAPITAL OUTLAY	$ 1,026,100	$ 1,026,100	
25								
26					***FUND BALANCE***			
27	$ 818,692	$ 974,129	$ 376,000	$ 1,045,100	Unappropriated Ending Fund Balance	$ -	$ -	
28								
29	$ 985,216	$ 1,017,962	$ 1,081,000	$ 1,049,100	**TOTAL REQUIREMENTS**	$ 1,046,100	$ 1,046,100	

Notes: ~ ~ ~ ~ ~ ~ ~

21 Anticipating Sewer Trunk construction along McNary Estates Drive to Willow Lake Treatment Plant per agreement with City of Sale

PROPRIETARY FUND

WATER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 1,234,614	$ 1,162,061	$ 570,600	$ 928,900	***Working Capital Carryforward***	$ 1,233,700	$ 1,233,700	
2								
3					***TAXES & ASSESSMENTS***			
4	1,494	705	700	-	Assessments	$ -	$ -	
5								
6					***LICENSES & FEES***			
7	28,477	21,738	10,000	5,000	Planning & Construction Fees	5,000	5,000	
8	32,070	32,755	22,100	39,700	Service Fees	39,700	39,700	
9	18,288	19,886	20,000	20,000	Diesel Fuel Sales	22,000	22,000	
10	14,675	37,594	10,000	10,000	Live Tap Reimbursement	10,000	10,000	
11	$ 93,510	$ 111,973	$ 62,100	$ 74,700	TOTAL LICENSES & FEES	$ 76,700	$ 76,700	
12								
13					***CHARGES FOR SERVICES***			
14	2,070,959	2,716,738	2,447,700	2,716,900	Water Sales	2,798,400	2,798,400	
15								
16					***MISCELLANEOUS***			
17	65	105	100	-	Assessment Interest	-	-	
18	55,613	70,352	71,500	70,400	Interest	70,400	70,400	
19	-	-	-	-	Reimbursement Agreement Application Fee	-	-	
20	5,628	7,897	-	41,400	Miscellaneous	-	-	
21	$ 61,306	$ 78,354	$ 71,600	$ 111,800	TOTAL MISCELLANEOUS	$ 70,400	$ 70,400	
22								
23					***TRANSFERS IN***			
24	18,290	-	-	-	Transfer from LID Fund	-	-	
25								
26	$ 3,480,173	$ 4,069,831	$ 3,152,700	$ 3,832,300	**TOTAL RESOURCES**	$ 4,179,200	$ 4,179,200	

Notes:

9 Diesel Fuel Sales is for fuel sold to the Keizer Fire District.

14 Water Sales Revenues reflect an increase in consumption plus a 3.0% increase in rates as provided for in the Cost of Service Rate Model.

20 Miscellaneous Revenues include one-time revenues that are not characterized by line-item descriptions.

PROPRIETARY FUND

WATER FUND

REQUIREMENTS

PERSONNEL SERVICES

ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
$ 9,603	$ 10,130	$ 11,000	$ 11,000	City Manager	$ 11,700	$ 11,700	
-	-	10,100	1,700	Assistant to City Manager	10,900	10,900	
-	-	1,400	1,400	City Recorder	1,500	1,500	
24,700	25,341	26,100	26,100	Public Works Director	28,200	28,200	
32,240	33,091	35,800	35,800	Public Works Superintendent	36,800	36,800	
386,633	422,859	444,100	444,100	Municipal Utility Workers	473,900	473,900	
1,674	1,821	2,100	2,100	Community Development Director	2,200	2,200	
101,506	112,201	111,100	111,100	Administrative Support Staff	114,700	114,700	
10,025	11,033	11,600	11,600	Public Works Permit Specialist	12,300	12,300	
8,376	8,849	9,700	9,700	Network Administrator	9,000	9,000	
14,936	15,322	14,900	18,600	Human Resources Director	12,400	12,400	
20,771	24,470	20,700	20,700	Finance Director	20,900	20,900	
6,817	7,207	5,800	5,800	Facility Maintenance Worker	6,200	6,200	
7,771	-	-	-	Seasonal Help	-	-	
40,844	35,637	31,000	31,000	Overtime	31,000	31,000	
10,400	10,400	10,400	10,400	Duty Pay	10,400	10,400	
420	420	300	500	Vehicle Allowance Pay	500	500	
500	500	500	500	Educational/Tuition Assistance	500	500	
10,383	11,000	11,500	11,500	Medicare	12,000	12,000	
114,277	123,841	129,100	128,900	Retirement	138,200	138,200	
133,492	150,532	174,000	174,000	Insurance Benefits	182,600	182,600	
1,163	-	-	-	Unemployment Insurance	-	-	
9,883	7,415	13,800	13,800	Workers Compensation	14,400	14,400	
$ 946,414	$ 1,012,069	$ 1,075,000	$ 1,070,300	TOTAL PERSONNEL SERVICES	$ 1,130,300	$ 1,130,300	

Notes:

32 Beginning in FY08, the City Recorder's salary has been allocated to the Water Fund to recognize costs for Recording Services to this fund.

43 With the addition of two Municipal Utility Workers, the seasonal help line-item has been eliminated beginning in FY06.

49 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular

50 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

PROPRIETARY FUND

WATER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
54					***MATERIALS & SERVICES***			
55	$ 8,263	$ 8,057	$ 9,200	$ 7,000	Office Materials & Supplies	$ 8,200	$ 8,200	
56	-	1,159	600	600	Safety & Wellness*	600	600	
57	26,182	28,673	32,000	28,300	Postage & Printing*	28,700	28,700	
58	2,471	4,249	5,000	5,000	Concrete	5,000	5,000	
59	6,848	7,363	7,000	8,500	Rock & Backfill	8,500	8,500	
60	4,980	7,148	7,500	7,000	Paving	7,000	7,000	
61	11,560	9,184	13,000	11,300	Sequestering Agent	11,000	11,000	
62	5,494	6,224	13,000	6,000	Fluoride	10,000	10,000	
63	7,276	7,612	8,200	8,200	Association Memberships*	10,600	10,100	
64	16,466	16,557	23,000	18,200	Travel & Training	21,500	21,500	
65	604	1,200	1,400	1,400	City Council Expenses*	1,400	1,400	
66	2,371	2,860	1,000	1,300	Advertising	1,000	1,000	
67	15,502	13,557	11,600	10,300	Legal Services*	10,300	10,300	
68	-	3,016	5,900	2,900	Labor Attorney*	8,200	8,200	
69	32,323	37,486	68,000	30,000	Contractual Services	52,800	52,800	
70	1,550	1,005	2,600	2,600	Audit*	2,500	2,500	
71	841	558	2,000	800	Flagging	2,000	2,000	
72	26,476	22,167	28,000	14,000	Engineering Services	25,000	25,000	
73	9,061	9,194	6,500	9,200	Janitorial*	11,900	11,900	
74	3,358	3,010	3,800	3,800	Clothing	3,800	3,800	
75	200,893	171,249	180,000	183,000	Gas & Electricity*	195,800	195,800	

Notes:

* *Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.B41*

68 Labor Attorney costs include employee dispute resolution, personnel policy review and related consultation matters. In addition, the Local 320 (Municipal Utility Workers) contract is up for renewal July 1, 2009, therefore negotiation costs are included in the FY09 budget.

69 Contracts include consultant costs for Groundwater Contamination Analysis and City-wide costs allocated to all Operating Funds.

75 Expenditures include costs to run water facilities, such as pump stations, & a portion of gas & electric costs for City Hall & the new Civic Center. Costs are expected to increase 7%-9% in FY09.

PROPRIETARY FUND

WATER FUND

#	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					MATERIALS & SERVICES - CONTINUED			
76	8,326	9,069	10,200	9,000	Natural Gas	9,500	9,500	
77	25,448	26,284	16,000	16,000	Telephone*	16,500	16,500	
78	11,670	2,660	10,000	7,500	Telemetry	10,000	10,000	
79	51,140	49,596	55,700	55,700	Insurance - Liability*	57,900	57,900	
80	8,266	12,519	11,500	12,000	Gasoline	12,500	15,000	
81	26,958	29,940	30,000	33,500	Diesel Fuel	34,000	41,000	
82	11,928	12,783	16,100	16,100	Computer & Software Maintenance*	12,000	12,000	
83	9,622	14,845	15,000	16,500	Vehicle Maintenance	15,500	15,500	
84	13,009	11,597	12,000	12,000	Equipment Maintenance	13,000	13,000	
85	4,255	3,910	6,700	6,700	Facility Maintenance*	6,300	3,500	
86	390	348	400	-	Office Equipment Maintenance	400	400	
87	36,546	50,556	40,000	40,000	Plant Maintenance	40,000	40,000	
88	9,055	25,735	10,000	10,000	Live Taps	10,000	10,000	
89	18,603	17,090	26,000	28,000	Pump House Maintenance	20,000	20,000	
90	27,768	36,097	30,000	30,000	Pump Maintenance	30,000	30,000	
91	36,992	33,298	35,000	35,000	Operating Materials & Supplies	35,000	35,000	
92	1,526	953	1,800	1,000	Medical Testing	1,500	1,500	
93	3,756	29,121	25,000	4,000	Water Mains	25,000	25,000	
94	3,816	3,910	4,100	4,100	Well Property Lease	4,100	4,100	
95	52,732	41,732	50,000	40,000	Lab Tests	77,000	77,000	
96	29,369	29,645	30,000	30,000	Contract Meter Reading	32,000	32,000	
97	7,430	7,303	10,000	8,000	Consumer Confidence Report/ Public Education	10,000	10,000	
98	3,220	-	-	-	Bond Issue Costs	-	-	
99	488	179	-	-	Miscellaneous	-	-	
100	$ 784,832	$ 810,698	$ 874,800	$ 774,500	TOTAL MATERIALS & SERVICES	$ 898,000	$ 904,200	

Notes:

76 Natural gas costs are based on FY08 actuals projected to year-end, adjusted for an anticipated 5% price increase.
95 Lab Tests include required testing for Synthetic Organic Compounds, Lead and Copper sampling and monthly monitoring for Volatile Organic Compounds.
99 Miscellaneous costs are one-time expenditures that are not characterized by existing line-item descriptions.

PROPRIETARY FUND

WATER FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
101					***CAPITAL OUTLAY***			
102	$ 58	$ -	$ -	$ -	*Aerial Photos*	$ -	$ -	
103	1,060	2,943	10,900	10,900	*Office Furniture & Equipment**	-	-	
104	17,281	25,351	9,000	9,000	*Field Equipment*	18,600	18,600	
105	17,257	15,873	10,400	10,400	*Computer Hardware**	13,500	13,500	
106	39,711	14,657	42,200	41,800	*Public Works Vehicle*	35,000	35,000	
107	23,213	28,161	25,000	20,000	*Water Meters*	25,000	25,000	
108	927	202	-	-	*Keizer Station Improvements*	-	-	
109	27,749	217,687	102,000	116,300	*Shop Building Addition*	-	-	
110	61,818	-	-	-	*Heavy Equipment*	-	-	
111	-	-	3,200	-	*Storm Sewer Maintenance Truck*	3,200	3,200	
112	$ 189,074	$ 304,874	$ 202,700	$ 208,400	TOTAL CAPITAL OUTLAY	$ 95,300	$ 95,300	

Notes:

106 The Public Works Vehicle is for a pick up truck to replace a 1992 pick up truck.

111 The City plans to purchase a new Storm Sewer Maintenance Truck over the next five years. The Storm Sewer Maintenance Truck will be used to jet clean the storm drain system. Annual lease payments are $63,000. The cost will be allocated accordingly: Storm Utility Fund - 75%, Street Fund - 20% and Water Fund - 5%.

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
113					***DEBT SERVICE***			
114	$ -	$ 135,000	$ 135,000	$ 135,000	*Principal*	$ 140,000	$ 140,000	
115	44,713	103,833	108,300	98,300	*Interest*	92,700	92,700	
116	$ 44,713	$ 238,833	$ 243,300	$ 233,300	TOTAL DEBT SERVICE	$ 232,700	$ 232,700	
117								
118	-	-	119,800	-	*Contingency*	117,800	117,800	
119								
120					***TRANSFERS OUT***			
121	$ 4,180	$ 6,783	$ -	$ -	*Transfer to City Hall Facility Fund**	$ 116,600	$ 116,600	
122	348,900	767,700	312,100	312,100	*Transfer to Water Facility Replacement Reserve*	1,230,100	1,230,100	
123	$ 353,080	$ 774,483	$ 312,100	$ 312,100	TOTAL TRANSFERS OUT	$ 1,346,700	$ 1,346,700	
124								
125					***FUND BALANCE***			
126	-	-	-	-	Reserve for 27th pay period FY15-16	4,500	4,500	
127	1,162,060	928,874	325,000	1,233,700	Unappropriated Ending Fund Balance	353,900	347,700	
128								
129	$ 3,480,173	$ 4,069,831	$ 3,152,700	$ 3,832,300	**TOTAL REQUIREMENTS**	$ 4,179,200	$ 4,179,200	
Notes:	~	~	~	~		~	~	~

118 Contingency is 5% of Expenditures.

126 The City pays salaries every two weeks, which typically equates to 26 pay-periods per year. However, every 11 years there are 27 pay-periods. The next time this will occur is in fiscal year 2015-2016. A reserve has been established to set funds aside each year for the next 8 years to pay this cost.

127 The Fund Balance provides for a 60-day cash supply as provided for in the Cost of Service Analysis adopted by the City Council.

PROPRIETARY FUND

WATER FACILITY REPLACEMENT RESERVE

#	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
					RESOURCES			
1	$ 580,257	$ 2,376,357	$ 1,867,000	$ 1,907,200	***Working Capital Carryforward***	$ 1,274,600	$ 1,274,600	
2								
3					***TAXES & ASSESSMENTS***			
4	-	221	4,900	1,400	Assessments	$ 1,400	$ 1,400	
5								
6					***CHARGES FOR SERVICES***			
7	142,466	101,093	69,700	97,800	System Development Charges	44,000	44,000	
8	-	-	-	-	Oversized Reimbursement Fees	-	-	
9	$ 142,466	$ 101,093	$ 69,700	$ 97,800	TOTAL CHARGES FOR SERVICES	$ 44,000	$ 44,000	
10								
11					***MISCELLANEOUS***			
12	101,843	106,225	114,800	106,200	Interest	106,200	106,200	
13	-	5,000	-	-	Miscellaneous	-	-	
14	$ 101,843	$ 111,225	$ 114,800	$ 106,200	TOTAL MISCELLANEOUS	$ 106,200	$ 106,200	
15								
16					***BOND PROCEEDS***			
17	2,600,000	-	-	-	Bond Proceeds	-	-	
18								
19					***TRANSFERS IN***			
20	348,900	767,700	312,100	312,000	Transfer from Water Fund	1,230,100	1,230,100	
21								
22	$ 3,773,466	$ 3,356,596	$ 2,368,500	$ 2,424,600	**TOTAL RESOURCES**	$ 2,656,300	$ 2,656,300	
23								
24					**REQUIREMENTS**			
25								
26					***CAPITAL OUTLAY***			
27	$ 4,745	$ -	$ 5,000	$ -	Repayment on Oversized Water Mains	$ 5,000	$ 5,000	
28	488,689	321,567	220,000	345,000	Supply/Treatment	250,000	250,000	
29	291,349	36,230	450,000	450,000	Transmission & Distribution Mains	650,000	650,000	
30	34,742	19,200	140,000	5,000	General Plant	150,000	150,000	
31	577,584	1,072,400	150,000	350,000	Storage	-	-	
32	-	-	300,000		Contingency	200,000	200,000	
33	$ 1,397,109	$ 1,449,397	$ 1,265,000	$ 1,150,000	TOTAL CAPITAL OUTLAY	$ 1,255,000	$ 1,255,000	
34								
35					***FUND BALANCE***			
36	-	-	234,100	234,100	Debt Reserve Requirements	234,100	234,100	
37	2,376,357	1,907,199	869,400	1,040,500	Unappropriated Ending Fund Balance	1,167,200	1,167,200	
38	$ 2,376,357	$ 1,907,199	$ 1,103,500	$ 1,274,600	TOTAL FUND BALANCE	$ 1,401,300	$ 1,401,300	
39								
40	$ 3,773,466	$ 3,356,596	$ 2,368,500	$ 2,424,600	**TOTAL REQUIREMENTS**	$ 2,656,300	$ 2,656,300	
Notes:	~	~	~	~		~	~	~

[4] *The Assessments are payments for new waterlines built by the City and repaid by the property owners.*

[7] *System Development Fees are based on 40 Single Family dwellings and 2 - 1/2" meters.*

[26] *For detailed Capital Outlay projects see Water Facility Fund Summary immediately preceding this page.*

[37] *The Ending Fund Balance will be used in future years to pay for projects provided for in the Capital Improvement Program.*

PROPRIETARY FUND

STREET LIGHTING DISTRICT FUND

ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
				RESOURCES			
$ 129,651	$ 203,756	$ 198,500	$ 207,100	***Working Capital Carryforward***	$ 221,300	$ 221,300	
				TAXES & ASSESSMENTS			
471,510	409,992	403,200	423,600	Lighting District Assessments	423,600	432,600	
$ 601,161	$ 613,748	$ 601,700	$ 630,700	**TOTAL RESOURCES**	$ 644,900	$ 653,900	
				REQUIREMENTS			
				PERSONNEL SERVICES			
$ 960	$ 1,013	$ 1,100	$ 1,100	City Manager	$ 1,200	$ 1,200	
-	-	1,400	200	Assistant to City Manager	1,500	1,500	
4,574	4,693	4,900	4,900	Public Works Director	5,300	5,300	
3,582	3,677	4,000	4,000	Public Works Superintendent	4,100	4,100	
6,501	6,670	6,900	6,900	City Recorder	7,100	7,100	
6,404	7,026	7,700	7,700	Administrative Support Staff	7,800	7,800	
3,342	3,678	3,900	3,900	Public Works Permit Specialist	4,100	4,100	
465	491	600	600	Network Administrator	600	600	
830	851	900	1,100	Human Resources Director	800	800	
4,154	4,894	5,000	5,000	Finance Director	5,000	5,000	
1,704	1,802	2,000	2,000	Facility Maintenance Worker	2,100	2,100	
4	10	100	100	Overtime	100	100	
42	42	100	100	Vehicle Allowance	100	100	
50	50	100	100	Educational/Tuition Assistance	100	100	
498	533	600	600	Medicare	700	700	
6,158	6,658	7,200	7,100	Retirement	7,500	7,500	
5,081	5,880	6,900	6,900	Insurance Benefits	7,300	7,300	
133	119	300	300	Workers Compensation	200	200	
$ 44,482	$ 48,087	$ 53,700	$ 52,600	TOTAL PERSONNEL SERVICES	$ 55,600	$ 55,600	

Notes:

4 The Street Lighting District Fund operates on a reimbursement basis. Electricity is paid in Year One and assessed on the tax roles in Year Two. In times of rising costs, the fund has operated in a deficit as was the case in FY04. To remedy this situation, in FY04 the City assessed an additional 14% on the tax roles to provide Working Capital for this fund. FY06 was the last year this additional assessment is needed. Beginning in FY07 assessments have been reduced accordingly. FY09 includes an assessment for pole replacement ($3,900) and street lighting maintenance costs ($5,100).

26 Sworn Police Officers, the City Manager, and the Public Works Director participate in the Oregon Public Employee's Retirement System (PERS). Employer contribution rates decreased from 16.65% in FY06 and FY07 to 13.32% for FY08 and FY09. All other employees participate in a private 401(a) plan at 12% for management staff and 11% for all other regular employees.

27 Beginning in FY07 the City budget provides for 95% of insurance premiums to be paid by the City and 5% to be paid by the employee. In FY09, the City's health and dental insurance premiums are expected to increase approximately 11% and 4% respectively. In FY06, the City began paying the full cost of life insurance premiums ($60,000 in coverage per employee) which are not expected to increase in FY09.

PROPRIETARY FUND

STREET LIGHTING DISTRICT FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
30					***MATERIALS & SERVICES***			
31	$ 581	$ 453	$ 600	$ 400	*Materials & Supplies*	$ 600	$ 600	
32	-	111	100	100	*Safety & Wellness**	100	100	
33	308	333	500	400	*Postage & Printing**	500	500	
34	357	386	500	500	*Association Memberships**	600	600	
35	809	758	1,700	1,500	*Travel & Training**	1,100	1,100	
36	37	47	100	100	*City Council Expenses**	100	100	
37	554	749	1,200	1,200	*Advertising*	1,200	1,200	
38	149	121	200	1,000	*Legal Services**	1,000	1,000	
39	184	63	100	100	*Labor Attorney**	200	200	
40	379	111	200	200	*Contractual Services*	200	200	
41	338	268	500	500	*Audit**	500	500	
42	217	248	400	300	*Janitorial**	500	500	
43	271	167	200	200	*Gas & Electricity**	200	200	
44	282	219	300	300	*Telephone**	300	300	
45	1,130	275	400	400	*Insurance - Liability**	400	400	
46	-	919	900	900	*Computer & Software Maintenance**	1,800	1,800	
47	288	150	200	100	*Equipment Maintenance*	100	100	
48	256	150	400	100	*Facility Maintenance**	400	200	
49	-	-	-	-	*Street Lighting Maintenance - Keizer Station Area A*	-	5,100	
50	2,650	2,836	4,500	7,400	*Engineering Costs*	7,400	7,400	
51	342,242	348,652	366,800	340,300	*Lighting Costs*	352,200	352,200	
52	13	4	100	-	*Medical Testing*	100	100	
53	$ 351,045	$ 357,020	$ 379,900	$ 356,000	TOTAL MATERIALS & SERVICES	$ 369,500	$ 374,400	

Notes:

* *Indicates a City-wide shared cost based on a pre-established allocation. Most allocations are based on FTE in each operating fund. See City-Wide Shared Costs in the Supplemental Information section of the document for details.*

37 Advertising costs are for Street Lighting District Assessment public notices.
49 The Keizer Station Area A street lighting district provides for $5,100 annual maintenance per council resolution.
51 PGE anticipates a 7%-9% increase in rates beginning January 2009.

PROPRIETARY FUND

STREET LIGHTING DISTRICT FUND

	ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
54					***CAPITAL OUTLAY***			
55	$ 30	$ 1	$ 100	$ -	Office Furniture & Equipment*	$ -	$ -	
56	1,438	873	800	800	Computer Hardware*	1,100	1,100	
57	$ 1,468	$ 874	$ 900	$ 800	TOTAL CAPITAL OUTLAY	$ 1,100	$ 1,100	
58								
59	$ -	$ -	$ 21,800	$ -	Contingency	$ 21,300	$ 21,300	
60								
61					***TRANSFERS OUT***			
62	$ 410	$ 678	$ -	$ -	Transfer to City Hall Facility Fund*	$ 6,900	$ 6,900	
63								
64					***FUND BALANCE***			
65	-	-	-	-	Reserve for 27th pay period FY15-16	200	200	
66	-	-	-	-	Reserve for Pole Replacement at Keizer Station Area A	-	3,900	
67	203,756	207,089	145,400	221,300	Unappropriated Ending Fund Balance	190,300	190,500	
68								
69	$ 601,161	$ 613,748	$ 601,700	$ 630,700	**TOTAL REQUIREMENTS**	$ 644,900	$ 653,900	
Notes:	~	~	~	~		~	~	~

59 Contingency is 5% of total expenses.

65 The City pays salaries every two weeks, which typically equates to 26 pay-periods per year. However, every 11 years there are 27 pay-periods. The next time this will occur is in fiscal year 2015-2016. A reserve has been established to set funds aside each year for the next 8 years to pay this cost.

66 The Keizer Station Area A street lighting district provides for $3,900 annually for deprecation on poles council resolution. This amount is collected annually and set aside in a reserve for future use for pole replacement.

CAPITAL PROJECTS FUND

KEIZER STATION LOCAL IMPROVEMENT DISTRICT

ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
				RESOURCES			
$ -	$ (518,476)	$ 347,000	$ (581,200)	***Working Capital Carryforward***	$ 2,696,200	$ 2,696,200	
				INTERGOVERNMENTAL			
800,000	-	-	-	Proceeds from Area D	-	-	
-	4,150,000	-	-	Intergovernmental Loan from Urban Renewal	-	-	
$ 800,000	$ 4,150,000	$ -	$ -	Total Intergovernmental	$ -	$ -	
				DEBT PROCEEDS			
19,570,000	-	1,764,700	2,083,500	Loan Proceeds	-	-	
-	-	-	26,541,900	Long-Term Debt	-	-	
$ 19,570,000	$ -	$ 1,764,700	$ 28,625,400	Total Debt Proceeds	$ -	$ -	
				TAXES & ASSESSMENTS			
-	-	-	2,200,000	Assessments	1,276,700	1,276,700	
				MISCELLANEOUS			
387,644	926,915	-	753,500	Interest	80,400	80,400	
-	-	-	-	Assessment Interest	1,894,100	1,894,100	
-	-	-	4,100	Miscellaneous	-	-	
$ 387,644	$ 926,915	$ -	$ 757,600	Total Miscellaneous	$ 1,974,500	$ 1,974,500	
$ 20,757,644	$ 4,558,439	$ 2,111,700	$ 31,001,800	**TOTAL RESOURCES**	$ 5,947,400	$ 5,947,400	

CAPITAL PROJECTS FUND

KEIZER STATION LOCAL IMPROVEMENT DISTRICT

ACTUAL 2005-06	ACTUAL 2006-07	AMENDED 2007-08	PROJECTED 2007-08		MANAGER RECOMMENDED	COMMITTEE APPROVED	COUNCIL ADOPTED
				REQUIREMENTS			
				MATERIALS & SERVICES			
$ 148,880	$ 42,016	$ 9,700	$ 47,000	Contractual Services	$ 15,000	$ 15,000	
-	-	-	-	Legal Services	15,000	15,000	
10,049	4,601	-	-	Line of Credit Issuance Costs	-	-	
-	-	-	128,900	Underwriters' Discount	-	-	
-	-	-	81,300	Long-term Debt Issuance Costs	-	-	
$ 158,929	$ 46,617	$ 9,700	$ 257,200	TOTAL MATERIALS & SERVICES	$ 30,000	$ 30,000	
				CAPITAL OUTLAY			
$ 19,574,001	4,047,173	$ 2,102,000	$ 817,400	Improvements	$ -	$ -	
				DEBT SERVICE			
378,601	$ 918,951	$ -	$ 1,427,500	Interest	1,605,500	1,605,500	
-	-	-	25,803,500	Principal	825,000	825,000	
$ 378,601	$ 918,951	$ -	$ 27,231,000	TOTAL DEBT SERVICE	$ 2,430,500	$ 2,430,500	
				SPECIAL PAYMENTS			
1,126,953	-	-	-	Repay Loan to Urban Renewal	-	-	
				TRANSFERS OUT			
$ 19,346	$ 23,487	$ -	$ -	Transfer to Street Fund	$ -	$ -	
18,290		-	-	Transfer to Water Fund	-	-	
-	103,392	-	-	Transfer to Urban Renewal	-	-	
$ 37,636	$ 126,879	$ -	$ -	TOTAL TRANSFERS OUT	$ -	$ -	
$ -	$ -	$ -	$ -	Contingency	$ -	$ -	
				FUND BALANCE			
-	-	-	2,681,000	Debt Reserve	2,681,000	2,681,000	
(518,476)	(581,181)	-	15,200	Unappropriated Ending Fund Balance	805,900	805,900	
$ 20,757,644	$ 4,558,439	$ 2,111,700	$ 31,001,800	**TOTAL REQUIREMENTS**	$ 5,947,400	$ 5,947,400	

ATTACHMENT #2

PARK IMPROVEMENT FUND
Fiscal Year 2008/2009

The Park Improvement Fund was established to account for system development fees designated for park improvements.

Capital Improvements Proposed

Bair Park	
Install Table and Benches	$ 880
Install ADA Path	5,230
Keizer Rapids Park	
Install Play Structure by Dog Park	50,000
Complete Parking Area by Dog Park	45,000
Northview Terrace Park	
Replace Slide	1,575
Palma Ciea Park	
Create Parking Area	3,750
Unpaved Trail to River	750
Wallace House Park	
Install play Structure	37,500
Install Basketball Court	22,500
ADA Trail in Upper Section	18,750
Parking Area	4,500
Brush Clearing in Upper Area	1,875
Irrigation System and Lawn	18,750
Drinking Fountain	1,500
Bike Rack	375
Tables	2,365
Total	**$215,300**

COUNCIL MEETING: June 2, 2008

AGENDA ITEM NUMBER:_______________

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY
CITY MANAGER

FROM: TRACY L. DAVIS, MMC
CITY RECORDER

SUBJECT: PUBLIC HEARING – FORMING AND SPREADING ASSESSMENTS TO AVALON MEADOWS SUBDIVISION STREET LIGHTING LOCAL IMPROVEMENT DISTRICT

ISSUE:

On February 8, 2008 the developer of Avalon Meadows subdivision filed a petition to form a street lighting local improvement district. In response to this petition, the City Council adopted Resolution R2008-1841 on February 19, 2008 to initiate formation of a street lighting local improvement district and direct the City Engineer to make a survey and file a report. On April 7, 2008 the City Council approved the City Engineer's report and set a public hearing to consider remonstrances to the project and objections to the proposed assessments. Notice of public hearing stating the intention to form the district and to assess for the lighting improvements, was distributed as required under City of Keizer Ordinance 94-278.

FISCAL IMPACT:

The City initially pays the street lighting expense to the utility company as it is billed throughout the year. The operating cost of the lights is then billed to the property owners on an annual basis, thereby recovering the City's costs for bills paid throughout the year. In addition, the bills include the cost of the City Engineer's Report in the first year, and an administrative charge in the first and subsequent years to recover the City's cost for administering the lighting districts. All funds are budgeted through the Utility Fund.

RECOMMENDATION:

Open the public hearing to first consider oral objections and written remonstrances to formation of Avalon Meadows Subdivision Street Lighting Local Improvement District. If valid remonstrances of the owners of two-thirds of the land to be specially assessed for the lighting district are presented to the Council at the public hearing, close the hearing and suspend formation of the district for six months. If remonstrances are not received, close the public hearing and consider adoption of the Resolution forming the lighting district. If Council forms the district, consider adoption of the proposed assessment ordinance.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2008-______

FORMING AVALON MEADOWS SUBDIVISION STREET LIGHTING LOCAL IMPROVEMENT DISTRICT

WHEREAS, the City of Keizer has adopted a Resolution initiating the formation of Avalon Meadows Subdivision Street Lighting Local Improvement District; and

WHEREAS, the City Council has adopted a Resolution approving the City Engineer's Report for Avalon Meadows Subdivision Street Lighting Local Improvement District; and

WHEREAS, notice of public hearing to consider formation of street lighting district was mailed as required by Ordinance 94-278; and

WHEREAS, the City Council conducted a public hearing to receive objections and remonstrances to the formation of the street lighting district; NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that Avalon Meadows Subdivision Street Lighting Local Improvement District is hereby formed, and that the street lights shall be installed within a reasonable time and in the manner set forth in the City Engineer's Report for Avalon Meadows Subdivision Street Lighting Local Improvement District.

PASSED this ______ day of __________________, 2008.

SIGNED this ______ day of __________________, 2008.

____
Mayor

____
City Recorder

BILL NO.________ **ORDINANCE NO. 2008-_______**

A BILL FOR

AN ORDINANCE SPREADING ASSESSMENTS TO AVALON MEADOWS SUBDIVISION STREET LIGHTING LOCAL IMPROVEMENT DISTRICT

Section 1. FINDINGS. The City Council of the City of Keizer makes the following findings:

a. The City Council did heretofore declare its intention to install street lights to serve an area known as Avalon Meadows Subdivision Street Lighting Local Improvement District which is described as follows:

> Avalon Meadows Subdivision - identified on the assessors map 06 3W 23CA and 23DB – tax lots 1400-23CA and 1100-23DB in the City of Keizer, County of Marion, State of Oregon;

which includes the installation of twenty-five (25) 100-watt high pressure sodium flat lens luminaries mounted on six-foot long mast arms and attached to 30 foot gray fiberglass poles and one (1) 150-watt high pressure sodium luminary mounted on a 35 foot gray fiberglass pole located within the subject local improvement district, all in accordance with the City Engineer's Report for Avalon Meadows Subdivision Street Lighting Local Improvement District.

b. The total initial estimated cost of Avalon Meadows Subdivision Street Lighting Local Improvement District is $3572.84.

c. The per space/lot assessment formula was used for this district.

d. The improvements in the district have been or will be constructed as provided in the Engineer's Report.

e. Notice was duly mailed to the benefited property owners on May 12, 2008.

f. A meeting of the City Council was held at the time and place fixed by public notice for the purpose of considering any such written objections to the proposed assessments.

g. No written objections to the proposed assessments were filed.

h. The Council has considered the matter and determined that construction of said improvements was and is of material benefit to the City, and all the property to be assessed therefore will be specially benefited by the improvements in the amounts shown on the assessment roll.

NOW, THEREFORE, the City Council of the City of Keizer ordains as follows:

Section 2. ASSESSMENTS.

a. First Annual Assessment. It is hereby determined that the share of the cost of the improvements for Avalon Meadows Subdivision Street Lighting Local Improvement District for each parcel and property benefited thereby for the first annual assessment is the amount set opposite the description of each piece or parcel of land as described in Avalon Meadows Subdivision Street Lighting District Assessment Roll as set forth in Exhibit "A" attached, and that each piece or parcel of land benefited by the improvements, to the full extent of the amount so set opposite such piece or parcel and that the respective amounts represent the proportionate benefits of said improvements to said respective parcels of property, and the Council does hereby declare that each of the parcels of property described in Avalon Meadows Subdivision Street Lighting District Roll as set forth in Exhibit "A" attached is hereby assessed the first annual assessment amount set opposite each respective description.

i. Summary of first annual assessment costs for formation of the lighting district to serve the area known as "Avalon Meadows Subdivision Street Lighting Local Improvement District":

25 – Poles and 100 Watt Luminaries	$1656.00
1 – Pole and 150 Watt Luminary	$104.64
Engineering Costs	$1148.00
Administrative Fee	$664.20
Total Estimated Assessments	$3572.84

ii. The Recorder of the City of Keizer is hereby directed to send a notice of first annual assessment to each owner of assessed property by mail within ten (10) days after this Ordinance levying the first annual installments is passed. The notice shall include information that an application to make installment payments may be filed with the City if the assessment is collected directly from the property owner and not pursuant to ORS 223.866.

b. Second and Subsequent Annual Assessments. After a municipal lighting district has been formed in accordance with City of Keizer Ordinance 94-278, the second and subsequent annual assessments shall be spread by Resolution which may include changes in the mode of collecting the assessment. The method of assessment and notification for subsequent annual assessments shall be determined in accordance with City of Keizer Ordinance 94-278.

c. Mode of Collecting Assessments. Assessments for Avalon Meadows Subdivision Street Lighting Local Improvement District shall be collected pursuant to ORS 223.866.

d. Lien on Property. The assessment shall be entered as a lien against the benefited property in the City Lien Docket.

PASSED this ________ day of ____________________________, 2008.

SIGNED this ________ day of ____________________________, 2008.

____
Mayor

____
City Recorder

PRELIMINARY ASSESSMENT ROLL

AVALON MEADOWS SUBDIVISION
STREET LIGHTING DISTRICT

*Assessors Maps 06 3W 23CA & 23DB

Tax Lot #:	Owners Name and Address	Cost per Lot	Lots	Assessment
1400 23CA	AVALON MEADOWS LLC 4949 SW MEADOWS RD #400 LAKE OSWEGO, OR 97035	$43.57	81	$3,529.17
1100 23DB	DEMOE, BRENT & DEMOE, VANESSA R. 5098 10TH AVENUE NE KEIZER, OR 97303	$43.57	1	$43.57

TOTAL ASSESSMENT: $3,572.84

BERKSHIRE ESTATES PUD

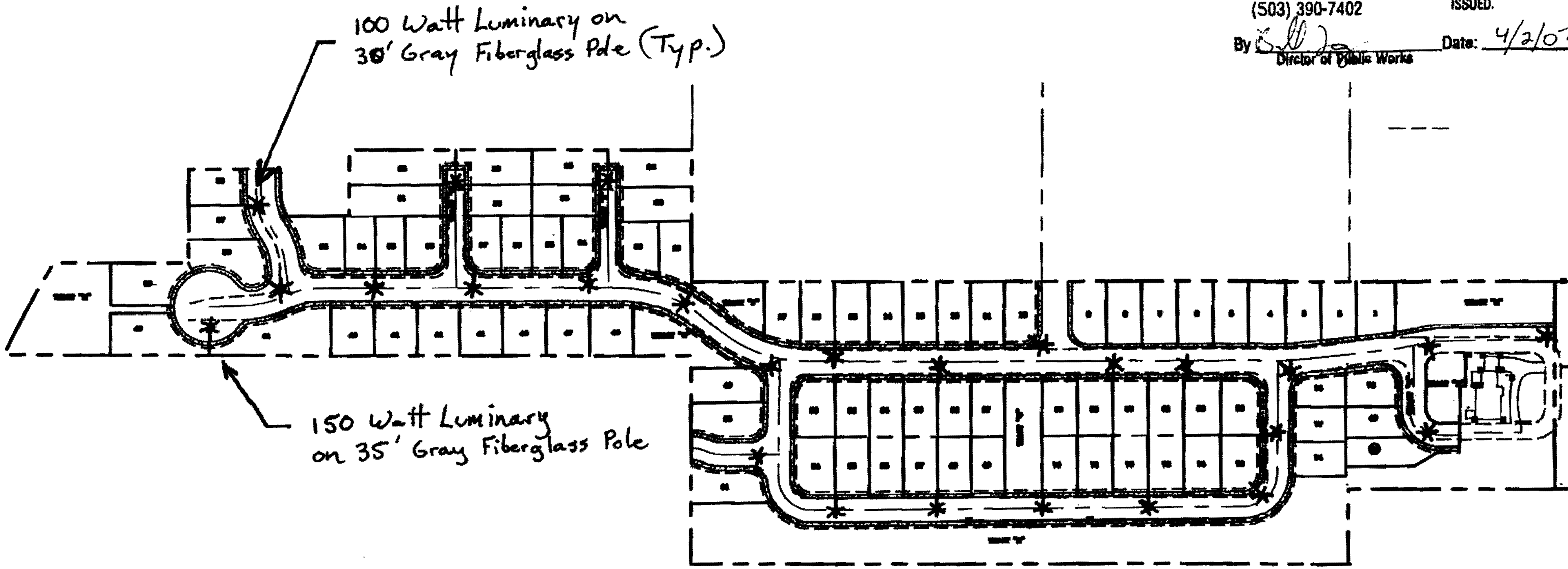
CITY OF KEIZER
PLAN REVIEW

☐ APPROVED AS SUBMITTED
☒ APPROVED, SUBJECT TO CORRECTIONS NOT
☐ REVISE AND RESUBMIT TO:

City of Keizer
c/o City Engineer
4300 Cherry Ave. N.
Keizer, OR 97303
(503) 390-7402

NOTE: PLAN APPROVAL EXPIRES 6 MONTHS FROM APROV DATE IF A CONSTRUCTIO PERMIT HAS NOT BEEN ISSUED.

By ____ Date: 4/2/07
Director of Public Works



COUNCIL MEETING: June 2, 2008

AGENDA ITEM NUMBER:______________

TO: MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS

THROUGH: CHRIS EPPLEY
CITY MANAGER

FROM: TRACY L. DAVIS, MMC
CITY RECORDER

SUBJECT: PUBLIC HEARING – FORMING AND SPREADING ASSESSMENTS TO TEETS ESTATES SUBDIVISION STREET LIGHTING LOCAL IMPROVEMENT DISTRICT

ISSUE:

On February 11, 2008 the developer of Teets Estates subdivision filed a petition to form a street lighting local improvement district. In response to this petition, the City Council adopted Resolution R2008-1842 on February 19, 2008 to initiate formation of a street lighting local improvement district and direct the City Engineer to make a survey and file a report. On April 7, 2008 the City Council approved the City Engineer's report and set a public hearing to consider remonstrances to the project and objections to the proposed assessments. Notice of public hearing stating the intention to form the district and to assess for the lighting improvements, was distributed as required under City of Keizer Ordinance 94-278.

FISCAL IMPACT:

The City initially pays the street lighting expense to the utility company as it is billed throughout the year. The operating cost of the lights is then billed to the property owners on an annual basis, thereby recovering the City's costs for bills paid throughout the year. In addition, the bills include the cost of the City Engineer's Report in the first year, and an administrative charge in the first and subsequent years to recover the City's cost for administering the lighting districts. All funds are budgeted through the Utility Fund.

RECOMMENDATION:

Open the public hearing to first consider oral objections and written remonstrances to formation of Teets Estates Subdivision Street Lighting Local Improvement District. If valid remonstrances of the owners of two-thirds of the land to be specially assessed for the lighting district are presented to the Council at the public hearing, close the hearing and suspend formation of the district for six months. If remonstrances are not received, close the public hearing and consider adoption of the Resolution forming the lighting district. If Council forms the district, consider adoption of the proposed assessment ordinance.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2008-______

FORMING TEETS ESTATES SUBDIVISION STREET LIGHTING

LOCAL IMPROVEMENT DISTRICT

WHEREAS, the City of Keizer has adopted a Resolution initiating the formation of Teets Estates Subdivision Street Lighting Local Improvement District; and

WHEREAS, the City Council has adopted a Resolution approving the City Engineer's Report for Teets Estates Subdivision Street Lighting Local Improvement District; and

WHEREAS, notice of public hearing to consider formation of street lighting district was mailed as required by Ordinance 94-278; and

WHEREAS, the City Council conducted a public hearing to receive objections and remonstrances to the formation of the street lighting district; NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Keizer that Teets Estates Subdivision Street Lighting Local Improvement District is hereby formed, and that the street lights shall be installed within a reasonable time and in the manner set forth in the City Engineer's Report for Teets Estates Subdivision Street Lighting Local Improvement District.

PASSED this ______ day of ____________________, 2008.

SIGNED this ______ day of ____________________, 2008.

____

Mayor

____

City Recorder

BILL NO.________ **ORDINANCE NO. 2008-_______**

A BILL FOR

AN ORDINANCE SPREADING ASSESSMENTS TO TEETS ESTATES SUBDIVISION STREET LIGHTING LOCAL IMPROVEMENT DISTRICT

Section 1. FINDINGS. The City Council of the City of Keizer makes the following findings:

a. The City Council did heretofore declare its intention to install street lights to serve an area known as Teets Estates Subdivision Street Lighting Local Improvement District which is described as follows:

> Teets Estates Subdivision - identified on the assessors map 07 3W 02BA – lots 1-13 in the City of Keizer, County of Marion, State of Oregon;

which includes the installation of two (2) 100-watt high pressure sodium flat lens luminaries mounted on six-foot long mast arms and attached to 30 foot gray fiberglass poles located within the subject local improvement district, all in accordance with the City Engineer's Report for Teets Estates Subdivision Street Lighting Local Improvement District.

b. The total initial estimated cost of Teets Estates Subdivision Street Lighting Local Improvement District is $419.78.

c. The per space/lot assessment formula was used for this district.

d. The improvements in the district have been or will be constructed as provided in the Engineer's Report.

e. Notice was duly mailed to the benefited property owners on May 12, 2008.

f. A meeting of the City Council was held at the time and place fixed by public notice for the purpose of considering any such written objections to the proposed assessments.

g. No written objections to the proposed assessments were filed.

h. The Council has considered the matter and determined that construction of said improvements was and is of material benefit to the City, and all the property to be assessed therefore will be specially benefited by the improvements in the amounts shown on the assessment roll.

NOW, THEREFORE, the City Council of the City of Keizer ordains as follows:

Section 2. ASSESSMENTS.

a. First Annual Assessment. It is hereby determined that the share of the cost of the improvements for Teets Estates Subdivision Street Lighting Local Improvement District for each parcel and property benefited thereby for the first annual assessment is the amount set opposite the description of each piece or parcel of land as described in Teets Estates Subdivision Street Lighting District Assessment Roll as set forth in Exhibit "A" attached, and that each piece or parcel of land benefited by the improvements, to the full extent of the amount so set opposite such piece or parcel and that the respective amounts represent the proportionate benefits of said improvements to said respective parcels of property, and the Council does hereby declare that each of the parcels of property described in Teets Estates Subdivision Street Lighting District Roll as set forth in Exhibit "A" attached is hereby assessed the first annual assessment amount set opposite each respective description.

i. Summary of first annual assessment costs for formation of the lighting district to serve the area known as "Teets Estates Subdivision Street Lighting Local Improvement District":

2 – Poles and 100 Watt Luminaries	$132.48
Engineering Costs	$182.00
Administrative Fee	$105.30
Total Estimated Assessments	$419.78

ii. The Recorder of the City of Keizer is hereby directed to send a notice of first annual assessment to each owner of assessed property by mail within ten (10) days after this Ordinance levying the first annual installments is passed. The notice shall include information that an application to make installment payments may be filed with the City if the assessment is collected directly from the property owner and not pursuant to ORS 223.866.

b. Second and Subsequent Annual Assessments. After a municipal lighting district has been formed in accordance with City of Keizer Ordinance 94-278, the second and subsequent annual assessments shall be spread by Resolution which may include changes in the mode of collecting the assessment. The method of assessment and notification for subsequent annual assessments shall be determined in accordance with City of Keizer Ordinance 94-278.

c. Mode of Collecting Assessments. Assessments for Teets Estates Subdivision Street Lighting Local Improvement District shall be collected pursuant to ORS 223.866.

d. Lien on Property. The assessment shall be entered as a lien against the benefited property in the City Lien Docket.

PASSED this ________ day of _____________________________, 2008.

SIGNED this ________ day of _____________________________, 2008.

____
Mayor

____
City Recorder

PRELIMINARY ASSESSMENT ROLL

TEETS ESTATES SUBDIVISION
STREET LIGHTING DISTRICT

*Assessors Maps 07 3W 02BA

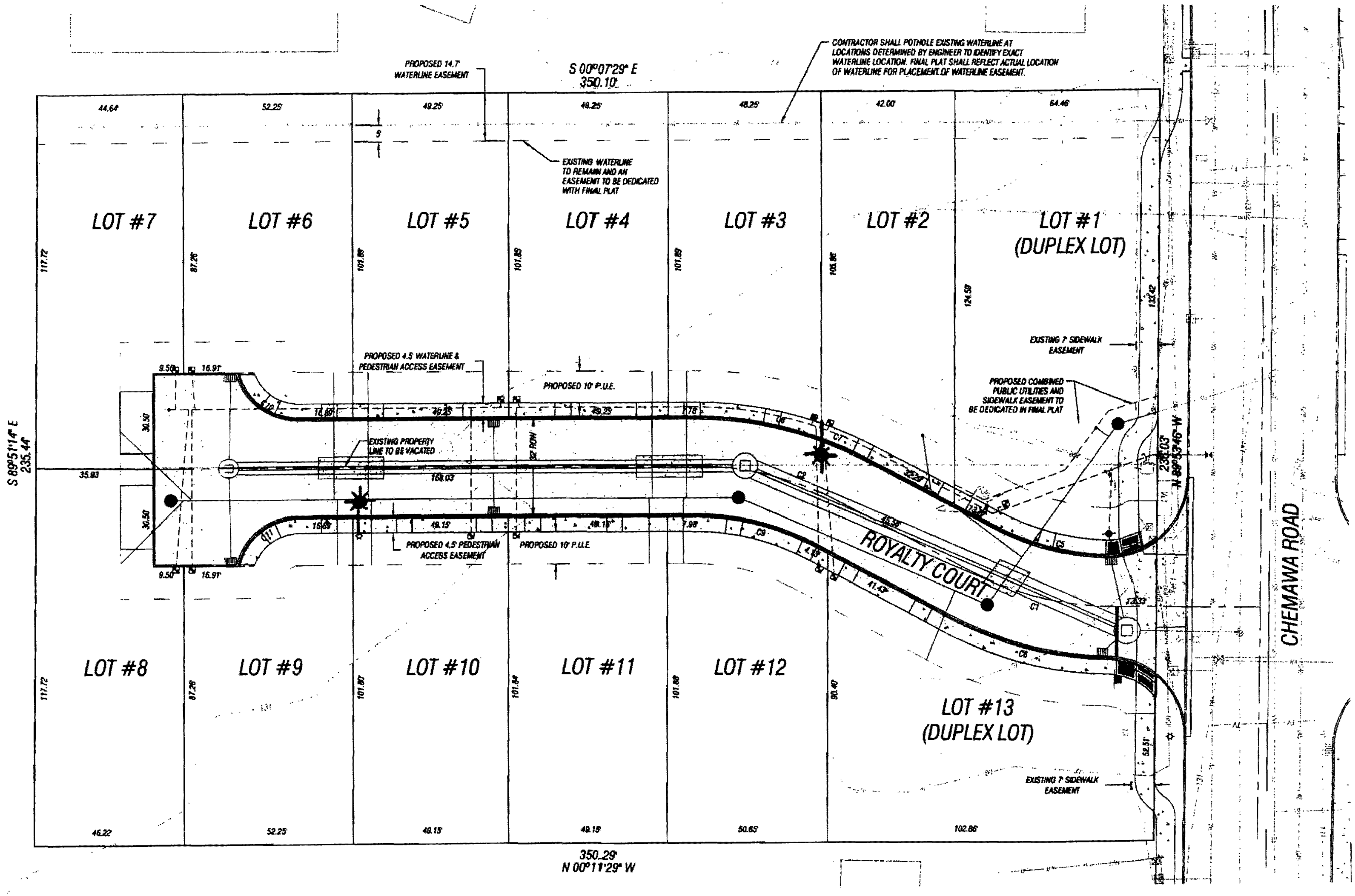
Lot #:	Owners Name and Address	Cost per Lot	Lots	Assessment
1 - 13	FREEDOM ESTATES LLC PO BOX 74 INDEPENDENCE, OR 97351	$32.29	13	$419.78

TOTAL ASSESSMENT: $419.78

TEETS ESTATES

Note: Chemawa Rd. has Existing Streetlights

- Proposed Street Light



COUNCIL MEETING: June 2, 2008

AGENDA ITEM NUMBER:_______________

TO: **MAYOR CHRISTOPHER AND COUNCIL MEMBERS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

FROM: **SUSAN GAHLSDORF, CPA**
FINANCE DIRECTOR

SUBJECT: Authorization for Appropriation Transfer

ISSUE: Oregon Budget Law allows for the transfer of appropriations within a fund during the fiscal year and for the appropriation of pass-through revenues during the fiscal year (ORS 294.450);

Oregon Budget Law further provides that a resolution or ordinance be passed to provide authority for the expenditure of these funds.

The attached resolution identifies the budget adjustments needed and a brief description of each adjustment.

FISCAL IMPACT: The adjustments specified in the attached resolution were anticipated in preparing the fiscal year 2008-2009 budget.

RECOMMENDATION: Staff recommends the council adopt the attached resolution authorizing the expenditure of funds as described above.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2008-_____

AUTHORIZATION FOR APPROPRIATION TRANSFER

WHEREAS ORS 294.450 allows for the transfer of appropriation authority within a fund and for the appropriation of pass-through revenues during the fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Keizer, that the following appropriations be made for fiscal year ending June 30, 2008:

General Fund	**Increase**	**Decrease**
Administration	**$31,500**	
Police	**$14,000**	
Revenue	**$45,500**	

Funds are needed for the Library Operations project and for police equipment (holsters and a Command Staff trailer). A state grant will be used to pay library expenditures and donated funds from private sources will be used to pay police related expenditures.

	Increase	**Decrease**
Revenue Sharing Fund – Capital Outlay	**$33,000**	
Revenue Sharing Fund – Revenue	**$33,000**	

Funds are needed to cover the costs of the E-Citations system. Grant funds from ODOT will be used to pay the additional costs above the $56,500 budgeted.

	Increase	**Decrease**
9-1-1 Fund – Materials & Services	**$20,000**	
9-1-1 Fund – Revenue	**$20,000**	

Funds are needed to cover the costs of Distributions to 9-1-1 Agencies who receive a percentage of 9-1-1 Revenues remitted to the City and designated as pass-through revenues under an interagency agreement. Revenues are above budget for fiscal year 2007-2008; therefore, associated expenditures will increase.

	Increase	Decrease
PEG Fund – Materials & Services	**$1,000**	
PEG Fund – Capital Outlay	**$4,000**	
Contingency		**$5,000**

Transfer of appropriation is needed to cover legal costs for Keizer Station 23 and video production equipment costs.

	Increase	Decrease
Keizer Station LID Fund – Materials & Services	**$165,000**	
Keizer Station LID Fund – Capital Outlay		**$165,000**

Funds are needed to pay debt issuance expenses and contractual service expenses related to the long-term financing for Keizer Station. These costs are reimbursed through assessment payments from the Keizer Station Area A property owners.

	Increase	Decrease
Transportation Improvement Fund – Materials & Services	**$2,000**	
Transportation Improvement Fund – Capital Outlay		**$2,000**

Funds are needed to cover attorney fees related to Transportation SDCs. A transfer from Capital Outlay is needed to provide appropriation for these costs.

	Increase	Decrease
Park Improvement Fund – Materials & Services	**$20,000**	
Park Improvement Fund – Capital Outlay		**$20,000**

A transfer from Capital Outlay is needed to cover attorney fees associated with land acquisition.

	Increase	Decrease
Sewer Fund – Materials & Services	**$120,000**	
Sewer Fund – Revenue	**$120,000**	

A transfer of appropriation is needed to cover pass-through revenue collected for sewer services to be remitted to the City of Salem under an interagency agreement.

	Increase	Decrease
Water Facility Fund – Materials & Services	**$2,000**	
Water Facility Fund – Capital Outlay		**$2,000**

Funds are needed to cover attorney fees related to Water SDCs. A transfer from Capital Outlay is needed to provide appropriation for these costs.

PASSED this _____ day of __________________, 2008

SIGNED this _____ day of __________________, 2008

____

Mayor

____

City Recorder

CITY COUNCIL MEETING:____________________

AGENDA ITEM NUMBER:________________

TO: **MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

FROM: **ROB KISSLER**
DIRECTOR OF PUBLIC WORKS

SUBJECT: **STORM SEWER JETTING TRUCK AND EQUIPMENT**

DATE: **MAY 28, 2008**

BACKGROUND:

Staff has completed researching the most appropriate brand of jetting/flushing truck for maintenance of the City's Storm Sewer system. VAC-CON is the preferred jetting truck brand because it offers a standard separate power unit to operate the vacuum system saving operating hours on the truck engine and the high dump capability of discharging materials into a portable dumpster. VAC-CON equipment is warranted and serviced in Portland by Enviro Clean Equipment.

The cost to purchase a new Truck fully equipped including TV Video, is $366,900. Staff solicited bids in Washington and Idaho States and received similar delivered costs from like dealers for the same equipment. Delivery time on new equipment is typically 9-12 months.

Enviro Clean has presented to City Staff the possibility of purchasing the 2007 VAC-CON demo truck fully equipped per our specs for the cost of $322,700. All warranties are like new and will begin on formal purchase date and delivery. Acquiring the 2007 demo truck will allow staff to begin on time the second year implementation of the Stormwater Management Plan which requires cleaning 25% of the City's Storm System.

ATTACHMENTS:

Letter of intent to Enviro-Clean Equipment
VAC-CON letter of equipment costs with possible financing

FISCAL IMPACT:

Funds are available in the 08/09 Budget with the appropriate allocations in the capital outlay section of the Storm Fund, Street Fund and Water Fund based on a five year financing plan. Consideration to purchase the jetting truck out right using interfund borrowing would save interest costs in the Water Fund and Street Fund. The Storm Fund is the only fund to pay interest back to the internal fund chosen for the borrowing.

RECOMMENDATION:

Staff recommends Council adopted the attached Resolution authorizing the City Manager to issue a purchase order for the acquisition of a 2007 VAC-CON demo jetting truck. Staff also recommends using interfund borrowing from the Transportation Improvement Fund to purchase the VAC-CON truck.

• City of Keizer

Phone: (503) 390-3700 • Fax: (503) 393-9437
930 Chemawa Rd. N.E. • P.O. Box 21000 • Keizer, OR 97307-1000

May 5, 2008

Jim Lowe
President
Enviro-Clean Equipment, Inc.
PO Box 160
Gresham, OR. 97030

Dear Mr. Lowe

The City of Keizer would like to submit this letter of intent to purchase the Vac-Con demo model V311/1300 LHAD under the following conditions:

- All maintenance records and owners manuals provided
- All fluids changed to include chassis and auxiliary drive train
- Fully lubricated
- A minimum of 80% tire tread wear
- All warranties to be as new when delivered
- Subject to acceptance by City staff upon inspection after received
- Purchase to be made upon proper financing
- Subject to City Council approval May 19, 2008

Sincerely:

Rob Kissler
Director Public Works

VAC-CON
MORE POWER TO YOU

Lessee	Vendor
City of Keizer, Oregon	**Enviro Clean Equipment**
Attention: Matt Reyes	Jim Lowe

Proposal Date:	April 28, 2008		
Equipment Description:	Vac-Con Sewer Truck		
Commencement Date:	June 1, 2008		
	Option 1	**Option 2**	**Option 3**
Equipment Cost:	$322,709	$322,709	$322,709
Lessee Down Payment:			
Amount Financed:	$322,709	$322,709	$322,709
Lease Term:	5 Years	6 Years	7 Years
First Payment Date:	10/15/2008	10/15/2008	10/15/2008
Payment Frequency:	1 / year	1 / year	1 / year
Lease Rate:	3.71%	3.85%	3.97%
Payment Amount:	$70,296.11	$59,848.44	$52,434.59
Payment Factor:	0.21783	0.18546	0.16248

The information contained in this lease quote is privileged and confidential.
Any communication of this information in whole or in part is prohibited.

Qualifications:

1. **Pricing:** This is a lease proposal for the payment stream(s) indicated above. If any of the information identified above are not correct, please advise us so that we can determine if a new proposal is required. Other important elements of this proposal are:

a) **Rate Expiration:** Signing this proposal does not in itself lock in your rate. This lease must be credit approved, contracts properly signed, and the lease funded by Leasing 2 within thirty days from the date of this proposal to protect the rates quoted in this proposal

b) **Closing Costs:** There will be no up-front costs of any kind charged by Lessor including closing costs, points, administrative costs, etc. Your attorney may charge you to review the lease documents and complete the opinion letter required with our lease documentation.

c) **Type of Lease:** This is a lease-purchase type of financing. After all the lease payments are made, Lessee will own the equipment without furth cost.

d) **Fixed Rates:** Unless otherwise noted, the interest rates in this proposal are fixed for the entire term.

f) **Vendor Payable / Escrow Account (where applicable):** In the event that the truck(s) and/or equipment are not ready to be delivered, proceeds of this lease will be held in a vendor payable account until delivery/acceptance. This is a non-interest bearing account to Lessee.

2. Credit Approval and Documentation: This is a proposal only, and does not represent a commitment to lease. This financing is subject to credit review and approval and execution of mutually acceptable documentation, including the opinion of lessee's counsel opining that the agreement is legal, valid and binding, and qualified as a tax exempt obligation under the tax reform act of 1986 as amended.

Leasing 2, Inc.

BY: Brad Meyers (via email or facsimile) DATE: April 28, 2008

Phone: 800-287-5155 Fax: 813-258-9333

MEMBER
ASSOCIATION OF GOVERNMENTAL LEASING & FINANCE

VISIT OUR WEBSITE:
www.leasing2.com

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2008-_____

AUTHORIZING THE CITY MANAGER TO PURCHASE JETTING/FLUSHING TRUCK FOR STORM WATER MANAGEMENT PROGRAM

WHEREAS, the City of Keizer has implemented a Storm Water Management Plan, which requires 25% cleaning of the City's Storm System in the second year;

WHEREAS, funds for purchasing a jetting/flushing truck to perform the cleaning were placed in the 2008-2009 fiscal year budget;

WHEREAS, the City has received bid proposals for this purchase. The lowest bid is $322,700.00 from Enviro Clean. NOW, THEREFORE

BE IT RESOLVED by the City Council of the City of Keizer that the City Manager is hereby authorized to purchase a jetting/flushing truck from Enviro Clean for a total cost of $322,700.00.

PASSED this ____ day of __________________________, 2008.

SIGNED this ____ day of __________________________ , 2008.

____
Mayor

____
City Recorder

COUNCIL MEETING: **June 2, 2008**

AGENDA ITEM NUMBER: ______________

TO: **MAYOR CHRISTOPHER AND CITY COUNCILORS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

FROM: **SUSAN GAHLSDORF, CPA**
FINANCE DIRECTOR

SUBJECT: **INTERFUND BORROWING**

ISSUE:

The FY08-09 Committee Approved Budget provides for interfund borrowing from the Transportation Fund to the General Fund in the amount of $130,000 to pay the cost of furnishings for the new Civic Center. Staff anticipates repaying this loan over the next three years.

The Public Works Department has requested authorization to purchase a Storm Sewer Truck to be partially funded from Storm Water Fees. The Storm Water Fund needs to borrow up to $150,000 to pay its share of the cost. Staff anticipates repaying this loan over the next three years.

ORS 294.460 provides for loans from one fund to another when made within compliance with state statues.

FISCAL IMPACT:

The city does not anticipate needing the borrowed funds for other projects until after June 30, 2011. The Transportation Improvement Fund currently has over $1,000,000 in unappropriated funds. Loans made from the Transportation Fund will be repaid with interest at the established State Pool rate. An interfund borrowing is less expensive than borrowing funds from a financial institution and the City keeps the interest earned rather than paying it to an outside entity. Over the past year the State Pool interest rate has gone from approximately 5% to 3%.

RECOMMENDATION:

Staff recommends the City Council adopt the attached resolution authorizing these interfund loans.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2008-_____

AUTHORIZATION OF INTERFUND LOAN TO THE GENERAL FUND AND THE STORM WATER FUND FROM THE TRANSPORTATION IMPROVEMENT FUND

WHEREAS, the General Fund needs up to $130,000 to meet its cash flow needs to pay for civic center furnishings;

WHEREAS, the Storm Water Fund needs up to $150,000 to meet its cash flow needs to pay for a Storm Sewer Truck;

WHEREAS, the Transportation Improvement Fund has approximately $1,000,000 unappropriated cash available which the City does not anticipate spending until after June 30, 2009. ORS 294.460 provides for loans from one fund to another when made within compliance with state statutes.

NOW, THEREFORE BE IT RESOLVED that the Council authorizes an interfund loan to the General Fund up to $130,000 and the Storm Water Fund up to $150,000 from the Transportation Improvement Fund.

NOW, THEREFORE BE IT RESOLVED that all monies borrowed during the period authorized be repaid by June 30, 2011 including interest at the established Oregon State Investment Pool interest rate for the applicable the time period.

PASSED this _____ day of __________________, 2008.

SIGNED this _____ day of __________________, 2008.

____
Mayor

____
City Recorder

COUNCIL MEETING: June 2, 2008

AGENDA ITEM NUMBER:____________

TO: **MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS**

FROM: **SUSAN GAHLSDORF, CPA**
FINANCE DIRECTOR

THROUGH: **CHRISTOPHER EPPLEY**
CITY MANAGER

SUBJECT: **DECLARATION OF THE CITY'S ELECTION TO RECEIVE STATE REVENUES AND CERTIFYING THE CITY PROVIDES FOUR OR MORE MUNICIPAL SERVICES**

ISSUE:

Oregon law requires cities to annually pass a resolution requesting state revenue sharing money. State law also provides that a city located within a county having more than 100,000 inhabitants must provide four or more municipal services to be eligible to receive state-shared revenue. This fact must be certified by the Oregon Office of Business Administration and supported by a city resolution.

FISCAL IMPACT:

Approximately $228,300 in State Shared Revenues is anticipated in fiscal year 2008-2009.

RECOMMENDATION:

Staff recommends the Council adopt the attached resolutions so that the City may receive State Shared Revenues.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2008-______

DECLARING THE CITY'S ELECTION TO RECEIVE STATE REVENUES

The City Council of the City of Keizer resolves as follows:

Pursuant to ORS 221.770, The City Council of the City of Keizer hereby elects to receive state revenues for fiscal year 2008-2009.

PASSED this ______ day of ______________________, 2008.

SIGNED this ______ day of ______________________, 2008.

____
Mayor

____
City Recorder

I certify that public hearings before the Budget Committee were held on May 6, 8, and 13, 2008 and a public hearing before the City Council was held on June 2, 2008, giving citizens opportunity to comment on use of State Revenue Sharing.

____
City Recorder

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2008-______

CERTIFYING THAT THE CITY OF KEIZER PROVIDES FOUR OR MORE MUNICIPAL SERVICES

WHEREAS, ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

1) Police protection

2) Fire protection

3) Street construction, maintenance and lighting

4) Sanitary sewer

5) Storm sewers

6) Planning, zoning and subdivision control

7) One or more utility services

WHEREAS, city officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760; NOW THEREFORE,

BE IT RESOLVED that the City of Keizer hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

1) Police protection

2) Street construction, maintenance and lighting

3) Storm sewer

4) Planning, zoning and subdivision control

5) One or more utility services

PASSED this ______ day of _______________________, 2008.

SIGNED this ______ day of _______________________, 2008.

____

Mayor

____

City Recorder

COUNCIL MEETING: June 2, 2008

AGENDA ITEM NUMBER: ______________

TO: **MAYOR CHRISTOPHER AND CITY COUNCIL MEMBERS**

THROUGH: **CHRIS EPPLEY**
CITY MANAGER

FROM: **TRACY L. DAVIS, MMC**
CITY RECORDER

SUBJECT: **TAYLOR RIDGE SUBDIVISION STREET LIGHTING LOCAL IMPROVEMENT DISTRICT**

ISSUE:

On October 8, 2007, the City Council adopted Resolution R2007-1811 declaring the City's intent to initiate Taylor Ridge Subdivision Street Lighting Local Improvement District and directing the City Engineer to make a survey and file a written report with the City Recorder. This Council action was taken in response to a petition from the developer requesting the formation of a lighting district in this area.

Attached to this staff report is a City Engineer's report filed for Taylor Ridge Subdivision Street Lighting Local Improvement District. The report was reviewed by the Public Works Department and found to meet the guidelines as outlined in the City of Keizer Ordinance for development of street lighting districts. Upon adoption of the report by the City Council, a public hearing will be scheduled to receive any remonstrances to the formation of this street lighting district.

FISCAL IMPACT:

The costs for establishing the district in the first year include a fee for the engineers report and an administrative fee to cover the costs for advertising and staff time in establishing the district. The City receives reimbursement from the property owners for these costs and the actual electricity used through assessments placed on the tax rolls. All activity is budgeted through the Street Lighting District Fund.

RECOMMENDATION:

It is recommended City Council adopt a Resolution approving the City Engineer's Report and set the public hearing date for June 16, 2008 to consider remonstrances and other comments on the district's formation and objections to proposed assessments.

CITY COUNCIL, CITY OF KEIZER, STATE OF OREGON

Resolution R2008-________

APPROVING THE CITY ENGINEER'S REPORT; DECLARING THE CITY'S INTENT TO FORM TAYLOR RIDGE STREET LIGHTING LOCAL IMPROVEMENT DISTRICT; PROVIDING NOTICE AND SETTING HEARING

BE IT RESOLVED by the City Council of the City of Keizer, Oregon:

Section 1. That the City Council hereby finds the City Engineer's Report, marked as exhibit "A" and by this reference incorporated herein, containing preliminary plans and an estimate of probable costs for Taylor Ridge Subdivision Street Lighting Local Improvement District which was filed with the City Recorder on May 13, 2008 to be satisfactory, and the same are hereby approved and adopted.

Section 2. That the City Council hereby declares its intention to form Taylor Ridge Subdivision Street Lighting Local Improvement District and to make the lighting district improvements to serve Taylor Ridge Subdivision Street Lighting Improvement District.

Section 3. That the City Council hereby directs the City Recorder to give notice of its intention to form Taylor Ridge Subdivision Street Lighting Local Improvement District and to make the improvements by sending notice to the property owners within the district stating a public hearing will be held on June 16, 2008, said notice to also provide that information required under City of Keizer Ordinance 94-278, an ordinance providing for procedures for municipal lighting districts and special assessments.

PASSED this ____ day of _______________, 2008.

SIGNED this ____ day of _______________, 2008.

____
Mayor

____
City Recorder

KEIZER

City of Keizer

Phone: (503) 390-3700 • Fax: (503) 393-9437
930 Chemawa Rd. N.E. • P.O. Box 21000 • Keizer, OR 97307-1000

ENGINEER'S REPORT

FOR

TAYLOR RIDGE SUBDIVISION

STREET LIGHTING DISTRICT

For City Council Action June 9, 2008

REGISTERED PROFESSIONAL ENGINEER
6101PE
OREGON
JULY 12, 1968
WILLIAM I. PETERSON

Renewal date: December 31, 2008

PREPARED BY:
Peterson Eng. Consultants, Inc.
4300 Cherry Ave. N
Keizer, OR 97303
(503) 390-7402

Date: May 13, 2008

Project File: 1060

TO: The Hon. Mayor and City Council

FROM: City Engineer's Office

SUBJECT: Street Lighting District for Avalon Meadows Subdivision

Authority and Purpose: This report is submitted in accordance with the requirements of City of Keizer **Ordinance No. 94-278** and Council **Resolution 2007-1811** for the purpose of creating the subject Street Lighting District.

District Boundaries and Map: A Map of the proposed District is attached showing the areas benefitted by the street lights proposed to be installed.

Lighting Plan The lighting improvements will consist of 3, 100 Watt, high pressure sodium, flat lens luminaries attached to 30 foot, gray fiberglass poles . This design is selected to meet current standards and provide the most efficient light coverage. It is recommended that installation be accomplished by the following method:

> The Developer would supply and install the luminaries and poles. Portland General Electric Co. (PGE) would install the underground wiring and supply the electrical power to the District. The luminaries and poles would be owned and maintained by the City.

Estimated Costs:

Developer -	
3 Poles (30 ft.) & 100 Watt luminaries @ $6.90 per mo. ea. x 12 mos.=	$248.40
Administrative Fee @ $8.10/Lot:	64.80
Engineering @ $14.00/Lot:	112.00
Total Assessment	$425.20
(1)Per Lot Assessment (First Year, 8 Lots)	$53.15

(1) Includes tax roll preparation, audit, delinquencies and miscellaneous administrative costs to the City as authorized by Res. 94-716.

Method of Assessment: It is recommended that the costs be assessed on a per lot basis to each parcel in the district.

For the developer, the first year assessment would include the one time costs for District formation and engineering. Subsequent years assessments would reduce to $31.05 per lot.

Assessment Roll: The attached preliminary assessment roll identifies the benefitted properties and the first year assessments to be levied against each.

Respectfully submitted,

William I. Peterson, PE

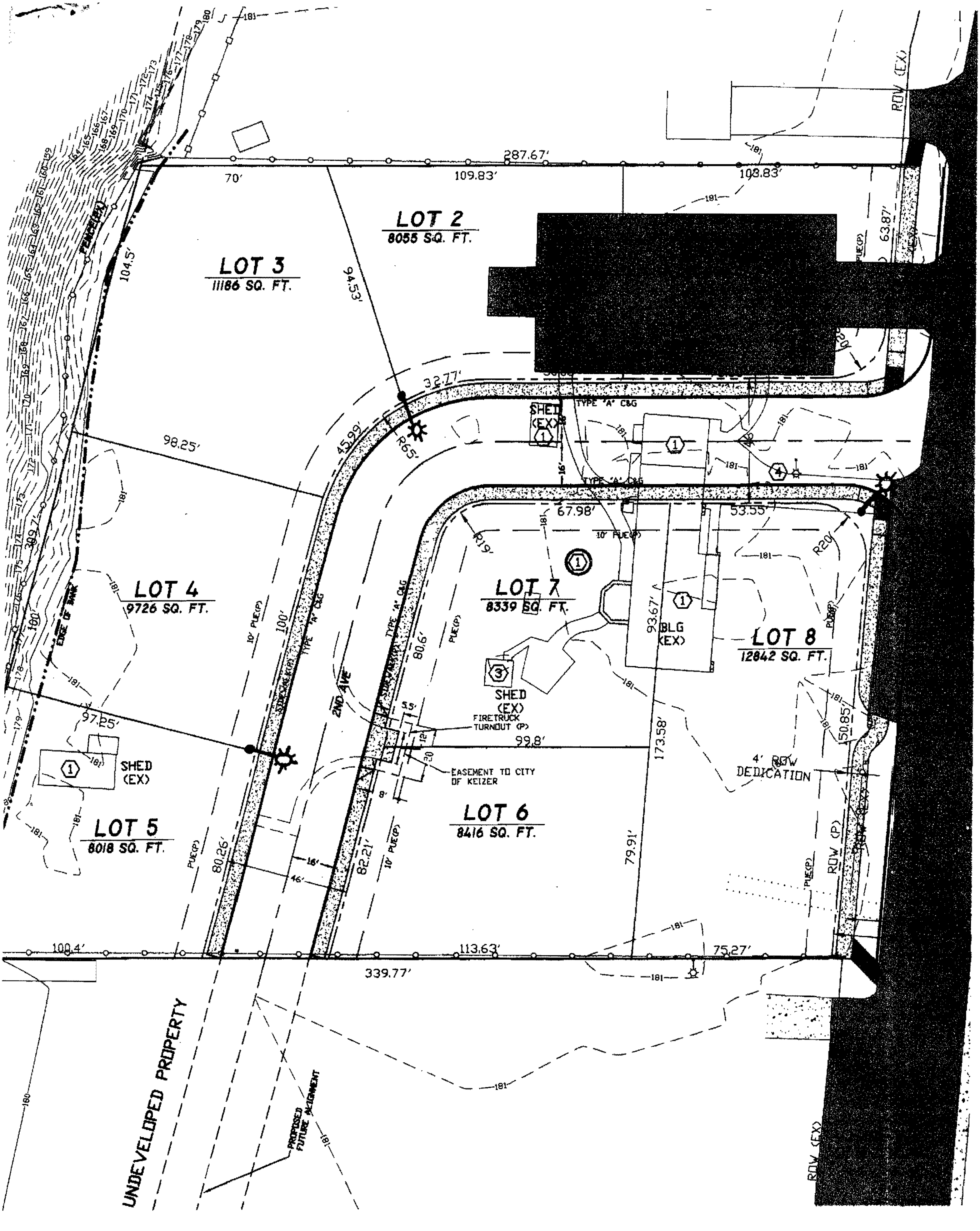
PRELIMINARY ASSESSMENT ROLL

TAYLOR RIDGE SUBDIVISION
STREET LIGHTING DISTRICT

*Assessors Maps 06 3W 23CD

Tax Lot #:	Owners Name and Address	Cost per Lot	Lots	Assessment
17500, 17600 17700, 17900 18000, 18100 18200	DARRELL BEAM CONST. INC. 149 SHYRINA CT. N KEIZER, OR 97303	$53.15	7	$372.05
17800	BOCKING LT & BOCKING, PHILLIP R TRE & BOCKING, JOYCE M TRE P.O. BOX 21598 KEIZER, OR 97303	$53.15	1	$53.15

TOTAL ASSESSMENT: $425.20


LOT 2
8055 SQ. FT.
LOT 3
11186 SQ. FT.
LOT 4
9726 SQ. FT.
LOT 5
8018 SQ. FT.
LOT 6
8416 SQ. FT.
LOT 7
8339 SQ. FT.
LOT 8
12842 SQ. FT.
SHED (EX)
BLG (EX)
2ND AVE
FIRETRUCK TURNOUT (P)
EASEMENT TO CITY OF KEIZER
4' ROW DEDICATION
TYPE 'A' C&G
UNDEVELOPED PROPERTY
PROPOSED FUTURE ALIGNMENT
ROW (EX)
ROW (P)
EDGE OF BANK
287.67'
339.77'

SITE PLAN

MINUTES
KEIZER CITY COUNCIL
WORK SESSION
Monday, April 14, 2008
Robert L. Simon Council Chambers
930 Chemawa Road NE, Keizer, Oregon

CALL TO ORDER

Mayor Lore Christopher called the work session to order at 12:30 p.m. Roll call was taken as follows:

Present:
Lore Christopher, Mayor
Richard Walsh, Council President
Jacque Moir, City Councilor
Cathy Clark, City Councilor
Brandon Smith, City Councilor

Absent:
David McKane, Councilor
James Taylor, Councilor

Staff:
Chris Eppley, City Manager
Nate Brown, Community Development Director
John Teague, Keizer Police Captain
Tracy Davis, City Recorder

TOUR OF MACLAREN YOUTH FACILITY

Members of the City Council and staff departed Keizer City Hall at 12:30 p.m. to take a tour of the MacLaren Youth Facility located in Woodburn, Oregon. Council members and staff were met at the facility by Rick Hanson, Director of Instructional Services, Scott Harris, and Karen Kramer of Willamette Education Service District to guide the tour and answer questions.

ADJOUNRMENT The meeting was adjourned at 2:40 p.m.

____
Tracy L. Davis, MMC
City Recorder

APPROVED:

____
Lore Christopher-Mayor

COUNCIL MEMBERS:

__________(Absent)_______________
David McKane – Council Position #1

____
Cathy Clark – Council Position #4

____
Brandon Smith– Council Position #2

____
Richard Walsh – Council President (#5)

____
Jacque Moir – Council Position #3

______(Absent)______________________
Jim Taylor – Council Position #6

Minutes approved:

____