

# THIRD QUARTERLY OPERATING REPORT

## FISCAL YEAR 2012-2013

### EXECUTIVE SUMMARY

May 20, 2013

The Quarterly Operating Report is produced and published on the City's web site within 45 days of the close of each fiscal quarter based on Financial Policy 10.04.050, then shared with the City Council's Administrative Services Committee to provide citizens, the Budget Commission, and City Council with information about the City's financial performance for the quarter.

This Executive Summary provides highlights of the City's financials. The remainder of the report covers:

- The revenue and expenditure performance for each of the operating funds in an income statement format that includes operating and non-operating revenues, expenditures and total fund activities. The first income statement presented in that section shows results year-to-date for all property tax funds combined.
- Departmental information including updated performance measures for the quarter as well as accomplishments and pending work plan items. This section also includes a report on vacancies;
- Capital Improvement Program (CIP) status report on the various projects underway year-to-date; and
- An update on City Council Values and Goals.

The FY 12-13 budget was prepared and adopted during challenging economic times and in a highly fiscally constrained environment for the City. A recessionary economy including high unemployment and stagnant property values, plus slowed development, as well as lower than historical revenues in both FY 10-11 and FY 11-12, were all taken into account when developing the budget. Despite these factors, demand for many City services continues to be strong, which in the face of the relatively flat or declining revenue stream continues to have a negative impact on fund balances across the organization.

The Federal Open Market Committee (FOMC) statement released in March suggests that the economy is experiencing moderate growth following a pause late last year. Although the unemployment rate is still elevated, labor market conditions are showing some improvement. At 6.1% unemployment in March, on a seasonally adjusted basis, (a 0.1% decrease from the previous month), Corvallis continues to fare better than the State and the Nation. Household spending and the housing sector have strengthened, but fiscal policy continues to be restrictive. Inflation has been running slightly below the Committee's long-term objective of 2%, apart from temporary variations that create energy price fluctuations, but longer-term inflation expectations have remained stable. The FOMC expects that, with appropriate policy accommodation, economic growth will proceed at a moderate pace and the unemployment rate will gradually decline toward levels the Committee deems consistent with its statutory mandate to foster maximum employment and price stability. The Committee will continue to monitor incoming information on economic and financial developments and has decided to keep the target range for the federal funds rate exceptionally low (i.e., in the 0 to quarter percent range) as long as the national unemployment rate remains above 6.5%, and inflation projections deviate from the Committee's longer-run goal.

Overall, the City's financial performance through the third quarter of the fiscal year generally has been as expected. Revenue and expenditure timing is similar to historical patterns (i.e., Parks & Recreation usually spends more than 25% of its budget in the busy summer months; the majority of Property Tax revenue is received in the second quarter). There has been an increase in Charges for Service revenues, which was largely driven by development project application fees, but is higher in nearly all funds contributing to a nearly \$781,790 increase over last year and a slightly greater percentage of budget overall than forecast. Miscellaneous revenue received is significantly greater when compared to last year, primarily attributed to Business Energy Tax Credits received this fiscal year but pertaining to prior year Transit operations. Another difference related to budgeted expectations relates to three utility-backed loans in the Water and Wastewater Funds that were refunded in November. The approximate \$12.3 million in proceeds from the 2012 Full Faith & Credit Refunding Obligations are reflected in other financing sources and produced a net present value savings to the City of roughly \$1,579,690.

As of the end of the third quarter for the fiscal year, total operating expenditures are 67% of budgeted expenditures, and are approximately \$849,270 lower than last year's spending levels, driven primarily by less capital outlay, special project expenditures and savings due to personnel vacancies, as well as other department budget reductions achieved as part of the FY 12-13 adopted sustainable budget. The Fire Department spent much less on capital outlay and special projects (i.e., fewer vehicle replacements were made) than in FY 11-12. Community Development housing grant-related expenditures were less than 40% of budgeted levels in both fiscal years. Grant funding was provided for nine non-profit agency activities through the CDBG Human Services Fund, CDBG Microbusiness program funding for Linn-Benton Community College, Community Housing Development Organization (CHDO) operating funding for Willamette Neighborhood Housing Services (WNHS), and CDBG and HOME funding for WNHS's Lancaster Bridge (capital) project. Six loans and thirteen grants have closed through the third quarter, so related payouts are expected to pick up

in the latter part of the year. Nevertheless, it remains unlikely that the full appropriations established for Housing loan allocations through the Adopted Budget will be used.

The following table compares year-to-date actuals with budget for all funds in both FY 12-13 and FY 11-12:

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$28,532,414					
Property Taxes	\$23,904,680	\$1,240,673	\$21,859,581	91.44%	\$22,858,741	94.48%
Other Tax	1,270,650	249,283	872,134	68.64%	805,558	69.98%
Licenses/Permits	8,740,150	2,227,484	5,970,936	68.32%	5,815,594	72.46%
System Development Charges	1,989,780	296,645	1,380,531	69.38%	2,261,358	166.89%
Charges for Service	37,738,370	8,621,716	28,655,457	75.93%	27,873,673	75.32%
Intergovernmental	17,333,633	2,442,818	8,164,927	47.10%	8,196,066	45.76%
Fines/Forfeitures	1,283,410	307,372	847,039	66.00%	931,548	67.22%
Miscellaneous	2,767,850	381,491	2,395,544	86.55%	2,352,156	73.37%
Other Financing Sources/Transfers in	24,023,308	459,801	19,043,632	79.27%	8,897,064	63.33%
<b>TOTAL CURRENT REVENUE</b>	<b>\$119,051,831</b>	<b>\$16,227,283</b>	<b>\$89,189,782</b>	<b>74.92%</b>	<b>\$79,991,758</b>	<b>73.87%</b>
<b>EXPENDITURE BY DEPARTMENT</b>						
City Manager's Office	\$3,302,670	\$577,311	\$2,247,242	68.04%	\$2,171,013	70.94%
Community Development	7,626,640	1,612,235	4,223,334	55.38%	4,345,938	49.89%
Finance	4,790,210	1,135,437	3,427,587	71.55%	3,565,110	71.06%
Fire	10,455,220	2,480,615	7,514,812	71.88%	8,379,326	73.60%
Library	6,054,010	1,375,693	4,232,018	69.90%	4,257,713	64.89%
Park & Recreation	6,078,310	1,242,647	4,102,451	67.49%	4,229,835	69.38%
Police	13,031,970	2,990,757	9,433,918	72.39%	9,352,783	71.23%
Public Works	29,744,922	5,709,792	19,052,078	64.05%	19,014,885	62.59%
Non-Departmental	1,512,927	329,226	1,155,370	76.37%	921,472	67.39%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$82,596,879</b>	<b>\$17,453,713</b>	<b>\$55,388,810</b>	<b>67.06%</b>	<b>\$56,238,075</b>	<b>65.62%</b>
Debt Service	\$4,734,140	\$25,530	\$2,586,781	54.64%	\$4,402,308	53.80%
Capital Projects	9,687,779	576,687	2,598,536	26.82%	4,956,086	40.48%
Transfers Out / Other Financing Uses	26,228,831	475,408	21,214,731	80.88%	8,889,039	63.27%
Contingencies/Reserves	1,611,260	0	0	0.00%	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$124,858,889</b>	<b>\$18,531,338</b>	<b>\$81,788,858</b>	<b>65.51%</b>	<b>\$74,485,508</b>	<b>61.28%</b>
<b>CURRENT REVENUES LESS TOTAL EXPENDITURES</b>	<b>(\$5,807,058)</b>	<b>(\$2,304,055)</b>	<b>\$7,400,924</b>		<b>\$5,506,250</b>	

In general, the status of the City's finances was in line with expectations at the end of the third quarter. Year-to-date revenues of \$89,189,782, are at 74.92% of the Amended Total Revenue Budget of \$119,051,831. The Amended Budget reflects the adopted budget, plus any amendments approved by the City Council via resolution during the course of the fiscal year. In the first nine months of FY 12-13, the following amendments to the budget were approved:

Date	Amendment Type	Resource	Fund	Department	Net Expenditure	Impact
7/2/2012	Res - Grant	EPA Grant	Storm Water	Public Works	\$	45,620
7/16/2012	Res - Grant	ODOT Grant	Transit	Public Works	\$	8,964
8/6/2012	Res - Grant	State of Oregon EUDL Grant	General	Police	\$	4,760
9/4/2012	Res - Grant	FEMA Homeland Security	Fire & Rescue	Fire	\$	4,504
11/4/2012	Res - Grant	FEMA Office of Emerg Mgmt	CIP	Parks & Rec	\$	193,911
11/19/2012	Res - 2012 Refunding Obligations	Proceeds of Debt Issuance	Water & Wastewater	Public Works	\$	12,289,035
11/19/2012	Res - Donation	Anonymous Donor	Parks & Recreation	Parks & Rec	\$	9,000
12/3/2012	Res - Grant	Oregon Water Resources	Wastewater	Public Works	\$	38,632
2/4/2013	Res - Payment	NW Natural Gas	Parks & Recreation	Parks & Rec	\$	141,180
3/18/2013	Res - Grant	ODOT Grant	General	Police	\$	142,210
				Total Increase	\$	12,877,816

Significant revenue highlights include:

- **Property taxes** totaled \$21,859,581 through the third quarter, which equals 91.44% of the budgeted property tax revenue. The majority of property taxes for the fiscal year are typically collected in the first half of the fiscal year. Year-to-date property tax revenues are about \$1 million less than last fiscal year's results for the same time period, due primarily to a lower debt levy

amount based on the front-loaded structure of debt service payments for the 2009 General Obligation refunding bonds, and the planned decline in the amortization commencing in FY 12-13. It should be noted that prior year delinquent account collections are lagging last fiscal year by about \$100,000 year-to-date, but the decrease is partly offset by the 0.5% increase in current year permanent rate levy revenues based on assessed value growth.

- **Other Taxes** are collected from hotels in the form of room taxes and totaled \$872,134 or 68.64% of budget and are comparable to last fiscal year-to-date as of third quarter-end. When summer seasonality and year-end accruals are taken into account, as well as good attendance at fall sporting events, and some signs of mild economic recovery, it is staff's expectation that this revenue source is on track to exceed budget by fiscal year end.
- **Licenses, Fees and Permits** totaled \$5,970,936 which represents 68.32% of the amended budget and is below budget as a percentage received when compared with the same time last year. The largest portion of this category is franchise fees, which are under-performing year-to-date primarily due to utility conservation efforts and decreasing land line use, and are thus currently expected to end up lower than budget on a revised basis. The transportation maintenance and sustainability initiative fees are on target, and Development Service permit fees are expected to begin trending higher due to an increase in projects received during the third quarter.
- **System Development Charges** were \$1,380,531 which represents 69.38% of the amended budget and is slightly below projections. In FY 11-12, the higher percentage of actuals YTD compared to budget was due to un-forecasted increased development for off-campus student housing. SDC income, being of restricted use, has been isolated here and in the income statements from "other charges for service" so as to ensure the understanding that this significant incremental dedicated funding source is not available for operational spending.
- **Charges for Services** (not including SDC's) were \$28,655,457, which represents 75.93% of the amended budget. These revenues are on target as a percentage of budget and include: receipt of the full amount of the Benton County Record Services payments for various police services; an increase over anticipated revenue due to higher benefit payment reimbursement stemming from post-'92 hire retirements and Parks Seasonal eligibility for COBRA; a payment received from Benton County for its share of support for the Economic Development program; and higher than anticipated Fleet charge collections.
- **Intergovernmental** revenues are below target at \$8,164,927. At 47.10% of budget however, receipts are very comparable to the same time last year. The receipt of grant monies tends to be volatile and highly dependent on timing of related expenditures. For example, a State of Oregon grant related to Wastewater management and an Environmental Protection Agency's Green Streets Initiative grant are expected to be received later in the fiscal year.
- **Fines & Forfeiture** receipts related to Municipal Court remain under budget and lower than last year due primarily to fewer traffic and parking fines issued, partly as a result of patrol staffing vacancies. However, now with fully staffed parking enforcement, as well as a significant fine increase for violations in residential parking districts that went into effect September 24<sup>th</sup>, and additional home football games, revenues are expected to rebound slightly. While some improvement continues to be noted from concentrated efforts related to collections in the past several years, after turning over about \$2 million in traffic and \$500 thousand in parking delinquencies, these accounts have 89% and 63% of their respective balances still outstanding.
- **Interest earnings** totaled \$224,419 at the end of the third quarter, which represents 98.95% of budgeted interest and is about 146% of last year's earnings at this same point in time. The City's investment advisory firm has helped bolster what earnings there are in this category; however, the market continues to hover at historic lows, and this situation is expected to prevail through at least mid-2015 according to the Federal Open Market Committee.

Operating expenditures for all funds totaled \$55,388,809 or 67.06% of the Amended Operating Expenditure Budget which is lower than last year in total dollars expended but slightly above as a percentage of budget. These results are primarily due to less spending this fiscal year early in the year on special projects and capital outlay. Also, while Community Development typically under-expends its grant appropriations due to the length of time to fruition of housing loan projects, the department is also experiencing lower grant allocation availability in recent years, particularly for administrative cost coverage, so is being even more cost-conscious than usual at this point in the year. Non-operating expenditures, which include capital projects, transfers, debt service, and contingency, totaled \$26,400,048 or 62.47% of the \$42,262,010 Amended Non-Operating Budget. In total, expenditures through the third quarter were \$81,788,856 or 65.51% of the \$124,858,889 budgeted, compared to 61.28% for the third quarter of last fiscal year. A breakdown of departmental expenditures by category is provided below:

**OPERATING EXPENDITURES BY DEPARTMENT**

DEPARTMENT	AMENDED BUDGET	PERSONNEL SERVICES	SUPPLIES & SERVICES	CAPITAL OUTLAY	TOTAL EXPENDITURES	% OF AMENDED BUDGET
<i>Total Budget by Category</i>		\$46,203,880	\$33,732,829	\$2,660,170	\$82,596,879	
City Manager's Office	\$3,302,670	\$919,866	\$1,327,377	\$0	\$2,247,242	68.04%
Community Development	7,626,640	2,642,368	1,532,923	48,043	4,223,334	55.38%
Finance	4,790,210	2,364,118	1,063,469	0	3,427,587	71.55%
Fire	10,455,220	6,274,882	1,239,929	0	7,514,812	71.88%
Library	6,054,010	2,916,475	1,315,543	0	4,232,018	69.90%
Parks & Recreation	6,078,310	2,683,565	1,418,886	0	4,102,451	67.49%
Police	13,031,970	7,207,503	2,039,044	187,370	9,433,918	72.39%
Public Works	29,744,922	8,449,620	9,651,808	950,650	19,052,078	64.05%
Non Department	1,512,927	0	1,155,370	0	1,155,370	76.37%
<b>TOTAL</b>	<b>\$82,596,879</b>	<b>\$33,458,398</b>	<b>\$20,744,348</b>	<b>\$1,186,064</b>	<b>\$55,388,809</b>	<b>67.06%</b>
Percent of Budget		72.41%	61.50%	44.59%	67.06%	

Significant expenditure highlights include:

- **Personnel Services** totaled \$33,458,398 or 72.41% of the amended budget of \$46,203,880 and though lower in total dollars spent was slightly higher as a percent of budget than in FY 11-12. Spending decreased \$128,770 primarily due to vacancies throughout the City serving to offset higher healthcare costs. Payroll expenditures are expected to stay relatively close to the FY 11-12 actuals through FY 12-13 based on Exempt, AFSMCE, IAFF, and CPOA agreeing to no COLA increases and flat to declining health benefit premiums in calendar 2013. The CRCCA agreement for FY 12-13 was still pending at the end of the quarter.
- **Supplies and Services** totaled \$20,744,348 or 61.50% of the amended budget of \$33,732,829. The dollars spent in FY 12-13 are approximately 2.3% lower than the amount spent in FY 11-12 due to fewer special projects and an eye toward attaining a sustainable budget.
- **Capital Outlay** totaled \$1,186,064 or 44.59% of the amended budget of \$2,660,170. The dollars spent in FY 12-13 are approximately \$233,217 less than in FY 11-12 due in part to the timing of planned purchases for additional vehicles for the Police and Public Works departments. Capital purchases do not tend to follow a regular pattern other than to sometimes weight toward the end of the fiscal year if practical, to ensure that sufficient budget remains for the acquisition.

**NON OPERATING EXPENDITURES**

- **Capital projects** totaled \$2,598,536 or 26.82% of the amended budget of \$9,687,779. Capital project expenditures tend to fluctuate year-over-year, and there are always projects that are either carried forward into following years or simply do not come to fruition. For FY 12-13, several projects have been carried forward to FY 13-14 or will be initiated in the last quarter.
- **Debt service** payments totaled \$2,586,781 or 54.64% of the total budget of \$4,734,140, which, though a lower dollar amount in total due to less debt outstanding, is aligned with the percentage of budget spent at the same time last fiscal year.
- **Transfers and Other Financial Uses** totaled \$21,214,731 or 80.88% of the amended budget of \$26,228,831. The majority of the transfers are related to capital projects. Other Financial Uses are related to the bond refunding identified previously. See the Capital Improvement Program section for information on the status of capital projects.

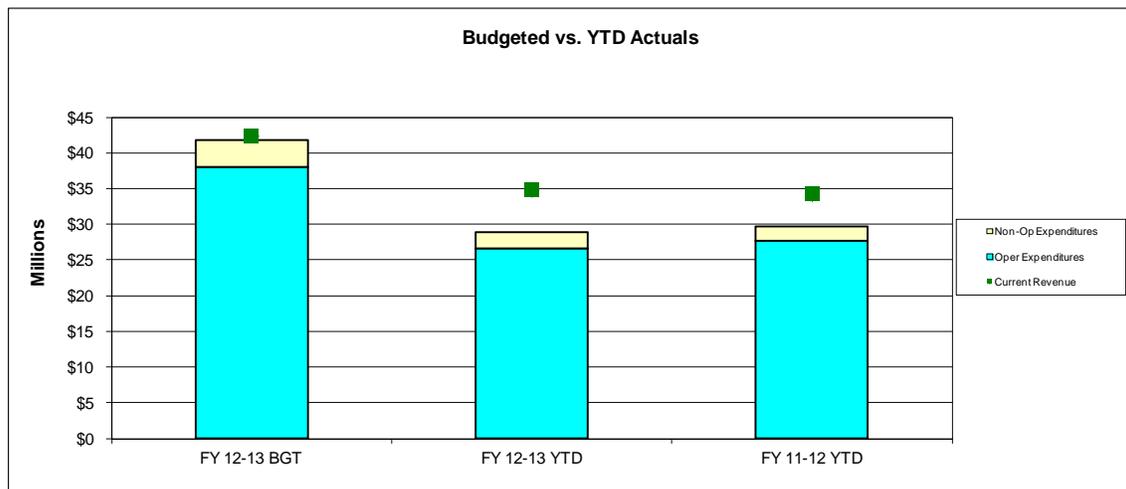
Please note that a [reader's guide](#) to some of the terminology used throughout the report is available through the hyperlink provided. As always, if you have questions or concerns about the information in this report, please do not hesitate to contact me at (541) 766-6990 or via e-mail at [nancy.brewer@corvallisoregon.gov](mailto:nancy.brewer@corvallisoregon.gov).

Nancy Brewer  
Finance Director

# PROPERTY TAX FUNDS COMBINED\*

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$5,271,580						
Property Taxes	\$21,002,640	\$1,097,482	\$19,238,067	91.60%	\$1,284,406	\$19,250,502	94.95%
Other Tax	1,270,650	249,283	872,134	68.64%	238,040	805,558	69.98%
Licenses/Permits	5,708,610	1,594,886	3,740,768	65.53%	1,624,154	3,783,042	67.25%
Charges for Service	5,856,500	1,119,930	4,639,943	79.23%	1,099,800	4,366,130	79.82%
Intergovernmental	4,307,570	539,074	3,272,576	75.97%	564,229	3,315,745	66.92%
Fines/Forfeitures	830,110	188,441	512,773	61.77%	208,919	605,614	62.02%
Miscellaneous	574,030	94,455	459,314	80.02%	165,936	405,384	107.00%
Other Financing Sources	2,845,350	183,201	2,076,918	72.99%	104,722	1,667,111	86.11%
<b>TOTAL CURRENT REVENUE</b>	<b>\$42,395,460</b>	<b>\$5,066,752</b>	<b>\$34,812,492</b>	<b>82.11%</b>	<b>\$5,290,207</b>	<b>\$34,199,088</b>	<b>83.89%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
City Manager's Office	\$380,000	\$54,005	\$125,036	32.90%	\$0	\$0	0.00%
Community Development	1,311,410	308,236	915,296	69.79%	302,061	955,017	70.40%
Finance	629,740	156,105	452,212	71.81%	167,327	501,629	74.02%
Fire	10,455,220	2,480,615	7,514,812	71.88%	2,872,923	8,379,326	73.60%
Library	6,023,510	1,375,650	4,202,085	69.76%	1,400,814	4,257,713	65.19%
Parks and Recreation	6,078,310	1,242,647	4,102,451	67.49%	1,231,299	4,229,835	69.38%
Police	10,499,190	2,382,902	7,570,044	72.10%	2,454,248	7,569,616	71.43%
Public Works	1,218,900	187,217	719,775	59.05%	230,541	846,623	51.54%
Non-Departmental	1,362,100	328,726	1,011,922	74.29%	293,755	920,122	67.36%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$37,958,380</b>	<b>\$8,516,102</b>	<b>\$26,613,633</b>	<b>70.11%</b>	<b>\$8,952,968</b>	<b>\$27,659,880</b>	<b>69.75%</b>
Debt Service	\$243,880	\$25,530	\$243,872	100.00%	\$28,342	\$244,422	100.00%
Transfers	3,005,900	107,773	2,047,291	68.11%	25,420	1,719,930	73.58%
Contingencies/Reserves	512,850	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$41,721,010</b>	<b>\$8,649,405</b>	<b>\$28,904,796</b>	<b>69.28%</b>	<b>\$9,006,730</b>	<b>\$29,624,232</b>	<b>69.62%</b>
<b>CURRENT REVENUE LESS TOTAL EXPENDITURES</b>	<b>\$674,450</b>	<b>(\$3,582,653)</b>	<b>\$5,907,697</b>		<b>(\$3,716,523)</b>	<b>\$4,574,855</b>	

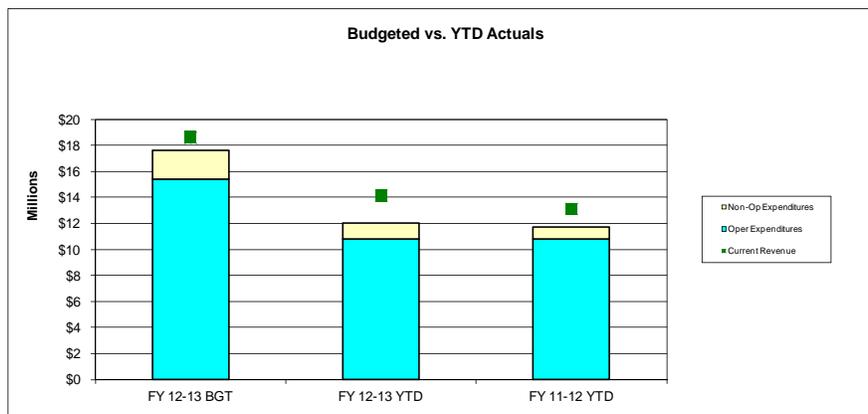
\* Includes General, Parks & Recreation, Fire & Rescue, and Library Funds



# GENERAL FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$814,380						
Property Taxes (1)	\$7,231,450	\$420,466	\$6,843,342	94.63%	\$452,232	\$6,090,189	101.54%
Other Tax	1,270,650	249,283	872,134	68.64%	238,040	805,558	69.98%
Licenses/Permits	5,548,670	1,559,903	3,634,141	65.50%	1,590,538	3,675,217	67.19%
Charges for Service (2)	808,710	210,080	763,372	94.39%	180,400	614,437	83.21%
Intergovernmental (3)	1,805,600	457,432	1,051,014	58.21%	512,291	1,085,056	47.33%
Fines/Forfeitures (4)	716,110	156,675	424,635	59.30%	178,761	524,703	60.19%
Miscellaneous (5)	255,470	44,549	130,724	51.17%	91,738	229,640	195.87%
Other Financing Sources (6)	961,840	97,391	427,382	44.43%	6,011	106,061	93.97%
<b>TOTAL CURRENT REVENUE</b>	<b>\$18,598,500</b>	<b>\$3,195,779</b>	<b>\$14,146,744</b>	<b>76.06%</b>	<b>\$3,250,011</b>	<b>\$13,130,861</b>	<b>78.39%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
City Manager's Office (7)	\$380,000	\$54,005	\$125,036	32.90%	\$0	\$0	0.00%
Community Development (8)	1,311,410	308,236	915,296	69.79%	302,061	955,017	70.40%
Finance (9)	629,740	156,105	452,212	71.81%	167,327	501,629	74.02%
Police	10,499,190	2,382,902	7,570,044	72.10%	2,454,248	7,569,616	71.43%
Public Works (3)	1,218,900	187,217	719,775	59.05%	230,541	846,623	51.54%
Non-Departmental	1,362,100	328,726	1,011,922	74.29%	293,755	920,122	67.36%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$15,401,340</b>	<b>\$3,417,191</b>	<b>\$10,794,285</b>	<b>70.09%</b>	<b>\$3,447,932</b>	<b>\$10,793,007</b>	<b>69.01%</b>
Debt Service	\$243,880	\$25,530	\$243,872	100.00%	\$28,342	\$244,422	100.00%
Other Financing Uses (10)	1,712,560	107,773	985,041	57.52%	170	671,680	79.04%
Contingencies/Reserves	224,860	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$17,582,640</b>	<b>\$3,550,494</b>	<b>\$12,023,198</b>	<b>68.38%</b>	<b>\$3,476,444</b>	<b>\$11,709,109</b>	<b>69.56%</b>
<b>CURRENT REVENUE LESS TOTAL EXPENDITURES</b>	<b>\$1,015,860</b>	<b>(\$354,715)</b>	<b>\$2,123,546</b>		<b>(\$226,433)</b>	<b>\$1,421,752</b>	

- The majority of current year property taxes have been collected. This year's collection pattern is consistent with prior years, but is considerably below budget in total which projected 3% growth in assessed value vs. the 0.5% that was achieved.
- Charges for Services are higher as a percentage of budget due primarily to an Economic Development program payment received from Benton County that was originally budgeted to miscellaneous revenue. Also, the full amount of the Benton County Record Services payments has already been received for FY12-13.
- Intergovernmental grant revenue is lower due in part to the uneven timing of spending for EECBG and EPA grant projects. FY 11-12 State shared revenue budget was based on information from the League of Oregon Cities, which proved to be overestimated.
- Traffic fine revenue is under-performing FY 11-12 levels and is not quite keeping pace with anticipated FY 12-13 budget, which is attributed to a motorcycle traffic enforcement officer retirement vacancy as well as reduced staffing at municipal court. Fines are expected to achieve only 80% of budget by year-end.
- Miscellaneous revenue is lower in FY 12-13 relative to FY 11-12, primarily due to last year's receipt of payments totaling approximately \$116,000 for the sale of Seavey Meadows. This difference has been partly offset by an increased volume of lien payoff receipts and higher than projected interest earnings year-to-date. Budgeted revenue in FY12-13 is higher overall due to inclusion of the Economic Development program funding from Benton County that was recorded to Charges for Service (see footnote 3) and the dollars budgeted and received from OSU in respect of the Collaboration project.
- Other Financing Sources collected year-to-date include pass-through agency receipts from Benton County court costs and Community Development permit surcharges which the City began budgeting and recording in FY 12-13 based on ORS. The remainder of receipts in this category are for property tax transfers related to the 2011 Operating levy, which have been collected at a rate similar to FY 11-12.
- The Economic Development (ED) program, housed in the City Manager's Office, is new to the General Fund in FY 12-13. Year-to-date expenditures are low due to vacancy savings in the first two quarters. The ED manager started in the second quarter and the ED Officer didn't start until the third month of the third quarter. Spending activity has begun to increase in the third quarter but will likely still be under budget with the departure of the new ED Officer early in the 4<sup>th</sup> quarter.
- Lower than budgeted Community Development expenditures are due to an effort to conserve resources. Additionally, services expenditures are dependent on the number of public hearings held, along with the associated noticing costs, and fluctuate quarter to quarter.
- Finance expenditures are nearly \$50,000 lower than in FY 11-12 YTD. Savings are primarily due to current staffing issues which have also led to lower revenues.
- Other financing uses include this fund's portion of the semi-annual debt service payments for the Pension Obligation Bonds, pass-throughs to intergovernmental agencies, and transfers for capital projects. The Capital Improvement Program section has status information on capital projects.

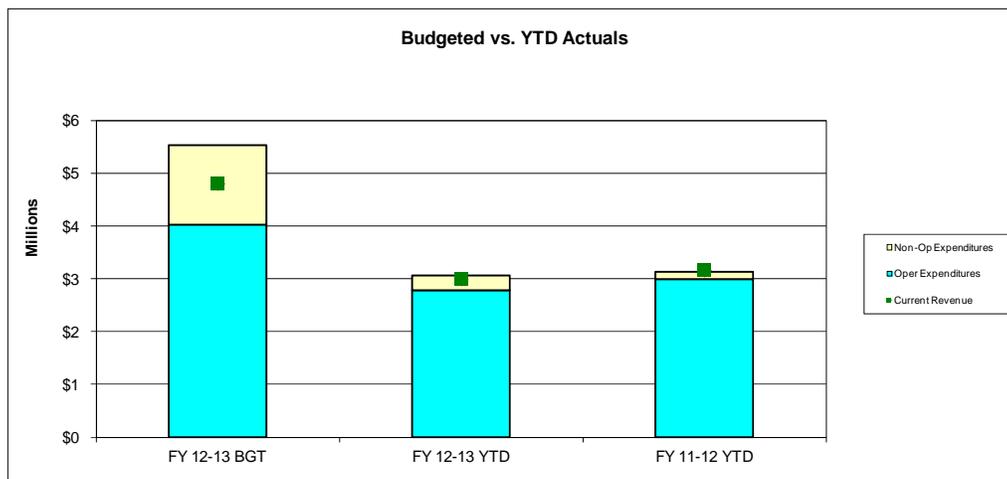


# COMBINED STREET FUND\*

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$2,389,990						
Licenses/Permits (1)	\$609,620	\$153,392	\$507,028	83.17%	\$145,438	\$477,413	79.29%
System Development Charges (2)	523,350	57,337	215,399	41.16%	81,477	357,794	110.09%
Charges for Service (3)	251,330	26,417	167,071	66.47%	78,543	210,032	91.24%
Intergovernmental (4)	3,412,070	782,786	2,089,577	61.24%	720,932	2,106,183	60.86%
Fines/Forfeitures (5)	1,000	(68)	650	65.00%	510	2,088	208.80%
Miscellaneous (6)	8,560	7,394	17,834	208.34%	4,514	14,882	97.01%
<b>TOTAL CURRENT REVENUE</b>	<b>\$4,805,930</b>	<b>\$1,027,258</b>	<b>\$2,997,559</b>	<b>62.37%</b>	<b>\$1,031,414</b>	<b>\$3,168,392</b>	<b>68.37%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Community Development (7)	\$21,020	\$5,366	\$14,652	69.70%	\$4,509	\$12,824	58.69%
Public Works (7)	4,003,730	663,520	2,772,405	69.25%	788,357	2,976,278	70.13%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$4,024,750</b>	<b>\$668,886</b>	<b>\$2,787,056</b>	<b>69.25%</b>	<b>\$792,866</b>	<b>\$2,989,102</b>	<b>70.07%</b>
Transfers (8)	\$1,423,600	\$95,000	\$273,130	19.19%	\$60,010	\$139,300	12.45%
Contingencies/Reserves	85,520	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$5,533,870</b>	<b>\$763,886</b>	<b>\$3,060,186</b>	<b>55.30%</b>	<b>\$852,876</b>	<b>\$3,128,402</b>	<b>57.22%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$727,940)</b>	<b>\$263,372</b>	<b>(\$62,627)</b>		<b>\$178,538</b>	<b>\$39,990</b>	

\* Includes Street SDC Fund

- (1) Revenue in both years was higher than budget due to unanticipated right-of-way charges collected earlier in the fiscal year.
- (2) A decrease in System Development Charges revenue from the prior year is reflective of several large FY 11-12 receipts related to new housing development. Also, the higher FY12-13 budget anticipates 4<sup>th</sup> quarter construction picking up.
- (3) Public Improvement by Private Contract (PIPC) receipts were higher last year due to development. In FY12-13, reduced construction activity YTD has contributed to lower than budgeted revenues.
- (4) Intergovernmental revenues consist of state and federal grants, as well as state highway taxes. FY 12-13 is expected to come in below budget, based on higher gas prices leading to conservation of fuel use. Also, a \$112,160 transit grant related to an ADA ramp special project was carried forward to FY 13-14.
- (5) The Fines and Forfeitures category includes penalty fees and restitution payments and is therefore dependent upon the timing of citation and damage.
- (6) The expectation that interest earnings would be considerably lower in FY 12-13, due to diminished fund balance levels, has not materialized.
- (7) Expenditures were slightly below expectations due to savings in personnel services in Community Development and savings in special projects in Public Works. Public Works has carried over the purchase of two vehicles into future fiscal years.
- (8) Transfers include this fund's portion of the semi-annual debt service payments for the Pension Obligation Bonds, transfers related to capital projects, and annual support to the Development Services Fund for SDC/Site Engineering work. Transfers for capital projects are made based on anticipated needs. See the Capital Improvement Program section for status information on capital projects.

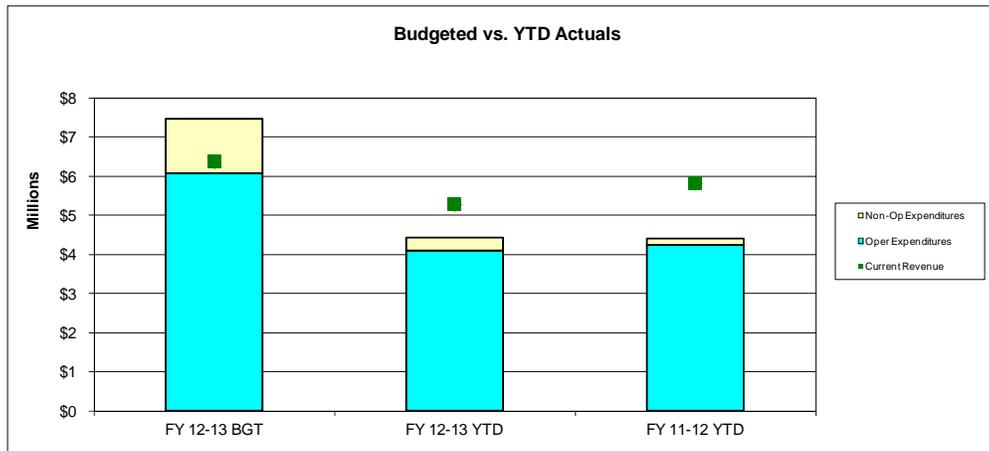


# PARKS AND RECREATION FUND\*

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$2,989,390						
Property Taxes (1)	\$3,303,940	\$162,410	\$2,973,372	89.99%	\$222,008	\$3,510,920	92.18%
Licenses/Permits (2)	141,300	31,491	93,448	66.13%	30,287	91,847	66.70%
System Development Charges (3)	300,000	54,115	241,910	80.64%	55,616	503,997	336.00%
Charges for Service (4)	1,531,140	300,350	1,028,291	67.16%	310,016	928,642	65.74%
Intergovernmental (5)	7,400	0	5,771	77.99%	0	11,800	43.07%
Fines/Forfeitures	250	166	318	127.20%	0	20	20.00%
Miscellaneous (6)	234,010	28,367	252,465	107.89%	48,670	105,017	104.76%
Other Financing Sources (7)	844,150	36,642	678,173	80.34%	42,151	666,585	77.83%
<b>TOTAL CURRENT REVENUE</b>	<b>\$6,362,190</b>	<b>\$613,541</b>	<b>\$5,273,748</b>	<b>82.89%</b>	<b>\$708,748</b>	<b>\$5,818,828</b>	<b>89.61%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Parks and Recreation	\$6,078,310	\$1,242,647	\$4,102,451	67.49%	\$1,231,299	\$4,229,835	69.38%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$6,078,310</b>	<b>\$1,242,647</b>	<b>\$4,102,451</b>	<b>67.49%</b>	<b>\$1,231,299</b>	<b>\$4,229,835</b>	<b>69.38%</b>
Transfers (8)	\$1,309,423	\$5,000	\$315,290	24.08%	\$30	\$170,770	28.14%
Contingencies/Reserves	67,390	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$7,455,123</b>	<b>\$1,247,647</b>	<b>\$4,417,741</b>	<b>59.26%</b>	<b>\$1,231,329</b>	<b>\$4,400,605</b>	<b>65.09%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$1,092,933)</b>	<b>(\$634,106)</b>	<b>\$856,007</b>		<b>(\$522,581)</b>	<b>\$1,418,223</b>	

\* Includes Parks & Recreation, Osborn Aquatics, Open Space and Parks & Recreation SDC Fund.

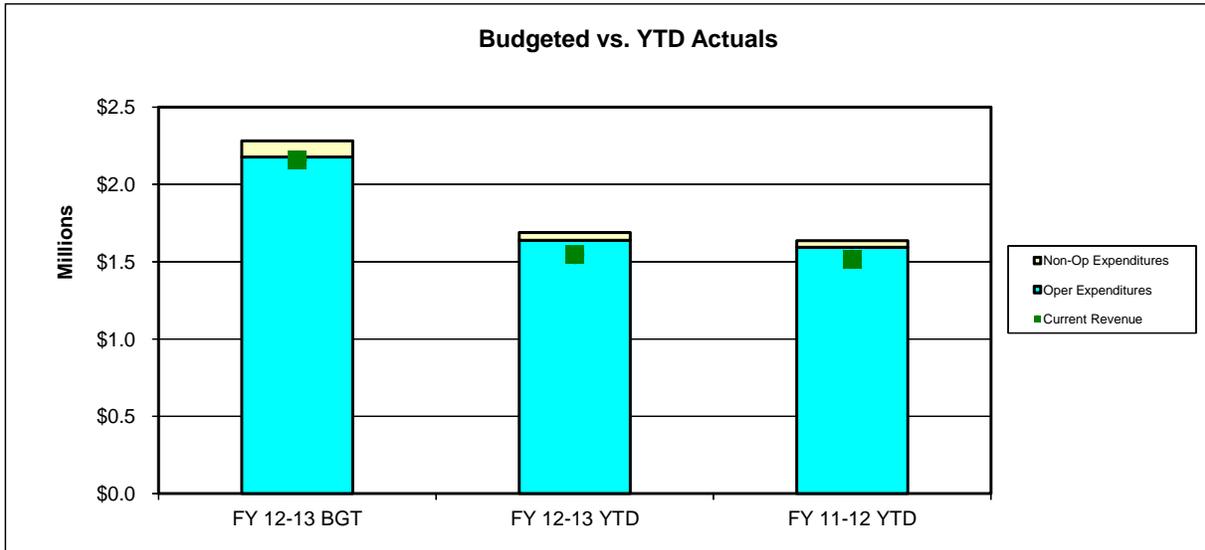
- (1) The majority of current year property taxes have been collected. This year's collection pattern is consistent with prior years.
- (2) Licenses/Permits are below current year target, but aligned with last fiscal year due to less park shelter rentals than expected because of cooler weather. Shelter usage generally increases in the fourth quarter with nicer weather and local graduation parties.
- (3) System Development Charges (SDC) were lower than in the prior year, which included charges for several large development projects.
- (4) Charges for Service revenue increases over prior year are driven by OSU Football Game Day parking related to the 2012 Civil War game, an increase in charges at Osborn Aquatic Center for hosting the National Collegiate Water Polo championships, and being fully staffed at the Senior Center, including a dedicated half-time recreation coordinator, to provide more programs. This revenue category is also highly seasonal and expected to increase to budgeted levels by year-end.
- (5) Budgeted FY12-13 intergovernmental revenue is related to a State Marine Board grant that was received earlier in the FY. Prior year revenues included an 'Artists in the Park' grant that was not received in FY 12-13.
- (6) Miscellaneous revenue is trending higher than budget and last fiscal year due to receipt of an unanticipated NW Natural Gas payment related to the use of City easements for laying pipelines, and higher than expected donations/contributions early in the fiscal year.
- (7) Other Financing Sources represent primarily the property tax revenue transfers associated with the 2011 Operating Levy. The majority of current year property taxes (including those related to the levy) have been collected this FY.
- (8) Transfers include this fund's portion of the semi-annual debt service payment for the Pension Obligation Bonds and transfers related to capital projects. Transfers for capital projects are made based on anticipated needs. See the Capital Improvement Program section for status information on capital projects for FY12-13.



# 911 EMERGENCY SERVICES

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$561,617						
Charges for Service	\$982,280	\$244,770	\$734,358	74.76%	\$231,875	\$695,683	74.51%
Intergovernmental (1)	1,172,850	284,840	809,502	69.02%	286,930	817,221	68.72%
Miscellaneous (2)	3,430	1,165	3,134	91.37%	955	3,692	62.90%
<b>TOTAL CURRENT REVENUE</b>	<b>\$2,158,560</b>	<b>\$530,775</b>	<b>\$1,546,994</b>	<b>71.67%</b>	<b>\$519,760</b>	<b>\$1,516,596</b>	<b>71.24%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Police (3)	\$2,177,200	\$537,792	\$1,638,280	75.25%	\$537,294	\$1,592,717	73.04%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$2,177,200</b>	<b>\$537,792</b>	<b>\$1,638,280</b>	<b>75.25%</b>	<b>\$537,294</b>	<b>\$1,592,717</b>	<b>73.04%</b>
Transfers (4)	\$62,240	\$0	\$51,070	82.05%	\$10	\$42,150	82.53%
Contingencies/Reserves	43,450	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$2,282,890</b>	<b>\$537,792</b>	<b>\$1,689,350</b>	<b>74.00%</b>	<b>\$537,304</b>	<b>\$1,634,867</b>	<b>71.69%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$124,330)</b>	<b>(\$7,017)</b>	<b>(\$142,356)</b>		<b>(\$17,544)</b>	<b>(\$118,271)</b>	

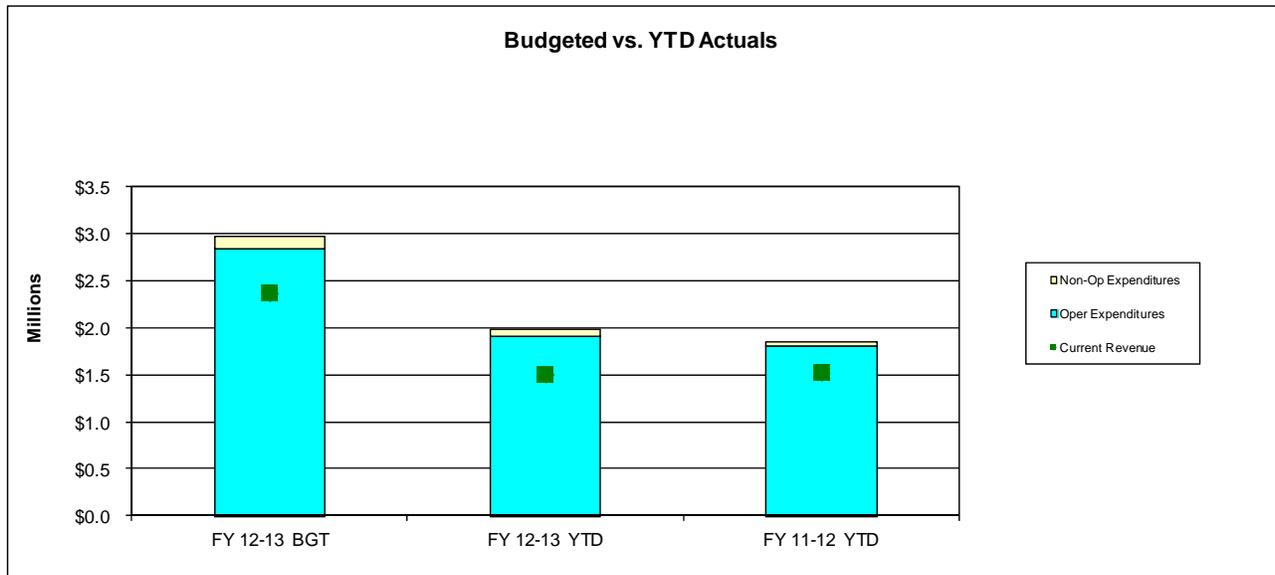
- (1) State sharing of 9-1-1 tax revenue is comparable to last year, but is on track to be under budget again in FY 12-13. This per capita distribution is beyond the control of receiving agencies and has been negatively impacted by State diversion of a portion of the funding, as well as non-taxed emergency call instruments such as prepaid cell phones and voice-over-internet-protocol (VOIP) phones. The League of Oregon Cities predicts that average per capita distributions will continue to fall absent legislative change, for which they are lobbying.
- (2) Miscellaneous revenue fluctuates year over year since it is comprised primarily of interest on investments (based on fund balance) and false alarm billing revenue to outside entities.
- (3) Department expenditures are trending slightly higher than budget and last year primarily due to personnel service costs. The dispatch unit received contractual COLA's, and the cost of the units' healthcare premiums increased in calendar 2012, neither of which was budgeted. Also, a significant cash out of leave accruals was paid for an unanticipated retirement. An authorized vacancy has not been filled in order to help absorb these cost over runs, and the departmental budget is being closely monitored so as not to exceed appropriations.
- (4) Transfers relate to this fund's share of debt service for Pension Obligation bonds, payments for which are weighted to the first half of the year.



# DEVELOPMENT SERVICES

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$766,426						
Licenses/Permits (1)	\$1,086,350	\$159,950	\$649,330	59.77%	\$202,266	\$666,688	86.55%
Charges for Service (2)	1,153,370	109,021	730,002	63.29%	229,584	729,926	71.85%
Miscellaneous (3)	7,670	1,610	6,452	84.12%	2,573	7,430	59.35%
Other Financing Sources (4)	118,390	0	118,390	100.00%	0	118,390	100.00%
<b>TOTAL CURRENT REVENUE</b>	<b>\$2,365,780</b>	<b>\$270,581</b>	<b>\$1,504,174</b>	<b>63.58%</b>	<b>\$434,423</b>	<b>\$1,522,434</b>	<b>79.42%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Community Development (5)	\$2,822,700	\$677,300	\$1,898,093	67.24%	\$633,642	\$1,803,469	63.53%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$2,822,700</b>	<b>\$677,300</b>	<b>\$1,898,093</b>	<b>67.24%</b>	<b>\$633,642</b>	<b>\$1,803,469</b>	<b>63.53%</b>
Transfers (6)	\$88,800	\$0	\$78,750	88.68%	\$10	\$39,750	16.59%
Contingencies/Reserves	50,000	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$2,961,500</b>	<b>\$677,300</b>	<b>\$1,976,843</b>	<b>66.75%</b>	<b>\$633,652</b>	<b>\$1,843,219</b>	<b>58.92%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$595,720)</b>	<b>(\$406,719)</b>	<b>(\$472,669)</b>		<b>(\$199,229)</b>	<b>(\$320,785)</b>	

- (1) Licenses, Fees & Permits revenue is collected when permits are issued. Third quarter revenues are below target, but revenue collection is expected to increase due to pending applications and their corresponding permits to be issued in the fourth quarter.
- (2) Charges for Service revenue, which includes reviews and inspections, are below target but on par with last fiscal year's dollar amount. Revenues will be positively impacted in the fourth quarter by one or more large OSU projects. OSU and Good Samaritan projects make up the majority of Development Services' current work load, and project timing can be somewhat variable, creating a less predictable revenue stream.
- (3) Miscellaneous revenue fluctuates year over year since it is comprised primarily of interest on investments (based on proportionate fund balance).
- (4) Dollars reflect transfers from: the Street SDC, Parks SDC, Water SDC, Wastewater SDC, and Storm water SDC Funds in support of SDC permitting administration work by Development Services; and the Storm Water Fund support of Erosion and Sediment Control program by Development Services staff. Funding transfers of this nature are typically booked at the beginning of the fiscal year.
- (5) FY12-13 expenditures are lower than budget due in part to unfilled vacancies, under-expended training budget, and under-expended special project budget. The majority of the special projects budget is related to the impending purchase of a major software upgrade. Other lagging expenditures that will be picked up next quarter are those due to consultant activities, plans review and inspection services, and a large training event, all of which have occurred in the third quarter.
- (6) Transfers include this fund's portion of the semi-annual debt service payments for the Pension Obligation Bonds and transfers related to capital projects. Transfers for capital projects are made based on anticipated needs. Please see the Capital Improvement Program section for information on the status of capital projects.



# FIRE AND RESCUE FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$352,476						
Property Taxes (1)	\$8,332,270	\$409,640	\$7,499,631	90.01%	\$455,901	\$7,209,792	92.18%
Licenses/Permits (2)	18,640	3,492	13,179	70.70%	3,329	15,979	90.64%
Charges for Service (3)	3,473,230	599,894	2,814,091	81.02%	600,192	2,791,910	85.32%
Intergovernmental (4)	43,200	10,458	24,551	56.83%	51,938	61,364	44.52%
Fines/Forfeitures (5)	8,950	3,719	10,256	114.59%	3,357	8,933	70.28%
Miscellaneous (6)	13,130	16,620	38,642	294.30%	15,689	18,563	24.03%
Other Financing Sources (7)	0	0	14,922	0.00%	0	0	0.00%
<b>TOTAL CURRENT REVENUE</b>	<b>\$11,889,420</b>	<b>\$1,043,823</b>	<b>\$10,415,272</b>	<b>87.60%</b>	<b>\$1,130,406</b>	<b>\$10,106,541</b>	<b>89.13%</b>

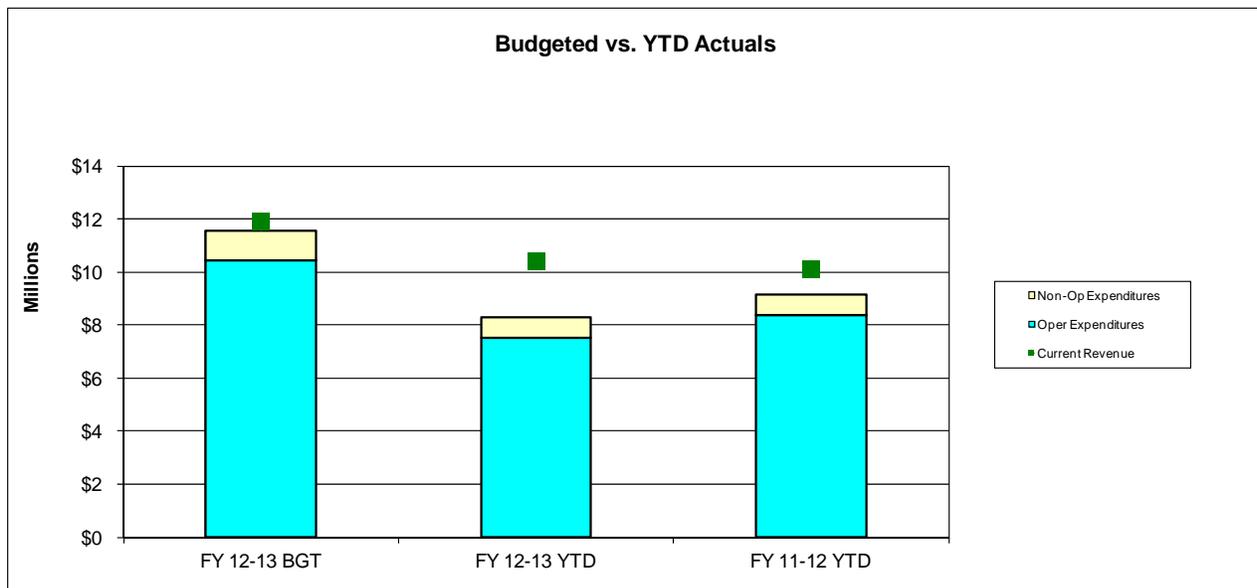
## EXPENDITURE BY DEPARTMENT

Fire	\$10,455,220	\$2,480,615	\$7,514,812	71.88%	\$2,872,923	\$8,379,326	73.60%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$10,455,220</b>	<b>\$2,480,615</b>	<b>\$7,514,812</b>	<b>71.88%</b>	<b>\$2,872,923</b>	<b>\$8,379,326</b>	<b>73.60%</b>
Transfers (8)	\$955,440	\$0	\$784,060	82.06%	\$200	\$759,790	82.53%
Contingencies/Reserves	157,240	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$11,567,900</b>	<b>\$2,480,615</b>	<b>\$8,298,872</b>	<b>71.74%</b>	<b>\$2,873,123</b>	<b>\$9,139,116</b>	<b>73.64%</b>

## CURRENT REVENUE LESS

<b>TOTAL EXPENDITURES</b>	<b>\$321,520</b>	<b>(\$1,436,792)</b>	<b>\$2,116,400</b>		<b>(\$1,742,717)</b>	<b>\$967,425</b>	
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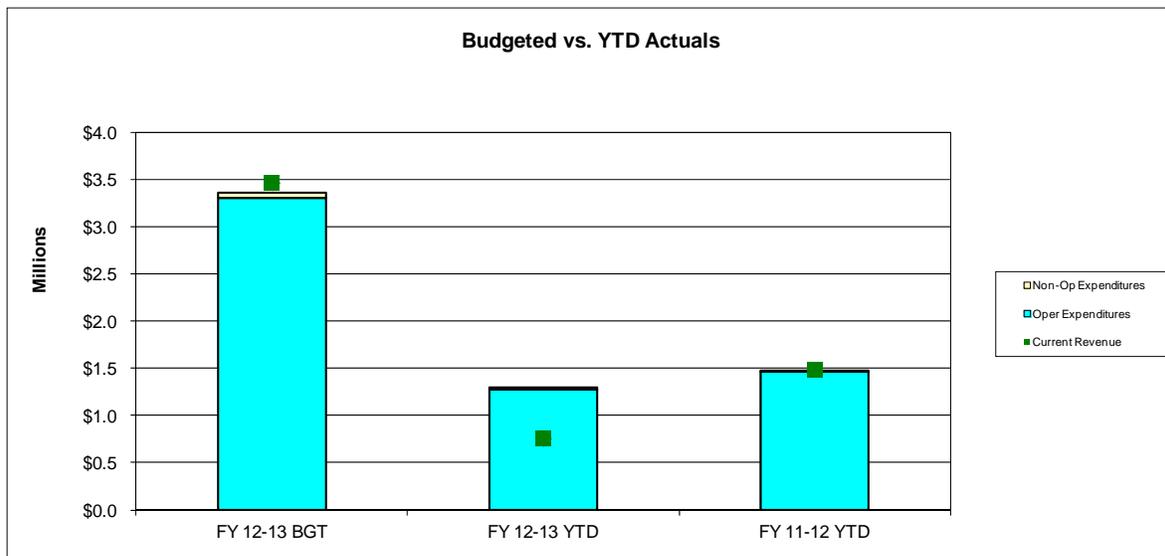
- (1) The majority of current year property taxes have been collected. This year's collection pattern is consistent with prior years.
- (2) License, Fees & Permits are on target for FY12-13 predictions, but below prior year due to a slight decrease in the number of project (including fire and life safety plans) reviews.
- (3) Charges for Service include two main components: ambulance revenue, which is lagging target due to current challenges with departmental staffing resources for billing and collections, as well as payments from Corvallis Rural Fire Protection District (CRFPD). Year-to-date, the City has received approximately 88% of CRFPD's annual contracted amount, which is in line with the property tax collection timing which underpin this source.
- (4) Intergovernmental revenues budgeted in FY12-13 are primarily for a FEMA grant that is paid via the County Sheriff's office as reimbursement for a portion of the Administrative Division Chief's emergency management work. Reimbursement is below what was anticipated year-to-date based on State allocation changes.
- (5) Fines & Forfeitures are above target and prior year due to an increase in civil penalties and nuisance alarms compared to the same time last year.
- (6) Miscellaneous revenue is higher than budget and last fiscal year due to a large recovery of bad debts collected from ambulance calls and an unbudgeted rebate associated with purchasing cards.
- (7) The unbudgeted receipts in this category relate to sales of capital assets. Revenues received in FY12-13 are from the sale of one ambulance and one staff vehicle.
- (8) Transfers relate to this fund's share of debt service for Pension Obligation bonds, payments for which are weighted to the first half of the year.



# COMMUNITY DEVELOPMENT REVOLVING FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance (1)	(\$27,343)						
Licenses/Permits (2)	\$131,670	\$5,624	\$142,431	108.17%	(\$299)	\$129,336	102.08%
Charges for Service	5,000	0	5,000	100.00%	0	5,000	100.00%
Intergovernmental (3)	2,967,410	96,588	350,456	11.81%	234,171	1,136,454	33.07%
Fines/Forfeitures (4)	2,300	97	233	10.13%	962	1,071	46.57%
Miscellaneous (5)	359,420	55,173	258,410	71.90%	41,581	215,665	49.79%
<b>TOTAL CURRENT REVENUE</b>	<b>\$3,465,800</b>	<b>\$157,482</b>	<b>\$756,530</b>	<b>21.83%</b>	<b>\$276,415</b>	<b>\$1,487,526</b>	<b>37.16%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Community Development (6)	\$3,305,250	\$579,589	\$1,272,183	38.49%	\$194,481	\$1,464,895	33.78%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$3,305,250</b>	<b>\$579,589</b>	<b>\$1,272,183</b>	<b>38.49%</b>	<b>\$194,481</b>	<b>\$1,464,895</b>	<b>33.78%</b>
Transfers (7)	\$21,040	\$0	\$18,880	89.73%	\$0	\$11,220	15.09%
Contingencies/Reserves	31,950	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$3,358,240</b>	<b>\$579,589</b>	<b>\$1,291,063</b>	<b>38.44%</b>	<b>\$194,481</b>	<b>\$1,476,115</b>	<b>33.22%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>\$107,560</b>	<b>(\$422,107)</b>	<b>(\$534,533)</b>		<b>\$81,934</b>	<b>\$11,411</b>	

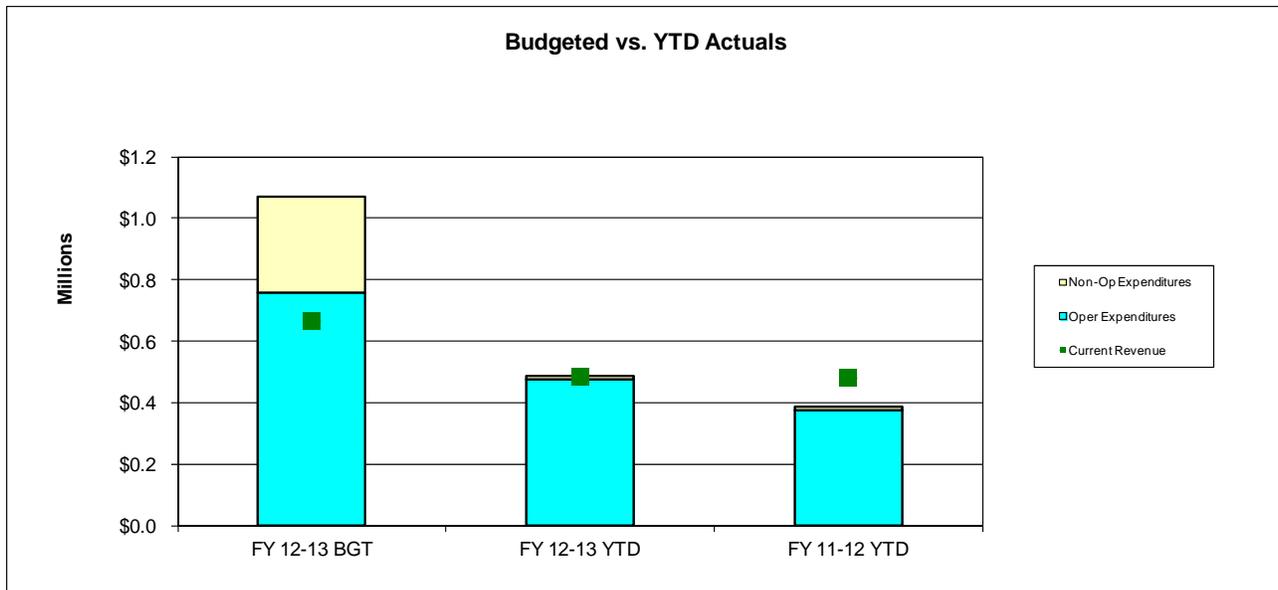
- (1) A negative beginning fund balance was projected when the FY 12-13 Budget was adopted for this fund and would have resulted in staff pursuing approval from Council for an interfund loan had it occurred. By year-end however, the situation resolved itself, and revenues ended up exceeding expenditures by about \$63,000.
- (2) Invoices are issued annually for the rental housing program in September, meaning most of the revenue is recorded at the end of the first quarter when billed. Subsequent quarters often reflect net negative activity that represents the write-offs associated with non-collection of some of these funds.
- (3) CDBG and HOME program grant revenues are based on reimbursements and received only after expenditures are incurred. Timing of spending and receipts is sporadic and relatively unpredictable, so results above are typical.
- (4) This category includes Rental Housing Program penalties applied to delinquent accounts, which are volatile in nature and can fluctuate quarter to quarter.
- (5) This line includes twenty loan payoffs through the third quarter, plus regular principal and interest payments on outstanding housing loans.
- (6) Expenditures are primarily grant-related in this fund, and thus variable in timing. Six loans and thirteen grants have closed through the third quarter of FY 12-13. Grants include funding for nine non-profit agency activities through the CDBG Human Services Fund; CDBG Microbusiness program funding for Linn-Benton Community College; Community Housing Development Organization (CHDO) operating funding for Willamette Neighborhood Housing Services (WNHS); and CDBG and HOME funding for WNHS's Lancaster Bridge (capital) project. Like other projects in the HOME and CDBG programs, these projects will be reimbursed through multiple grant payments in FY12-13, with a significant portion carrying forward into FY13-14.
- (7) Transfers include this fund's portion of the semi-annual debt service payments for the Pension Obligation Bonds and transfers related to capital projects. Transfers for capital projects are made based on anticipated needs. Please see the Capital Improvement Program section for information on the status of capital projects.



# PARKING FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$995,918						
Licenses/Permits (1)	\$25,000	\$3,340	\$15,823	63.29%	\$2,786	\$15,680	78.40%
Charges for Service (2)	187,170	44,107	130,838	69.90%	48,116	142,005	86.51%
Fines/Forfeitures	450,000	118,782	332,997	74.00%	110,222	319,703	78.76%
Miscellaneous (3)	3,910	1,583	4,987	127.54%	1,508	4,670	60.65%
<b>TOTAL CURRENT REVENUE</b>	<b>\$666,080</b>	<b>\$167,812</b>	<b>\$484,645</b>	<b>72.76%</b>	<b>\$162,632</b>	<b>\$482,058</b>	<b>80.64%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Community Development	\$4,050	\$1,068	\$3,033	74.89%	\$969	\$2,932	72.04%
Finance (4)	215,420	47,959	142,329	66.07%	33,624	98,801	68.94%
Police (5)	355,580	70,063	225,593	63.44%	62,951	190,451	54.23%
Public Works (5)	184,280	26,447	104,124	56.50%	31,150	82,576	48.01%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$759,330</b>	<b>\$145,537</b>	<b>\$475,079</b>	<b>62.57%</b>	<b>\$128,694</b>	<b>\$374,760</b>	<b>55.89%</b>
Transfers (6)	\$299,060	\$0	\$10,250	3.43%	\$0	\$11,320	4.46%
Contingencies/Reserves	13,320	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$1,071,710</b>	<b>\$145,537</b>	<b>\$485,329</b>	<b>45.29%</b>	<b>\$128,694</b>	<b>\$386,080</b>	<b>41.24%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$405,630)</b>	<b>\$22,275</b>	<b>(\$684)</b>		<b>\$33,938</b>	<b>\$95,978</b>	

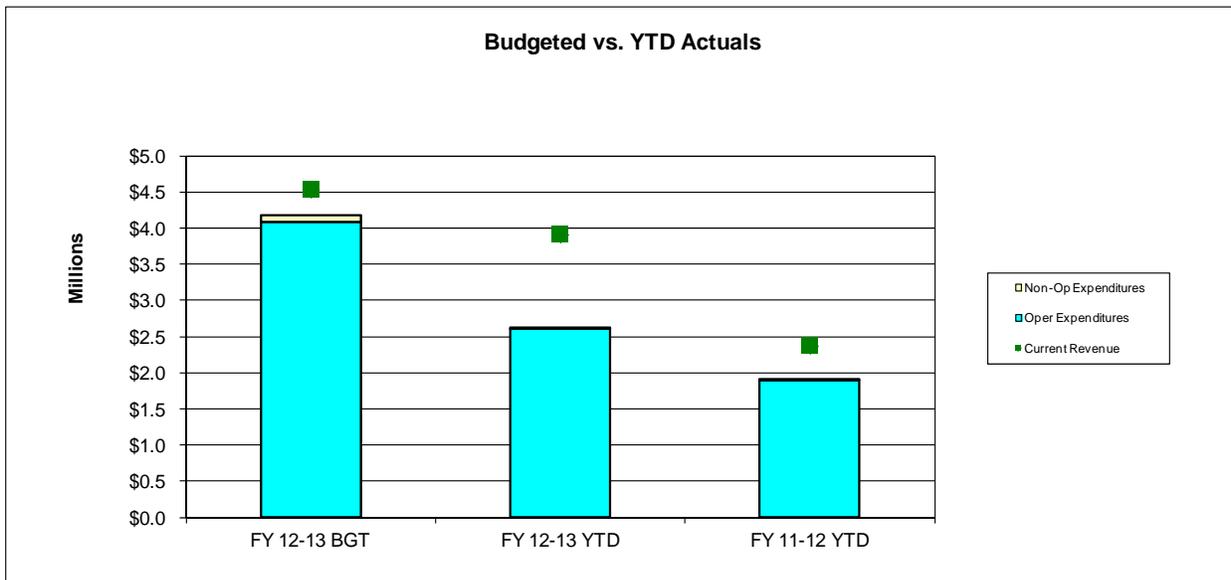
- (1) Collection of residential parking permit fees has been consistent over the past two fiscal years; however it is solely dependent on the level of public interest. The FY 12-13 increased revenue expectations, as reflected in the higher budget amount, have not materialized this fiscal year.
- (2) Parking meter revenue is lower than last fiscal year due primarily to timing of collections and a recent increase in vandalism, resulting in approximately \$13,000 in lost revenue, which is being actively addressed by Public Works together with the Police Department.
- (3) Miscellaneous revenue fluctuates year over year since it is comprised primarily of interest on investments (based on proportionate average daily cash balance for the fund).
- (4) Expenditures are low as a percentage of budget due to an employee on long-term disability, but are higher in dollars than last fiscal year-to-date due to re-allocating municipal court staff time to adequately represent the resources used to support the Parking Fund.
- (5) Police and Public Works expenditures are below budget due primarily to special projects having not been spent at targeted levels year-to-date. In addition, a 0.5 FTE vacancy of Transportation Program Specialist in the Public Works department has led to further savings.
- (6) Transfers include this fund's portion of the semi-annual debt service payments for the Pension Obligation Bonds and transfers related to capital projects. Transfers for capital projects are made based on anticipated needs. Please see the Capital Improvement Program section for information on the status of capital projects.



# TRANSIT FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$532,323						
Licenses, Fees, & Permits (1)	\$1,173,900	\$309,641	\$911,611	77.66%	\$302,574	\$739,524	84.10%
Charges for Service (2)	223,610	61,839	176,198	78.80%	62,667	137,214	63.92%
Intergovernmental (3)	2,361,920	682,311	1,562,043	66.13%	252,106	738,989	42.53%
Fines & Forfeitures	0	0	78	0.00%	0	0	0.00%
Miscellaneous (4)	772,500	80,501	1,260,984	163.23%	46,056	756,865	55.29%
Other Financing Sources	0	0	0	0.00%	0	0	0.00%
<b>TOTAL CURRENT REVENUE</b>	<b>\$4,531,930</b>	<b>\$1,134,292</b>	<b>\$3,910,914</b>	<b>86.30%</b>	<b>\$663,403</b>	<b>\$2,372,592</b>	<b>56.48%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Public Works (5)	\$4,089,460	\$651,128	\$2,607,120	63.75%	\$658,628	\$1,886,899	54.19%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$4,089,460</b>	<b>\$651,128</b>	<b>\$2,607,120</b>	<b>63.75%</b>	<b>\$658,628</b>	<b>\$1,886,899</b>	<b>54.19%</b>
Transfers	\$12,140	\$0	\$9,960	82.04%	\$0	\$9,590	82.53%
Contingencies/Reserves	77,130	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$4,178,730</b>	<b>\$651,128</b>	<b>\$2,617,080</b>	<b>62.63%</b>	<b>\$658,628</b>	<b>\$1,896,489</b>	<b>53.74%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>\$353,200</b>	<b>\$483,164</b>	<b>\$1,293,834</b>		<b>\$4,775</b>	<b>\$476,103</b>	

- (1) License, Fees & Permits revenue is based on the Sustainability Initiative Fee. Revenue collection for FY12-13 has increased due to an increase in per household fees driven by the related City ordinance. Total collection has also benefitted from an increase in OSU group housing fees and the addition of OSU general building fee contributions.
- (2) Charges for Service revenue is collected from the City of Adair, the City of Philomath, and Benton County for special transportation funding (STF), and ASOSU for the Beaver Bus, respectively. Prior year revenues were lower than anticipated at the time, due to delays in the billing process.
- (3) Intergovernmental revenue includes both operating and capital grants and is reimbursable in nature, so tends to lag expenditures. That said, the improved timeliness of submission for operating grant reimbursements, as well as the second quarter acquisition of two buses and the related capital grant receipts, has resulted in the total dollars reimbursed being ahead of this time last fiscal year.
- (4) The main source of revenue in this category is nearly \$1.2 million Business Energy Tax Credits (BETC) budgeted in FY11-12, but received in FY12-13 pertaining to prior year operations. Other revenue in this category is from OSU and used for general transit operations and grant matching purposes.
- (5) Actuals are lower than budgeted in both years due primarily to under spending of special projects budget. However, the higher dollar spending in FY 12-13 is due to City having made payment on and put into service two new replacement City buses this fiscal year.



# LIBRARY FUND\*

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$1,115,334						
Property Taxes (1)	\$2,134,980	\$104,967	\$1,921,721	90.01%	\$154,265	\$2,439,601	92.18%
Charges for Service (2)	43,420	9,607	34,189	78.74%	9,192	31,141	66.26%
Intergovernmental (3)	2,451,370	71,184	2,191,240	89.39%	0	2,157,525	86.41%
Fines/Forfeitures	104,800	27,880	77,564	74.01%	26,802	71,958	78.22%
Miscellaneous	78,570	14,476	55,722	70.92%	13,835	62,495	68.30%
Other Financing Sources (4)	1,039,360	49,168	956,442	92.02%	56,560	894,466	92.52%
<b>TOTAL CURRENT REVENUE</b>	<b>\$5,852,500</b>	<b>\$277,282</b>	<b>\$5,236,878</b>	<b>89.48%</b>	<b>\$260,654</b>	<b>\$5,657,186</b>	<b>105.27%</b>

## EXPENDITURE BY DEPARTMENT

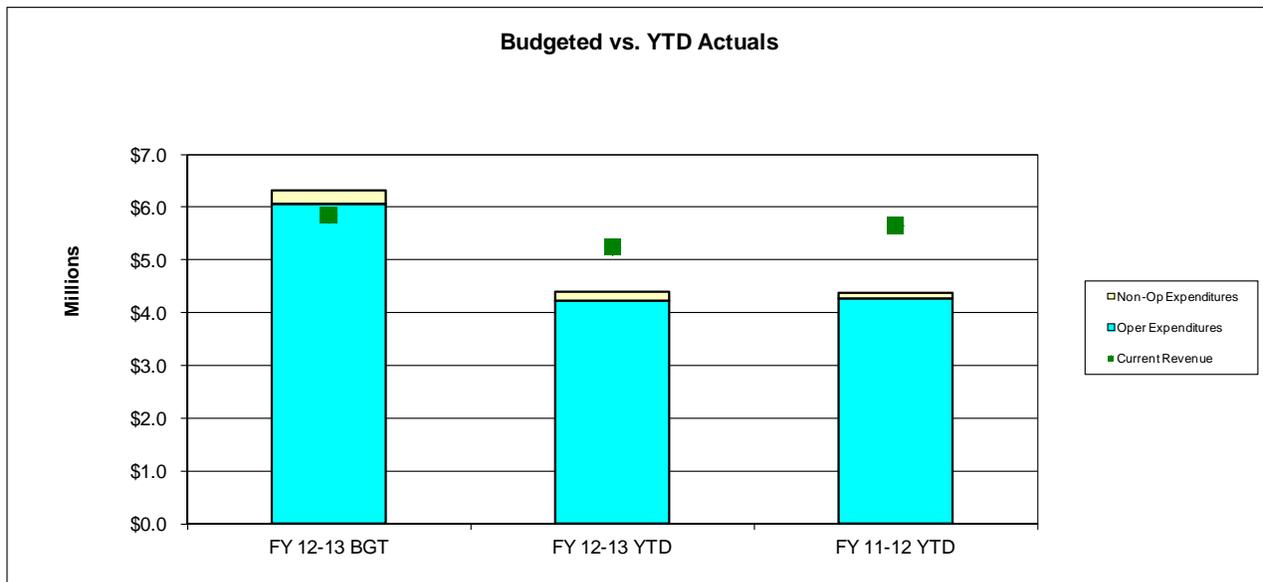
Library (5)	\$6,053,510	\$1,375,650	\$4,231,975	69.91%	\$1,400,814	\$4,257,713	64.89%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$6,053,510</b>	<b>\$1,375,650</b>	<b>\$4,231,975</b>	<b>69.91%</b>	<b>\$1,400,814</b>	<b>\$4,257,713</b>	<b>64.89%</b>
Transfers (6)	\$192,690	\$0	\$171,350	88.93%	\$25,020	\$117,690	55.23%
Contingencies/Reserves	63,360	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$6,309,560</b>	<b>\$1,375,650</b>	<b>\$4,403,325</b>	<b>69.79%</b>	<b>\$1,425,834</b>	<b>\$4,375,403</b>	<b>64.05%</b>

## CURRENT REVENUE LESS

<b>TOTAL EXPENDITURES</b>	(\$457,060)	(\$1,098,368)	\$833,553		(\$1,165,179)	\$1,281,783	
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\* Includes the Library Operating and Library 2010 Funds.

- (1) The majority of current year property taxes have been collected. This year's collection pattern is consistent with prior years
- (2) Charges for Services includes Library room rental, including MIS payments for the training center, and revenue collected from parking meters surrounding the building.
- (3) The Benton County Library District payment makes up the majority of the revenue in this classification, and due to its property tax-based nature, is largely received in the first half of the fiscal year. Current quarter revenue is higher than this time last fiscal year due to delayed payment processing by Benton County during the third quarter last year.
- (4) Other Financing Sources represent the revenue associated with the 2011 Operating Levy. The majority of current year property taxes (including the levy taxes) have been collected.
- (5) As a percentage of budget, Library expenditures are trending higher in FY 12-13, but are still below current year budget due to new employees starting at lower steps and choosing more affordable medical plans than what was budgeted. Additionally, there have been fewer periodic maintenance projects and a lag in the billing of custodial services, which is expected to be trued up by year end.
- (6) Transfers include this fund's portion of the semi-annual debt service payment for the Pension Obligation Bonds and transfers related to capital projects. Please see the Capital Improvement Program section for information on the status of capital projects.



## 2011 OPERATING LEVY FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance		\$27,430					
Property Taxes (1)	\$1,861,240	\$91,035	\$1,666,654	89.55%	\$104,722	\$1,656,111	92.52%
<b>TOTAL CURRENT REVENUE</b>	<b>\$1,861,240</b>	<b>\$91,035</b>	<b>\$1,666,654</b>	<b>89.55%</b>	<b>\$104,722</b>	<b>\$1,656,111</b>	<b>92.52%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Non-Departmental	0	0	0	0.00%	0	0	0.00%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
Transfers (1)	\$1,865,350	\$91,035	\$1,731,193	92.81%	\$104,722	\$1,656,111	92.52%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$1,865,350</b>	<b>\$91,035</b>	<b>\$1,731,193</b>	<b>92.81%</b>	<b>\$104,722</b>	<b>\$1,656,111</b>	<b>92.52%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>		(\$4,110)	(\$0)	(\$64,539)	\$0	\$0	

(1) This fund was established with the passage on May 17, 2011 of a 3-year operating levy in support of certain specified property tax services for the Library and Parks & Recreation departments as well as social services in the General Fund. The increase in transfers out over revenue collected is equal to the balance carried forward from collections in FY11-12.

## DAVIDSON FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance		\$5,927					
Miscellaneous (1)	\$0	\$8	\$27	0.00%	\$8	\$27	44.68%
<b>TOTAL CURRENT REVENUE</b>	<b>\$0</b>	<b>\$8</b>	<b>\$27</b>	<b>0.00%</b>	<b>\$8</b>	<b>\$27</b>	<b>44.68%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Library (1)	\$500	\$43	\$43	8.56%	\$0	\$0	0.00%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$500</b>	<b>\$43</b>	<b>\$43</b>	<b>8.56%</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>		(\$500)	(\$35)	(\$15)	\$8	\$27	

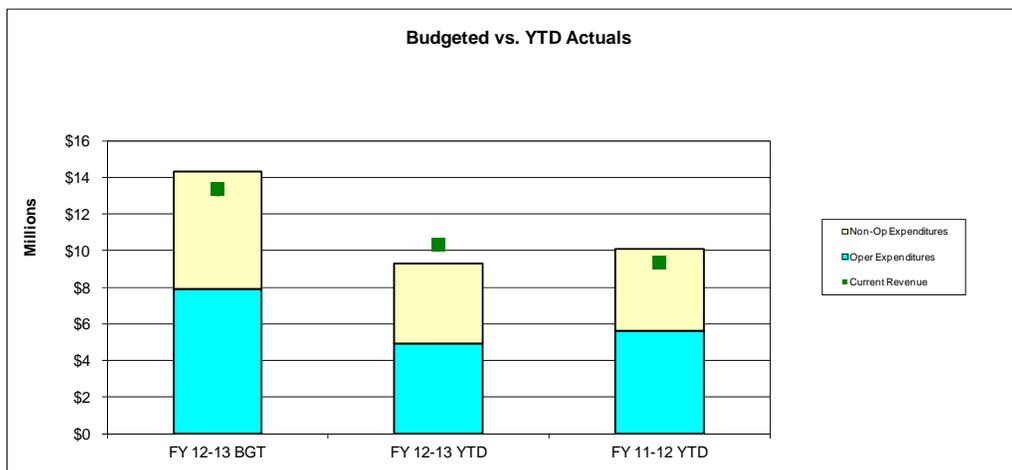
(1) The Davidson Fund is designated as a Permanent Fund under governmental accounting guidelines due to the \$5,000 endowment established through a 1981 donation in honor of the former librarian Alice Passano Davidson. Only interest earnings are expendable, and so in recent years of minimal revenues, the Library has chosen not to appropriate or spend much, if any, of the available funding hoping to grow the balance needed for specified materials.

# COMBINED WATER FUND\*

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$4,725,209						
System Development Charges (1)	\$351,240	\$70,070	\$266,385	75.84%	\$119,278	\$352,999	130.74%
Charges for Service (2)	8,620,130	1,824,052	6,797,755	78.86%	1,788,556	6,286,865	73.21%
Intergovernmental (3)	0	0	291	0.00%	6,303	(1,024)	-2.56%
Fines/Forfeitures	0	0	50	0.00%	2,672	2,992	0.00%
Miscellaneous (4)	416,800	47,823	168,602	40.45%	536,916	610,873	138.68%
Transfers In/Other Financing Sources (5)	3,950,107	32,000	3,096,066	78.38%	1,248,820	2,117,680	56.04%
<b>TOTAL CURRENT REVENUE</b>	<b>\$13,338,277</b>	<b>\$1,973,945</b>	<b>\$10,329,150</b>	<b>77.44%</b>	<b>\$3,702,545</b>	<b>\$9,370,385</b>	<b>71.44%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Community Development	\$55,770	\$13,987	\$41,173	73.83%	\$11,862	\$35,319	68.78%
Public Works (6)	7,840,490	1,599,783	4,852,479	61.89%	1,969,574	5,593,733	62.59%
Non-Departmental (5)	29,174	0	27,343	93.72%	0	0	0.00%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$7,925,434</b>	<b>\$1,613,770</b>	<b>\$4,920,995</b>	<b>62.09%</b>	<b>\$1,981,436</b>	<b>\$5,629,053</b>	<b>62.63%</b>
Capital Projects (7)	\$1,118,180	\$68,864	\$266,671	23.85%	\$505,104	\$1,249,610	52.81%
Debt Service (5)	76,160	0	0	0.00%	0	1,018,798	100.00%
Transfers Out/Other Financing Uses (5)	4,994,583	32,000	4,122,082	82.53%	1,248,840	2,207,530	55.31%
Contingencies/Reserves	194,060	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$14,308,417</b>	<b>\$1,714,634</b>	<b>\$9,309,748</b>	<b>65.06%</b>	<b>\$3,735,380</b>	<b>\$10,104,991</b>	<b>61.02%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	(\$970,140)	\$259,311	\$1,019,402		(\$32,835)	(\$734,606)	

\*Includes Water, Water Timber, Water SDC and Water Construction Funds.

- (1) While on track for the current year, a decrease in System Development Charges revenue from the prior year is reflective of unanticipated FY11-12 revenues related to new housing development.
- (2) Charges for Service are derived from metered water usage. Receipts are higher this year due to increased rates and the extended dry weather going into fall, which caused an increase in irrigation consumption.
- (3) The negative actual in the prior year-to-date represented FY10-11 accrual entries for grant receipts that were offset in the last quarter of FY11-12.
- (4) Miscellaneous revenue includes leases for telecommunication facilities on the Corvallis Watershed, interest on investments, scrap metal sales, and revenue from timber thinning. Timing of timber sale revenue is the biggest driver of the significant difference between last year's and this year's third quarter. For FY 12-13, the largest receipt for timber is anticipated in the final quarter. Also, in the third quarter of FY 11-12, an unbudgeted assessment lien payoff of \$36,000 was received.
- (5) Other Financing Sources/Uses and Transfers are related to capital projects and debt service activity. A second quarter debt refunding of two Oregon Business Development Department (OBDD) loans represents most of the activity in each of these lines in FY12-13. Non-Departmental expenditures are not typically recorded in this fund. However, in FY12-13, the non-departmental category reflects issuance costs for the debt refunding. Debt Service payments are considerably lower in FY12-13 due to the refunding. Payoffs for the two OBDD loans were made out of Other Financing Uses.
- (6) With several special projects underway, Public Works expenditures are on track with previous FY spending as a percentage of budget. As in previous years, the majority of special projects are completed in the latter part of the fiscal year.
- (7) Capital Improvement expenditures are project based, and therefore variable in nature. See the Capital Improvement Program section for details regarding capital project expenditures.

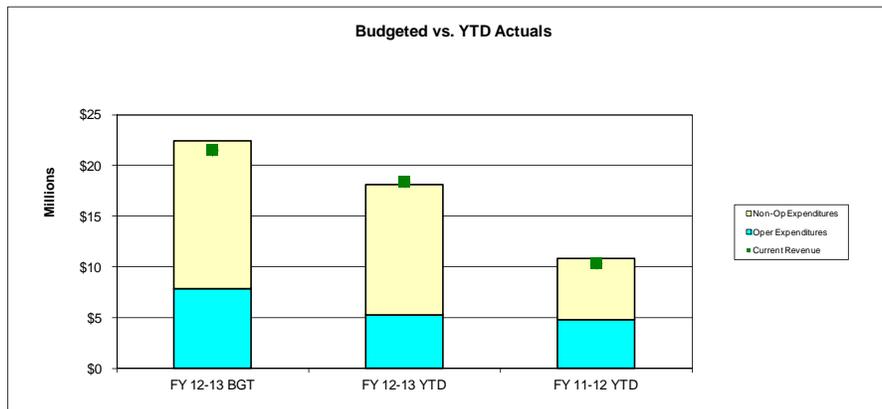


# COMBINED WASTEWATER FUND\*

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$10,056,400						
System Development Charges (1)	\$778,910	\$112,735	\$645,252	82.84%	\$332,456	\$1,013,470	177.80%
Charges for Service	9,351,980	2,452,392	6,811,306	72.83%	2,331,936	6,527,227	72.19%
Intergovernmental (2)	38,632	0	866	2.24%	0	0	0.00%
Fines & Forfeitures	0	110	229	0.00%	50	60	0.00%
Miscellaneous (3)	61,500	26,198	75,783	123.22%	141,656	202,272	173.21%
Other Financing Sources (4)	11,248,958	69,000	10,859,048	96.53%	120,000	2,607,025	86.55%
<b>TOTAL CURRENT REVENUE</b>	<b>\$21,479,980</b>	<b>\$2,660,436</b>	<b>\$18,392,485</b>	<b>85.63%</b>	<b>\$2,926,098</b>	<b>\$10,350,054</b>	<b>81.23%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Community Development	\$52,770	\$13,309	\$39,397	74.66%	\$12,311	\$35,573	70.61%
Public Works (5)	7,647,542	1,598,096	5,077,920	66.40%	1,570,407	4,752,910	65.43%
Nondepartmental (4)	120,303	0	114,754	95.39%	0	0	0.00%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$7,820,615</b>	<b>\$1,611,404</b>	<b>\$5,232,072</b>	<b>66.90%</b>	<b>\$1,582,718</b>	<b>\$4,788,483</b>	<b>65.47%</b>
Capital Projects (6)	\$905,360	\$53,273	\$492,932	54.45%	\$57,421	\$2,375,032	78.85%
Debt Service (4)	851,550	0	140,202	16.46%	0	981,907	42.80%
Transfers/Other Financing Uses (4)	12,685,355	69,000	12,276,995	96.78%	120,020	2,688,460	84.93%
Contingencies/Reserves	187,580	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$22,450,460</b>	<b>\$1,733,677</b>	<b>\$18,142,201</b>	<b>80.81%</b>	<b>\$1,760,159</b>	<b>\$10,833,883</b>	<b>67.85%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$970,480)</b>	<b>\$926,758</b>	<b>\$250,283</b>		<b>\$1,165,939</b>	<b>(\$483,829)</b>	

\* Includes Wastewater, Wastewater SDC and Wastewater Construction Funds.

- (1) While higher in both years than target, as a percentage of budget, a decrease in System Development Charge dollars received in FY 12-13, compared to the prior year, is reflective of unanticipated FY11-12 revenues related to new student housing development.
- (2) Intergovernmental revenues for this department are grant-related in nature. The budgeted FY12-13 intergovernmental revenue is related to a State of Oregon grant that is anticipated to be received in the final quarter of the fiscal year.
- (3) Miscellaneous revenue fluctuates year over year since it is comprised primarily of interest on investments (based on proportionate average daily cash balance for the fund).
- (4) Other Financing Sources/Uses and Transfers are related to capital projects and debt service activity. A second quarter debt refunding of the 1997 SRO-DEQ loan for the Combined Sewer Overflow represents most of the activity in each of these lines in FY12-13. Non-Departmental expenditures are not typically recorded in this fund. However, in FY12-13 the non-departmental category reflects issuance costs for the debt refunding. Debt Service payments are considerably lower in FY12-13 due to the refunding. Payoff of the DEQ loan was recorded in Other Financing Uses.
- (5) With several special projects underway, Public Works expenditures are on track with previous FY spending as a percentage of budget. As in previous years, the majority of special projects are completed in the latter half of the fiscal year.
- (6) Capital Improvement expenditures are project based, and therefore variable in nature. See the Capital Improvement Program section for details regarding capital project expenditures.



# COMBINED STORM WATER FUND\*

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$1,177,701						
System Development Charges (1)	\$36,280	\$2,388	\$11,585	31.93%	\$6,502	\$33,098	82.74%
Charges for Service	2,098,090	532,349	1,496,102	71.31%	511,015	1,482,539	75.43%
Intergovernmental (2)	275,980	6,770	8,436	3.06%	0	0	0.00%
Fines & Forfeitures	0	10	30	0.00%	0	20	0.00%
Miscellaneous (3)	8,770	2,747	9,177	104.64%	3,764	10,659	63.68%
Other Financing Sources (4)	491,150	75,600	280,600	57.13%	84,183	255,758	42.53%
<b>TOTAL CURRENT REVENUE</b>	<b>\$2,910,270</b>	<b>\$619,864</b>	<b>\$1,805,930</b>	<b>62.05%</b>	<b>\$605,464</b>	<b>\$1,782,074</b>	<b>62.16%</b>

## EXPENDITURE BY DEPARTMENT

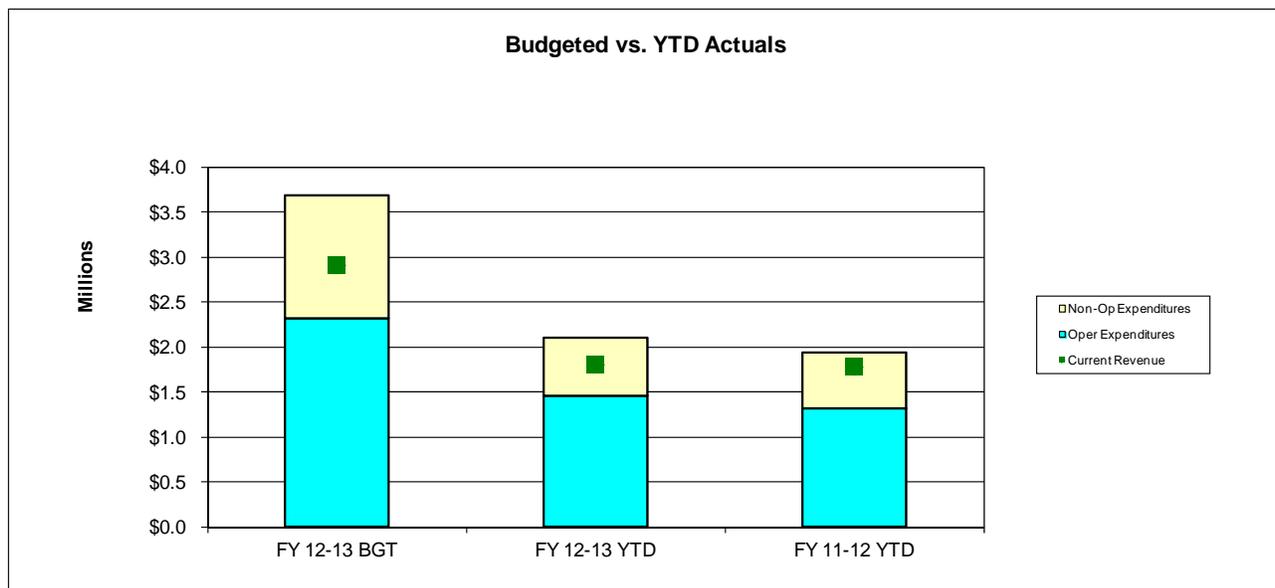
Community Development	\$53,670	\$13,380	\$39,506	73.61%	\$12,011	\$35,908	68.74%
Public Works (5)	2,262,060	480,428	1,421,922	62.86%	427,834	1,280,923	65.28%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$2,315,730</b>	<b>\$493,807</b>	<b>\$1,461,428</b>	<b>63.11%</b>	<b>\$439,845</b>	<b>\$1,316,831</b>	<b>65.37%</b>
Capital Projects (4)	\$721,510	\$41,343	\$254,032	35.21%	\$52,376	\$268,049	32.22%
Transfers (4)	599,600	75,600	383,030	63.88%	84,193	350,448	46.78%
Contingencies/Reserves	42,140	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$3,678,980</b>	<b>\$610,750</b>	<b>\$2,098,490</b>	<b>57.04%</b>	<b>\$576,414</b>	<b>\$1,935,328</b>	<b>53.24%</b>

## CURRENT REVENUE LESS

<b>TOTAL EXPENDITURES</b>	(\$768,710)	\$9,114	(\$292,560)		\$29,050	(\$153,254)	
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\* Includes Storm Water, Storm Water SDC and Storm Water Construction Funds.

- (1) System Development Charges (SDC) are dependent upon new development. Unlike higher than budgeted SDC levels year-to-date in other funds, Storm Water SDC's are lagging projections in FY12-13 due to most permits issued year-to-date having been for replacement structures with little change to impervious surfaces that would result in charges for this utility area.
- (2) Intergovernmental revenues received year-to-date are related to the EPA's Green Streets Initiatives grant. The FY 12-13 budget amount will not be achieved since it is reflective of a State grant carryover related to the Highway 99 Phase I storm drain capital project, which was accrued back in the second quarter to FY 11-12.
- (3) Miscellaneous revenue fluctuates year over year since it is comprised primarily of interest on investments (based on proportionate average daily cash balance for the fund).
- (4) Other Financing Sources relate primarily to Capital Projects (i.e., storm drain replacement). Transfers related to capital projects are made based on anticipated needs. See the Capital Improvement Program section for details regarding capital project expenditures. Transfers also include this fund's portion of the semi-annual debt service payment for the Pension Obligation Bonds and the CD-managed erosion sediment control program.
- (5) Actual Public Works expenditures are under budget in both fiscal years due primarily to lower than anticipated special project spending, including one heavy equipment purchase which will be carried over to next year.



# COMBINED AIRPORT FUND\*

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$610,421						
Licenses/Permits (1)	\$5,000	\$651	\$3,945	78.90%	\$638	\$3,910	156.41%
Charges for Service (2)	398,500	81,694	319,698	80.23%	85,366	304,687	77.63%
Intergovernmental (3)	247,500	0	52,882	21.37%	64,455	64,305	21.67%
Miscellaneous (4)	9,570	2,461	9,193	96.06%	944	5,946	43.79%
Other Financing Sources (5)	2,500	0	0	0.00%	0	0	0.00%
<b>TOTAL CURRENT REVENUE</b>	<b>\$663,070</b>	<b>\$84,806</b>	<b>\$385,718</b>	<b>58.17%</b>	<b>\$151,402</b>	<b>\$378,849</b>	<b>53.71%</b>

## EXPENDITURE BY DEPARTMENT

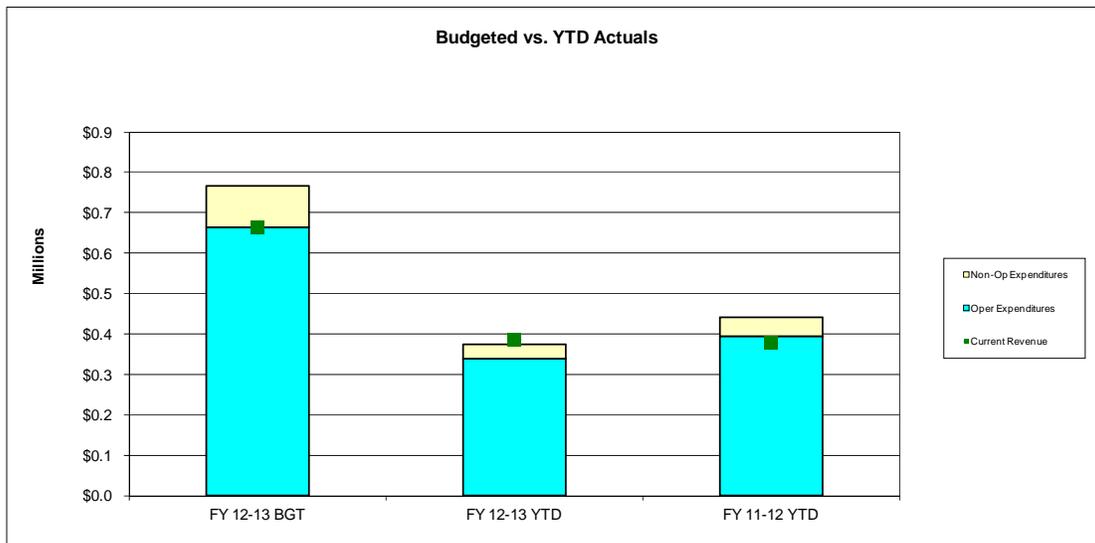
Public Works (6)	\$664,940	\$114,417	\$338,761	50.95%	\$106,919	\$394,561	48.06%
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$664,940</b>	<b>\$114,417</b>	<b>\$338,761</b>	<b>50.95%</b>	<b>\$106,919</b>	<b>\$394,561</b>	<b>48.06%</b>
Capital Projects (5)	\$50,000	\$506	\$506	1.01%	\$0	\$0	0.00%
Debt Service	31,490	0	31,483	99.98%	0	32,582	99.98%
Transfers (7)	6,950	0	3,650	52.52%	0	13,230	95.11%
Contingencies/Reserves	12,260	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$765,640</b>	<b>\$114,923</b>	<b>\$374,400</b>	<b>48.90%</b>	<b>\$106,919</b>	<b>\$440,373</b>	<b>49.95%</b>

## CURRENT REVENUE LESS

<b>TOTAL EXPENDITURES</b>	<b>(\$102,570)</b>	<b>(\$30,117)</b>	<b>\$11,318</b>		<b>\$44,484</b>	<b>(\$61,525)</b>	
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\* Includes Airport and Airport Construction Funds.

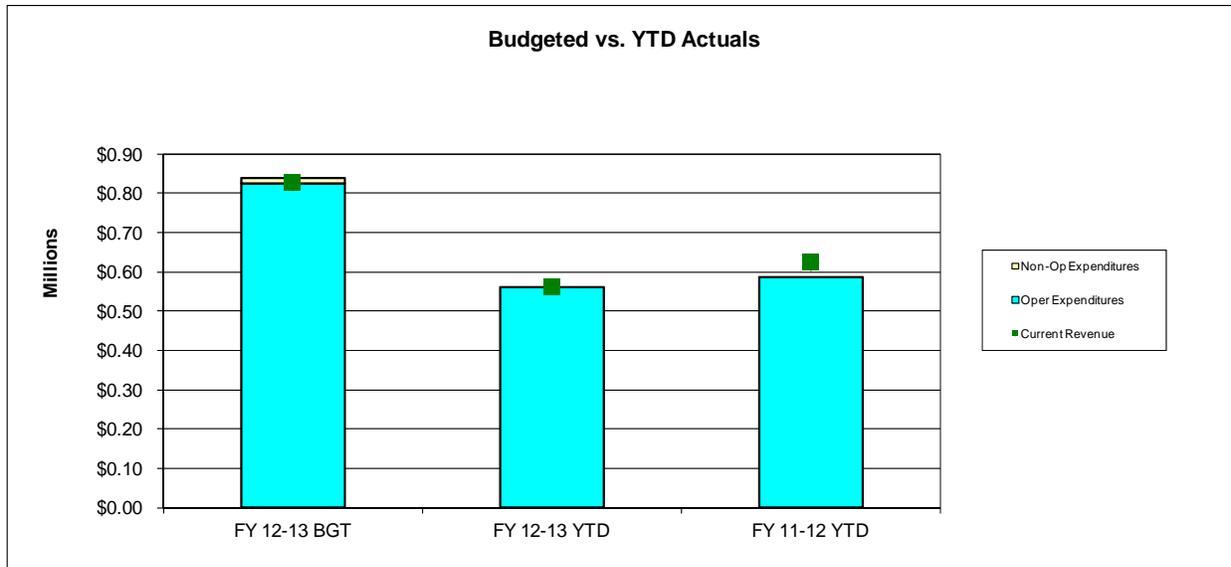
- (1) License, Fees & Permits records operator licenses and landing fees, both of which are entirely dependent on the level of traffic at the airport, and tend to be skewed toward the majority of dollars being received in the second quarter.
- (2) Charges for Service revenue collection is trending above budget this FY due primarily to a 62% increase in seed crop sales on airport property year-to-date.
- (3) Intergovernmental revenue is grant related and is reimbursable in nature, so tends to lag expenditures. Grants received this year include federal grants for the Airport Master Plan, while ODOT and Rail Spur Track Renovation project grants were received in FY11-12.
- (4) Miscellaneous revenue in this fund is generated from investment interest earnings and variable outside usage of the airport property for training purposes; both sources are coming in higher than forecast for FY12-13.
- (5) Other Financing Sources in FY12-13 relate to the construction fund transfer in of the current revenue grant match portion of an airport facility improvements project. Information on the full capital project related expenditures can be found in the Capital Improvement Program section.
- (6) Public Works actual spending is under budget in both fiscal years due primarily to lower than anticipated special project spending. Seven special projects have been budgeted for FY 12-13, including two grant funded projects.
- (7) Transfers include this fund's portion of the semi-annual debt service payments for the Pension Obligation Bonds. FY11-12 includes a provision for funding of the Airport Industrial Park Development work being done by Community Development in the General Fund (whereas in FY12-13, this economic development funding is provided for in Airport operations instead of transfers).



# FLEET MAINTENANCE FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$43,802						
Charges for Service (1)	\$825,910	\$178,787	\$561,306	67.96%	\$207,168	\$622,510	75.23%
Miscellaneous (2)	1,340	892	1,315	98.16%	937	1,856	121.33%
<b>TOTAL CURRENT REVENUE</b>	<b>\$827,250</b>	<b>\$179,679</b>	<b>\$562,621</b>	<b>68.01%</b>	<b>\$208,104</b>	<b>\$624,366</b>	<b>75.31%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Public Works (3)	\$823,610	\$175,797	\$559,703	67.96%	\$194,437	\$586,945	71.75%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$823,610</b>	<b>\$175,797</b>	<b>\$559,703</b>	<b>67.96%</b>	<b>\$194,437</b>	<b>\$586,945</b>	<b>71.75%</b>
Contingencies/Reserves	\$16,000	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$839,610</b>	<b>\$175,797</b>	<b>\$559,703</b>	<b>66.66%</b>	<b>\$194,437</b>	<b>\$586,945</b>	<b>70.37%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$12,360)</b>	<b>\$3,882</b>	<b>\$2,919</b>		<b>\$13,667</b>	<b>\$37,421</b>	

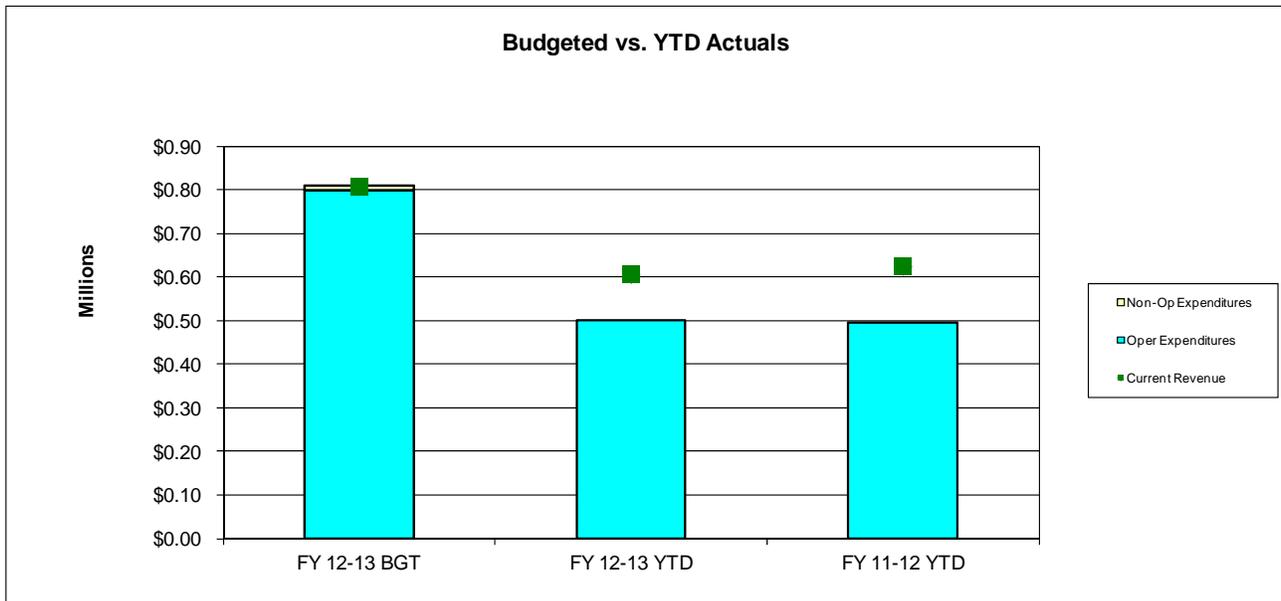
- (1) Charges for Services is trending lower in FY12-13 primarily due to a 41% decrease in revenue related to gasoline sales, due in part to the relocation of the Dial-A-Bus headquarters resulting in use of the Benton County facility for refueling.
- (2) The sources of Miscellaneous Revenue are unpredictable, usually insignificant in dollar value and tend to fluctuate year to year.
- (3) Expenditures include services and materials & supplies, which are purchased as needed and can fluctuate quarter to quarter.



# FACILITY MAINTENANCE FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$82,333						
Charges for Service	\$804,490	\$201,123	\$603,369	75.00%	\$194,519	\$622,422	75.00%
Miscellaneous (1)	2,710	820	2,265	83.58%	1,010	1,884	57.25%
<b>TOTAL CURRENT REVENUE</b>	<b>\$807,200</b>	<b>\$201,943</b>	<b>\$605,634</b>	<b>75.03%</b>	<b>\$195,529</b>	<b>\$624,306</b>	<b>74.93%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Public Works (2)	\$799,160	\$179,605	\$499,605	62.52%	\$165,341	\$496,216	60.23%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$799,160</b>	<b>\$179,605</b>	<b>\$499,605</b>	<b>62.52%</b>	<b>\$165,341</b>	<b>\$496,216</b>	<b>60.23%</b>
Contingencies/Reserves	\$10,000	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$809,160</b>	<b>\$179,605</b>	<b>\$499,605</b>	<b>61.74%</b>	<b>\$165,341</b>	<b>\$496,216</b>	<b>59.51%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$1,960)</b>	<b>\$22,339</b>	<b>\$106,029</b>		<b>\$30,189</b>	<b>\$128,090</b>	

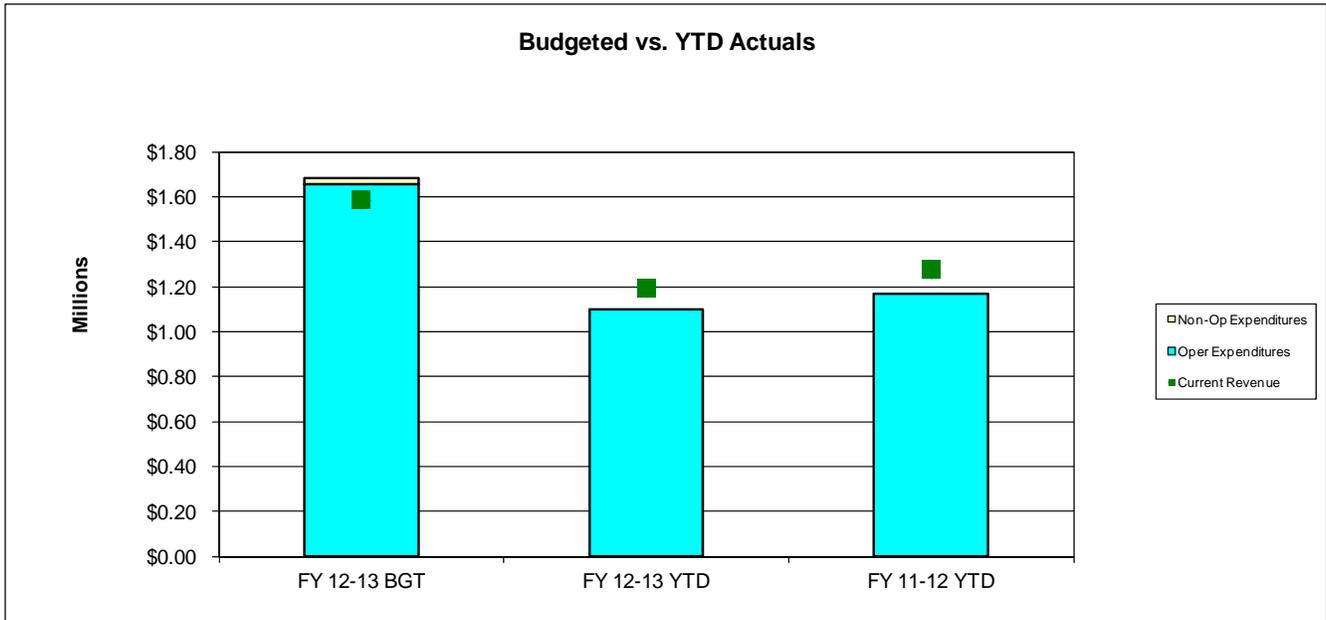
- (1) Scrap metal sales and unanticipated interest income from higher proportional fund balances contributed to revenues that were higher in FY12-13 than both budgeted and prior year.
- (2) Actuals are under budget in both fiscal years due to vacancy savings, under spending of both services and materials & supplies budget, and lower than anticipated special project spending. A number of special projects are budgeted for Municipal Court, City Hall, Madison Avenue Building, and the Public Works complex; many of these are weather dependent and expected to be undertaken in the fourth quarter.



# TECHNOLOGY AND COMMUNICATIONS FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$463,438						
Charges for Service	\$1,583,240	\$396,039	\$1,187,614	75.01%	\$423,873	\$1,271,619	74.96%
Miscellaneous (1)	3,420	896	4,715	137.88%	1,005	3,176	51.56%
<b>TOTAL CURRENT REVENUE</b>	<b>\$1,586,660</b>	<b>\$396,935</b>	<b>\$1,192,330</b>	<b>75.15%</b>	<b>\$424,878</b>	<b>\$1,274,795</b>	<b>74.87%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Finance (2)	\$1,443,300	\$324,265	\$1,001,409	69.38%	\$341,599	\$1,052,590	65.47%
Public Works (3)	210,750	33,355	98,265	46.63%	41,017	117,220	55.40%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$1,654,050</b>	<b>\$357,619</b>	<b>\$1,099,674</b>	<b>66.48%</b>	<b>\$382,617</b>	<b>\$1,169,810</b>	<b>64.30%</b>
Contingencies/Reserves	\$30,000	\$0	\$0	0.00%	\$0	\$0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$1,684,050</b>	<b>\$357,619</b>	<b>\$1,099,674</b>	<b>65.30%</b>	<b>\$382,617</b>	<b>\$1,169,810</b>	<b>63.26%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$97,390)</b>	<b>\$39,316</b>	<b>\$92,656</b>		<b>\$42,262</b>	<b>\$104,986</b>	

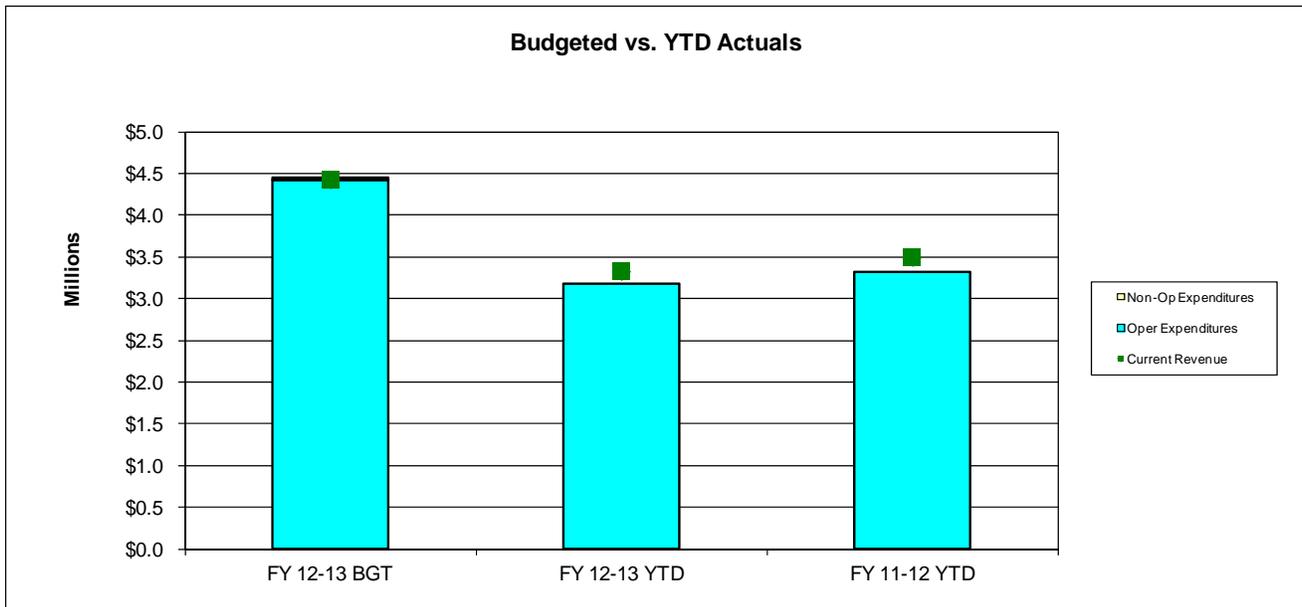
- (1) FY12-13 year-to-date miscellaneous revenue is above budget and last fiscal year due to an unanticipated credit from a vendor for purchases made in the previous fiscal year. Absent this credit, revenue would be aligned with budget and last fiscal year.
- (2) Expenditures are lower than expected due to underspending year-to-date of budget related to MIS special projects. Any savings available at year-end will be earmarked to reserve for significant future costs of virtual server additions and replacements.
- (3) Spending is low as a percentage of budget in both years, driven by City-requested work orders varying year to year. Total spending in FY12-13 is lower than target due to lagging special project expenditures. In addition, a 1.0 FTE position has been held open pending further analysis and possible reorganization, following the retirement of an employee, which is contributing to savings in this fund.



# ADMINISTRATIVE SERVICES FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$58,234						
Charges for Service	\$4,407,520	\$1,101,882	\$3,305,646	75.00%	\$1,163,181	\$3,489,543	75.00%
Miscellaneous (1)	17,570	11,157	21,121	120.21%	1,387	4,981	50.72%
<b>TOTAL CURRENT REVENUE</b>	<b>\$4,425,090</b>	<b>\$1,113,039</b>	<b>\$3,326,767</b>	<b>75.18%</b>	<b>\$1,164,568</b>	<b>\$3,494,524</b>	<b>74.95%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
Finance	\$2,501,750	\$607,108	\$1,831,637	73.21%	\$628,100	\$1,912,090	73.86%
City Manager's Office	1,920,720	435,353	1,341,367	69.84%	448,444	1,413,604	67.31%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$4,422,470</b>	<b>\$1,042,461</b>	<b>\$3,173,004</b>	<b>71.75%</b>	<b>\$1,076,544</b>	<b>\$3,325,694</b>	<b>70.93%</b>
Contingencies/Reserves	30,000	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$4,452,470</b>	<b>\$1,042,461</b>	<b>\$3,173,004</b>	<b>71.26%</b>	<b>\$1,076,544</b>	<b>\$3,325,694</b>	<b>70.48%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$27,380)</b>	<b>\$70,577</b>	<b>\$153,763</b>		<b>\$88,024</b>	<b>\$168,830</b>	

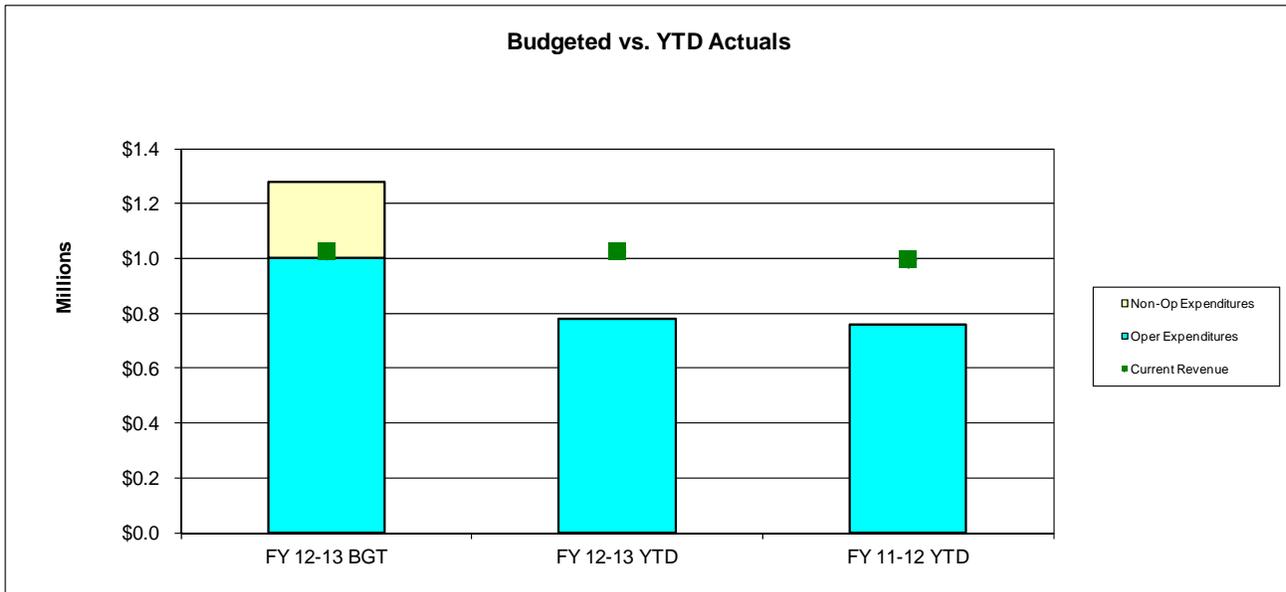
- (1) Miscellaneous revenue is above both budget and prior fiscal year due to a credit received for an overpayment of permit mailings in the previous fiscal year, which is a process no longer being used. Absent this credit, plus the unbudgeted purchasing card rebate and a court judgment award amount for abatement work, miscellaneous revenue would be below budget and last fiscal year due to lower interest rates and fewer Utility Billing customer donations than anticipated.



# RISK MANAGEMENT FUND

REVENUE	AMENDED BUDGET	3rd Quarter FY 12-13	UNAUDITED FY 12-13	FY 12-13 % REC/EXPEND	3rd Quarter FY 11-12	Y-T-D FY 11-12	FY 11-12 % REC/EXPEND
Budgeted Fund Balance	\$791,008						
Charges for Service (1)	\$989,250	\$247,313	\$989,250	100.00%	\$245,068	\$980,270	100.00%
Miscellaneous (2)	36,750	14,156	38,481	104.71%	2,335	15,327	38.95%
<b>TOTAL CURRENT REVENUE</b>	<b>\$1,026,000</b>	<b>\$261,469</b>	<b>\$1,027,731</b>	<b>100.17%</b>	<b>\$247,403</b>	<b>\$995,597</b>	<b>97.64%</b>
<b>EXPENDITURE BY DEPARTMENT</b>							
City Manager's Office (3)	\$1,001,950	\$87,953	\$780,839	77.93%	\$61,090	\$757,409	78.90%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$1,001,950</b>	<b>\$87,953</b>	<b>\$780,839</b>	<b>77.93%</b>	<b>\$61,090</b>	<b>\$757,409</b>	<b>78.90%</b>
Contingencies/Reserves	275,000	0	0	0.00%	0	0	0.00%
<b>TOTAL ALL EXPENDITURES</b>	<b>\$1,276,950</b>	<b>\$87,953</b>	<b>\$780,839</b>	<b>61.15%</b>	<b>\$61,090</b>	<b>\$757,409</b>	<b>61.33%</b>
<b>CURRENT REVENUE LESS</b>							
<b>TOTAL EXPENDITURES</b>	<b>(\$250,950)</b>	<b>\$173,516</b>	<b>\$246,892</b>		<b>\$186,313</b>	<b>\$238,188</b>	

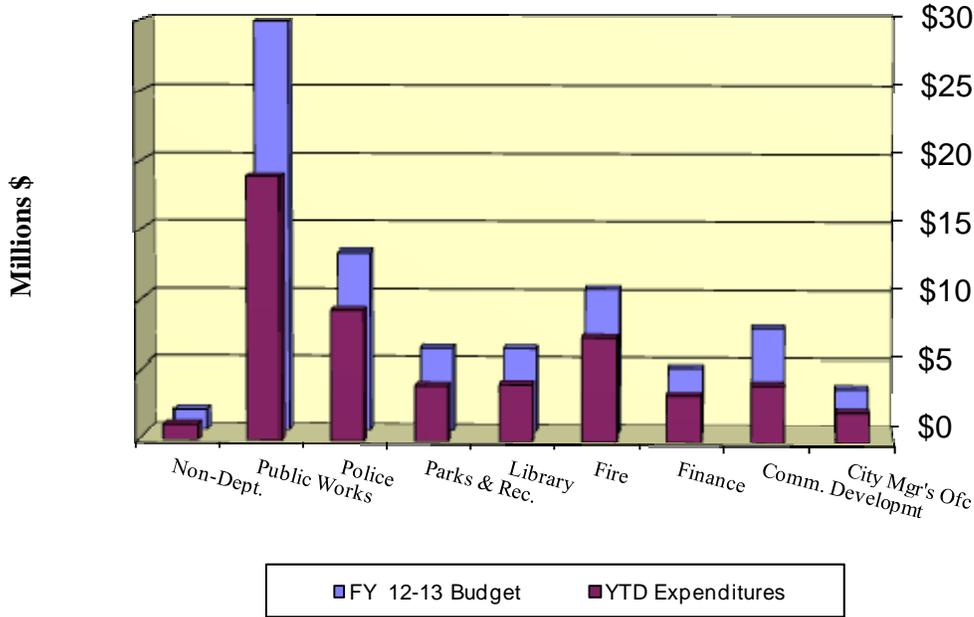
- (1) Timing of internal service charges to departments is weighted to coincide with insurance premium payments, 75% of which occur in July and 25% in January.
- (2) Miscellaneous revenue in this fund is driven by both interest earnings and by claim recoveries from insurance. Receipts for FY12-13 include approximately \$15,000 in loss reimbursements related to two City claims, compared to one case totaling approximately \$3,800 in the same period last year.
- (3) The majority of annual insurance premiums have been paid with the exception of workers compensation, which is paid quarterly but on a delayed schedule (i.e. third quarter payments will be reflected in the fourth quarter, while fourth quarter payments will be recorded after year-end, and will be accrued back to the appropriate year). Special Projects reflects a \$30,000 onsite appraisal that will not be conducted this fiscal year, and is being carried forward to FY13-14.



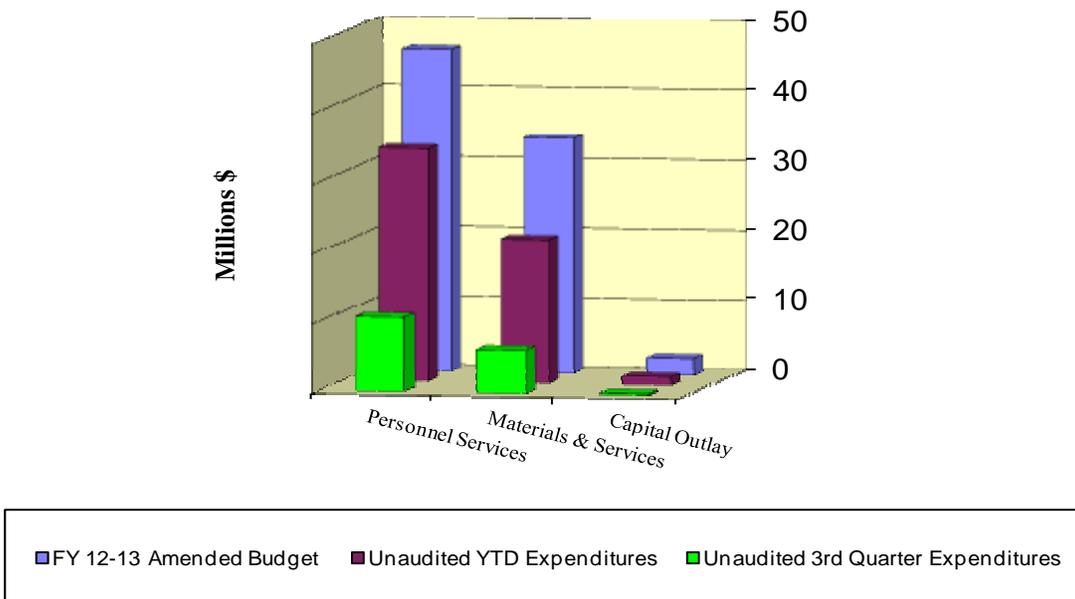
# BUDGET PERFORMANCE BY DEPARTMENT

This section provides general information regarding departmental budgetary performance. Included in this section is an Expenditure Summary by classification for each department, which does not include Non-Operating or Capital Project Expenditures. The graphs below illustrate each department’s operating performance as well as a “by category” view for all departments for the quarter and year-to-date (YTD).

### Operating Expenditures by Dept



### Operating Expenditures by Category



## CITY MANAGER'S OFFICE

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$1,457,620	\$320,627	\$919,866	63.11%
Supplies and Services	1,845,050	256,684	1,327,377	71.94%
Capital Outlay	0	0	0	0.00%
<b>Total Operating Expenditures</b>	<b>\$3,302,670</b>	<b>\$577,311</b>	<b>\$2,247,242</b>	<b>68.04%</b>

Fund Sources Combined: General, Administrative Services, and Risk Management Funds.

### Noteworthy Accomplishments during this Quarter:

- The 2013-2014 City Council was sworn in and Council adopted their goals for the new term.
- The 2012 Citizen Attitude Survey results were presented to Council and the public in January.
- The City Manager's Office front lobby was reconfigured to accommodate changes in Human Resources staff office locations and the addition of the new Economic Development Officer.

### Upcoming/Pending Items:

- Plan and prepare for hosting/co-hosting conferences for the Oregon Mayors Association and the Willamette Innovators Network.
- Implement the newly adopted Council goals.

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Cost Efficiency	Compare City FTE to number of citizens to assess efficient and effective customer service	City FTE per 1,000 population.	7.27	<7.45	7.30	7.30
	Reduce average workers' compensation claims per employee through promotion of a safe workplace.	# of workers compensation claims per 100 FTE. <sup>(1)</sup>	12.3	<8.75	1.49	5.56
	Maximize workplace productivity	Number of sick leave hours used per 1,000 hours worked. <sup>(2)</sup>	25.9	<28.0	36.5	30.9
Diversity	Provide a welcoming organization that promotes and respects diversity	% of total job applicants for regular positions who identify themselves as a minority. <sup>(3)</sup>	15%	15%	12%	15%
	Increase the percentage of employees who believe they have a welcoming workplace	% of employees surveyed who indicate their workplace is very or somewhat welcoming. <sup>(4)</sup>	N/A	≥ 99%	N/A	N/A
Sustainability	Reduce paper use	Reduce paper usage by 10% over the FY 2005-06 baseline of 524 reams as measured on a quarterly basis.	232 reams	<200	53 reams	154 reams
	Measure the benefits to compensation ratio for competitiveness, retention, attraction and comparator purposes.	Benefits as a % of total compensation.	36%	<35%	36%	36%

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Community Involvement	Maximize citizen satisfaction with the quality of City services.	% of Citizen Attitude Survey respondents giving good or excellent rating to the quality of overall City services. <sup>(5)</sup>	85%	>86%	86%	86%
	Maximize citizen satisfaction with City communications and outreach.	% of Citizen Attitude Survey respondents who rated the quality of public information services as excellent or good. <sup>(6)</sup>	78%	>80%	N/A	N/A
		% of Citizen Attitude Survey respondents who rated the job the City does at welcoming citizen involvement as excellent or good. <sup>(6)</sup>	67%	>70%	N/A	N/A
		% of Citizen Attitude Survey respondents who rated the job the City does at listening to citizens as excellent or good. <sup>(6)</sup>	60%	>65%	N/A	N/A

- (1) There were 6 workers compensation claims filed in the third quarter of FY12-13.
- (2) In the third quarter, 31% of sick hours used were classified as Family Medical Leave Act or sick child leave.
- (3) Of the 389 applicants in the third quarter, 46 identified themselves as a minority.
- (4) The employee survey will not be conducted this year. This measure will be dropped in FY13-14.
- (5) The 2012 Citizen Attitude Survey was completed in November and the results are on the City's website.
- (6) The 2012 Citizen Attitude Survey did not include this question. This measure will be revisited and revised as necessary for FY13-14.

## COMMUNITY DEVELOPMENT

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$3,746,400	\$883,638	\$2,642,368	70.53%
Supplies and Services	3,822,280	680,554	1,532,923	40.10%
Capital Outlay	57,960	48,043	48,043	82.89%
<b>Total Operating Expenditures</b>	<b>\$7,626,640</b>	<b>\$1,612,235</b>	<b>\$4,223,334</b>	<b>55.38%</b>

Fund Sources Combined: General, Development Services, Community Development Revolving, Parking, Street, Water, Wastewater and Storm Water.

### Noteworthy Accomplishments This Quarter:

- Housing Division received 146 Rental Housing Program-related contacts in the third quarter outlining 92 separate issues, with 25 issues related to habitability and 69 of a non-habitability nature. Of the habitability issues reported, 29 are or may be subject to the Rental Housing Code. Housing staff are working with complainants to achieve resolution or move to enforcement.
- Two rehabilitation loans were approved and closed totaling \$18,000. These loans will help two very low income families carry out critical repairs to preserve the livability of their homes.
- The City's Housing and Community Development Commission met to hear proposals from agencies requesting Community Development Block Grant and HOME Investment Partnerships program funding from the City's programs in FY12-13. As an outcome of these sessions, the Commission developed a set of recommended funding allocations that will be considered by the City Council during an April public hearing.
- Rehabilitation of the 50-unit Lancaster Bridge affordable apartment complex in northeast Corvallis was initiated by Willamette Neighborhood Housing Services utilizing city HOME and CDBG funding.

**Noteworthy Accomplishments This Quarter (Continued):**

- The Planning Division issued 15 land use decisions including the City Council’s decision on an appeal of the Historic Resources Commission’s denial of the Oregon State University Asian and Pacific Cultural Center.
- The Planning Division received 21 land use applications, including 13 for Historic Preservation.
- Development Services staff processed 84 residential and 74 non-residential plan reviews for proposed construction projects.
- The Historic Resources Commission began discussion of potential changes that would streamline some historic reviews for development within the OSU Historic District.
- The Planning Commission reviewed the Unresolved Planning Issues list and Planning Division Work Program. Their recommendations for 2013-2014 have been forwarded to the City Council.
- The Downtown Commission discussed downtown housing incentive programs and considerations and began review of the Food Cart Policy.
- Development Services staff conducted 2,762 construction inspections.
- Of the 763 mechanical and electrical permits issued, 222 or 45% were issued using the online e-permit program.
- Development Services launched a new program for completing the plan review for new homes in one day as part of the service enhancement package.
- Citizen complaints resulted in 86 new cases regarding Code Enforcement.
- Development Services spent much of the quarter training, testing, and implementing a new web-based permit tracking system called Accela Automation. Accela replaces an antiquated 22-year-old permitting system and promises to provide a number of future enhancements that will ultimately save customers time and money. In the next year, Development Services will be rolling out new modules including Accela Mobile Office for Field Inspectors and ePlans for conducting electronic plan review. This effort is in concert with the 3-year Service Enhancement Package to improve inspection and plan review services.
- The City/OSU Collaboration Project Work Groups met several times in March to prepare their third round of recommendations that were then presented to the Steering Committee. Two matrices were included that summarized the recommendations that have been accepted by the Steering Committee to date.

**Upcoming/Pending Items:**

- City/OSU Collaboration work groups will continue to address the project scope of work. The livability work group is expected to be completed and a housing work group to be formed. The next Steering Committee meeting is scheduled for early June.
- In April, the City Council will review the Planning Commission recommendations for the 2013-2014 Planning Division Work Program.
- The 49<sup>th</sup> Street Annexation application is proceeding to an April hearing before the City Council.
- The Housing Division is preparing the next Five Year Consolidated Plan, which will provide guidance for the City’s use of federal HOME and CDBG funds.

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Cost Efficiency	Maintain stated objective of completing inspections within same day of request.	Percentage of building inspections completed on time. <sup>(1)</sup>	100%	95%	100%	100%
	Achieve plan review turn-around time consistent with other Oregon cities.	Percentage of initial residential plan review completed within 14 calendar days. <sup>(1)</sup>	98%	90%	81%	84%
	Meet or exceed federal HOME match requirement (25%) for all investment of HOME housing dollars.	HOME housing dollars leveraged with outside investment in funded activities. <sup>(2)</sup>	99%	25%	0%	282%
	Meet or exceed State requirements for land use application review time.	Average review time (in days) to process a public hearing land use application.	34	< 100 days	35	33

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
	Meet or exceed State requirements for land use application review time.	Average review time (in days) to process administrative land use application.	18	< 45 days	28	22
Diversity	Assure that low income residents' housing needs are met in a cost effective manner.	Housing units occupied by low income households assisted per \$100,000 in City funds invested. <sup>(3)</sup>	8.5	10.0	11.1	3.1
Community Involvement	Achieve at least the targeted % citizen rating of excellent or good.	Citizen satisfaction with land use process, from customer survey. <sup>(4)</sup>	54%	60%	81%	81%
Sustainability	Conserve resources by reducing fuel and paper use.	Percentage of permits issued online. <sup>(5)</sup>	26%	30%	45%	35%
	Maintain the quality of low income housing in a cost effective manner.	Units of housing rehabilitated per \$100,000 in City funds invested. <sup>(6)</sup>	2.7	3.0	N/A	3.5

- (1) During the third quarter, 68 of 84 residential plan reviews were completed within 14 calendar days. Staff are still working through significant challenges in adapting to the new web-based permit tracking system.
- (2) Typically, most of each fiscal year's HOME match is credited once in September of each year, so it is not uncommon to have early YTD reporting a match figure significantly higher than the target, with subsequent quarters reporting a 0% match amount while still meeting/exceeding the annual match goal on a year-to-date basis. In the first quarter of FY12-13, \$408,959 in match credit was earned. No credit was earned during the third quarter.
- (3) In the third quarter, two First Time Home Buyer down payment assistance loans were granted totaling \$18,000.
- (4) In 2012, the Citizen Attitude Survey citizen rating matrix was changed to include the wording "very valuable" and "somewhat valuable".
- (5) The third quarter showed a significant increase in use of the online permit option which is also reflected in the increase of the YTD percentage.
- (6) No Essential Repair Loan Program owner occupied housing rehabilitation projects reached completion during the quarter. Two projects are underway and scheduled for completion in the fourth quarter.

## FINANCE

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$3,225,780	\$777,808	\$2,364,118	73.29%
Supplies and Services	1,459,430	357,629	1,063,469	72.87%
Capital Outlay	105,000	0	0	0.00%
<b>Total Operating Expenditures</b>	<b>\$4,790,210</b>	<b>\$1,135,437</b>	<b>\$3,427,587</b>	<b>71.55%</b>

Fund Sources Combined: General, Parking, Technology and Communications and Administrative Services.

### Noteworthy Accomplishments during this Quarter:

- Implemented an online payment option for miscellaneous receivables which include liquor, tobacco, used merchandise licenses and alarm permits.
- Reviewed the mobile utility bill payment application.
- Participated in two software demonstrations of remittance automation technology.
- Continued work on OneSolution implementation process, including beginning the payroll module conversion process.
- Began preparation for FY12-13 financial audit.
- Prepared and issued W2s to all City employees.
- Upgraded the City's separate websites such as Click2Gov and Corvallis maps to the new City website format.
- Deployed Windows 7 operating system to the remaining city computers.

**Upcoming/Pending Items:**

- Finalize the annual liquor and tobacco license renewal process.
- Develop customer service initiative paper for Council addressing the potential for credit card surcharges, convenience fees, mobile payment applications and OneSolution Gov.Now.
- Complete work on the FY12-13 year-end process and interim audit.
- Continue the OneSolution implementation process, including train the trainer training for reporting, accounts receivable module and other modules.
- Provide notice and hold two public hearings plus deliberation meetings with Budget Commission and City Council, and recommend a proposed budget for adoption for FY13-14.
- Complete work for online payment option for traffic tickets.
- Comply with State retention regulations and be prepared for e-discovery as well as reduce the cost of legal discovery, investigation and audit by implementing Exchange Archive solution.
- Improve the efficiency and availability of IT resources and applications by continuing to expand the VMWare v5.x offerings.
- Build business continuity through improved disaster recovery solutions and deliver high availability throughout the City infrastructure including upgrading the City Disaster Recovery Plan.
- Implement the foundation for flexible, scalable e-forms and workflow processes to help speed process automation and efficiency throughout the organization, including digital signature, by upgrading from SharePoint 2003 to 2010.

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Cost Efficiency	Receive sufficient per capita revenue levels to enable the City to maintain existing service levels.	Maintain operating revenue greater than or equal to \$1,550 per capita. <sup>(1)</sup>	\$1,643	≥ \$1,550	\$286	\$1,273
	Ensure City resources are primarily spent on operations that provide services directly to citizens.	Maintain general overhead costs (City Manager’s Office and Finance) at less than 7% of total operating budget.	5.9%	<7.0%	5.9%	5.7%
	Provide necessary information technology resources for departments to operate efficiently.	Achieve 100% server uptime relative to scheduled server uptime. <sup>(2)</sup>	99.96%	100%	99.2%	99.73%
	Manage MIS resources effectively and provide cost-efficient, high-quality, pro-active service to the organization to support system changes to adapt to ongoing departmental needs.	Resolve service calls to repair calls at a ratio of three to one and document repair calls more accurately while recording multiple repair calls into a single repair call if a single incident is involved. <sup>(3)</sup>	1.37/1	3.00/1	1.23/1	1.24/1
	Increase organizational efficiency in providing service output.	Maintain operating expenditures less than or equal to \$1,490 per capita.	\$1,395	≤ \$1,490	\$317	\$1,005
Sustainability	Reduce department wide paper consumption through increased use of electronic file sharing and software upgrades.	Reduce paper purchases by 10% in FY 11/12 over actual FY 10/11 consumption with an additional 3% reduction in FY 12/13 (as measured in reams on a quarterly basis). <sup>(4)</sup>	630	548	150	410

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
	Reduce paper and postage costs by increasing proportion of Utility Billing customers participating in E-Bill program.	Increase number of E-Bill participants to 10% of Utility Billing customers. <sup>(5)</sup>	1,761	1,500	1,609	1,609

- (1) The first quarter operating revenue per capita was restated using most up-to-date PSU Population Research Group figure of 55,055 (December 2012).
- (2) During the 3<sup>rd</sup> quarter, MIS experienced one significant outage over a weekend that spanned 64 hours. Overall performance for the fiscal year is still near perfect which indicates adequate server backup and scheduling of maintenance.
- (3) MIS Help Desk is documenting repair calls more accurately and recording multiple repair calls into a single repair call if a single incident is involved. The normal result is fewer incidents that require tracking and more resolved service calls. In the third quarter, MIS had 374 service calls to 461 repair calls.
- (4) Paper consumption increased in the third quarter. Although reducing to below FY11-12 levels is still possible, paper consumption is likely to increase due to printing major financial documents in-house instead of contracting with an outside vendor.
- (5) While lower than year-end FY 11-12 e-bill customer levels, the number of E-Bill customers already exceeds the FY 12-13 target in the third quarter. Variable results are primarily due to OSU student turnover. Staff is continuing to publicize the benefits of an E-Bill on the monthly City Services bill and anticipates continued increased participation by all utility customers over the next several quarters. If results continue to exceed the 10% target again this whole year, staff will likely increase target for FY 13-14 budget process.

## FIRE

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$8,577,900	\$2,043,245	\$6,274,882	73.15%
Supplies and Services	1,862,320	437,369	1,239,929	66.58%
Capital Outlay	15,000	0	0	0.00%
<b>Total Operating Expenditures</b>	<b>\$10,455,220</b>	<b>\$2,480,615</b>	<b>\$7,514,812</b>	<b>71.88%</b>

Capital outlay consists of station equipment, major building renovation/repairs and scheduled fire vehicle replacements.

### Noteworthy Accomplishments during this Quarter:

- In cooperation with the City's MIS division, the Fire department resolved questions regarding the security of data with respect to MobileTrak. Testing of the software, which allows for remote access of data, including entry and printing, is scheduled to begin in the fourth quarter.

### Upcoming/Pending Items:

- Continue progress on work with the contracted architect for design and relocation of the planned new drill tower and complete cost estimates for the balance of work to be done.
- Finalize and implement additional upgrades for MobileTrak software.
- Preparing for full-scale exercise involving a simulated biologic agent event, planned for September, involving personnel from Regional HazMat Teams 2 and 5, Oregon National Guard's 102<sup>nd</sup> Civil Support Team, and OSU Facilities.
- Implement change to the new Material Safety Data Sheet format, ensuring that the labeling of all hazmat containers (cleaning supplies, etc.) complies with standards.

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Community Involvement	Interact with at least 10% of residents (city and rural district) in public education events annually.	Number of attendees at public education events.	5,848	7,000	598	4,411

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Cost Efficiency	Achieve a response time of 5 minutes or less from dispatch to arrival on Code 3 fire calls within the city limits, greater than our comparator's average of 65%	Percentage of total fire calls with a response time of 5 minutes or less from dispatch to arrival within city limits. <sup>(1)</sup>	63.0%	>70.0%	56.0%	60.8%
	Achieve a response time of 5 minutes or less from dispatch to arrival of ALS equipment of Code 3 EMS calls within the city limits, greater than the 45% ASA contract target.	Percentage of EMS calls requiring ALS with response time of 5 minutes or less from dispatch to arrival within city limits. <sup>(1)</sup>	57.0%	60.0%	56.0%	59.0%
	Maintain operating costs per capita at or below that of comparator cities (\$166.40)	Total fire operating expenditures per capita. <sup>(2)</sup>	\$162.55	<\$166.40	\$36.76	\$111.36
	Maintain false alarm rate at or below the 38% level experienced by ICMA comparators.	False Alarm malfunctions as a % of total non-EMS incidents. <sup>(3)</sup>	11.7%	<38.0%	30.0%	31.6%
Sustainability	Maintain average fire loss per 1,000 population within city limits less than regional average of \$32.5.	Maintain average fire loss per 1,000 population within city limits less than national average. <sup>(4)</sup>	\$8.39	<\$32.50	\$4.01	\$7.50
	Maintain number of reported residential structure fires per 1,000 population within the city limits at less than the national average of 0.89.	Residential structure fires per 1,000 population served within city limits. <sup>(5)</sup>	0.30	<0.89	0.27	0.69

- (1) Staffing level reductions are resulting in some below target response times, but department is still managing to stay within range of comparators.
- (2) FY12-13 year-to-date figures utilize the most recent actual PSU Population Research Group figure of 55,055 plus rural population of 12,425 for a total population of 67,480 (December 2012). Statistic is on track to meet FY12-13 target.
- (3) The measurement shown is the percentage of false alarms to structure fires and is intended to address the number of alarm malfunctions; not all types of false alarms. Corvallis has few fires but a number of false calls, due largely to malfunction of commercial alarm systems. Over time, the nuisance alarm ordinance and associated fines are expected to help reduce the number of repeat false alarms.
- (4) These measures can change dramatically with one significant, costly incident, hence the high target relative to actual experience year-to-date.
- (5) Due to a data collection error, first and second quarter figures have been restated to 0.29 and 0.13 respectively.

## LIBRARY

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$4,038,890	\$969,214	\$2,916,475	72.21%
Supplies and Services	1,998,120	406,479	1,315,543	65.84%
Capital Outlay	17,000	0	0	0.00%
<b>Total Operating Expenditures</b>	<b>\$6,054,010</b>	<b>\$1,375,693</b>	<b>\$4,232,018</b>	<b>69.90%</b>

Fund Sources Combined: Library and Library 2010 Fund. Capital outlay includes scheduled library equipment purchases and replacements.

### Noteworthy Accomplishments during this Quarter:

- The two-day Maker Festival in March offered crafts, demonstrations of technology, and opportunities for hands-on exploring for over 1,000 participants of all ages.
- The Library technology survey gathered data and comments from more than 500 Library patrons about technology use.
- In Monroe, construction on the new library building continued with interior finishes completed by the end of the quarter.
- Philomath Community Library had 64 participants in the Winter Reading program. The front desk was covered in submitted reading lists and snowman booklists.
- Alsea Community Library again hosted the Alsea Film Academy for teens. Their production of “The Wizard of Oz” was a hit in February.
- The Early Literacy Coordinator and Youth Services Manager presented the quarterly early literacy evening for families participating in the Benton County Relief Nursery, Early Head Start, and Healthy Start. There were activities, stories, a reminder of the variety of library services available, and pizza. About 60 families attended.
- During the last week of March, staff conducted story times at the Benton County Historical Museum as part of the Museum’s programs for youth tied to the current exhibit, *Oregon by Nature*.
- Another successful eBook clinic showed patrons Library2Go, the Library’s program for downloadables and provided hands-on instruction in using their own devices. The Library’s Gadget Lab was available for users to try out a variety of devices.
- The annual Gearing Up for Gardening lecture series, co-sponsored with LBCC Benton Center and Benton County Extension Master Gardeners, brought in a standing room only crowd every Tuesday in January and February.
- Inspectors from OSHA performed a consultation inspection of the Library, focused on safety and industrial hygiene, at the invitation of staff. There were few concerns and several compliments about the Library’s regular safety committee activities.
- There were three false alarms at the Corvallis Public Library prompting the building to be evacuated. The shiny new alarm pulls that were installed during the fire alarm upgrade project were proving to be too attractive to our youngest patrons. Since then, Public Works Building staff installed covers over the alarm pulls to ward off curious little hands, but which can still be opened by others in the event of an emergency.
- Heavily worn carpet was replaced in the second floor public computer and Adult reference desk areas, and on the first floor around the Youth Services reference desk.

### Upcoming/Pending Items:

- Complete final details related to the new Monroe Community Library building and move in.
- Building maintenance and special projects: periodic special cleaning including windows, carpet and floors, and upholstery.

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Cost Efficiency	Be at ICMA national average or below for operating and maintenance expenditures per item circulated of \$3.38.	Operating and maintenance expenditures per item circulated.	\$2.92	\$3.00	\$2.63	\$2.74
	Circulate at least 30% more per FTE than other ICMA comparable libraries – ICMA average of 24,891.	Circulation per FTE. <sup>(1)</sup>	37,953	37,000	9,606	28,548
Community Involvement	Achieve at least a 90% rating of excellent or good and be in the top five of national ICMA cities rated.	Citizen rating of overall library services. <sup>(2)</sup>	93%	90%	96%	96%
	Be in the top 20% of circulation rates per capita of comparable ICMA libraries $\geq 15.6$ .	Circulation rates per capita. <sup>(1,3)</sup>	19.33	19.00	5.03	14.75
	Be in the top five of comparable ICMA libraries in volunteer FTE's per 1,000 population $\geq .02$ .	Number of volunteer FTE's per 1,000 population. <sup>(4)</sup>	.095	.090	.082	.084
Diversity	Offer programs reflecting the diverse populations within Benton County.	Attendance at programs for children, teens, seniors, Latinos and other non-English speakers. <sup>(5)</sup>	32,078	31,000	9,017	26,995
Sustainability	Each public computer is used at least 2,500 times per year.	Average number of user sessions per Corvallis Library public computer. <sup>(6)</sup>	2,393	2,500	812	2,420
	Provide the materials people want to use and keep them moving through the community.	Circulation per registered borrower.	33.58	32.00	8.87	26.00

- (1) The ICMA definition of FTE includes hours worked by regular & casual staff (which the City uses very infrequently). Circulation is up from same period last year and that, combined with fewer FTE, results in high efficiency measures. Each of these measures is on track to exceed annual targets.
- (2) The 2012 Citizen Attitude Survey was completed in November and the results are posted on the City's website.
- (3) This ICMA Core measure uses Benton County population of 86,785, per PSU population report December 2012. Circulation increased from last year and estimated population is less. This measure is on track to exceed annual target.
- (4) The Library continues to utilize volunteers to keep up with demand for services. This measure is on track to meet annual target.
- (5) Attendance at the two-day Maker Festival in the third quarter brings this measure on track to meet annual target.
- (6) The use of public computers is down over the last couple of years as more patrons bring their own laptops to utilize the wireless system; however, the Library is now counting the 15 minute 'express computers', which are used steadily. This measure is on-track to meet target.

## PARKS & RECREATION

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$3,635,870	\$783,297	\$2,683,565	73.81%
Supplies and Services	2,418,380	459,350	1,418,886	58.67%
Capital Outlay	24,060	0	0	0.00%
<b>Total Operating Expenditures</b>	<b>\$6,078,310</b>	<b>\$1,242,647</b>	<b>\$4,102,451</b>	<b>67.49%</b>

Fund Sources Combined: Parks & Recreation, Aquatics and Open Space Funds. Capital outlay includes scheduled vehicle and machinery replacements.

### Noteworthy Accomplishments during this Quarter:

- Received payment from Northwest Natural Gas for an easement across parks land for \$141,080 to be used for deferred maintenance throughout the Parks system.
- Submitted a Recreation Trail Program (RTP) grant for the reconstruction of the boardwalk and Marys River Natural Area to the State of Oregon.
- Completed Osborn Aquatic Center's maintenance week which included installation of ADA door openers, repair of the warm water therapy pool, and installation of piping in preparation for the UV supplemental sanitizing system for the 50 meter pool.
- Finalized Avery Park deck removal and Rose Garden pruning with the help of Hewlett-Packard employees.
- Formed partnership with United States Tennis Association's Pacific Northwest office to pilot two new tennis programs.
- Received grant from the Center for Disease Control (CDC)/Racial and Ethnic Approaches to Community Health Grant (REACH) for the Creciendo en Salud initiative. This increases funding for low income families to access recreation programming for the next five years.
- Continued annual street tree planting to replace 2012 removals. This work was supplemented with volunteers from OSU, neighbors, and Odd Fellow members.
- Partnered with volunteers to assist with rose pruning, landscape weeding and mulching, trail building and gutter installation on the Walnut Barn.
- Held multiple special recreational events including: Polar Bear Swim with over 200 participants and the "Lunch and Learn" lecture series at the Senior Center. The first lecture "I've lost my keys, have I lost my mind" sold out, with many participants paying additional fees for lunch. New Horizons in Home Care is a partner for this program.
- Cleaned-up numerous homeless camps at Orleans and Berg Parks, generating over 2,600 lbs of debris.
- Improved muddy conditions for softball and OSU game day parking with new gravel in the Pioneer lot.
- Developed a Heritage Tree Program that was presented to Parks, Natural Areas and Recreation Board (PNARB) and the Human Services Committee. Staff will present the program to City Council in April.
- Began collaboration with Corvallis 509J School District, Boys and Girls Club of Corvallis, and Benton County Health Department on a grant application to increase physical activity for elementary school students.
- Worked with the Benton County Foundation on the potential for a youth employment program funded by the foundation.
- Received Corvallis Kiwanis Foundation grant funding support for the second year for the Senior Center's monthly movie program. This funding offsets the cost of the annual Motion Picture license required to show movies to the public.
- Applied for additional grant funding including: an Environmental Protection Agency grant to be used collaboratively with the Corvallis 509J School District to fund an Outdoor Education/Service Learning program; and a State of Oregon grant to rehabilitate the Arnold Park playground.
- Completed timber cruise of Chip Ross Park in preparation of grant writing for an oak release project.
- Finalized Parks and Recreation Natural Areas Board (PNARB) goal setting.

### Upcoming/Pending Items:

- Consolidate City/School District agreements.
- Update the Parks and Recreation Master Plan and the Trails Master Plan.
- Continue work on the Tunison Park Rehabilitation Project, Coronado Park development, and Easements for the NW Natural Gas Loop.
- Prepare draft of a food vending policy.
- PNARB will discuss moving the Avery Park Community Garden closer to the Fireside Shelter.
- Investigate benefits/consequences of contracting parks maintenance to an outside vendor.

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Cost Efficiency	Provide multiple opportunities for community involvement while lowering program costs.	Total number of hours worked by volunteer staff in support of parks and recreation activities. <sup>(1)</sup>	24,322 (11.7 FTE)	27,500 (13 FTE)	5,717 (2.75 FTE)	16,935 (8.14 FTE)
	Provide individual and community programs to promote high community livability and resident well-being in a cost efficient manner.	Tier 3 of the Cost Recovery Model will meet or exceed 90% cost recovery.	NEW	90%	149%	129%
	Provide intermediate and advanced level programs that promote high community livability and resident well-being while recovering all direct expenses.	Tier 4 of the Cost Recovery Model will meet or exceed 100% of cost recovery.	NEW	100%	94%	122%
	Provide opportunities and venues that generate revenue and promote economic vitality.	Tier 5 of the Cost Recovery Model will meet or exceed 200% of cost recovery.	NEW	200%	360%	382%
Community Involvement	Provide multiple opportunities for public involvement.	Total number of hours of Board, Commissions and Stakeholder, and Public Meetings.	127	100 hours	22	60
Sustainability	Increase the utilization percentage of granted scholarships.	Percent of total scholarship value expended. <sup>(2)</sup>	32%	38%	55%	44%
	Maintain or improve the ratio of acres per population of comparator cities.	Total park acres per 1,000 population. <sup>(3)</sup>	31.9	31.8	31.5	31.5
Diversity	Continue to design recreation programs to be inclusive, creating an opportunity for our diverse community to come together.	Number of programs offered annually and the number of participants. <sup>(4)</sup>	2,859/ 96,917	1,820/ 43,000	359/ 9,200	1,313/ 49,541

(1) Volunteers are most prevalent in the first and fourth quarters. Parks operations continue to be a leader in the utilization of volunteer labor – capitalizing on college and community need for service project opportunities.

(2) This program is designed for families at or below federal poverty guidelines. Due to new program criteria and implementation, including additional outreach and changes in eligibility per cost recovery policy, utilization rates are exceeding expectations. Third quarter awards totaled \$34,575 with recipients using \$19,004 toward programs and services offered by the department.

(3) FY12-13 YTD is based on acres vs. deeds and thus results in current acres of 1,734 to a population of 55,055, per PSU population report December 2012.

(4) Favorable weather and higher utilization of programs and services have resulted in higher numbers than expected throughout the fiscal year.

## POLICE

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$9,803,850	\$2,282,857	\$7,207,503	73.52%
Supplies and Services	2,982,550	677,163	2,039,044	68.37%
Capital Outlay	245,570	30,737	187,370	76.30%
<b>Total Operating Expenditures</b>	<b>\$13,031,970</b>	<b>\$2,990,757</b>	<b>\$9,433,918</b>	<b>72.39%</b>

Fund Sources Combined: General, 9-1-1 Emergency Communications and Parking Fund. Capital outlay includes scheduled vehicle, equipment and computer system replacements.

### Noteworthy Accomplishments during this Quarter:

- A lieutenant successfully completed the 10-week Federal Bureau of Investigation National Academy in Quantico, VA.
- Applied for and received a \$142,212 grant from Oregon Department of Transportation for implementation of e-citation and e-crash programs.
- Organized the fourth annual Polar Plunge event for Special Olympics, Oregon. Over 375 people participated in the event, raising over \$40,000 for Special Olympics.
- The City's 9-1-1 supervisor was elected to serve a two-year term as Secretary of the Oregon Association of Public Safety Communications Officials.
- Officers responded to 6,438 calls for service and 12,952 police units were dispatched.

### Upcoming/Pending Items:

- Continue with recruitment for the three funded vacant police officer positions. Outreach efforts to attract a greater number and diversity of candidates include: online advertising in a number of law enforcement and minority based websites; attending Career Fairs and coordinating with staff at Oregon State University, University of Oregon, Portland State University, and Linn-Benton Community College; and coordination with staff at military bases and websites. Testing, interviewing and selection for these positions will continue through and beyond this fiscal year.
- Arbitration for the CRCCA labor contract is scheduled for June 2013.
- Work continues on the 9-1-1 Service District and the radio interoperability project.

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Public Safety/Livability	Increase community safety by reducing response time to top priority calls.	Response time in seconds to top priority calls.	283	300	298	295
	Increase community safety by clearing part 1 criminal investigations.	Percentage of Part 1 Crimes Cleared. <sup>(1)</sup>	Violent 59%	70%	67%	50%
			Property 20%	20%	21%	21%
	Efficiently move candidates through the complex recruitment process to reach and maintain fully authorized staffing levels.	Number of days to complete recruitment of police officers from testing to conditional job offer. <sup>(2)</sup>	159	<90	0	0
	Increase community safety by maintaining overall number of traffic accidents resulting in injuries/fatalities at less than the State average of 5.1/per thousand population.	Fatal and injury traffic accidents per 1,000 population. <sup>(3)</sup>	2.04	<2.50	0.45	1.85
Diversity	Increase diversity of applicant pool through targeted outreach efforts.	Number of new, targeted outreach efforts. <sup>(4)</sup>	0	6	8	8

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Community Involvement	Achieve at least an 85% rating of excellent or good in citizen attitude surveys.	Citizen satisfaction ratings of overall police services. <sup>(5)</sup>	83%	85%	81%	81%

- (1) Due to staffing constraints and frozen/cut positions there have been only four police officers assigned and trained as Detectives. This is a 20% reduction in staff from the five full time Detective positions which should be assigned, and partly accounts for the below target violent crime clearance rate.
- (2) Due to funding constraints no officer recruitments were completed in the third quarter.
- (3) There have been only 102 accidents, or 1.85 per thousand, year-to-date. Comparison to national averages cannot be completed until cumulative data is compiled for the entire year. FY12-13 year-to-date figures utilize the most recent actual PSU Population Research Group figure of 55,055 (December 2012).
- (4) Recruitment has been initiated. Outreach efforts include advertising, on-site career fairs, and personal contacts at colleges and military bases.
- (5) The 2012 Citizen Attitude Survey was completed in November and the results are posted on the City's website.

## PUBLIC WORKS

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$11,717,570	\$2,710,009	\$8,449,620	72.11%
Supplies and Services	15,831,772	2,829,161	9,651,808	60.96%
Capital Outlay	2,195,580	170,622	950,650	43.30%
<b>Total Operating Expenditures</b>	<b>\$29,744,922</b>	<b>\$5,709,792</b>	<b>\$19,052,078</b>	<b>64.05%</b>

Fund Sources Combined: General, Street, Parking, Transit, Water, Water Timber, Wastewater, Storm Water, Airport, Fleet Maintenance, Facility Maintenance and Technology and Communications Fund. Capital outlay includes scheduled vehicle and equipment replacements.

### Noteworthy Accomplishments during this Quarter:

- Collected data and completed a review of the first quarter implementation of the Single-Use Plastic Bag ordinance.
- Met with Republic Services (formerly Allied Waste) to finalize proposed recommendations for a ten-year franchise agreement which incorporates a change of Republic Services' fleet from diesel to compressed natural gas, and simplifies the way in which annual rate increases are reviewed by City Council.
- Completed upgrades at the Library, Osborn Aquatic Center, Senior Center, and MIS offices.
- Presented draft Final Airport Master Plan to a joint work session of the City Council and Planning Commission and a separate session of the Benton County Commissioners; submitted Plan to Federal Aviation Administration for approval.
- Secured an ODOT grant for 3 pedestrian activated crossings – two on 9<sup>th</sup> Street and one on Walnut Boulevard.
- Began public outreach for the Healthy Streets Initiative, a joint effort between the Transportation and Utilities Divisions.
- Developed and published an RFP to replace the transit Vehicle Information System to provide passenger counting, real-time bus location information, and automated announcements on the buses.
- Evaluated additional options for wastewater plant discharge permit total maximum daily load requirements and presented them in a memorandum to the Urban Services Committee for review.
- Prepared the City's annual drinking water report and notified citizens of the new digital format.
- Advertised a Request for Proposals for design of the WWRP secondary clarifier and sludge tank project.
- Completed public outreach on the draft Council Policy for Building Encroachments in the Public Right-of-Way.
- Constructed new mixing equipment at the Taylor Water Treatment Plant intended to improve drinking water production efficiency.

### Upcoming / Pending Items:

- Present Utility Service Rate Study cost of service findings to the Administrative Services Committee for review.
- Implement a new bulk water dispensing service to improve the tracking of water use by private vendors and the associated billing.
- Identify the administrative process changes required to implement the proposed residential parking district expansion.
- Complete the Public Works Safety Manual.
- Secure City Council approval of the FAA-approved Airport Master Plan and initiate the Comprehensive Plan Amendment with Planning Staff.
- Complete a number of projects at City facilities including Library landscaping and painting, electrical upgrades at Osborn Aquatic Center to enable installation of the UV lighting system, exterior painting at City Hall, and phase I of the City Hall Wayfinding (signage) project.

- Complete development of construction plans and specifications for replacement of the Rock Creek watershed main entry road bridge in cooperation with the U.S. Forest Service.
- Conduct the annual Corvallis Forest public tour on May 29<sup>th</sup>.
- Initiate design process for the WWRP secondary clarifiers and sludge tank replacement.
- Complete the bidding process for the following projects: Storm Drain Pipe Replacement, Corvallis to Albany Trail, 10<sup>th</sup> Street Reconstruction, Sanitary Sewer Rehabilitation, and Water Distribution System Rehabilitation.
- Complete the City Hall parking lot reconstruction project.
- Provide a final draft of the Council Policy for Building Encroachments in the Public Right-of Way to the City Council for approval.

COUNCIL VALUES	Management Goals & Objectives	Performance Measures	FY11-12 ACTUAL	FY12-13 TARGET	3rd QTR ACTUAL	FY12-13 YTD
Cost Efficiency	Maintain transit costs below national average of \$2.70 per ride.	Costs per transit ride. <sup>(1)</sup>	\$1.56	<\$2.70	\$1.50	\$1.64
	Have utility rates that contribute to Corvallis being an attractive place to live.	Control operation and maintenance costs to minimize annual utility rate increases. <sup>(2)</sup>	3.3%	≤ 3.0%	N/A	3.0%
		Percent of average annual water bill to median household income (\$74,200). <sup>(2)</sup>	0.35%	<0.45%	N/A	0.36%
		Percent of average annual wastewater bill to median household income (\$74,200). <sup>(2)</sup>	0.56%	<0.65%	N/A	0.48%
Community Involvement	Contribute to the environmental health of the community. (ICMA)	Citizen rating of the quality of street cleaning services as 'excellent' or 'good' (from the Citizen Attitude Survey). <sup>(3)</sup>	78%	>85%	N/A	N/A
	Provide street and utility services that meet the needs of community residents.	Citizens rating Public Works services 'excellent' or 'good', averaged for street, water, wastewater and storm water (from the Citizen Attitude Survey). <sup>(3)</sup>	74%	>90%	N/A	N/A
	Encourage citizen input on Public Works projects and activities.	Number of public meetings held on department projects. <sup>(4)</sup>	12	≥20	17	18
Sustainability	Maintain energy costs for wastewater treatment below the national average as determined by NACWA (\$166 per million gallons treated)	Energy cost per million gallons treated. <sup>(5)</sup>	\$85.46	< \$80.00	N/A	N/A
	Remain below national average of 10% annually for water loss in the distribution system.	Percent of water loss in the distribution system. <sup>(6)</sup>	4.57%	<10.00%	5.80%	4.41%

(1) Fareless transit has led to significantly higher ridership resulting in a lower cost per rider than historically obtained despite higher program costs.

(2) This is an annual measure calculated in the second quarter; no additional data is collected in the first, third, or fourth quarters.

(3) The 2012 Citizen Attitude Survey did not include this question.

(4) This measure is seasonally impacted, with the frequency of meetings increasing toward the end of the fiscal year.

(5) This is an annual measure calculated in the fourth quarter; no additional data is collected in the first three quarters.

(6) The low percentage is reflective of no water main breaks or storage tank/reservoir projects. First and second quarters were restated to 2.97% and 5.4% respectively, following the collection of end of quarter data.

## NON-DEPARTMENTAL

Type of Expenditure	2012-13 Amended Budget	Unaudited 3rd Qtr Expenditures	Unaudited YTD Expenditures	Percent Expended
Personnel Services	\$0	\$0	\$0	0.00%
Supplies and Services	1,512,927	329,226	1,155,370	76.37%
Capital Outlay	0	0	0	0.00%
<b>Total Operating Expenditures</b>	<b>\$1,512,927</b>	<b>\$329,226</b>	<b>\$1,155,370</b>	<b>76.37%</b>

Budget includes city allocations, paying agent fees for debt service and pass through cost of retired employees' medical benefits.

## VACANCY SUMMARY

### Quarterly Vacancy Report Quarter ending, March 15, 2013

DEPARTMENT	Adopted 12-13 Budget AUTHORIZED FTE	FILLED FTE	VACANT POSITIONS (# of FTE)	STATUS
CMO	10.800	10.800	No Vacancies	
COMMUNITY DEVELOPMENT	37.250	34.000	Building Inspector (2) Project Coordinator (.75) Grant Program Specialist (.5)	Held open Held open Held open
FINANCE	31.750	30.750	Admin Specialist (.25) Accountant (.75)	Underfilled Recruitment complete
FIRE	66.000	64.000	Division/Battalion Chief (1) Fire Prevention Officer (1)	Held Open Recruitment on-hold
LIBRARY	42.750	42.750	No vacancies	
PARKS AND RECREATION	34.100	31.060	Management Assistant (1) Admin Specialist (.50) Recreation Coordinator (.50) Seasonal Parks Worker (1.04)	Held open Held open Recruitment On-Hold Held open
POLICE	88.250	81.250	Police Officer (6) Public Safety Dispatcher (1)	3 Held Open; 3 Recruitments in process Held open
PUBLIC WORKS	117.500	107.500	Engineering Supervisor (1) Utilities Treatment Plant Operator (2) Electronics & GIS Supervisor (1) Electronic Technician II (1) Equipment Maint Technician (1) Parking Specialist (.5) Stormwater Specialist (.5) Street Maint Specialist (1) Utilities System Specialist (2)	Recruitment on-hold Recruitment on-hold Recruitment on-hold Recruitment on-hold Recruitment near completion Recruitment on-hold Recruitment on-hold Recruitment on-hold Recruitment on-hold
<b>TOTALS</b>	<b>428.400</b>	<b>402.110</b>		

# CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program section is included in the Quarterly Operating Report to update readers on the status of projects currently in progress. Projects have been placed in one of seven broad-based infrastructure functional areas: Airport; Buildings and Facilities; Parks and Recreation; Storm Water; Transportation; Wastewater; and Water. At the end of the third quarter, Capital Project year-to-date expenditures totaled \$2,598,536 or 26.82% of the \$9,687,779 Amended Budget. The lists below include a breakout of major projects by those that are expected to be completed and projects deferred or cancelled. The projects for which only the design phase is to be completed have been marked as such. Please refer to the detail section starting on page three for more information on the status of all projects, including those below.

<b>Projects Expected to be Completed</b>	<b>Page#</b>
City Hall Block – City Hall Parking Lot and Way-Finding Signage	<a href="#">3</a>
Municipal Buildings Rehab – Library Roof Replacement, Phase I	<a href="#">3</a>
Acquisition of Land – Coronado Neighborhood Park	<a href="#">3</a>
Osborn Aquatic Center – 50-meter pool UV lights	<a href="#">3</a>
Park Development – Coronado	<a href="#">4</a>
Park Facility Renovation – Central Park Plaza	<a href="#">4</a>
Park Improvement – Tunison	<a href="#">4</a>
Trails / Bike Paths – Shooting Star	<a href="#">4</a>
North Hills 1 <sup>st</sup> Level Reservoir Improvements	<a href="#">8</a>

<b>Projects Deferred or Cancelled</b>	
Airport Facility Improvements	<a href="#">3</a>
Park Facility Renovation – Pioneer Park parking lot	<a href="#">4</a>
SWMP – Dunawi Creek Fish Barrier	<a href="#">5</a>
Advanced Transportation Management System	<a href="#">5</a>
Marys River – Crystal Lake Drive Shared-Use Path	<a href="#">6</a>

<b>Projects Carried Over</b>	
Fire Department Facilities Relocation	<a href="#">3</a>
Corvallis to Albany Trail	<a href="#">5</a>
Morris Avenue Bridge	<a href="#">6</a>
Safe Routes to School	<a href="#">6</a>

## SUMMARY OF CIP PROJECTS

AIRPORT	ADOPTED	AMENDED	Y-T-D
Airport Facility Improvements	\$50,000	\$50,000	\$506
TOTAL Airport Projects	<u>\$50,000</u>	<u>\$50,000</u>	<u>\$506</u>
<b>BUILDINGS AND FACILITIES</b>			
	ADOPTED	AMENDED	Y-T-D
City Hall Block	\$180,000	\$180,000	\$22,969
Fire Department Facilities Relocation	774,290	840,670	579,960
Municipal Buildings Rehabilitation	76,500	76,500	76,219
TOTAL Buildings and Facilities	<u>\$1,030,790</u>	<u>\$1,097,170</u>	<u>\$679,148</u>
<b>PARKS</b>			
	ADOPTED	AMENDED	Y-T-D
Acquisition of Land	\$379,478	\$379,478	\$0
Osborn Aquatic Center	50,000	55,800	0
Park Development - New	550,000	550,000	150,479
Park Facility Renovation	54,000	52,000	36,480
Park Improvements - Existing	422,170	411,270	401
Riverfront Commemorative Park Signage	31,150	31,150	0
Trails/Bike Paths	103,900	293,331	124,253
TOTAL Parks	<u>\$1,590,698</u>	<u>\$1,773,029</u>	<u>\$311,613</u>
<b>STORM WATER</b>			
	ADOPTED	AMENDED	Y-T-D
Storm Drain Replacement	\$461,510	\$481,510	\$211,446
Storm Water Master Plan Projects	245,000	225,000	42,586
Utility and Street Improvements	15,000	15,000	0
TOTAL Storm Water Projects	<u>\$721,510</u>	<u>\$721,510</u>	<u>\$254,032</u>
<b>TRANSPORTATION</b>			
	ADOPTED	AMENDED	Y-T-D
Advanced Transportation Management System	\$649,140	\$645,950	\$1
City Hall Parking	10,000	10,000	0
Covallis to Albany Trail	670,000	670,000	64,318
Downtown Public Parking	200,000	200,000	0
Downtown Wayfinding	335,670	335,670	0
Electric Vehicle Charging Stations	30,000	30,000	0
Goodnight ROW Acquisition	370,000	370,000	0
Madison Ave/OSU Improvements	0	6,000	0
Marys River - Crystal Dr Path	80,000	80,000	0
Morris Avenue Bridge	179,000	179,000	2,130
Pedestrian Crossings	79,000	68,300	56,824
Reservoir Road Improvements	300,000	300,000	0
Safe Routes to Schools	343,950	343,950	0
Sidewalk Infill	107,100	101,490	97,740
Street Reconstruction	266,430	266,430	242,733
Traffic Signals	257,040	256,000	129,888
Utility and Street Improvements	200,000	50,000	0
Carryover Adjustment - Unused Budget	0	109,740	0
TOTAL Transportation	<u>\$4,077,330</u>	<u>\$4,022,530</u>	<u>\$593,634</u>
<b>WASTEWATER</b>			
	ADOPTED	AMENDED	Y-T-D
Biosolids Storage Tank	\$20,000	\$20,000	\$1,784
Sanitary Sewer Line Rehabilitation	552,360	552,360	470,144
WWRP Secondary Clarifiers	300,000	300,000	21,005
Utility and Street Improvements	33,000	33,000	0
TOTAL Wastewater Projects	<u>\$905,360</u>	<u>\$905,360</u>	<u>\$492,932</u>
<b>WATER</b>			
	ADOPTED	AMENDED	Y-T-D
36th and Grant Water Pump Station Improvements	\$502,250	\$502,250	\$69,447
North Hills 1st Level Reservoir Improvements	200,000	200,000	102,803
Taylor Plant Facility Plan Projects	294,250	291,570	61,673
Water Distribution System Rehabilitation	50,000	50,000	32,747
West Corvallis Second Level Water	38,680	38,680	0
Utility and Street Improvements	33,000	33,000	0
Carryover Adjustment - Unused Budget	0	2,680	0
TOTAL Water Projects	<u>\$1,118,180</u>	<u>\$1,118,180</u>	<u>\$266,671</u>
TOTAL All Areas	<u>\$9,493,868</u>	<u>\$9,687,779</u>	<u>\$2,598,536</u>

## AIRPORT AND INDUSTRIAL PARK

<i>Airport Facility Improvements</i>	<u>CIP Doc Pg:</u> <u>1</u>	<u>Adopted Budget:</u> <b>\$50,000</b>	<u>Amended:</u> <b>\$50,000</b>	<u>YTD Expended:</u> <b>\$506</b>
<p>This project allows for improvements as identified in the Airport Master Plan (AMP). The latter is currently in the process of being updated with completion this fiscal year. The AMP is pending FAA approval. Following this approval, specific projects identified in the Plan can be requested for FAA funding. Design for AMP projects has been included in the proposed FY 13-14 budget.</p>				

## BUILDING AND FACILITIES

<i>City Hall Block</i>	<u>CIP Doc Pg:</u> <u>9</u>	<u>Adopted Budget:</u> <b>\$180,000</b>	<u>Amended:</u> <b>\$180,000</b>	<u>YTD Expended:</u> <b>\$22,969</b>
<p>This project continues to address the long-term facility needs for the City Hall block. FY 12-13 budget includes reconstructing the parking lot between City Hall and the Annex and providing way-finding signage for municipal offices in the City Hall area.</p> <p>Staff is in the process of contacting sign vendors for bids for the way-finding signage. Kiosk signs have been approved by the Madison Avenue Task Force and advertisement for bids is in progress. Decommissioning of an underground storage tank related to the City Hall Parking Lot reconstruction was successfully completed. No detection of contaminated soil or leaks were found. Parking lot reconstruction design is in progress with construction scheduled for June, 2013.</p>				

<i>Fire Department Facilities Relocation</i>	<u>CIP Doc Pg:</u> <u>11</u>	<u>Adopted Budget:</u> <b>\$774,290</b>	<u>Amended:</u> <b>\$840,670</b>	<u>YTD Expended:</u> <b>\$579,960</b>
<p>This project relocates and replaces the current training facility, which is 40 years old and in poor condition. Staff identified property on the north end of the Public Works (PW) compound that may be suitable for the drill tower and compatible with the PW Facilities Plan.</p> <p>A construction contract for Phase I utility and site work preparation was completed during the 2<sup>nd</sup> quarter with final payments made in the 3<sup>rd</sup> quarter. Phase II design has been carried over to FY 13-14 for completion.</p>				

<i>Municipal Buildings Rehabilitation</i>	<u>CIP Doc Pg:</u> <u>13</u>	<u>Adopted Budget:</u> <b>\$76,500</b>	<u>Amended:</u> <b>\$76,500</b>	<u>YTD Expended:</u> <b>\$76,219</b>
<p>This project extends the life of municipal buildings through a planned program of rehabilitation projects. This fiscal year's adopted budget includes the Library shake roof replacement.</p> <p>The Library shake roof replacement has been completed.</p>				

## PARKS AND RECREATION

<i>Acquisition of Land</i>	<u>CIP Doc Pg:</u> <u>17</u>	<u>Adopted Budget:</u> <b>\$379,478</b>	<u>Amended:</u> <b>\$379,478</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project looks at the acquisition of land for the purposes of open space and passive recreation. Staff continued conversations with the Greenbelt Land Trust to evaluate a potential acquisition or option that may meet the criteria for the Chip Ross Fund. Staff has also engaged in some preliminary conversations with representatives of some land in the Timberhill Area, which would meet the criteria for the Chip Ross Funds.</p> <p>Staff has worked with City Council for the purchase of land in the Coronado sub-division for the purposes of a neighborhood park. The purchase of the land will be included under one project, referenced under Park Development-New.</p>				

<b><i>Osborn Aquatic Center</i></b>	<u>CIP Doc Pg:</u> <a href="#">19</a>	<u>Adopted Budget:</u> <b>\$50,000</b>	<u>Amended:</u> <b>\$55,800</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project will enhance the social sustainability of the Osborn Aquatic Center (OAC) by providing a healthier environment for the community. This fiscal year's budget includes the installing ultraviolet lights in the indoor 50-meter pool to dissipate the negative effects of chlorine. This project is dependent upon fundraising efforts, which continued through the third quarter and into the fourth quarter. Total fundraising collection to-date is approximately \$54,370. Portions of the equipment were installed during the annual pool maintenance closure in March 2013. With completion of the fundraising efforts, the system should be finished and functional during the fourth quarter.</p>				
<b><i>Park Development - New</i></b>	<u>CIP Doc Pg:</u> <a href="#">21</a>	<u>Adopted Budget:</u> <b>\$550,000</b>	<u>Amended:</u> <b>\$550,000</b>	<u>YTD Expended:</u> <b>\$150,479</b>
<p>This project allows for the creation of new parks as Corvallis expands its City limits to include land within the Urban Growth Boundary. This fiscal year's budget includes the constructing a park for Coronado subdivision. During the second quarter, staff worked with Commercial Associates and property owners to complete the site plan and design details for the project. Design is complete and construction documents have been prepared and submitted for permits. Construction of the park features will occur during the fourth quarter.</p>				
<b><i>Park Facility Renovation</i></b>	<u>CIP Doc Pg:</u> <a href="#">23</a>	<u>Adopted Budget:</u> <b>\$54,000</b>	<u>Amended:</u> <b>\$52,000</b>	<u>YTD Expended:</u> <b>\$36,480</b>
<p>This project allows for significant renovation of existing parks with facilities that have deteriorated beyond the routine repair stage. This fiscal year's budget includes completion of the Central Park Plaza reconstruction and paving the parking lot at Pioneer Park.</p> <p>Installation of the Central Park Plaza pavers was completed in FY 11-12. Staff received approval from the Oregon State Parks to allow the installation of lights and bollards using project savings. The lights and bollards were installed during the second quarter and staff is working on the final grant report for the project.</p> <p>The Pioneer Park parking lot paving has been delayed, due to the need for additional pre-design work.</p>				
<b><i>Park Improvements - Existing</i></b>	<u>CIP Doc Pg:</u> <a href="#">25</a>	<u>Adopted Budget:</u> <b>\$422,170</b>	<u>Amended:</u> <b>\$411,270</b>	<u>YTD Expended:</u> <b>\$401</b>
<p>This project provides for improvements to existing City Parks. Staff has continued working with Rotary club representatives on fund raising efforts for the Willamette Park shelter replacement. Staff has been working with key volunteers on construction details and a schedule for the project. During third quarter, a meeting was held to inform potential contractors about the project and to invite them bid on the project. Construction will begin in the fourth quarter.</p> <p>During the third quarter, staff purchased and received the playground equipment for Tunison Park. Final design details have been completed and bid documents prepared. Construction bids will be opened during the fourth quarter.</p>				
<b><i>Riverfront Commemorative Park Signage</i></b>	<u>CIP Doc Pg:</u> <a href="#">27</a>	<u>Adopted Budget:</u> <b>\$31,150</b>	<u>Amended:</u> <b>\$31,150</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project included the design and implementation of public improvements along First Street and the Riverfront consistent with City Council goals. This project also widened the downtown multi-use path to 12 feet and provided 350 feet of new path to connect to the Van Buren Bridge and B Street. All construction was completed in FY 03-04, with the exception of interpretive signs. There are six signs remaining and will be completed by volunteers. No activity has occurred during the 3<sup>rd</sup> quarter.</p>				
<b><i>Trails/Bike Paths</i></b>	<u>CIP Doc Pg:</u> <a href="#">33</a>	<u>Adopted Budget:</u> <b>\$103,900</b>	<u>Amended:</u> <b>\$293,331</b>	<u>YTD Expended:</u> <b>\$124,253</b>
<p>This project improves and adds trails and bike paths for citizen enjoyment. This fiscal year's budget is construction of Shooting Star trail improvements in the Timberhill area. Construction is complete and the final grant reimbursement has been submitted to the State.</p> <p>Staff has been awarded FEMA funds for the removal and replacement of the boardwalk trail at Marys River Natural Area that was damaged during the January 2012 storm event. The collapsed boardwalk was removed from the site and all salvageable material was stored for future use. A grant has been submitted to the state to provide required match funds for the FEMA grant.</p>				

## STORM WATER UTILITY

<i>Storm Drain Replacement</i>	<u>CIP Doc Pg:</u> <a href="#">39</a>	<u>Adopted Budget:</u> <b>\$461,510</b>	<u>Amended:</u> <b>\$481,510</b>	<u>YTD Expended:</u> <b>\$211,446</b>
<p>This annual program replaces or rehabilitates storm water pipelines that are inadequately sized or have exceeded their useful service life. The facilities to be replaced are selected based on their condition as determined through inspection. Construction of projects designed in FY 11-12 is complete. Design is complete for projects to be constructed in FY 13-14.</p>				
<i>Storm Water Master Plan Projects</i>	<u>CIP Doc Pg:</u> <a href="#">41</a>	<u>Adopted Budget:</u> <b>\$245,000</b>	<u>Amended:</u> <b>\$225,000</b>	<u>YTD Expended:</u> <b>\$42,586</b>
<p>This project implements recommendations from the adopted Storm Water Master Plan. Projects were prioritized and developed based on highest system need while addressing flood mitigation, system capacity, operations and maintenance needs, and preservation and enhancement of natural resources.</p> <p>Staff worked with the Oregon Department of Fish and Wildlife to complete design for the removal of a fish barrier in Dunawi Creek at the box culvert on 35<sup>th</sup> Street; however the project and contract procurement has been cancelled due to irreconcilable conflicts with the Land Development Code and National Flood Insurance Program.</p> <p>Design has been completed to provide bank stabilization on the east bank of Dixon Creek where the bank has experienced a slope failure. A construction contract has been awarded and work is anticipated for the summer, 2013.</p> <p>Design is complete for replacement of an existing undersized 8-inch pipe running east to west on Greeley Avenue. Construction award is in progress and work will begin in July, 2013.</p>				
<i>Utility and Street Improvements</i>	<u>CIP Doc Pg:</u> <a href="#">95</a>	<u>Adopted Budget:</u> <b>\$15,000</b>	<u>Amended:</u> <b>\$15,000</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>These storm water assessments provide utility improvements to existing properties or to new developments that are not currently being served. Assessment projects require that the costs of the projects be paid by the owners and may be initiated by the City or by the owners of the property who benefit. This project is also used to reimburse developer-financed projects where System Development Charge (SDC) participation is appropriate. There were no storm water utility reimbursements in the 3<sup>rd</sup> quarter.</p>				

## TRANSPORTATION

<i>Advanced Transportation Management System</i>	<u>CIP Doc Pg:</u> <a href="#">51</a>	<u>Adopted Budget:</u> <b>\$649,140</b>	<u>Amended:</u> <b>\$645,950</b>	<u>YTD Expended:</u> <b>\$1</b>
<p>This project would have installed an Advanced Transportation Management System to include remote video monitoring of intersection conditions and control of signal operations at eight intersections on Van Buren Avenue and Harrison Boulevard, between 2<sup>nd</sup> and 5<sup>th</sup> Streets. The project has been cancelled due to insufficient grant funding needed to complete the scope of the project.</p>				
<i>City Hall Parking</i>	<u>CIP Doc Pg:</u> <a href="#">55</a>	<u>Adopted Budget:</u> <b>\$10,000</b>	<u>Amended:</u> <b>\$10,000</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project will investigate remote parking opportunities for downtown employees, including those at City Hall. This project has not yet been initiated as some of the outcomes of the City / OSU Collaboration efforts could impact this project. Therefore staff believes it is best to let that process take its course before looking at options for remote parking.</p>				

<b><i>Covallis to Albany Trail</i></b>	<u>CIP Doc Pg:</u> <a href="#">57</a>	<u>Adopted Budget:</u> <b>\$670,000</b>	<u>Amended:</u> <b>\$670,000</b>	<u>YTD Expended:</u> <b>\$64,318</b>
<p>The City of Corvallis, City of Albany, and Benton County are participating in a joint effort to develop a multi-use path from Corvallis to Albany. This project will be developed in phases and supports the City’s sustainability policies by providing an improved bicycle and pedestrian route between Corvallis and Albany. Project design will be completed by Benton County, with the City constructing all segments within the City Limits.</p> <p>City staff has been meeting with the Oregon Department of Transportation (ODOT) Rail Division to discuss trail crossing options. This process is likely to end up in an administrative hearing pending City Council support. Final design is complete and has been submitted to ODOT and FHWA for approval. This project has been carried over for construction in FY 13-14.</p>				
<b><i>Downtown Public Parking</i></b>	<u>CIP Doc Pg:</u> <a href="#">59</a>	<u>Adopted Budget:</u> <b>\$200,000</b>	<u>Amended:</u> <b>\$200,000</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project funds upgrading, altering and constructing public parking within the central business district. This project is a placeholder for opportunities to secure additional sites or to make improvements to existing parking facilities. No upgrades have been identified during the 3<sup>rd</sup> quarter.</p>				
<b><i>Downtown Wayfinding</i></b>	<u>CIP Doc Pg:</u> <a href="#">61</a>	<u>Adopted Budget:</u> <b>\$335,670</b>	<u>Amended:</u> <b>\$335,670</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project provides downtown wayfinding signage as identified in the Downtown Corvallis Strategic Plan. This project has not yet been initiated due to awaiting grant funding opportunities.</p>				
<b><i>Electric Vehicle Charging Stations</i></b>	<u>CIP Doc Pg:</u> <a href="#">63</a>	<u>Adopted Budget:</u> <b>\$30,000</b>	<u>Amended:</u> <b>\$30,000</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project provides electric vehicle charging stations at strategic locations in Corvallis. This project has not been initiated.</p>				
<b><i>Goodnight ROW Acquisition</i></b>	<u>CIP Doc Pg:</u> <a href="#">65</a>	<u>Adopted Budget:</u> <b>\$370,000</b>	<u>Amended:</u> <b>\$370,000</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project will acquire right-of-way to allow for alignment of eastern and western legs of Goodnight Avenue at its intersection with Highway 99. The project budget will be used to negotiate an agreement with the current property owner allowing the City a first right-of-refusal in the event the property is offered for sale.</p>				
<b><i>Madison Ave/OSU Improvements</i></b>	<u>CIP Doc Pg:</u> <a href="#">70</a>	<u>Adopted Budget:</u> <b>\$0</b>	<u>Amended:</u> <b>\$6,000</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project provides landscape improvements and a sidewalk with street furniture in the Madison Avenue median between 9<sup>th</sup> and 11<sup>th</sup> Streets. Early initiation of design is beginning this FY, as the Madison Avenue Task Force (MATF) has entered into a service contract with the City to complete design with MATF to reimburse the City for all related costs.</p>				
<b><i>Marys River - Crystal Drive Path</i></b>	<u>CIP Doc Pg:</u> <a href="#">71</a>	<u>Adopted Budget:</u> <b>\$80,000</b>	<u>Amended:</u> <b>\$80,000</b>	<u>YTD Expended:</u> <b>\$0</b>
<p>This project will construct a shared-use path to address exiting safety issues for bicyclists traveling to and from southeast Corvallis between the Marys River bicycle bridge and Crystal Lake Drive. This project has not been initiated.</p>				
<b><i>Morris Avenue Bridge</i></b>	<u>CIP Doc Pg:</u> <a href="#">75</a>	<u>Adopted Budget:</u> <b>\$179,000</b>	<u>Amended:</u> <b>\$179,000</b>	<u>YTD Expended:</u> <b>\$2,130</b>
<p>This project will replace the existing Morris Avenue Bridge over Oak Creek near 26<sup>th</sup> Street. An interagency agreement between the City and ODOT for project design and construction has been fully executed. Staff is preparing a request for proposals for ODOT to use for design consultant selection. ODOT will hire a consultant to design and permit the project. Consultant selection is expected to be completed this FY with design in FY 13-14 and construction beginning in FY 14-15. Design budget has been carried over to FY 13-14.</p>				

<b><i>Pedestrian Crossings</i></b>	<u>CIP Doc Pg:</u> <a href="#">77</a>	<u>Adopted Budget:</u> <b>\$79,000</b>	<u>Amended:</u> <b>\$68,300</b>	<u>YTD Expended:</u> <b>\$56,824</b>
This project will improve pedestrian crossing opportunities at selected locations along 9 <sup>th</sup> Street. A New Freedom grant provides funding for this project. Design was completed in FY 11-12. Construction began in July and has been completed. Final grant reimbursement will be submitted in the 4 <sup>th</sup> quarter.				
<b><i>Reservoir Road Improvements</i></b>	<u>CIP Doc Pg:</u> <a href="#">79</a>	<u>Adopted Budget:</u> <b>\$300,000</b>	<u>Amended:</u> <b>\$300,000</b>	<u>YTD Expended:</u> <b>\$0</b>
This project provides Street SDC funds for improvements to Reservoir Road, a facility identified in the Corvallis Transportation Master Plan and included on the City's Street SDC project list, but currently under Benton County jurisdiction. An application from the County for SDC reimbursement has been received and staff reviewed the required documentation for processing the request.				
<b><i>Safe Route To Schools</i></b>	<u>CIP Doc Pg:</u> <a href="#">81</a>	<u>Adopted Budget:</u> <b>\$343,950</b>	<u>Amended:</u> <b>\$343,950</b>	<u>YTD Expended:</u> <b>\$0</b>
This project will construct various infrastructure elements to improve safety and access for children walking and bicycling to schools in the community. This project will be funded 100% with a Safe Routes to Schools grant. This project has not been initiated and has been carried over to FY 13-14.				

<b><i>Sidewalk Infill</i></b>	<u>CIP Doc Pg:</u> <a href="#">83</a>	<u>Adopted Budget:</u> <b>\$107,100</b>	<u>Amended:</u> <b>\$101,490</b>	<u>YTD Expended:</u> <b>\$97,740</b>
This project constructs missing segments of sidewalks that are necessary to safely connect neighborhoods and provide access to schools, transit, multi-use paths and commercial and industrial areas. A New Freedom grant provides funding for this project. Construction is complete.				
<b><i>Street Reconstruction</i></b>	<u>CIP Doc Pg:</u> <a href="#">85</a>	<u>Adopted Budget:</u> <b>\$266,430</b>	<u>Amended:</u> <b>\$266,430</b>	<u>YTD Expended:</u> <b>\$242,733</b>
This project is the annual re-construction and overlay of selected streets based upon priorities set by a survey of pavement conditions. The reconstruction of 11 <sup>th</sup> Street north of Maple Street is complete. Design is in progress for the reconstruction of 10 <sup>th</sup> Street between Buchanan and Grant Avenues and bids opened in May, 2013.				
<b><i>Traffic Signals</i></b>	<u>CIP Doc Pg:</u> <a href="#">89</a>	<u>Adopted Budget:</u> <b>\$257,040</b>	<u>Amended:</u> <b>\$256,000</b>	<u>YTD Expended:</u> <b>\$129,888</b>
This project provides for design and construction of a signal at 26 <sup>th</sup> Street and Western Boulevard intersection with funding provided by OSU. Signal poles and mast arms were received during FY 11-12 with full reimbursement received from OSU. Construction of the traffic signal is completed and final reimbursement received from OSU.				
<b><i>Utility and Street Improvements</i></b>	<u>CIP Doc Pg:</u> <a href="#">95</a>	<u>Adopted Budget:</u> <b>\$200,000</b>	<u>Amended:</u> <b>\$50,000</b>	<u>YTD Expended:</u> <b>\$0</b>
These street assessments provide street improvements to existing properties or to new developments that are not currently being served. Assessment projects require that the costs of the projects be paid by the owners and may be initiated by the City or by the owners of the property who benefit. This project is also used to reimburse developer-financed projects where System Development Charge (SDC) participation is appropriate. There was no street related activity during the 3 <sup>rd</sup> quarter.				

## WASTEWATER UTILITY

<b><i>Biosolids Storage Tank</i></b>	<u>CIP Doc Pg:</u> <a href="#">103</a>	<u>Adopted Budget:</u> <b>\$20,000</b>	<u>Amended:</u> <b>\$20,000</b>	<u>YTD Expended:</u> <b>\$1,784</b>
This project provides for the replacement/rehabilitation of the existing biosolids storage tank and pumping system which are showing signs of age. Design of this project has been initiated and will be completed in conjunction with the WWRP Secondary Clarifier project.				

<b>Sanitary Sewer Line Rehabilitation</b>	<u>CIP Doc Pg:</u> <a href="#">105</a>	<u>Adopted Budget:</u> \$552,360	<u>Amended:</u> \$552,360	<u>YTD Expended:</u> \$470,144
This program annually replaces or rehabilitates sanitary sewers which have exceeded their service lives and/or allow excessive amounts of extraneous rainwater or groundwater (inflow and infiltration) into the sewer system. Construction of projects designed in FY 11-12 is complete. Design work for projects to be constructed in FY 13-14 is in progress with bids opened in May, 2013.				
<b>WWRP Secondary Clarifiers</b>	<u>CIP Doc Pg:</u> <a href="#">119</a>	<u>Adopted Budget:</u> \$300,000	<u>Amended:</u> \$300,000	<u>YTD Expended:</u> \$21,005
This project will construct two new secondary clarifiers at the WWRP. The new clarifiers will accommodate increased flows due to community growth. Design of this project has been initiated and will be completed in conjunction with the Biosolids Storage Tank project.				
<b>Utility and Street Improvements</b>	<u>CIP Doc Pg:</u> <a href="#">95</a>	<u>Adopted Budget:</u> \$33,000	<u>Amended:</u> \$33,000	<u>YTD Expended:</u> \$0
These sewer assessments provide utility improvements to existing properties or to new developments that are not currently being served. Assessment projects require that the costs of the projects be paid by the owners and may be initiated by the City or by the owners of the property who benefit. This project is also used to reimburse developer-financed projects where System Development Charge (SDC) participation is appropriate. There were no wastewater utility reimbursements in the 3 <sup>rd</sup> quarter.				

## WATER UTILITY

<b>36th and Grant Water Pump Station Improvements</b>	<u>CIP Doc Pg:</u> <a href="#">125</a>	<u>Adopted Budget:</u> \$502,250	<u>Amended:</u> \$502,250	<u>YTD Expended:</u> \$69,447
This project replaces the building and electrical equipment at the 36 <sup>th</sup> Street and Grant Avenue water pump station. Design is in progress and construction is scheduled to begin this summer, 2013.				
<b>North Hills 1st Level Reservoir Improvements</b>	<u>CIP Doc Pg:</u> <a href="#">131</a>	<u>Adopted Budget:</u> \$200,000	<u>Amended:</u> \$200,000	<u>YTD Expended:</u> \$102,803
This project provides for design and construction of reservoir improvements to the North Hills 1 <sup>st</sup> Level East Reservoir. Design was completed in FY 10-11. Construction of seismic upgrades was completed in FY 11-12 and the reservoir exterior coating carried over for completion in FY 12-13. All construction has been completed.				
<b>Taylor Plant Facility Plan Projects</b>	<u>CIP Doc Pg:</u> <a href="#">137</a>	<u>Adopted Budget:</u> \$294,250	<u>Amended:</u> \$291,570	<u>YTD Expended:</u> \$61,673
This project will provide design for installation of new mixing equipment and pipe to allow for proper mixing of treatment chemicals and dispersion of the untreated water as it enters the treatment process. Construction is currently in progress with completion scheduled for May 2013.				
<b>Water Distribution System Rehabilitation</b>	<u>CIP Doc Pg:</u> <a href="#">139</a>	<u>Adopted Budget:</u> \$50,000	<u>Amended:</u> \$50,000	<u>YTD Expended:</u> \$32,747
This program provides for ongoing replacement or rehabilitation of the City's water distribution system infrastructure. Design work for projects to be constructed in FY 13-14 is in progress with bid opening scheduled for May.				
<b>West Corvallis Second Level Water</b>	<u>CIP Doc Pg:</u> <a href="#">141</a>	<u>Adopted Budget:</u> \$38,680	<u>Amended:</u> \$38,680	<u>YTD Expended:</u> \$0
This project provides water distribution facilities in the West Corvallis second level service areas. Design work is on hold pending acquisition of easements required across private property south of West Hills Road.				
<b>Utility and Street Improvements</b>	<u>CIP Doc Pg:</u> <a href="#">95</a>	<u>Adopted Budget:</u> \$33,000	<u>Amended:</u> \$33,000	<u>YTD Expended:</u> \$0
These water assessments provide utility improvements to existing properties or to new developments that are not currently being served. Assessment projects require that the costs of the projects be paid by the owners and may be initiated by the City or by the owners of the property who benefit. This project is also used to reimburse developer-financed projects where System Development Charge (SDC) participation is appropriate. There were no water utility reimbursements in the 3 <sup>rd</sup> quarter.				

# CORVALLIS CITY COUNCIL GOALS 2013-2014

PREFACE:

This is an update on work accomplished on Council Goals during the third quarter, with a summary of expected work to be accomplished in the future. The City Council goals continue to reflect an ongoing commitment to the overarching goals of:

- ♦Diversity                      ♦Citizen Involvement                      ♦Sustainability                      ♦Cost Efficiency

Council goals are also connected to both the Vision 2020 Statement Categories and the City Manager’s Core Responsibilities:

Goals	Corvallis 2020 Vision Statement Categories	City Manager’s Core Responsibilities
<p><b><u>CITY/OSU COLLABORATION</u></b></p> <p><b>The Collaboration Corvallis project will be completed by the end of 2014 with Council approved recommendations implemented or planned, including a collaboration framework for the future.</b></p> <p><u>Accomplished through March 31, 2013:</u></p> <ul style="list-style-type: none"> <li>• Alcohol and Special Response Notice Ordinance updates have been drafted and reviewed by the City Attorney. These are anticipated to be presented to the Human Services Committee in May.</li> <li>• All three project work groups have been meeting twice monthly with an additional set of 3rd recommendations presented and accepted by the Collaboration Steering Committee on March 18th. A set of matrices were prepared for Steering Committee and community review. These materials identified implementation responsibilities, projected time tables, and other parameters.</li> <li>• Consistent with a Collaboration Process recommendation, the City has an RFP published to replace the Vehicle Information System on all CTS buses; implementation of the system is scheduled for September 2013.</li> <li>• Working with OSU, Transportation staff have begun addressing other transit recommendations including the potential to coordinate with the campus shuttle; enhanced marketing to increase ridership; and the feasibility for a satellite transit hub near or on campus.</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>• Collaboration work groups will continue to address the project scope of work.</li> <li>• The livability work group is expected to be completed and a housing work group to be formed.</li> <li>• The next Steering Committee meeting is scheduled for early June.</li> </ul>	Central City Economic Vitality Education/Human Services Governing and Civic Involvement Where we Live	Resident Well Being Public Safety Livability Infrastructure Economic Vitality

Goals	Corvallis 2020 Vision Statement Categories	City Manager's Core Responsibilities
<p><b><u>SUSTAINABLE BUDGET</u></b></p> <p>Council will achieve a sustainable budget where recurring revenues equal or exceed recurring expenditures in all City funds by continuing to seek expenditure efficiencies and by exploring and implementing a broad range of revenue sources.</p> <p><u>Accomplished through March 31, 2013:</u></p> <ul style="list-style-type: none"> <li>Administrative Services Committee reviewed staff data and analysis around the methodology and enhancements to be supported by a potential Public Safety Tax.</li> <li>Department Directors have worked with the City Manager to get the General Fund budget balanced for FY 13-14.</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>Work on the City's Sustainable Budget initiative will continue with the presentation of the City Manager's Proposed Budget for FY 13-14.</li> <li>The City Council will continue to work on funding alternatives for public safety and whether or not to renew the current local option property tax levy.</li> <li>After the budget is adopted, staff will initiate work to determine if costs would be lower for certain service areas if the work was completed by a private contractor instead of City staff.</li> </ul>	Culture/Recreation Central City Economic Vitality Education/Human Services Governing and Civic Involvement Protecting the Environment Where we Live	Resident Well Being Public Safety Livability Infrastructure Economic Vitality
<p><b><u>ECONOMIC DEVELOPMENT</u></b></p> <ul style="list-style-type: none"> <li>Economic Development Commission will review and possibly supplement the current economic development strategy incorporating aspects of agriculture-related businesses, local investment, arts and culture, as well as the City's overarching goals.</li> <li>The Economic Development Commission will provide recommendations to the Council by the end of 2013.</li> <li>Council takes action by mid-2014.</li> </ul> <p><u>Accomplished through March 31, 2013:</u></p> <ul style="list-style-type: none"> <li>The Economic Development Officer position was filled.</li> <li>The Economic Development Office has responded to six national recruitment leads.</li> <li>The Economic Development Office is coordinating logistics for upcoming events for Willamette Innovators Network, Willamette Angel Conference, Start-up Weekend, and Oregon Economic Development Association Summer Conference.</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>The Economic Development Commission will address the 2013/14 Council Goals</li> <li>The Economic Development Commission will explore the use of Urban Renewal as a development tool, and subsequently make a recommendation to the City Council</li> <li>Business Retention and Expansion software will be purchased, installed, and populated with a current list of businesses.</li> <li>The <u>Expand In Oregon</u> database will be updated with a current list of available properties.</li> </ul>	Culture/Recreation Central City Economic Vitality	Resident Well Being Public Safety Livability Infrastructure Economic Vitality

Goals	Corvallis 2020 Vision Statement Categories	City Manager's Core Responsibilities
<p><b><u>HOUSING</u></b></p> <p>By the end of 2013, the Council will have access to comprehensive and objective information about the demands for housing in the Corvallis Urban Growth Boundary and the causes of the current housing mix. By the end of 2014, the Council will create policies, regulations, and strategies to help meet the housing needs of those who live here or wish to live here.</p> <p><u>Accomplished through March 31, 2013:</u></p> <ul style="list-style-type: none"> <li>Staff submitted a pre-application to the Oregon Transportation and Growth Management (TGM) Program to help fund activities associated with this Council goal.</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>Full TGM application to be submitted.</li> </ul>	<p>Central City Economic Vitality Protecting the Environment Where we Live</p>	<p>Resident Well Being Livability Infrastructure Economic Vitality</p>
<p><b><u>HOMELESS COLD WEATHER SHELTER</u></b></p> <p>Participate in the development of a plan to find a permanent solution by December 2014 for a cold weather shelter and daytime drop-in center.</p> <p><u>Accomplished through March 31, 2013:</u></p> <ul style="list-style-type: none"> <li>Housing staff met with and has provided technical assistance for the Corvallis Homeless Shelter Coalition (CHSC) regarding regulatory issues and implications of planning for the use of Community Development Block Grant funding.</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>Housing will continue to provide technical assistance and advise the CHSC with regard to acquisition considerations and requirements for specific properties in which they have interest.</li> </ul>	<p>Central City Education/Human Services Governing/Civic Involvement Where we Live</p>	<p>Resident Well Being Public Safety Livability Infrastructure</p>
<p><b><u>PUBLIC PROCESS AND PARTICIPATION</u></b></p> <p>By December 2014, the Council will revise its processes and structures into a more effective and efficient citizen engagement program to develop diverse future leaders, enhance communication between citizens and the Council, help connect citizens to each other to strengthen community and neighborhoods, and utilize the expertise of citizen-volunteers in solving community problems.</p> <p><u>Accomplished through March 31, 2013:</u></p> <ul style="list-style-type: none"> <li>At the March 11 work session, Council agreed to schedule a future work session to further define the scope and process for this goal.</li> <li>The Human Services Committee discussed adding this goal to their work plan at the March 5 HSC Committee meeting.</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>This will be discussed at a future Council work session.</li> </ul>	<p>Culture/Recreation Central City Economic Vitality Education/Human Services Governing and Civic Involvement Protecting the Environment Where we Live</p>	<p>Resident Well Being</p>