

CITY OF COTTAGE GROVE

ENTERPRISE FUNDS BUDGET SUMMARY

FUND/DEPARTMENT	FY2007-08 ACTUAL	FY2008-09 ACTUAL	FY2009-10 ACTUAL	FY2010-11 BUDGET	FY2011-12 ADOPTED
Water Fund					
Water Distribution	600,134	604,066	690,174	759,035	760,140
Water Production	470,719	453,207	466,120	519,090	522,025
Non-Departmental	365,685	450,836	484,858	400,170	556,675
Total Water Fund	1,436,538	1,508,109	1,641,152	1,678,295	1,838,840
Industrial Park Operations Fund	1,329,771	1,266,118	1,085,157	722,236	465,000
Storm Drain Utility Fund	171,905	201,779	225,402	275,910	291,925
Wastewater Fund					
Wastewater Collection	314,440	337,655	341,698	342,965	357,060
Wastewater Treatment Plant	445,025	516,437	434,362	500,265	550,375
Middlefield Golf Course	394,144	420,325	403,306	464,765	484,435
Non-Departmental	361,750	419,747	423,889	540,775	329,950
Total Wastewater Fund	1,515,359	1,694,164	1,603,255	1,848,770	1,721,820
Total Enterprise Funds	4,453,573	4,670,170	4,554,966	4,525,211	4,317,585



**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**02-00 WATER FUND
REVENUE**

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	2011-12		
				PROPOSED	APPROVED	ADOPTED
209,908	321,424	263,240	41010 CARRYOVER	409,700	409,700	409,700
			CHARGES FOR SERVICES			
1,199,337	1,195,609	1,358,055	45010 SALE OF WATER	1,376,140	1,376,140	1,376,140
22,527	24,705	20,000	45020 SERVICE CONNECTION FEES	24,000	24,000	24,000
21,292	14,864	10,000	45030 INSTALLATION FEES	10,000	10,000	10,000
0	64,327	9,000	45500 MISC. CHARGES FOR SERVICES	0	0	0
1,625	0	0	45510 S. 6TH ST. ZONE OF BENEFIT REIMB.	0	0	0
1,244,781	1,299,505	1,397,055	TOTAL CHARGES FOR SERVICES	1,410,140	1,410,140	1,410,140
4,674	2,014	1,500	53200 INTEREST INCOME	1,500	1,500	1,500
			MISCELLANEOUS REVENUE			
1,761	2,556	1,250	54010 CREDIT BUREAU	1,500	1,500	1,500
1,897	364	250	54050 AUCTION PROCEEDS	1,000	1,000	1,000
45,089	15,288	15,000	54060 MISCELLANEOUS REVENUE	15,000	15,000	15,000
48,747	18,209	16,500	TOTAL MISCELLANEOUS REVENUE	17,500	17,500	17,500
1,508,109	1,641,152	1,678,295	TOTAL REVENUE	1,838,840	1,838,840	1,838,840



DEPARTMENT: WATER DISTRIBUTION**OVERVIEW**

The Water Distribution Department is an integral part of the water utility, and it shares this responsibility with the Water Production Department to meet the following primary needs: 1) Provides consumers with high quality drinking water in sufficient quantity. 2) Provides sufficient reserve capacity and facilities for fire protection purposes.

DEPARTMENT OPERATIONAL OBJECTIVES

- Water service turn-on and offs
- Leak and consumption checks
- Water main line flushing to maintain water quality
- Utility billing service
- Water meter installation and repair/replacement
- Utility locating service for underground facilities
- Administration of a backflow prevention program
- Investigation of water quality and pressure problems
- Water conservation and loss control

BUDGET YEAR OBJECTIVES

- Maintain water quality in the distribution system in compliance with Oregon Health Division standards including backflow device program.
- Provide for water distribution system maintenance, operations and repairs including periodic flushing, meter maintenance, leak detection, and repair.
- Provide water turn-on and turn-off services for customers.
- Provide waterline-locating services.
- Replace several deficient fire hydrants throughout the water system.

MAJOR ACCOMPLISHMENTS – FISCAL YEAR 2010-11

- Replaced various small water lines.
- Installed some new fire hydrants and repaired damaged hydrants.
- Continued the administration/enforcement/evaluation aspects of the backflow device program.
- Assisted contractors in their ability to connect to the City's water system.
- Performed water main line taps and installed services for new residential and commercial customers.

- Repaired water leaks on the 14" transmission line between Layng Creek and the City.
- The 14" Layng Creek transmission line was permanently severed in October, 2010, effectively separating the City's water system from the Row River Valley Water District's system.
- Repaired leaks on the distribution system main lines.
- Performed flushing, chlorination and bacteriological testing on all new water mains constructed by contractors prior to the lines being accepted into the City water system.
- Provide on-going technical assistance to the Row River Valley Water District.

Position	FULL-TIME EQUIVALENT POSITIONS			
	Adopted 2008-09	Adopted 2009-10	Adopted 2010-11	Proposed 2011-12
Utilities Clerk	0.50	0.50	0.50	0.50
Finance Clerk	-	-	0.15	0.23
Public Works Director	0.25	0.25	0.35	0.20
Administrative Aide	0.30	0.30	0.35	0.30
Clerical Assistant	0.40	0.50	0.60	0.45
Permit Specialist	-	-	-	0.05
City Engineer	0.15	0.15	0.20	0.15
Utilities Maint. Supervisor	0.50	0.50	0.45	0.45
Fleet & Facilities Manager	0.35	0.35	0.40	0.35
Utility Maintenance Workers	4.15	4.15	3.93	3.88



PERFORMANCE MEASUREMENTS

<i>Strategy</i>	<i>Measure</i>	Actual 2007-08	Actual 2008-09	Actual 2009-10	Estimate 2010-11
Provide customers high quality drinking water	No. of backflow devices	1,111	1,249	1,348	1,297
	No. of backflow inspections	95	189	204	150
	No. of service requests evaluated	*	52	127	130
	No. of repairs on distribution system	*	51	106	76
Provide contractors and public with pertinent information as it relates to water distribution system	No. of locates	*	625	631	588
	Promotion of "call before you dig" service	√	√	√	√

* - data not available



May 3, 2011 "H" Street Waterline Replacement

DID YOU KNOW?

Water Distribution Facts:

- Provides maintenance and operation of approximately 49 miles of water mains ranging in size from 2-inches to 18-inches in diameter.
- The water distribution system network contains two reservoirs with a storage capacity of 4.3 million gallons.
- Three pressure booster pump stations to serve customers at: Taylor Avenue / Parks Road / Cambria Place, Cottage Heights and Hidden Valley Estates II subdivisions.
- 393 fire hydrants within the distribution system.
- Approximately 3,910 metered water service connections (3,681 active account as per March 2011 billing and approximately 229 accounts idle).
- 45 fire service connections.
- One pressure regulating station

From July 1, 2010 to date:

- Over 143 existing water meters were replaced because they were stopped, fogged, damaged or unable to be read.
- Approximately 310 customers were shut-off for non-payment of their bill. Water service was then turned back on when the past due balances were paid.
- Approximately 892 requests to turn water on or off were received from customers.
- Approximately 588 utility locate requests were received to locate the City's underground water facilities.
- Approximately 91 customer leaks were field checked.
- There are approximately 1,297 private backflow devices throughout the municipal water system. 68 of the devices are on city buildings and parks water services.

WATER PROJECTS

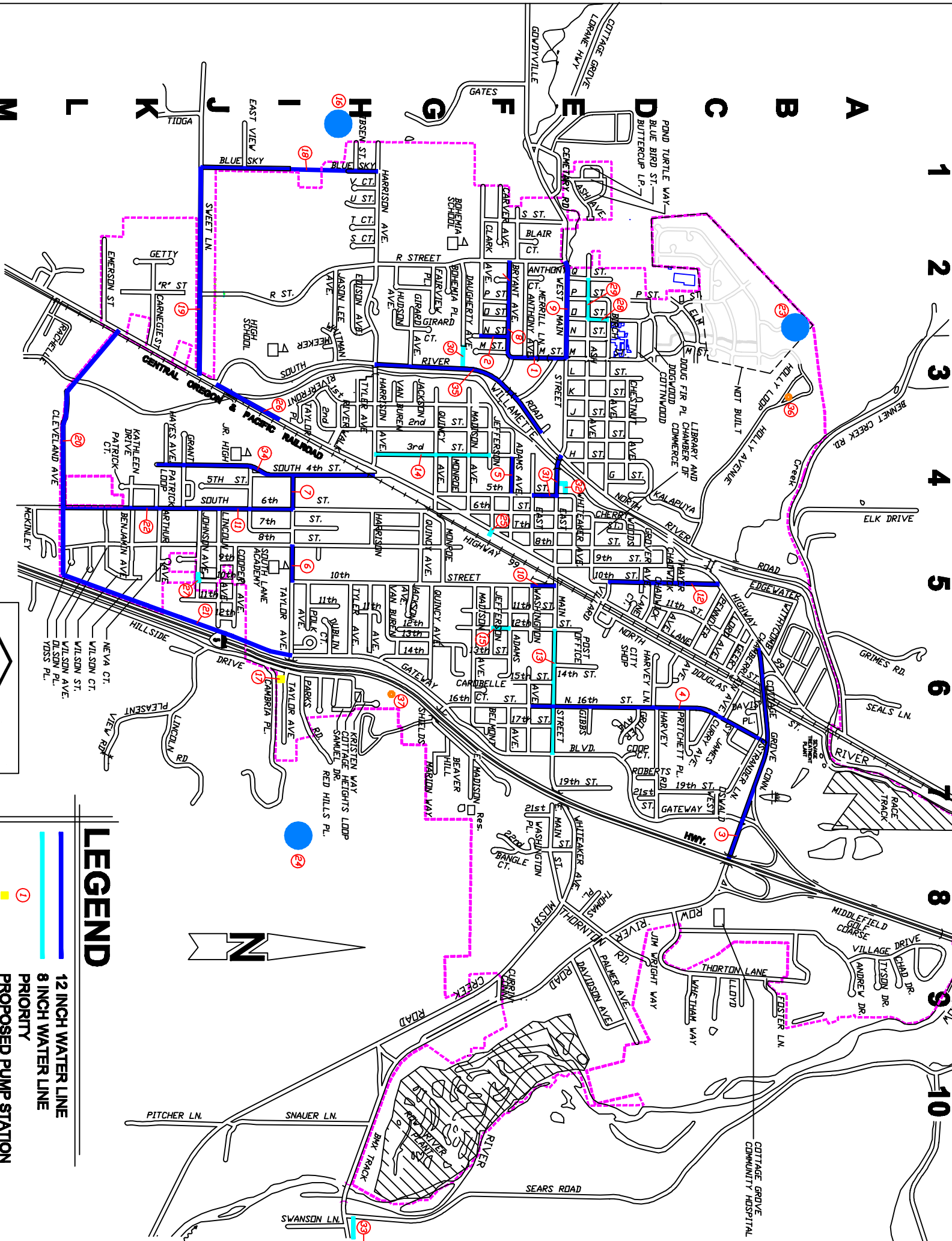
PROJECTED CAPITAL IMPROVEMENT NEEDS

Map No.	Project	Total Costs (4/2010 \$)	Map No.	Project	Total Costs (4/2010 \$)
1	12 inch on "M" St. from Main - Bryant	58,400		12" Valves	93,300
2	12" on "N" St. from Bryant - Clarke	3,100	18	12" on Blue Sky from Harrison - Sweet La	165,700
3	12" on Cottage Grove Conn. From Hwy 99 to Row River Rd.	164,900	19	12" on Sweet Lane from Hwy. 99 to Blue Sky Dr.	223,300
4	12" on 16th St. from Cottage Grove Conn. to Washington Ave.	304,900	20	12" on Cleveland Ave. from Hwy. 99 to I-5	308,000
5	12" on Washington Ave. from 3rd - 5th	46,700	21	12" along west side of I-5	276,900
6	12" on Taylor from 8th - 10th	41,200	22	12" on S. 6th from Grant - Cleveland	140,800
7	12" on Taylor from 4th - 6th	38,900	25	Jim's Tire (Replace 2" under Hwy 99)	21,200
8	12" on Bryant from "R" - "M"	98,000	26	Hwy 99 from S. River Rd. to River Walk Subdivision	65,700
9	12" on Main St. from "R" - "M"	106,700	27	10th St. & Johnson Ave.	5,800
10	12" on 10th St. Washington - Main	12,400	28	N. "O" St. from Ash - Birch	11,100
11	12" on 6th St. from Taylor - Grant	87,900	29	Ash Ave. from "O" - "Q"	38,200
12	8" on 10th St. from Villard - Hwy. 99	88,800	30	Daugherty Ave. Loop	14,700
13	8" on Main St. from 12th St. to Gateway Blvd.	96,900	31	N. River Rd./Main St. across bridge to S. 5th St./Washington	201,300
14	8" on 3rd St. from Harrison - Jefferson	92,000	32	Loop 8-inch at City Hall	27,800
15	8" on 12th St. from Jefferson - Adams	10,100	33	Replace 14-inch transmission main to Schwartz Park	735,700
	8" Valves	18,200		S. 3rd from Quincy - Harrison	86,600
16	New 3.1 MG Reservoir (West Side)	3,014,300	34	Replace 10" AC line on S. 4th St.	314,200
17	New Taylor St. Pump Station	278,200	35	S. River Rd. from Nellis - Harrison	237,100
23	New 1.25 MG Reservoir (McFarland Butte)	1,215,500	36	Backup generator at Holly Pump Station	36,900
24	New 1.05 MG Reservoir (Knox Hill)	1,021,000	37	Backup generator at Landess Pump Station	38,800
	Add an addition 2 MGD Capacity to Water Treatment Plant	1,100,000		Yearly Program to upsize all water lines le 9,000,000 than 8 inches in diameter to 8 inch pipe that not listed above	
	PROJECT IDENTIFIED ON MASTER PLAN				

TOTAL OF ESTIMATED COSTS NOT FUNDED = \$19,941,200



WATER IMPROVEMENT MAP



LEGEND

- 12 INCH WATER LINE
- PRIORITY
- PROPOSED PUMP STATION
- PROPOSED BACKUP GENERATOR
- FUTURE RESERVOIRS
- CITY LIMITS

STREET INDEX

1st STREET	F3	IBSEN STREET	H1
2nd STREET	G4	JACKSON AVENUE	G3, G5
3rd STREET	G4	JASON LEE AVENUE	H2, F8
4th STREET	H4	JEFFERSON STREET	C8
5th STREET	F4	JIM WRIGHT WAY	J5
6th STREET	F4	JOHNSON AVENUE	E3
7th STREET	F4	K STREET	C4
8th STREET	E5	KALAPUYA COURT	D4
9th STREET	D5	KALAPUYA WAY	K4
10th STREET	D5	KATHLEEN DRIVE	E3
11th AVENUE	G6	LANE AVENUE	G7
11th STREET	F5, H5, J5	LANE AVENUE	C5
12th STREET	F5, G5	LANE AVENUE	D5
13th STREET	F5, H5	LANE AVENUE	J4
14th STREET	E6, G6	LLOYD AVENUE	B6
15th STREET	E6, G6	LORD AVENUE	E3
16th STREET	E6, G6	LORD AVENUE	B6
17th STREET	F6	LORD AVENUE	E3
18th STREET	F6	LORD AVENUE	E3
19th STREET	F6	LORD AVENUE	E3
20th STREET	F6	LORD AVENUE	E3
21st STREET	F6	LORD AVENUE	E3
22nd STREET	F6	LORD AVENUE	E3
23rd STREET	F6	LORD AVENUE	E3
24th STREET	F6	LORD AVENUE	E3
25th STREET	F6	LORD AVENUE	E3
26th STREET	F6	LORD AVENUE	E3
27th STREET	F6	LORD AVENUE	E3
28th STREET	F6	LORD AVENUE	E3
29th STREET	F6	LORD AVENUE	E3
30th STREET	F6	LORD AVENUE	E3
31st STREET	F6	LORD AVENUE	E3
32nd STREET	F6	LORD AVENUE	E3
33rd STREET	F6	LORD AVENUE	E3
34th STREET	F6	LORD AVENUE	E3
35th STREET	F6	LORD AVENUE	E3
36th STREET	F6	LORD AVENUE	E3
37th STREET	F6	LORD AVENUE	E3

WATER SYSTEM AGE

LEGEND

- 2000 - CURRENT
- 1990 - 1999
- 1980 - 1989
- 1970 - 1979
- 1960 - 1969

1st STREET	F3		H1
2nd STREET	G4	I8EN STREET	E3
3rd STREET	G4	J STREET	G4, G5
4th STREET	H4	JACKSON AVENUE	H2
5th STREET	F4	JASON LEE AVENUE	F4, F8
6th STREET	F4	JEFFERSON STREET	C8
7th STREET	F4	JIM WRIGHT WAY	J5
8th STREET	E3	JOHNSON AVENUE	E3
9th STREET	D5	K STREET	C4
10th STREET	D6	KALAPUYA COURT	D4
11th STREET	G6	KALAPUYA WAY	K4
12th STREET	F5, H5, J5	KATHLEEN DRIVE	E3
13th STREET	F5, H5	L STREET	C5
14th STREET	F5, H5	LANDESS ROAD	G7
15th STREET	E6, G6	LANE AVENUE	D5
16th STREET	F8	LANE COURT	J4
17th STREET	E6, G6	LINCOLN AVENUE	B9
18th STREET	F8	LLOYD AVENUE	B8
19th STREET	E7	LORD AVENUE	E3
AIDNEW DR.	A9	M STREET	F3, F7
ARTHUR AVENUE	K5	MADISON AVENUE	M5
ASH AVENUE	E3	MACINLET AVENUE	B3
BANQUE COURT	F8	MEEKER AVENUE	G4, G5
BELMONT AVENUE	G6	MONROE AVENUE	E9
BENJAMIN AVENUE	K3	MOSEY CREEK ROAD	E2
BIRCH STREET	D3	N STREET	C8,D6
BLUE BIRD LOOP	E1	NORTH DOUGLAS	E2
BLUE SKY DRIVE	J1	O STREET	B7
BOARDWALK PLACE	J4	OSTRAIDER LANE	C7
BRYANT AVE.	F2, F3	OSWALD WEST	E2
BUTTERCUP LOOP	E1	P STREET	E2
C.G. LORANE HIGHWAY	E1	PALMER AVENUE	D9
CAMBRIA PLACE	I6	PARKS ROAD	H7
CANDBELLE COURT	F6	PATRICK COURT	K4
CARNEGIE STREET	K3	PATRICK LOOP	K4
CARNER AVENUE	F1	PENOVVER AVENUE	C5
CEMETERY ROAD	E1	PIERCE AVENUE	H5
CHAD DRIVE	A9	PITCHER LANE	K1O
CHADWICK AVENUE	D5	PLEASANT VIEW DRIVE	K6
CHAMBERLAIN AVENUE	C8	PLEASANT VIEW ROAD	K7
CHERRY STREET	D4	POND AVENUE	I5
CHESTNUT AVENUE	D3	POND TURTLE WAY	E1
CLARK AVENUE	F2	PRECHETT PLACE	C8
CLEVELAND AVENUE	L4	QUINCY AVENUE	E2
COLUMBIA COURT	D5	R STREET	G4, G5, G8
COOPER AVENUE	I5	RACHEL AVENUE	L3
C.G. CONNECTOR	B7	ROBERT'S PLACE	D7
CURRIN CONNECTOR	F9	ROW RIVER ROAD	C8
CURRY AVENUE	C8	S COURT	H2
DAUGHERTY AVENUE	F2	S STREET	E2
DAVIDSON AVENUE	D9	SEALS LN.	A6
DAVIS PLACE	B6	SEARS ROAD	E10
DUBLIN COURT	H6	SHIELDS AVENUE	G7
EAST MAN STREET	E4,E7	SNAILER LANE	H10
EAST VIEW AVENUE	I1	SOUTH DOUGLAS	G4
EDGEWATER STREET	B5	SOUTH RIVER ROAD	I1
EDGON AVENUE	H2	S. 4th STREET	B
ELK DRIVE	A4	S. 6th STREET	J4
EMERSON STREET	K2	ST. JAMES PLACE	C7
FAIRVIEW PLACE	G2	SWANSON PLANE	H10
FAIRVIEW LOOP	G2	SWEET LANE	J2
FILLMORE AVENUE	I4	T COURT	H2
FOSTER LANE	B9	TALLEMA DRIVE	J1
G STREET	D4	TAYLOR AVENUE	I5, I6
GATES STREET	G6	THAYER AVENUE	D5
GATEWAY BOULEVARD	C8	THOMAS PLACE	D6
GEER AVENUE	C8	THORNTON ROAD	D9
GETTY CIRCLE	K2	TYLER AVENUE	C9
GIBBS AVENUE	D6	TYSON DRIVE	H6
GIRARD AVENUE	G2	U STREET	A9
GONDVILLE ROAD	F1	V COURT	H1
GRANT STREET	J4	VAN BUREN AVENUE	G3, G5
GRIMES ROAD	A6	VILLAGE DRIVE	A6
GROOVER AVENUE	D5	VILLARD AVENUE	D5
H STREET	E4	WASHINGTON AVENUE	E5, E6
HARRISON AVENUE	H2	WASHINGTON PLACE	E3
HARVEY LANE	D6, D7	WEST MAN	E2,E4
HAYES AVENUE	J4	WHETHAM WAY	C9
HILLSIDE DRIVE	B3	WHITEAKER AVENUE	E5, E8
HOLLY AVENUE	K3	WHITMAN AVENUE	H3
HUDSON AVENUE	G2	WILLAMETTE CT.	K6
HIGHWAY 99	I4	WILSON CT.	K6
HIGHWAY 99 NORTH	C8	WILSON ST.	B5
HIGHWAY 99 SOUTH	E4	WITHCOMB AVENUE	E3
INTERSTATE 5	C8, J6	WOODS AVENUE	D5

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**02 WATER FUND
02-50 WATER DISTRIBUTION**

2011-12

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
PERSONAL SERVICES						
18,840	18,840	18,840	60240 UTILITIES CLERK - 0.50 FTE	19,315	19,315	19,315
0	0	4,985	60250 FINANCE CLERK -0.23 FTE	6,995	6,995	6,995
19,668	20,650	17,350	60400 PUBLIC WORKS DIRECTOR - 0.20 FTE	17,350	17,350	17,350
12,607	12,607	12,610	60410 ADMINISTRATIVE AIDE - 0.35 FTE	12,925	12,925	12,925
14,182	18,750	18,840	60420 CLERICAL ASSISTANT - 0.55 FTE	17,380	17,380	17,380
0	0	0	60425 PERMIT SPECIALIST - .05 FTE	1,570	1,570	1,570
10,959	10,952	10,935	60430 CITY ENGINEER - 0.20 FTE	11,210	11,210	11,210
32,544	32,544	29,290	60440 UTILITIES MAINT. SUPERVISOR - 0.45 FTE	30,025	30,025	30,025
23,083	23,083	23,085	60450 FLEET & FACILITIES MANAGER - 0.40 FTE	23,665	23,665	23,665
172,251	180,994	179,775	60480 UTILITY MAINTENANCE WORKER - 3.88 FTE	186,505	186,505	186,505
3,896	3,718	6,000	61100 OVERTIME	6,000	6,000	6,000
8,676	10,462	10,790	62010 WORKERS' COMPENSATION	11,060	11,060	11,060
722	495	650	62020 UNEMPLOYMENT	1,845	1,845	1,845
23,034	23,977	24,610	62030 FICA	25,470	25,470	25,470
426	294	265	63010 LIFE INSURANCE	260	260	260
53,590	45,395	45,295	63020 RETIREMENT	56,765	56,765	56,765
2,254	1,627	1,445	63030 DISABILITY INSURANCE	1,510	1,510	1,510
90,416	99,350	106,270	63040 HEALTH INSURANCE	106,440	106,440	106,440
487,150	503,740	511,035	TOTAL PERSONAL SERVICES	536,290	536,290	536,290
MATERIALS AND SERVICES						
22,889	24,279	31,000	71000 CONTRACTUAL SERVICES	14,000	14,000	14,000
951	602	1,200	71210 CLOTHING ALLOWANCE	1,300	1,300	1,300
13,986	13,779	17,500	71500 ELECTRICITY	16,000	16,000	16,000
8,382	8,458	9,000	71520 TELEPHONE	8,300	8,300	8,300
2,598	2,732	3,000	71530 NATURAL GAS	3,550	3,550	3,550
10,790	11,337	14,000	71540 FUEL & LUBRICANTS	15,000	15,000	15,000
1,417	1,417	1,500	71560 COMMUNICATIONS SERVICE	1,500	1,500	1,500
2,565	1,054	4,500	71700 BUILDING MAINT. & REPAIR	4,500	4,500	4,500
11,455	20,874	18,500	71710 EQUIPMENT MAINT. & REPAIR	18,300	18,300	18,300
3,790	2,539	6,500	71720 VEHICLE MAINT. & REPAIR	6,500	6,500	6,500
206	360	600	71730 RADIO MAINT. & REPAIR	400	400	400
681	0	0	71750 METER MAINT. & REPAIR	0	0	0
1,926	0	600	72000 COMPUTER SERVICE & SUPPLIES	500	500	500
604	240	800	72010 OFFICE SUPPLIES	800	800	800
2,726	3,608	5,000	72100 MINOR EQUIPMENT & TOOLS	5,000	5,000	5,000
1,266	7,241	12,000	72120 EQUIP. RENTAL & LEASE	12,000	12,000	12,000
729	1,303	2,000	72400 LAB TESTS & SUPPLIES	1,200	1,200	1,200
699	256	500	72410 TREATMENT CHEMICALS	500	500	500
1,421	1,399	1,800	72510 SAFETY EQUIPMENT	1,500	1,500	1,500
552	676	1,000	72600 CLEANING SUPPLIES	1,000	1,000	1,000
7,180	10,145	10,000	73000 SAND & GRAVEL	10,000	10,000	10,000
1,108	2,009	3,000	73010 ASPHALT & CONCRETE	3,000	3,000	3,000
2,515	48,803	65,000	73100 WATER PIPE & APPURTENANCES	65,000	65,000	65,000
1,530	2,404	6,000	73110 HYDRANTS	6,000	6,000	6,000
8,730	14,260	25,000	73120 WATER METERS	20,000	20,000	20,000
6,179	6,659	8,000	73600 MISC. SUPPLIES & EXPENSE	8,000	8,000	8,000
44	0	0	74300 EMPLOYEE MEDICAL EXAMS & TESTS	0	0	0
116,917	186,434	248,000	TOTAL MATERIALS AND SERVICES	223,850	223,850	223,850
604,066	690,174	759,035	TOTAL EXPENDITURES	760,140	760,140	760,140



DEPARTMENT: WATER PRODUCTION**OVERVIEW**

The Water Production Department operates and maintains a gravity feed raw water surface intake facility, a shallow horizontal well (for emergency only), a river bank raw water pumping facility, a treatment plant raw water pumping station and the water production treatment plant, a finished water high service pumping station, two finished water high level storage reservoirs, three finished water booster pumping stations and a pressure regulating station.

Water Production also monitors, protects, and influences watershed management, in conjunction with Federal, State and Local agencies and private landowners.

The Water Production Department is an integral part of the City's water utility, and it works hand in hand with the Water Distribution Department to provide quality drinking water that exceeds Federal and State standards.

DEPARTMENT OPERATIONAL OBJECTIVES

Water Production is responsible for analyzing and monitoring the City's source raw water and finished treated water.

The Department is responsible for selecting locations within the distribution system for the installation of dedicated water sampling stations for sampling and testing municipal water from throughout the distribution system for compliance with safe drinking water standards.

The primary responsibility of the Water Production Department is treatment of all municipal water to assure that it meets or exceeds current safe drinking water quality regulations.

Water Production maintains up-to-date records of operations and maintenance for evaluation of the water department facilities by regulatory agencies.

BUDGET YEAR OBJECTIVES

- Develop and submit new water quality monitoring and sampling plans for EPA regulations.
- Continue to provide assistance in transferring the water rights for Middlefield Golf Course, Layng Creek, Prather Creek and Dinner Creek to the Row River Water Treatment Plant.
- Install water quality sampling stations at all new large distribution system developments.
- Attend advanced trainings for operation of membrane filtration water treatment facilities.
- Provide consulting assistance to the recently formed Row River Valley Water District.

- Evaluate the performance of the newly installed experimental chemical rapid mixing system and continue the installation of a gentle hydraulic flocculation mixing system.

MAJOR ACCOMPLISHMENTS – FISCAL YEAR 2010-11

- Hosted tours of water treatment plant facilities to professional & community organizations.
- Participated in various local high school career fairs to share about the water industry.
- Eliminated potable water supply connection from the Row River Valley Water District.
- Received additional operations training of the new membrane water treatment equipment.
- Assisted the Row River Valley Water District staff in the operations of the Layng Creek WTP.
- Concluded regular coordination meetings with USFS and Row River Valley Water District.
- All department personnel attended various training seminars to improve operational skills.
- Participated in ORWARN emergency response network of utilities.
- Installed required MSDS hazard rating diamond placards throughout the Row River WTP.
- Assisted the Coast Fork Willamette Watershed Council with adjoining area restoration.
- Developed specialized testing procedures for the presence of Harmful Blue-Green Algae.
- Departmental staff attended tours of other membrane water treatment plants in local area.
- Installed experimental coagulant chemical rapid mixing system at the water treatment plant.
- Proved the beneficial use of the transferred golf course water rights at the Row River WTP.
- Assisted legal counsel with water rights transfer through the Oregon Water Resource Department.
- Redesigned Row River WTP's backwash basins' inlet grates to improve sedimentation.
- Improved the HVAC system for the WTP's surface intake compressor building.
- Employed Lane Community College student for 4 months of field experience.
- Expanded the SCADA system for the Hidden Valley Estates II Booster Pump Station.

Position	FULL-TIME EQUIVALENT POSITIONS			
	Adopted 2008-09	Adopted 2009-10	Adopted 2010-11	Proposed 2011-12
Public Works Director	0.15	0.15	0.15	0.15
Administrative Aide	0.05	0.05	0.05	0.05
Clerical Assistant	0.10	0.10	0.10	0.10
City Engineer	0.05	0.05	0.05	0.05
Fleet & Facilities Manager	0.05	0.05	0.05	0.05
Water Production Supt.	1.00	1.00	1.00	1.00
Utility Maintenance Workers	3.05	3.05	2.05	2.05
Temporary Worker	0.16	0.16	0.14	0.16
	4.61	4.61	3.59	3.61

PERFORMANCE MEASUREMENTS

<i>Strategy</i>	<i>Measure</i>	Actual 2008	Actual 2009	Actual 2010	Estimate 2011
Meet EPA's drinking water standards	Potable Water Produced (million gallons per year)	560.5	594.8	541.0	500.0
	Number of consumer confidence report sent	4,174	4,199	4,387	4,300
Sampling & Testing					
Daily: (WTPs)					
	chlorine residual @ EP	622	730	666	365
	pH @ EP	622	730	666	365
	temperature @ EP	622	730	666	365
	turbidity of filtered water every 4 hours	2,983	3,211	2,655	1,030
Weekly: (per DS)					
	Bacteriological 4 per week	208	207	199	208
	Chlorine residual	208	207	199	208
Monthly: (RWSs)					
	E.coli Bacteriological of raw water	14	18	22	12
Quarterly: (WTPs)					
	Total Organic Carbon of raw water source	8	8	8	4
	Alkalinity of raw water source	8	8	8	0
	Total Organic Carbon of filtered water	8	8	8	4

<i>Strategy</i>	<i>Measure</i>	Actual 2007	Actual 2008	Actual 2009	Estimate 2010
Meet EPA's drinking water standards	Sampling & Testing (cont.)				
	Annually: (WTPs)				
	Trihalomethanes	8	8	8	4
	Holacetic Acids	10	10	10	5
	Nitrate	2	2	2	1
	Volatile Organics - regulated	42	42	42	21
	Volatile Organics - non-regulated	42	42	42	21
	Every 3 years: (WTPs)				
	Synthetic Organic Chemicals	NR	192	*NR	*NR
	Every 3 years: (DS)				
	Lead	**NR	**NR	40	***NR
	Cooper	**NR	**NR	40	***NR
	pH	**NR	**NR	14	***NR
	Every 9 years: (RWSs)				
	Radionuclides - Radium 226/228	****NR	****NR	****NR	****NR
	Radionuclides - Gross Alpha	****NR	****NR	****NR	****NR
	Radionuclides - Uranium	**NR	**NR	2	****NR
	Every 9 years: (WTPs)				
	Arsenic	2	2	2	*****NR
	Inorganic Chemicals	*NR	*NR	*NR	*NR
	Every 9 years: (DS)				
	Asbestos	*NR	*NR	*NR	*NR

* - data not available; DS - Distribution System; EP - Entry Point; WTPs - Water Treatment Plants
RWSs - Raw Water Sources NR - Not required 2008 was the next testing year

*NR - Not required 2011 is the next texting year **NR - Not required 2009 is the next testing year

NR - Not required 2012 is the next testing year *Not required 2015 is the next testing year

*****NR- Not required 2018 is the next testing year

DID YOU KNOW?

Water Production Facts:

- Total treatment capacity = 4.0 Million Gallons per day.
- Average daily water production = 1.1 Million Gallons winter, 2.5 Million Gallons summer.
- Peak daily water production = 3.6 Million Gallons.
- Of all the earth's water, 97% is salt water found in oceans and seas.
- Only 1% of the earth's water is available for drinking water; 2% is currently frozen.
- You can refill an 8 ounce glass of water approximately 15,000 times for the same cost as a six pack of pop.
- In 1974, Congress passed the Safe Drinking Water Act to ensure that drinking water is safe for human consumption. The Act requires public water systems to monitor and treat drinking water for safety.
- The Row River Water Treatment Plant received Second Place honors in the DJC 2009 Top Projects competition for public works infrastructure construction/design, in the \$5M and \$15M category.



A portion of the Micro-Filtration Membrane at the Row River Water Treatment Plant



Row River WTP Water Analysis Lab



Membrane Module Cut-Away

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**02 WATER FUND
02-54 WATER PRODUCTION**

			2010-11			
2008-09	2009-10	2010-11	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
ACTUAL	ACTUAL	BUDGET				
PERSONAL SERVICES						
11,801	12,390	13,010	60400 PUBLIC WORKS DIRECTOR - 0.15 FTE	13,010	13,010	13,010
2,126	2,126	2,130	60410 ADMINISTRATIVE AIDE - 0.05 FTE	2,180	2,180	2,180
3,618	3,768	3,770	60420 CLERICAL ASSISTANT - 0.10 FTE	3,865	3,865	3,865
3,653	3,651	3,645	60430 CITY ENGINEER - 0.05 FTE	3,740	3,740	3,740
3,298	3,298	3,300	60450 FLEET & FACILITIES MANAGER - 0.05 FTE	3,385	3,385	3,385
63,672	64,212	64,215	60460 WATER PRODUCTION SUPERVISOR - 1.0 FTE	65,820	65,820	65,820
88,652	92,987	97,330	60480 UTILITY MAINTENANCE WORKER - 2.05 FTE	102,080	102,080	102,080
2,859	2,375	2,900	61000 TEMPORARY WORKER - 0.16 FTE	3,060	3,060	3,060
8,829	4,586	6,500	61100 OVERTIME	6,500	6,500	6,500
6,521	7,264	8,120	62010 WORKERS' COMPENSATION	8,290	8,290	8,290
447	283	395	62020 UNEMPLOYMENT	1,120	1,120	1,120
14,145	14,130	15,055	62030 FICA	15,580	15,580	15,580
224	153	145	63010 LIFE INSURANCE	145	145	145
31,868	25,794	26,995	63020 RETIREMENT	34,935	34,935	34,935
1,179	838	770	63030 DISABILITY INSURANCE	825	825	825
51,803	56,514	61,810	63040 HEALTH INSURANCE	63,990	63,990	63,990
294,695	294,369	310,090	TOTAL PERSONAL SERVICES	328,525	328,525	328,525
MATERIALS AND SERVICES						
5,996	8,082	13,500	71000 CONTRACTUAL SERVICES	11,000	11,000	11,000
60,867	59,460	80,000	71500 ELECTRICITY	66,000	66,000	66,000
10,976	13,916	13,000	71520 TELEPHONE	13,000	13,000	13,000
9,733	5,599	8,000	71540 FUEL & LUBRICANTS	5,500	5,500	5,500
324	324	500	71560 COMMUNICATIONS SERVICE	400	400	400
1,444	3,232	4,000	71700 BUILDING MAINT. & REPAIR	4,000	4,000	4,000
7,958	17,745	20,000	71710 EQUIPMENT MAINT. & REPAIR	20,000	20,000	20,000
605	713	3,500	71720 VEHICLE MAINT. & REPAIR	3,000	3,000	3,000
234	464	1,000	71730 RADIO MAINT. & REPAIR	1,000	1,000	1,000
0	0	1,000	71750 METER MAINT. & REPAIR	1,000	1,000	1,000
1,153	361	1,000	72000 COMPUTER SERVICE & SUPPLIES	1,000	1,000	1,000
403	38	500	72010 OFFICE SUPPLIES	500	500	500
1,027	1,632	2,500	72100 MINOR EQUIPMENT & TOOLS	2,000	2,000	2,000
0	0	2,000	72120 EQUIPMENT RENTAL & LEASE	1,000	1,000	1,000
124	12	1,000	72300 BUILDING SUPPLIES	1,800	1,800	1,800
15,972	16,649	20,000	72400 LAB TESTS & SUPPLIES	20,000	20,000	20,000
39,461	41,611	35,000	72410 TREATMENT CHEMICALS	40,000	40,000	40,000
0	661	500	72510 SAFETY EQUIPMENT	300	300	300
2,234	1,251	2,000	73600 MISC. SUPPLIES & EXPENSE	2,000	2,000	2,000
158,512	171,752	209,000	TOTAL MATERIALS AND SERVICES	193,500	193,500	193,500
453,207	466,120	519,090	TOTAL EXPENDITURES	522,025	522,025	522,025

DEPARTMENT: WATER NON-DEPARTMENTAL**OVERVIEW**

The purpose of the Water Non-Departmental Department is to account for expenditures that are common to all Water Fund activities. Those expenditures include costs for audit, insurance, administrative charges, education, professional organization costs, medical tests, debt retirement, operations, engineering support and other general water fund expenses.

DEPARTMENT OPERATIONAL OBJECTIVES

- Department pays dues for membership in the American Water Works Association and the American Public Works Association. Dues are also paid to the League of Oregon Cities for representation of water legislative issues.
- Training is provided for full-time employees that conduct the activities of the water utility.
- Fees are paid from this fund for water operator certification testing, licensing, and renewal.
- The department provides funding for utility billing printing and mailing costs.
- The department provides funding for publication and postage fees for the mailing of special reports to the public. These reports include the Annual Consumer Confidence Report and water quality Public Notification Reports.
- Department pays its allotment for administrative and general engineering services as well as any outstanding debt service.

BUDGET YEAR OBJECTIVES

- To continue to support the activities of the Water Production Department and the Water Distribution Department.
- Transfer \$200,000 to Water Reserve Fund.

MAJOR ACCOMPLISHMENTS – FISCAL YEAR 2010-11

- Succeeded in supporting the activities of the Water Production Department and the Water Distribution Department.
- Transferred \$50,000 to Water Reserve Fund.

SIGNIFICANT BUDGET CHANGES FROM FISCAL YEAR 2010-11

- Increased transfer to Water Reserve Fund.
- No water rate increases according to the 5 years utility rate plan as adopted by the City Council on June 28, 2010.

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**02 WATER FUND
02-95 NON-DEPARTMENTAL**

2011-12

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
			MATERIALS & SERVICES			
7	40	750	70030 ADVERTISING	500	500	500
2,291	4,142	3,000	70040 CONSUMER CONFIDENCE REPORT	2,500	2,500	2,500
6,542	4,656	3,840	70100 AUDIT EXPENSE	5,545	5,545	5,545
15,650	20,884	20,730	70400 INSURANCE & BONDS	20,730	20,730	20,730
811	457	900	71600 POSTAGE	1,250	1,250	1,250
11,426	10,317	8,000	71610 UTILITY BILLING POSTAGE	10,750	10,750	10,750
1,505	3,276	3,300	72000 COMPUTER PROGRAMS & SUPPLIES	3,000	3,000	3,000
2,081	1,987	2,300	72010 OFFICE SUPPLIES	2,500	2,500	2,500
132	127	500	72030 BOOKS, MAPS & PERIODICALS	300	300	300
0	115	200	73600 MISCELLANEOUS SUPPLIES	200	200	200
100	135	1,000	74000 PROGRAM FEES & DUES	500	500	500
4,516	3,701	6,000	74100 PROFESSIONAL ASSOCIATION DUES	6,000	6,000	6,000
3,290	3,729	6,400	74200 EDUCATION & REGISTRATION FEES	5,000	5,000	5,000
1,718	1,214	2,100	74210 TRAVEL & SUBSISTENCE	2,000	2,000	2,000
423	589	1,500	74300 EMPLOYEE MEDICAL EXAMS & TESTS	1,000	1,000	1,000
0	0	250	76133 WATERSHED COUNCIL	250	250	250
68,605	68,665	68,675	79900 ADMINISTRATION CHARGES	68,770	68,770	68,770
20,000	20,000	20,000	79910 ENGINEERING SERVICE FEES	20,000	20,000	20,000
139,099	144,034	149,445	TOTAL MATERIALS & SERVICES	150,795	150,795	150,795
			TRANSFERS			
11,598	12,040	13,000	90217 TRANSFER TO DEBT SERVICE	13,445	13,445	13,445
0	15,000	50,000	90232 TRANSFER TO WATER RESERVE FUND	200,000	200,000	200,000
11,598	27,040	63,000	TOTAL TRANSFERS	213,445	213,445	213,445
0	0	187,725	99000 CONTINGENCY	192,435	192,436	192,436
0	0	0	99010 UNAPPROPRIATED ENDING BALANCE			
321,424	313,784	0	99020 ENDING BALANCE			
300,139	313,784	187,725	TOTAL ENDING BALANCE	192,435	192,435	192,435
450,836	484,858	400,170	TOTAL EXPENDITURES	556,675	556,675	556,675
1,508,109	1,641,152	1,678,295	TOTAL WATER FUND EXPENDITURES	1,838,840	1,838,840	1,838,840

FUND: INDUSTRIAL PARK FUND**FUND/DEPARTMENT #: 09-00****DEPARTMENT: N/A****OVERVIEW**

The Industrial Park Operations Fund is set up to administer the development and sale or lease of industrial lots that were created by the City in the late 1990's. The fund receives revenues from the sale or leases of land. Expenditures are made to maintain those properties owned by the City, for maintenance of the wetland located on the easterly portion of the industrial park, and for paying the debt for the development of the industrial park.

DEPARTMENT OPERATIONAL OBJECTIVES

- Sell the properties still in City ownership.
- Monitor sale agreements for monthly and final payments.
- Continue the wetland mitigation and monitoring project in conjunction with the wetland consultant.
- Pipe the ditch and construct an access road to the wetland from Emerson Drive.

BUDGET YEAR OBJECTIVES

- Construct access road to wetland.
- Continue monitoring program with wetland consultant and Oregon Department of State Lands.
- Continue to make payments from revenue for outstanding debt, not paying any portion in full until adequate funds to cover all debt is acquired.
- Maintenance of Fund Balance to cover debt service costs in event of a down year.

MAJOR ACCOMPLISHMENTS – FISCAL YEAR 2010-11

- Foreclosing on one property after cleaning it up so that it can be resold.
- Continuing marketing the property available, including listing on Oregon Prospector web site at the Oregon Business Development Department and coordination with the Chamber of Commerce Inventory.
- Completed year four of the wetland mitigation on the west side of the park. Inspected by the Department of State Lands with a positive response.
- Pipe the western drainage ditch and construct a road for access to the wetland mitigation area.

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

09-00 INDUSTRIAL PARK OPERATIONS

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	2011-12		
				PROPOSED	APPROVED	ADOPTED
REVENUE						
1,212,241	1,077,811	718,643	41010 CARRYOVER	461,000	461,000	461,000
23,173	6,428	3,593	53200 INTEREST INCOME	4,000	4,000	4,000
30,691	887	0	54300 SALE OF PROPERTY	0	0	0
14	31	0	54060 MISCELLANEOUS REVENUE	0	0	0
1,266,118	1,085,156	722,236	TOTAL REVENUE	465,000	465,000	465,000
EXPENDITURES						
MATERIAL & SERVICES						
290	328	500	70100 AUDIT EXPENSE	1,670	1,670	1,670
6,116	13,185	50,000	71000 CONTRACTUAL SERVICES	50,000	50,000	50,000
194	215	200	71500 ELECTRICITY	500	500	500
39	0	0	71520 TELEPHONE	0	0	0
0	0	0	71530 NATURAL GAS	0	0	0
0	0	0	71700 BUILDING MAINTENANCE & REPAIR	0	0	0
74,585	47,766	0	71715 BROADBAND SERVICES	0	0	0
4,364	526	1,000	73600 MISCELLANEOUS SUPPLIES	50,000	50,000	50,000
85,588	62,021	51,700	TOTAL MATERIALS & SERVICES	102,170	102,170	102,170
CAPITAL OUTLAY						
0	0	0	84000 BUILDING AND IMPROVEMENTS	0	0	0
0	0	0	TOTAL CAPITAL OUTLAY	0	0	0
DEBT SERVICE						
42,774	296,035	105,365	90110 LOAN PRINCIPAL	52,050	52,050	52,050
59,946	101,395	63,135	90111 LOAN INTEREST	51,370	51,370	51,370
102,721	397,430	168,500	TOTAL DEBT SERVICE	103,420	103,420	103,420
99000 CONTINGENCY						
0	0	461,240	99010 UNAPPROPRIATED ENDING BAL.	218,614	218,614	218,614
0	0	0	99012 RESERVED FOR FUTURE EXPENDITURE	0	0	0
0	0	40,796	99020 ENDING BALANCE	40,796	40,796	40,796
1,077,810	625,706	0		0	0	0
1,266,118	1,085,157	722,236	TOTAL EXPENDITURES	465,000	465,000	465,000

DEPARTMENT: STORM DRAIN UTILITY

OVERVIEW

The primary responsibility of the storm drainage utility is to collect and convey storm water through the storm drainage system to various river outfalls. The storm drainage system has approximately 30.85 miles of storm drain lines ranging in size from 4 inches to 66 inches in diameter. The system also contains several open channels and drainage ditches.

DEPARTMENT OPERATIONAL OBJECTIVES

The storm drainage utility provides:

- Minor repairs to the system infrastructure
- Cleaning of storm drainage mainlines, catch basins and inlets
- Utility locating service for underground utilities
- Periodic drainage channel cleaning

BUDGET YEAR OBJECTIVES

- Replace several sections of storm drainage mainline that have caused excessive maintenance problems.
- Keep inlets and catch basins clear of debris so storm water can enter the system efficiently.
- Separate cross connections (storm water connected to sanitary sewer) when possible and reconnect to appropriate system.
- Increase maintenance and line cleaning efforts for the storm drainage system.

MAJOR ACCOMPLISHMENTS – FISCAL YEAR 2010-11

- The storm drainage system was satisfactorily maintained, including annual cleaning of all catch basins within the City.
- The Department investigated complaints and repaired as necessary.
- Located the municipal storm drainage main lines prior to excavation work being performed.

SIGNIFICANT BUDGET CHANGES FROM FISCAL YEAR 2010-11

- Follow adopted 5 year utility rat plan and step commercial storm drain utility rates to the next level. This rate will increase from \$3.49 per equivalent service unit (ESU) to \$5.08 per ESU.

FULL-TIME EQUIVALENT POSITIONS

Position	Adopted 2008-09	Adopted 2009-10	Adopted 2010-11	Proposed 2011-12
Utilities Clerk	0.05	0.05	0.05	0.05
Finance Clerk	-	-	-	0.15
Public Works Director	-	-	0.10	0.10
Administrative Aide	0.10	0.10	0.10	0.10
Clerical Assistant	0.15	0.20	0.20	0.15
Permit Specialist	-	-	-	0.05
City Engineer	-	-	0.10	0.10
Utilities Maint. Supervisor	0.10	0.10	0.15	0.15
Fleet & Facilities Manager	0.05	0.05	0.10	0.10
Utility Maintenance Worker	0.90	0.90	1.60	1.60
Temporary Worker	0.14	0.10	0.12	0.10
	1.49	1.50	2.52	2.65

PERFORMANCE MEASUREMENTS

<i>Strategy</i>	<i>Measure</i>	Actual 2007-08	Actual 2008-09	Actual 2009-10	Estimate 2010-11
Provide an effective conveyance of storm water	No. of service requests evaluated	*	10	12	20
	No. of plugged storm mains	*	2	3	5
	Amount of drainage channels cleans	*	6	14	22

* - data not available

DID YOU KNOW?

Storm Drainage Facts:

- The Department maintains approximately 30.85 miles of storm drainage lines.
- The Department cleans and maintains approximately 600 catch basins.
- The Department responded to approximately 588 locate requests to locate the municipal lines prior to excavation work being performed.

STORM DRAINAGE PROJECTS PROJECTED CAPITAL IMPROVEMENT NEEDS

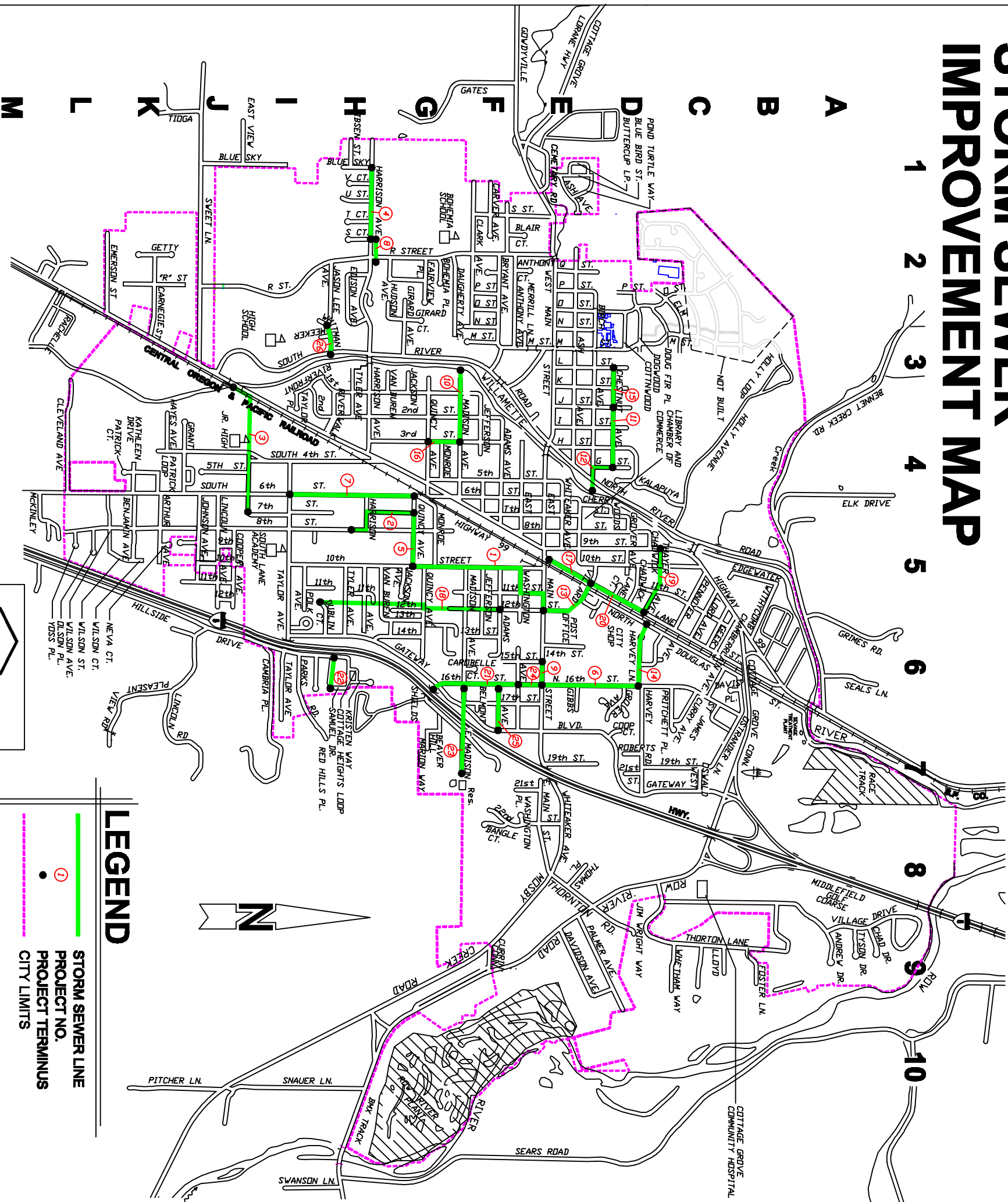
Map No.	Project	Total Costs (4/2010 \$)	Map No.	Project	Total Costs (4/2010 \$)
1	Along 10th St. & Washington Ave. Between Quincy Ave. & Main St.	1,550,200	14	Along Harvey Rd. between N. 16th and Hwy. 99	596,300
2	Along S. 8th St. between Harrison Ave. & Quincy Ave.	430,100	15	Along Chestnut between N. "L" St. and N. "J" St.	182,900
3	Along Fillmore Ave. between S. 8th St. and Hwy. 99	972,900	16	Along S. 3rd St. between Quincy Ave. and Madison Ave.	152,300
4	Along Harrison Ave. between Blue Sk Drive and S. "S" St.	351,900	17	Along Hwy. 99 from Whiteaker Ave. to Villard Ave.	436,400
5	Along Quincy Ave. between S. 8th St. and S. 10th St.	450,200	18	Along S. 12th St. between Dublin and Adams Ave.	1,538,200
6	Along N. 16th St. between Main St. & Harvey Rd.	923,900	19	West of Hwy. 99 from Thayer Ave. N. wards to N. 9th St.	796,000
7	Along S. 6th St. between Taylor Ave. and Quincy Ave.	609,300	20	Along Hwy. 99 from Villard Ave. to Thayer Ave.	275,200
8	Along S. property line of Bohemia School between S. "S" St. and about 135 feet east of S. "R" St.	195,500	21	Along S. 16th St. from I-5/S. 16th to Washington Ave.	365,600
9	Along Main St. between 15th St. and 16th St.	103,700	22	East of I-5 between Parks Rd. and Shields Cemetery	152,300
10	Along Madison Ave. from S. 3rd St. to Coast Fork of Willamette River	449,600	23	Along E. Madison Ave. from about 850 ft. east of I-5 to S. 16th/Madison Ave.	411,400
11	Along Chestnut between N. "J" St. and N. "G" St.	351,900	24	Along S. 16th between Washington Ave. and Main St.	117,300
12	Along Birch between N. "G" St. and Coast Fork of Willamette River	216,300	25	Along Adams Ave. between Gateway Blvd. and S. 16th St.	274,200
13	East of I-5 from Main/12th St. to Villard Ave.	796,000	26	Along Jason Lee Ave. from Whitmain Blv to the Coast Fork of Willamette River	316,100
				N. Regional Park Ditch Cleaning	481,300
	PROJECT IDENTIFIED ON MASTER PLAN			Miscellaneous Projects	1,100,000

TOTAL OF ESTIMATED COSTS NOT FUNDED = \$14,597,000

STORM SEWER IMPROVEMENT MAP

1 2 3 4 5 6 7 8 9 10

A B C D E F G H I J K L M



LEGEND

- STORM SEWER LINE
- PROJECT NO.
- PROJECT TERMINUS
- CITY LIMITS



12/09

STREET INDEX

1st STREET	F3	IBSEN STREET	H1
2nd STREET	G4	J STREET	E3
3rd STREET	G4	JACKSON AVENUE	G3, G5
4th STREET	H4	JASON LEE AVENUE	H2, H4
5th STREET	F4	JEFFERSON STREET	F4, F8
6th STREET	F4	JIM WRIGHT WAY	C8
7th STREET	F4	JOHNSON AVENUE	J5
8th STREET	E5	K STREET	E3
9th STREET	D5	KALAPUYA COURT	C4
10th STREET	D5	KALAPUYA WAY	D4
11th AVENUE	G6	KATHLEEN DRIVE	K4
11th STREET	F5, H5, J5	LANE AVENUE	E3
12th STREET	F5, G5	LANE AVENUE	G7
13th STREET	F5, H5	LANE AVENUE	C5
14th STREET	E6, G6	LANE AVENUE	D5
15th STREET	E6, G6	LORD AVENUE	J4
16th STREET	F6	LORD AVENUE	B6
17th STREET	F6	LORD AVENUE	B6
18th STREET	F6	LORD AVENUE	B6
19th STREET	F6	LORD AVENUE	B6
ANDREW DR.	A9	MADISON AVENUE	F3, F7
ARTHUR AVENUE	K3	McKINLEY AVENUE	M5
ASH AVENUE	E3	MEEKER AVENUE	M5
BAWOLE COURT	F8	MONROE AVENUE	G4, G5
BELMONT AVENUE	G8	MOSEY CREEK ROAD	E9
BENJAMIN AVENUE	K3	N STREET	E2
BIRCH STREET	D3	NORTH DOUGLAS	C8, D6
BLUE BIRD LOOP	E1	O STREET	E2
BLUE SKY DRIVE	J1	OSTRANDER LANE	B7
BOARDWALK PLACE	J4	OSWALD WEST	C7
BRYANT AVE.	F2, F3	P STREET	E2
BUTTERCUP LOOP	E1	PALMER AVENUE	D9
C.G. LORANE HIGHWAY	E1	PARKS ROAD	H7
CAMERIA PLACE	I6	PATRICK COURT	K4
CARBELLE COURT	F6	PATRICK LOOP	K4
CARNEY STREET	K3	PENNOYER AVENUE	C8
CARVER AVENUE	F1	PIERCE AVENUE	H5
CEMETERY ROAD	E1	PITCHER LANE	K10
CHAD DRIVE	A9	PLEASANT VIEW DRIVE	K6
CHADWICK AVENUE	D5	PLEASANT VIEW ROAD	K7
CHAMBERLAIN AVENUE	C8	POLK AVENUE	I5
CHERRY STREET	D4	POND TURTLE WAY	E1
CHESTNUT AVENUE	D3	PRICHETT PLACE	C8
CLARK AVENUE	F2	Q STREET	E2
COLUMBIA AVENUE	L4	QUINCY AVENUE	G4, G6
COLUMBIA COURT	D6	R STREET	G2
COOPER AVENUE	I5	RACHEL AVENUE	L3
C.G. CONNECTOR	B7	ROBERTS PLACE	D7
CUNNIN CONNECTOR	F9	ROW RIVER ROAD	C8
CURRY AVENUE	C8	S COURT	H2
DAUGHERTY AVENUE	F2	S STREET	E2
DAVIDSON AVENUE	D9	SEALS LN.	A6
DAVIS PLACE	B6	SEARS ROAD	E10
DEBILIN COURT	H6	SHIELDS AVENUE	G7
EAST MAIN STREET	E4, E7	SHULER LANE	H10
EAST VIEW AVENUE	I1	SOUTH DOUGLAS	G4
EDGEWATER STREET	B5	SOUTH RIVER ROAD	I3
EDSON AVENUE	H2	S. 4th STREET	I4
ELK DRIVE	A4	S. 6th STREET	J4
EMERSON STREET	K2	St. JAMES PLACE	C7
FAIRVIEW PLACE	G2	SWANSON LANE	H10
FAIRVIEW LOOP	G2	SWEET LANE	J2
FILLMORE AVENUE	I4	T COURT	H2
FOSTER LANE	B9	TALENEVA DRIVE	J1, I8
GATES STREET	D4	TAYLOR AVENUE	I5, I8
GATEWAY BOULEVARD	F1	THAYER AVENUE	C5
GEER AVENUE	G6	THOMAS PLACE	D8
GETTY CIRCLE	K2	THORNTON ROAD	D9
GIBBS AVENUE	D6	TYLER AVENUE	C8
GIRARD AVENUE	G2	TYSON DRIVE	H6
GONDVILLE ROAD	F1	U STREET	A9
GRANT STREET	F1	V COURT	H1
GRIMES ROAD	J4	VAN BUREN AVENUE	G3, G5
GROVER AVENUE	D5	VILLAGE DRIVE	A6
H STREET	A6	VILLAGE AVENUE	D5
HARRISON AVENUE	H2	WASHINGTON PLACE	E5, E8
HARVEY LANE	E4	WASHINGTON PLACE	E2, E4
HAYES AVENUE	D6, D7	WEST MAIN	C9
HILLSIDE DRIVE	K3	WHETNAM WAY	E3, E8
HOLLY AVENUE	K3	WHITMAN AVENUE	H3
HUDSON AVENUE	G2	WILAMETTE CT.	K6
HIGHWAY 99	I4	WILSON ST.	E3
HIGHWAY 99 NORTH	I4	WOODS AVENUE	B5
HIGHWAY 99 SOUTH	E4		
I STREET	C8, J8		
INTERSTATE 9			

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

10-00 STORM DRAIN UTILITY

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	2011-12		
				PROPOSED	APPROVED	ADOPTED
REVENUE						
54,288	71,985	80,600	41010 CARRYOVER	111,200	111,200	111,200
145,672	151,725	194,560	45050 STORM DRAINAGE FEES	179,975	179,975	179,975
1,065	455	350	53200 INTEREST INCOME	350	350	350
363	564	300	54010 CREDIT BUREAU	300	300	300
391	674	100	54060 MISCELLANEOUS REVENUE	100	100	100
201,779	225,402	275,910	TOTAL REVENUE	291,925	291,925	291,925
EXPENDITURES						
PERSONAL SERVICES						
1,884	1,884	1,885	60240 UTILITIES CLERK - 0.05 FTE	1,935	1,935	1,935
0	0	0	60250 FINANCE CLERK - 0.15 FTE	4,665	4,665	4,665
0	0	8,675	60400 PUBLIC WORKS DIRECTOR - 0.10 FTE	8,675	8,675	8,675
4,253	4,253	4,255	60410 ADMINISTRATIVE AIDE - 0.10 FTE	4,360	4,360	4,360
5,327	7,446	7,540	60420 CLERICAL ASSISTANT - 0.15 FTE	5,795	5,795	5,795
0	0	0	60425 PERMIT SPECIALIST - 0.05 FTE	1,570	1,570	1,570
0	0	7,290	60430 CITY ENGINEER - 0.10 FTE	7,475	7,475	7,475
6,509	6,509	9,765	60440 UTILITIES MAINT. SUPERVISOR - 0.15 FTE	10,010	10,010	10,010
3,298	3,298	6,600	60450 FLEET & FACILITIES MANAGER - 0.10 FTE	6,765	6,765	6,765
37,499	39,202	73,890	60480 UTILITY MAINTENANCE WORKER -1.6 FTE	77,485	77,485	77,485
2,042	1,696	2,070	61000 TEMPORARY WORKER - 0.10 FTE	2,245	2,245	2,245
780	787	1,200	61100 OVERTIME PAY	1,200	1,200	1,200
1,894	2,220	4,690	62010 WORKERS' COMPENSATION	4,880	4,880	4,880
144	102	250	62020 UNEMPLOYMENT RESERVE	740	740	740
4,580	4,836	9,425	62030 FICA	10,110	10,110	10,110
88	62	100	63010 LIFE INSURANCE	100	100	100
10,567	9,130	17,340	63020 RETIREMENT	22,195	22,195	22,195
462	341	535	63030 DISABILITY INSURANCE	570	570	570
18,159	20,346	39,345	63040 HEALTH INSURANCE	40,965	40,965	40,965
97,486	102,111	194,855	TOTAL PERSONAL SERVICES	211,740	211,740	211,740
MATERIALS & SERVICES						
314	475	415	70100 AUDIT EXPENSE	490	490	490
987	1,498	1,500	70400 INSURANCE & BONDS	1,500	1,500	1,500
373	1,075	2,500	71000 CONTRACTUAL SERVICES	1,500	1,500	1,500
2,570	2,531	3,000	71500 ELECTRICITY	1,500	1,500	1,500
1,858	1,954	2,050	71520 TELEPHONE	2,100	2,100	2,100
968	987	1,100	71530 NATURAL GAS	1,300	1,300	1,300
2,090	1,904	2,500	71540 FUEL & LUBRICANTS	2,500	2,500	2,500
354	354	500	71560 COMMUNICATIONS SERVICE	500	500	500
208	52	150	71600 POSTAGE	100	100	100
2,050	1,345	1,250	71610 UTILITY BILLING POSTAGE	1,500	1,500	1,500
285	68	500	71700 BUILDING MAINT. & REPAIR	500	500	500
1,499	2,559	2,500	71710 EQUIPMENT MAINT. & REPAIR	2,500	2,500	2,500
376	377	800	71720 VEHICLE MAINT. & REPAIR	800	800	800
5	0	0	71730 RADIO MAINT. & REPAIR	0	0	0
1,026	432	600	72000 COMPUTER SERVICE & SUPPLIES	500	500	500
20	42	150	72010 OFFICE SUPPLIES	100	100	100
628	731	1,500	72100 MINOR EQUIPMENT & TOOLS	1,000	1,000	1,000
357	0	1,000	72120 EQUIPMENT RENTAL & LEASE	1,000	1,000	1,000
77	104	200	72600 CLEANING SUPPLIES	100	100	100
2,024	2,969	3,000	73000 SAND & GRAVEL	2,000	2,000	2,000
966	640	2,000	73010 ASPHALT & CONCRETE	2,000	2,000	2,000
227	0	2,000	73200 SEWER PIPE	1,000	1,000	1,000
0	0	500	73210 COLLECTION SYSTEM CLEANING	0	0	0
1,489	1,273	1,800	73600 MISCELLANEOUS SUPPLIES	1,800	1,800	1,800

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

10-00 STORM DRAIN UTILITY

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	2011-12		
				PROPOSED	APPROVED	ADOPTED
765	1,085	1,100	74000 PROGRAM FEES AND DUES	1,100	1,100	1,100
80	0	0	74210 TRAVEL AND SUBSISTENCE	0	0	0
8,810	9,515	10,235	79900 ADMINISTRATIVE FEE	10,725	10,725	10,725
30,406	31,969	42,850	TOTAL MATERIALS & SERVICES	38,115	38,115	38,115
1,902	1,974	2,135	90217 TRANSFER TO DEBT SERVICE	2,205	2,205	2,205
0	0	36,070	99000 CONTINGENCY	39,865	39,865	39,865
71,985	89,349	0	99020 ENDING BALANCE	0	0	0
201,779	225,402	275,910	TOTAL EXPENDITURES	291,925	291,925	291,925

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**23-00 WASTEWATER FUND
REVENUE**

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	2011-12		
				PROPOSED	APPROVED	ADOPTED
156,391	152,068	130,710	41010 CARRYOVER	152,215	152,215	152,215
998,331	983,831	1,154,265	45040 WASTEWATER DISP USER CHARGES	1,091,910	1,091,910	1,091,910
322,958	274,359	345,000	45044 GOLF COURSE FEES	298,500	298,500	298,500
19,754	21,466	25,000	45045 PRO SHOP	25,400	25,400	25,400
67,034	58,492	75,000	45046 CLUB/CART RENTALS	59,500	59,500	59,500
52,701	45,211	70,500	45047 DELI SALES	48,500	48,500	48,500
4,330	4,350	6,300	45048 LPG/PGA FEES	0	0	0
11,943	11,943	11,945	45049 CG HOSPITAL MOWING FEES	11,945	11,945	11,945
9,214	18,996	15,000	45053 GIFT CARD SALES	17,400	17,400	17,400
942	0	0	45510 S. 6TH ST ZONE OF BENEFIT REIMB.	0	0	0
24,784	15,057	0	51130 STATE AND LOCAL GRANTS	0	0	0
2,924	992	750	53200 INTEREST REVENUE	750	750	750
1,669	2,556	1,800	54010 CREDIT BUREAU	1,500	1,500	1,500
1,499	1,820	500	54050 AUCTION PROCEEDS	1,000	1,000	1,000
10,690	3,114	1,500	54060 MISCELLANEOUS REVENUE	3,000	3,000	3,000
9,000	9,000	10,500	54250 RENTAL PROPERTY REVENUE	10,200	10,200	10,200
1,694,164	1,603,255	1,848,770	TOTAL REVENUE	1,721,820	1,721,820	1,721,820



DEPARTMENT: WASTEWATER COLLECTION**OVERVIEW**

The Wastewater Collection Department's primary function is to collect and convey wastewater from the City's customers to the City's Wastewater Treatment Plant in a safe, efficient manner. The Wastewater Collection system contains 45.72 miles of sanitary sewer lines ranging in size from 4 to 36 inches in diameter.

DEPARTMENT OPERATIONAL OBJECTIVES

- Maintain and repair wastewater main lines including service lines within the street right-of-way.
- Provide utility locating service for underground wastewater lines.
- Investigates and monitors underground contaminants and evaluates effects on collection systems.
- Investigates and removes infiltration and inflow situations (storm water entering the sanitary sewer collection system).
- When necessary, clean wastewater lines and remove debris (rags, grease, gravel and roots).

BUDGET YEAR OBJECTIVES

- Repair or replace small sections of sewer mainline including service laterals that have caused excessive maintenance problems.
- Investigate possible cross connections with wastewater system and if necessary, separate storm water connection and reconnect it to the storm drainage system.
- Increase maintenance and line cleaning including root cutting efforts for the wastewater collection system.
- Continue manhole rehabilitation program.
- Develop a grease trap monitoring/inspection program.
- Perform TV inspection in high maintenance areas to determine reason for failures.

MAJOR ACCOMPLISHMENTS – FISCAL YEAR 2010-11

- Unplugged and cleaned main lines and laterals from blockages.
- Performed routine maintenance of sewer mainlines throughout the system.
- Replaced numerous sewer service laterals from customer connection to main line tap.
- Investigated complaints and continue to monitor problem areas within the system.

Position	FULL-TIME EQUIVALENT POSITIONS			
	Adopted 2008-09	Adopted 2009-10	Adopted 2010-11	Proposed 2011-12
Utilities Clerk	0.45	0.45	0.45	0.45
Finance Clerk	-	-	0.15	0.23
Public Works Director	0.25	0.25	0.20	0.20
Administrative Aide	0.20	0.20	0.20	0.20
Clerical Assistant	0.25	0.25	0.25	0.20
Permit Specialist	-	-	-	0.05
City Engineer	0.15	0.15	0.15	0.15
Utilities Maint. Supervisor	0.20	0.20	0.20	0.20
Fleet & Facilities Manager	0.25	0.25	0.20	0.20
Utility Maintenance Workers	2.05	2.05	1.80	1.80
	3.80	3.80	3.60	3.68

PERFORMANCE MEASUREMENTS

<i>Strategy</i>	<i>Measure</i>	Actual 2007-08	Actual 2008-09	Actual 2009-10	Estimate 2010-11
Provide a safe and effective conveyance of wastewater	No. of service requests evaluated	*	20	38	40
	No. of plugged sewer mains	*	15	14	20
	No. of lateral lines repaired	*	5	8	6
	No. of sewer spills reported	*	0	0	0

* - data not available

DID YOU KNOW?

Wastewater Collection Facts:

- Annually, on average, 251.52 gallons of sewage per day is treated for every citizen of Cottage Grove.
- The Department maintains approximately 45.72 miles of sanitary sewer main lines.
- The Department responded to approximately 588 locate requests to locate the utility lines prior to excavation work being performed.
- 44 new sewer connections were made to the existing sewer system and 10 sewer laterals were replaced this year.
- There are a total of approximately 3,685 sewer customers served by the City's sanitary sewer collection system.



March 1, 2011 – Replacement of failing sanitary sewer lateral line at 1031 Washington Avenue.

SANITARY SEWER PROJECTS PROJECTED CAPITAL IMPROVEMENT NEEDS

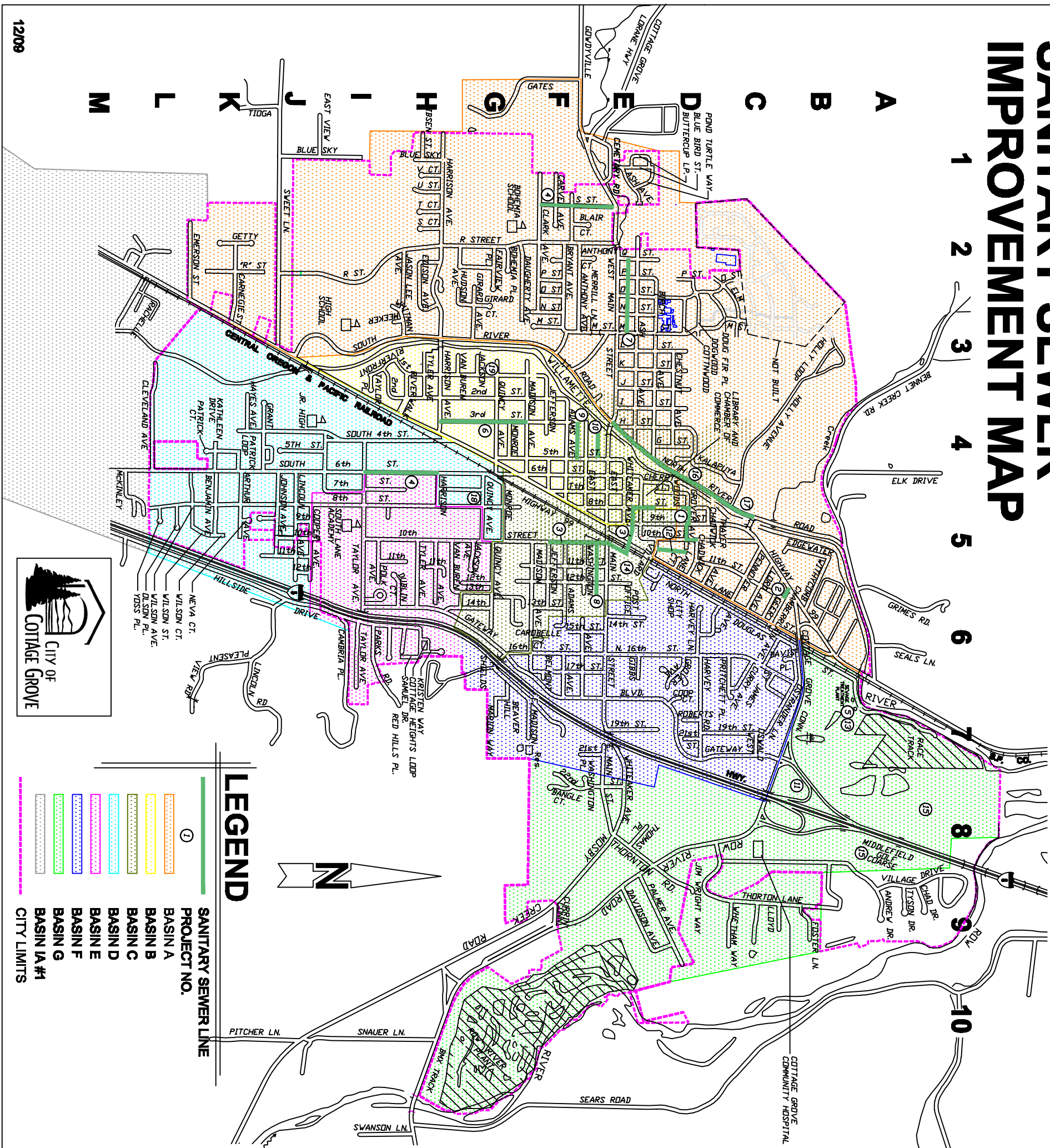
Map No.	Project	Total Costs (4/2010 \$)	Map No.	Project	Total Costs (4/2010 \$)
1	Intersection at Grover Ave. and 8th St. to Intersection at Chadwick Ave. and 10th St.	365,700	7	Alley (Main & Ash) from "M" St. to "Q" St.	131,800
2	Intersection at Chamberlain Ave. and 11th St. to Intersection at N. Goshen Hwy..	71,000	8	Alley (Main & Washington) from S. 10th to Coiner Park	118,600
3	10th St. from Jefferson Ave. to Main St. across SPRR to N. of intersection 8th St. & Gibbs	888,500	9	Alley (Washington & Adams) from 3rd St. to 5th St.	92,100
4	Along 6th St. between Taylor Ave.. and Harrison Ave..	283,800	10	Alley (East Main to Washington)	92,800
	Rehabilitation/Replacement of Structurally Deficient Pipes in Basin A	73,600	11	Exit 174 irrigation for reuse effluent	60,000
	Rehabilitation/Replacement of Structurally Deficient Pipes in Basin B	673,800	12	Lane St. & 10 St.	166,800
	Rehabilitation/Replacement of Structurally Deficient Pipes in Basin C	774,400	13	Backup effluent pump with vault	117,200
	Rehabilitation/Replacement of Structurally Deficient Pipes in Basin D	267,400	14	Trailhead Park Sewer Relocation	38,900
	Rehabilitation/Replacement of Structurally Deficient Pipes in Basin E	260,100	15	Drainage Projects at Golf Course	6,400
	Rehabilitation/Replacement of Structurally Deficient Pipes in Basin F	25,800	16	N. River Road (Main to Holly)	147,100
	Inflow/Infiltration Corrective Work	309,100	17	N. River Road (Holly to Woodson)	43,300
5	Digester Modifications	266,500	18	704 Quincy	16,800
6	South 3rd St. from Madison Ave. to Harrison Ave.	140,700	19	635 South 1st	25,200
				Miscellaneous Projects including CCTV inspections	1,200,000

PROJECT IDENTIFIED ON MASTER PLAN

TOTAL OF ESTIMATED COSTS NOT FUNDED = \$6,657,400

SANITARY SEWER IMPROVEMENT MAP

1 2 3 4 5 6 7 8 9 10



STREET INDEX

1st STREET	F3	IBSEN STREET	H1
2nd STREET	G4	J STREET	E3
3rd STREET	G4	JACKSON AVENUE	G3, G5
4th STREET	H4	JASON LEE AVENUE	H2
5th STREET	F4	JEFFERSON STREET	F4, F8
6th STREET	F4	JIM WRIGHT WAY	C8
7th STREET	F4	JOHNSON AVENUE	J5
8th STREET	E5	K STREET	E3
9th STREET	D5	KALAPUYA COURT	C4
10th STREET	D5	KALAPUYA WAY	D4
11th AVENUE	G6	KATHLEEN DRIVE	K4
11th STREET	F3, H5, J5	LANE AVENUE	E3
12th STREET	F3, G5	LANE AVENUE	G7
13th STREET	F3, H5	LANE COURT	C5
14th STREET	E6, G6	LINCOLN AVENUE	D5
15th STREET	E6, G6	LLOYD AVENUE	J4
16th STREET	F8	LORD AVENUE	B9
17th STREET	F8	M STREET	B6
18th STREET	A9	MADISON AVENUE	F3, F7
ANDREW DR.	K3	MAKINLEY AVENUE	M5
ARTHUR AVENUE	E3	MEEKER AVENUE	I3
ASH AVENUE	F8	MONROE AVENUE	G4, G5
BAINGLE COURT	G8	MOSEY CREEK ROAD	E9
BELMONT AVENUE	K3	N STREET	E2
BENJAMIN AVENUE	D3	NORTH DOUGLAS	C8, D6
BIRCH STREET	E1	O STREET	E2
BLUE BIRD LOOP	J1	OSTANDER LANE	B7
BLUE SKY DRIVE	J4	OSWALD WEST	C7
BOARDWALK PLACE	F2, F3	P STREET	E2
BRYANT AVE.	E1	PALMER AVENUE	D9
BUTTERCUP LOOP	E1	PARKS ROAD	H7
C.G. LORANE HIGHWAY	I6	PATRICK COURT	K4
CAMERIA PLACE	F6	PATRICK LOOP	K4
CARBELLE COURT	K3	PENNOYER AVENUE	C8
CARNEGIE STREET	F1	PIERCE AVENUE	H5
CARVER AVENUE	E1	PITCHER LANE	K10
CEMETERY ROAD	A9	PLEASANT VIEW DRIVE	K6
CHAD DRIVE	D5	PLEASANT VIEW ROAD	K7
CHADWICK AVENUE	C8	POLK AVENUE	I5
CHAMBERLAIN AVENUE	D4	POND TURTLE WAY	E1
CHERRY STREET	D3	PRICHETT PLACE	C8
CHESTNUT AVENUE	D4	QUINCY AVENUE	G4, G5, G8
CLARK AVENUE	F2	R STREET	G2
COLUMBIA AVENUE	L4	RACHEL AVENUE	L3
COOPER AVENUE	D6	ROBERTS PLACE	D7
C.G. CONNECTOR	B7	ROW RIVER ROAD	H2
CUNNIN CONNECTOR	F9	S COURT	E2
CURRY AVENUE	C8	SEALS LN.	A6
DAUGHERY AVENUE	F2	SEARS ROAD	E10
DAVIDSON AVENUE	D9	SHIELDS AVENUE	H7
DAVIS PLACE	B6	SNAUER LANE	G10
DEBUN COURT	H6	SOUTH DOUGLAS	H10
EAST MAIN STREET	E4, E7	SOUTH RIVER ROAD	I3
EAST VIEW AVENUE	I1	S. 4th STREET	I4
EDGEWATER STREET	B5	S. 6th STREET	J4
EDSON AVENUE	H2	St. JAMES PLACE	C7
ELK DRIVE	A4	SWANSON LANE	H10
EMERSON STREET	K2	SWEET LANE	J2
FAIRVIEW PLACE	G2	T COURT	H2
FAIRVIEW LOOP	G2	TALENEVA DRIVE	J1
FILLMORE AVENUE	I4	TAYLOR AVENUE	I5, I8
FOSTER LANE	B9	THAYER AVENUE	C3
GATES STREET	D4	THOMAS PLACE	D8
GATEWAY BOULEVARD	F1	THORNTON ROAD	D9
GEER AVENUE	G6	TYLER AVENUE	C3
GETTY CIRCLE	K2	TYSON DRIVE	H6
GIBBS AVENUE	D6	U STREET	A9
GIRARD AVENUE	G2	V COURT	H1
GONDVILLE ROAD	F1	VAN BUREN AVENUE	G1, G5
GRANT STREET	J4	VILLAGE DRIVE	A6
GRIMES ROAD	D5	VILLARD AVENUE	E5, E8
GROVER AVENUE	E4	WASHINGTON PLACE	E2, E4
H STREET	H2	WEST MAIN	C9
HARRISON AVENUE	D6, D7	WHETNAM WAY	E3, E8
HARVEY LANE	K3	WHITEAKER AVENUE	H3
HILLSIDE DRIVE	K3	WHITMAN AVENUE	K6
HOLLY AVENUE	G2	WILLAMETTE CT.	K3
HUDSON AVENUE	I4	WILSON ST.	E3
HIGHWAY 99	C5	WITHCOMB AVENUE	B5
HIGHWAY 99 NORTH	I4		
HIGHWAY 99 SOUTH	E4		
I STREET	C8, J8		
INTERSTATE 9			

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**23 WASTEWATER FUND
23-51 WASTEWATER COLLECTION**

2011-12

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
PERSONAL SERVICES						
16,956	16,956	16,960	60240 UTILITIES CLERK - 0.45 FTE	17,380	17,380	17,380
0	0	4,985	60250 FINANCE CLERK - 0.23 FTE	6,995	6,995	6,995
19,668	20,651	17,350	60400 PUBLIC WORKS DIRECTOR - 0.20 FTE	17,350	17,350	17,350
8,430	8,430	8,430	60410 ADMINISTRATIVE AIDE - 0.20 FTE	8,645	8,645	8,645
8,945	9,330	9,420	60420 CLERICAL ASSISTANT - 0.20 FTE	7,725	7,725	7,725
0	0	0	60425 PERMIT SPECIALIST - 0.05 FTE	1,570	1,570	1,570
10,959	10,952	10,935	60430 CITY ENGINEER - 0.15 FTE	11,210	11,210	11,210
13,018	13,018	13,020	60440 UTILITIES MAINT. SUPERVISOR - 0.20 FTE	13,345	13,345	13,345
16,488	16,488	13,195	60450 FLEET & FACILITIES MANAGER - 0.20 FTE	13,525	13,525	13,525
85,602	89,741	83,695	60480 UTILITY MAINTENANCE WORKER - 1.80 FTE	86,760	86,760	86,760
1,741	1,707	3,000	61100 OVERTIME	3,000	3,000	3,000
4,489	5,500	5,395	62010 WORKERS' COMPENSATION	5,525	5,525	5,525
425	297	370	62020 UNEMPLOYMENT	1,045	1,045	1,045
13,564	13,950	13,845	62030 FICA	14,345	14,345	14,345
246	168	150	63010 LIFE INSURANCE	145	145	145
30,427	25,408	24,435	63020 RETIREMENT	30,980	30,980	30,980
1,298	923	810	63030 DISABILITY INSURANCE	830	830	830
52,402	56,891	59,470	63040 HEALTH INSURANCE	58,935	58,935	58,935
284,657	290,410	285,465	TOTAL PERSONAL SERVICES	299,310	299,310	299,310
MATERIALS AND SERVICES						
5,521	5,055	5,000	71000 CONTRACTUAL SERVICES	5,000	5,000	5,000
790	716	1,000	71210 CLOTHING ALLOWANCE	500	500	500
2,686	1,950	2,500	71500 ELECTRICITY	1,500	1,500	1,500
8,170	8,137	7,900	71520 TELEPHONE	8,500	8,500	8,500
2,080	1,821	2,000	71530 NATURAL GAS	2,400	2,400	2,400
8,781	7,973	9,000	71540 FUEL & LUBRICANTS	9,000	9,000	9,000
0	0	0	71550 LANDFILL FEES	1,500	1,500	1,500
590	590	600	71560 COMMUNICATIONS SERVICE	1,000	1,000	1,000
907	160	1,000	71700 BUILDING MAINT. & REPAIR	1,000	1,000	1,000
7,037	8,922	8,500	71710 EQUIPMENT MAINT. & REPAIR	8,500	8,500	8,500
2,527	2,107	3,000	71720 VEHICLE MAINT. & REPAIR	3,000	3,000	3,000
8	0	200	71730 RADIO MAINT. & REPAIR	200	200	200
1,861	0	0	72000 COMPUTER SERVICE & SUPPLIES	0	0	0
2,008	1,792	3,000	72100 MINOR EQUIPMENT & TOOLS	2,000	2,000	2,000
321	0	1,000	72120 EQUIPMENT RENTAL & LEASE	1,000	1,000	1,000
1,341	791	1,000	72510 SAFETY EQUIPMENT	1,000	1,000	1,000
627	494	800	72600 CLEANING SUPPLIES	650	650	650
3,469	4,399	4,500	73000 SAND & GRAVEL	4,500	4,500	4,500
856	485	1,000	73010 ASPHALT & CONCRETE	1,000	1,000	1,000
251	1,452	2,000	73200 SEWER PIPE	2,000	2,000	2,000
3,168	4,443	3,500	73600 MISC. SUPPLIES & EXPENSE	3,500	3,500	3,500
52,998	51,288	57,500	TOTAL MATERIALS AND SERVICES	57,750	57,750	57,750
337,655	341,698	342,965	TOTAL EXPENDITURES	357,060	357,060	357,060



DEPARTMENT: WASTEWATER TREATMENT**OVERVIEW**

The Wastewater Treatment Plant receives and processes twenty-four hours a day, seven days a week all sanitary wastewater generated by users of the municipal wastewater system. The Environmental Protection Agency along with Oregon's Department of Environmental Quality dictate standards for discharging effluent, land applying bio-solids and applying reuse water which the City must meet or exceed. Staff maintains and repairs equipment as needed and monitors the processes to ensure standards are met.

DEPARTMENT OPERATIONAL OBJECTIVES

- Operate, maintain, and repair treatment site facilities and equipment.
- Conduct laboratory sampling and testing to control treatment processes and to assure compliance with discharge/disposal requirements.
- Remove and dispose of residual bio-solids from the treatment process; the bio-solids are placed on agricultural lands.

BUDGET YEAR OBJECTIVES

- Continue to operate and maintain treatment site facilities and equipment to meet governing standards.
- Continue to familiarize operators with the new treatment plant improvements to optimize the capability of the improvements.
- Finally implement the wastewater reclamation and reuse program by providing treated water for irrigation to Middlefield Golf Course.
- Completed testing for 118 Priority Persistent Pollutants identified under Senate Bill 737. No regulated pollutants exceeded trigger levels. Therefore, the City will not need to develop a plan to address how any of the regulated pollutants would have been removed from the waste stream.
- Continue to seek opportunities to develop alternative energy sources for the facility.

MAJOR ACCOMPLISHMENTS – FISCAL YEAR 2010-11

- Operated, maintained and repaired treatment site facilities and equipment as needed to assure compliance with discharge/disposal requirements.
- Applied bio-solids to a local agricultural field.
- Removed and repaired influent pump and motor.
- Obtained an Oregon Department of Energy Grant, in the amount of \$472,506.00 to complete digester upgrade improvements, which will enhance treatment efficiencies.

FULL-TIME EQUIVALENT POSITIONS				
Position	Adopted 2008-09	Adopted 2009-10	Adopted 2010-11	Proposed 2011-12
Public Works Director	0.10	0.10	0.10	0.10
Administrative Aide	0.05	0.05	0.05	0.05
Clerical Assistant	0.05	0.05	0.05	0.05
City Engineer	0.05	0.05	0.05	0.05
Fleet & Facilities Manager	0.05	0.05	0.05	0.05
WW Treatment Plant Supervisor	1.00	1.00	1.00	1.00
Utility Maintenance Workers	3.05	2.05	2.05	2.05
	4.35	3.35	3.35	3.35

PERFORMANCE MEASUREMENTS

<i>Strategy</i>	<i>Measure</i>	Actual 2008	Actual 2009	Actual 2010	Estimate 2011	Projection 2012
Meet EPA's & DEQ's treatment and discharge standards	No. of gallons treated per year (million gallons)	765.8	679.3	889.2	778.1	850.5
	No. dry tons of bio-solids land applied	128	102	104	111	115
	No. of permit violations	0	0	0	0	0

* - data not available

DID YOU KNOW?

Wastewater Treatment Facts:

- The Wastewater Treatment Plant is an activated sludge process. The plant is designed to reduce pollutant discharge and thermal loading to the Coast Fork Willamette River; to impact the ecology of the stream by reducing dissolved oxygen. The plant was designed to allow summer discharges to be used as reuse irrigation water on the Middlefield Golf Course and other identified sites. The Oregon DEQ has issued the permit for this discharge to begin.
- Additional treatment parameters including reductions in phosphorous, ammonia, temperature and chlorine levels have been added to the City's discharge permit.
- To protect the environment, reduce the potential for treatment failures resulting in fines and to improve maintenance schedules the WWTP has redundancy in digestion, secondary clarification, disinfection and residual processing.
- The plant's wet weather hydraulic capacity is 13 million gallons/day (MGD).
- Typical WWTP dry weather flow = 1.0 million gallons/day
- WWTP design flow – 2.0 million gallons/day
- WWTP peak wet weather flow – approximately 13 million gallons/day for a 2 day period.
- The treatment plant has been designed for the City's anticipated needs through the year 2025.



**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**23 WASTEWATER FUND
23-52 WASTEWATER TREATMENT PLANT**

2008-09	2009-10	2010-11		2011-12		
ACTUAL	ACTUAL	BUDGET	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
			PERSONAL SERVICES			
7,867	8,260	8,675	60400 PUBLIC WORKS DIRECTOR - 0.10 FTE	8,675	8,675	8,675
2,126	2,126	2,130	60410 ADMINISTRATIVE AIDE - 0.05 FTE	2,180	2,180	2,180
1,809	1,884	1,885	60420 CLERICAL ASSISTANT - 0.05 FTE	1,935	1,935	1,935
3,653	3,651	3,645	60430 CITY ENGINEER - 0.05 FTE	3,740	3,740	3,740
3,298	3,298	3,300	60450 FAC. & EQUIP. MAINT. SUPERVISOR - 0.05 FTE	3,385	3,385	3,385
48,128	61,152	63,955	60470 WW TREATMENT PLANT SUPERVISOR - 1.0 FTE	65,820	65,820	65,820
123,995	81,477	89,490	60480 UTILITY MAINTENANCE WORKER - 2.05 FTE	97,645	97,645	97,645
2,180	2,243	4,000	61100 OVERTIME	4,000	4,000	4,000
5,258	6,057	6,775	62010 WORKERS' COMPENSATION	7,105	7,105	7,105
460	230	355	62020 UNEMPLOYMENT	1,035	1,035	1,035
14,474	12,240	13,550	62030 FICA	14,335	14,335	14,335
204	138	140	63010 LIFE INSURANCE	140	140	140
32,822	22,493	24,440	63020 RETIREMENT	31,725	31,725	31,725
1,085	774	750	63030 DISABILITY INSURANCE	800	800	800
44,657	43,789	60,125	63040 HEALTH INSURANCE	62,455	62,455	62,455
292,018	249,813	283,215	TOTAL PERSONAL SERVICES	304,975	304,975	304,975
			MATERIALS AND SERVICES			
2,622	2,950	3,000	71000 CONTRACTUAL SERVICES	12,500	12,500	12,500
437	408	1,000	71210 CLOTHING ALLOWANCE	1,000	1,000	1,000
100,260	88,366	100,000	71500 ELECTRICITY	105,000	105,000	105,000
9,387	6,906	6,750	71520 TELEPHONE	6,900	6,900	6,900
1,535	409	2,000	71530 NATURAL GAS	1,500	1,500	1,500
1,869	2,736	3,500	71540 FUEL & LUBRICANTS	3,000	3,000	3,000
0	0	0	71560 COMMUNICATIONS SERVICE	0	0	0
1,050	377	1,000	71700 BUILDING MAINT. & REPAIR	1,000	1,000	1,000
24,776	8,424	15,000	71710 EQUIPMENT MAINT. & REPAIR	15,000	15,000	15,000
100	225	500	71720 VEHICLE MAINT. & REPAIR	500	500	500
59	0	0	72000 COMPUTER PROGRAMS & SUPPLIES	0	0	0
129	0	0	72010 OFFICE SUPPLIES	0	0	0
623	549	1,000	72100 MINOR EQUIPMENT & TOOLS	1,000	1,000	1,000
0	0	5,000	72120 EQUIPMENT RENTAL & LEASE	5,000	5,000	5,000
9,305	11,649	15,000	72400 LAB TESTS & SUPPLIES	20,000	20,000	20,000
69,235	59,110	60,000	72410 TREATMENT CHEMICALS	70,000	70,000	70,000
405	410	800	72600 CLEANING SUPPLIES	500	500	500
2,472	2,031	2,500	73600 MISC. SUPPLIES & EXPENSE	2,500	2,500	2,500
155	0	0	74200 EDUCATION & REGISTRATION FEES	0	0	0
224,419	184,550	217,050	TOTAL MATERIALS AND SERVICES	245,400	245,400	245,400
516,437	434,362	500,265	TOTAL EXPENDITURES	550,375	550,375	550,375



DEPARTMENT: MIDDLEFIELD GOLF COURSE**OVERVIEW**

Middlefield Golf Course is a beautiful, 18-hole, 5002 yard, par 67 executive public golf course that is surrounded by mature landscaping and the beautiful Row River. This department provides for the operation, maintenance and promotion of this course. The reason for the purchase of the course in 2006 was to irrigate with reclaimed water from the wastewater treatment plant.

DEPARTMENT OPERATIONAL OBJECTIVES

- Provide operation, maintenance and improvements to Middlefield Golf Course.
- Promote Middlefield Golf Course through a variety of media.
- Provide training of employees to enhance the operation, maintenance and any improvements.

BUDGET YEAR OBJECTIVES

- Continue bringing Middlefield equipment and facilities up to City standards.
- Provide additional landscaping (flower beds) around golf course.
- Continue animal control program on golf course.
- Begin irrigating with reuse water from Wastewater Treatment Plant.
- Continue to promote Golf Course including Pro shop and Deli.

MAJOR ACCOMPLISHMENTS – FISCAL YEAR 2010-11

- Continued youth program with successful summer camp.
- Continued to enhance deli menu.
- Continued to overhaul all golf course equipment including golf carts.
- Continued to develop record keeping and cost tracking for entire Middlefield fleet including rental golf carts.
- Continued to promote Men's and Women's clubs & Junior Clinic participation.
- Implemented monthly Newsletter.
- Hosted Cottage Grove and Creswell school golf teams for practice and tournaments.

Position	FULL-TIME EQUIVALENT POSITIONS			
	Adopted 2008-09	Adopted 2009-10	Adopted 2010-11	Proposed 2011-12
Community Services Director	0.15	0.15	0.15	0.15
Golf Shop Manager	1.00	1.00	1.00	1.00
Golf Shop Assistant	1.35	1.42	1.35	1.50
Golf Course Superintendent	1.00	1.00	1.00	1.00
Golf Course Assist. Super/Mechanic	0.68	0.67	0.67	0.67
Groundskeeper/Temporary Worker	2.65	0.25	0.29	0.40
Groundskeeper/Reg. Part Time Worker	-	2.65	2.65	2.83
	6.83	7.14	7.11	7.55



Middlefield Golf Course

PERFORMANCE MEASUREMENTS

<i>Strategy</i>	<i>Measure</i>	Actual 2008-09	Actual 2009-10	Estimated 2010-11
Use reuse water for irrigation purposes	Number of gallons applied	0	0	350,000 gpd
Provide facility for community golf programs and tournaments annually	No.of tournaments	23	25	21
	No. of annual memberships	*	49	54
	Value of weekday rounds	\$	120,010	\$ 103,400
	Value of weekend rounds	\$	93,125	\$ 87,500
	Value of twilight rounds	\$	18,123	\$ 19,755
	Attendance at Golf Camp	40	80	40
	No. of High School Golf Events	7	8	7
Increase sales in indirect services to support operations & maintenance	Clubs/Cart rental	\$ 67,034	\$ 58,492	\$ 50,862
	Deli Shop revenue	\$ 52,701	\$ 45,211	\$ 42,851
	Pro Shop revenue	\$ 19,754	\$ 21,466	\$ 24,386



**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**23 WASTEWATER FUND
23-53 MIDDLEFIELD GOLF COURSE**

2008-09	2009-10	2010-11		2011-12		
ACTUAL	ACTUAL	BUDGET	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
			PERSONAL SERVICES			
8,726	9,203	9,625	60475 COMMUNITY SERVICES DIRECTOR - 0.15 FTE	10,355	10,355	10,355
33,876	34,158	35,865	60476 GOLF SHOP MANAGER - 1.0 FTE	38,600	38,600	38,600
22,716	21,863	25,780	60477 GOLF SHOP ASSISTANT - 1.50 FTE	30,220	30,220	30,220
45,968	48,268	50,690	60478 GOLF COURSE SUPERINTENDENT - 1.0 FTE	54,550	54,550	54,550
19,998	23,165	21,700	60479 G.C. ASSIST SUPER/MECHANIC - 0.67 FTE	23,285	23,285	23,285
38,466	4,334	5,100	61000 GROUNDSKEEPER/TEMP. WORK - 0.40 FTE	7,140	7,140	7,140
0	32,637	46,920	61010 GROUNDSKEEPER/REG. PT. WORK - 2.83 FTE	52,640	52,640	52,640
0	101	500	61100 OVERTIME	500	500	500
2,366	2,817	3,345	62010 WORKERS' COMPENSATION	3,925	3,925	3,925
389	268	325	62020 UNEMPLOYMENT	985	985	985
12,859	13,152	15,010	62030 FICA	16,625	16,625	16,625
135	92	95	63010 LIFE INSURANCE	95	95	95
19,673	13,939	18,490	63020 RETIREMENT	23,055	23,055	23,055
735	523	495	63030 DISABILITY INSURANCE	530	530	530
24,629	27,247	36,725	63040 HEALTH INSURANCE	39,180	39,180	39,180
230,535	231,764	270,665	TOTAL PERSONAL SERVICES	301,685	301,685	301,685
			MATERIALS AND SERVICES			
6,329	6,264	4,500	70030 ADVERTISING	4,000	4,000	4,000
4,230	4,558	4,200	71000 CONTRACTUAL SERVICES	4,000	4,000	4,000
1,050	573	750	71020 LICENSES & PERMITS	700	700	700
560	578	750	71210 CLOTHING ALLOWANCE	750	750	750
21,011	16,627	22,000	71500 ELECTRICITY	20,000	20,000	20,000
5,674	5,287	5,150	71520 TELEPHONE	6,250	6,250	6,250
15,632	12,775	15,000	71540 FUEL & LUBRICANTS	16,000	16,000	16,000
18,236	10,255	15,000	71580 FERTILIZER	14,000	14,000	14,000
5	9	100	71600 POSTAGE	100	100	100
1,204	2,870	3,000	71700 BUILDING MAINT. & REPAIR	3,000	3,000	3,000
24,518	17,602	23,800	71710 EQUIPMENT MAINT. & REPAIR	20,000	20,000	20,000
8	381	1,000	71720 VEHICLE MAINT. & REPAIR	1,000	1,000	1,000
2,184	2,330	2,500	72000 COMPUTER SERVICE & SUPPLIES	2,500	2,500	2,500
746	558	500	72010 OFFICE SUPPLIES	600	600	600
63	28	200	72030 BOOKS, MAPS & PERIODICALS	200	200	200
3,813	4,190	5,000	72100 MINOR EQUIPMENT & TOOLS	5,000	5,000	5,000
1,112	714	1,000	72120 EQUIPMENT RENTAL & LEASE	500	500	500
0	1,850	2,000	72200 LANDSCAPING SUPPLIES	1,500	1,500	1,500
7,615	4,948	6,000	72320 IRRIGATION PARTS & SUPPLIES	5,000	5,000	5,000
19,870	19,397	18,000	72330 SUPPLIES/PRO SHOP INVENTORY	20,000	20,000	20,000
29,087	26,325	25,000	72340 SUPPLIES/DELI FOOD	25,000	25,000	25,000
3,272	5,377	8,000	72430 CHEMICALS	8,000	8,000	8,000
1,057	1,629	1,100	72600 CLEANING SUPPLIES	900	900	900
8,313	5,045	8,000	73000 SOIL/SAND/GRAVEL	8,000	8,000	8,000
7,656	8,857	8,000	73600 MISC. SUPPLIES & EXPENSE	8,000	8,000	8,000
2,022	2,327	2,500	74100 PROFESSIONAL ASSOC. DUES	3,000	3,000	3,000
357	458	750	74200 EDUCATION & REGISTRATION FEES	750	750	750
277	1,212	1,000	74210 TRAVEL & SUBSISTENCE	1,000	1,000	1,000
3,890	5,720	6,300	74230 LPGA/PGA REGISTRATION FEES	0	0	0
0	2,800	3,000	76000 ANIMAL CONTROL	3,000	3,000	3,000
189,790	171,543	194,100	TOTAL MATERIALS AND SERVICES	182,750	182,750	182,750
420,325	403,306	464,765	TOTAL EXPENDITURES	484,435	484,435	484,435

DEPARTMENT: WASTEWATER NON-DEPARTMENTAL**OVERVIEW**

The Wastewater Non-Departmental Department's purpose is to account for expenditures that are common to all Wastewater Fund activities. Those include costs for audit, insurance, postage, administrative charges, education, professional organization costs, medical tests, operations engineering support and other general wastewater fund expenses.

DEPARTMENT OPERATIONAL OBJECTIVES

- Annual fees are paid from this fund as it relates to the City's NPDES Permit.
- Department pays dues for membership in the Oregon Association of Clean Water Agencies.
- Training is provided for full-time employees that conduct the activities of the wastewater utility.
- Fees are paid from this fund for wastewater operator and wastewater collections certification testing, licensing, and renewal.
- The department provides funding for utility billing printing and mailing costs.
- The department provides funding for publication and postage fees for the mailing of special reports to the public.
- Department pays its allotment for administrative and general engineering services as well any outstanding debt service.

BUDGET YEAR OBJECTIVES

- To continue to support the activities of the Wastewater Collection, Treatment Plant, and Golf Course Departments.

SIGNIFICANT BUDGET CHANGES FROM FISCAL YEAR 2010-11

- New expenditure for Whole Effluent Toxicity Testing and Metals/Organic Toxic testing and mitigation planning.

**City of Cottage Grove
Fiscal Year 2011-12 Budget**

**23 WASTEWATER FUND
23-95 NON-DEPARTMENTAL**

2011-12

2008-09 ACTUAL	2009-10 ACTUAL	2010-11 BUDGET	DESCRIPTION	PROPOSED	APPROVED	ADOPTED
			MATERIALS & SERVICES			
779	301	750	70030 ADVERTISING	750	750	750
6,019	5,312	4,905	70100 AUDIT EXPENSE	6,010	6,010	6,010
37,919	35,317	35,050	70400 INSURANCE & BONDS	35,050	35,050	35,050
378	40	200	71600 POSTAGE	250	250	250
3,660	3,205	3,000	71610 UTILITY BILLING POSTAGE	4,000	4,000	4,000
2,769	2,667	2,800	72000 COMPUTER PROGRAMS & SUPPLIES	2,800	2,800	2,800
689	1,112	1,000	72010 OFFICE SUPPLIES	1,100	1,100	1,100
17	0	500	72030 BOOKS, MAPS & PERIODICALS	500	500	500
6,121	6,646	7,000	73220 NDPES DISCHARGE PERMIT	7,000	7,000	7,000
0	0	25,000	73XXX SB 737 PLAN & TESTING	10,000	10,000	10,000
525	0	1,000	74000 PROGRAM FEES & DUES	2,000	2,000	2,000
869	826	1,000	74100 PROFESSIONAL ASSOCIATION DUES	2,000	2,000	2,000
1,257	1,472	1,900	74200 EDUCATION & REGISTRATION FEES	1,900	1,900	1,900
1,395	825	1,000	74210 TRAVEL & SUBSISTENCE	1,000	1,000	1,000
775	564	700	74300 EMPLOYEE MEDICAL EXAMS & TESTS	700	700	700
1,020	1,100	1,000	76010 RODENT CONTROL	1,000	1,000	1,000
0	0	250	76133 WATERSHED COUNCIL	250	250	250
3,568	38,401	0	76155 ENGINEERING ORWD GRANT	0	0	0
69,555	65,150	68,865	79900 ADMINISTRATION FEE	68,810	68,810	68,810
20,000	20,000	20,000	79910 ENGINEERING SERVICE FEES	20,000	20,000	20,000
157,315	182,938	175,920	TOTAL MATERIALS & SERVICES	165,120	165,120	165,120
110,364	110,670	111,335	90217 TRANSFER TO DEBT SERVICE	111,280	111,280	111,280
0	0	50,000	90235 TRANSFER TO WASTEWATER RESERVE	0	0	0
110,364	110,670	161,335	TOTAL TRANSFERS	111,280	111,280	111,280
0	0	203,520	99000 CONTINGENCY	53,550	53,550	53,550
152,068	130,281	0	99020 ENDING BALANCE	0	0	0
419,747	423,889	540,775	TOTAL EXPENDITURES	329,950	329,950	329,950
1,694,164	1,603,255	1,848,770	TOTAL WASTEWATER FUND EXPENDITURES	1,721,820	1,721,820	1,721,820