

APPENDIX

Appendix A

Summary of Resources by Fund & Source for Fiscal Year 2012 Adopted

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	14,530,700	0	980,200	0	0	0	0	15,510,900
Taxes Other than Property	3,343,350	986,815	0	0	0	0	0	4,330,165
Licenses & Permits	218,400	9,500	0	0	0	0	0	227,900
Fines & Forfeitures	287,500	0	0	0	0	0	0	287,500
Revenue From Other Agencies	1,905,051	2,943,310	0	2,872,948	285,000	525,241	0	8,531,550
Use of Assets	69,850	39,495	100	991,965	38,500	48,400	24,000	1,212,310
Fees & Charges	347,100	918,185	0	226,400	9,350,204	113,800	0	10,955,689
Other Revenue	182,350	39,210	660,000	169,000	99,520	158,629	218,300	1,527,009
Direct Charges for Service	0	0	0	0	17,500	4,954,501	0	4,972,001
Administrative Charges	0	0	0	0	0	3,013,358	0	3,013,358
Transfers In	873,800	5,000	0	3,334,058	1,262,847	245,000	0	5,720,705
Total Current Resources	21,758,101	4,941,515	1,640,300	7,594,371	11,053,571	9,058,929	242,300	56,289,087
Beginning Resources	8,687,567	3,946,035	66,570	9,867,809	5,368,596	7,121,041	178,776	35,236,394
Total Resources	30,445,668	8,887,550	1,706,870	17,462,180	16,422,167	16,179,970	421,076	91,525,481

Summary of Requirements by Fund & Major Object for Fiscal Year 2012 Adopted

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personal Services	14,510,148	649,574	0	0	2,916,002	4,491,265	0	22,566,989
Materials and Supplies	524,555	82,760	0	0	781,847	552,146	0	1,941,308
Contractual Services	3,677,605	922,891	46,200	0	2,021,085	2,339,926	243,300	9,251,007
Direct Charges for Services	619,146	341,762	10,000	0	756,404	651,501	6,100	2,384,913
Capital Outlay	118,464	2,104,016	0	17,052,680	4,754,229	1,590,710	0	25,620,099
Indirect Charges	1,874,088	170,551	0	0	678,306	141,813	0	2,864,758
Operating Expenses	21,324,006	4,271,554	56,200	17,052,680	11,907,873	9,767,361	249,400	64,629,074
Other Requirements								
Contingencies	1,050,000	2,192,776	0	0	2,156,935	2,103,611	0	7,503,322
Debt Service	0	2,199	1,084,000	0	889,512	0	0	1,975,711
Transfers Out	932,900	2,410,458	500,000	409,500	1,467,847	0	0	5,720,705
Total Other Requirements	1,982,900	4,605,433	1,584,000	409,500	4,514,294	2,103,611	0	15,199,738
Reserve for Capital	0	0	0	0	0	0	0	0
Ending Balance	7,138,762	10,563	66,670	0	0	4,308,998	171,676	11,696,669
Total Requirements	30,445,668	8,887,550	1,706,870	17,462,180	16,422,167	16,179,970	421,076	91,525,481

Summary of Resources by Fund & Source for Fiscal Year 2012 Approved

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Funds	Total
Property Taxes	14,530,700	0	980,200	0	0	0	0	15,510,900
Taxes Other than Property	3,343,350	986,815	0	0	0	0	0	4,330,165
Licenses & Permits	218,400	9,500	0	0	0	0	0	227,900
Fines & Forfeitures	287,500	0	0	0	0	0	0	287,500
Revenue From Other Agencies	1,905,051	2,943,310	0	2,872,948	285,000	525,241	0	8,531,550
Use of Assets	69,850	39,495	100	991,965	38,500	48,400	24,000	1,212,310
Fees & Charges	347,100	918,185	0	226,400	9,350,204	113,800	0	10,955,689
Other Revenue	182,350	39,210	660,000	169,000	99,520	158,629	218,300	1,527,009
Direct Charges for Service	0	0	0	0	17,500	4,954,501	0	4,972,001
Administrative Charges	0	0	0	0	0	3,013,358	0	3,013,358
Transfers In	873,800	5,000	0	3,334,058	1,262,847	245,000	0	5,720,705
Total Current Resources	21,758,101	4,941,515	1,640,300	7,594,371	11,053,571	9,058,929	242,300	56,289,087
Beginning Resources	8,687,567	3,946,035	66,570	9,867,809	5,368,596	7,121,041	178,776	35,236,394
Total Resources	30,445,668	8,887,550	1,706,870	17,462,180	16,422,167	16,179,970	421,076	91,525,481

Summary of Requirements by Fund & Major Object for Fiscal Year 2012 Approved

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personal Services	14,510,148	649,574	0	0	2,916,002	4,491,265	0	22,566,989
Materials and Supplies	524,555	82,760	0	0	781,847	552,146	0	1,941,308
Contractual Services	3,677,605	922,891	46,200	0	2,021,085	2,339,926	243,300	9,251,007
Direct Charges for Services	619,146	341,762	10,000	0	756,404	651,501	6,100	2,384,913
Capital Outlay	118,464	2,104,016	0	17,052,680	4,754,229	1,590,710	0	25,620,099
Indirect Charges	1,874,088	170,551	0	0	678,306	141,813	0	2,864,758
Operating Expenses	21,324,006	4,271,554	56,200	17,052,680	11,907,873	9,767,361	249,400	64,629,074
Other Requirements								
Contingencies	1,050,000	2,192,776	0	0	2,156,935	2,103,611	0	7,503,322
Debt Service	0	2,199	1,084,000	0	889,512	0	0	1,975,711
Transfers Out	932,900	2,410,458	500,000	409,500	1,467,847	0	0	5,720,705
Total Other Requirements	1,982,900	4,605,433	1,584,000	409,500	4,514,294	2,103,611	0	15,199,738
Reserve for Capital	0	0	0	0	0	0	0	0
Ending Balance	7,138,762	10,563	66,670	0	0	4,308,998	171,676	11,696,669
Total Requirements	30,445,668	8,887,550	1,706,870	17,462,180	16,422,167	16,179,970	421,076	91,525,481

Appendix C

Summary of Resources by Fund & Source for Fiscal Year 2012 Recommended

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	14,530,700	0	980,200	0	0	0	0	15,510,900
Taxes Other than Property	3,343,350	986,815	0	0	0	0	0	4,330,165
Licenses & Permits	218,400	9,500	0	0	0	0	0	227,900
Fines & Forfeitures	287,500	0	0	0	0	0	0	287,500
Revenue From Other Agencies	1,905,051	2,943,310	0	2,872,948	285,000	525,241	0	8,531,550
Use of Assets	69,850	39,495	100	991,965	38,500	48,400	24,000	1,212,310
Fees & Charges	347,100	918,185	0	226,400	9,350,204	113,800	0	10,955,689
Other Revenue	182,350	39,210	660,000	169,000	99,520	158,629	218,300	1,527,009
Direct Charges for Service	0	0	0	0	17,500	4,954,501	0	4,972,001
Administrative Charges	0	0	0	0	0	3,013,358	0	3,013,358
Transfers In	873,800	5,000	0	3,379,058	1,262,847	245,000	0	5,765,705
Total Current Resources	21,758,101	4,941,515	1,640,300	7,639,371	11,053,571	9,058,929	242,300	56,334,087
Beginning Resources	8,687,567	3,946,035	66,570	9,867,809	5,368,596	7,121,041	178,776	35,236,394
Total Resources	30,445,668	8,887,550	1,706,870	17,507,180	16,422,167	16,179,970	421,076	91,570,481

Summary of Requirements by Fund & Major Object for Fiscal Year 2012 Recommended

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personal Services	14,510,148	649,574	0	0	2,963,295	4,491,265	0	22,614,282
Materials and Supplies	524,555	82,760	0	0	781,847	552,146	0	1,941,308
Contractual Services	3,632,605	922,891	46,200	0	2,037,085	2,339,926	243,300	9,222,007
Direct Charges for Services	619,146	341,762	10,000	0	756,404	651,501	6,100	2,384,913
Capital Outlay	118,464	2,104,016	0	17,097,680	4,754,229	1,590,710	0	25,665,099
Indirect Charges	1,874,088	170,551	0	0	678,306	141,813	0	2,864,758
Operating Expenses	21,279,006	4,271,554	56,200	17,097,680	11,971,166	9,767,361	249,400	64,692,367
Other Requirements								
Contingencies	1,050,000	2,192,776	0	0	2,093,642	2,103,611	0	7,440,029
Debt Service	0	2,199	1,084,000	0	889,512	0	0	1,975,711
Transfers Out	977,900	2,410,458	500,000	409,500	1,467,847	0	0	5,765,705
Total Other Requirements	2,027,900	4,605,433	1,584,000	409,500	4,451,001	2,103,611	0	15,181,445
Reserve for Capital	0	0	0	0	0	0	0	0
Ending Balance	7,138,762	10,563	66,670	0	0	4,308,998	171,676	11,696,669
Total Requirements	30,445,668	8,887,550	1,706,870	17,507,180	16,422,167	16,179,970	421,076	91,570,481

Summary of Resources by Fund & Source for Fiscal Year 2011 Budget

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	14,231,258	0	966,600	0	0	0	0	15,197,858
Taxes Other than Property	3,151,850	918,601	0	0	0	0	0	4,070,451
Licenses & Permits	216,110	13,000	0	0	0	0	0	229,110
Fines & Forfeitures	252,460	0	0	0	0	0	0	252,460
Revenue From Other Agencies	1,634,480	2,657,731	0	1,490,703	261,000	327,895	0	6,371,809
Use of Assets	36,150	39,690	100	995,831	41,000	37,881	10,000	1,160,652
Fees & Charges	343,730	933,490	0	591,482	9,183,514	132,600	0	11,184,816
Other Revenue	83,815	35,136	660,000	52,000	92,450	150,880	210,000	1,284,281
Direct Charges for Service	0	0	0	0	17,100	5,069,612	0	5,086,712
Administrative Charges	0	0	0	0	0	2,906,903	0	2,906,903
Transfers In	857,788	20,000	500,000	2,754,961	1,076,737	0	0	5,209,486
Total Current Resources	20,807,641	4,617,648	2,126,700	5,884,977	10,671,801	8,625,771	220,000	52,954,538
Beginning Resources	7,623,898	3,468,226	37,611	12,918,408	5,424,633	6,713,361	268,123	36,454,260
Total Resources	28,431,539	8,085,874	2,164,311	18,803,385	16,096,434	15,339,132	488,123	89,408,798

Summary of Requirements by Fund & Major Object for Fiscal Year 2011 Budget

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personal Services	13,719,821	632,560	0	0	2,849,444	4,624,607	0	21,826,432
Materials and Supplies	437,930	90,082	0	0	729,087	494,040	0	1,751,139
Contractual Services	3,472,354	951,024	30,800	0	1,836,216	2,166,040	350,000	8,806,434
Direct Charges for Services	583,137	346,836	10,000	0	760,151	543,072	6,100	2,249,296
Capital Outlay	92,700	2,178,887	0	17,997,336	5,057,626	1,097,206	0	26,423,755
Indirect Charges	1,787,381	171,050	0	0	648,000	170,414	0	2,776,845
Operating Expenses	20,093,323	4,370,439	40,800	17,997,336	11,880,524	9,095,379	356,100	63,833,901
Other Requirements								
Contingencies	1,050,000	1,933,709	0	0	2,121,660	1,717,927	0	6,823,296
Debt Service	0	1,463	1,556,941	0	900,513	0	0	2,458,917
Transfers Out	940,000	1,769,700	500,000	806,049	1,193,737	0	0	5,209,486
Total Other Requirements	1,990,000	3,704,872	2,056,941	806,049	4,215,910	1,717,927	0	14,491,699
Reserve for Capital	0	0	0	0	0	0	0	0
Ending Balance	6,348,216	10,563	66,570	0	0	4,525,826	132,023	11,083,198
Total Requirements	28,431,539	8,085,874	2,164,311	18,803,385	16,096,434	15,339,132	488,123	89,408,798

Appendix E

Summary of Resources by Fund & Source for Fiscal Year 2010 Actual

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	14,270,645	0	927,772	0	1	0	0	15,198,418
Taxes Other than Property	3,117,606	940,765	0	0	0	0	0	4,058,371
Licenses & Permits	262,288	11,760	0	0	0	0	0	274,048
Fines & Forfeitures	300,528	0	0	0	0	0	0	300,528
Revenue From Other Agencies	1,685,570	1,865,700	0	1,930,143	312,085	89,980	0	5,883,478
Use of Assets	170,088	50,382	(214)	144,717	87,799	74,382	9,469	536,623
Fees & Charges	372,525	837,010	0	724,860	8,844,195	112,221	0	10,890,811
Other Revenue	2,465,001	34,786	442,818	148,033	270,898	71,224	236,977	3,669,737
Direct Charges for Service	0	0	0	0	17,963	4,843,442	0	4,861,405
Administrative Charges	0	0	0	0	0	2,629,252	0	2,629,252
Transfers In	815,027	38,000	0	757,680	1,593,000	30,000	0	3,233,707
Total Current Resources	23,459,278	3,778,403	1,370,376	3,705,433	11,125,941	7,850,501	246,446	51,536,378
Beginning Resources	3,556,971	3,667,080	(182,788)	14,377,885	6,975,515	6,435,342	319,522	35,149,527
Total Resources	27,016,249	7,445,483	1,187,588	18,083,318	18,101,456	14,285,843	565,968	86,685,905

Summary of Requirements by Fund & Major Object for Fiscal Year 2010 Actual

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personal Services	12,600,564	585,490	0	0	2,531,378	3,809,298	0	19,526,730
Materials and Supplies	384,037	56,312	0	0	655,023	347,001	0	1,442,373
Contractual Services	3,046,692	581,187	10,481	0	1,747,428	1,836,184	273,563	7,495,535
Direct Charges for Services	422,632	316,122	10,000	0	703,723	412,431	6,100	1,871,008
Capital Outlay	332,294	59,133	0	4,980,789	2,142,787	235,452	0	7,750,455
Indirect Charges	1,627,152	156,591	0	0	587,861	124,595	0	2,496,199
Operating Expenses	18,413,371	1,754,835	20,481	4,980,789	8,368,200	6,764,961	279,663	40,582,300
Other Requirements								
Contingencies	0	0	0	0	0	0	0	0
Debt Service	200,075	372,418	919,000	0	1,823,382	0	0	3,314,875
Transfers Out	35,000	1,470,707	0	50,000	1,668,000	10,000	0	3,233,707
Total Other Requirements	235,075	1,843,125	919,000	50,000	3,491,382	10,000	0	6,548,582
Reserve for Capital	0	0	0	0	0	0	0	0
Ending Balance	8,367,803	3,847,523	248,107	13,052,529	6,241,874	7,510,882	286,305	39,555,023
Total Requirements	27,016,249	7,445,483	1,187,588	18,083,318	18,101,456	14,285,843	565,968	86,685,905

Summary of Resources by Fund & Source for Fiscal Year 2009 Actual

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	12,639,887	0	1,103,998	0	2	0	0	13,743,887
Taxes Other than Property	3,197,527	970,446	0	0	0	0	0	4,167,973
Licenses & Permits	271,062	15,378	0	0	0	0	0	286,440
Fines & Forfeitures	237,776	0	0	0	0	0	0	237,776
Revenue From Other Agencies	1,769,511	1,592,546	0	947,863	235,069	376,425	0	4,921,414
Use of Assets	169,225	112,912	11,971	1,163,742	152,022	142,261	21,588	1,773,721
Fees & Charges	328,533	850,646	0	986,749	9,074,215	110,171	0	11,350,314
Other Revenue	82,373	134,117	896,576	139,090	108,456	121,962	244,622	1,727,196
Direct Charges for Service	0	0	0	0	18,711	7,403,473	0	7,422,184
Administrative Charges	0	0	0	0	0	2,635,329	0	2,635,329
Transfers In	871,263	0	0	3,301,459	1,195,506	138,000	0	5,506,228
Total Current Resources	19,567,157	3,676,045	2,012,545	6,538,903	10,783,981	10,927,621	266,210	53,772,462
Beginning Resources	5,810,786	3,777,639	195,909	14,259,343	7,090,950	6,026,982	304,034	37,465,643
Total Resources	25,377,943	7,453,684	2,208,454	20,798,246	17,874,931	16,954,603	570,244	91,238,105

Summary of Requirements by Fund & Major Object for Fiscal Year 2009 Actual

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personal Services	12,217,672	539,869	0	0	2,433,083	4,490,667	0	19,681,291
Materials and Supplies	410,273	53,399	0	0	672,768	383,328	0	1,519,768
Contractual Services	5,622,497	545,406	32,106	0	1,642,895	4,492,261	244,622	12,579,787
Direct Charges for Services	486,979	349,312	10,000	0	691,915	430,415	6,100	1,974,721
Capital Outlay	334,648	454,872	0	6,380,361	2,356,497	559,144	0	10,085,522
Indirect Charges	1,599,623	153,354	0	0	567,041	140,916	0	2,460,934
Operating Expenses	20,671,692	2,096,212	42,106	6,380,361	8,364,199	10,496,731	250,722	48,302,023
Other Requirements								
Contingencies	0	0	0	0	0	0	0	0
Debt Service	15,280	263,220	1,087,000	0	914,828	0	0	2,280,328
Transfers Out	1,134,000	1,427,172	1,262,136	40,000	1,620,389	22,530	0	5,506,227
Total Other Requirements	1,149,280	1,690,392	2,349,136	40,000	2,535,217	22,530	0	7,786,555
Reserve for Capital	0	0	0	0	0	0	0	0
Ending Balance	3,556,971	3,667,080	(182,788)	14,377,885	6,975,515	6,435,342	319,522	35,149,527
Total Requirements	25,377,943	7,453,684	2,208,454	20,798,246	17,874,931	16,954,603	570,244	91,238,105

Summary of Requirements by Fund and Activity

	ACTUAL FY'09	ACTUAL FY'10	BUDGET FY'11	RECOMMEND BUDGET FY'12	COMMITTEE APPROVED FY'12	COUNCIL ADOPTED FY'12
General Fund						
Mayor and Council	191,250	158,563	200,398	226,473	226,473	226,473
Development						
Planning	834,060	614,383	676,168	687,004	687,004	687,004
Building and Safety	1,595,085	1,177,037	937,898	840,075	840,075	840,075
Economic Development	159,500	135,749	165,307	165,049	170,049	170,049
Tourism Promotion	309,193	281,650	275,687	297,522	297,522	297,522
Downtown Development	297,867	286,429	326,880	342,364	342,364	342,364
Total Development	3,195,705	2,495,248	2,381,940	2,332,014	2,337,014	2,337,014
Parks						
Parks Maintenance	1,397,615	1,318,828	1,427,295	1,498,530	1,498,530	1,498,530
Aquatics	92,312	97,722	113,831	120,192	120,192	120,192
Recreation	130,806	130,821	137,337	137,439	137,439	137,439
Total Parks	1,620,733	1,547,371	1,678,463	1,756,161	1,756,161	1,756,161
Public Safety						
Crisis Support Services	39,578	39,618	40,648	42,071	42,071	42,071
Field Operations	10,378,221	11,094,061	12,300,222	12,985,980	12,985,980	12,985,980
Support Services	3,219,026	3,120,548	3,489,759	3,706,699	3,706,699	3,706,699
Street Lighting	266,684	275,517	295,000	311,000	311,000	311,000
Code Enforcement	198,238	207,972	0	0	0	0
Total Public Safety	14,101,747	14,737,716	16,125,629	17,045,750	17,045,750	17,045,750
General Program Operations	6,268,508	8,077,351	8,045,109	9,085,270	9,080,270	9,080,270
Total General Fund	25,377,943	27,016,249	28,431,539	30,445,668	30,445,668	30,445,668
Management Services						
Administrative Services	772,141	633,531	721,858	760,133	760,133	760,133
Legal Services	1,326,131	1,349,059	1,449,393	1,377,964	1,377,964	1,377,964
Human Resources	331,500	348,829	357,013	351,585	351,585	351,585
General Program Operations	349,464	398,466	416,167	437,554	437,554	437,554
General Program Operations	830,493	738,672	717,939	634,442	634,442	634,442
Total Administrative Fund	3,609,729	3,468,557	3,662,370	3,561,678	3,561,678	3,561,678
Transient Room Tax						
Community Dev Block Grant	970,562	941,157	918,601	986,815	986,815	986,815
Housing & Economic Dev.	907,383	927,405	1,844,311	1,863,551	1,863,551	1,863,551
Housing & Economic Dev.	1,000,795	1,008,924	987,615	995,293	995,293	995,293
Total Special Revenue Funds	2,878,740	2,877,486	3,750,527	3,845,659	3,845,659	3,845,659
Debt Service - General Obligation						
Debt Service - Bancroft	1,147,113	987,936	1,533,170	1,046,870	1,046,870	1,046,870
Debt Service - Bancroft	1,061,341	199,652	631,141	660,000	660,000	660,000
Total Debt Service Funds	2,208,454	1,187,588	2,164,311	1,706,870	1,706,870	1,706,870
Lands & Buildings Projects						
Lands & Buildings Projects	10,103,769	6,228,919	8,569,539	8,338,470	8,293,470	8,293,470
Total Construction Funds	10,103,769	6,228,919	8,569,539	8,338,470	8,293,470	8,293,470
Environmental Waste Fees Fund						
Agency Fund	244,743	237,098	210,000	218,300	218,300	218,300
Agency Fund	325,501	328,870	278,123	202,776	202,776	202,776
Total Agency Funds	570,244	565,968	488,123	421,076	421,076	421,076

Summary of Requirements by Fund and Activity

	ACTUAL		BUDGET	RECOMMEND	COMMITTEE	COUNCIL
	FY'09	FY'10	FY'11	BUDGET	APPROVED	ADOPTED
				FY'12	FY'12	FY'12
Water Treatment	1,326,618	1,367,364	1,478,081	1,589,962	1,589,962	1,589,962
Water Distribution	1,068,227	993,873	1,213,635	1,232,734	1,232,734	1,232,734
Customer Service	362,969	370,020	376,750	380,547	380,547	380,547
Debt Service	422,836	413,154	399,200	397,800	397,800	397,800
General Program Operations	2,278,192	2,280,057	2,010,695	1,724,106	1,724,106	1,724,106
Water Debt Reserve Fund	408,000	408,000	0	0	0	0
Water Construction Projects	3,712,810	3,152,930	2,463,697	2,034,915	2,034,915	2,034,915
Total Water Fund	9,579,652	8,985,398	7,942,058	7,360,064	7,360,064	7,360,064
Wastewater Collection	590,290	619,918	670,297	696,656	696,656	696,656
Wastewater Treatment	1,414,713	1,512,290	1,657,043	1,752,938	1,704,989	1,704,989
Jo-Gro	539,576	501,849	562,037	687,241	671,897	671,897
Customer Service	259,713	262,508	275,250	270,283	270,283	270,283
Debt Service	491,992	501,329	501,313	491,712	491,712	491,712
General Program Operations	1,694,979	1,952,451	1,832,392	2,310,459	2,373,752	2,373,752
Wastewater Debt Reserve Fund	500,899	500,899	0	0	0	0
Wastewater Construction	2,803,117	3,264,814	2,656,044	2,852,814	2,852,814	2,852,814
Total Wastewater Fund	8,295,279	9,116,058	8,154,376	9,062,103	9,062,103	9,062,103
Solid Waste Field Operations	17,401	19,718	42,431	25,137	25,137	25,137
Post Closure Operations	73,776	36,157	151,758	136,685	136,685	136,685
General Program Operations	331,251	498,442	96,847	119,288	119,288	119,288
Solid Waste Construction	1,850,558	1,406,149	1,302,709	1,233,016	1,233,016	1,233,016
Total Solid Waste Fund	2,272,986	1,960,466	1,593,745	1,514,126	1,514,126	1,514,126
Street & Drainage Maintenance	1,038,940	1,083,201	1,185,069	1,218,104	1,218,104	1,218,104
Customer Service	104,945	110,435	67,007	53,311	53,311	53,311
General Program Operations	1,147,510	1,403,332	1,478,963	2,245,787	2,245,787	2,245,787
Transportation Projects	9,875,931	11,081,418	9,360,561	8,397,356	8,397,356	8,397,356
Total Streets Utility Fund	12,167,326	13,678,386	12,091,600	11,914,558	11,914,558	11,914,558
Storm Water Maintenance	0	0	0	0	0	0
Customer Service	0	0	0	0	0	0
General Program Operations	10,563	10,563	10,563	10,563	10,563	10,563
Stormwater & Open Space Projects	818,546	772,981	873,285	771,354	771,354	771,354
Total Storm Water Utility Fund	829,109	783,544	883,848	781,917	781,917	781,917
Garage	572,182	574,267	636,539	657,066	657,066	657,066
Equipment Replacement	846,500	1,021,361	934,142	1,022,130	1,022,130	1,022,130
Information Technology	3,705,002	3,667,891	3,879,414	4,349,379	4,349,379	4,349,379
Property Management	671,052	634,828	675,053	701,039	701,039	701,039
Engineering	1,333,674	1,236,675	1,043,476	1,053,985	1,053,985	1,053,985
Community Development Mgmt.	600,129	509,490	861,823	1,045,990	1,045,990	1,045,990
Insurance	5,616,335	3,172,774	3,646,315	3,788,703	3,788,703	3,788,703
Total Support Services Funds	13,344,874	10,817,286	11,676,762	12,618,292	12,618,292	12,618,292
Total All Funds	91,238,105	86,685,905	89,408,798	91,570,481	91,525,481	91,525,481

OVERVIEW OF FUND BALANCES

Governmental Type Funds				
<i>Fund Name</i>	<i>FY'11 Actual Beginning Fund Balance</i>	<i>FY'12 Estimated Beginning Fund Balance *</i>	<i>FY'12 Estimated Ending Fund Balance *</i>	<i>Brief Explanation for Change Within Fiscal Year '12 If greater than 10%</i>
General Fund				
General - unrestricted	\$ 7,649,468	\$ 8,147,470	\$ 6,858,630	Estimated Ending Fund Balance does not include the contingency of one million which is appropriated as an expenditure.
General - restricted	718,334	540,097	280,132	Building Fee and Permit revenues are restricted to administering and enforcing state codes. Operating costs will draw on reserves due to the dramatic decline in construction activity.
Special Revenue Funds				
Industrial and Downtown Loans	973,924	979,738	0	**See contingency footnote
Community Development Block Grant	925,169	941,481	0	**See contingency footnote
Solid Waste	80,458	109,625	0	**See contingency footnote
Transportation Operations	572,393	693,612	0	**See contingency footnote

** For the Governmental Type funds, the budgeted Fund Balance represents the difference between assets and liabilities. Inventory values and long-term obligations are not included. Contingencies are appropriated as an expense in each fund and available for authorization by the governing body to spend. If not spent those resources become part of the new fiscal year's beginning balance; yet from a budgetary standpoint they decrease the budgeted ending fund balance.*

OVERVIEW OF FUND BALANCES

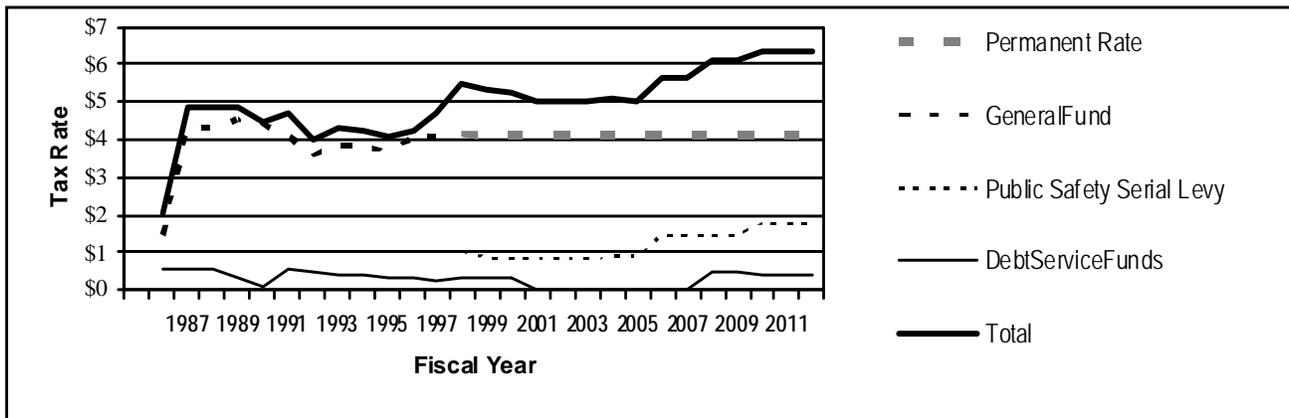
Proprietary Type Funds				
Fund Name	<i>FY'11 Beginning Fund Balance</i>	<i>FY'12 Estimated Beginning Fund Balance **</i>	<i>FY'12 Estimated Ending Fund Balance **</i>	<i>Brief Explanation for Change Within Fiscal Year '12 If greater than 10%</i>
Enterprise Funds				
Water Operations	\$ 1,379,420	\$ 1,083,729	0	**See contingency footnote
Wastewater Operations	574,332	1,036,689	0	**See contingency footnote
Internal Service Funds				
Administrative Services	531,080	382,098	0	**See contingency footnote
Information Technology	84,027	71,009	0	**See contingency footnote
Equipment Replacement	3,379,082	3,017,541	2,419,544	Planned vehicle & equipment replacements reduced balance
Garage Operations	334,984	343,804	0	**See contingency footnote
General Insurance	510,668	450,000	0	**See contingency footnote
Insurance/Benefits Administration	1,115,390	1,443,960	1,531,490	PERS employer rate to increase significantly next year. Increased fund balance to offset higher premiums in the future
Workers' Compensation Insurance	987,599	942,212	341,294	Anticipated claim settlements reduced balance along with \$500,000 contingency **

** The budgeted fund balance for proprietary type funds represents the difference between assets and liabilities less the net value of fixed assets, long-term debt and any required debt reserves. Contingencies are appropriated as an expense in each fund and available for authorization by the governing body to spend. If not spent those resources become part of the new fiscal year's beginning balance; yet from a budgetary standpoint they decrease the budgeted ending fund balance. Most enterprise and internal service funds have the entire estimated ending fund balance in the contingency to provide the highest amount of financial flexibility for the Council to deal with emergencies and unexpected requirements. Only the City Council can authorize the budgetary use of appropriation transfers using the contingencies.

HISTORY OF PROPERTY TAX RATES

Property Taxes (Per \$1,000 of Assessed Value):

<u>Fiscal Year Ended June 30.</u>	<u>Permanent Rate</u>	<u>General Fund</u>	<u>Public Safety Serial Levy</u>	<u>Debt Service Funds</u>	<u>Total</u>
1987		4.30		0.55	4.85
1988		4.32		0.54	4.86
1989		4.52		0.33	4.85
1990		4.42		0.09	4.51
1991		4.11		0.57	4.68
1992		3.57		0.46	4.03
1993		3.87		0.42	4.29
1994		3.82		0.40	4.22
1995		3.69		0.36	4.05
1996		4.06		0.30	4.26
1997		4.09		0.29	4.38
1998	4.14		1.03	0.32	5.49
1999	4.13		0.85	0.31	5.29
2000	4.13		0.85	0.30	5.28
2001	4.13		0.85	0.00	4.98
2002	4.13		0.85	0.00	4.98
2003	4.13		0.85	0.00	4.98
2004	4.13		0.89	0.00	5.02
2005	4.13		0.89	0.00	5.02
2006	4.13		1.49	0.00	5.62
2007	4.13		1.49	0.00	5.62
2008	4.13		1.49	0.51	6.13
2009	4.13		1.49	0.50	6.12
2010	4.13		1.79	0.40	6.32
2011	4.13		1.79	0.41	6.33
2012	4.13		1.79 est.	0.41 est.	6.33 est.



HISTORY OF LEVIES AND ASSESSED VALUES

<i>Fiscal Year Ended June 30</i>	<i>Real Property Assessed Value</i>	<i>Permanent Tax Rate Certification</i>	<i>Public Safety Levy</i>	<i>Water Bond Debt</i>	<i>Public Safety Bonded Debt</i>
2000	1,129,100,398	4,344,821	893,476	309,984	0
2001	1,180,905,168	4,538,254	933,232	0	0
2002	1,253,169,191	4,823,901	991,992	0	0
2003	1,350,701,461	5,185,692	1,066,369	0	0
2004	1,446,214,463	5,514,561	1,287,132	0	0
2005	1,579,311,858	6,014,968	1,405,588	0	0
2006	1,728,922,043	6,592,207	2,576,094	0	0
2007	2,065,307,699	7,931,607	3,077,307	0	0
2008	2,207,029,376	8,478,617	3,288,475	0	1,124,923
2009	2,318,499,838	9,583,520	3,454,566	0	1,159,947
2010	2,409,615,099	9,960,144	4,313,211	0	961,436
2011	2,478,664,959	10,245,487	4,436,778	0	1,007,818
2012 ^{est.}	2,528,220,000	10,450,397	4,525,514	0	1,034,200

HISTORY OF GENERAL SUPPORT RESOURCES

<i>Description</i>	<i>ACTUAL</i>	<i>ACTUAL</i>	<i>BUDGET</i>	<i>MANAGER</i>	<i>COMMITTEE</i>	<i>COUNCIL</i>
	<u><i>FY'09</i></u>	<u><i>FY'10</i></u>	<u><i>FY'11</i></u>	<u><i>RECOMMEND</i></u>	<u><i>APPROVED</i></u>	<u><i>ADOPTED</i></u>
				<u><i>FY'12</i></u>	<u><i>FY'12</i></u>	<u><i>FY'12</i></u>
Beg. Fund Balance	\$4,578,249	\$2,701,988	\$7,002,000	\$8,147,470	\$8,147,470	\$8,147,470
Business Taxes	308,624	293,822	301,680	292,300	292,300	292,300
Franchise Taxes:						
PP&L	1,259,271	1,308,517	1,367,770	1,521,000	1,521,000	1,521,000
Qwest	199,527	157,444	149,370	132,900	132,900	132,900
Charter	218,761	209,920	204,570	242,700	242,700	242,700
Avista	497,541	426,287	409,280	416,000	416,000	416,000
Allied Waste	183,529	176,391	168,960	182,200	182,200	182,200
So. Or. Sanitation	25,382	41,732	25,000	54,300	54,300	54,300
Solid Waste Transfer	22,761	20,912	25,000	20,200	20,200	20,200
Other Telecom.	15,596	23,754	9,280	3,250	3,250	3,250
Other Taxes	4,570	5,875	2,520	1,600	1,600	1,600
Fees in Lieu of Franchise	461,034	452,152	487,490	476,200	476,200	476,200
Licenses	6,740	6,335	6,480	6,900	6,900	6,900
State Rev. Sharing	270,458	264,004	297,050	299,400	299,400	299,400
State Cigarette Tax	50,328	48,482	43,680	50,300	50,300	50,300
State Liquor Tax	410,343	374,145	434,200	421,600	421,600	421,600
Other Misc.	24,112	2,602,130	44,440	241,200	241,200	241,200
Investment Interest	<u>147,754</u>	<u>165,100</u>	<u>26,150</u>	<u>67,050</u>	<u>67,050</u>	<u>67,050</u>
Total	<u>\$8,684,580</u>	<u>\$9,278,990</u>	<u>\$11,004,920</u>	<u>\$12,576,570</u>	<u>\$12,576,570</u>	<u>\$12,576,570</u>

MAJOR REVENUE SOURCES

Fund	Program	Description	Dollar Amount	% of Program Revenues	Basis of Revenue Estimates
General	Public Safety	Property Taxes	\$14,530,700	89.4%	5 year historical trends, assessed values for newly annexed properties together with information from Josephine County Assessors office
General	Development	Permits & Licenses	\$211,500	23.3%	Estimated # of residential, industrial and commercial building permits issued
General	Policy & Legislation	Taxes other than Property (franchise & business)	\$3,032,950	68.5%	Historical trends together with growth projections and rate increases approval by state. Also refer to Appendix K.
Transportation	Transportation	State Gas Tax	\$1,947,660	69.0%	Historical growth trends together with per capita revenue projections received from state
Transportation	Transportation	Street Utility Fees	\$781,500	27.7%	Historical growth in utility accounts
Water	Water	User Fees	\$4,189,400	94.4%	Historical growth in # of accounts and utilization, together with projected housing starts
Wastewater	Wastewater	User Fees	\$4,820,600	90.5%	Historical growth in # of accounts together with projected housing starts

STAFF ALLOCATION BY ACTIVITY

<i>Department/Activity</i>	Budget FY'09	Budget FY'10	Budget FY'11	Recommend FY'12	Approved FY'12	Adopted FY'12
Administration						
Management	6.70	6.70	6.70	6.83	6.83	6.83
Human Resources	2.50	2.50	3.00	2.87	2.87	2.87
Finance	16.00	16.00	16.00	16.00	16.00	16.00
Legal	2.45	2.52	2.38	2.48	2.48	2.48
Risk Insurance	0.80	0.54	0.87	0.82	0.82	0.82
Economic Development	1.00	1.00	1.00	1.00	1.00	1.00
	<u>29.45</u>	<u>29.26</u>	<u>29.95</u>	<u>30.00</u>	<u>30.00</u>	<u>30.00</u>
Community Development						
Management	7.00	8.00	8.00	10.00	10.00	10.00
Engineering	10.50	9.50	9.50	7.50	7.50	7.50
Planning	11.00	11.00	11.00	11.00	11.00	11.00
Building & Safety	7.00	7.00	7.00	7.00	7.00	7.00
	<u>35.50</u>	<u>35.50</u>	<u>35.50</u>	<u>35.50</u>	<u>35.50</u>	<u>35.50</u>
Parks & Community Svc's						
Information Services	4.95	4.95	4.95	4.90	4.90	4.90
Park Maintenance	8.10	8.10	8.10	8.20	8.20	8.20
Property Management	1.30	1.30	2.15	2.10	2.10	2.10
Capital Projects	0.00	0.00	0.15	0.00	0.00	0.00
Aquatics	0.35	0.35	0.35	0.40	0.40	0.40
Recreation	0.15	0.15	0.15	0.15	0.15	0.15
Garage Operations	3.05	3.05	2.95	3.15	3.15	3.15
Equipment Repair	0.70	0.70	0.80	0.60	0.60	0.60
Tourism Promotion	1.85	1.85	1.85	1.85	1.85	1.85
Downtown	1.45	1.45	1.45	1.55	1.55	1.55
	<u>21.90</u>	<u>21.90</u>	<u>22.90</u>	<u>22.90</u>	<u>22.90</u>	<u>22.90</u>
Public Works						
Water Treatment	6.46	6.46	6.46	6.46	6.46	6.46
Water Distribution	8.80	8.80	8.80	8.80	8.80	8.80
Wastewater Collection	5.66	5.66	5.66	5.66	5.66	5.66
Wastewater Treatment	9.41	9.41	9.41	9.41	9.41	9.41
JO-GRO™	4.11	4.11	4.11	4.11	4.11	4.11
Capital Projects	1.00	1.00	1.00	1.00	1.00	1.00
Solid Waste	0.10	0.10	0.10	0.10	0.10	0.10
Storm Water	0.00	0.00	0.00	0.00	0.00	0.00
Street Maintenance	8.06	8.06	8.06	8.06	8.06	8.06
	<u>43.60</u>	<u>43.60</u>	<u>43.60</u>	<u>43.60</u>	<u>43.60</u>	<u>43.60</u>
Public Safety						
Field Operations	72.50	72.50	76.50	80.00	80.00	80.00
Support Operations	33.10	29.35	30.35	30.87	30.87	30.87
Code Enforcement	3.20	3.20	0.00	0.00	0.00	0.00
	<u>108.80</u>	<u>105.05</u>	<u>106.85</u>	<u>110.87</u>	<u>110.87</u>	<u>110.87</u>
Total	239.25	235.31	238.80	242.87	242.87	242.87
<i>Memo: Total Unfunded Positions</i>	<i>(11.00)</i>	<i>(18.00)</i>	<i>(19.75)</i>	<i>(22.05)</i>	<i>(22.05)</i>	<i>(22.05)</i>
Net Funded Positions	228.25	217.31	219.05	220.82	220.82	220.82

MONTHLY SALARY SCHEDULE

<u>Positions</u>	<u>Entry*</u>	<u>Top*</u>
Clerk Aid	1,893	2,416
Office Assistant I/II	2,136	3,122
Accounting Technician	2,313	3,122
Municipal Services Worker/Utility Worker	2,714	3,300
Municipal Specialist/Utility Specialist	2,849	3,463
Prevention Program Office Assistant	2,746	3,505
Lead Accounting Technician	2,313	3,527
Department Support Technician/Database Technician/Webmaster	2,571	3,599
Public Safety Clerk	2,865	3,656
Treatment Plant Specialist	3,022	3,674
Community Service Officer	2,960	3,778
Investigative Specialist	2,989	3,815
Administrative Support Spec./Finance Support Spec./Mechanic/Personnel Tech.	2,741	3,837
Property Specialist	3,171	4,048
Tourism and Downtown Coordinator/Computer Services Technician	2,911	4,075
Administrative Coordinator	3,123	4,373
Lead Mechanic/Projects Specialist	2,741	4,385
Public Safety Dispatcher	3,302	4,525
Assistant Planner/Building Inspector-Plans Examiner	3,379	4,730
Lead Public Safety Dispatcher	3,467	4,746
Grants Specialist	3,468	5,028
Associate Planner/Business Op Sup./Analyst/Urban Forester	3,632	5,266
Customer Service Sup/Economic Dev. Spec./Land Acquisition Spec.	3,632	5,266
Civilian Public Safety Supervisor/Projects Supervisor/Property Mgmt Coord.	3,632	5,266
Firefighter	3,973	5,428
City Surveyor/Superintendents/Utility Engineer	3,796	5,504
Fire Inspector	4,481	5,718
Police Officer	4,206	5,737
Information Technology Supervisor/Senior Planner	4,001	5,802
Police Corporal	4,431	6,038
Fire Corporal	4,507	6,146
Battalion Chief/Fire Marshal/Public Safety Sergeant	4,248	6,160
Assistant Finance Director/Building Official/Principal Planner	4,248	6,160
City Engineer/Deputy City Attorney /PS Lieutenant	4,622	6,934
Deputy Chief	4,665	7,232
Human Resources Director	5,057	7,839
Finance Director	5,242	8,125
Parks & Community Services Director	5,334	8,268
Community Development Director/Public Safety Director/Public Works	5,334	8,268
Assistant City Manager/City Attorney	5,426	8,411

* As of January 1, 2011

REPRESENTATIVE ANNUAL SALARY AND FRINGE BENEFITS

As of January 1, 2011

	<i>Office Assistant I</i>	<i>Municipal Services Worker</i>	<i>Utility Specialist</i>	<i>Treatment Plant Specialist</i>	<i>Fire Fighter</i>	<i>Police Officer</i>
Salary (top step)	34,618	39,600	41,558	44,088	65,136	67,524
<u>Certification +</u>	-	499	3,994	3,931	4,543	4,011
Sub-Total Salary	34,618	40,099	45,552	48,019	69,679	71,535
<u>Legislated Benefits:</u>						
Workers Comp	52	1,399	1,567	1,652	1,916	1,860
City Portion PERS/OPSRP	4,331	4,872	5,535	5,834	14,779	15,173
<u>FICA Tax 7.65%</u>	2,648	3,068	3,485	3,673	5,330	5,472
<i>Subtotal Legislated Benefits</i>	<i>7,031</i>	<i>9,339</i>	<i>10,587</i>	<i>11,159</i>	<i>22,025</i>	<i>22,505</i>
<u>Negotiated Benefits:</u>						
Employee 6% PERS/OPSRP	2,077	2,406	2,733	2,881	4,181	4,292
Health Ins.	15,499	14,671	14,671	14,671	15,835	15,464
Wellness Program	240	240	240	240	240	240
Life Ins.	71	90	100	107	150	156
<u>Long Term Dis. Ins.</u>	82	102	115	121	172	80
<i>Subtotal Negotiated Benefits</i>	<i>17,969</i>	<i>17,509</i>	<i>17,859</i>	<i>18,020</i>	<i>20,578</i>	<i>20,232</i>
Sub-Total Benefits	25,000	26,848	28,446	29,179	42,603	42,737
<u>Total Salary & Benefits</u>	<u>59,618</u>	<u>66,947</u>	<u>73,998</u>	<u>77,198</u>	<u>112,282</u>	<u>114,272</u>
% Ratio of Benefits/Salary	72%	67%	62%	61%	61%	60%

+ Varies with the individual

COMPUTATION OF LEGAL DEBT MARGIN

As of June 30, 2011

The issuance of bonds by local governmental units in Oregon is limited by the provisions of the City's charter, local law and provisions of the Oregon Revised Statutes (ORS). No City can issue bonds exceeding the lesser of 3% of its' assessed value or the limitations as defined by local charter or law. The City of Grants Pass Charter does not identify any such bonding limitation; thus, the 3% assessed value limitations apply to the local municipality.

Exclusions, as defined by ORS, from the limitation include bonds issued for water, sanitary or storm sewers and special assessment improvements. The calculations presented below substantiates that all the current bonded debt of the City meets the defined exclusions, showing compliance with the legal debt limitation.

Total Real Market Value as of June 30, 2011 <i>est.</i>	\$ 3,712,094,630
Less Non-Profit Housing	<u>- 2,195,200</u>
**Total	<u>\$ 3,709,899,430</u>
Debt limit, 3% of total real market value - ORS 287.004(2)	\$ 111,296,983

Amount of debt applicable to debt limit

Total bonded debt, including special assessments bond and public safety general obligation bonds	\$ 13,935,000
Less:	
Assets in debt service funds available for payment of principal	\$ 0
Other deduction allowed by law	0
Special assessment and revenue bonds	<u>\$ 0</u>
Total Deductions	<u>0</u>
Total amount of debt applicable to debt limit	<u>\$ 13,935,000</u>
Legal debt margin	<u>\$ 97,361,983</u>

* Total Real Market Value as defined in ORS 308.207

** Source: Josephine County Assessor's office

SCHEDULE OF FUTURE DEBT SERVICE

As of June 30, 2011

Bonded Debt

<i>Fiscal Year</i>	General Obligation Bonds Public Safety Facilities		Full Faith and Credit Obligation Bonds Public Works Facilities	
	<i>Principal</i>	<i>Interest</i>	<i>Principal</i>	<i>Interest</i>
2011-2012	685,000	295,200	1,095,000	242,913
2012-2013	740,000	267,800	725,000	218,513
2013-2014	800,000	238,200	745,000	196,763
2014-2015	865,000	206,200	775,000	166,963
2015-2016	930,000	171,600	790,000	143,713
2016-2017	1,010,000	125,100	375,000	116,063
2017-2018	1,095,000	74,600	385,000	101,063
2018-2019	770,000	30,800	400,000	85,663
2019-2020	0	0	415,000	69,663
2020-2021	0	0	430,000	53,400
2021-2022	0	0	445,000	36,200
2022-2023	<u>0</u>	<u>0</u>	<u>460,000</u>	<u>18,400</u>
Totals	<u>\$6,895,000</u>	<u>\$1,409,500</u>	<u>\$7,040,000</u>	<u>\$1,449,317</u>

Non-Bonded Debt – Property

**Henner Property
2190 Hamilton Ln.**

<i>Fiscal Year</i>	<i>Principal</i>	<i>Interest</i>
2011-2012	22,500.00	4,146.00
2012-2013	22,500.00	2,121.00
2013-2014	<u>22,500.00</u>	<u>1,108.56</u>
Totals	<u>\$67,500.00</u>	<u>\$7,375.56</u>

TEN LARGEST TAXPAYERS WITHIN CITY LIMITS

<i>Name</i>	<i>Type of Business</i>	<i>City Taxable Base Value</i>	<i>Percentage of Total Assessed Value</i>
Masterbrand Cabinets Inc.	Industrial	\$17,400,900	0.70%
Auerbach Grants Pass LLC & Freeman Grants Pass LLC	Commercial	\$17,075,600	0.69%
Charter	Utility	\$14,176,740	0.57%
Lynn-Ann Development LLC	Developer	\$13,600,666	0.55%
Grants Pass FMS LLC	Commercial	\$13,345,550	0.54%
Wal-Mart Stores Inc.	Commercial	\$13,097,545	0.53%
Qwest Corporation	Utility	\$12,807,600	0.52%
Albertson's Inc.	Commercial	\$11,146,383	0.45%
BRE/SW Spring Village LLC	Commercial	\$10,697,700	0.43%
PacifiCorp (PP&L)	Utility	\$10,854,000	0.44%
Sub-total of top taxpayers:		<u>\$ 134,202,684</u>	<u>5.42%</u>
Other taxpayers:		<u>\$2,344,444,275</u>	<u>94.58%</u>
Total all taxpayers:		<u>\$2,478,646,959</u>	<u>100.00%</u>

Source: Josephine County Assessor - October 10, 2010

SYSTEM DEVELOPMENT CHARGE REVENUES

FY'12 System Development Charge Revenues

<i>Capital Improvement Type</i>	<i>SDC Fund Number</i>	<i>Est. Balance July 1, 2011</i>	<i>FY'12 SDC Revenue Budget</i>	<i>FY'12 Allocations</i>	<i>Est. Balance June 30, 2012</i>
Parks Land Acquisition	692	43,417	53,000	45,500	50,917
Parks Development	694	(27,091)	29,010	0	1,919
Storm Water & Open Space	642	229,235	44,850	220,000	54,085
Transportation	614	1,464,481	124,000	1,275,000	313,481
Transportation: Signal SDC	614	(3,321)	1,000	0	(2,321)
Water	752	179,442	195,484	334,000	40,926
Wastewater	722	104,644	152,720	225,000	32,364

FY'12 Budgeted Allocation of System Development Charge Revenues To Capital Projects

<i>Project #</i>	<i>Project Name</i>	<i>Description</i>	<i>\$ Allocated</i>
<u>Parks Land Acquisition SDC to Lands & Building Capital Projects</u>			
LB 4710	Overland Park Reserve	Park land acquisition	40,500
LB 4713	Allenwood Park Reserve	Park land acquisition	5,000
		Total	<u>45,500</u>
<u>Storm Water and Open Space SDC to Capital Projects</u>			
TR 4934	Redwood Avenue LID-Dowell to Hubbard	Storm water drain pipes and appurtenances	220,000
		Total	<u>220,000</u>
<u>Transportation SDC to Capital Projects</u>			
TR 4924	Hubbard Lane	Widen roadway	(150,000)
TR 4934	Redwood Avenue LID (2)	Widen highway, add sidewalks and bike lanes	500,000
TR 6069	Sidewalk Projects	Install sidewalks	(100,000)
TR 6115	Drury Ln. Reconstruction	Widen road, add curb/gutter, sidewalks, bike lanes	725,000
TR 6116	Allen Creek Rd Improvement	Supplement ODOT road improvements	300,000
		Total	<u>1,275,000</u>
<u>Water SDC to Water and Transportation Capital Projects</u>			
WA 4742	Meadow Wood Res. #16-Site Purchase	Land acquisition	100,000
WA 4965	WTP Solids Handling	Solids handling improvements to WTP	(289,000)
WA 4971	Meadow Wood Reservoir #16	Build a 600,000 gallon water reservoir	250,000
WA 6057	Backwash Pump Redundancy	Add second backwash pump	73,000
TR 4924	Hubbard Lane Widening	Design/purchase right-of-way to widen rd.	200,000
		Total	<u>334,000</u>
<u>SDC to Wastewater Capital Projects</u>			
SE 4964	WRP Phase 2 Expansion	Expand aeration basin capacity, etc.	100,000
SE 6012	Mill Street Sewer Reconstruction	Replace 9,500 feet of sewer main	125,000
		Total	<u>225,000</u>

THE BUDGET FORMAT

The Budget is divided into programs and activities. The Budget format displays each program with the revenues dedicated to that program and the appropriations for planned expenditures in the activities that constitute each program area. We further group the programs by the nature of their purpose – General Government and Business activities, respectively. Oregon Local Budget Law establishes standard procedures, citizen involvement and public disclosure. Adopted no later than June 30 for the ensuing fiscal year, the budget must disclose each fund and show requirements and resources balanced.

The City Council groups the programs generally as follows:

General Government Activities

The General Fund Group

This group includes Policy and Legislation, Public Safety, Parks, Development and the Solid Waste programs. The general fund group is funded through dedicated and non-dedicated revenue sources. All property taxes in the City are dedicated to Public Safety. The non-dedicated revenue sources, including franchise fees, general licenses/permits, state-shared revenues and miscellaneous general revenues, provide funding for the other activities of the General Fund Group.

The Capital Projects supporting the General Fund Group are all contained in the Capital Budget. The reader is alerted to the interaction of fund groups in the Capital Projects fund. Transfers and allocations from Support, Auxiliary, General Fund and outside sources combine to undertake identified capital projects.

Business Activities

The Enterprise Group

The Enterprise Group includes Water Utility, Wastewater Utility, Storm Water/Open Space and the Transportation programs. Our historic utilities rely on revenues generated from user fees to pay costs of programs. Although the Street Utility and Storm Water/Open Space Funds are technically special revenue funds and are audited as special revenue, they are included in the Enterprise Group as they are funded through user rates. All capital outlay projects are included within each enterprise program in a separate capital projects fund specific to the utility.

The Street Utility was created in FY'02. The utility combines funds from the State gasoline tax with anticipated user fees on residential, commercial and industrial properties in the City. The Street Utility utilizes a fund transfer from general resources to augment capital investments in transportation systems.

THE BUDGET FORMAT

Non-Operating and Support Activities

The Internal Service Group

Administrative Services is a group of activities funded from an 8% overhead on all operating activities and a 2% fee on capital project construction and includes management, administrative services, legal services and general program operations. The internal service group costs are all contained in the base operating costs of the City and are not independently analyzed in this message.

Support Services is a group of activities that directly bill operating activities for support. These include community development management, property management, garage operations, equipment replacement, insurance and information systems. Information systems are funded by a 2% overhead on all operating activities. These costs are restatements of costs in the operating budget and are not restated in this analysis.

Auxiliary Services include transient room tax, debt service, community development block grants, environment fees and trust funds.

Capital outlay for each of these groups is contained directly in the fund or transferred to the General Capital Projects Fund.

FINANCIAL POLICIES

AS ADOPTED BY THE COUNCIL FEBRUARY 17, 2010

These policies have been developed to:

1. Provide financial stability for the city;
2. Ensure that the financial system is administered fairly; and
3. Provide for the interests of both present and future Citizens of our community.

REVENUE

Flexibility

1. The City will maintain a diversified income base in order to minimize the short run impact of fluctuations in any one-income source.

Discussion: A diversified revenue base will protect the City from over dependence on any single revenue source. Any one revenue source can be subject to economic fluctuations, voter attitudes, or user preference. A diversified revenue base, therefore, provides stability in both the short and long term.

2. The City will seek to utilize income sources that are available for general expenditures and will not normally designate income sources for specific purposes. The Council may, however, choose to earmark certain income for specific purposes after determining that such action would serve a public policy purpose that is more important than the loss of fiscal flexibility.

Discussion: Designating (earmarking) revenues limits flexibility. Although, occasionally, public policy will dictate that this be done, it is more appropriate to keep as many revenue sources as possible available for all types of legitimate general expenditures rather than for special purposes.

FINANCIAL BURDEN

1. The City will consider the overlapping tax burden created by multiple taxing jurisdictions on City property owners when it establishes property tax levels.

Discussion: The City wishes to continue to be responsible in its requests for property tax funding, cognizant that City property owners pay taxes to other local jurisdictions and that City services are only a part of the total tax supported service package.

2. The City will provide for an equitable sharing of the costs of services by charging the direct beneficiaries fees, which will recover all or a portion of the costs to provide those services. These fees will be reviewed periodically to ensure that they remain equitable, as appropriate.

Discussion: Many City services directly benefit selected individuals. When these services are subsidized by tax dollars, those resources are not available for general City services. With discretionary services, the customer has the opportunity to determine the level of services desired, and part of his/her decision could be made through the market pricing system.

3. The City will use non-recurring income for capital projects and other one-time expenses so that no long-term financial burden is placed on the organization.

Discussion: Revenue from outside sources should not be used to build programs that the City will not be able to support if that revenue should cease to exist. Rather, such funds should be used for projects that can be rapidly halted without severe disruption if the source should disappear.

FINANCIAL POLICIES

BUDGET POLICIES

Goals and Services

1. The City organization will carry out the Council's goals and policies through a service delivery system financed through the Operating and Capital Budgets.

Discussion: The Council has the authority and responsibility to adopt City goals. The City organization is committed to implementing the Council goals through the budgeting process.

2. The City will routinely evaluate its service delivery system in terms of established efficiency and effectiveness criteria to determine whether a service or project should be provided by City staff or by contract.

Discussion: A number of the services performed by the City can also be provided by the private sector. The decision regarding whether to perform a service with City staff or by contract involves evaluating cost, quality of service, continuity of service, response time, conformance with regulatory requirements and a variety of other considerations. The City routinely tests the market to determine if a service can and should be provided through a contractor rather than through the use of City staff.

Fund Balances

1. The City will maintain adequate fund balances to meet seasonal cash flow, support a good credit rating, to have resources to meet emergency or unanticipated expenses, and to have sufficient resources to begin the next fiscal year. The budget shall provide for an appropriate beginning/ending fund balance.

Discussion: An adequate fund balance should be sufficient to provide for any anticipated cyclical variations in revenues and expenditures, and to provide working capital for ongoing operations for a period of at least 120 days. In the General fund, because of the cyclical nature of property taxes, the majority of which is not received until November, the targeted beginning balance should be 30% to 40% of the budget's operational requirements. The fund balance shall be exclusive of all reserves not anticipated to be readily available for use in emergencies and contingencies.

• Generally, the fund balance levels are dictated by:

1. Cash flow requirements to support operating expenses;
2. Relative rate stability from year to year for enterprise funds;
3. Susceptibility to emergency or unanticipated expenditure;
4. Credit worthiness and capacity to support debt service requirements;
5. Legal or regulatory requirements affecting revenues, disbursements and fund balances; and
6. Reliability of outside revenues.

Should the fund balance fall below an appropriate level (i.e. 30% of requirement in the General fund) a plan for expenditure reductions and/or revenue increases shall be submitted to the City Council via the City Manager. In the event the fund balance is above an appropriate target (i.e. 40% in the General fund) the difference may be used to fund the following activities: Following the budget process the balance can be used for one-time capital expenditures that do not increase ongoing City costs; one-time debt defeasance, and/or other one-time costs. If, at the end of a fiscal year, the fund balance falls below the targeted level, then the City shall attempt to rebuild the balance within a period of three fiscal years.

The City's projected ending fund balance should include any known un-utilized contingency along with any un-appropriated ending fund balance and the balance available in excess of operational costs for the year.

FINANCIAL POLICIES

FINANCIAL PLANNING

1. The City will estimate operating income and expenses over a three-year horizon and update those projections annually.

Discussion: Long term financial planning is a tool which can aid the City organization in making more informed decisions which can affect the community's future and the City's ability to provide services on a long term basis.

2. Each fund will maintain a contingency account to meet unanticipated requirements during the fiscal year, as appropriate.

Discussion: The Budget is prepared 6 to 18 months prior to implementation. The range of City services and the environment in which they are delivered make it difficult to anticipate every expenditure requirement. The contingency can also be used as a planning tool to buffer the impact of receiving revenue at a level that is lower than the budget projected. Therefore, contingency funds are established to meet emergency requirements necessary to maintain the service delivery system. Amounts provided in contingency will depend upon the size and expenditure characteristics of each fund.

DEBT MANAGEMENT POLICIES

1. Debt incurred to finance capital improvements will be repaid within the useful life of the project.

Discussion: Debt is most appropriately used when large capital facilities with long lives are financed to spread the costs over the period in which future residents will use those facilities. Today's taxpayers (or rate payer) need not pay for benefits enjoyed by others in the future, nor should current residents burden their successors with costs for facilities that have outlived their usefulness.

2. General obligation debt issued by the City will not exceed 3% of the total assessed value of property in the City.
3. Discussion: This is consistent with State law. Compliance ensures that the City will not be overburdened with long-term debt.
4. Debt will not be used to pay current operating expenses, unless borrowed funds can be obtained at an interest rate that is lower than the City could earn on its own invested funds (arbitrage).

Discussion: Debt should not be used to finance on-going operations, a sign that the City is financially over committed. However, borrowing when financial market conditions are favorable can be considered financially prudent.

5. The City will maintain good communication with bond rating agencies about its financial condition in order to maintain and improve its ability to borrow money at favorable interest rates.

Discussion: To maintain and improve its bond rating, the City will follow a policy of full disclosure to Bond Rating Agencies. All significant financial reports affecting the City will be forwarded to the Rating Agencies.

FINANCIAL POLICIES

CAPITAL IMPROVEMENT POLICIES

1. The City will prepare a five-year Capital Improvements Plan and a one-year Capital Improvements Budget.

Discussion: Multi-year capital improvement plans ensure that financing programs for capital construction are in place.

2. The Operating Budget will provide for adequate maintenance and the regular replacement of capital plant and equipment.

Discussion: Deferring maintenance on the City's assets causes accelerated deterioration. This is more expensive in the long term and adversely affects the City's productivity.

FINANCIAL MANAGEMENT POLICIES

1. The City will maintain an accounting system that is consistent with generally accepted accounting practices for local governments in order to (1) promote an atmosphere of trust in its financial management system and to (2) provide full disclosure of its financial condition.

Discussion: The City maintains a financial information system to monitor and report on income and expenditures for all municipal programs. Regular financial reports are given to the Council and management staff.

2. Each year, an independent public accounting firm will perform an audit and issue an opinion and recommendations regarding the financial practices of the City. Staff will prepare a response to any recommendations made by the auditor and provide progress reports on any actions regarding those recommendations.

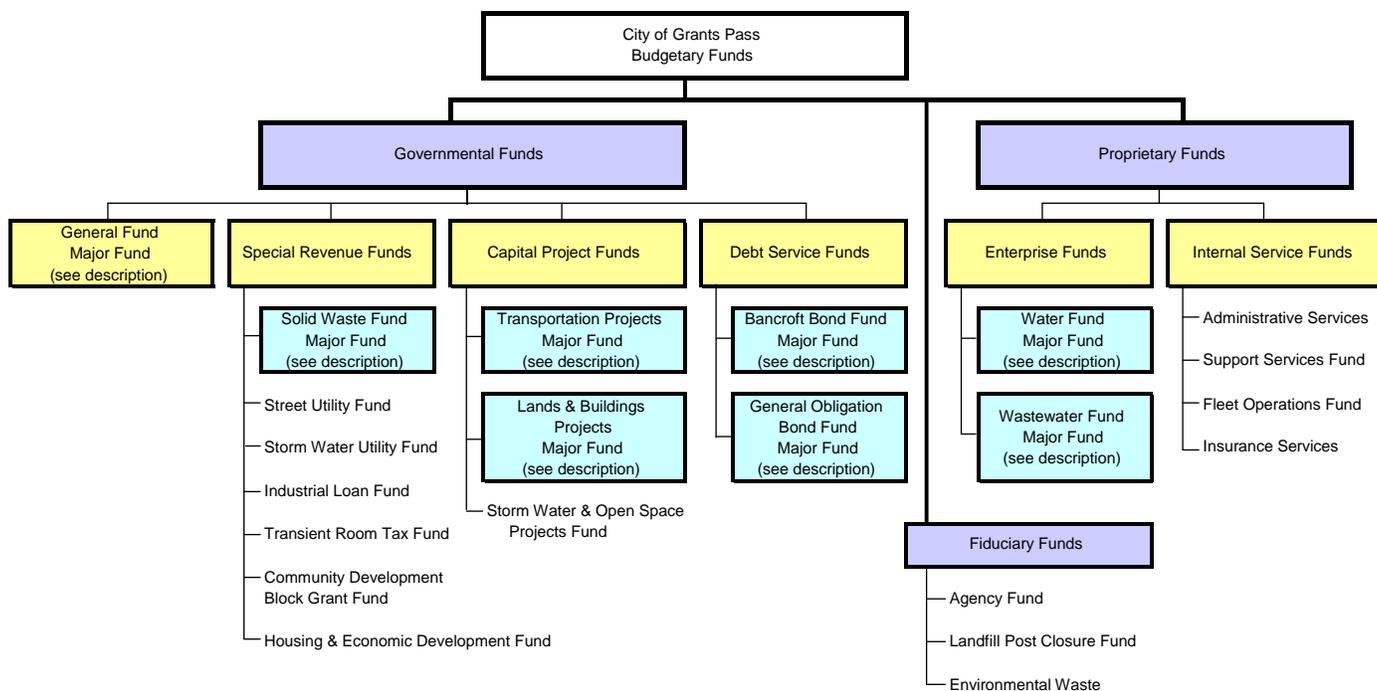
Discussion: An independent audit of City financial records is a State requirement. In addition, the City will use the expertise of the independent audit firm to improve financial operations.

INVESTMENTS

1. The City's investments will be authorized and controlled by written investment policies that address diversification, liquidity, maturity, return and staff capabilities.

Discussion: The City has and will maintain an investment policy reviewed by the State Treasurer's Office to guide investment decisions. Quarterly reports will be prepared for the Council to measure the portfolio performance against the investment policy.

FUND STRUCTURE AND ACCOUNTING METHODS



A key function of fund accounting is to segregate resources. With governments having too many funds to include information on each individual fund, GAAP has required that governmental fund data be presented separately for each individual *major* governmental fund (definition of major fund is found in the glossary). By definition, the general fund is always considered a major fund. The City’s audited financial statement also considers the Solid Waste Fund, the Bancroft Fund, the Transportation Projects Fund (found in the Street Utility Fund) and the Lands and Buildings Projects Fund, major governmental funds.

Individual funds are described below by fund type. The definition of each major governmental fund has been included in the appropriate fund type.

General Fund

This fund accounts for all financial resources except those to be accounted for in another fund. Resources include beginning fund balance, taxes, licenses and permits, intergovernmental revenue, fines and forfeitures, charges for services, interest on investments, miscellaneous revenues and inter-fund transfers. Expenditures are for the programs of Policy & Legislation, Public Safety, Parks and Development. Activities include: Mayor & Council, Public Safety Field Operations, Public Safety Support Services, Crisis Support, Street Lighting, Code Enforcement, Park Maintenance, Aquatics, Recreation, Planning, Building and Safety, Economic Development, Tourism and Downtown. This fund uses the modified accrual method of accounting.

FUND STRUCTURE AND ACCOUNTING METHODS

Special Revenue Funds

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Special revenue funds account for transactions using the modified accrual method of accounting.

Community Development Block Grant Fund. This fund was created in the nineteen-seventies to account for Block Grants, both HUD and State funded and related expenditures.

Housing and Economic Development Fund. This fund accounts for the activity of the Industrial Loan and Downtown Loan programs.

Solid Waste Fund. This fund accounts for the administration of franchise collection service for solid waste, planning, development and oversight responsibilities for closure and post-closure activities at the landfill and recycling programs.

Storm Water Utility Fund. This new fund accounts for revenues anticipated from a yet to be adopted storm water utility fee. Expenditures initially are for implementation and administration costs associated with the billing and collection of fees. By FY'09 revenues are anticipated to be sufficient to provide for maintenance and repair of storm drain facilities.

Street Utility Fund. Formerly called State Gas Tax, this fund accounts for revenues from the state road tax, street utility fees, charges for services and miscellaneous sources. Expenditures are for the maintenance, repair and surfacing of streets and administrative costs associated with the billing and collecting of fees.

Transient Room Tax Fund. This fund was created in 1982 to account for the receipt and disbursement of room tax revenues.

Capital Projects Funds

Capital improvement funds are established to account for financial resources that are used for the acquisition or construction of major capital facilities (other than those financed by enterprise funds, internal service funds, special assessment funds and trust funds). Capital projects funds use the modified accrual method of accounting.

Lands and Building Projects Fund. This fund accounts for the purchase of property, construction of buildings and major repair and replacement projects for the City's parkland and facilities. Revenues are derived from grants, donations, sale of assets and transfers from various funds.

Transportation Projects Fund. This fund accounts for new construction, major repair and maintenance of road surfaces, sidewalks, traffic control devices and bike paths. Revenues are dependent upon the street utility fees and state gas tax, as well as system development charges, grants and transfers from various funds.

FUND STRUCTURE AND ACCOUNTING METHODS

Storm Water and Open Space Projects Fund. This fund accounts for the planning, acquisition and capital development of facilities to accommodate and control storm water runoff. Revenues will be derived from anticipated system development charges and storm water utility fees.

Debt Service Funds

The Debt Service Fund accounts for the accumulation of receipts from property owners to satisfy assessments against their property for improvement projects such as street construction and water line installation. Expenditures and revenues are accounted for on the modified accrual method of accounting.

Bancroft Bonds. These revenues come from Bancroft (Local Improvement District) bonded assessments. They are expended for the retirement of local improvement district bonded debt principal and interest until such debts have been fulfilled.

General Obligation Bonds. These revenues come from levied property taxes. They are expended for the retirement of general obligation bonded debt principal and interest until such debts have been fulfilled.

Enterprise Funds

Enterprise Funds account for operations: (a) that are financed and operated in a manner similar to private business enterprise, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriated for capital maintenance, public policy, management control, accountability, or other purposes. Enterprise funds use full accrual basis of accounting for financial statement presentations. However, the enterprise activities use a modified accrual basis of accounting for budgetary purposes. This assures budgetary compliance with such expenditures as capital construction and acquisition, as well as debt principal transactions.

Water Fund. This fund accounts for water operations. Revenues are from sales of water, system development charges, other charges for services and miscellaneous sources. Expenditures are for water treatment, water distribution, customer service, debt service and general operations. In addition, the Water Capital Projects Fund is included in this presentation.

Wastewater Fund. This fund accounts for wastewater treatment and collection, JO-GRO™, customer service, debt retirement and general program operations. Revenues are from charges for services, interest on investments, fees and miscellaneous sources. System development fees are shown separately in the Wastewater Capital Projects Fund.

FUND STRUCTURE AND ACCOUNTING METHODS

Internal Service Funds

Internal service funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost reimbursement basis. Internal service funds use full accrual accounting methods for financial statement presentations as well as for budgetary purposes.

Administrative Services Fund. This fund is divided into Management, Legal, Finance, Human Resources and General Program operations. Expenditures are for personnel, materials, services and capital outlay for these activities. These functions are supported by a fixed administrative charge of 8% on all operating activities and 2% on all capital projects construction.

Insurance Services Funds. These funds account for the payment of workers' compensation, general insurance and health insurance premiums to insurers and for the fees charged for those services to other City activities.

Fleet Operation Funds. These funds account for the maintenance and operation of City equipment and the collection of user charges for services received. A portion of the user fees is used to build a reserve for equipment replacement.

Support Services Funds. These funds account for direct management services provided to planning, developing, operating and maintaining City facilities and for the collection of charges for services for those activities. Activities include the maintenance of eleven buildings, eleven parking lots and of the downtown core area. In addition, engineering and project administration are accounted for in this fund. Information Technology is supported in this fund by a 2% charge on all operating activities.

Fiduciary Funds

Fiduciary funds account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, or governmental units and/or other funds. These include (a) expendable trust funds, (b) non-expendable trust funds, (c) pension trust funds and (d) agency funds. Fiduciary funds use the modified accrual basis of accounting.

Agency Fund. This fund accounts for funds received which are held in trust pending final disposition. Revenue sources include: retainage on capital construction projects, grants and deposits.

Landfill - Post-Closure Fund. This fund accounts for monies being accumulated and held in reserve for anticipated costs for the monitoring and maintenance requirements of the landfill for at least thirty years following closure.

Environmental Waste Fees Fund. This fund accounts for fees received from the Environmental Program Fee (EPF) and must be used for environmental cleanups at solid waste sites and other solid waste program activities.

FUND STRUCTURE AND ACCOUNTING METHODS

Component Units

The audited financial statements of the City include all of the above mentioned funds in addition to several component units, entities for which the City is considered to be financially accountable. Component units are legally separate entities. Each conducts a budget process similar to the City, identifying resources and needs, adopting its own budget. The blended component units are:

Harbeck-Fruitdale Sewer District. This fund accounts for the revenues and capital expenditures related to construction of an expanded collection system specifically funded by the Harbeck-Fruitdale Sewer District. Revenues were generated by grants, loans and user fees. It uses a modified accrual basis of accounting for budgetary purposes.

Redwood Sanitary Sewer Service District. This fund accounts for the revenues, operational costs and capital expenditures necessary to support this special sewer district. It uses a modified accrual basis of accounting for budgetary purposes.

Parkway Redevelopment Agency. This fund accounts for revenues and capital expenditures related to construction of various infrastructure projects specifically funded by the Redevelopment Agency in addition to the reserve requirements for bonded debt issued.

Property tax provides the major source of revenue. Shown as a capital project fund in the financial statements, this fund uses the modified accrual basis of accounting for budgetary purposes.

The discretely presented component units are:

Josephine County-City of Grants Pass Solid Waste Agency. This fund accounts for revenues and capital expenditures related to clean-up of former waste sites. Franchise fees and debt issuance are the primary source of revenue. It uses modified accrual basis of accounting for budgetary purposes.

Josephine County 9-1-1 Agency. This fund accounts for revenues and operating expenditures related to call taking. State excise taxes and user fees from agencies receiving dispatch services are the primary sources of revenue. It uses modified accrual basis of accounting for budgetary purposes.

REVENUE SOURCES

GENERAL SUPPORT RESOURCES: *are those revenues that can be allocated to any program according to need.*

Property Tax

Property Tax: is a tax levied against all taxable land and structures in the City. The tax requirement is based on the assessed value of the property. Approximately 93 percent of the tax levy is collected in the current fiscal year and the balance is collected over the next several years as delinquent taxes.

Delinquent Taxes: are those taxes that are not paid in the year in which they were levied.

Taxes Other Than Property

Franchise: is a tax collected from public service agencies for the use of the City owned right-of-way. The major franchise agreements are for electric, gas, cable television, garbage collection and telephone.

Business License: a tax levied against all businesses operating within the City based on the number of employees.

Amusement: is a tax levied against those establishments with amusement devices including pool tables and pinball machines.

Licenses and Permits

Liquor License: a license required of all establishments serving alcoholic beverages.

Peddlers License: a license required of all retailers temporarily marketing goods and services in the city.

Revenue from Other Agencies

State Revenue sharing: a dedicated portion of state liquor tax, which is distributed to local governments to be used at their discretion. It is distributed on the bases of population and the local taxing effort.

Cigarette Tax: a state shared revenue collected through a state tax on the sale of cigarettes. It is distributed to cities on the basis of population.

Liquor Tax: a state shared revenue collected through a state tax on the sale of alcoholic beverages. It is distributed to cities on the basis of population.

Use of Assets

Interest: is earned on temporarily idle funds in accordance with the investment policy adopted by Council. These funds are made available when the income is received before it needs to be dispersed.

Fees and Charges

Business License Transfer Fee: is charged to businesses that are transferring their business license to another location or business name.

Environmental Program Fee: is paid by the Solid Waste franchise haulers on each ton of refuse collected to be used for environmental clean-up.

Other Revenue

These revenues are ones not appropriately charged elsewhere.

REVENUE SOURCES

PROGRAM GENERATED RESOURCES: *are those revenues that are directly attributable to programs, efforts or activities. They are allocated to that program.*

Taxes: are those property taxes which are collected and allocated for a specific program. This includes special levies, bonded debt and other program taxes.

Licenses and Permits: are those fees required by programs. A majority are for the various building permits.

Fines and forfeitures: are those fines collected by programs, primarily parking and court fines.

Revenue from other Agencies: are those revenues collected for services to other agencies, primarily "9-1-1" and the Josephine County Sheriff.

Use of Assets: are the revenues from rent or sale of city property and interest on funds.

Fees and charges: are the charges for services provided by programs. A majority of these revenues are in the Water, Wastewater, Solid Waste, Streets and Storm Water Utility programs.

Other Revenues: are those revenues which can not be appropriately charged elsewhere.

Direct Charges for Services: are the charges from one operating program to another program for services.

Transfers: are interfund accounting transactions made only on Council approval. Generally, they are transfers of resources from a special revenue fund to an operating fund.

GLOSSARY

Accrual basis of accounting: Method of accounting that recognizes the financial effect of transactions, events and interfund activities when they occur, regardless of the timing of related cash flows. Differs from GAAP Accrual Basis in that while capital outlays are recognized as expenditures, depreciation and amortization are not.

Activity: A subdivision of the city organization responsible for one or more specific functions. A combination of people, technology, supplies, methods and environment that produces a given product or service.

Activity generated revenues: Monies directly generated by activity efforts, for example: fees, licenses/permits, fines and rents, or revenues required to be allocated to specific activities such as special tax levies.

Adopted budget: The financial plan adopted by the Council.

Agency fund: Funds used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Agency funds typically involve only the receipt, temporary investment and remittance of fiduciary resources to individuals, private organizations or other governments.

Annexation: The incorporation of land into an existing city with a resulting change in the boundaries of this city.

Appropriation: The legal authorization granted by the governing body to make expenditures for specific purposes.

Assessed Value: The value set by the County Assessor on real and personal taxable property as a basis for levying taxes. The value can only be raised three percent per year on existing property, or by new construction.

Assessment: Value set on real and personal taxable property as a basis for levying taxes. The County Assessor sets this value.

Balanced Budget: Oregon Administrative Rule requires jurisdictions within Oregon to propose and adopt balanced budgets. According to the State of Oregon definition (OAR 150-294.352(1)-(B)), a balanced budget is an estimate of expenditures and resources whereby total resources in a fund equal the total expenditures and requirements for that fund, and the total of all resources equal the total of all expenditures and all requirements for all funds of the jurisdiction.

Basis of Accounting: The criteria governing the timing of the recognition of transactions and events. The City's budget for governmental type funds – General Fund, Special Revenue Funds, Debt Service and Capital Projects Funds are prepared using the modified accrual basis of accounting. For the proprietary funds – Water, Wastewater and all the Internal Service Funds, the budget is prepared on a full accrual basis.

Beginning Balance: The amount of unexpended funds carried forward from one fiscal year to another.

GLOSSARY

Bonds: A written promise to pay a specified sum of money (called the face value or principal amount) at a specified date in the future (called the maturity date) together with periodic interest at a specified rate.

Budget: A written report of the local government's comprehensive financial plan for one budget period. It must include a balanced statement of actual revenues and expenditure during each of the last two budget periods and estimated revenues and expenditures for the current and upcoming budget periods.

Budget Committee: The budget planning board of the City, consisting of eight Councilors and eight community members appointed by the Council to serve three-year terms.

Budget Phases: Local budget law and City procedures require that the adopted budget for each fiscal year be the result of a process that requires input by the City Council, management and citizens before final appropriations are authorized. These steps include:

- *Recommended Budget* – The document developed by City management based on requests for programs and appropriations from staff and reviewed by the Budget Committee in a public hearing.
- *Approved Budget* – The Proposed Budget is reviewed, modified and developed into the Approved Budget that is then submitted to the City for adoption following additional public hearing(s).
- *Adopted Budget* – The acceptance of the Approved Budget which includes authorized actual appropriations. In addition to the Budget Resolution, the Council adopts (in separate Resolutions) rates, charges and other actions relating to City operations.

C.D.B.G.: Community Development Block Grant providing low interest or no interest loans for housing.

Capacity depletion reserve: A special reserve account that includes funds collected through new service charges and surcharges to customers that will be used to expand the sewer system to accommodate additional customers.

Capital Improvement Projects: The plan or schedule of project expenditures for public facilities and infrastructure (buildings, roads, etc.) with estimated costs, sources of funding and timing of work over a fixed period of several future years.

Capital Outlay: Expenditures which result in the acquisition of or addition to, fixed assets.

Charges for services: A charge from a city activity for services directly delivered to another activity.

Community Development Block Grant (CDBG): Funds originating with the federal government and distributed by the state, used to improve urban areas.

Contingency: An appropriation amount in a given fund to cover unforeseen events that occur during the budget year. Expenditure of the contingency fund does not require a supplemental budget or public hearing; however it does require City Council action by resolution to transfer the contingency to an appropriation level.

Contractual services: Services that the city hires from outside the city organization.

GLOSSARY

Customer: The recipient of a product or service provided by the City. Internal customers are usually City departments, employees, or officials who receive products or services provided by another City Department. External customers are usually citizens, neighborhoods, community organizations, businesses, or other public entities that receive products or services provided by a City Department.

D.A.R.E.: Drug Awareness Resistance Education.

Debt service: Expenses for interest and principal payment on borrowed funds.

Debt Service Reserve: Funds mandated to be set aside for the term of the obligation as stipulated by loan agreements or bond covenants at the onset of incurred debt. These monies serve as a reserve for principal payments, should other revenues be insufficient.

Depreciation: The decline in value for a fixed asset. The City assigns a useful life to fixed assets valuing over \$5,000 and utilizes a straight-line depreciation method.

Direct charges: Charges for supervision, space rental, utility charges and finance services that are used by the activity.

DEQ: Department of Environmental Quality.

Employee Benefits: The non-salary part of an employee's total compensation. A typical benefit package includes such things as Social Security taxes, health insurance, retirement and worker's compensation insurance.

Ending balance: The excess of the fund's assets and estimated revenues for the period over its liabilities and appropriations for the period, available for appropriation in the following year.

Enterprise Fund: A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. Enterprise funds are self-supporting.

Enterprise Zone: State-designated area within the City in which businesses can qualify for three to five years of property tax abatement on significant new plant and equipment investments.

Expenditures: The spending of money by the City for the programs and projects included within the adopted budget.

Fiduciary funds: Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs.

Fiscal year: The twelve-month period from July 1 to June 30 for which the annual budget of the City is prepared and adopted.

Fixed assets: Assets with a long-term character such as land, buildings, furniture and other equipment.

GLOSSARY

Franchise tax: A fee paid for a special privilege granted by a government permitting the use of public property, i.e., city streets, which usually includes regulation and monopoly.

FTE: Full Time Equivalent.

Fund: A division in the budget, with independent fiscal and accounting requirements, with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and changes in these assets and liabilities.

Fund Balance:

- **Governmental Type Funds:** The budgeted Fund Balance represents the difference between assets and liabilities. Inventory values and long-term obligations are not included. Contingencies are appropriated as an expense in each fund and available for authorization by the governing body to spend. If not spent those resources become part of the new fiscal year's beginning balance; yet from a budgetary standpoint they decrease the budgeted ending fund balance.
- **Proprietary Type Funds:** The budgeted fund balance represents the difference between assets and liabilities less the net value of fixed assets, long-term debt and any required debt reserves. Contingencies are appropriated as an expense in each fund and available for authorization by the governing body to spend. If not spent these resources become part of the new fiscal year's beginning balance; yet from a budgetary standpoint they decrease the budgeted ending fund balance.

G.A.S.B. 34: (Government Accounting Standards Board Pronouncement #34) A new reporting model for financial statements presented in the Comprehensive Annual Financial Report (CAFR) in order to reflect government activity in a manner similar to the private sector.

G.I.S.: Geographic Information System is an electronic tool, which integrates maps with tabular databases to produce information about properties or areas with specific characteristics. Data fields include land use, size, value, ownership, utilities, tax assessments and development.

G.R.I.P.: The Grants Pass Rural/Metro Interagency Program whereby the City contracts with Rural/Metro, a private fire protection firm, to provide personnel and resources for extra-ordinary emergency events.

General Fund: The major operating fund that includes policy and legislation, public safety, development and parks programs. It accounts for all revenues and expenditures not otherwise required to be accounted for in a specially design.

General Obligation Debt: Long-term debt that is backed by the full faith and credit of the City's ratepayers based on the assessed value of real property.

Goal: A long-range desirable development attained by time phased objectives as outlined in the Work plan, designed to carry out a strategy.

Governmental Funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital project funds and permanent funds.

GLOSSARY

Grant: A contribution by one governmental unit to another unit. The contribution is usually made to aid in the support of a specified function (for example wastewater plant expansion) but it is sometimes also for general purposes.

Harbeck-Fruitdale Sewer Service District: This district, an independent entity, is responsible for the collection of deferred assessment liens for the initial hook-up to sewer services. All infrastructures serving the area is owned and maintained by the City.

ISTEA: Intermodal Surface Transportation Efficiency Act is a grant to encourage various types of transportation.

Indirect Charges: General administrative charges that cover overall management, personnel and legal services.

K-9: Police Officer assisted by a canine (Police Service dog).

Local Improvement District (LID): A funding district, initiated by property owners within an area, used to distribute costs for capital projects, which are deemed to primarily benefit those properties, evenly for all owners in the district.

Local Option Levy: A short-term levy (up to five years for operating purposes and up to ten years for capital improvements) outside of the permanent tax rate limit, which must be approved by the voters in a manner consistent with Measure 50 requirements.

Major Fund: The general fund and any fund whose revenues, expenditures, assets or liabilities are at least ten percent of the total of all funds in its class (governmental/enterprise), or a fund the governing body believes is particularly important to financial statement users. Such funds are reported as a separate column in the basic fund financial statements and are subject to a separate opinion in the independent auditor's report.

Measure 5: A ballot measure approved by Oregon voters on November 6, 1990. The measure placed a declining rate limit on taxes for schools and a rate limit of \$10.00 per \$1,000 assessed valuation on the consolidated taxes of all other governments.

Measure 50: A ballot measure approved by Oregon voters at the special election held on May 20, 1997 and contained in Article XI, Section 11 of the Oregon Constitution. Measure 50 repeals a previously approved property tax reduction measure known as Measure 47 and replaces it with a new ad valorem property tax limitation. In short, Measure 50 cuts district levies, rolls back assessed values, limits future taxable value increases, establishes permanent tax rate limits, allows for local option levies and retains Measure 5 limits.

Modified accrual basis of accounting: Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for the unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

GLOSSARY

O.E.D.D. Grant: A grant from the Oregon Economic Development Department.

OMEP: Oregon Manufacturing Extension Partnership.

Operating budget: That part of the budget that includes the main services of the City; public safety, policy, parks, development, transportation, water, wastewater and solid waste. The means by which the financing of acquisitions, spending and service delivery activities of a government are controlled.

Oregon Revised Statute (ORS): Oregon laws established by the legislature.

Parkway Redevelopment Agency: This independent entity, totally funded by tax increment receipts, achieves its mission through the construction of capital projects, implementation of the job incentive program and recruitment to and expansion of business within the agency's boundaries.

Performance Indicators: Statistical measures which are collected to show impact of dollars on City services.

Performance Measurements: A management tool used to measure workload, efficiency, effectiveness and productivity measures for purposes of evaluating service delivery, recognizing achievements and identifying improvement areas.

Permanent Tax rate Limit: The rate per thousand dollars of Assessed Value that is the maximum that can be levied for government operations, as established by Measure 50.

Personnel Services: Costs for employees including salary, overtime, health and accident insurance premiums, social security and retirement premiums, unemployment insurance and other miscellaneous charges for employees.

Program: A group of related activities to accomplish a major service or function.

R.C.C.: Rogue Community College.

R.S.S.S.D.: The Redwood Sanitary Sewer Service District, an independent entity that provides sewer service to its district patrons. The district contracts with the City of Grants Pass for maintenance and operation of its collection and pumping system and treatment of its solids.

Reserve funds: Established to accumulate money from one fiscal year to another for a specific purpose.

Resources: Total funds available, which includes the estimated balances on hand at the beginning of the fiscal year, plus all revenues anticipated being collected during the year.

Revenue: Monies received or anticipated during the year through such sources as taxes, fines, fees, grants or service charges, which can be used to finance City services.

Revenue bonds: A type of bond for which the payments (principal and interest) are made from the earnings of the enterprise for which the bonds were issued.

GLOSSARY

Solid Waste Fund: A special revenue fund used to account for the proceeds and expenditures of the landfill general operation in addition to the reserves for closure and post-closure costs.

SORED: Southern Oregon Regional Economic Development Inc.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are restricted to expenditures for a specific purpose.

State Revolving Fund (SRF): A source of borrowing from the Oregon Department of Environmental Quality at interest rates lower than the open market specifically for water and wastewater facility enhancements and improvements.

Storm Water Utility Fund: A special revenue fund used to account for the proceeds and expenditures of the storm water and open space related operations.

Streets Utility Fund: A special revenue fund used to account for the proceeds and expenditures of the transportation related operations.

Supplemental budget: Prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. The supplemental budget cannot be used to increase a tax levy.

System Development Charge (SDC): A fee imposed at the time development occurs which is designed to finance the construction, extension, or enlargement of a street, community water supply, storm water or sewage disposal system, or public park. The objective is to charge new users an equitable share of the cost of services and to pay for improvements necessary as a result of increased development and demand on the City's infrastructure.

Tax Levy: Total amount of dollars raised in property taxes imposed by the City, permanent tax rate, local option levies and bonded debt levies.

Three Track System: System used to determine the processing time required for various types of building permits.

Transfer: Amounts distributed from one fund to finance activities in another fund. Shown as an expenditure requirement in the originating fund and a revenue in the receiving fund.

Trust fund: A fund to hold money aside for future use for a specific purpose.

UAPC: Urban Area Planning Commission.

UGB: Urban Growth Boundary.

Work Plan: A plan developed and adopted by the Council affirming the major goals for the organization, and defining operational objectives for a specified period of time.