

APPENDIX

Appendix A

Summary of Resources by Fund & Source for Fiscal Year 2019 Projected								
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Funds	Total
Property Taxes	17,843,173	0	772,800	0	0	0	0	18,615,973
Taxes Other than Property	4,181,179	1,533,550	0	0	0	0	0	5,714,729
Licenses & Permits	396,250	12,500	0	0	0	0	0	408,750
Fines & Forfeitures	190,000	0	0	0	0	0	0	190,000
Revenue From Other Agencies	1,904,122	2,507,362	0	995,500	0	4,200	0	5,411,184
Use of Assets	96,500	25,700	3,000	44,200	43,000	114,700	27,300	354,400
Fees & Charges	1,337,370	1,233,994	0	362,000	14,249,890	53,500	0	17,236,754
Other Revenue	380,800	113,600	580,000	0	52,187	534,832	361,000	2,022,419
Direct Charges for Service	0	0	0	0	20,000	5,370,957	0	5,390,957
Administrative Charges	0	0	0	0	0	5,021,389	0	5,021,389
Transfers In	1,272,400	340,000	0	1,965,751	4,125,000	0	0	7,703,151
Total Current Revenues	27,601,794	5,766,706	1,355,800	3,367,451	18,490,077	11,099,578	388,300	68,069,706
Beginning Resources	7,540,717	2,068,147	62,826	3,978,106	4,663,464	4,488,236	194,865	22,996,361
Total Resources	35,142,511	7,834,853	1,418,626	7,345,557	23,153,541	15,587,814	583,165	91,066,067

Summary of Requirements by Fund & Major Object for Fiscal Year 2019 Projected								
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	19,121,226	828,656	0	0	3,265,236	5,535,607	0	28,750,725
Materials and Supplies	716,175	102,620	0	0	1,046,197	531,842	0	2,396,834
Contractual Services	6,148,320	2,074,162	6,500	0	2,379,612	2,995,012	386,000	13,989,606
Direct Charges for Services	907,013	470,344	5,000	0	1,019,730	547,074	12,500	2,961,661
Capital Outlay	73,000	534,473	0	7,345,557	7,426,608	1,182,000	0	16,561,638
Indirect Charges	2,492,842	224,500	0	0	791,200	324,600	0	3,833,142
Operating Expenditures	29,458,576	4,234,755	11,500	7,345,557	15,928,583	11,116,135	398,500	68,493,606
Other Requirements								
Debt Service	450,000	0	870,800	0	992,023	0	0	2,312,823
Transfers Out	460,000	2,466,400	500,000	0	4,200,000	76,751	0	7,703,151
Total Other Expenditures	910,000	2,466,400	1,370,800	0	5,192,023	76,751	0	10,015,974
Contingencies	3,809,474	1,133,698	11,326	0	2,032,935	2,612,337	0	9,599,770
Ending Balance	964,461	0	25,000	0	0	1,782,591	184,665	2,956,717
Total Requirements	35,142,511	7,834,853	1,418,626	7,345,557	23,153,541	15,587,814	583,165	91,066,067

Summary of Resources by Fund & Source for Fiscal Year 2018 Adopted

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	17,491,290	0	1,162,600	0	0	0	0	18,653,890
Taxes Other than Property	4,089,214	1,511,650	0	0	0	0	0	5,600,864
Licenses & Permits	396,250	12,500	0	0	0	0	0	408,750
Fines & Forfeitures	190,000	0	0	0	0	0	0	190,000
Revenue From Other Agencies	1,786,382	2,515,748	0	4,007,500	0	15,100	0	8,324,730
Use of Assets	101,500	28,700	3,000	1,123,509	43,000	71,800	27,300	1,398,809
Fees & Charges	1,337,370	1,224,425	0	364,000	13,806,850	53,500	0	16,786,145
Other Revenue	1,811,800	113,600	585,000	3,112,000	14,052,187	84,832	361,000	20,120,419
Direct Charges for Service	0	0	0	0	20,000	4,687,137	0	4,707,137
Administrative Charges	0	0	0	0	0	4,856,906	0	4,856,906
Transfers In	1,316,700	340,000	0	4,902,800	4,755,000	25,000	0	11,339,500
Total Current Revenues	28,520,506	5,746,623	1,750,600	13,509,809	32,677,037	9,794,275	388,300	92,387,150
Beginning Resources	10,863,477	3,658,887	144,826	8,628,687	19,171,458	9,964,028	205,065	52,636,428
Total Resources	39,383,983	9,405,510	1,895,426	22,138,496	51,848,495	19,758,303	593,365	145,023,578

Summary of Requirements by Fund & Major Object for Fiscal Year 2018 Adopted

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	18,285,610	797,147	0	0	3,071,901	5,476,417	0	27,631,075
Materials and Supplies	714,700	104,120	0	0	1,048,247	532,442	0	2,399,509
Contractual Services	6,039,351	2,160,426	8,000	0	2,355,215	7,364,000	386,000	18,312,992
Direct Charges for Services	822,299	383,770	5,000	0	908,693	530,208	12,500	2,662,470
Capital Outlay	176,500	1,309,973	0	20,678,496	35,910,400	861,000	0	58,936,369
Indirect Charges	2,449,206	193,000	0	0	758,600	316,000	0	3,716,806
Operating Expenditures	28,487,666	4,948,436	13,000	20,678,496	44,053,056	15,080,067	398,500	113,659,221
Other Requirements								
Debt Service	0	0	1,319,600	1,460,000	992,583	0	0	3,772,183
Transfers Out	3,355,600	2,813,900	500,000	0	4,480,000	190,000	0	11,339,500
Total Other Expenditures	3,355,600	2,813,900	1,819,600	1,460,000	5,472,583	190,000	0	15,111,683
Contingencies	4,006,533	1,643,174	12,826	0	2,322,856	2,911,006	0	10,896,395
Ending Balance	3,534,184	0	50,000	0	0	1,577,230	194,865	5,356,279
Total Requirements	39,383,983	9,405,510	1,895,426	22,138,496	51,848,495	19,758,303	593,365	145,023,578

Appendix C

Summary of Resources by Fund & Source for Fiscal Year 2018 Recommended								
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	17,491,290	0	1,162,600	0	0	0	0	18,653,890
Taxes Other than Property	4,089,214	1,511,650	0	0	0	0	0	5,600,864
Licenses & Permits	396,250	12,500	0	0	0	0	0	408,750
Fines & Forfeitures	190,000	0	0	0	0	0	0	190,000
Revenue From Other Agencies	1,786,382	2,515,748	0	4,007,500	0	15,100	0	8,324,730
Use of Assets	101,500	28,700	3,000	1,123,509	43,000	71,800	27,300	1,398,809
Fees & Charges	1,337,370	1,224,425	0	364,000	13,806,850	53,500	0	16,786,145
Other Revenue	1,811,800	113,600	585,000	3,112,000	14,052,187	84,832	361,000	20,120,419
Direct Charges for Service	0	0	0	0	20,000	4,687,137	0	4,707,137
Administrative Charges	0	0	0	0	0	4,856,906	0	4,856,906
Transfers In	1,316,700	340,000	0	4,902,800	4,755,000	25,000	0	11,339,500
Total Current Revenues	28,520,506	5,746,623	1,750,600	13,509,809	32,677,037	9,794,275	388,300	92,387,150
Beginning Resources	10,863,477	3,658,887	144,826	8,628,687	19,171,458	9,964,028	205,065	52,636,428
Total Resources	39,383,983	9,405,510	1,895,426	22,138,496	51,848,495	19,758,303	593,365	145,023,578

Summary of Requirements by Fund & Major Object for Fiscal Year 2018 Recommended								
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	18,285,610	797,147	0	0	3,071,901	5,476,417	0	27,631,075
Materials and Supplies	714,700	104,120	0	0	1,048,247	532,442	0	2,399,509
Contractual Services	6,039,351	2,160,426	8,000	0	2,355,215	7,364,000	386,000	18,312,992
Direct Charges for Services	822,299	383,770	5,000	0	908,693	530,208	12,500	2,662,470
Capital Outlay	176,500	1,309,973	0	20,678,496	35,910,400	861,000	0	58,936,369
Indirect Charges	2,449,206	193,000	0	0	758,600	316,000	0	3,716,806
Operating Expenditures	28,487,666	4,948,436	13,000	20,678,496	44,053,056	15,080,067	398,500	113,659,221
Other Requirements								
Debt Service	0	0	1,319,600	1,460,000	992,583	0	0	3,772,183
Transfers Out	3,355,600	2,813,900	500,000	0	4,480,000	190,000	0	11,339,500
Total Other Expenditures	3,355,600	2,813,900	1,819,600	1,460,000	5,472,583	190,000	0	15,111,683
Contingencies	4,006,533	1,643,174	12,826	0	2,322,856	2,911,006	0	10,896,395
Ending Balance	3,534,184	0	50,000	0	0	1,577,230	194,865	5,356,279
Total Requirements	39,383,983	9,405,510	1,895,426	22,138,496	51,848,495	19,758,303	593,365	145,023,578

Summary of Resources by Fund & Source for Fiscal Year 2017 Budget

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	17,312,215	0	1,129,100	0	0	0	0	18,441,315
Taxes Other than Property	3,968,530	1,464,200	0	0	0	0	0	5,432,730
Licenses & Permits	363,500	12,500	0	0	0	0	0	376,000
Fines & Forfeitures	141,000	0	0	0	0	0	0	141,000
Revenue From Other Agencies	1,730,300	2,510,643	0	2,406,750	0	4,500	0	6,652,193
Use of Assets	86,000	22,200	2,500	1,519,626	35,500	59,900	22,000	1,747,726
Fees & Charges	1,251,350	1,105,741	0	267,000	13,086,364	51,200	0	15,761,655
Other Revenue	183,925	188,600	2,160,000	3,099,500	50,050	654,832	339,924	6,676,831
Direct Charges for Service	0	0	0	0	19,000	5,049,573	0	5,068,573
Administrative Charges	0	0	0	0	0	4,402,937	0	4,402,937
Transfers In	1,356,300	390,500	0	6,113,500	6,903,300	0	0	14,763,600
Total Current Revenues	26,393,120	5,694,384	3,291,600	13,406,376	20,094,214	10,222,942	361,924	79,464,560
Beginning Resources	13,219,522	3,980,056	76,850	7,782,210	15,471,110	10,130,196	266,916	50,926,860
Total Resources	39,612,642	9,674,440	3,368,450	21,188,586	35,565,324	20,353,138	628,840	130,391,420

Summary of Requirements by Fund & Major Object for Fiscal Year 2017 Budget

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	16,611,906	720,191	0	0	2,889,298	4,927,796	0	25,149,191
Materials and Supplies	645,328	84,862	0	0	948,107	520,995	0	2,199,292
Contractual Services	5,543,633	1,998,404	8,000	0	2,368,525	3,443,623	428,050	13,790,235
Direct Charges for Services	862,364	463,528	10,000	0	920,213	547,696	12,500	2,816,301
Capital Outlay	47,000	1,477,754	0	19,698,586	17,772,196	862,500	0	39,858,036
Indirect Charges	2,216,100	199,900	0	0	742,200	296,200	0	3,454,400
Operating Expenditures	25,926,331	4,944,639	18,000	19,698,586	25,640,539	10,598,810	440,550	87,267,455
Other Requirements								
Debt Service	0	0	1,285,100	1,460,000	995,483	0	0	3,740,583
Transfers Out	4,610,500	3,265,800	2,000,000	30,000	6,703,300	654,000	0	17,263,600
Total Other Expenditures	4,610,500	3,265,800	3,285,100	1,490,000	7,698,783	654,000	0	21,004,183
Contingencies	2,065,823	1,464,001	15,350	0	2,226,002	2,878,716	0	8,649,892
Ending Balance	7,009,988	0	50,000	0	0	6,221,612	188,290	13,469,890
Total Requirements	39,612,642	9,674,440	3,368,450	21,188,586	35,565,324	20,353,138	628,840	130,391,420

Appendix E

Summary of Resources by Fund & Source for Fiscal Year 2016 Actual								
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	16,849,481	0	1,110,208	0	0	0	0	17,959,689
Taxes Other than Property	4,046,430	1,419,998	0	0	0	0	0	5,466,428
Licenses & Permits	635,341	11,581	0	0	0	0	0	646,922
Fines & Forfeitures	204,658	0	0	0	0	0	0	204,658
Revenue From Other Agencies	1,563,493	2,172,777	0	107,552	206,995	2,179	0	4,052,996
Use of Assets	112,464	34,547	5,315	112,069	148,775	84,206	17,466	514,842
Fees & Charges	1,280,065	1,070,484	0	438,215	13,753,832	54,584	0	16,597,180
Other Revenue	172,605	126,888	72,212	618,801	134,927	132,515	331,846	1,589,794
Direct Charges for Service	0	0	0	0	11,733	4,975,876	0	4,987,609
Administrative Charges	0	0	0	0	0	3,931,172	0	3,931,172
Transfers In	1,041,928	312,558	0	3,642,154	5,287,000	0	0	10,283,640
Total Current Revenues	25,906,465	5,148,833	1,187,735	4,918,791	19,543,262	9,180,532	349,312	66,234,930
Beginning Resources	12,620,673	4,019,926	171,244	10,012,789	16,230,778	10,973,493	196,570	54,225,473
Total Resources	38,527,138	9,168,759	1,358,979	14,931,580	35,774,040	20,154,025	545,882	120,460,403

Summary of Requirements by Fund & Major Object for Fiscal Year 2016 Actual								
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	15,137,778	657,338	0	0	2,602,134	4,571,896	0	22,969,146
Materials and Supplies	465,528	93,485	0	0	730,705	419,647	0	1,709,365
Contractual Services	4,818,239	1,014,857	5,832	0	2,051,114	2,409,510	281,000	10,580,552
Direct Charges for Services	688,130	405,189	10,000	0	815,247	487,494	11,458	2,417,518
Capital Outlay	26,038	58,652	0	5,291,110	3,072,923	704,993	0	9,153,716
Indirect Charges	1,959,547	183,409	0	0	654,038	251,597	0	3,048,591
Operating Expenditures	23,095,260	2,412,930	15,832	5,291,110	9,926,161	8,845,137	292,458	49,878,888
Other Requirements								
Debt Service	0	0	1,176,600	0	1,438,035	0	0	2,614,635
Transfers Out	2,092,544	2,733,097	0	90,000	5,132,000	236,000	0	10,283,641
Total Other Expenditures	2,092,544	2,733,097	1,176,600	90,000	6,570,035	236,000	0	12,898,276
Contingencies	0	0	0	0	0	0	0	0
Ending Balance	13,339,334	4,022,732	166,547	9,550,470	19,277,844	11,072,888	253,424	57,683,239
Total Requirements	38,527,138	9,168,759	1,358,979	14,931,580	35,774,040	20,154,025	545,882	120,460,403

Summary of Resources by Fund & Source for Fiscal Year 2015 Actual

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	15,745,504	0	1,062,136	0	0	0	0	16,807,640
Taxes Other than Property	3,870,413	1,203,544	0	0	0	0	0	5,073,957
Licenses & Permits	392,698	10,234	0	0	0	0	0	402,932
Fines & Forfeitures	162,809	0	0	0	0	0	0	162,809
Revenue From Other Agencies	1,599,167	2,093,660	0	2,210,119	0	1,684	0	5,904,630
Use of Assets	87,244	49,745	4,190	130,425	106,929	66,862	9,972	455,367
Fees & Charges	1,566,623	1,037,047	0	169,360	12,751,348	92,925	0	15,617,303
Other Revenue	252,962	221,606	202,894	418,047	147,318	314,061	294,549	1,851,437
Direct Charges for Service	0	0	0	0	15,730	4,630,331	0	4,646,061
Administrative Charges	0	0	0	0	0	3,799,368	0	3,799,368
Transfers In	1,127,704	444,676	0	2,563,495	4,806,569	0	0	8,942,444
Total Current Revenues	24,805,124	5,060,512	1,269,220	5,491,446	17,827,894	8,905,231	304,521	63,663,948
Beginning Resources	11,799,811	3,801,928	138,645	13,707,294	12,699,615	10,624,258	199,098	52,970,649
Total Resources	36,604,935	8,862,440	1,407,865	19,198,740	30,527,509	19,529,489	503,619	116,634,597

Summary of Requirements by Fund & Major Object for Fiscal Year 2015 Actual

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	14,411,815	629,692	0	0	2,336,273	4,453,381	0	21,831,161
Materials and Supplies	489,613	91,841	0	0	782,872	421,168	0	1,785,494
Contractual Services	4,599,120	997,276	5,421	0	2,036,866	2,014,479	294,549	9,947,711
Direct Charges for Services	703,539	394,120	10,000	0	808,531	583,348	12,500	2,512,038
Capital Outlay	2,818	96,379	0	9,073,950	2,255,742	290,067	0	11,718,956
Indirect Charges	1,835,723	174,759	0	0	625,623	223,553	0	2,859,658
Operating Expenditures	22,042,628	2,384,067	15,421	9,073,950	8,845,907	7,985,996	307,049	50,655,018
Other Requirements								
Debt Service	0	146,205	1,221,200	0	1,444,255	0	0	2,811,660
Transfers Out	1,941,634	2,312,240	0	112,000	4,006,569	570,000	0	8,942,443
Total Other Expenditures	1,941,634	2,458,445	1,221,200	112,000	5,450,824	570,000	0	11,754,103
Contingencies	0	0	0	0	0	0	0	0
Ending Balance	12,620,673	4,019,928	171,244	10,012,790	16,230,778	10,973,493	196,570	54,225,476
Total Requirements	36,604,935	8,862,440	1,407,865	19,198,740	30,527,509	19,529,489	503,619	116,634,597

OVERVIEW OF FUND BALANCES

Governmental Type Funds				
Fund Name	FY'17 Actual Beginning Fund Balance	FY'18 Estimated Beginning Fund Balance *	FY'18 Estimated Ending Fund Balance *	Brief Explanation for Change Within Fiscal Year '18 If greater than 10%
General Fund				
General - unrestricted	\$ 12,127,852	\$9,586,493	\$ 3,485,316	Estimated Ending Fund Balance does not include the contingency of \$3,000,000 which is appropriated as an expenditure. Additionally, Departments historically have expenditure savings that provide for higher than budgeted balances.
General - restricted	1,211,483	1,276,984	48,868	**See contingency footnote
Special Revenue Funds				
Transient Room Tax	216,958	74,400	0	All proceeds are distributed each year. Estimated beginning balance for FY'18 is the result of FY17 revenues trending above estimates.
Industrial and Downtown Loans	944,599	952,000	0	**See contingency footnote
Solid Waste	230,665	245,444	0	**See contingency footnote
Transportation Operations	1,333,201	1,031,570	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				
<i>Fund Name</i>	<i>FY'17 Beginning Fund Balance</i>	<i>FY'18 Estimated Beginning Fund Balance **</i>	<i>FY'18 Estimated Ending Fund Balance **</i>	<i>Brief Explanation for Change Within Fiscal Year '18 If greater than 10%</i>
Enterprise Funds				
Water Operations	\$ 2,386,840	\$ 1,212,181	0	**See contingency footnote
Wastewater Operations	2,773,126	1,764,877	0	**See contingency footnote
Internal Service Funds				
Administrative Services	1,129,278	909,491	0	**See contingency footnote
CD Management	119,282	171,879	0	**See contingency footnote
Engineering	941,549	673,947	0	**See contingency footnote
Property Management	414,015	414,284	0	**See contingency footnote
Equipment Replacement	3,757,073	2,798,222	898,340	Planned vehicle & equipment replacements reduced balance.
Garage Operations	413,172	237,003	0	**See contingency footnote
General Insurance	437,955	399,382	0	**See contingency footnote
Information Technology	198,597	252,644	0	**See contingency footnote
Insurance/Benefits Administration	3,360,497	3,760,500	678,890	Change due to planned PERS reserve
Workers' Compensation Insurance	301,470	346,676	0	**See contingency footnote

****** 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.

UN-APPROPRIATED ENDING FUND BALANCES

Budget FY'18

Un-appropriated Ending Fund Balances are amounts set aside for expenditures in subsequent years. Such amounts cannot be spent in the year that they are established. The City has established a formal policy for determining un-appropriated ending fund balances for the following operational funds. This policy is guided by the State of Oregon suggestion that the amount budgeted be sufficient to cover those expenditures in the following fiscal year that may occur prior to the receipt of budgeted resources.

- General Fund 30-40% of expenditures
- Utility Funds, Garage Operations Fund, and Engineering Services Fund: 25-35% of expenditures
- Administrative Services Fund and Information Technology Fund: 15-25% of expenditures
- Property Management Fund 10-20% of expenditures

Within debt funds the amounts represent unspent resources available for future year expenditures. Remaining balances in capital and systems development charges (SDC) funds are budgeted as miscellaneous construction so as to allow flexibility in the use of these amounts. The Enterprise Funds (Utilities) and most of the Internal Service Funds have started to budget all ending fund balances as a contingency to allow the financial flexibility of the use of these funds in an emergency through Council action. Contingencies cannot be transferred and appropriated for use without Council approval.

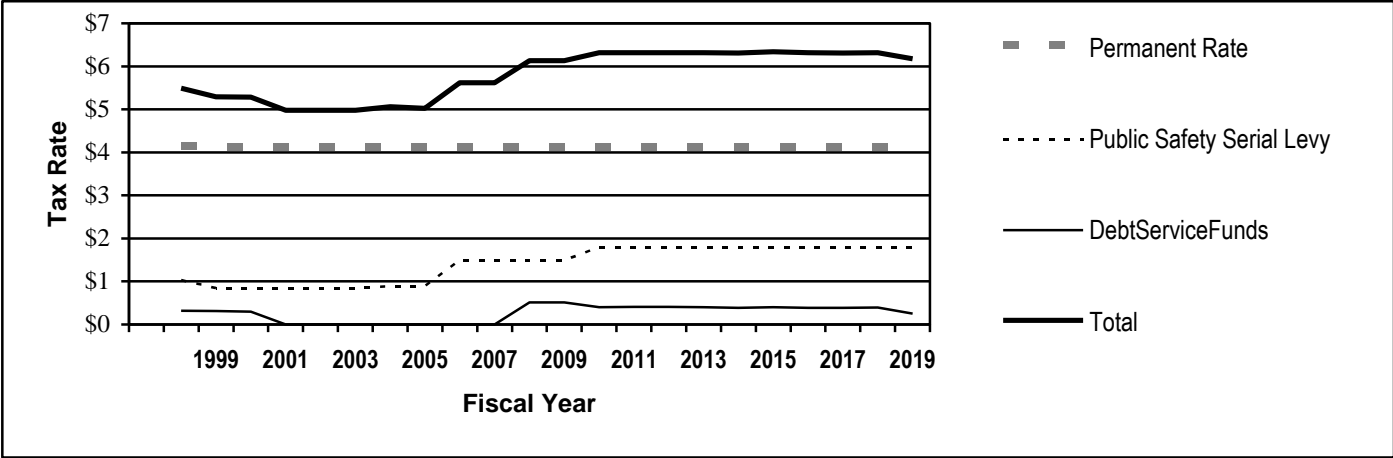
Summary of Un-appropriated Ending Fund Balances

	ACTUAL FY'15	ACTUAL FY'16	BUDGET FY'17	ADOPTED BUDGET FY'18	PROJECTED FY'19
General Fund	12,620,674	13,339,335	7,009,988	3,534,184	964,461
Street Utility Fund	1,360,714	1,333,201	0	0	0
Community Development Block Grant Fund	205,562	13,440	0	0	0
Housing & Economic Development Fund	937,153	944,600	0	0	0
Transient Room Tax Fund	0	216,958	0	0	0
General Obligation Bond Fund	56,894	69,537	50,000	50,000	25,000
Bancroft Bond Fund	114,350	97,010	0	0	0
Storm Water Utility Fund	0	0	0	0	0
Wastewater Fund	2,638,999	2,773,126	0	0	0
Solid Waste Fund	185,445	230,665	0	0	0
Water Fund	3,426,377	2,386,840	0	0	0
Fleet Operations Fund	4,315,096	4,170,245	2,498,222	898,340	564,603
Support Services Fund	1,365,456	1,673,443	0	0	0
Insurance Services Fund	3,897,230	4,099,922	3,723,390	678,890	1,217,988
Administrative Services Fund	1,395,712	1,129,278	0	0	0
Trust Funds	184,290	190,298	188,290	194,865	184,665
Total Un-appropriated Balances	32,703,952	32,667,898	13,469,890	5,356,279	2,956,717

HISTORY OF PROPERTY TAX RATES

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

<i>Fiscal Year Ended June 30,</i>	<i>Permanent Rate</i>	<i>Public Safety Serial Levy</i>	<i>Debt Service Funds</i>	<i>Total</i>
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	0.41	6.33
2013	4.13	1.79	0.40	6.32
2014	4.13	1.79	0.39	6.31
2015	4.13	1.79	0.40	6.32
2016	4.13	1.79	0.39	6.31
2017	4.13	1.79	0.39	6.31
2018	4.13	1.79 est.	0.39 est.	6.31 est.
2019	4.13	1.79 est.	0.25 est.	6.17 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>Public Safety Bonded Debt</i>
2007	2,065,307,699	7,931,607	3,077,307	0
2008	2,207,029,376	8,478,617	3,288,475	1,124,923
2009	2,318,499,838	9,583,520	3,454,566	1,159,947
2010	2,409,615,099	9,960,144	4,313,211	961,436
2011	2,478,664,959	10,245,487	4,436,778	1,007,818
2012	2,508,735,657	10,369,859	4,490,637	1,016,791
2013	2,560,620,153	10,584,705	4,583,512	1,028,089
2014	2,624,936,968	10,852,957	4,698,638	1,012,439
2015	2,720,898,957	11,246,836	4,870,411	1,087,544
2016	2,901,485,719	11,995,936	5,193,661	1,131,580
2017	3,008,335,565	12,440,924	5,384,921	1,163,023
2018 ^{est.}	3,041,469,000	12,571,912	5,558,714	1,205,989
2019 ^{est.}	3,105,003,000	12,834,530	5,703,027	789,091

* Real Property Assessed Value excludes increment assessed value in Urban Renewal Agency.

HISTORY OF GENERAL SUPPORT RESOURCES

	<i>ACTUAL</i> <i>FY'15</i>	<i>ACTUAL</i> <i>FY'16</i>	<i>BUDGET</i> <i>FY'17</i>	<i>BUDGET</i> <i>FY'18</i>	<i>PROJECTED</i> <i>FY'19</i>
Beg. Fund Balance	\$11,121,548	11,722,740	\$10,477,000	9,586,493	6,485,316
Business Taxes	281,968	293,333	279,700	290,000	292,850
Franchise Taxes:					
PP&L	1,723,657	1,783,096	1,781,700	1,747,434	1,782,383
Century Link	89,966	86,567	82,720	76,982	74,672
Charter	408,249	443,084	408,000	446,000	450,000
Avista	405,850	421,867	444,900	453,798	462,874
Republic	201,320	220,708	201,000	240,000	252,000
So. Or. Sanitation	94,281	109,873	94,300	120,000	121,200
Solid Waste Transfer	25,382	28,588	29,410	29,000	29,000
Other Telecom.	49,113	52,205	46,800	51,000	51,200
Fees in Lieu of Franchise	590,627	607,109	600,000	610,000	615,000
Licenses	10,875	10,060	8,200	8,750	8,750
State Rev. Sharing	345,212	331,986	350,500	374,553	386,915
State Cigarette Tax	46,662	48,071	44,400	44,040	42,550
State Liquor Tax	510,257	523,444	520,500	559,035	577,485
Jail Services Utility Fee	952,721	770,651	972,000	972,000	972,000
Other Misc.	16,031	10,295	5,000	1,465,000	5,000
Investment Interest	<u>84,278</u>	<u>105,846</u>	<u>83,000</u>	<u>90,000</u>	<u>85,000</u>
TOTAL	<u>\$16,957,997</u>	<u>\$17,569,523</u>	<u>\$16,429,130</u>	<u>\$17,164,085</u>	<u>\$12,694,195</u>

MONTHLY SALARY SCHEDULE

<u>Positions</u>	(Salary as of January 1, 2017 and may be subject to change pending labor negotiations.)	<u>Entry</u>	<u>Top</u>
Reserve Police Officer (Volunteer), Fire Interns		N/A	N/A
Office Assistant Level		\$2,653	\$3,357
Accounting Technician		\$2,824	\$3,573
Municipal Svcs Worker (Parks, Streets, Maint.) Utility Worker I/Personnel Assistant		\$2,923	\$3,699
Prevention Program Office Assistant		\$2,963	\$3,782
Department Support Technician , Accounts Payable Specialist		\$3,092	\$3,912
Municipal Services Specialist (Parks, Streets, Maintenance, Utility Worker II)		\$3,143	\$3,977
Webmaster		\$3,236	\$4,095
Public Safety Clerk		\$3,215	\$4,103
Treatment Plant Specialist I		\$3,256	\$4,120
Finance Support Specialist		\$3,307	\$4,185
Community Service Officer		\$3,322	\$4,240
Database Tech		\$3,393	\$4,293
Utility Worker III		\$3,426	\$4,335
Property Specialist		\$3,422	\$4,368
Public Safety Executive Assistant		\$3,481	\$4,405
Treatment Plant Specialist II		\$3,500	\$4,429
Mechanic		\$3,512	\$4,444
Computer Services Tech., Public Works Project Specialist/Assist. Planner/Engineering Tech.		\$3,700	\$4,681
Personnel Technician		\$3,756	\$4,753
Treatment Plant Specialist III		\$3,815	\$4,827
Grants Specialist		\$3,986	\$5,044
Public Safety Dispatcher		\$3,705	\$5,065
Accountant		\$4,180	\$5,290
Lead Public Safety Dispatcher		\$3,890	\$5,314
GIS Coordinator		\$4,270	\$5,403
Crime Analyst		\$4,302	\$5,491
Building Inspector		\$4,352	\$5,507
Civilian Public Safety Records Supervisor		\$4,376	\$5,537
Business Advocate, Mechanic Lead, H R Analyst		\$4,390	\$5,554
Property Management Coordinator		\$4,433	\$5,610
Firefighter		\$4,431	\$5,656
Associate Planner		\$4,483	\$5,672
City Surveyor, Network Administrator, Systems Administrator		\$4,557	\$5,767
Business Operations Supervisor/City Recorder/Engineering Project Supervisor		\$4,609	\$5,832
Fire Engineer		\$4,819	\$6,151
Fire Inspector		\$4,836	\$6,172
Police Officer		\$4,539	\$6,183

MONTHLY SALARY SCHEDULE

<u>Positions</u>	(Salary as of January 1, 2017 and may be subject to change pending labor negotiations.)	<u>Entry</u>	<u>Top</u>
Customer Service Supervisor		\$4,888	\$6,185
Civilian Public Safety Communications Supervisor		\$5,039	\$6,377
Senior Planner/Superintendent of Fleet, Parks and Streets		\$5,082	\$6,430
Fire Lieutenant		\$5,047	\$6,442
Police Corporal		\$4,781	\$6,507
Utility Engineer		\$5,150	\$6,516
Accounting Services Supervisor		\$5,234	\$6,623
Superintendent (D&C, Wastewater, Water)		\$5,389	\$6,819
Battalion Chief, Fire Marshal, Public Safety Sergeant		\$5,892	\$7,456
Information Technology Manager, Principal Planner		\$6,145	\$7,775
Building Official		\$6,298	\$7,969
Public Safety Lieutenant		\$6,709	\$8,489
City Engineer		\$6,749	\$8,540
Department Director (Human Resources)		\$7,146	\$9,043
Deputy Chief		\$7,466	\$9,447
Department Director (Finance)		\$7,765	\$9,825
Department Director (Parks & Comm. Dev.)		\$8,058	\$10,196
Department Director (Public Works)		\$8,143	\$10,303
Assistant City Manager		\$8,466	\$10,713
Department Director (Public Safety)		\$8,545	\$10,812

REPRESENTATIVE ANNUAL SALARY AND FRINGE BENEFITS

As of January 1, 2017

	<i>Office Assistant II</i>	<i>Municipal Services Worker</i>	<i>Utility Worker</i>	<i>Treatment Plant Specialist</i>	<i>Fire Engineer</i>	<i>Police Officer</i>
Salary (top step)	40,290	44,395	52,020	57,932	73,819	74,196
<u>Certification +</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,810</u>	<u>3,640</u>	<u>8,820</u>
Sub-Total Salary	40,290	44,395	52,020	59,742	77,459	83,016
<u>Legislated Benefits:</u>						
Workers Comp	129	2,091	2,429	2,790	2,943	3,379
City Portion PERS/OPSRP	6,197	7,392	8,661	9,188	19,915	21,343
<u>City Portion FICA Tax 7.65%</u>	<u>3,082</u>	<u>3,396</u>	<u>3,980</u>	<u>4,570</u>	<u>5,926</u>	<u>6,351</u>
<i>Subtotal Legislated Benefits</i>	<i>9,408</i>	<i>12,879</i>	<i>15,070</i>	<i>16,548</i>	<i>28,784</i>	<i>31,073</i>
<u>Negotiated Benefits:</u>						
Employee 6% PERS/OPSRP	2,417	2,664	3,121	3,585	4,648	4,981
Health/Dental Insurance	20,136	16,220	16,224	16,224	20,136	20,136
Wellness Program	180	180	180	180	180	180
Life Ins.	66	73	99	99	135	140
<u>Long Term Dis. Ins.</u>	<u>132</u>	<u>148</u>	<u>199</u>	<u>199</u>	<u>261</u>	<u>270</u>
<i>Subtotal Negotiated Benefits</i>	<i>22,931</i>	<i>19,285</i>	<i>19,823</i>	<i>20,287</i>	<i>25,360</i>	<i>25,707</i>
Sub-Total Benefits	32,339	32,164	34,893	36,835	54,144	56,780
<u>Total Salary & Benefits</u>	<u>72,629</u>	<u>76,559</u>	<u>86,913</u>	<u>96,577</u>	<u>131,603</u>	<u>139,796</u>
% Ratio of Benefits/Salary	80%	72%	67%	62%	70%	68%

BENEFITS DETAILS

Employee related benefits are a key expenditure detail. Details on the significant benefits expenditures are presented below along with additional detail on the largest two benefits related expenditures: the Oregon Public Employees Retirement System (PERS) and Employee Health Insurance.

The total cost for benefits by the major categories is provided below to provide insight into the changes over time. Remember that “Budget” will appear to jump in comparison to “Actual” given that the City frequently has unfilled positions at different times throughout the year that result in temporary expenditure savings.

	FY'15 Actual	FY'16 Actual	FY'17 Budget	FY'18 Budget	FY'19 Projected
FICA/Medicare	1,013,446	1,067,634	1,129,190	1,232,847	1,277,234
Workers Comp*	640	273,933	311,712	528,012	545,340
Insurance (Health & Life)	3,514,212	3,741,215	4,345,417	4,595,791	4,963,589
Retiree Insurance	222,486	273,709	251,890	180,630	217,060
PERS/OPSRP-Employee 6%	772,893	795,892	903,780	989,227	1,027,073
PERS/OPSRP-Employer	2,445,407	2,517,001	2,750,271	3,166,244	3,355,901

**Note FY'15 actual results were due to fund balance credit distribution from change in self-insurance plan.*

Fica/Medicare: These are the mandatory federal payroll taxes required to be paid by all public and private employers.

Workers Compensation: The City participates in the City County Insurance Services self-insured pool for workers compensation claims. Charges to departments fluctuate with changing worker’s comp rates and employer experience modification.

Insurance (Health & Life): Health insurance and dental insurance make up the bulk of this expenditure category. The City pays 92.5% of health insurance premiums for all classes of employees and all bargaining units also have a cost sharing agreement for annual increases that are in excess of 10% per year. Insurance costs by major operating departments are presented on the following page.

Retiree Insurance: The City has an obligation to pay four years of health insurance premiums upon retirement and this is the budgeted premium payments for retirees. Employees hired on or after January 1, 2007, are no longer eligible for the 48 months of Coverage at time of PERS retirement election, except as agreed to in signed labor union contracts between the City and labor unions.

PERS: Like almost all public agencies in Oregon, the City’s participation in the Oregon PERS is mandatory. Public Employees that participated in the PERS system prior to system changes made in 2003 receive slightly different benefits than those that started after 2003. PERS charges the City different rates for the different classes of employees and different rates for sworn personnel versus general service personnel. The City uses its insurance/benefits fund to charge slightly different rates to departments as compared to the rates paid into the PERS system to limit the drastic budgetary impact of the State’s PERS rates changing every two years. There is currently a PERS reserve in the insurance fund that will be used in the future to offset the impact of rates that are set to increase every two years until the State system is fully funded again. Costs by major operating departments are presented on the following page.

BENEFIT DETAILS

Total PERS Expenditures by Program Area					
	FY'15 Actual	FY'16 Actual	FY'17 Budget	FY'18 Budget	FY'19 Projected
Public Safety	2,108,694	2,121,308	2,361,613	2,557,879	2,810,121
Parks	68,748	71,709	79,483	85,246	96,274
Development	100,093	103,263	121,550	158,589	174,098
Transportation	73,766	71,060	88,072	88,221	96,318
Storm Water/Open Space	607	539	0	0	0
Water	159,193	194,408	187,949	200,376	222,849
Wastewater	154,818	175,518	180,721	194,722	218,802
Solid Waste	2,607	2,853	2,562	3,803	4,467
Administrative Services	262,575	260,755	290,553	310,425	339,775
Support Services	285,988	310,896	341,548	556,210	420,270
Lands & Building	1,211	584	0	0	0
TOTAL	3,218,300	3,312,893	3,654,051	4,155,471	4,382,974

Total Insurance Expenditures by Program Area					
	FY'15 Actual	FY'16 Actual	FY'17 Budget	FY'18 Budget	FY'19 Projected
Public Safety	1,930,897	2,026,018	2,423,369	2,495,756	2,691,704
Parks	97,424	106,053	118,805	141,733	153,990
Development	143,666	159,857	183,173	233,125	251,758
Transportation	114,260	116,116	136,098	136,692	150,401
Storm Water/Open Space	881	895	0	0	0
Water	225,915	229,575	264,633	298,645	323,043
Wastewater	212,659	228,150	246,968	281,456	303,742
Solid Waste	3,465	3,664	3,289	4,285	5,292
Administrative Services	368,248	408,147	441,459	461,268	497,471
Support Services	416,294	461,527	527,623	542,831	586,188
Lands & Building	504	1,214	0	0	0
TOTAL	3,514,213	3,741,216	4,345,417	4,595,791	4,963,589

COMPUTATION OF LEGAL DEBT MARGIN

As of June 30, 2017

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 real market 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% real market 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, 2016 <i>est.</i>		\$ 3,041,469,000
Less Non-Profit Housing	**Total	- 2,092,850
Total		<u>\$ 3,039,376,150</u>

Debt limit, 3% of total real market value - ORS 287.004(2)		\$ 91,181,285
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Amount of debt applicable to debt limit

Total bonded debt, including special assessments bond and public safety general obligation bonds		\$ 7,500,000
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Less:

Assets in debt service funds available for payment of principal	\$	0
Other deduction allowed by law		0
Special assessment and revenue bonds		<u>5,635,000</u>

Total Deductions		<u>\$ 5,635,000</u>
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Total amount of debt applicable to debt limit		<u>\$ 1,865,000</u>
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Legal debt margin		<u>\$ 89,316,285</u>
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* Total Real Market Value as defined in ORS 308.207

** Source: Josephine County Assessor's office

SCHEDULE OF FUTURE DEBT SERVICE

Bonded Debt

<i>Fiscal Year</i>	General Obligation Bonds Public Safety Facilities		Full Faith and Credit Obligation Bonds Wastewater Fund		Full Faith and Credit Obligation Bonds Water Fund	
	<i>Principal</i>	<i>Interest</i>	<i>Principal</i>	<i>Interest</i>	<i>Principal</i>	<i>Interest</i>
2017-2018	1,095,000	74,600	385,000	101,063	400,000	106,520
2018-2019	770,000	30,800	400,000	85,663	410,000	96,360
2019-2020	0	0	415,000	69,663	425,000	81,700
2020-2021	0	0	430,000	53,400	440,000	65,100
2021-2022	0	0	445,000	36,200	455,000	47,900
2022-2023	0	0	460,000	18,400	475,000	29,300
2023-2024	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>495,000</u>	<u>9,900</u>
Totals	<u>\$1,865,000</u>	<u>\$105,400</u>	<u>\$2,535,000</u>	<u>\$364,389</u>	<u>\$3,100,000</u>	<u>\$436,780</u>

INTERFUND LOANS

As of June 30, 2017 est.

Municipal governments are authorized to make interfund loans. Generally this occurs when it is advantageous (e.g. short-term financing needs) and occasionally as a result of an unexpected temporary resource shortage. Interfund loan payments are recognized as revenues and expenditures as appropriate when they occur and thus affect the budgetary balance of each fund.

The borrowing fund pays interest to the loaning fund at the rate earned at the Local Government Investment Pool. This ensures the fund that loaned the money continues to earn fair and appropriate interest, and usually means the fund in need of short-term financing receives a more advantageous interest rate than external borrowing rates.

Currently the City has the following interfund loans outstanding:

From	To	Balance	Last Payment	Scheduled Payment
General Fund ¹	Lands & Buildings Capital Projects	\$1,460,000	June 2013	June 2017
Solid Waste Fund ²	Bancroft Bond Fund	\$ 819,200	June 2016	June 2017

¹ In June 2006 the Council approved the acquisition of property on Lower River Road by use of a short-term interfund loan. This loan had an original balance of \$2,500,000 and is being paid back from sale of land proceeds. Loan was reaffirmed by resolution 13-6091 in June 2013.

² The Bancroft Fund traditionally generates revenue from the sale of bonds to fund capital projects from local improvement districts. The local improvement districts financing mechanism is repaid through bi-annual billings to the property owners. Since 2002 the LIDs formed have been of insufficient dollar value to warrant public sale of bonds. Loan payments are made annually based on actual payments received from property owners. Loan is annually reaffirmed by Council resolutions.

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>
S-H Forty-Nine Properties	Commercial	\$ 25,269,540	0.84%
Charter Communications	Utility	24,180,700	0.80%
Masterbrand Cabinets Inc.	Industrial	22,957,860	0.76%
Auerbach Grants Pass & Freeman Grants Pass LLC	Commercial	19,857,050	0.66%
Avista Corp. dba Avista Utilities	Utility	16,945,000	0.56%
Fred Meyer Stores Inc.	Commercial	15,052,590	0.50%
PacifiCorp (PP&L)	Utility	14,679,000	0.49%
Johnson Trust, Carl D	Commercial	14,320,730	0.48%
Home Depot	Commercial	13,707,572	0.46%
Lynn-Ann Development LLC	Developer	13,558,743	0.45%
Sub-total of top taxpayers:		<u>\$ 180,528,785</u>	<u>6.00%</u>
Other taxpayers:		<u>\$2,829,999,870</u>	<u>94.00%</u>
Total all taxpayers:		<u>\$3,010,528,655</u>	<u>100.00%</u>

Source: Josephine County Assessor - October 2016

SYSTEM DEVELOPMENT CHARGE REVENUES

FY'18 System Development Charge Revenues

<i>Capital Improvement Type</i>	<i>SDC Fund Number</i>	<i>Est. Balance July 1, 2017</i>	<i>FY'18 SDC Revenue Budget</i>	<i>FY'18 Allocations</i>	<i>Est. Balance June 30, 2018</i>
Parks Land Acquisition	692	60,069	34,100	54,025	40,144
Parks Development	694	73,296	30,300	56,244	47,352
Storm Water & Open Space	642	337,838	107,700	125,000	320,536
Transportation	614	429,757	191,400	100,000	521,157
Water	752	1,168,530	494,800	500,000	1,163,330
Wastewater	722	857,644	451,200	500,000	808,864

FY'18 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 Capital Projects</u>			
LB4710	Overland Park Reserve	Park land acquisition	54,025
		Total	<u>\$54,025</u>
<u>Parks Land Development SDC to Capital Projects</u>			
LB8580	Izaak Walton Community Building & Stage	New community building and concert area/stage	56,244
		Total	<u>\$56,244</u>
<u>Storm Water and Open Space SDC to Capital Projects</u>			
DO6337	Schroeder Lane North SD	Extend storm drain line from Schroeder Lane & Leonard Road North	125,000
		Total	<u>\$125,000</u>
<u>Transportation SDC to Capital Projects</u>			
TR6116	Allen Creek Rd. Improve W. Harbeck to Denton Trail.	Connect Allen Creek Rd. between W. Harbeck & Denton Trail	100,000
		Total	<u>\$100,000</u>
<u>Water SDC to Capital Projects</u>			
WA6207	WTP Upgrade	Water Treatment Plant upgrade	500,000
		Total	<u>\$500,000</u>
<u>Wastewater SDC to Capital Projects</u>			
SE4964	WRP Phase 2 Expansion	Expand aeration basin capacity, etc.	500,000
		Total	<u>\$500,000</u>

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.

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.

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 expenditures during each of the last two budget periods and estimated revenues and expenditures for the current and upcoming budget periods.

GLOSSARY

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:

- *Proposed 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.

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.

GLOSSARY

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.

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.

FOG: Fats, Oils and Grease education/enforcement program.

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.

GLOSSARY

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 designated fund.

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 Strategic Plan, designed to carry out a strategy.

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.

GLOSSARY

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: Ideally, governments would report a separate column for each individual governmental or proprietary fund in their basic financial statements. (Note only governmental and proprietary funds may be designated as major. Internal Service Funds by definition are non-major.) For most governments however this is infeasible given the number of funds so authoritative accounting standards mandate the presentation of a separate column only for major funds while data from all of the non-major funds are aggregated into a single column.

The Governmental Accounting Standards Board provides a series of tests to determine a major fund based on relative size (at least 10% of the total for governmental or enterprise funds and 5% of the total for governmental and enterprise funds) or qualitative factors (when government officials believe it is particularly important to financial statement users.)

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.

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

OMEP: Oregon Manufacturing Extension Partnership.

GLOSSARY

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.

PAVE: Performance Audit, Visioning & Enhancement Committee.

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.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 include 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.

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.

GLOSSARY

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.

Strategic 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

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.

URA: Urban Renewal Agency. A separate legal agency considered a component unit of the City of Grants Pass formed to improve specific areas of the City which are blighted or underdeveloped.

WERT: Water Emergency Response Trailer.