

APPENDIX

Appendix A

Summary of Resources by Fund & Source for Fiscal Year 2018 Projected								
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Funds	Total
Property Taxes	17,755,988	0	1,167,100	0	0	0	0	18,923,088
Taxes Other than Property	4,041,600	1,506,500	0	0	0	0	0	5,548,100
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	1,666,300	2,424,865	0	1,310,095	0	4,500	0	5,405,760
Use of Assets	86,000	7,450	2,500	30,500	30,500	59,000	22,000	237,950
Fees & Charges	1,251,350	1,119,952	0	262,000	13,545,390	51,200	0	16,229,892
Other Revenue	183,925	188,600	660,000	40,000	50,187	100,832	348,497	1,572,041
Direct Charges for Service	0	0	0	0	20,000	4,917,099	0	4,937,099
Administrative Charges	0	0	0	0	0	4,521,613	0	4,521,613
Transfers In	1,249,700	390,500	0	2,374,900	4,935,000	0	0	8,950,100
Total Current Revenues	26,739,363	5,650,367	1,829,600	4,017,495	18,581,077	9,654,244	370,497	66,842,643
Beginning Resources	9,924,959	2,746,755	65,350	3,208,232	2,914,911	9,063,105	188,290	28,111,602
Total Resources	36,664,322	8,397,122	1,894,950	7,225,727	21,495,988	18,717,349	558,787	94,954,245

Summary of Requirements by Fund & Major Object for Fiscal Year 2018 Projected								
	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	17,476,677	806,850	0	0	2,897,983	5,152,300	0	26,333,810
Materials and Supplies	602,025	86,120	0	0	937,297	505,945	0	2,131,387
Contractual Services	5,593,131	1,905,772	8,000	0	2,313,892	2,902,779	373,497	13,097,071
Direct Charges for Services	869,637	468,887	10,000	0	937,396	549,600	12,500	2,848,020
Capital Outlay	27,000	1,453,754	0	7,225,727	6,028,909	658,000	0	15,393,390
Indirect Charges	2,301,500	209,900	0	0	738,000	302,000	0	3,551,400
Operating Expenditures	26,869,970	4,931,283	18,000	7,225,727	13,853,477	10,070,624	385,997	63,355,078
Other Requirements								
Debt Service	0	0	1,319,600	0	992,583	0	0	2,312,183
Transfers Out	1,110,500	2,439,600	500,000	0	4,900,000	0	0	8,950,100
Total Other Expenditures	1,110,500	2,439,600	1,819,600	0	5,892,583	0	0	11,262,283
Contingencies	2,828,201	1,026,239	7,350	0	1,749,928	2,554,701	0	8,166,419
Ending Balance	5,855,651	0	50,000	0	0	6,092,024	172,790	12,170,465
Total Requirements	36,664,322	8,397,122	1,894,950	7,225,727	21,495,988	18,717,349	558,787	94,954,245

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

	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	328,770	6,665,677
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	350,770	79,453,406
Beginning Resources	11,568,670	3,980,056	76,850	7,782,210	15,471,110	10,130,196	216,070	49,225,162
Total Resources	37,961,790	9,674,440	3,368,450	21,188,586	35,565,324	20,353,138	566,840	128,678,568

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

	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	366,050	13,728,235
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	378,550	87,205,455
Other Requirements								
Debt Service	0	0	1,285,100	1,460,000	995,483	0	0	3,740,583
Transfers Out	2,110,500	3,265,800	2,000,000	30,000	6,703,300	654,000	0	14,763,600
Total Other Expenditures	2,110,500	3,265,800	3,285,100	1,490,000	7,698,783	654,000	0	18,504,183
Contingencies	2,914,971	1,464,001	15,350	0	2,226,002	2,878,716	0	9,499,040
Ending Balance	7,009,988	0	50,000	0	0	6,221,612	188,290	13,469,890
Total Requirements	37,961,790	9,674,440	3,368,450	21,188,586	35,565,324	20,353,138	566,840	128,678,568

Appendix C

Summary of Resources by Fund & Source for Fiscal Year 2017 Recommended								
	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	328,770	6,665,677
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	350,770	79,453,406
Beginning Resources	11,568,670	3,980,056	76,850	7,782,210	15,471,110	10,130,196	216,070	49,225,162
Total Resources	37,961,790	9,674,440	3,368,450	21,188,586	35,565,324	20,353,138	566,840	128,678,568

Summary of Requirements by Fund & Major Object for Fiscal Year 2017 Recommended								
	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	366,050	13,728,235
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	378,550	87,205,455
Other Requirements								
Debt Service	0	0	1,285,100	1,460,000	995,483	0	0	3,740,583
Transfers Out	2,110,500	3,265,800	2,000,000	30,000	6,703,300	654,000	0	14,763,600
Total Other Expenditures	2,110,500	3,265,800	3,285,100	1,490,000	7,698,783	654,000	0	18,504,183
Contingencies	2,914,971	1,464,001	15,350	0	2,226,002	2,878,716	0	9,499,040
Ending Balance	7,009,988	0	50,000	0	0	6,221,612	188,290	13,469,890
Total Requirements	37,961,790	9,674,440	3,368,450	21,188,586	35,565,324	20,353,138	566,840	128,678,568

Summary of Resources by Fund & Source for Fiscal Year 2016 Budget

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	16,494,350	0	1,096,700	0	0	0	0	17,591,050
Taxes Other than Property	3,924,988	1,254,500	0	0	0	0	0	5,179,488
Licenses & Permits	290,960	12,500	0	0	0	0	0	303,460
Fines & Forfeitures	141,000	0	0	0	0	0	0	141,000
Revenue From Other Agencies	1,660,303	2,460,600	0	3,406,750	0	3,600	0	7,531,253
Use of Assets	72,750	25,165	1,500	1,532,536	37,500	56,100	22,000	1,747,551
Fees & Charges	1,008,470	1,091,290	0	267,000	13,052,350	27,800	0	15,446,910
Other Revenue	174,225	196,600	660,000	3,787,000	81,900	686,932	281,000	5,867,657
Direct Charges for Service	0	0	0	0	22,900	4,821,819	0	4,844,719
Administrative Charges	0	0	0	0	0	4,236,945	0	4,236,945
Transfers In	1,041,900	390,500	0	4,721,700	5,287,000	0	0	11,441,100
Total Current Revenues	24,808,946	5,431,155	1,758,200	13,714,986	18,481,650	9,833,196	303,000	74,331,133
Beginning Resources	10,899,226	3,313,414	152,880	10,208,957	11,373,185	9,387,691	182,318	45,517,671
Total Resources	35,708,172	8,744,569	1,911,080	23,923,943	29,854,835	19,220,887	485,318	119,848,804

Summary of Requirements by Fund & Major Object for Fiscal Year 2016 Budget

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	16,277,871	742,463	0	0	2,881,145	4,949,284	0	24,850,763
Materials and Supplies	675,111	80,882	0	0	870,307	520,150	0	2,146,450
Contractual Services	5,307,999	1,746,104	8,000	0	2,314,060	3,474,810	306,000	13,156,973
Direct Charges for Services	834,324	441,004	10,000	0	854,977	567,574	12,500	2,720,379
Capital Outlay	47,000	1,438,848	0	22,373,943	13,227,264	966,800	0	38,053,855
Indirect Charges	2,153,864	195,250	0	0	728,350	290,830	0	3,368,294
Operating Expenditures	25,296,169	4,644,551	18,000	22,373,943	20,876,103	10,769,448	318,500	84,296,714
Other Requirements								
Debt Service	0	0	1,251,600	1,460,000	1,440,883	0	0	4,152,483
Transfers Out	2,185,500	2,743,600	500,000	90,000	5,132,000	790,000	0	11,441,100
Total Other Expenditures	2,185,500	2,743,600	1,751,600	1,550,000	6,572,883	790,000	0	15,593,583
Contingencies	2,342,115	1,356,418	91,480	0	2,405,849	2,228,768	0	8,424,630
Ending Balance	5,884,388	0	50,000	0	0	5,432,671	166,818	11,533,877
Total Requirements	35,708,172	8,744,569	1,911,080	23,923,943	29,854,835	19,220,887	485,318	119,848,804

Appendix E

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

Summary of Resources by Fund & Source for Fiscal Year 2014 Actual

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Property Taxes	15,100,860	0	985,031	0	0	0	0	16,085,891
Taxes Other than Property	3,809,691	1,110,907	0	0	0	0	0	4,920,598
Licenses & Permits	364,797	11,435	0	0	0	0	0	376,232
Fines & Forfeitures	223,923	0	0	0	0	0	0	223,923
Revenue From Other Agencies	1,534,925	2,084,419	0	792,484	0	(4,287)	0	4,407,541
Use of Assets	82,721	32,676	3,249	148,019	105,816	64,145	8,811	445,437
Fees & Charges	510,746	981,482	0	369,253	12,047,977	24,908	0	13,934,366
Other Revenue	161,708	144,435	78,853	82,619	103,316	188,740	269,403	1,029,074
Direct Charges for Service	0	0	0	0	23,102	4,788,596	0	4,811,698
Administrative Charges	0	0	0	0	0	3,676,662	0	3,676,662
Transfers In	884,182	5,000	0	3,130,286	2,377,204	5,000	0	6,401,672
Total Current Revenues	22,673,553	4,370,354	1,067,133	4,522,661	14,657,415	8,743,764	278,214	56,313,094
Beginning Resources	12,401,350	4,008,410	227,942	12,912,862	13,178,244	9,771,913	202,789	52,703,510
Total Resources	35,074,903	8,378,764	1,295,075	17,435,523	27,835,659	18,515,677	481,003	109,016,604

Summary of Requirements by Fund & Major Object for Fiscal Year 2014 Actual

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Construction Funds	Enterprise Funds	Intergov. Service Funds	Trust Fund	Total
Personnel Services	14,656,383	571,722	0	0	2,443,831	4,274,860	0	21,946,796
Materials and Supplies	482,870	67,500	0	0	804,794	456,416	0	1,811,580
Contractual Services	4,391,604	585,612	6,230	0	2,145,321	1,895,468	269,405	9,293,640
Direct Charges for Services	659,478	405,936	10,000	0	819,562	576,240	12,500	2,483,716
Capital Outlay	13,489	81,176	0	3,647,239	4,454,909	500,584	0	8,697,397
Indirect Charges	1,884,930	161,951	0	0	654,641	122,850	0	2,824,372
Operating Expenditures	22,088,754	1,873,897	16,230	3,647,239	11,323,058	7,826,418	281,905	47,057,501
Other Requirements								
Debt Service	0	801	1,140,200	0	1,445,986	0	0	2,586,987
Transfers Out	1,186,339	2,702,138	0	80,990	2,367,000	65,000	0	6,401,467
Total Other Expenditures	1,186,339	2,702,939	1,140,200	80,990	3,812,986	65,000	0	8,988,454
Contingencies	0	0	0	0	0	0	0	0
Ending Balance	11,799,810	3,801,928	138,645	13,707,294	12,699,615	10,624,259	199,098	52,970,649
Total Requirements	35,074,903	8,378,764	1,295,075	17,435,523	27,835,659	18,515,677	481,003	109,016,604

OVERVIEW OF FUND BALANCES

Governmental Type Funds				
<i>Fund Name</i>	<i>FY'16 Actual Beginning Fund Balance</i>	<i>FY'17 Estimated Beginning Fund Balance *</i>	<i>FY'17 Estimated Ending Fund Balance *</i>	<i>Brief Explanation for Change Within Fiscal Year '17 If greater than 10%</i>
General Fund				
General - unrestricted	\$ 11,722,740	\$10,477,000	\$ 6,966,538	Estimated Ending Fund Balance does not include the contingency of \$2,000,000 which is appropriated as an expenditure. Additionally, Departments historically have expenditure savings that provide for higher than budgeted balances.
General - restricted	892,933	1,091,670	43,450	**See contingency footnote
Special Revenue Funds				
Transient Room Tax	0	168,500	0	All proceeds are distributed each year. Estimated beginning balance for FY'17 is the result of FY16 revenues trending above estimates.
Industrial and Downtown Loans	937,153	939,000	0	**See contingency footnote
Solid Waste	218,454	218,053	0	**See contingency footnote
Transportation Operations	1,360,714	1,310,749	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'16 Beginning Fund Balance</i>	<i>FY'17 Estimated Beginning Fund Balance **</i>	<i>FY'17 Estimated Ending Fund Balance **</i>	<i>Brief Explanation for Change Within Fiscal Year '17 If greater than 10%</i>
Enterprise Funds				
Water Operations	\$ 3,426,377	\$ 2,535,517	0	**See contingency footnote
Wastewater Operations	2,638,999	2,528,197	0	**See contingency footnote
Internal Service Funds				
Administrative Services	1,395,712	1,029,846	0	**See contingency footnote
CD Management	270,158	147,879	0	**See contingency footnote
Engineering	539,389	462,421	0	**See contingency footnote
Property Management	354,757	279,732	0	**See contingency footnote
Equipment Replacement	3,783,170	3,598,000	2,498,222	Planned vehicle & equipment replacements reduced balance.
Garage Operations	531,926	311,970	0	**See contingency footnote
General Insurance	544,743	458,237	0	**See contingency footnote
Information Technology	201,152	199,128	0	**See contingency footnote
Insurance/Benefits Administration	2,964,039	3,330,000	3,723,390	Change due to planned PERS reserve
Workers' Compensation Insurance	388,447	312,983	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'17

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.

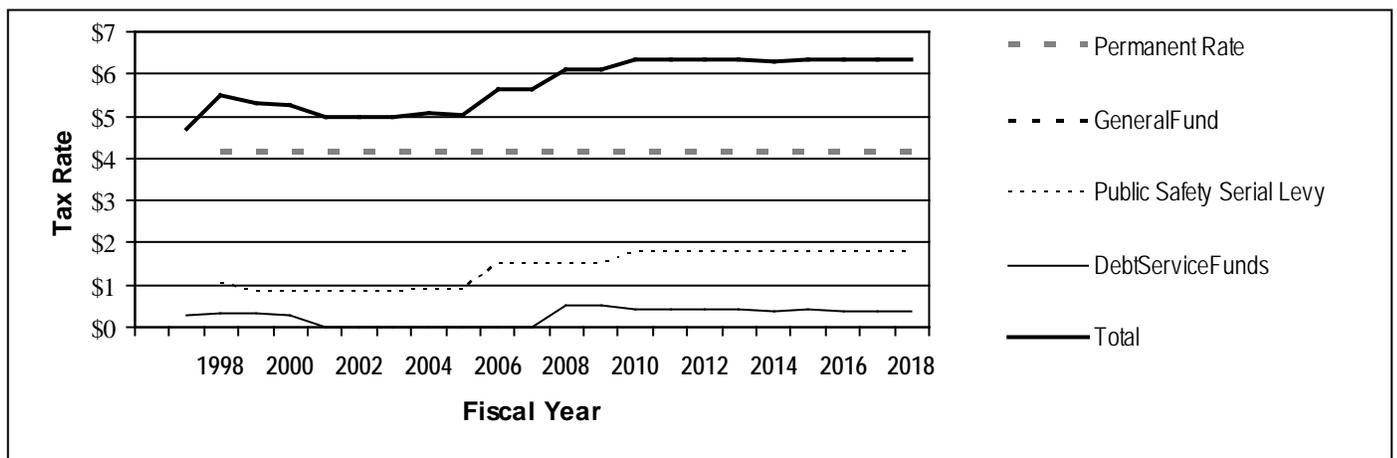
Summary of Un-appropriated Ending Fund Balances

	ACTUAL FY'14	ACTUAL FY'15	BUDGET FY'16	ADOPTED BUDGET FY'17	PROJECTED FY'18
General Fund	11,799,810	12,620,674	5,884,388	7,009,988	5,855,651
Street Utility Fund	890,671	1,360,714	0	0	0
Community Development Block Grant Fund	440,147	205,562	0	0	0
Housing & Economic Development Fund	928,851	937,153	0	0	0
Transient Room Tax Fund	101,289	0	0	0	0
General Obligation Bond Fund	62,495	56,894	50,000	50,000	50,000
Bancroft Bond Fund	76,150	114,350	0	0	0
Storm Water Utility Fund	10,563	0	0	0	0
Wastewater Fund	2,234,575	2,638,999	0	0	0
Solid Waste Fund	149,259	185,445	0	0	0
Water Fund	2,978,470	3,426,377	0	0	0
Fleet Operations Fund	4,279,597	4,315,096	2,086,083	2,498,222	2,456,944
Support Services Fund	777,804	1,365,456	0	0	0
Insurance Services Fund	3,844,068	3,897,230	3,261,124	3,723,390	3,635,080
Administrative Services Fund	868,098	1,395,712	85,464	0	0
Trust Funds	186,818	184,290	166,818	188,290	172,790
Total Un-appropriated Balances	29,628,665	32,703,952	11,533,877	13,469,890	12,170,465

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>General Fund</i>	<i>Public Safety Serial Levy</i>	<i>Debt Service Funds</i>	<i>Total</i>
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	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 est.	0.39 est.	6.31 est.
2018	4.13		1.79 est.	0.39 est.	6.31 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>
2006	1,728,922,043	6,592,207	2,576,094	0
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 ^{est.}	3,008,359,000	12,435,053	5,384,963	1,163,102
2018 ^{est.}	3,088,485,000	12,766,251	5,528,388	1,203,743

HISTORY OF GENERAL SUPPORT RESOURCES

	<i>ACTUAL</i>	<i>ACTUAL</i>	<i>BUDGET</i>	<i>BUDGET</i>	<i>PROJECTED</i>
	<u><i>FY'14</i></u>	<u><i>FY'15</i></u>	<u><i>FY'16</i></u>	<u><i>FY'17</i></u>	<u><i>FY'18</i></u>
Beg. Fund Balance	\$11,807,366	\$11,121,548	\$10,309,254	\$10,477,000	\$8,966,538
Business Taxes	279,291	281,968	277,300	279,700	279,700
Franchise Taxes:					
PP&L	1,688,672	1,723,657	1,796,748	1,781,700	1,817,400
Century Link	103,241	89,966	88,700	82,720	79,420
Charter	404,915	408,249	372,400	408,000	408,000
Avista	424,178	405,850	466,596	444,900	453,800
Republic	207,747	201,320	207,000	201,000	201,000
So. Or. Sanitation	75,583	94,281	75,000	94,300	94,300
Solid Waste Transfer	21,211	25,382	20,400	29,410	31,180
Other Telecom.	45,462	49,113	46,800	46,800	46,800
Fees in Lieu of Franchise	558,902	590,627	573,444	600,000	630,000
Licenses	8,915	10,875	6,940	8,200	8,200
State Rev. Sharing	333,087	345,212	358,573	350,500	357,500
State Cigarette Tax	46,823	46,662	42,524	44,400	43,200
State Liquor Tax	487,519	510,257	524,822	520,500	530,700
Jail Services Utility Fee	0	952,721	772,000	972,000	972,000
Other Misc.	5,828	16,031	5,600	5,000	5,000
Investment Interest	<u>79,438</u>	<u>84,278</u>	<u>70,500</u>	<u>83,000</u>	<u>83,000</u>
TOTAL	<u>\$16,578,178</u>	<u>\$16,957,997</u>	<u>\$16,014,601</u>	<u>\$16,429,130</u>	<u>\$15,007,738</u>

MONTHLY SALARY SCHEDULE

<u>Positions</u>	(Salary as of January 1, 2016 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		\$2,296	\$3,267
Accounting Technician		\$2,661	\$3,367
Prevention Program Office Assistant		\$2,891	\$3,690
Municipal Services Worker (Parks, Streets, Maintenance) Utility Worker I		\$2,892	\$3,659
Technician, (Department Support), Lead Accounting Tech		\$2,926	\$3,703
Public Safety Clerk		\$3,016	\$3,849
Specialist (Administrative,), Webmaster		\$3,102	\$3,926
Municipal Services Specialist (Parks, Streets, Maintenance, Utility Worker II)		\$3,109	\$3,934
Community Service Officer		\$3,116	\$3,977
Treatment Plant Specialist I		\$3,221	\$4,075
Specialist (Finance) Mechanic		\$3,226	\$4,081
Database Tech		\$3,323	\$4,205
Public Safety Executive Assistant		\$3,330	\$4,213
Property Specialist		\$3,338	\$4,261
Utility Worker III		\$3,389	\$4,288
Engineering Technician, Assistant Planner		\$3,440	\$4,352
Treatment Plant Specialist II		\$3,462	\$4,381
Personnel Technician		\$3,475	\$4,396
Public Safety Dispatcher		\$3,476	\$4,758
Computer Services Technician, Public Works Project Specialist		\$3,611	\$4,569
Lead Public Safety Dispatcher		\$3,650	\$4,991
Business Operations Supervisor		\$3,718	\$4,704
Treatment Plant Specialist III		\$3,774	\$4,775
GIS Coordinator		\$3,828	\$4,844
Building Inspector/Plans Examiner, Grants Specialist, Associate Planner		\$3,943	\$4,989
Accountant		\$4,099	\$5,187
Civilian Public Safety Records Supervisor		\$4,166	\$5,271
Crime Analyst		\$4,197	\$5,357
Engineering Project Sup, Business Advocate, Mechanic Lead, H R Analyst, Property Mgmt Coordinator		\$4,304	\$5,446
Firefighter		\$4,388	\$5,600
Police Officer		\$4,428	\$6,034
City Surveyor, Network Administrator, Systems Administrator		\$4,508	\$5,704
City Recorder		\$4,519	\$5,718
Police Corporal		\$4,664	\$6,350
Senior Planner, Supervisor (Customer Service, Accounting Services)		\$4,745	\$6,004
Fire Engineer		\$4,771	\$6,090
Fire Inspector		\$4,788	\$6,110
Civilian Public Safety Communications Supervisor		\$4,941	\$6,252
Superintendent (Parks & Streets)		\$4,982	\$6,304
Fire Lieutenant		\$4,998	\$6,379
Superintendent (D&C, Wastewater, Water)		\$5,232	\$6,620
Battalion Chief, Fire Marshal, Public Safety Sergeant		\$5,720	\$7,238
Building Official		\$5,878	\$7,437
Information Technology Manager, Assistant Parks & Community Dev. Director		\$6,025	\$7,623
City Engineer		\$6,175	\$7,814
Public Safety Lieutenant		\$6,578	\$8,323
Department Director (Human Resources)		\$7,007	\$8,866
Deputy Chief		\$7,038	\$8,906
Department Director (Finance)		\$7,182	\$9,088
Department Director (Parks & Comm. Dev.)		\$7,454	\$9,431
Department Director (Public Works)		\$7,640	\$9,667
Department Director (Public Safety)		\$8,094	\$10,242
Assistant City Manager		\$8,301	\$10,503

REPRESENTATIVE ANNUAL SALARY AND FRINGE BENEFITS

As of January 1, 2016

	<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)	39,224	43,912	49,475	57,303	73,091	72,405
Certification +	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,810</u>	<u>3,640</u>	<u>7,696</u>
Sub-Total Salary	39,224	43,912	49,475	59,113	76,731	80,101
<u>Legislated Benefits:</u>						
Workers Comp	47	1,208	1,361	1,401	2,478	1,906
City Portion PERS/OPSRP	6,033	7,311	8,238	9,092	19,728	20,594
<u>City Portion FICA Tax 7.65%</u>	<u>3,001</u>	<u>3,359</u>	<u>3,785</u>	<u>4,522</u>	<u>5,870</u>	<u>6,128</u>
<i>Subtotal Legislated Benefits</i>	<i>9,081</i>	<i>11,878</i>	<i>13,384</i>	<i>15,015</i>	<i>28,076</i>	<i>28,628</i>
<u>Negotiated Benefits:</u>						
Employee 6% PERS/OPSRP	2,353	2,635	2,969	3,547	4,604	4,806
Health/Dental Insurance	18,936	15,240	15,240	15,240	18,936	18,936
Wellness Program	180	180	180	180	180	180
Life Ins.	77	84	92	109	160	171
<u>Long Term Dis. Ins.</u>	<u>133</u>	<u>149</u>	<u>162</u>	<u>193</u>	<u>253</u>	<u>272</u>
<i>Subtotal Negotiated Benefits</i>	<i>21,679</i>	<i>18,288</i>	<i>18,643</i>	<i>19,269</i>	<i>24,133</i>	<i>24,365</i>
Sub-Total Benefits	30,760	30,166	32,027	34,284	52,209	52,993
<u>Total Salary & Benefits</u>	<u>69,984</u>	<u>74,078</u>	<u>81,502</u>	<u>93,397</u>	<u>128,940</u>	<u>133,094</u>
% Ratio of Benefits/Salary	78%	69%	65%	58%	68%	66%

+ Varies with the individual.

BENEFIT 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'14 Actual	FY'15 Actual	FY'16 Budget	FY'17 Budget	FY'18 Projected
FICA/Medicare	1,011,109	1,013,446	1,121,029	1,129,190	1,160,701
Workers Comp*	268,751	640	302,247	311,712	319,559
Insurance (Health & Life)	3,433,643	3,514,212	4,266,340	4,345,417	4,710,056
Retiree Insurance	208,728	222,486	300,499	251,890	245,170
PERS/OPSRP-Employee 6%	771,419	772,893	878,405	903,780	929,691
PERS/OPSRP-Employer	2,452,920	2,445,407	2,691,863	2,750,271	2,830,164

**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'14 Actual	FY'15 Actual	FY'16 Budget	FY'17 Budget	FY'18 Projected
Public Safety	2,131,211	2,108,694	2,312,946	2,361,613	2,441,964
Parks	71,044	68,748	77,992	79,483	81,416
Development	108,461	100,093	125,480	121,550	123,473
Transportation	65,703	73,766	80,062	88,072	91,877
Storm Water/Open Space	728	607	0	0	0
Water	153,603	159,193	188,639	187,949	191,191
Wastewater	159,812	154,818	172,673	180,721	181,177
Solid Waste	1,614	2,607	2,598	2,562	2,629
Administrative Services	260,073	262,575	285,783	290,553	297,449
Support Services	272,086	285,988	323,818	341,548	348,679
Lands & Building	4	1,211	0	0	0
TOTAL	3,224,339	3,218,300	3,569,991	3,654,051	3,759,855

Total Insurance Expenditures by Program Area					
	FY'14 Actual	FY'15 Actual	FY'16 Budget	FY'17 Budget	FY'18 Projected
Public Safety	1,856,463	1,930,897	2,369,287	2,423,369	2,630,614
Parks	106,142	97,424	116,075	118,805	128,940
Development	160,179	143,666	181,011	183,173	197,994
Transportation	100,313	114,260	133,377	136,098	147,591
Storm Water/Open Space	1,188	881	0	0	0
Water	222,502	225,915	260,213	264,633	287,323
Wastewater	229,037	212,659	255,335	246,968	267,883
Solid Waste	1,802	3,465	3,291	3,289	3,543
Administrative Services	359,860	368,248	444,984	441,459	476,045
Support Services	396,156	416,294	502,767	527,623	570,123
Lands & Building	0	504	0	0	0
TOTAL	3,433,642	3,514,213	4,266,340	4,345,417	4,710,056

COMPUTATION OF LEGAL DEBT MARGIN

As of June 30, 2016

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>	\$ 3,008,359,000
Less Non-Profit Housing	<u> - 2,031,900</u>
**Total	<u>\$ 3,006,327,100</u>
Debt limit, 3% of total real market value - ORS 287.004(2)	\$ 90,189,813

Amount of debt applicable to debt limit

Total bonded debt, including special assessments bond and public safety general obligation bonds	\$ 9,275,000
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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>6,400,000</u>

Total Deductions	\$ <u>6,400,000</u>
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Total amount of debt applicable to debt limit	\$ <u>2,875,000</u>
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Legal debt margin	\$ <u>87,314,813</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>
2016-2017	1,010,000	125,100	375,000	116,063	390,000	114,420
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>\$2,875,000</u>	<u>\$230,500</u>	<u>\$2,910,000</u>	<u>\$480,452</u>	<u>\$3,490,000</u>	<u>\$551,200</u>

INTERFUND LOANS

As of June 30, 2016 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	May 2013	June 2016
Solid Waste Fund ²	Bancroft Bond Fund	\$1,044,200	June 2015	June 2016

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 was last reaffirmed by resolution 13-6091 in June 2013.

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>
Charter Communications	Utility	\$28,779,300	0.99%
S-H Forty-Nine Properties	Commercial	25,001,230	0.86%
Masterbrand Cabinets Inc.	Industrial	23,702,500	0.82%
Auerbach Grants Pass & Freeman Grants Pass LLC	Commercial	19,249,720	0.66%
Asante Health	Medical	15,619,527	0.54%
Avista Corp. dba Avista Utilities	Utility	14,589,000	0.50%
Fred Meyer Stores Inc.	Commercial	14,194,640	0.49%
PacifiCorp (PP&L)	Utility	14,002,000	0.48%
Johnson Trust, Carl D	Commercial	13,381,390	0.46%
Lynn-Ann Development LLC	Developer	13,566,951	0.47%
Sub-total of top taxpayers:		<u>\$ 182,086,258</u>	<u>6.27%</u>
Other taxpayers:		<u>\$2,717,367,561</u>	<u>93.73%</u>
Total all taxpayers:		<u>\$2,899,453,819</u>	<u>100.00%</u>

Source: Josephine County Assessor - October 2015

SYSTEM DEVELOPMENT CHARGE REVENUES

FY'17 System Development Charge Revenues

<i>Capital Improvement Type</i>	<i>SDC Fund Number</i>	<i>Est. Balance July 1, 2016</i>	<i>FY'17 SDC Revenue Budget</i>	<i>FY'17 Allocations</i>	<i>Est. Balance June 30, 2017</i>
Parks Land Acquisition	692	72,525	40,000	68,900	43,625
Parks Development	694	85,007	35,000	69,868	60,139
Storm Water & Open Space	642	107,951	25,500	40,000	93,451
Transportation	614	138,219	150,000	150,000	138,219
Water	752	401,436	154,000	400,000	155,436
Wastewater	722	538,708	200,000	575,000	163,708

FY'17 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>			
LB4539	Allen Creek Park Property Purchase	Park land acquisition	25,000
LB4710	Overland Park Reserve	Park land acquisition	25,000
LB4955	Allen Creek Trail/Ramsey to Hwy 199	Park land acquisition	18,900
		Total	<u>\$68,900</u>
<u>Parks Land Development SDC to Capital Projects</u>			
LB6227	Reinhart Park Irrigation System Convert	Parks Development	59,868
LB6281	Fruitdale Park Restroom	Parks Development	10,000
		Total	<u>\$69,868</u>
<u>Storm Water and Open Space SDC to Capital Projects</u>			
DO6169	Storm Water Master Plan Update	Update capital improvement plan & resources	40,000
		Total	<u>\$40,000</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	150,000
		Total	<u>\$150,000</u>
<u>Water SDC to Capital Projects</u>			
WA6207	WTP Upgrade	Water Treatment Plant upgrade	400,000
		Total	<u>\$400,000</u>
<u>Wastewater SDC to Capital Projects</u>			
SE4964	WRP Phase 2 Expansion	Expand aeration basin capacity, etc.	350,000
SE6012	Western Ave. Sewer Replacement	Replace deteriorated sewer pipe	225,000
		Total	<u>\$575,000</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.

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.

GLOSSARY

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.

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

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

GLOSSARY

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.

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

GLOSSARY

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 nonmajor.) 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 nonmajor 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.

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.

GLOSSARY

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.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.

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.

GLOSSARY

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.

WERT: Water Emergency Response Trailer.

