
POLICY AND LEGISLATION

ACTIVITIES

***Mayor & Council**

***General Program Operations**

DESCRIPTION

This program provides for the activities of the Mayor and Council, expenses which cannot be specifically allocated and a contingency for un-anticipated emergency requirements for the non-utility portion of the operating budget. No expenditure can be made from the contingency account and contingency funds can only be transferred by Council action.

	ACTUAL FY'09 \$	ACTUAL FY'10 \$	BUDGET FY'11 \$	MANAGER RECOMMEND FY'12 \$	COMMITTEE APPROVED FY'12 \$	COUNCIL ADOPTED FY'12 \$
Program Generated Resources						
General Support	<u>6,459,758</u>	<u>8,235,914</u>	<u>8,245,507</u>	<u>9,311,743</u>	<u>9,306,743</u>	<u>9,306,743</u>
Total Resources	<u>6,459,758</u>	<u>8,235,914</u>	<u>8,245,507</u>	<u>9,311,743</u>	<u>9,306,743</u>	<u>9,306,743</u>
Requirements						
Mayor and Council	191,250	158,563	200,398	226,473	226,473	226,473
General Program Operations	<u>6,268,508</u>	<u>8,077,351</u>	<u>8,045,109</u>	<u>9,085,270</u>	<u>9,080,270</u>	<u>9,080,270</u>
Total Requirements	<u>6,459,758</u>	<u>8,235,914</u>	<u>8,245,507</u>	<u>9,311,743</u>	<u>9,306,743</u>	<u>9,306,743</u>

Program: Policy and Legislation – Mayor & Council

Mission Statement:

The mission of the Council is to represent all of the citizens by providing leadership, policies, ordinances and decisions necessary to meeting citizen needs and desires.

Services Delivered:

The Mayor and Council represent the legislative branch of the City. The Mayor, elected at-large for a four-year term, serves as the chief elected official of the City and presides over the Council meetings. Although he votes only in case of a tie, he does have the power to veto Council actions.

This activity finances the expenses associated with the Mayor and Council, including the goals setting meeting, workshops, the annual community survey, national meetings, state committee meetings and other training sessions. The Mayor and Council are not paid a salary or stipend for serving.

The Council is comprised of eight members, who are elected at-large for overlapping four-year terms, two from each of four separate wards. The Council is the official policy making body for the City and is responsible for the overall direction of the municipality. The Council establishes the vision for the City, sets goals, approves the City's work plan and budget. Actions are taken by adopting ordinances and resolutions, authorizing contracts, adopting a City budget and appointing a City Manager.

FY'12 Anticipated Accomplishments:

The Council provides leadership through its vision process and annual Goals Statement. The adopted Goals Statement for 2011-2012 is included and immediately follows the budget message, and the goals are reflected throughout the various activities within this budget.

Budget Highlights:

The budget includes the anticipated payment to the Community Library and allows sufficient flexibility to provide the additional professional services the Council feels critical. It includes resources for the City newsletter as well as expanded television coverage to include Council meetings and Council workshops, should the Council desire to include them in cable broadcasting.

FY'11 Activity Review:

The City Council is faced with many opportunities and requirements of varying urgency. The Council adopted their work plan, which helps in prioritizing the use of energy, money and other resources. The Council is actively addressing the needs of Grants Pass citizens through the public process.

Program: Policy and Legislation – Mayor & Council

Financial Summary

Resources	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL
	FY'09	FY'10	FY'11	RECOMMEND	APPROVED	ADOPTED
	\$	\$	\$	\$	\$	\$
General Support	<u>191,250</u>	<u>158,563</u>	<u>200,398</u>	<u>226,473</u>	<u>226,473</u>	<u>226,473</u>
Total Resources	<u>191,250</u>	<u>158,563</u>	<u>200,398</u>	<u>226,473</u>	<u>226,473</u>	<u>226,473</u>

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL
	FY'09	FY'10	FY'11	RECOMMEND	APPROVED	ADOPTED
	\$	\$	\$	\$	\$	\$
Materials & Supplies	14,305	15,620	13,000	17,200	17,200	17,200
Contractual/Prof Services	126,202	70,715	119,185	140,335	140,335	140,335
Direct Charges	50,537	57,813	47,722	48,349	48,349	48,349
Capital Outlay	206	0	3,000	0	0	0
Indirect Charges	<u>0</u>	<u>14,415</u>	<u>17,491</u>	<u>20,589</u>	<u>20,589</u>	<u>20,589</u>
Total Requirements	<u>191,250</u>	<u>158,563</u>	<u>200,398</u>	<u>226,473</u>	<u>226,473</u>	<u>226,473</u>

Program: Policy and Legislation – General Program Operations

Services Delivered:

The General Program Operations activity of the General Fund provides for emergency or unforeseen expenses that may occur during the fiscal year and other expenses that cannot be specifically allocated to a single operating activity. Special Council action is required to spend from the contingency account. This program also carries the beginning and ending budgetary fund balances for the General Fund along with all of the general support revenues such as franchise taxes, business taxes and State revenue sharing.

Budget Highlights:

During FY' 10, Council implemented a new financial policy establishing a target range for the beginning and ending fund balance for the General Fund. The policy is based on the City's operating needs early in the fiscal year between July and November before the bulk of property tax revenue resources are available. The policy recommends a beginning fund balance of 30-40% of annual expenditures for the General Fund. The General Fund is expected to end FY' 11 close to the middle of that target policy range, therefore, minimal changes are recommended to the beginning and ending General Fund balance for the periods in this budget.

In previous years as much as \$1,000,000 was made available for investment in Transportation and other capital projects. Due to overall budget constraints, FY' 12 is the third year that a large investment in Transportation capital projects is being suspended. In conjunction with this change, management has taken the approach of utilizing one time savings that occur when actual General Fund expenditures and revenues result in a higher than budgeted ending balance, for high priority one-time needs. Program savings during FY' 10 resulted in approximately \$630,000 for high-priority projects. This year the bulk of those savings are being dedicated to much needed technology projects including a Microsoft Upgrade, replacement of the City's integrated Financial and Community Management software (HTE), and resolving Connectivity issues. Additionally, transfers are being made to provide for Public Safety capital, including support of the fire platform truck purchase and computer aided dispatch upgrade/replacement.

The Recommended FY' 12 budget has a general fund contingency of \$1,000,000 which totals approximately 4.6% of the expenditures for the City's General Fund operations (Policy & Legislation, Public Safety, Parks and Development). This contingency nearly meets the recommended and standard minimum of a 5% contingency and should be sufficient to meet un-anticipated events in FY' 12. The Contingency cannot be transferred to other expenditure categories or used in any dollar amount without Council's specific approval, and also provides a buffer to help protect City operations from potential revenue shortfalls.

Program: Policy and Legislation – General Program Operations

Financial Summary

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	FY'09	FY'10	FY'11	RECOMMEND	APPROVED	ADOPTED
	\$	\$	\$	\$	\$	\$
General Support	<u>6,268,508</u>	<u>8,077,351</u>	<u>8,045,109</u>	<u>9,085,270</u>	<u>9,080,270</u>	<u>9,080,270</u>
Total Resources	<u>6,268,508</u>	<u>8,077,351</u>	<u>8,045,109</u>	<u>9,085,270</u>	<u>9,080,270</u>	<u>9,080,270</u>

Requirements	ACTUAL	ACTUAL	BUDGET	MANAGER	COMMITTEE	COUNCIL
	FY'09	FY'10	FY'11	RECOMMEND	APPROVED	ADOPTED
	\$	\$	\$	\$	\$	\$
Personal Services	0	144,977	0	0	0	0
Contractual/Prof Services	2,551,240	22,830	51,000	217,500	257,500	257,500
Direct Charges	0	30,000	45,480	67,140	67,140	67,140
Contingencies	0	0	1,000,000	1,000,000	1,000,000	1,000,000
Debt Service	15,280	200,075	0	0	0	0
Transfers Out	1,000,000	30,000	935,000	942,000	897,000	897,000
Ending Balance	<u>2,701,988</u>	<u>7,649,469</u>	<u>6,013,629</u>	<u>6,858,630</u>	<u>6,858,630</u>	<u>6,858,630</u>
Total Requirements	<u>6,268,508</u>	<u>8,077,351</u>	<u>8,045,109</u>	<u>9,085,270</u>	<u>9,080,270</u>	<u>9,080,270</u>

WHERE THE ROGUE RIVER RUNS



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