

# 2005 – 2006 Proposed Budget --- Budget Summary

**Capital Improvement Fund** 

### 2005 – 2006 Capital Improvement Fund Budget Highlights

- Beginning Fund Balance (BFB) --- Increase of \$435,000 over July 1, 2004 Adopted Budget BFB as all the maximum assessed value growth allocated to the Capital Improvement Fund.
- Property Taxes Current --- 9% allocation of the City's \$5.02 operating permanent rate.
  - 3% maximum assessed value increase of Measure 47/50 limit on established property plus additional 1% estimated maximum assessed value growth allocated to the Capital Improvement Fund.
  - Note: If maximum assessed values grow by more than 4%, all additional property tax revenues are allocated to the Capital Improvement Fund.
- Transfers From Other Funds --- A tentative transfer of \$500,000 for the potential purchase of the OMI Regional Building under consideration by the City Council as the 2005 – 2006 Proposed Budget is being prepared.
  - \$235,000 General Fund Engineering and Planning Department allocation
  - \$128,000 General Fund Building Division allocation
  - \$ 12,000 Parks & Recreation Fund allocation
  - \$ 28,000 Street Fund allocation
  - \$ 25,000 Transportation Fund allocation
  - \$ 35,000 Sewer Fund allocation
  - \$ 32,000 Sewer Capital Fund allocation
  - \$ 5,000 Airport Fund allocation

- - **PS Architect for Community Development Center** ----If the City Council proceeds with the purchase of the OMI Regional Building, \$25,000 architectural services for tenant improvements and other design move-in costs.
  - **PS Architect for Public Safety Building** --- \$75,000 preliminary design and architectural fees for future public safety building. Budgeted architectural services would complete preliminary building design needed to place a general obligation debt service bond levy on a future ballot.
- Ambulance --- \$130,000 ambulance purchase for the Ambulance Fund:
  - Ambulance COP Funded --- The remaining funds of the 2002 public safety certificates of participation financing will pay for ~\$83,500 of the ambulance purchase.
  - **Ambulance City Funded** --- City property tax funds will pay for the remaining portion of the ambulance purchase.
  - Note: This is the first ambulance purchased outside the Ambulance Fund. This Capital Improvement Fund purchase is necessitated by the operating loss experienced by the Ambulance Fund since Medicare and Medicaid began ratcheting down payments several years ago.



### 2005 – 2006 Proposed Budget --- Budget Summary Capital Improvement Fund

### ✤ Ending Fund Balance (EFB) --- Change

• **Unappropriated EFB** --- An increase of approximately \$500,000, including contingency, from the budgeted July 1, 2005 Beginning Fund Balance.

### **Short- and Long-Term Issues**

Short-Term Issues --- Addressed by 2004 – 2005 Proposed Budget.

### ✤ Long-Term Issues

- The Capital Improvement Fund has been able to provide for many of the capital needs of the City since the inception of Measure 47/50, either with outright purchases or through certificates of participation (COP) financing.
- Although the Capital Improvement Fund has been used exclusively for capital purchases in the past, to stretch the operating property taxes through to the November 2006 general election may require use of these funds to augment the General Fund, Fire Fund, or Parks & Recreation Funds' property tax operating levies.
- Using property tax funds to augment Ambulance Fund operations began in the 2004 – 2005 fiscal year and increased significantly in 2005 – 2006.



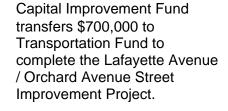
- 1997 In response to the November 1997 passage of Measure 47, City management leads City Council and Budget Committee through a process to significantly cut the City's property tax supported operating budgets – General, Fire, and Parks and Recreation Funds – prior to planning the 1998 – 1999 budget.
- **1997** While preparing the 1997 1998 budget without a firm estimate of future property tax revenues, City management proposes that if future Measure 47 property tax revenues are higher than anticipated, excess property tax dollars will be set aside for capital improvements.
- **1997** May 1997, Oregon voters passed Measure 50 to "clean up" Measure 47 inconsistencies. Measure 50 established district permanent tax rates to be computed by the infamous "black box".

# **Capital Improvement Fund --- Historical Highlights**

- **1997** Fall 1997, City receives results of "black box" – City permanent property tax rate \$5.02 which is higher than anticipated due to Fire Compensation Fund millage levy, which had never been levied to its maximum, adds to permanent rate.
- **1998** In the 1998 1999 budget, Capital Improvement Fund created to account for property tax revenues in excess of what is needed for current operations in General, Fire, and Parks & Recreation Funds.
- **1998** Capital Improvement Fund transfers \$1,100,000 to the Transportation Fund to help fund the Lafayette Avenue / Orchard Avenue Street Improvement Project.

- **1998** 
  - The City joins into intergovernmental agreement with McMinnville Water & Light and McMinnville School District #40 to implement a fiber optic "backbone" with total estimated cost ~\$900,000. City's eventual share is ~\$385,000.





- Capital Improvement Fund transfers \$100,000 to Airport Fund to provide the 10% Federal Aviation Administration (FAA) grant match for reconstructing the main airport runway.
- **1999** Capital Improvement Fund purchases ~ 5 acre Walker Property for ~\$300,000 to complete the southwest community park acreage.

# **Capital Improvement Fund --- Historical Highlights**

- 2000 Capital Improvement Fund transfers another \$100,000 to Airport Fund to complete the 10% Federal Aviation Administration (FAA) grant match for reconstructing the main airport runway.
- 2000 Elliott Building located at the northwest corner of Second and Adams Streets purchased for \$250,000 with a 10-year note secured by McMinnville Water & Light.
- 2000 Capital Improvement Fund transfers \$150,000 to the Fire Fund to complete the Fire Training Tower Facility.
- 2001 Library's bookmobile is acquired with a combination of \$55,000 Library Foundation donation and City funds of ~\$23,000.



2002 In December, 7-year \$1,300,000 full faith and credit obligations issued to finance public safety emergency radio system improvements, police records management system, fire records management system, and a class A fire engine.

2004 **Capital Improvement** Fund transfers \$837,500 to Park Development Fund to pay the nonsystem develop charge portion of the \$1,250,000 Kraemer Property note, the primary acreage for the southwest community park.



Increases in assessed value over budget projection dedicated solely to the Capital Improvement Fund for capital projects.

39	00				2005-06				10-May-05
	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05			NUMBER OF EMPLOYEES		APPROVED 2005-06	ADOPTED 2005-06
					RESOURCES				
					<b>BEGINNING FUND BALANCE</b>				
	0	0	0	60000-02	DESIGNATED BEGIN FUND BALANCE:	0.00	0	0	0
	460,000	575,000	690,000	60000-05	DBFB - KRAEMER PROPERTY	0.00	0	0	0
	0	210,755	155,000	60000-20 July 1, 2005 de capital balance	<b>DBFB - PUB SAFETY-COP CAPTL</b> esignated cash carryover of 2002 public safety certificates of parts.	0.00 articipation financing	85,000	0	0
	0	203,269	0	60000-21	DBFB - PUB SAFETY-COP DS	0.00	0	0	0
	289,391	146,536	555,000	60001-00 Estimated July	<b>BEGINNING FUND BALANCE</b> 1, 2005 undesignated cash carryover from the 2004 - 2005 fise	0.00 cal year.	990,000	0	0
	749,391	1,135,560	1,400,000	ΤΟΤΑΙ	BEGINNING FUND BALANCE	0.00	1,075,000	0	0
					TAXES				
	287,149	346,276	347,811	(57,960)	PROPERTY TAXES - CURRENT 5-2006 Capital Improvement Fd operating property tax levy all Less: Uncollectible taxes - 8% 5-2006 Current Property Taxes	0.00 location 9%	666,535	0	0
	26,177	15,451	6,000	60006-00 Collections on	PROPERTY TAXES - PRIOR delinquent property taxes due from prior year Capital Improven	0.00 nent Fund property tax	20,000 ( levies.	0	0
	313,326	361,727	353,811	ΤΟΤΑΙ	_ TAXES	0.00	686,535	0	0
					INTERGOVERNMENTAL REVENUES				
	64,469	2,445	0	60103-00	YAMHILL COUNTY - RADIO SYSTEM	0.00	0	0	0
	0	179,242	191,000	60103-01 "Pass Through	YAMHILL COUNTY - RADIO LEVY " of City of McMinnville's share of Yamhill County Radio Levy p	0.00 bassed November 2002	200,000 2.	0	0
				operating dolla back" to the Cir	Since City of McMinnville had already begun radio system impr rs, the City of McMinnville's portion of the Yamhill County Radio ty @ 15 cents per thousand since the City has both police and he last year of the County's three-year local option levy.	o Levy are being "pass			
	0	10,291	0	60103-11	YCOM - RADIO SYSTEM	0.00	0	0	0
	18,024	0	0	60105-00	MRFD - RADIOS	0.00	0	0	0

9	00				2005-06				10-May-05
	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05			NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
	0	15,117	17,250	<b>60105-01</b> "Pass Through' November 2002	<b>MRFD - RADIO LEVY</b> ' of McMinnville Rural Fire District's share of the Yamhill County F 2.	0.00 Radio Levy passed	18,000	0	0
				service and sin County Radio L	Since McMinnville Rural Fire District (MRFD) contracts with the Ci ce the City had already begun radio system improvements, MRFI evy are being "passed back" to the City @ 7.5 cents per thousan le last year of the County's three-year local option levy.	D's portion of the Yaml	nill		
	82,493	207,095	208,250	TOTAL	. INTERGOVERNMENTAL REVENUES	0.00	218,000	0	0
					MISCELLANEOUS				
	13,372	14,003	15,400	60151-00	INTEREST	0.00	16,500	0	0
	6,864	2,262	400	60151-01	INT - PUBLIC SAFETY COP	0.00	2,500	0	0
	20,236	16,265	15,800	TOTAL	MISCELLANEOUS	0.00	19,000	0	0
					TRANSFERS FROM OTHER FUNDS				
	0	0	0	of the OMI Reg Engineering, Pl proportionate s alternate buildin actual functiona	<b>COMMUNITY DEVELOPMENT CENTER:</b> As the Proposed Budget is being prepared, City Council is review ional Building or an alternative facility to address City Hall space anning, and Building allocations were computed based on each or hare of the OMI building's office space in the Community Develop ng were purchased, the proportionate shares would change slight al use in the alternate building. The transfers listed below will occ zes purchase of the OMI Regional Building or alternate facility.	needs. The lepartments' oment Center. If an ly depending on the	0 n	0	0
	0	0	0	OMI Regional E Planning Depar 235,000 G	GENERAL FD - COMM DEV CTR General Fund for General Fund's allocations of a possible \$500,00 Building purchase for a Community Development Center to house tments and the Building Division. eneral Fund - Engineering and Planning Departments eneral Fund - Building Division		363,000	0	0
				departments' purchased, the alternate buildi	The Engineering, Planning, and Building allocations were computer oportionate share of the OMI building's office space. If an alternate proportionate shares would change slightly depending on the act ng. This transfer will occur only if the City Council authorizes pur ng or alternate facility.	ate building were ual functional use in th	ie		

39	00			2005-06			1	I0-May-05
	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05		NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
	0	0	0	<b>60171-30 P&amp;R FD - COMM DEV CTR</b> Transfer from Parks & Recreation Fund for Parks & Recreation Fund's allocation of a first payment on the OMI Building purchase for a Community Development Center to Engineering and Planning Departments and the Building Division.		12,000 00	0	0
				Budget Note: The Engineering Department provides the Parks & Recreation Department professional support, primarily for park project construction management services. The Department provides the Parks & Recreation Department with professional support, planning services. This transfer will occur only if the City Council authorizes purchase	ne Planning rimarily for park			
	0	0	0	<b>60171-33 STREET FD - COMM DEV CTR</b> Transfer from Street Fund for Street Fund's allocation of a possible \$500,000 first pay Building purchase for a Community Development Center to house the Engineering an Departments and the Building Division.		28,000 I	0	0
				Budget Note: The Engineering Department provides the Street Fund with professional includes street program management, street project construction management, and s management. This transfer will occur only if the City Council authorizes purchase of t Building.	treet contract			
	0	0	0	60171-51 TRANS FD - COMM DEV CTR Transfer from Transportation Fund for Transportation Fund's allocation of a possible \$ payment on the OMI Building purchase for a Community Development Center to hous and Planning Departments and the Building Division.		25,000 ng	0	0
				Budget Note: The Engineering Department provides the Transportation Fund with pro- which includes transportation program management, transportation project construction and transportation contract management. The Planning Department provides the Tran- with professional support, primarily transportation planning. This transfer will occur on Council authorizes purchase of the OMI Regional Building.	on management, nsportation Func			
	0	0	0	<b>60171-55 SEWER FD - COMM DEV CTR</b> Transfer from Sewer Fund for Sewer Fund's allocation of a possible \$500,000 first pay Building purchase for a Community Development Center to house the Engineering an Departments and the Building Division.		35,000 11	0	0
				Budget Note: The Engineering Department provides the Sewer Fund with professional includes sewer program management, sewer project construction management, sewer management, and administration and management of the Inflow and Infiltration (I&I) F transfer will occur only if the City Council authorizes purchase of the OMI Regional Budget States and St	er contract Program. This			

00				2005-06				10-May-05
	TUAL 02-03	ACTUAL 2003-04	BUDGET 2004-05		NUMBER O EMPLOYEE		APPROVED 2005-06	ADOPTED 2005-06
	0	0	payment o	SEWER CAP FD - COMM DEV CTR om Sewer Capital Fund for Sewer Capital Fund's allocation of a n the OMI Building purchase for a Community Development Ce ng Departments and the Building Division.		32,000 ering	0	0
			which inclu sewer cap	te: The Engineering Department provides the Sewer Capital Fu des sewer capital program management, sewer capital project tal contract management, and administration of the Inflow and I I occur only if the City Council authorizes purchase of the OMI	construction manageme	nt,		
	0	0	Building pu Departmer Budget No	AIRPORT FD - COMM DEV CTR om Airport Fund for Airport Fund's allocation of a possible \$500 irchase for a Community Development Center to house the Engi its and the Building Division.	gineering and Planning		0	0
			manageme	gram management, airport project construction management, a ent, particularly related to Federal Aviation Agency and Oregon This transfer will occur only if the City Council authorizes purcha	Department of Aviation g	jrant		
8	1,500	0	0 <b>60176-00</b>	FIRE FD - FIRE ENGINE COP	0.00	0	0	0
	0	0	7,000 <b>60186-00</b>	AMB FD - FD RECORDS MGMT SYS	0.00	0	0	0
81	,500	0	7,000 <b>TO</b>	TAL TRANSFERS FROM OTHER FUNDS	0.00	500,000	0	0
				<b>OTHER FINANCING SOURCE</b>				
1,30	0,000	0	0 <b>60195-00</b>	PUB SAFETY COP FINANCING-2002:	0.00	0	0	0
	7,078	0	0 <b>60195-01</b>	COP - 2002 PREMIUM	0.00	0	0	0
1,307	,078	0	0 <b>TO</b>	TAL OTHER FINANCING SOURCE	0.00	0	0	0
2,554	,024	1,720,647	1,984,861	TOTAL RESOURCES	0.00	2,498,535	0	0

39	00				2005-06			1	0-May-05
	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05			NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
					REQUIREMENTS				
					MATERIALS & SERVICES				
	1,000	0	500 <b>806</b>	611-00	PROFESSIONAL SERVICES:	0.00	0	0	0
	0	0	Arcl		<b>PS - ARCHITCT - COMM DEV CTR</b> ervices related to tenant improvements and other move-in costs as ing tentative purchase.	0.00 ssociated with the OI	25,000 MI	0	0
				dget Note: <sup>-</sup> gional Buildi	These expenditures will occur only if the City Council authorizes p ing.	urchase of the OMI			
	0	0		611-03 Iliminary des	PS - ARCHITCT - PUB SAF BLDG sign & architectural fees for proposed public safety building.	0.00	75,000	0	0
					Architectural services would complete design work needed to beg lic safety building for bond election.	in public input proces	S		
	28,528	1,000	1,000 <b>806</b>	611-99	PS - COP ADMINISTRATION	0.00	1,000	0	0
	0	0	0 806	680-00	M&S ASSETS:	0.00	0	0	0
	0	0	0 806	681-00	M&S EQUIPMENT:	0.00	0	0	0
	0	0		681-01 table radios	M&S EQUIP - RADIOS s - 10	0.00	8,000	0	0
			Fun port	nd, Account table radio f	The addition of 15 Fire Department portable radios (5 also budget #25-00-80681-01, and the Ambulance Fund, Account #70-14-806 for every fire fighter on all fire apparatus. Personal access to porta is fire fighter the ability to call for assistance, if needed.	81-01) will provide a			
	29,528	1,000	1,500	ΤΟΤΑΙ	L MATERIALS & SERVICES	0.00	109,000	0	0
					CAPITAL OUTLAY				
	0	0	0 <b>807</b>	705-00	EQUIPMENT:	0.00	0	0	0
	648,484	71,041	5,000 <b>807</b>	705-03	EMERGENCY RADIO SYSTEM - COP	0.00	0	0	0
	165,129	0	0 <b>807</b>	705-07	POLICE RECORDS MGMT SYS - COP	0.00	0	0	0
	0	0		e records ma	FIRE RECORDS MGMT SYS - COP anagement system module - GeoCom Visionaire mapping module te fire records management system.	0.00 partially rebudge	30,000 ted	0	0
					During 2004 - 2005, the department purchased the "core" Visionai hicle maintenance module.	re records managme	ent		

CAPITAL	IMPROVEMENT	FUND
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39	00				2005-06			1	10-May-05
	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05			NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
	0	0	0	80731-00	VEHICLES:	0.00	0	0	0
	0	0	0		AMBULANCE - COP FUNDED ville 2002 public safety certificates of participation financing portion of the Ambulance Fund that will replace a 1998 ambulance, currently wit		83,500 S.	0	0
					mbulance - City Funded, Account #39-00-80731-03, will pay for the r blic safety certificates of participation dollars have been expended.	emaining ambula	ance		
	0	0	0		AMBULANCE - CITY FUNDED ville operating property tax portion of \$130,000 new ambulance for the a 1998 ambulance, currently with ~165,000 miles.	0.00 e Ambulance Fun	46,500 Id	0	0
					his City funded vehicle purchase account will pay for the remaing cost r all 2002 public safety certificate of participation dollars have been ex 1.		t		
	343,539	0	0	80731-95	FIRE ENGINE - COP	0.00	0	0	0
	0	0	0	80781-00	LAND ACQUISITION:	0.00	0	0	0
	29,303	29,303	29,305	80781-03 6th of 10 annual Adams Streets. 22,835 Prin 6,470 Inte	•	0.00 er of Second and	29,305	0	0
				Budget Note: C purchased for \$	riginal \$225,000 loan secured by McMinnville Water & Light Departm 250,000.	nent; property			
1	,186,455	100,344	104,305	TOTAL	CAPITAL OUTLAY	0.00	189,305	0	0
					DEBT SERVICE				
	0	0	0	80798-20	PUBLIC SAFETY - 2002 COP:	0.00	0	0	0
	165,000	180,000	185,000	<b>80798-21</b> 4th year annual	COP PRINCIPAL 06-01-06 principal payment of 7-year public safety certificates of participation	0.00 financing.	185,000	0	0
	18,481	17,144	15,345	80798-22 4th year semi-ar	COP INTEREST 06-01-06 nnual interest of 7-year public safety certificates of participation finan-	0.00 cing.	13,035	0	0
	0	17,144	-,		COP INTEREST 12-01-05 nnual interest of 7-year public safety certificates of participation finan	0.00 cing.	13,035	0	0
	183,481	214,288	215,690	TOTAL	DEBT SERVICE	0.00	211,070	0	0
					TRANSFERS TO OTHER FUNDS				
	19,000	0	837,500	80991-00	PARK DEVELOPMENT FUND	0.00	0	0	0
City of	McMinnville Ru	idaet Sunnlement			Page 118				

City of McMinnville Budget Supplement

39	00				2005-06				10-May-05
	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05			NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
	19,000	0	837,500	TOTAL	TRANSFERS TO OTHER FUNDS	0.00	0	0	0
					PROJECT CONTINGENCIES				
	0	0	200,000	80801-00	PROJECT CONTINGENCIES	0.00	75,000	0	0
	0	0	200,000	TOTAL	PROJECT CONTINGENCIES	0.00	75,000	0	0
					UNAPPROPRIATED ENDING FUND BAL				
	0	0	0	80996-02	DESIGNATED END FUND BALANCE:	0.00	0	0	0
	0	0	0	80996-03	DEFB - COMM DEVELOPMNT CTR cash carryover of Designated Ending Fund Balance designated for t	0.00	500,000	0	0
					City Council does not authorize purchase of the OMI Building, tran und will not occur; thus, no Designated Ending Fund Balance - Com It.				
	575,000	690,000	0	80996-05	DEFB - KRAEMER PROPERTY	0.00	0	0	0
	210,755	156,542	42 90,00 80996-20 DEFB - PUB SAFETY-COP CAPTL 0.00 0 0 0 0 0 0 0 89 June 30, 2006, all 2002 public safety certificates of participation financing capital is projected to be completely utilized. The \$1,300,000 financing purchased the following public safety systems and equipment: City updated public safety radio communication system, Police and Fire Departments' records management systems, Class A fire engine, and approximately \$83,500 toward the purchase of a ~\$130,000 ambulance.						
	203,269	0	0	80996-21	DEFB - PUB SAFETY COP DS	0.00	0	0	0
	146,536	558,473	535,866	Budgeted under remaining mone	<b>UNAPPROPRIATED ENDING FUND BAL</b> signated cash carryover for July 1, 2006. Actual cash carryover will by from the Project Contingency account and the excess (deficit) of pm 2005 - 2006 operations.		1,414,160 nder)	0	0
1	,135,560	1,405,015	625,866	TOTAL	UNAPPROPRIATED ENDING FUND BAL	0.00	1,914,160	0	0
2	,554,024	1,720,647	1,984,861		TOTAL REQUIREMENTS	0.00	2,498,535	0	0

39	00			2005-06				10-May-05
	ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05		NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
2	2,554,024	1,720,647	1,984,861	CAPITAL IMPROVEMENT FUND TOTAL REQUIREMENTS	2	2,498,535	0	0