



2005 – 2006 Proposed Budget --- Budget Summary Special Assessment Fund

2005 – 2006 Special Assessment Fund Budget Highlights

- **NW 12th Sidewalk Local Improvement District** --- A neighborhood group approached the City Council with concerns regarding pedestrian safety along NW 12th Street. A \$75,000 sidewalk local improvement district is proposed to address these concerns.



- **Downtown Economic Improvement District (DEID)** --- The 2005 – 2006 fiscal year will be the second year of the three-year DEID assessment cycle. The DEID assessments collected are passed through to the McMinnville Downtown Association, except for interest collected on accounts not paid within 60 days of the August 1 assessment date.

Short- and Long-Term Issues

- **Short-Term Issues** --- Addressed by 2004 – 2005 Proposed Budget.
- **Long Term Issues** --- Cash availability for street and sidewalk improvement districts is limited by the fund balance accumulated in the Special Assessment Fund.

Core Services

- The Special Assessment Fund provides the appropriate accounting mechanism for the financing of public improvements or services deemed to benefit the properties against which special assessments are levied.
- State law requires the City to provide 10-year local improvement district financing.
- The Finance Department provides billings and the proper accounting for the monies received.
 - Street and sidewalk assessments - monthly billings
 - DEID assessments – yearly billings





Special Assessment Fund --- Historical Highlights

- 1976** City Council establishes Villard Street Local Improvement District.
- 1986** City Council establishes Cleveland Avenue Local Improvement District - \$77,500.
- 1986** City Council establishes Downtown Economic Improvement District (DEID) – 1st three-year assessment district ~\$33,000. DEID assessments collected “passed through” to McMinnville Downtown Association (MDA).
- 1987** City Council establishes Michelbook Lane Local Improvement District - \$71,500.
- 1989** City Council re-establishes DEID – 2nd three-year assessment district ~\$33,000. DEID assessments collected “passed through” to MDA.
- 1991** City Council establishes NE Hembree Street Local Improvement District - \$130,000.

- 1991** City Council establishes NE Newby Street Local Improvement District - \$98,000.
- 1992** City Council re-establishes DEID – 3rd three-year assessment district ~\$42,000. DEID assessments collected “passed through” to MDA.
- 1993** City Council establishes Pacific Avenue Local Improvement District - \$30,000.
- 1995** City Council re-establishes DEID – 4th three-year assessment district ~\$42,000. DEID assessments collected “passed through” to MDA.
- 1998** City Council establishes Burnette Road Local Improvement District - \$361,500.

- 1998** City Council re-establishes DEID – 5th three-year assessment district ~\$44,500. DEID assessments collected “passed through” to MDA.
- 1999** City Council establishes Newby Sidewalk Local Improvement District - \$23,000.
- 2001** City Council re-establishes DEID – 6th three-year assessment district ~\$47,000. DEID assessments collected “passed through” to MDA.
- 2004** City Council re-establishes DEID – 7th three-year assessment district ~\$51,500. DEID assessments collected “passed through” to MDA.



In 2004-05, DEID assessments were assessed on 122 tax lots for a total of \$51,515.90.

SPECIAL ASSESSMENT FUND

2005-06

10-May-05

80	00									
ACTUAL	ACTUAL	BUDGET			NUMBER OF	PROPOSED	APPROVED	ADOPTED		
2002-03	2003-04	2004-05			EMPLOYEES	2005-06	2005-06	2005-06		
RESOURCES										
<u>BEGINNING FUND BALANCE</u>										
73,186	169,512	170,000	60001-00	BEGINNING FUND BALANCE	0.00	170,000	0	0		
				Estimated July 1, 2005 cash carryover from the 2004 - 2005 fiscal year available to loan property owners who need the City to finance street improvement assessments resulting from local improvement districts.						
73,186	169,512	170,000		TOTAL BEGINNING FUND BALANCE	0.00	170,000	0	0		
<u>ASSESSMENTS</u>										
0	0	0	60037-00	STREET & SIDEWALK ASSESSMENTS:	0.00	0	0	0		
				Assessment collections from prior street and sidewalk local improvement districts (LIDs).						
89,438	3,596	3,950	60037-21	LID - BURNETT ROAD	0.00	4,325	0	0		
0	0	0	60037-31	LID - NW 12TH ST SIDEWALK	0.00	7,500	0	0		
				12th Street Local Improvement Sidewalk District payments.						
				Budget Note: The City is required to offer 10-year contracts terms to property owners who request financing.						
2,457	0	0	60037-91	LID - NEWBY SIDEWALK	0.00	0	0	0		
52,860	45,830	55,000	60039-00	DOWNTOWN ECONOMIC ASSESSMENTS	0.00	61,000	0	0		
				Collections from the Downtown Economic Improvement District (DEID) Assessment. Funds collected are "passed through" to the McMinnville Downtown Association (MDA) per the DEID enabling ordinance.						
				52,000 2005 - 2006 DEID assessments						
				9,000 Prior years delinquent DEID assessments, if collected						
144,755	49,426	58,950		TOTAL ASSESSMENTS	0.00	72,825	0	0		
<u>MISCELLANEOUS</u>										
1,521	2,060	1,500	60151-00	INTEREST	0.00	3,700	0	0		
				Interest earned on fund balance.						
10,296	2,850	2,500	60151-01	INTEREST - ASSESSMENTS	0.00	1,620	0	0		
				Interest paid to the City for local improvement district assessment financing.						
11,817	4,910	4,000		TOTAL MISCELLANEOUS	0.00	5,320	0	0		
229,758	223,848	232,950		TOTAL RESOURCES	0.00	248,145	0	0		

SPECIAL ASSESSMENT FUND

2005-06

10-May-05

80	00									
ACTUAL	ACTUAL	BUDGET			NUMBER OF	PROPOSED	APPROVED	ADOPTED		
2002-03	2003-04	2004-05			EMPLOYEES	2005-06	2005-06	2005-06		
REQUIREMENTS										
<u>MATERIALS & SERVICES</u>										
700	800	900	80611-00	PROFESSIONAL SERVICES	0.00	1,000	0	0		
				Audit fee allocation						
52,860	45,830	55,000	80613-00	MCMINNVILLE DOWNTOWN ASSOC	0.00	61,000	0	0		
				"Pass through" to the McMinnville Downtown Association (MDA) of the DEID assessment collections.						
				52,000 2005 - 2006 DEID assessments						
				9,000 Prior years delinquent DEID assessments, if collected						
53,560	46,630	55,900		TOTAL MATERIALS & SERVICES	0.00	62,000	0	0		
<u>CAPITAL OUTLAY</u>										
0	0	0	80781-00	STREET & SIDEWALK IMPRVEMENTS:	0.00	0	0	0		
0	0	0	80781-31	SI - 12TH ST SIDEWALK IMPROV	0.00	75,000	0	0		
				Local Improvement Sidewalk District on 12th Street formed to address pedestrian safety issues discussed with City Council by 12th Street neighborhood group.						
0	0	0		TOTAL CAPITAL OUTLAY	0.00	75,000	0	0		
<u>TRANSFERS TO OTHER FUNDS</u>										
6,686	7,177	8,523	80901-00	GENERAL FUND - ADMIN & FINANCE	0.00	9,132	0	0		
				Transfer to General Fund for personnel cost allocations for administration and finance services.						
6,686	7,177	8,523		TOTAL TRANSFERS TO OTHER FUNDS	0.00	9,132	0	0		
<u>OPERATING CONTINGENCIES</u>										
0	0	9,500	80801-00	OPERATING CONTINGENCIES	0.00	20,000	0	0		
0	0	9,500		TOTAL OPERATING CONTINGENCIES	0.00	20,000	0	0		
<u>UNAPPROPRIATED ENDING FUND BAL</u>										
169,512	170,041	159,027	80997-00	UNAPPROPRIATED ENDING FUND BAL	0.00	82,013	0	0		
				Budgeted cash carryover for July 1, 2006. Actual cash carryover will also include all remaining money from the Operating Contingency account and the excess (deficit) of revenues over (under) expenditures from 2005 - 2006 operations.						
169,512	170,041	159,027		TOTAL UNAPPROPRIATED ENDING FUND BAL	0.00	82,013	0	0		
229,758	223,848	232,950		TOTAL REQUIREMENTS	0.00	248,145	0	0		

SPECIAL ASSESSMENT FUND

2005-06

10-May-05

80 00

ACTUAL 2002-03	ACTUAL 2003-04	BUDGET 2004-05
229,758	223,848	232,950

**SPECIAL ASSESSMENT FUND
TOTAL REQUIREMENTS**

NUMBER OF EMPLOYEES	PROPOSED 2005-06	APPROVED 2005-06	ADOPTED 2005-06
	248,145	0	0