

## <u>2007 – 2008 Proposed Budget --- Budget Summary</u> Improvements Fund

## <u>2007 – 2008 Improvements Fund</u> <u>Budget Highlights</u>

- ♣ Beginning Fund Balance (BFB) --- Decrease of \$340,000 from the July 1, 2006 Adopted Budget BFB, primarily due to the 2006 City Council goal to direct more City resources toward public safety. The 2006 2007 Adopted Budget included \$125,000 prior property tax collections transferred to the General Fund and \$550,000 transferred to the Fire Fund.
- ♣ Property Taxes Current --- 10% allocation of the City's \$5.02 operating permanent rate.
  - The ~\$300,000 increase results from the Improvements Fund continuing to receive all property tax allocations over the Adopted Budget property tax fund allocations.
  - Since the 2006 2007 property tax growth was 6.74%, rather than the 5.00% assumed in the 2006 – 2007 Adopted Budget, the Improvements Fund was actually allocated ~\$155,000 over the 2006 – 2007 Adopted Budget allocation.
  - In the 2007 2008 Adopted Budget, the Improvements Fund is allocated the 3% maximum assessed valuation increase and the additional 2% for the total 5% assessed valuation growth presently estimated.
  - Note: If maximum assessed values grows by more than 5%, all additional property tax revenues will continue to be allocated to the Improvements Fund.
- ✔ Downtown Infrastructure --- \$360,000 is budgeted to design and move the existing City fiber, telecommunication, data, and radio infrastructure presently housed in the basement of the Police Building to the new Public Safety Facility.
  - Professional Services \$10,000
  - Building Improvements \$350,000

M&S Equipment – Radio Interface --- \$50,000 is budgeted to analyze the original design of the City's trunked radio system and to ensure the City's system operates optimally. The radio equipment manufacturer will also design and recommend equipment necessary to successfully interface between the City of McMinnville's trunked radio system, Yamhill County's conventional radio system, and other neighboring jurisdictions' systems.

- **№ Public Safety 2002 Certificates of Participation Debt Service**
  - --- 6<sup>th</sup> year of 7-year financing that purchased:
  - · City's radio system improvements
  - Fire truck
  - Police records management system
  - Fire records management system
  - Partial purchase of 2006 2007 ambulance
  - Note: During 2006 2007, all capital and interest funds related to this financing were spent.
- - \$125,000 General Fund
  - \$550,000 Fire Fund
- ↑ Transfer to Information Services Fund Enterprise Resource Planning (ERP) Financial System --- \$84,000 to fund the property tax funds allocated portion of the additional \$100,000 cost of the Logos.net ERP financial system software over the original \$260,000 reserve previously "saved" toward the purchase in the Information Systems Fund.



# <u>2007 – 2008 Proposed Budget --- Budget Summary</u> <u>Improvements Fund</u>

## <u>2007 – 2008 Improvements Fund</u> <u>Budget Highlights - Continued</u>



 Note: This is the second ambulance purchased from resources outside the Ambulance Fund. This Improvements Fund purchase is necessitated by the continued operating loss experienced by the Ambulance Fund since Medicare and Medicaid began ratcheting down payments several years ago.

#### Ending Fund Balance (EFB)

- Designated EFB Property Tax Fund Operations ---\$500,000 drop in this designated fund balance, which reflects prior Improvements Fund property tax collections designated for future year operating fund transfers, likely to the General and Fire Funds.
- Unappropriated EFB --- The shift in 2006 2007 of Unappropriated Ending Fund Balance to Designated EFB for Property Tax Fund Operations limits the amount of capital improvements that can be undertaken by this fund unless the city's assessed valuation grows significantly.

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

↑ Short-Term Issues --- Addressed by 2007 – 2008 Proposed Budget.

## Long-Term Issues

- The Improvements 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 financing.
- Although the Improvements Fund had been used exclusively for capital purchases or improvements prior to 2006 – 2007, the property tax percentage allocations were shifted to operations along with transfers of previously collected tax revenues; i.e., to General and Fire Funds. Maintaining the current service levels, will be a challenge without continued significant assessed valuation growth.
- The shift of property tax resources which began in 2006 2007 will tie future capital purchases and improvements from the Improvements Fund directly to assessed valuation growth that exceeds operations fund requirements to maintain acceptable service levels.





## **Improvements Fund --- Historical Highlights**

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".

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.

1997

1998

1998 In the 1998 – 1999
budget, Improvements
Fund created to account
for property tax
revenues in excess of
what is needed for
current operations in
General, Fire, and Parks
& Recreation Funds.

Improvements 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

1999 Imp \$700 Fun Ave Stree

1999

Improvements Fund transfers \$700,000 to Transportation Fund to complete the Lafayette Avenue / Orchard Avenue Street Improvement Project.

eventual share is ~\$385,000.

Improvements Fund transfers \$100,000 to Airport Fund to provide the 10% Federal Aviation Administration (FAA) grant match for reconstructing the main airport runway.

1999 Improvements Fund purchases ~ 5 acre Walker Property for ~\$300,000 to complete the southwest community park acreage.

2000 Improvements Fund transfers another \$100,000 to Airport Fund to complete the 10% Federal Aviation Administration (FAA) grant match for reconstructing the main airport runway.

## **Improvements Fund --- Historical Highlights**

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 Improvements 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.

\$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.

2003 Yamhill County Radio Local
Option 3-Year Levy passes and
~\$215,000 per year "passed
back" to City from levy
proceeds as City already selffunded radio system
improvements.

2004 Improvements Fund transfers \$837,500 to Park Development Fund to pay the non-system develop charge portion of the \$1,250,000 Kraemer property note, the primary acreage for

Park.

the Discovery Meadows

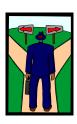
2005 Improvements Fund budgets for final use of \$1,300,000 full faith and credit public safety financing for ~\$83,500 of new ambulance costs as Ambulance Fund continuing operating loss cannot support the

capital purchase.

2005 Improvements Fund budgets for professional services contract for preliminary design and architectural fees for architectural firm to work with citizens' advisory committee culminating with placing Measure 36-81 – Public Safety and Municipal Courtroom Construction Bonds on the May 16, 2006 ballot – Measure

Passed !!!.

2006

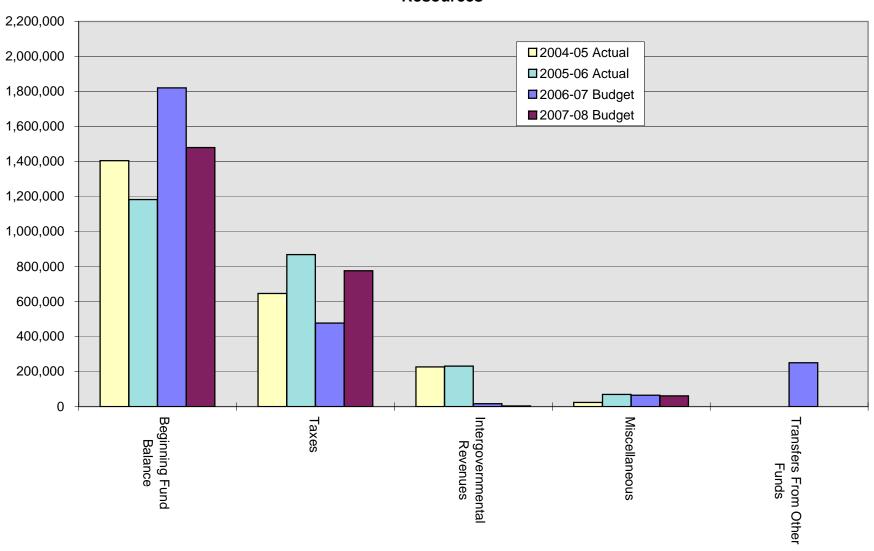


Shift of Improvements Fund to operations ---Significant portion of Improvements Fund current property tax allocation redirected to General and Fire Funds, prior property tax collections transferred to General and Fire Funds, and Designated Ending Fund Balance for Property Tax Operations established to supplement General and Fire Funds in future years.

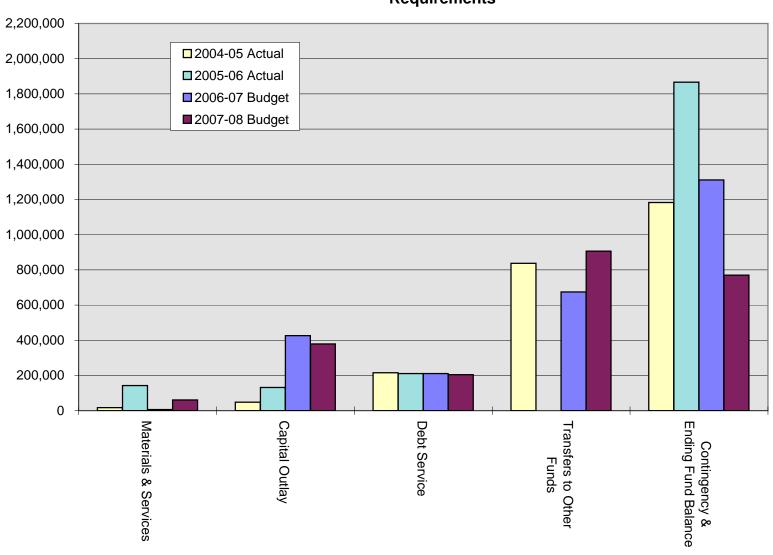


Property tax increases over budget projections dedicated solely to the Improvements Fund for capital projects UNTIL THE 2006 – 2007 BUDGET YEAR.

## Improvements Fund Resources



# Improvements Fund Requirements



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ACTUAL	ACTUAL	BUDGET			NUMBER OF	PROPOSED	APPROVED	ADOPTED
2004-05	2005-06	2006-07			<b>EMPLOYEES</b>	2007-08	2007-08	2007-08
				RESOURCES				
				BEGINNING FUND BALANCE				
0	0	0	60000-02	DESIGNATED BEGIN FUND BALANCE:	0.00	0	0	0
690,000	0	0	60000-05	DBFB - KRAEMER PROPERTY	0.00	0	0	0
156,542	142,460	50,500	60000-20	DBFB - PUB SAFETY-COP CAPTL	0.00	0	0	0
			No funds rem	ain of the 2002 public safety certificates of participation financing.				
0	0	0	60000-30	DBFB - PROP TAX FD OPERATION	0.00	1,095,000	1,095,000	1,095,000
			future proper	designated cash carryover "saved" from prior Improvement Fund prope by tax operating fund revenue supplement earmarked to be transferred the help fund the public safety staffing increases instituted in 2006-2007.				
558,473	1,040,545	1,770,000	60001-00	BEGINNING FUND BALANCE	0.00	385,000	385,000	445,000
			Estimated Ju	ly 1, 2007 undesignated cash carryover from the 2006-2007 fiscal year.	į			
1,405,015	1,183,005	1,820,500	TOTA	L BEGINNING FUND BALANCE	0.00	1,480,000	1,480,000	1,540,000
				TAXES				
631,484	857,995	459,372	60005-00	PROPERTY TAXES - CURRENT	0.00	758,204	758,204	758,204
			(65,931)	07-2008 Capital Improve Fd operating property tax levy allocation 10 Less: Uncollectible taxes - 8% 07-2008 Current Property Taxes	0%			
14,419	10,565	17,500	60006-00	PROPERTY TAXES - PRIOR	0.00	17,500	17,500	30,000
			Collections o	n delinquent property taxes due from prior year Capital Improvement Fu	and property tax	levies.		
645,903	868,560	476,872	TOTA	L TAXES	0.00	775,704	775,704	788,204
				INTERGOVERNMENTAL REVENUES				
209,085	213,000	15,000	60103-01	YAMHILL COUNTY - RADIO LEVY	0.00	3,500	3,500	3,500
			"Pass throug	n" of City of McMinnville's share of Yamhill County Radio Levy passed I	November 2002	<u>.</u> .		

Budget Note: Since City of McMinnville had already begun radio system improvements from property tax operating dollars, the City of McMinnville's portion of the Yamhill County Radio Levy was "passed back" to the City @ 15 cents per thousand since the City has both police and fire service. Fiscal 2005-2006 was the last year of the County's three-year local option levy, only past due property tax collections remain.

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				200. 00				
ACTUAL	ACTUAL	BUDGET				PROPOSED	APPROVED	ADOPTE
2004-05	2005-06	2006-07			EMPLOYEES		2007-08	2007-08
17,615	18,279	1,500	60105-01	MRFD - RADIO LEVY	0.00	250	250	250
			"Pass through" November 200	of McMinnville Rural Fire District's share of the Yamhill Count 2.	ty Radio Levy passed			
			service and sin County Radio I	Since McMinnville Rural Fire District (MRFD) contracts with the cethe City had already begun radio system improvements, M Levy was "passed back" to the City @ 7.5 cents per thousand ast year of the County's three-year local option levy, only past	RFD's portion of the Y for fire service. Fiscal	amhill 2005-		
226,700	231,279	16,500	TOTAL	. INTERGOVERNMENTAL REVENUES	0.00	3,750	3,750	3,75
				MISCELLANEOUS				
20,076	64,428	60,900	60151-00	INTEREST:	0.00	61,000	61,000	61,00
3,279	4,939	3,800	60151-01	INT - PUBLIC SAFETY COP	0.00	0	0	
0	0	0	60155-00	PROPERTY RENTAL	0.00	0	0	
0	0	0	60167-00	OTHER INCOME	0.00	0	0	
23,355	69,367	64,700	TOTAL	. MISCELLANEOUS	0.00	61,000	61,000	61,00
				TRANSFERS FROM OTHER FUNDS				
0	0	0	60171-00	GENERAL FUND:	0.00	0	0	
0	0	116,890	60171-01	GEN FD - CDC REMODEL - E & P	0.00	0	0	
0	0	64,000	60171-11	GEN FD - CDC REMODEL - BLDG	0.00	0	0	
0	0	4,150	60177-00	PARKS & REC FD - CDC REMODEL	0.00	0	0	
0	0	14,140	60179-00	STREET FUND - CDC REMODEL	0.00	0	0	
0	0	14,820	60181-00	TRANSPORTATN FD - CDC REMODEL	0.00	0	0	
0	0	20,010	60183-00	WSTWTR SVC FD - CDC REMODEL	0.00	0	0	
0	0	13,230	60184-00	WSTWTR CAP FD - CDC REMODEL	0.00	0	0	
0	0	2,760	60187-00	AIRPORT FUND - CDC REMODEL	0.00	0	0	
0	0	250,000	TOTAL	. TRANSFERS FROM OTHER FUNDS	0.00	0	0	(

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-	ACTUAL	ACTUAL	BUDGET			NUMBER OF	PROPOSED	APPROVED	ADOPTED
	2004-05	2005-06	2006-07			EMPLOYEES	2007-08	2007-08	2007-08
					REQUIREMENTS				
					MATERIALS & SERVICES				
	0	0	0	80611-00	PROFESSIONAL SERVICES:	0.00	0	0	0
	0	23,143	5,000	80611-01	PS - ARCHITCT - COMM DEV CTR	0.00	0	0	0
	15,925	110,613	0	80611-03	PS - ARCHT PS & CIVIC BLDGS	0.00	0	0	0
	0	0	0	80611-13	PS - DOWNTOWN INFRASTRUCTURE	0.00	10,000	10,000	50,000
					ces for the relocation of City-wide telecommunication infrastruct e new Public Safety Facility.	cture from the existing Po	olice		
	1,000	1,000	1,000	80611-99	PS - COP ADMINISTRATION	0.00	1,000	1,000	1,000
	0	0	0	80680-00	M&S ASSETS:	0.00	0	0	0
	0	0	0	80681-00	M&S EQUIPMENT:	0.00	0	0	0
	0	8,000	0	80681-01	M&S EQUIP - RADIOS	0.00	0	0	0
	0	0	0	80681-03	M&S EQUIP - RADIO INTERFACE	0.00	50,000	50,000	50,000
					ment to inferface between McMinnville's trunked radio system a osed by Yamhill County.	and the conventional radi	0		
1	16,925	142,756	6,000	TOTA	AL MATERIALS & SERVICES	0.00	61,000	61,000	101,000
					CAPITAL OUTLAY				
	0	0	0	80705-00	EQUIPMENT:	0.00	0	0	0
	6,557	0	0	80705-03	EMERGENCY RADIO SYSTEM - COP	0.00	0	0	0
	0	20,664	0	80705-07	POLICE RECORDS MGMT SYS - COP	0.00	0	0	0
	8,974	41,840	0	80705-09	FIRE RECORDS MGMT SYS - COP	0.00	0	0	0
	0	0	0	80731-00	VEHICLES:	0.00	0	0	0
	0	0	54,300	80731-01	AMBULANCE - COP FUNDED	0.00	0	0	0
	0	28,197	47,500	80731-03	AMBULANCE - CITY FUNDED	0.00	0	0	0
	0	0	0	80771-00	BUILDING IMPROVEMENTS:	0.00	0	0	0
	0	0	250,000	80771-11	BLDG IMP - COMM DEVELOP CTR	0.00	0	0	0
	0	0	0	80771-13	BLDG IMP - DOWNTOWN INFASTRT	0.00	350,000	350,000	350,000
				Costs to relo Department	cate existing fiber, telecommunication, data, and radio infrastri basement to the new Public Safety Facility.	ucture from the existing F	Police		
	0	0	0	80773-00	LAND IMPROVEMENTS:	0.00	0	0	0

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ACTUAL 2004-05	ACTUAL 2005-06	BUDGET 2006-07			NUMBER OF EMPLOYEES	PROPOSED 2007-08	APPROVED 2007-08	ADOPTED 2007-08
0	0	45,000	80773-11	LI - BLDG DEMO & PARKING LOT	0.00	0	0	25,000
			Landscaping	& irrigation				
0	0	0	80781-00	LAND ACQUISITION:	0.00	0	0	0
29,303	29,303	29,305	80781-03	ELLIOTT PROPERTY	0.00	29,305	29,305	29,305
			8th of 10 and Adams Stree 25,230 P 4,075 In	rincipal	ner of Second ar	nd		
			Budget Note purchased for	Original \$225,000 loan secured by McMinnville Water & Light Depart r \$250,000.	tment; property			
3,021	12,097	0	80781-05	COZINE CREEK PARCEL	0.00	0	0	0
47,855	132,101	426,105	TOTA	L CAPITAL OUTLAY	0.00	379,305	379,305	404,305
				DEBT SERVICE				
0	0	0	80798-20	PUBLIC SAFETY - 2002 COP:	0.00	0	0	0
185,000	185,000	190,000	80798-21	COP PRINCIPAL 06-01-08	0.00	190,000	190,000	190,000
			6th year of a	nnual principal payment of 7-year public safety full faith and credit final	ncing.			
15,344	13,031	10,260	80798-22	COP INTEREST 06-01-08	0.00	7,170	7,170	7,170
			6th year sem	i-annual interest of 7-year public safety certificates of participation fina	incing.			
15,344	13,031	10,260	80798-23	COP INTEREST 12-01-07	0.00	7,170	7,170	7,170
			6th year sem	i-annual interest of 7-year public safety certificates of participation fina	incing.			
215,688	211,062	210,520	TOTA	L DEBT SERVICE	0.00	204,340	204,340	204,340
				TRANSFERS TO OTHER FUNDS				
0	0	125,000	80901-00	GENERAL FUND - OPERATIONS	0.00	125,000	125,000	125,000
				eneral Fund of Improvements Fund prior property tax collections to su ting property tax levy allocation of the City's \$5.02 permanent tax rate.		al		
0	0	0	80910-00	IS FUND - ERP FIN SYSTEM	0.00	84,000	84,000	84,000
				oformation Services Fund to augment original \$260,000 financial syste				

Transfer to Information Services Fund to augment original \$260,000 financial system reserve "saved" by July 1, 2006 toward the new ERP financial system. Property tax funds allocated portion of \$100,000 for 2007-2008 additional capital expenditures.

Budget Note: In October 2006, the City signed a contract with New World Systems to purchase the financial suite and portions of the payroll and human resources suite of LOGOS as the basis for the City's new ERP financial system.

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ACTUAL	ACTUAL	BUDGET			NUMBER OF	PROPOSED	APPROVED	ADOPTED
2004-05	2005-06	2006-07			<b>EMPLOYEES</b>	2007-08	2007-08	2007-08
0	0	550,000	80911-00	FIRE FUND - OPERATIONS	0.00	550,000	550,000	550,000
				re Fund of Improvements Fund prior property tax collections to supple perty tax levy allocation of the City's \$5.02 permanent tax rate.	ement Fire Fund'	S		
0	0	0	80922-01	AMBULANCE FUND - AMBULANCE	0.00	147,000	147,000	147,000
				mbulance Fund of property tax dollars to fund the purchase of a new a ith over 200,000 miles, Account #70-00-731-51.	ambulance replac	cing an		
			2002 certificathat Ambulan	In 2006-2007, the new ambulance purchase was financed by a combites of participation funds and property tax dollars. This ambulance puce Fund operations could not fund. This transfer supports the second an Ambulance Fund revenue.	irchase was the	first		
837,500	0	0	80991-00	PK DEVELOP FD - NOTE PAYABLE	0.00	0	0	0
837,500	0	675,000	TOTA	L TRANSFERS TO OTHER FUNDS	0.00	906,000	906,000	906,000
				PROJECT CONTINGENCIES				
0	0	195,000	80801-00	PROJECT CONTINGENCIES	0.00	170,000	170,000	175,000
0	0	195,000	TOTA	L PROJECT CONTINGENCIES	0.00	170,000	170,000	175,000
				UNAPPROPRIATED ENDING FUND BAL				
0	0	0	80996-02	DESIGNATED END FUND BALANCE:	0.00	0	0	0
142,460	84,894	0	80996-20	DEFB - PUB SAFETY-COP CAPTL	0.00	0	0	0
0	0	1,095,000	80996-91	DEFB - PROP TAX FD OPERATION	0.00	595,000	595,000	595,000
			for future pro	ash carryover at June 30, 2008 "saved" from Improvement Fund prior perty tax operating fund revenue supplement earmarked to be transfer s budgeted in 2007-2008 in Transfer To Accounts #39-00-80901-00 at 000.	red to the Gener	ral and		
1,040,545	1,781,398	20,947	80997-00	UNAPPROPRIATED ENDING FUND BAL	0.00	4,809	4,809	7,309
			remaining mo	designated cash carryover for July 1, 2008. Actual cash carryover will oney from the Project Contingency account and the excess (deficit) of from 2007-2008 operations.		under)		
1,183,005	1,866,292	1,115,947	TOTA	L UNAPPROPRIATED ENDING FUND BAL	0.00	599,809	599,809	602,309
2,300,973	2,352,211	2,628,572		TOTAL REQUIREMENTS	0.00	2,320,454	2,320,454	2,392,954

39	00			2007-08				11-Jul-07
	ACTUAL	ACTUAL	BUDGET		NUMBER OF	PROPOSED	APPROVED	ADOPTED
	2004-05	2005-06	2006-07		EMPLOYEES	2007-08	2007-08	2007-08
				IMPROVEMENTS FUND				
2	,300,973	2,352,211	2,628,572	TOTAL REQUIREMENTS	2	,320,454	2,320,454	2,392,954