



## 2008 – 2009 Proposed Budget --- Fund Definitions

### Budget Basis

#### General Fund - #01

The General Fund accounts for the financial resources of the City, which are not accounted for in any other fund. Principal sources of revenue are operating property taxes, licenses and permits, which include franchise and building fees, and intergovernmental revenues. Primary expenditures are for City administration, financial services, engineering, planning, police, municipal court, fire, parks and recreation, parks maintenance, and library services.

#### Special Revenue Funds

Special revenue funds account for revenue sources that are legally restricted to expenditures for specific purposes, not including major capital outlay projects. Principal revenue sources include licenses and permits, intergovernmental revenues including state shared revenues federal and state grants, and special assessments and expenditures for the coinciding specified purposes.

Funds in this fund category include the following:

- **Special Assessment Fund – #05** -- accounts for street and sidewalk local improvement districts and the downtown economic improvement district.
- **Telecommunications Fund – #10** -- accounts for the funds to be received as negotiated during the cable franchise renewal process with AT&T (previously TCI Cablevision of Oregon) and now Comcast and Verizon NW.

- **Emergency Communications Fund – #15** -- accounts for the cost of the City's participation in the Central Emergency Dispatch Center operated by Yamhill Communications Agency.

- **Street (State Gas Tax) Fund – #20** -- accounts for state gasoline tax revenues administered in accordance with Article IX, Section 3 of the Constitution of the State of Oregon used to finance street maintenance improvements and street equipment purchases.

- **Airport Maintenance Fund – #20** -- accounts for charges for airport services primarily building, hangar, and land lease rental income, and Federal Aviation Administration grants used to support airport operations, capital expenditures and airport improvements.

- **Improvements Fund – #31** -- Historical accounting prior to June 30, 2008. Fund accounts for the portion of the City's operating property tax levy allocated for City improvements beyond what was provided in the regular property tax supported funds; i.e., General Fund, Fire Fund, and Parks and Recreation Fund. Starting July 1, 2008, all permanent operating property tax rate allocated to the General Fund along with the accompanying expenditures.

- **Fire Fund – #32** -- Historical accounting prior to June 30, 2008. Fund accounts for the portion of the City's operating property tax levy allocated to this fund and the McMinnville Rural Fire District contract services allocation for fire fighting and fire and life safety expenditures. Starting July 1, 2008, all permanent operating property tax rate dollars allocated to the General Fund along with the accompanying expenditures.

## Fund Definitions – Budget Basis

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- **Park & Recreation Fund – #34** -- Historical accounting prior to June 30, 2008. Fund accounts for the portion of the City's operating property tax levy allocated to this fund and charges for parks and recreation activities and services used for parks and recreation activity funding. Starting July 1, 2008, all permanent operating property tax rate dollars allocated to the General Fund along with the accompanying expenditures.

### Capital Projects Funds

Capital projects funds account for the acquisition and construction of major capital projects other than those financed by proprietary funds. The principal revenue sources are bond sale proceeds, intergovernmental grants, and system development charges. Funds included in this fund category are:

- **Special Capital Projects Fund – #35** – accounts for capital projects funded primarily through grants. No capital grants anticipated for 2008 – 2009.
- **Public Safety Facilities Construction Fund – #40** – accounts for Public Safety Facilities Construction bond sale proceeds which will fund the construction of the Public Safety Building and the Civic Hall Building.
- **Transportation Fund – #45** – accounts for transportation system development charges, federal ISTEA revenues, a yearly transfer of state gas tax from the Street Fund, and investment earnings used for implementing selected portions of the City Transportation Master Plan.

- **Park Development Fund – #50** -- accounts for park system development charges collected from property developers used for park system improvements, park system improvement bond proceeds, and other revenue sources; i.e., grants, donations, interest, etc. With the August 2001 bond sale, this former special revenue fund became a capital projects fund.

### Debt Service Fund

Debt service funds accumulate property tax dollars to pay current and future debt service.

- **Debt Service Fund – #60** -- accounts for the City's debt service property tax levy which covers the payment of principal and interest on general obligation bonds.

### Enterprise Funds

Enterprise Funds account for the acquisition, operation, and maintenance of City facilities and services that are entirely or primarily self-supporting through service charges to customers. Funds included in this category include the following:

- **Building Fund - #70** – accounts for various building fees collected and the associated services rendered to the building community to inspect building plans and construction sites for correct building practices for commercial, residential, and industrial building projects within the city. Enterprise fund established July 1, 2008 with General Fund Transfer In.

## Enterprise Funds – Continued

- **Wastewater Services Fund – #75** -- accounts for wastewater service operations which includes wastewater administration; plant; environmental services; i.e., laboratory and pretreatment; pump stations, and conveyance systems; i.e., sanitary and storm.
- **Wastewater Capital Fund – #77** -- accounts for major Water Reclamation Facility and sanitary system construction projects.
- **Ambulance Fund – #79** -- accounts for emergency medical charges for services and the associated expenses for emergency medical service provision. July 1, 2004 the non-emergency transport service was terminated.

- **Insurance Services Fund – #85** -- accounts for the payment of premiums on City insurance coverage for property, liability, workers' compensation, medical, and state employment insurance. Principal sources of revenue are charges to other City funds for services and interest.

## Internal Service Funds

Internal Service Funds account for operations that provide services to other departments or agencies of the City or to other governments on a cost-reimbursement basis. Funds included in this category are the following:

- **Information Systems and Services Fund – #80** -- accounts for charges for computer services and transfers received from internal City sources; i.e., City operating departments and funds and the associated expenditures for computer support for personal services, computer software and equipment, and computer repairs and maintenance.