



2009–2010 Proposed Budget --- Fund Definitions

Budget Basis

General Fund – #01

The General Fund is the City's primary operating fund. It accounts for all financial resources of the City except those required to be accounted for in another fund. Principal sources of revenue are operating property taxes, licenses and permits, franchise 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 financial resources that are legally restricted to expenditures for specific purposes. Principal revenue sources include licenses and permits, intergovernmental revenues including state shared revenues, federal and state grants, and special assessments. Special revenue funds 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 cable franchise agreements with AT&T, Comcast and Verizon NW.
- **Emergency Communications Fund – #15** – accounts for the City's participation in the 911 Central Emergency Dispatch Center operated by Yamhill Communications Agency (YCOM).

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

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

- **Improvements Fund – #31** – historical accounting prior to June 30, 2008. Fund accounted for the portion of the City's operating property tax levy allocated for City improvements beyond what was provided in the General Fund, Fire Fund, and Parks and Recreation Fund. Starting July 1, 2008, all permanent operating property taxes and accompanying expenditures are accounted for in the General Fund.

- **Fire Fund – #32** – historical accounting prior to June 30, 2008. Fund accounted for the portion of the City's operating property tax levy allocated to fire functions and the McMinnville Rural Fire District contract services. Starting July 1, 2008, all permanent operating property taxes and accompanying expenditures are accounted for in the General Fund.

- **Park & Recreation Fund – #34** – historical accounting prior to June 30, 2008. Fund accounted for the portion of the City's operating property tax levy allocated to parks and recreation functions and charges for parks and recreation activities and services. Starting July 1, 2008, all permanent operating property taxes and accompanying expenditures are accounted for in the General Fund.

Capital Projects Funds

Capital projects funds account for the acquisition and construction of major capital projects other than those accounted for in proprietary funds. The principal revenue sources are bond sale proceeds, intergovernmental grants, and system development charges (SDCs). Capital projects funds include the following:

- **Special Capital Projects Fund – #35** – accounts for capital projects funded primarily through grants. No capital grants anticipated for 2009–2010.
- **Public Safety Facilities Construction Fund – #40** – accounts for Public Safety Facilities Construction bond sale proceeds which funded the construction of the Public Safety Building and the Civic Hall.
- **Transportation Fund – #45** – accounts for transportation system development charges (SDCs) and federal ISTEA revenues used for transportation improvement projects.
- **Park Development Fund – #50** – accounts for park system development charges (SDCs), Park System Improvement bond proceeds, grants, and donations used for park system expansion and improvements.

Debt Service Fund

Debt service funds account for property taxes used 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 fees charged to customers. Enterprise funds include the following:

- **Building Fund – #70** – accounts for building fees and the associated services rendered including building plan review and inspections of commercial, residential, and industrial building projects within the city. Enterprise fund was established July 1, 2008 with General Fund Transfer In.

Enterprise Funds – Continued

- **Wastewater Services Fund – #75** – accounts for sewer user fees and the cost of wastewater service operations including wastewater administration; plant; environmental services; i.e., laboratory and pretreatment; pump stations, and conveyance systems.
- **Wastewater Capital Fund – #77** – accounts for sewer system development charges (SDCs) used for major Water Reclamation Facility and sanitary system capital projects.
- **Ambulance Fund – #79** – accounts for revenue from emergency medical transport fees and the cost of providing emergency medical services to the community.

Internal Service Funds

Internal Service Funds account for operations that provide services to other departments of the City on a cost-reimbursement basis. Internal service funds include the following:

- **Information Systems and Services Fund – #80** – accounts for charges to operating departments and expenditures for computer support including personal services, software and hardware, and repairs and maintenance.
- **Insurance Services Fund – #85** – accounts for the payment of premiums for insurance coverage for property, liability, workers' compensation, and state employment insurance. Revenues consist primarily of charges to operating departments.