

CITY OF ASHLAND



Oregon

Adopted 2007–2008 Budget

CITIZENS' BUDGET COMMITTEE

ELECTED MEMBERS:

John Morrison, Mayor
David Chapman, Councilor
Alice Hardesty, Councilor
Cate Hartzell, Councilor
Kate Jackson, Councilor
Eric Navickas, Councilor
Russ Silbiger, Councilor

APPOINTED MEMBERS:

James Bond
Dee Anne Everson
Arlen Gregorio
William Heimann
Martin Levine, Vice Chair
Roberta Stebbins
Lynn Thompson, Chair

ADMINISTRATIVE STAFF

Martha Bennett, City Administrator
Lee Tuneberg, Administrative Services/Finance Director
Don Robertson, Parks and Recreation Director



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Ashland
Oregon**

For the Fiscal Year Beginning

July 1, 2006

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Presentation to the City of Ashland for its annual budget for the fiscal year beginning July 1, 2006.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements. We are submitting it to GFOA to determine its eligibility for another award.

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Budget in Brief:

The City of Ashland strives to deliver services essential to the community and that enhance quality of life. This document provides information to the Ashland community about where the money to finance the city comes from and how that money is spent.

Ashland revenue is primarily collected from fees paid for services. Two-year comparisons of budgeted resources and uses follow.

What do I get for my money?

Below are major revenue sources that citizens and visitors often ask about.

Property Tax generates approximately \$10.6 million for the City and Parks. It is used to pay for expenses found in the General Fund such as police and fire, for some of the City's principal and interest on debt and for expenses in providing parks and recreation. Voter approved levies have been used for youth activities and a levy is proposed to operate the library on an interim basis. Property owners within the Ashland city limits pay \$5.7250 per \$1000 of assessed value.

Transient Occupancy Tax (TOT) also referred to as the hotel/motel tax generates approximately \$1.6 million and is used for three purposes: Economic and Cultural Development, tourism development and the remainder for general expenses in the General Fund such as police and fire. The Hotels and Motels rate in Ashland is 7%. The hotel or motel keeps 5% of the money collected as payment for processing.

Prepared Food and Beverage Tax (F&B) also referred to as the meals tax generates approximately \$2.0 million and 80% of the revenue goes toward annual debt service on the wastewater treatment plant completed in 2003 and 20% is used for purchasing open space for parks. The tax rate is 5% on most meals and non-alcohol beverages served or catered. In effect, the proceeds help keep sewer rates low and funds park expansion. The hotel or motel keeps 5% of the money collected as payment for processing. This tax ends in December 2010.

Electric Utility Users Tax generates approximately \$2.6 million and is used to pay for expenses associated with the General Fund, such as police and fire. Utility bills include this tax which is approximates 25% of the total electric charges on the bill.

Charges for Services generates approximately \$21.4 million and pays for the Water, Wastewater, Electric and high speed data services provided to residential, commercial and governmental properties. In general, the revenue generated is based upon the base cost to provide the service and normally includes a charge that represents level of service used.

Utility Fees generates approximately \$1.8 million and are used to pay for operational and construction needs for Transportation (streets, sidewalks, bicycle lanes, handicap access, etc.) and for Storm Drain (line maintenance, open ditches, sediment pond cleaning, etc.).

Miscellaneous Licenses, Permits and other Fees and Charges (excluding interest earnings, transfers & internal payments) generates approximately \$9.0 million and are used to pay for the cost of non-utility services provided such as ambulance transport, building inspections, recreation, construction services, parking, cemetery services, etc. across funds.

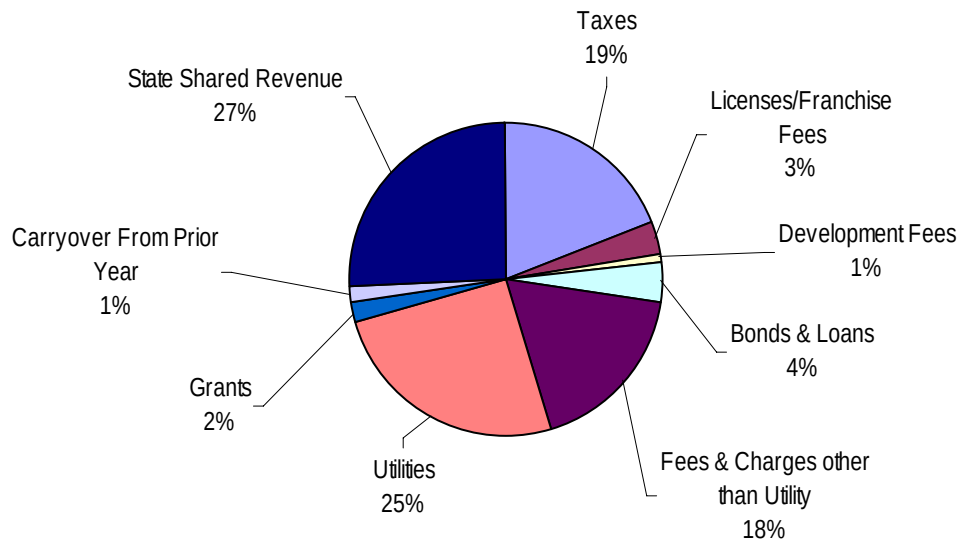
Examples of service levels and outcomes can be found throughout the Capital Improvement and Departmental sections of this document.

Note: All rates and amounts shown are current and subject to change during the year or by Council Action.

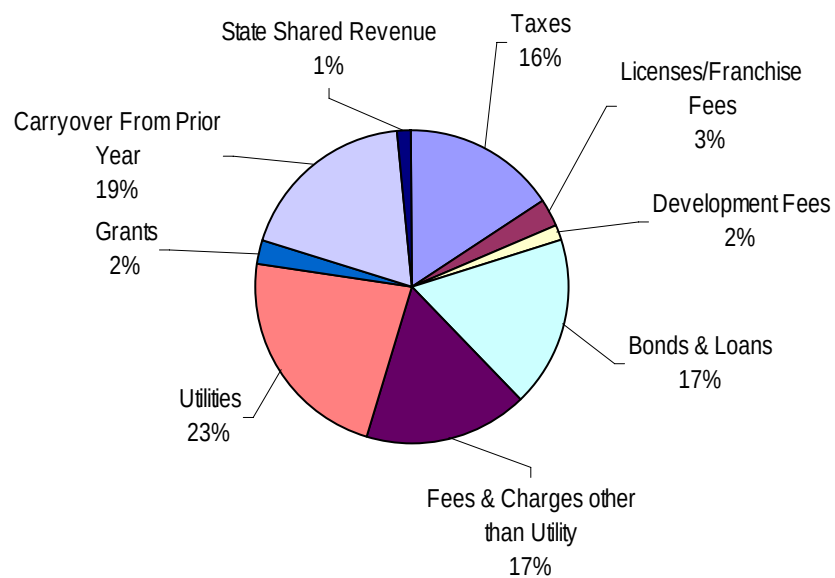
Where the Money Comes From

	2007 Adopted	2008 Adopted
Taxes		
Property (Current)	\$ 9,407,682	\$ 10,597,111
Property (Prior)	304,400	310,000
Food & Beverage	2,000,000	2,032,000
Hotel/Motel	1,529,100	1,575,000
Utility Users Tax	2,648,800	2,600,000
	<u>15,889,982</u>	<u>17,114,111</u>
Licenses/Franchise Fees		
License	176,100	185,600
Franchises	2,685,800	2,692,100
	<u>2,861,900</u>	<u>2,877,700</u>
Development Fees		
Permits	1,713,541	900,000
	<u>1,713,541</u>	<u>900,000</u>
Bonds & Loans		
Capital Improvement Projects	8,500,000	3,800,000
Street Improvement Bonds	5,647,100	-
Fire Station #2	2,500,000	-
Interfund Loan	745,000	-
	<u>17,392,100</u>	<u>3,800,000</u>
Fees & Charges other than Utility		
Finance	15,000	27,000
Police	187,000	162,000
Court	337,150	350,200
Fire & Rescue	926,800	822,300
City Recorder	-	30,100
Cemetery	70,456	58,000
Planning & Building	150,000	92,780
Public Works	611,032	382,000
Electric		212,000
Parks & Recreation	912,820	905,000
Technology Payment	-	1,119,000
Rents	145,350	260,850
Internal Service	8,032,869	8,022,654
SDC's	1,515,900	930,000
Interest on Investments	703,300	787,950
Fines	157,000	180,000
Special Assessment Payments	252,000	102,427
Miscellaneous Income	1,854,400	1,426,300
Transfers	1,034,934	638,073
	<u>16,906,011</u>	<u>16,508,634</u>
Utilities		
Wastewater	2,964,000	2,900,000
Storm Water	634,000	625,000
Street	1,092,500	1,175,000
Electric	12,320,000	12,479,800
Ashland Fiber Network	1,738,000	1,680,874
Water	4,255,000	4,300,000
	<u>23,003,500</u>	<u>23,160,674</u>
Grants		
Federal Grants	1,548,250	1,228,500
State Grants	764,028	800,000
	<u>2,312,278</u>	<u>2,028,500</u>
Carryover From Prior Year	<u>19,154,800</u>	<u>23,927,048</u>
State Shared Revenue		
Cigarette Tax	35,743	38,000
Liquor Tax	209,223	220,000
Gas Tax	1,080,566	1,100,000
	<u>1,325,532</u>	<u>1,358,000</u>
Total Resources	<u>\$ 100,559,644</u>	<u>\$ 91,674,667</u>

2007-08 Adopted



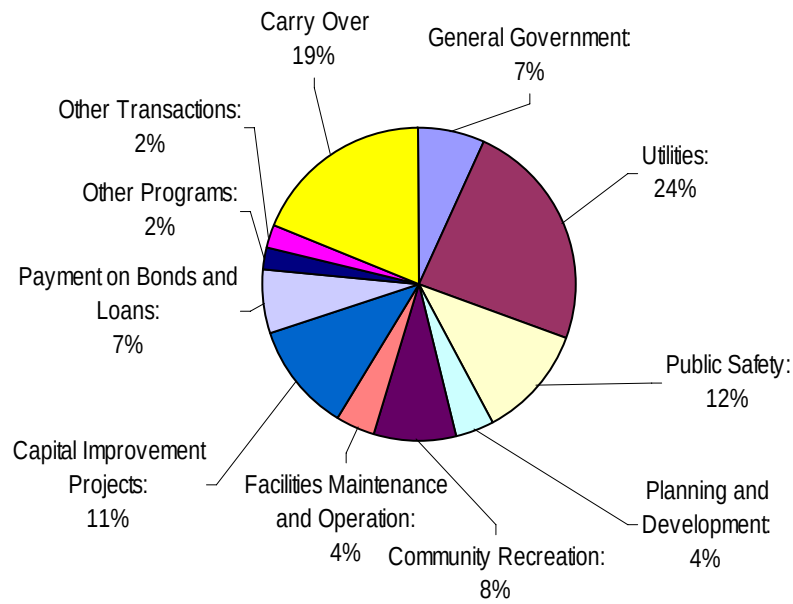
2006-07 Adopted



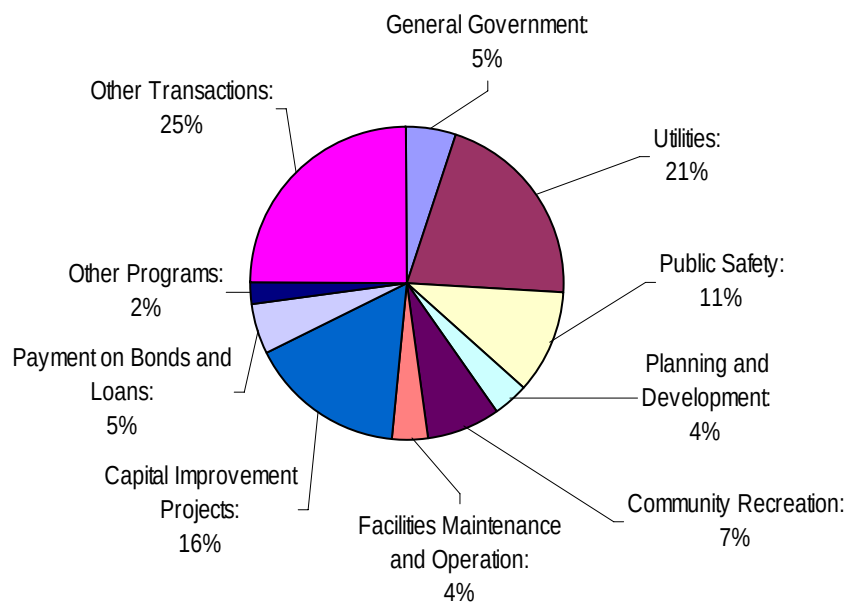
Where the Money Goes

	2007 Adopted		2008 Adopted	
General Government:				
Mayor, Council, City Recorder	\$	416,601	\$	482,844
Administration		742,440		967,586
Legal Services		363,432		479,115
Human Resources		239,904		339,291
Finance & Accounting		1,671,621		1,560,533
Insurance Services		1,061,291		785,000
Computer Services		841,788		1,135,588
		<u>5,337,077</u>		<u>5,749,957</u>
Utilities:				
Electric		12,005,955		11,820,775
Water		3,562,595		4,279,392
Wastewater		2,988,590		3,206,484
AFN		1,709,843		1,731,840
Storm water Collection		574,370		672,457
		<u>20,841,353</u>		<u>21,710,948</u>
Public Safety:				
Police Protection		5,325,775		5,458,209
Fire Protection		3,022,727		2,808,066
Ambulance Services		2,035,645		2,151,109
Municipal Court		395,035		427,360
		<u>10,779,182</u>		<u>10,844,744</u>
Planning and Development:				
Planning		1,356,626		1,411,548
Building Inspections		801,756		833,991
Engineering Services		1,488,463		1,387,186
		<u>3,646,845</u>		<u>3,632,725</u>
Community Recreation:				
Parks Operation & Maintenance		3,536,250		3,623,077
Recreation Programs & City Band		1,020,254		1,112,236
School Support		2,431,361		2,577,000
Golf Course		408,000		411,018
		<u>7,395,865</u>		<u>7,723,331</u>
Facilities Maintenance and Operation:				
Roadways & Bikeways		1,645,216		1,704,317
Equipment Maintenance		786,431		771,923
Buildings, Grounds, Airport		874,462		959,923
Cemeteries		328,375		317,165
		<u>3,634,484</u>		<u>3,753,328</u>
Capital Improvement Projects:				
Construction and Internal Projects		13,756,375		8,201,606
Equipment		2,354,600		2,050,500
		<u>16,110,975</u>		<u>10,252,106</u>
Payment on Bonds and Loans:				
Infrastructure Improvements		4,128,255		4,974,703
Land Acquisition		1,400,000		1,200,000
		<u>5,528,255</u>		<u>6,174,703</u>
Other Programs:				
Economic and Cultural Development Grants		504,650		527,519
Social Services Grants		115,360		121,000
Community Development Grants		378,215		227,300
Conservation		1,148,650		1,120,187
		<u>2,146,875</u>		<u>1,996,006</u>
Other Transactions:				
Interfund Loans		745,000		-
Operating Transfers to Other Funds		1,034,934		638,073
Contingencies		1,670,000		1,658,000
				<u>2,296,073</u>
Carry Over		21,688,799		17,540,746
		<u>25,138,733</u>		<u>17,540,746</u>
Total Requirements		<u>\$ 100,559,644</u>		<u>\$ 91,674,667</u>

2007-08 Adopted



2006-07 Adopted



Quick Reference Guide

This section is intended to help the reader quickly find important information. On this page are references to other areas of the budget document based upon frequently asked questions and other important detail to help gain a “sense” of the City of Ashland, its operations and finances. A comparative Budget in Brief follows to facilitate an overview perspective of this year’s and last year’s Adopted budgets.

<u>If you have this Question:</u>	<u>Refer to Section:</u>	<u>Page(s)</u>
What are the Council Goals and Community Values?	Introduction	1-23 to 26
Where do I find statistics on the city and community?	Introduction	1-2 to 1-3
What is the budget timeline?	Introduction	1-29
What are the roles and authority of the budget process participants?	Introduction	1-28
How did the budget change through the public process?	Introduction	1-20 to 1-22
What are the major revenue sources?	Introduction	1-32
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Where do I find a department’s budget across funds?	Departmental	
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What is the history of property taxes for the City and Parks?	Appendix	A-3
What basis of accounting does the city use?	Appendix	A-8
What is the policy for budgeting Contingency and Ending Fund balances?	Appendix	A-9 to A-12

City of Ashland

268.76 FTE

Adopted



The City of Ashland is a municipal corporation first organized in 1874. The Ashland City Council is elected to serve as the governing body for Ashland's 21,430 citizens. The Mayor, who presides at the City Council meetings, is elected at-large for a four-year term. Six council members are elected at-large for four-year staggered terms. Other elected officials are the City Recorder, Municipal Judge, and the five-member Parks and Recreation Commission.

The Mayor, with confirmation of the City Council, appoints a City Administrator. The City Administrator has responsibility for all City functions with the exception of the Parks Department. The Mayor, with confirmation of the City Council, also appoints the Department Heads, the City Attorney, and the Band Board.

The City Administrator recommends the appointment or dismissal of the Administrative Services and Finance Director, Community Development Director, Electric Director, Fire Chief, Information Technology Director, Police Chief, and Public Works Director.

In addition to the help they receive from their appointed staff and employees, 21 advisory boards and commissions assist the City Council. Over 135 Ashland citizens serve on these boards and commissions and make a valuable contribution to the City of Ashland.

The City of Ashland is located in the southwestern part of the state, which is rated as one of the major tourist areas within Oregon. The economic base of Ashland is primarily dependent on tourism and higher education, with a small manufacturing sector based on high technology. The City of Ashland was incorporated in 1874 and operates under the provisions of its own charter and applicable State law. The City of Ashland provides a full range of municipal services including police and fire protection, parks and recreation facilities/activities, streets, airport, planning, zoning, senior program, and general administration services. The City also operates the water, wastewater, cable television and electrical utility systems.

Date of Incorporation	1874
Form of Government	Council, Administrator
Area in Square Miles	6.52
Elevation in Feet	1,900
Annual Precipitation in Inches	18

Police

Stations	1
Patrol Units	8
Sworn Officers	27
Physical Arrests, Juvenile and Adult (non traffic)	1,816
Traffic Violations	3,773

Fire

Stations	2
Fire Fighters	31
Fire Alarm Responses	457
Emergency Medical Responses	2955
Non-emergency Public Service Responses	87
False Alarms	35
Total Calls For Service	3534
Total Ambulance Patient Transports	1617
Fire Protection Plans Review	495

Streets

Miles of Paved Streets	100
Miles of Gravel Streets	14
Miles of Storm Sewers	110

Water

Miles of Water Mains	124
Hydrants	1,142
Service Connections	7,870
Daily Average Consumption in Millions of Gallons	4
Maximum Daily Capacity of Plant in Million Gallons	8

Sewer

Miles of Sanitary Sewers	110
Treatment Plant	1
Service Connections	7,722
Daily Average Treatment in Million Gallons	2
Maximum Daily Capacity in Million Gallons	4

Electric

Service Connections	11,277
Street Lights	1,771
Electrical Transformers	1,973
Poles	2,559
Substations	3

Telecommunications

Miles of Fiber	29
Miles of Coax	110
Cable TV	3,095
Cable Modem	3,823
Potential Station Capacity	140

Parks and Recreation

Community Centers	3
Parks	19
Park Acreage	637
Golf Courses	1
Swimming Pools	1
Ice Skating Rinks	1
Skateboard Parks	1
Tennis Courts	12
Trails (miles)	29

Health Care

Hospital	1
Hospital Beds	49

Education

Elementary Schools	3
Elementary School Instructors	59
Secondary Schools	2
Secondary School Instructors	106
State Universities	1

Ten Year Statistics

Year	Assessed Valuation	Population	School Enrollment
1997-98	\$ 1,035,683,650	18,560	3,358
1998-99	1,088,136,230	19,220	3,309
1999-00	1,157,736,510	19,490	3,258
2000-01	1,240,116,210	19,610	3,411
2001-02	1,333,040,730	19,770	3,393
2002-03	1,423,894,752	20,130	3,321
2003-04	1,511,835,569	20,430	3,138
2004-05	1,593,607,600	20,590	2,920
2005-06	1,677,271,999	20,880	2,777
2006-07	1,761,135,599	21,430	3,000

Petty Cash

Oregon Revised Statute 294.465 requires that each petty cash account and the amount thereof be listed in the budget document. The City of Ashland has the following cash accounts:

City Recorder	1,000
Community Development Till	150
Electric	100
Finance - Accounting	300
Finance - Purchasing	400
Fire and Rescue Department	200
Hargadine Parking Structure	50
Municipal Court Till	100
Park and Recreation	200
Park and Recreation Till	550
Police Department	150
Police Till	50
Utilities Till	260
	<u><u>\$ 3,510</u></u>

Major Employers in the City of Ashland

Employer	Industry	Employment	Status
Southern Oregon University	Higher Education	850	Exempt
Oregon Shakespeare Festival	Entertainment	398	501c3
Ashland Community Hospital	Health Care	410	501c3
Ashland Public Schools	Public Education	350	Exempt
City of Ashland	Municipal Government	229	Exempt
Butler Ford	Automotive	160	Close Corp.
Pathway Enterprises	Health Care	140	Close Corp.
Ashland Food Cooperative	Retail\Grocery	130	Public Corp.
Professional Tool Mfg. LLC	Manufacturing	100	Close Corp.
Prestige Care (dba Linda Vista)	Health Care	75	Close Corp.





DATE: April 19, 2007

TO: Ashland Budget Committee

FROM: Martha Bennett, City Administrator
Lee Tuneberg, Budget Officer

RE: Fiscal Year 2007-2008 Budget Message

OVERVIEW

We are pleased to submit the proposed budget for the City of Ashland for Fiscal Year 2007-2008 (FY 2007-08 or 2008). This budget represents the efforts of dozens of staff members to present a balanced budget and includes long term planning for the next six years.

This year's budget reflects both the City's current financial health and the challenges that we face as a City and community. This budget provides high quality services to Ashland's residents and does not increase taxes, fees, and charges from last year's budget. The proposed budget for the coming year is balanced, but maintaining a balance in some of the City's funds, especially ones that are either staff or capital construction intensive, will be difficult in future years. This message outlines the challenge that many City funds and services confront in future years.

MAJOR ACCOMPLISHMENTS IN FY 2006-2007

The Mayor and Council, city staff, commission and committee volunteers and the community made significant progress on a number of issues and projects during the FY 2006-2007.

- Successful recruitments of a new Community Development Director and Police Chief.
- Successfully negotiated ongoing labor contracts with both Police and Fire personnel.
- Outsourcing Cable Television services to a local company resolved multiple issues relating to a municipality operating such a rapidly changing service in an overly competitive environment.
- Introducing wireless services as part of Ashland Fiber Network for citizen and visitor alike to stay connected with information including voice over IP service through a local partner.
- City of Ashland was selected by the Intelligent Community Forum as one of twenty-one cities using broadband services as part of their economic development strategies.
- Completed capital projects including:
 1. The main feed line from the water treatment plant to Crowson reservoir,
 2. Hosler dam transmission line,
 3. Water treatment process improvements,
 4. Additional capacity for the membrane filters at the wastewater treatment plant.
- Sought and received economic grants and loans to do street improvements providing infrastructure to support new industry.
- Negotiated a contract with Rogue Valley Transit District to keep transit fares in Ashland as low as possible. Because of revenue shortfalls, RVTB eliminated Ashland's Route #5 service.

- Appointing a street financing task force to work on how to fund and manage the essential street and transportation projects into the future. Reviewing financing options including the use of local improvement districts is a positive step from all perspectives.

MAJOR CHALLENGES FOR FY 2007-2008

The City's overall financial health is good for the upcoming year. The community has a stronger local economy than most in Oregon, and although we are constrained as are all Oregon municipalities by Ballot Measure 50 and other tax limitations, Ashland enjoys a greater diversity of revenues than most Oregon cities and is therefore financially healthier than many.

In preparing the proposed budget, staff used assumptions, discussed below, adopted by the City Council in February 2007. In following these instructions, staff sought to maintain required fund balances and, wherever possible, ensure that proposed annual expenses did not exceed expected revenues. This was not possible in several funds, particularly the General Fund, or desirable in other funds, such as Central Services, as discussed below. Staff balanced the budget without proposing any increases in taxes, fees, rates, and charges for FY 2007-2008. As illustrated in the long-term projections, it is not possible to hold rates flat and maintain existing service levels in the long run, largely because most City programs have required expenses that are either constant or grow. Salary levels, health care costs, retirement costs, and miscellaneous operational charges increase faster and often without a relationship to revenue.

As in previous years, several fund balances in FY 2006-2007 are projected to be greater than what was budgeted. For example, in FY 2006-2007, staff is projecting an ending fund balance in the General Fund of more than \$2.9 million, which exceeds the budgeted amount by over \$1.8 million. These larger fund balances have occurred for three reasons. First, vacant positions in the Community Development, Police, and Fire Departments have made expenditures for personnel lower than budgeted. Second, the City has not needed budgeted contingency. Finally, some budgeted one-time expenditures – such as the purchase of land from the proceeds from the sale of lots on Strawberry Lane — have not been made. This higher-than-budgeted fund balance is expected in the General, Wastewater, Electric, Telecommunication, Central Services, and Parks and Recreation Funds. As vacant positions are filled and capital projects are completed, these larger-than-budgeted fund balances will end.

As directed by Council, no new positions were included in the budget, although several departments would like to request additional staff. In some departments, the proposed budget recommends taking a part time position to full time status. Even with these adjustments, the total FTE between Adopted 2007 and Proposed 2008 has reduced.

Health costs continue to rise. Staff budgeted for a 10% increase, which is slightly lower than recommended by our carrier. This lower budgeted amount is possible because of vacant positions. If the City gets to full employment and experiences a higher level of claims future budgets will likely continue to show significant, double digit increases unless major health-care reform stabilizes the health insurance market. In the coming year there is a new preferred provider product from the City's health care company that may reduce premiums. Changing programs would likely need to be a joint decision between the City and its five bargaining groups. Sharing in the savings could entice bargaining units to take early advantage of this new program for the benefit of all.

As this budget message is being drafted, the Oregon Legislature is considering measures that may have an effect on the City in future years in many ways, from the cost of electric services to the way collective bargaining is conducted to the way ambulance fees are collected to the cost of workers compensation insurance.

The biggest challenge in the FY 2007-2008 budget is the General Fund. In this fund, budgeted revenues are declining from FY 2006-2007 levels, and budgeted expenses have grown slightly overall. While most revenues are expected to be either flat or growing at about the same rate as population or inflation, there are two major exceptions. First, all of the revenues that are related to physical development are down overall, and staff expects that these

revenues will remain low at least until the major construction projects funded by the November 2006 General Obligation Bond for the Ashland Public Schools begin the planning process. This decrease in development fees has an impact on several City functions, particularly planning, building inspection, fire and life safety, and engineering. The proposed budget estimates an \$800,000 decrease from the FY 2006-2007 budget in revenues for licenses and permits in the general fund. Second, fees for ambulance services appear at best to be flat when compared to FY 2006-2007, while the calls for emergency medical services continue to grow.

To respond to the expected decrease in revenues in the General Fund, this budget contains reductions in service in most General Fund Departments. Wherever possible, City staff focused on eliminating projects that had not yet started, eliminating unfilled positions (or positions that had never been filled), and increasing efficiencies where possible. Some of the reductions included in the proposed budget include:

- Elimination of the Associate Planner Position that was added in the FY 2006-2007 budget. This position has never been filled.
- Elimination of the vacant Youth Diversion Officer position in the Police Department.
- Reduction in the staffing of the CERT program from 1.4 to .63 FTE.
- Reduction in hours of the three building inspector positions to 80% time (a reduction from 3 FTE to 2.4FTE)
- Reduction in contractual services in the Planning Division of \$80,000.
- Elimination of \$100,000 in Administration for Visioning/ Community-Based Strategic Planning.
- General efficiency savings in the Police Department of \$40,000

With these reductions in operations, the General Fund will meet the target fund balance policy requirement for ending fund balance and contingency in FY 2007-2008, but operating expenses will exceed budgeted revenues by approximately \$1 million. If we continue to see a reduced level of development-related revenues and an increased disconnect between calls for emergency medical service and charges for services, the General Fund will be difficult to balance in future years, perhaps as soon as next fiscal year. Staff is committed to working throughout FY 2008-2009 on a realistic plan to address these two revenue issues, especially if it looks like the decline in development-related fees will persist beyond FY 2008.

Several other significant aspects of the budget are worth noting in this message:

- In 2007 the City outsourced its cable television services, dramatically changing the cash flow from that operation, and the telecommunications budget is significantly different in FY 2007-2008 from previous years. First, as approved by the City Council in January 2007, this fund is contributing towards debt service for the first time. The balance of the annual debt service is shared among major activities in FY 2008's budget. Second, the proposed budget includes significant outlay for capital to refresh outdated technology. This replaced technology will enable the City to offer additional high speed services to customers.
- For the first time in several years, the FY 2007-2008 budget for the Electric Fund anticipates significantly lower costs for electricity. Supply and transmission costs are more than \$1 million lower in the proposed budget than in the FY 2006-2007. Additionally, the FY 2006-07 adopted budget eliminated the BPA surcharge and an electric rate increase of 10%, which would have meant a net 2% increase in costs based on electricity to the City's customers. Based on our expectation of lower costs, staff recommended no change in electric rates or in the BPA Surcharge in March 2007, and Council agreed. This decision, has, because of the electric users' tax, reduced revenues in the General Fund. While these revenues were not needed in FY 2006-2007, they will be needed in future years, so the proposed budget includes the same rate adjustment that was in last year's adopted budget. The net effect of this change will be an increase of approximately \$100,000 in General Fund revenues.
- The proposed budget significantly reduces the fund balance in the Central Services Fund. Most revenue in this fund is internal charges to other departments. Staff sought to keep these charges relatively flat in FY 2007-2008 and used the larger-than-expected ending fund balance to achieve this goal. The FY 2007-2008 budget for Central Services includes some reorganizations, such as moving Human Resources from Administrative Services

back into Administration and moving risk management from Legal to Administrative Services. The most significant changes are an increase in the amount budgeted for outside legal help, the amount budgeted for recruitments because of employee turnover, and the personnel services amounts in City Recorder to support a planned employee absence.

LONG TERM CHALLENGES

As with previous years, the proposed budget contains a six-year forecast of revenues and expenditures. Staff has modeled the long-term forecast with as realistic and consistent assumptions as possible. Some aspects of the long-term are worth noting.

First, audits from the past few years and the proposed budget show the departments spending a higher percentage of their budget than in the past. While this is not true of every department every year (such as Community Development in the current fiscal year), the trend shows City departments often spending above 95% of their budget as compared to less than 95% prior to 2005. This higher spending rate results less “room” left in their budget at year’s end, and a decrease in our ability to rely on fund balances to offset future expenditures. This trend is occurring because:

- Many of the costs of service are growing faster than inflation (such as health care costs, overall construction costs, and some salary levels); and
- Demands for services growing faster than revenue streams. One example of this is emergency medical service

Second, funds with sizeable capital budgets (Airport, Streets, CIP, Water and Wastewater) show significant cost increases in the long term that outpace revenue streams. A good example is the Street Fund, which includes transportation and storm drain operational and capital costs. This fund faces rising operational costs (like fuel) and growing peripheral expenses for bus service and boulevard maintenance. In March, with the Mayor appointed, with Council consent, a task force to begin a concentrated effort to address transportation and storm drain funding. The task force will balance desired service levels, capital needs with Ashland’s ability and willingness to pay for that level of service.

In modeling the “long term” budgets for the capital-intensive funds, staff has included any borrowing and rate increases that will be needed to finance this borrowing. This is based on the Capital Improvement Program as adopted by the City Council in March. As in each year, the long-term shows trends based on what we know today, and it should be used as a planning rather than as a predictive tool.

Lastly, in modeling the General Fund, the long-term forecast shows that expenditures will continue to exceed revenues by roughly \$1 million. The City will need to carefully track changes in fee and permit revenues and will need to monitor the trends emergency medical services. Both of these factors have a significant impact on the health of the general fund. If the trend seen in the proposed budget continued, the City Council will need to look at our funding strategies for ambulance and for development-related services.

An important aspect of managing the financial future of the City of Ashland involves knowing the actual cost to provide specific services. This information can be used to establish fees, manage costs, evaluate the effectiveness and efficiency of programs in relationship to the cost. The information can also be used to meet City Council objectives. The 2007 budget contained funding to a cost of service study, but staffing changes and unexpected projects meant this project has not been accomplished.

As noted above, Ashland’s financial condition is strong, despite the challenges we face, because we have a healthy community economy and a wide diversity of funding sources. While addressing the financial health of the City will be difficult, it is achievable. Staff looks forward to working with the City Council, Budget Committee, and

community in ensuring we continue to offer high quality services at reasonable rates.

PROCESS

To prepare the proposed budget, staff:

1. Evaluated current year revenues and expenses to better project end-of-year fund balances.
2. Estimated revenue and expense growth for the proposed year in light of the preliminary assumptions and the cap on charges for service to the public proposed by staff and accepted by Council.
3. Prioritized programs and staff.
4. Identified short falls or gaps between revenues and expenses and
 - a) identified potential related additional revenues or
 - b) reduced lesser priority expenses where possible to better align to targets.
5. Modeled long-term budgetary impacts

An overview of the complete budget process set forth by the State of Oregon and adhered to by Ashland can be seen on Page 1-29.

The document is structured with three perspectives – by operations and capital on a city-wide basis, by department and by fund. Summary, overview and major category information is found in the budget message. The departmental budget section contains a comprehensive outline of the activities and operations of each department and division. Staff has attempted to better associate departmental appropriations with major program or category of expense in the long-term plan for an extended perspective by fund. The long-term projections help identify future issues.

Ashland City Council Goals have not been drafted as of the writing of this message. Departmental narratives may emphasize new or carry forward goals from prior lists. In their formal presentations to the Budget Committee, staff will identify any cuts that were made to balance the budget and their impact on service levels. Staff has also been directed to present any revenue options available to off set cuts.

BUDGET FORMAT

The budget format is consistent with the prior year. The expenditure portion of the document is organized by departments, not by fund Both a capital improvement plan section and a long-term budget section are included.

As this document and its major components are used, the city will refine the information and how it is presented to benefit the reader and staff. **The budget document is meant to be a financial plan, a communication device, a management tool and an operational guide.** Developing performance goals and measures will change as the needs warrant and their presentation in the budget will grow and change accordingly.

Summary information by fund, department, division and revenue source follows this message.

POLICIES & METHODS

The policies and practices employed by the city in developing our budget and compliance can be found in the appendix on page A-8 Financial Management Policies and A-14 Accounting Methods. Expenditure groupings are listed on page A-22 Chart of Accounts Descriptions to help the reader in understanding what kinds of things are normally expended from each line item.

BUDGET SUMMARY

The total for all funds for the 2007-2008 budget is \$91,099,660 which is \$9.5 million less than last year's amended budget. It includes \$864,499 more in staffing costs, \$102,088 less materials & services, \$997,777 more in debt service and \$6,058,870 less in capital costs. The \$91.0 million includes all appropriations, transfers, contingencies and unappropriated fund balances. Included in the proposed budget are:

- a. Social services grants
- b. Economic and cultural grants
- c. Capital improvements
- d. Debt service
- e. Status quo and/or enhanced services
- f. Changes to revenues to meet city needs

Below is a total budget comparison by fund. Significant dollar changes can be seen in all of the funds that include capital projects and related financing. Increases by fund are primarily due to personnel costs, new or held-over projects and related borrowing. Decreases come from a reduction in total capital projects, financing and fund balances.

The Parks line below is summary information. Its totals include all Parks & Recreation funds.

Proposed 2007-2008 Budget Comparison				
Fund	2006-2007 Amended Budget	2007-2008 Proposed	Dollar Difference	Percent Difference
General	16,843,770	16,925,175	81,405	0.5%
CDBG	636,250	227,300	-408,950	-64.3%
Street	11,927,753	7,122,414	-4,805,339	-40.3%
Airport	164,087	382,751	218,664	133.3%
Capital Improvements	6,769,119	2,125,286	-4,643,833	-68.6%
Debt	1,805,072	2,617,906	812,834	45.0%
Water	15,445,296	10,416,075	-5,029,221	-32.6%
Wastewater	9,540,802	12,234,457	2,693,655	28.2%
Electric	15,339,492	15,412,907	73,415	0.5%
Telecommunications	2,097,454	2,515,556	418,102	19.9%
Central Services	5,922,861	6,162,440	239,579	4.0%
Insurance Services	1,585,319	1,793,275	207,956	13.1%
Equipment	2,862,230	2,761,280	-100,950	-3.5%
Cemetery Trust	754,212	799,453	45,241	6.0%
Total by Fund	91,693,717	81,496,275	-10,197,442	-11.1%
Parks Total	8,865,927	9,603,385	737,458	8.3%
Total Requirements	\$100,559,644	\$91,099,660	-\$9,459,984	-9.4%

BUDGET ASSUMPTIONS

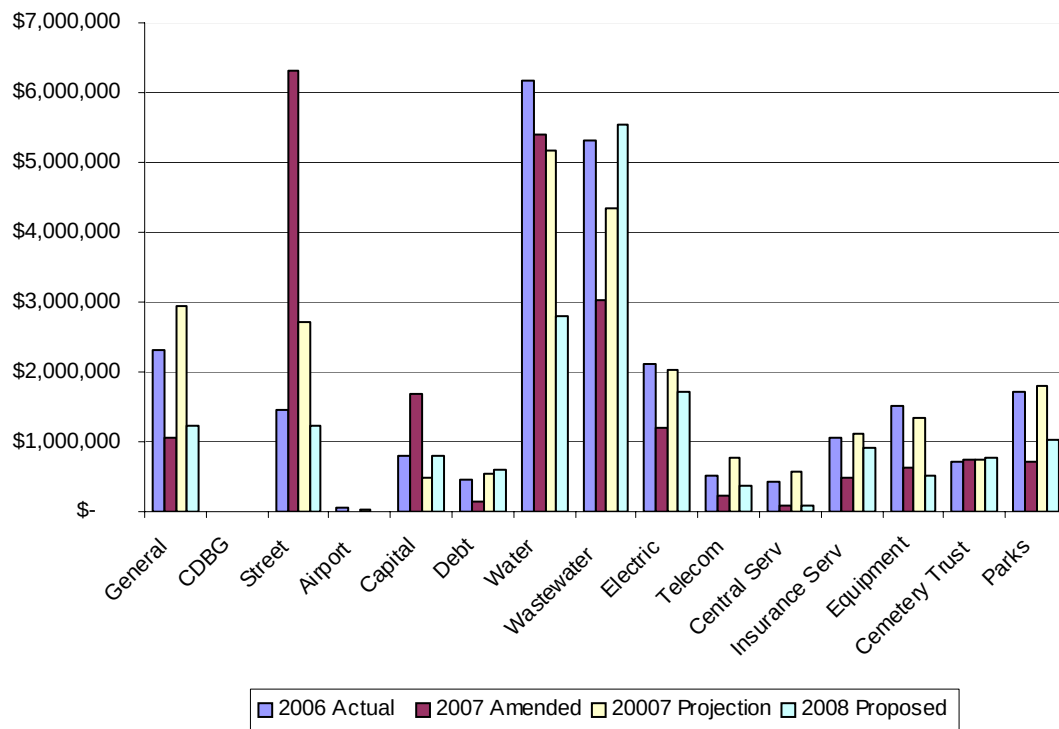
In the past, assumptions were agreed upon as to the rate of inflation, population growth, tax revenue and other revenue stream changes between years. For FY 2008 many of these assumptions were set aside by a decision to cap revenue growth and desire to build budgets that lived within the existing revenue streams with some allowance for growth based upon higher levels of consumption. The following assumptions represent what was considered by Council and similar to what has been employed as guidelines in the past.

the budget message

- General growth in revenue streams affected by growth is 2%.
- Property tax assessed valuation growth will be 3% under Measure 50 and new construction will be 1.5%-2% each year.
- General inflation impacting costs is 3%, Personnel costs increase annually about 5% and debt service changes per schedule and is not based upon an inflation factor.
- Population growth will be 1.2%.
- General operating property tax rate will be held to \$1.7969 for the City (including \$0.175 for AFN debt) and \$2.09 for Parks, approximately \$3.89 combined as compared to the authorized rate of \$4.28.
- Staff will ensure efficient and effective operations prior to recommending tax level increases.
- Staff will attempt to absorb allocated technology debt before requesting increases in other revenue streams .
- Health care premiums will increase 10%.
- User fees will continue to support enterprise operations.
- System development charges (SDCs) will be updated where applicable.
- Existing physical assets of the City will be maintained at current levels.
- The city will comply with Federal and State requirements.

Ending Fund Balance Comparison *				
Fund	2006 Actual	2007 Amended	2007 Projection	2008 Proposed
General	\$ 2,326,936	\$ 1,047,023	\$ 2,948,545	\$ 1,219,929
CDBG	4,599	-	13,800	-
Street	1,464,044	6,308,767	2,712,414	1,223,240
Airport	54,874	12,382	34,251	2,942
Capital	803,171	1,680,528	493,325	807,222
Debt	459,095	148,902	535,131	601,085
Water	6,179,246	5,401,307	5,171,075	2,804,328
Wastewater	5,301,598	3,035,439	4,328,857	5,539,312
Electric	2,116,269	1,185,892	2,035,107	1,722,245
Telecom	518,687	217,611	773,232	362,716
Central Serv	439,010	92,793	578,732	82,987
Insurance Serv	1,060,790	492,028	1,120,790	908,275
Equipment	1,510,170	618,799	1,344,280	508,357
Cemetery Trust	719,429	735,212	753,953	774,453
Parks	1,708,067	712,116	1,786,985	1,028,064
Total	\$ 24,665,985	\$ 21,688,799	\$ 24,630,477	\$ 17,585,156

Ending Fund Balance Comparison



REVENUES

Ashland's revenue is primarily fee based as shown on the revenue summary page. Revenues are summarized by fund in the Long-term section of the budget document.

TAXES - The tax category makes up 31% of the total revenues, 2.2% more of the total revenue figure for the prior year due to the "cap" on charges to citizens for services offered. Taxes include property taxes, Electric Utility Users tax, Food & Beverage taxes, Hotel/Motel taxes and franchise fees.

PROPERTY TAXES - Property taxes are distributed to the General Fund, Parks Fund, Ashland Youth Activity Fund (Parks) for operations and the Water and Debt Service Funds for payment of bonded indebtedness. The estimated tax rate for 2008 is \$5.4700 or approximately \$0.09330 less than the prior year. Several things contribute to this reduction. Except for the \$0.175 added to the proposed rate last year for AFN debt, the other small amounts added for community visioning, a planning position and an economic commission have been removed from this total. The portion of the operational levy going to the Debt Service Fund to assist in the payment for technology debt has been moved to the General Fund to offset the impact of allocating AFN debt to that fund.

Projections show that this level of property tax may not be sufficient to meet operational needs for ongoing service levels in the near future of the General Fund. Tax rate comparisons by categories can be seen on pages 1-37 and A-4.

CHARGES FOR SERVICE - Charges for services account for 57% of Ashland's revenues. Some of the charges are for ambulance patient services, transportation utility fees, storm drain utility fees, airport rental fees, water services,

wastewater services, electric service and telecommunications services, system development charges and internal service charges.

Each year the city must evaluate the appropriate level of its fees and charges. Staff attempts to stagger such adjustments for the benefit of the customer and to allow adequate time for evaluation since not all systems can be addressed in a single year. For FY 2007-08 the budget was built attempting to balance revenues and expenses through natural growth in use of services but limited increases in amounts charged for services. Where necessary, reductions in operational costs were attempted to balance the budget before any fee increase was considered.

This approach to “cap” costs to the citizen (and resources to the City) impacts operational fund balances within a year or two. The cap in amounts charged also challenges the City’s ability to fund capital improvements as well as maintenance and repair to infrastructure. Thus, in some funds, increases are proposed to accomplish agreed upon projects or changes. Meeting debt service is one such goal that is required but aligning charges with costs remains. In the Electric Fund the City will again attempt to remove the surcharge instituted in 2002 to recognize the impact of wholesale power costs increases, adjusting existing rates to reflect the current costs of operations and the reduced wholesale power rates expected over the next few years.

The following chart shows the estimated fee changes in the next several years. These estimates are necessary to meet projected operational and capital costs and to provide for long-term financial stability.

Proposed Increases	2006-2007	2007-2008	2008-2009
Transportation Utility Fee	15.0%	0.0%	To Be Determined
Storm Drain Utility Fee	100.0%	0.0%	To Be Determined
Airport Fees	CPI	CPI	To Be Determined
Water Fees	6.0%	0.0%	To Be Determined
Wastewater Fees	10.0%	0.0%	To Be Determined
Electric Rate Increase *	0.0%	10.0%	To Be Determined
Electric Surcharge *	0.0%	-100.0%	To Be Determined
* Average impact on customer is estimated at a 2% increase.			

The City continues to study the revenue streams available to pay for operational and capital costs. A task force is reviewing the community needs represented in the Street Fund and the options available to for the desired levels of service. Staffs’ reviews and updates of the other enterprise activities will be done concurrently during the year, employing outside help such as rate model reviews as time allows.

SYSTEM DEVELOPMENT CHARGES - It is important for the City to re-evaluate each system development charge (SDC) on a regular basis. As part of our long-term plan staff has identified needed changes in certain other SDCs to better match their contribution to the type of project being constructed or expenditure being made. Internal financial planning for the transportation and storm drain portions of the Street Fund indicate a need to evaluate SDC fee changes in the near future to fund anticipated projects. The group mentioned above will study all of the financial needs for street improvements, potentially making its own recommendation regarding the need for a Transportation SDC study.

Potential reviews and changes for the coming years are presented below.

Systems Development Charges	2006-07	2007-08	2008-09
	Increase (Decrease)	Increase (Decrease)	Increase (Decrease)
Water SDC	Annual Review	Annual Review	Annual Review
Wastewater SDC	Annual Review	Annual Review	Annual Review
Parks SDC		To Be Reviewed	
Stormwater SDC	In Process	Annual Review	Annual Review
Transportation SDC	In Process	Annual Review	Annual Review

OPERATIONAL EXPENSES

Comparing total budget between years is inevitable but not always telling. A better view of cost components and trending comes from looking at the elements comprising the operational budget total. The annual budget assumptions normally use 3% as the default inflation factor but other rates better represent industry specific costs changes, staffing and debt service. In most cases items like purchased electricity, health care, retirement and others vary greatly and may even be negative, as did wholesale power for 2008. A comparison of operational budgets including personal services, materials & services (excluding capital expenditures) and debt service is as follows:

Proposed Operational Budget Comparison				
Category	2006-2007 Amended Budget	2007-2008 Proposed Budget	Dollar Difference	Percent Difference
Personal Services	22,792,466	23,656,965	864,499	3.8%
Materials and Services	31,077,243	30,975,155	-102,088	-0.3%
Debt Service	4,163,428	5,161,205	997,777	24.0%
Total	\$58,033,137	\$59,793,325	\$1,760,188	3.0%

EXPENDITURES

PERSONAL SERVICES - Personal services costs represent 26% of the total proposed budget and 40% of the operational budget. The increase of 3.8% includes a net 1.9% growth in general compensation and benefits and 1.9% more in health care caused by a 10% rise in premiums. Retirement costs remained about the same despite a reduction of 1.02 FTE.

The table below provides the incremental costs causing the growth between the two years and a second table is provided to show departmental staff changes between the years.

Proposed Personal Services 2007-2008 Budget		
Increases in Proposed Budget	Amount	Increase
Net increase in compensation & other benefits	436,259	1.9%
Net Increase - 10% rise in Health Care	428,240	1.9%
*Percentage calculated on Prior Year total of \$22,732,581		
Personal Services difference	\$ 864,499	3.8%

Department	2006-07 (FTE)	Change	2007-08 (FTE)
Administration	6.50	3.00	9.50
Information Technology	15.15	-0.50	14.65
Administrative Services	22.65	-2.75	19.90
City Recorder	2.00		2.00
Police	39.80	-0.50	39.30
Fire	35.40	-0.77	34.63
Public Works	59.80		59.80
Community Development	18.00	-1.60	16.40
Electric	21.10		21.10
City Subtotal	220.40	-3.12	217.28
Parks	48.45	2.10	50.55
Total FTE	268.85	-1.02	267.83

The above table presents a city-wide net reduction of 1.02 FTE. The table identifies the many changes between departments that resulted in the net amount. The largest change is Human Resources moving 3.0 FTE to Administration from Administrative Services with the latter increasing a part-time position to full time to meet customer service requirements. Significant changes include Community Development reducing total staff by 1.6 FTE relating to commercial permit activity decreases and Park's adding another Recreational Coordinator and Receptionist so that their total increased 2.0 FTE.

MATERIALS AND SERVICES - This category represents 34% of the total budget and is budgeted to decrease 0.3% despite larger projected increases in petroleum based products like fuel and asphalt increases, paying technology debt through departments and general inflation. In part, this demonstrates staffs' attempt to balance ongoing costs with anticipated revenue streams.

After several years of cutting back in this area by capping the percentage increases, staff held most operational materials and services budgets flat or to limited growth trying to balance with existing revenue streams. The key element that allowed this category to remain flat was wholesale power costs decreasing \$690,000 between projected actual for 2007 and budgeted for 2008. Also, Central Services costs (accounting, computers, legal assistance, executive management, etc.) and insurance coverage and, facilities charges were not increased since that fund had a surplus projected and staff wanted to provide the other funds an opportunity to absorb or show the impact from technology debt and industry related inflation.

CAPITAL OUTLAY – Total Capital Outlay (including equipment and furniture) and project costs are decreasing from \$17.5 million to \$11.5 million. Included in that range are capital projects totaling \$8.9 million which is 33% less than the \$13.3 million amount budgeted in the prior year. The majority of capital equipment budgeted can be found in the Equipment Fund and an overview of each capital project can be found in the Capital Improvement section of this budget. Total CIP projected for 2007 and over the following six years is \$82.7 million and represents significant financing challenges for the city. The anticipated timing of projects will change based upon the priority of need, the City's ability to take on all proposed projects and the community's ability to pay for improvements.

Below is a summary by category of the projects included in the Capital Improvement Plan for the proposed budget year.

Capital Improvement Projects Category Totals		Cost
Transportation Projects	\$	1,420,000
Local Improvement District Projects		807,000
Airport Projects		240,000
Water Projects		2,160,000
Wastewater Projects		1,780,000
Storm Drain Projects		375,000
Administration Projects		210,000
Electric Projects		600,000
Telecommunications Projects		674,000
Parks Projects		650,000
Total	\$	8,916,000

DEBT SERVICE - The proposed budget includes the payment of all current debt obligations of the city. The amount budgeted is approximately 24% more than the prior year including an increase of \$191,395 for principal and interest on the AFN bonds, \$200,000 in Bancroft bonds if the local improvement projects are done and assessed property owners elect financing, debt service for new revenue bonds if capital projects and related financing is approved by Council.

The City has scheduled several external financing efforts in FY 2007-2008, and after, as required for infrastructure and approved by Council and citizens. A review of the Capital Improvement and Long-term sections of this document will assist the reader in understanding the identified improvements and related financing for transportation-related projects, local improvement district financing and municipal buildings through tax-based bonds (general obligation bonds) and revenue-backed bonds for enterprise projects. The City will have to consider capital project timing and ability to pay as it looks to future issues of bonds or loans for construction.

ACKNOWLEDGEMENTS

We want to acknowledge the creative energy of staff and their dedication to the City of Ashland. Special thanks to the finance staff and others for who have helped prepare this document. We look forward to your ongoing input and participation as we work toward continual improvement of the budget process.

SUMMARY AND CONCLUSION

In summary, this document represents the expertise, creativity, ingenuity and resourcefulness of the Department Heads, Finance Department, Division Managers, Supervisors and Staff.

It is our hope and belief that this budget protects the capacity of the City of Ashland to meet ongoing service needs, prepares for the potential of a slowing economy, and positions the city to improve core service levels when determined necessary. We look forward to the opportunity to discuss this budget with the Budget Committee.

Respectfully submitted,



Martha Bennett
City Administrator

Lee Tuneberg
Budget Officer

**CITY OF
ASHLAND**

DATE: June 5, 2007

TO: Mayor and Council

FROM: Lee Tuneberg, Budget Officer

RE: Budget Process Summary of Changes

We spent about 30 hours again this year as we reviewed budgets, projections and issues, yet had only a few changes. Some were corrections, some were additions and some were reductions. The Proposed Budget had already been reduced by internal review to arrive at the \$91,099,660 amount that was submitted and the final amount approved is \$92,018,831. The Committee brought up many interesting points for Council and the community to ponder over the next year but the “hard” changes from the Committee and a few late adjustments are as follows.

1. Ashland Library.:

The Committee approved adding \$1,005,000 in appropriations contingent upon the voters approving a local option levy of up to \$.58/\$1000 of valuation. A levy of \$.5650 is estimated to generate enough tax revenue to fund the \$1,005,000 appropriation.

2. Other General Fund revisions:

a – In the Community Development Department, Building Division, the Committee restored \$22,780 in personnel and benefit costs based upon a new revenue of that amount from an intergovernmental agreement with the State for inspection services outside the City limits.

b – Summer Library Activities were added utilizing \$.01 of the permanent operating levy to generate approximately \$17,800 in revenue. That amount of appropriation was added to Administration.

c – An additional increase in the proposed property tax rate of \$.0450 was approved to fund a Master Planning study to be done in Community Development, Planning Division, for \$80,000.

d – The Fire Department had \$109,000 cut from the proposed budget including reductions in CERT, training and some overtime. This increases the ending fund balance by that amount.

e – Other adjustments to the ending fund balance in the General Fund included:

- Corrections to FY 2007 Fire Department projected expenditures decreased the carry forward and FY 2008 ending fund balance by \$313,449.
- Selling only one lot on Strawberry Lane in FY 2007 and re-budgeting the sale of the remaining lots in FY 2008 had a net effect of increasing ending fund balance by \$107,040.

3. The Parks and Recreation Fund:

Parks Division was reduced \$93,000 in favor of budgeted expenditures covered by the agreement with the schools that relates to sports field maintenance. Appropriations for this work are already included in the Youth Activity Levy. The reduction increased the ending fund balance for the Parks and Recreation fund by the \$93,000.

4. Recommended adjustment to the Approved Budget:

I am recommending revisions to the Electric Fund to budget for the solar panel project that will not be started in FY 2007. The Electric Fund already has approximately \$455,000 budgeted for this project. The project now has an additional \$300,000 funding potential from business energy tax credits and the anticipated expenditure in FY 2007 is likely to not happen. The FY 2008 Electric Fund approved amounts should have \$300,000 in revenue added under Other Financing Sources and \$345,000 added to Supply Division – Capital Outlay appropriations to reflect the project delay to the next year. The delay will cause a larger fund balance carry forward and a zero net effect between the two years.

If items #1 - #3 remain unchanged and item #4 is implemented the new amount of the budget would total \$92,373,831.

budget committee recommendations and council action

City of Ashland Fiscal Year 2007-2008 Summary of Changes

	2008 Proposed	2008 Revisions	2008 Approved	Recommended Revisions	2008 Adopted	Council Revisions	2008 Revised
GENERAL FUND							
Administration Department	121,051		121,051		121,051		121,051
Administration Department - Library	-	1,022,800	1,022,800		1,022,800	(649,165)	373,635
Administrative Services - Municipal Court	427,360		427,360		427,360		427,360
Administrative Services - Social Services Grants	121,000		121,000		121,000		121,000
Administrative Services - Economic & Cultural Grants	527,519		527,519		527,519		527,519
Administrative Services - Miscellaneous	1,000		1,000		1,000		1,000
Administrative Services - Band	60,509		60,509		60,509		60,509
Police Department	5,458,209		5,458,209		5,458,209		5,458,209
Fire and Rescue Department	5,106,175	(109,000)	4,997,175		4,997,175		4,997,175
Public Works - Cemetery Division	339,165		339,165		339,165		339,165
Community Development - Planning Division	2,331,548	80,000	2,411,548		2,411,548		2,411,548
Community Development - Building Division	811,211	22,780	833,991		833,991		833,991
Transfers	500		500		500		500
Contingency	400,000		400,000	27,000	427,000	(27,000)	400,000
Ending Fund Balance	1,219,929	(97,409)	1,122,520	5,000	1,127,520		1,127,520
TOTAL GENERAL FUND	16,925,176	919,171	17,844,347	32,000	17,876,347	(676,165)	17,200,182
COMMUNITY DEVELOPMENT BLOCK GRANT FUND							
Personal Services	23,600		23,600		23,600		23,600
Materials and Services	203,700		203,700		203,700		203,700
Other Financing Uses (Interfund Loans)	-		-		-		-
TOTAL CDBG FUND	227,300	-	227,300	-	227,300	-	227,300
STREET FUND							
Public Works - Street Operations	3,327,919		3,327,919		3,327,919		3,327,919
Public Works - Storm Water Operations	834,957		834,957		834,957		834,957
Public Works - Transportation SDC's	188,800		188,800		188,800		188,800
Public Works - Storm Water SDC's	172,500		172,500		172,500		172,500
Public Works - Local Improvement Districts	685,998		685,998		685,998		685,998
New Debt	400,000		400,000		400,000		400,000
Transfers	200,000		200,000		200,000		200,000
Contingency	89,000		89,000		89,000		89,000
Ending Fund Balance	1,223,240		1,223,240		1,223,240		1,223,240
TOTAL STREET FUND	7,122,414	-	7,122,414	-	7,122,414	-	7,122,414
AIRPORT FUND							
Materials and Services	111,032		111,032		111,032		111,032
Capital Outlay	228,605		228,605		228,605		228,605
Debt Service	35,172		35,172		35,172		35,172
Other Financing Uses (Interfund Loans)	-		-		-		-
Contingency	5,000		5,000		5,000		5,000
Ending Fund Balance	2,942		2,942		2,942		2,942
TOTAL AIRPORT FUND	382,751	-	382,751	-	382,751	-	382,751
CAPITAL IMPROVEMENTS FUND							
Personal Services	176,216		176,216		176,216		176,216
Materials and Services	489,275		489,275		489,275		489,275
Capital Outlay	300,000		300,000		300,000		300,000
Transfers	302,573		302,573		302,573		302,573
Other Financing Uses (Interfund Loans)	-		-		-		-
Contingency	50,000		50,000		50,000		50,000
Ending Fund Balance	807,222		807,222		807,222		807,222
TOTAL CAPITAL IMPROVEMENTS	2,125,286	-	2,125,286	-	2,125,286	-	2,125,286
DEBT SERVICE FUND							
Debt Service	2,016,821		2,016,821		2,016,821		2,016,821
Ending Fund Balance	601,085		601,085		601,085		601,085
TOTAL DEBT SERVICE FUND	2,617,906	-	2,617,906	-	2,617,906	-	2,617,906

budget committee recommendations and council action

	2008 Proposed	2008 Revisions	2008 Approved	Recommended Revisions	2008 Adopted	Council Revisions	2008 Revised
WATER FUND							
Water- Conservation Division	177,300		177,300		177,300		177,300
Public Works - Forest Lands Management Division	385,670		385,670		385,670		385,670
Public Works - Water Supply	448,819		448,819		448,819		448,819
Public Works - Water Treatment	1,137,338		1,137,338		1,137,338		1,137,338
Public Works - Water Distribution	3,802,816		3,802,816		3,802,816		3,802,816
Public Works - Reimbursement SDC's	-		-		-		-
Public Works - Improvement SDC's	605,250		605,250		605,250		605,250
Public Works - Debt SDC's	124,850		124,850		124,850		124,850
Debt Services	785,704		785,704		785,704		785,704
Other Financing Uses (Interfund Loans)	-		-		-		-
Contingency	144,000		144,000		144,000		144,000
Ending Fund Balance	2,804,328		2,804,328		2,804,328		2,804,328
TOTAL WATER FUND	10,416,075	-	10,416,075	-	10,416,075	-	10,416,075
WASTEWATER FUND							
Public Works - Wastewater Collection	2,479,706		2,479,706		2,479,706		2,479,706
Public Works - Wastewater Treatment	1,926,453		1,926,453		1,926,453		1,926,453
Public Works - Reimbursement SDC's	239,403		239,403		239,403		239,403
Public Works - Improvement SDC's	121,423		121,423		121,423		121,423
Debt Services	1,788,160		1,788,160		1,788,160		1,788,160
Contingency	140,000		140,000		140,000		140,000
Ending Fund Balance	5,539,312		5,539,312		5,539,312		5,539,312
TOTAL WASTEWATER FUND	12,234,457	-	12,234,457	-	12,234,457	-	12,234,457
ELECTRIC FUND							
Electric - Conservation Division	942,887		942,887		942,887		942,887
Electric - Supply	5,757,504		5,757,504	345,000	6,102,504		6,102,504
Electric - Distribution	5,459,671		5,459,671		5,459,671		5,459,671
Electric - Transmission	903,600		903,600		903,600		903,600
Technology Debt	252,000		252,000		252,000		252,000
Transfers	-		-		-		-
Contingency	375,000		375,000		375,000		375,000
Ending Fund Balance	1,722,245		1,722,245	(45,000)	1,677,245		1,677,245
TOTAL ELECTRIC FUND	15,412,907	-	15,412,907	300,000	15,712,907	-	15,712,907
TELECOMMUNICATIONS FUND							
IT - Internet	1,228,233		1,228,233		1,228,233		1,228,233
IT - High Speed	468,607		468,607		468,607		468,607
Debt Services	356,000		356,000		356,000		356,000
Contingency	100,000		100,000		100,000		100,000
Ending Fund Balance	362,716		362,716		362,716		362,716
TOTAL TELECOMMUNICATIONS FUND	2,515,556	-	2,515,556	-	2,515,556	-	2,515,556
CENTRAL SERVICES FUND							
Administration Department	1,502,580		1,502,580		1,502,580		1,502,580
Administrative Services Department	1,575,530		1,575,530		1,575,530		1,575,530
IT - Computer Services Division	1,165,588		1,165,588		1,165,588		1,165,588
City Recorder Division	298,569		298,569		298,569		298,569
Public Works - Administration and Engineering	1,387,186		1,387,186		1,387,186		1,387,186
Contingency	150,000		150,000		150,000		150,000
Ending Fund Balance	82,987		82,987		82,987		82,987
TOTAL CENTRAL SERVICES FUND	6,162,440	-	6,162,440	-	6,162,440	-	6,162,440

budget committee recommendations and council action

	2008 Proposed	2008 Revisions	2008 Approved	Recommended Revisions	2008 Adopted	Council Revisions	2008 Revised
INSURANCE SERVICES FUND							
Personal Services	85,000		85,000		85,000		85,000
Materials and Services	700,000		700,000		700,000		700,000
Contingency	100,000		100,000		100,000		100,000
Ending Fund Balance	908,275		908,275		908,275		908,275
TOTAL INSURANCE SERVICES FUND	1,793,275	-	1,793,275	-	1,793,275	-	1,793,275
EQUIPMENT FUND							
Personal Services	268,701		268,701		268,701		268,701
Materials and Services	503,222		503,222		503,222		503,222
Capital Outlay	1,438,000		1,438,000		1,438,000		1,438,000
Contingency	43,000		43,000		43,000		43,000
Ending Fund Balance	508,357		508,357		508,357		508,357
TOTAL EQUIPMENT FUND	2,761,280	-	2,761,280	-	2,761,280	-	2,761,280
CEMETERY TRUST FUND							
Transfers	25,000		25,000		25,000		25,000
Ending Fund Balance	774,453		774,453		774,453		774,453
TOTAL CEMETERY TRUST FUND	799,453	-	799,453	-	799,453	-	799,453
PARKS AND RECREATION FUND							
Parks Division	4,048,076	(93,000)	3,955,076		3,955,076		3,955,076
Recreation Division	1,051,727		1,051,727		1,051,727		1,051,727
Golf Division	419,018		419,018		419,018		419,018
Debt Service	3,500		3,500		3,500		3,500
Transfers	110,000		110,000		110,000		110,000
Contingency	35,000		35,000		35,000		35,000
Ending Fund Balance	784,245	93,000	877,245		877,245		877,245
TOTAL PARKS AND RECREATION FUND	6,451,566	-	6,451,566	-	6,451,566	-	6,451,566
YOUTH ACTIVITIES LEVY FUND							
Personal Services	196,000		196,000		196,000		196,000
Materials and Services	2,381,000		2,381,000		2,381,000		2,381,000
Ending Fund Balance	216,893		216,893		216,893		216,893
TOTAL YOUTH ACTIVITIES LEVY FUND	2,793,893	-	2,793,893	-	2,793,893	-	2,793,893
PARKS CAPITAL IMPROVEMENTS FUND							
Capital Outlay	331,000		331,000		331,000		331,000
Ending Fund Balance	26,926		26,926		26,926		26,926
TOTAL PARKS CAPITAL IMP. FUND	357,926	-	357,926	-	357,926	-	357,926
TOTAL BUDGET	91,099,661	919,171	92,018,832	332,000	92,350,832	(676,165)	91,674,667
Less Ending Fund Balance	17,585,156	(4,409)	17,580,746	(40,000)	17,540,746	-	17,540,746
Total Appropriations	73,514,505	923,580	74,438,086	372,000	74,810,086	(676,165)	74,133,921

COMMUNITY VALUES STATEMENT

“The citizens of Ashland value a city government that helps create an environment within which they are able to live happy and productive lives. This includes a healthy and sustainable environment; an opportunity to acquire the basic necessities of life; a sound infrastructure that meets our common needs for transportation, energy, information and communications, health care, water and waste management; and a variety of social, recreational, business and cultural opportunities.

The citizens want their government to respect our diverse people, natural environment, and rich heritage and culture; and to promote citizen involvement, initiative, innovation, and a strong sense of community.”

2006 – 2007

Draft Goals of the City of Ashland

The FY 2006-07 Goals were identified but not adopted prior to publication.

I. *Effectively use. Clarify, and establish community growth, including jobs and housing. Use management strategies to resolve competing values and opportunities.*

Priorities/policies/project (2 years)

- a) Review annexation and re-zoning. Achieve desired energy efficient results of annexation.
- b) Define “family friendly” housing and give suggestions for accomplishing
- c) Define “density bonuses” and effective use of it
- d) Identify and correct ways that City inadvertently is an impediment to business opportunities (include Inventory and Analysis of special designations)
- e) Training for Council, commission members, and volunteers about comprehensive plan
- f) Review in-fill policy for possible alternative strategies to accomplish or mitigate

II. *Assist in the development of workforce housing, with the goal of gaining at least 200 units by 2010.*

Priorities/policies/project (2 years)

- a) *Establish a housing trust fund*
- b) Identify public/private/other agency partnerships
- c) Establish employee-housing or employee assistance programs. Alternative cost, trade-offs
- d) Review salaries/policy of employees relative to Ashland housing costs
- e) Conservation opportunities; what and how much can we accomplish with our 200 units
- f) Implement land use code changes relative to implementing this goal

III. *Expand, broaden, and preserve the economic base with year-round employment and family-wage jobs.*

Priorities/policies/projects (2 years)

- a) Establish a City economic development commission, alternative strategies for accomplishing
- b) Identify/recommend policy for point-of-contact with City for economic development
- c) Identify opportunities for partnership to accomplish economic base expansion, etc.
- d) Include significant involvement of citizens and diverse stakeholders in “old” action item #1 i.e. produce a working economic development plan)

IV. *Emphasize the vitality of the downtown area.*

Priorities/policies/projects (2 years)

- a) Master Plan: Initially lower than land-use ordinance review and Goal #2. If this stays lower priority (see table), seek funding mechanisms early, to facilitate later planning.

V. *Move towards energy and resource independence.*

Priorities/policies/project (2 years)

- a) Develop “game plan” for meeting 2% per annum target

- b) Identify opportunities and/or incentives for conservation measures such as: zero-net-energy project; earth-advantage; commercial building (energy efficient); retrofitting
- c) What's the next step up in green fleet measures?
- d) What are obstacles and opportunities for weekend services, including services to Medford, etc?
- e) Evaluate City facilities for energy conservation and costs to improve
- f) Evaluate opportunities for being more conservative in water use (Right water, right use). Beyond 2050 plan?

VI. Improve the City's ability to prevent, respond to, and maintain services in the event of emergencies.

Priorities/policies/projects (2 years)

- a) Develop long-term funding strategies for CERT and equipment
- b) Compile "lessons learned" from drills; recommend policies as necessary
- c) How can we help Forest Service with fuels-reduction in watershed? Funding/project support.
- d) Continue #19 on "old list" (i.e. establish stronger, formalized role for City in stewardship of entire Ashland watershed)

VII. Provide for fiscal responsibility by identifying, maintaining and establishing future revenue sources. Seek and implement cost savings.

Priorities/policies/projects (2 years)

- a) Establish task force to evaluate future funding/revenue opportunities. (e.g. food and beverages)
- b) Do a city-wide services assessment (not likely to be done until after Fiscal Year 2008 unless other resources are identified).

Existing Goals Carried Over

- Establish formal public involvement policy by 2006:
 - a) Increase the level of effectiveness with which the Council and Commissions influence planning policies and challenges and increase public acceptance and engagement in directing the City's urban landscape
 - b) Results in a process that meets LCDC Goal #1 Participation Goal Requirement to increase public acceptance and engagement in directing the City's urban landscape
- Complete Riparian Ordinance
- Adopt dark sky Ordinance to reduce light pollution on public and private property
- Develop urban forestry plan

Council Goals

- Improve public trails system by developing a comprehensive trails plan that addresses minimizing public and private conflicts in cooperation with the Parks Commission
 - a) Include Bear Creek Greenway (dog park to Mountain Ave. park). Plan should discuss range of tools to obtain access and ways to estimate construction costs and costs to obtain easements
 - b) Secure a method of maintaining the current level of access, natural beauty and value of Bear Creek Greenway
 - c) Research funding sourcePer New Council Goals: Modify – funding source maintenance green plan
- Develop a comprehensive public transportation, traffic, and parking plan to reduce pollution and congestion, and to improve Ashland's quality of life
 - a) Secure expanded bus service in Ashland for evenings and/or weekends
 - b) Evaluate TTPC Plan and develop action plan for items adopted.Evaluate and create a plan for re-model/replacement of City Council Chamber (seating, sound, design, Web access)
- Increase safety at Wimer Street/North Main/Hersey Street Intersection
- Enhance water supply and conservation to meet targets
 - a) Develop citywide focus "the right water for the right use"
 - b) Explore and potentially develop 3- year plan to improve and extend our current TID system
 - c) Negotiate for other water supply options
 - d) Complete pre-design plan for future extension of TAP water line, including priority for conservation
 - e) Pursue water quality and temperature improvements
- Develop performance measures program for all City departments
- Implement no-cost and low-cost strategies within the Health and Human Services Plan in partnership with service providers that aid in the delivery of services to people most in need
- Plan and implement a 6-12 month City-wide community visioning process

Above excludes project and policies not tied to Council goals. A complete listing is available from the Administration Department.



The Budget Process

According to Oregon Law (ORS 294), the City of Ashland must prepare and adopt a balanced budget annually.

In December, meetings are held with department heads, the Mayor, and City Council to set goals and priorities for the upcoming year. In April, a preliminary budget is prepared and presented to the Budget Committee, which, by law, comprises the Mayor, City Councilors, and seven citizen members.

A summary of the recommended budget is published in the local newspaper. The City Council holds a public hearing prior to July 1, which may result in further changes. If a change will increase property taxes or increase expenditures within a fund by more than ten percent or \$5,000, whichever is greater, the budget must be referred back to the Budget Committee. The City Council adopts the budget and levies taxes prior to June 30 each year. The adopted budget is filed with the county clerk and State of Oregon, and the Property Tax Levy is certified to the County Assessor by July 15 each year.

This year, the Budget Committee approved a local option tax levy of up to \$.58 per \$1,000 of valuation for interim library funding. The budget includes related appropriations of \$1,005,000, contingent upon electorate approval. The City has received an extension by the County Assessor to October 1, 2007 to certify the tax levy after the result of the vote is known. If the election should fail, then the FY 2007-08 budget will be revised in a public hearing and certified to the State and County Assessor by October 1, 2007.

The Budget Amendment Process

Oregon Budget Law allows for amendments to the City budget for reasons unforeseen at the time of adoption. The City Council may adopt resolution changes that decrease one existing appropriation and increase another. Certain changes of ten percent or less to any fund require a supplemental budget. Changes over ten percent to any fund require a supplemental budget process similar to the annual budget requiring a public hearing. Further detail may be found in (ORS 294).

The Budget Committee

The Budget Committee is composed of the Mayor, City Councilors, and seven citizen members appointed by the governing board.

The appointed members:

- ♦ Must live in the City of Ashland,

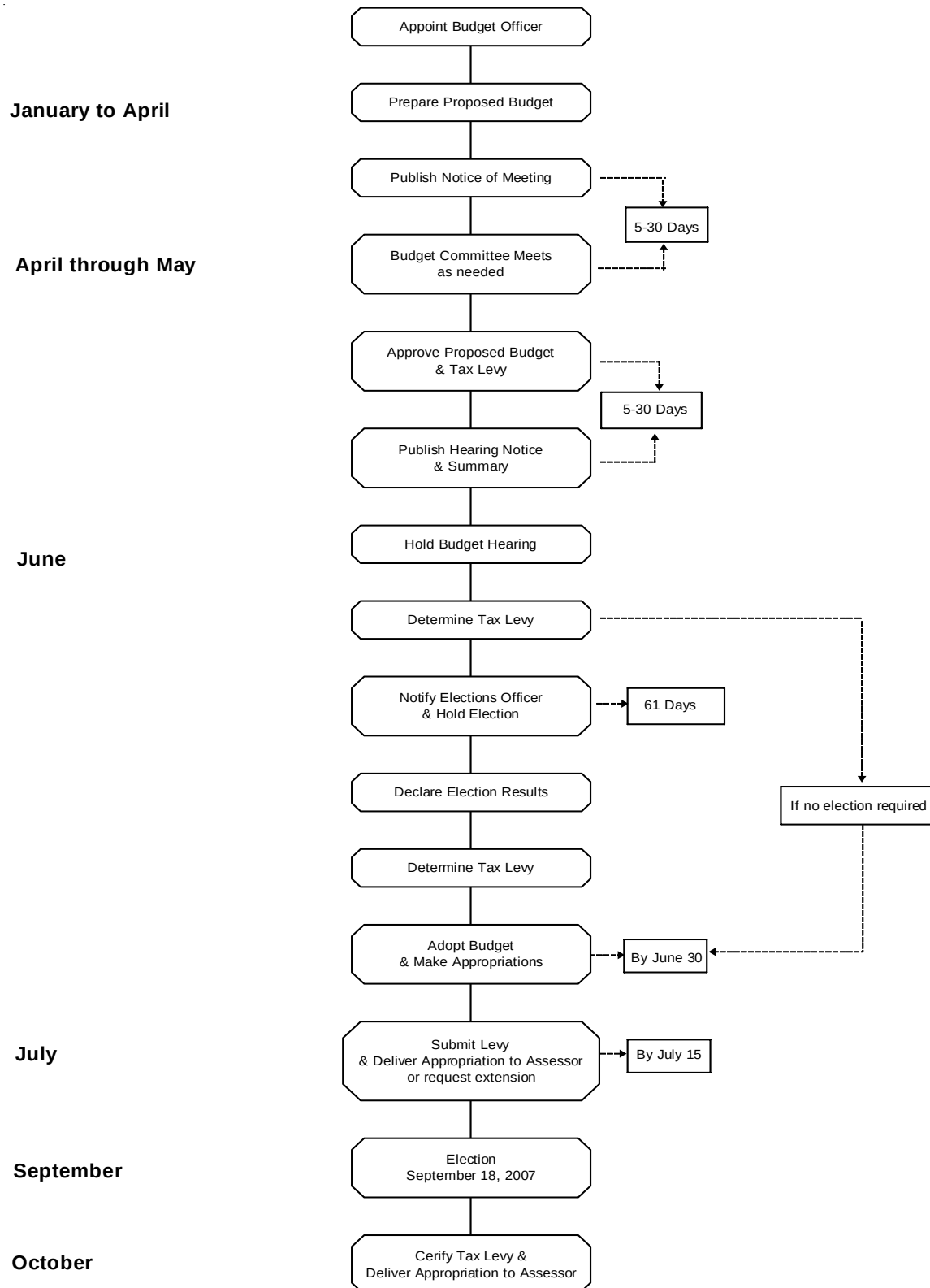
- ♦ Cannot be officers, agents, or employees of the local government,
- ♦ Serve three-year terms that are staggered so that approximately one-third of the terms end each year, and
- ♦ Can be spouses of officers, agents, or employees of the Municipality.

The Budget Basis

Governmental fund financial statements and enterprise funds are reported (budgetarily) using the current financial resources measurement focus and the modified accrual basis of accounting. The budgetary basis of accounting is the same as Generally Accepted Accounting Principles for governmental funds. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when the payment is due. For financial reporting purposes the enterprise funds are converted from the modified accrual basis to the accrual basis of accounting, but the budgetary enterprise statements are reported with the modified accrual basis of accounting.

The City of Ashland manages its finances according to generally accepted accounting principles (GAAP). During the year, expenditures and revenues are closely monitored to ensure compliance with the adopted budget and state law. Monthly budget comparisons are distributed to management. Quarterly financial reports, prepared on the budgetary basis of accounting, are distributed to the Budget Committee, the Audit Committee, and the general public. Annually, an audit is performed and filed with the State of Oregon by an independent certified public accountant. The City of Ashland publishes an annual financial report that documents the City's budgetary performance and the financial health of the City. This report compares budgeted to actual revenues and expenditures, thus documenting the City's budgetary compliance.

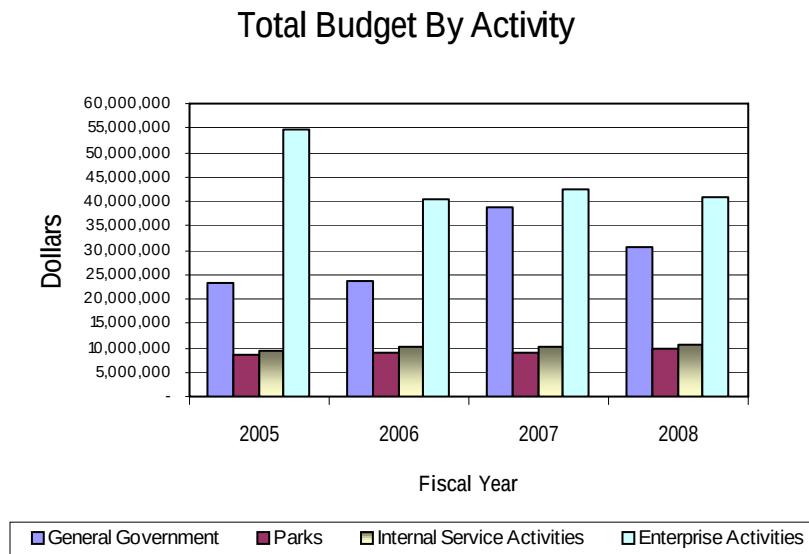
The Budget Process



Overview

The 2008 budget Summary by Fund is on the following page. The City portion decreased 11% or \$9,622,435 while the Parks portion increased 8% or \$737,458.

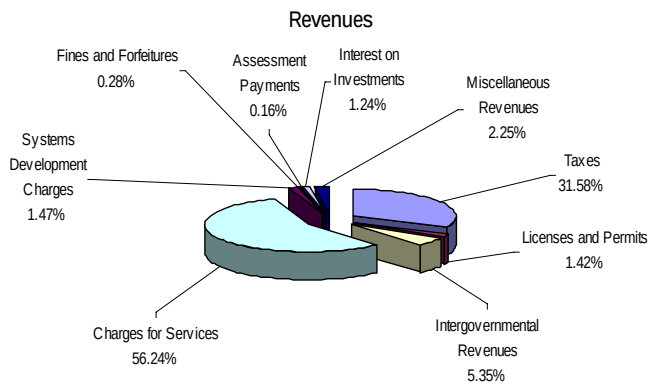
The Long-Term budget includes a summary by fund from 2004 through 2013.



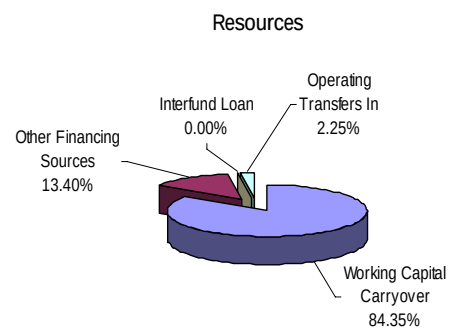
REQUIREMENTS BY FUND	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
City Component				
General Fund	\$ 13,662,133	\$ 14,746,318	\$ 16,843,770	\$ 17,200,182
Community Development Block Grant Fund	597,623	133,008	636,250	227,300
Street Fund	4,336,047	4,771,566	11,927,752	7,122,414
Airport Fund	1,412,740	230,330	164,087	382,751
Capital Improvements Fund	1,098,479	1,720,311	6,769,119	2,125,286
Debt Service Fund	1,270,416	1,244,541	1,805,072	2,617,906
Water Fund	11,706,730	11,029,733	15,445,296	10,416,075
Wastewater Fund	10,254,421	10,376,352	9,540,802	12,234,457
Electric Fund	14,302,967	14,667,411	15,339,492	15,712,907
Telecommunications Fund	18,371,484	4,236,493	2,097,454	2,515,556
Central Services Fund	5,233,981	5,855,967	5,922,861	6,162,440
Insurance Services Fund	1,532,825	1,658,323	1,585,319	1,793,274
Equipment Fund	2,671,155	2,853,811	2,862,230	2,761,280
Cemetery Trust Fund	714,989	744,880	754,212	799,453
Total City Component	87,165,990	74,269,045	91,693,717	82,071,282
Parks Component				
Parks and Recreation Fund	5,798,287	6,047,964	6,058,700	6,451,566
Ashland Youth Activities Levy Fund	2,198,733	2,377,501	2,431,361	2,793,893
Parks Capital Imp Fund	449,505	438,786	375,866	357,926
Total Parks Component	8,446,525	8,864,251	8,865,927	9,603,385
Total Budget	\$ 95,612,515	\$ 83,133,296	\$ 100,559,644	\$ 91,674,667

resources summary by classification

RESOURCE SUMMARY	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Revenues:				
Taxes	\$ 16,001,015	\$ 16,814,824	\$ 18,751,882	\$ 19,991,811
Licenses and Permits	1,489,379	1,106,317	1,713,541	900,000
Intergovernmental Revenues	3,378,974	2,282,072	3,637,810	3,386,500
Charges for Services	31,294,280	32,499,061	34,603,977	35,604,558
Systems Development Charges	1,839,775	1,344,063	1,515,900	930,000
Fines and Forfeitures	133,170	137,460	157,000	180,000
Assessment Payments	222,407	360,860	252,000	102,427
Interest on Investments	553,348	782,272	703,300	787,950
Miscellaneous Revenues	530,130	828,597	1,642,400	1,426,300
Total Revenues	55,442,477	56,155,526	62,977,810	63,309,546
Budgetary Resources:				
Working Capital Carryover	16,692,344	25,694,990	19,154,800	23,927,048
Other Financing Sources	15,500,000	-	16,647,100	3,800,000
Interfund Loan	7,530,000	310,000	745,000	-
Operating Transfers In	447,693	972,780	1,034,934	638,073
Total Budgetary Resources	40,170,037	26,977,770	37,581,834	28,365,121
Total Resources	\$ 95,612,514	\$ 83,133,296	\$ 100,559,644	\$ 91,674,667



Charges for Services are 55.5% of Revenues. They primarily consist of Electric, Water, Wastewater, Telecommunications and other charges for services provided. The second largest category is Taxes or 31.6% of total revenues. Property Taxes are \$10 million and account for 50% of tax revenues.

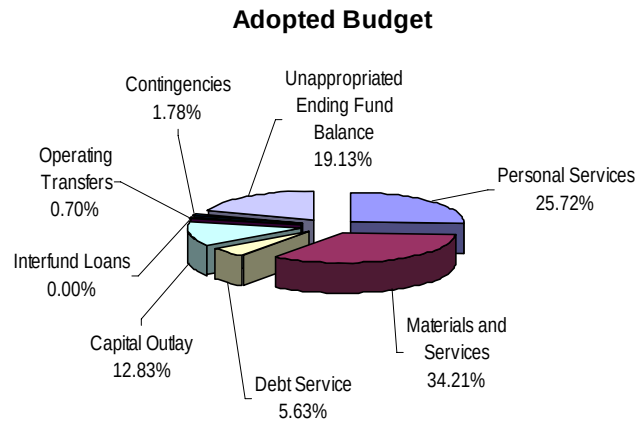


Budgetary Resources consist of Carryover, Loans and Transfers between funds, and Borrowings from outside sources. These categories account for \$28.4 million or 30.7% of \$92.4 million budget. Working Capital Carryover (the beginning equity of the City) accounts for 84.9% of Budgetary Resources, while borrowings accounted for most of the remainder.

requirements summary by classification

REQUIREMENTS BY CLASSIFICATION	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Operating Expenditures				
Personal Services	\$ 18,820,460	\$ 20,043,914	\$ 22,744,266	\$ 23,578,545
Materials and Services	26,202,225	27,560,995	31,125,443	31,365,990
Debt Service	17,990,906	4,462,708	4,163,428	5,161,206
Total Operating Expenditures	63,013,591	52,067,617	58,033,136	60,105,742
Capital Expenditures				
Capital Outlay and Construction	5,851,241	5,116,915	17,510,975	11,759,106
Total Capital Expenditures	5,851,241	5,116,915	17,510,975	11,759,106
Budgetary Requirements				
Interfund Loans	605,000	310,000	745,000	-
Operating Transfers	447,693	972,780	1,034,934	638,073
Contingencies	-	-	1,546,800	1,631,000
Unappropriated Ending Fund Balance	25,694,989	24,665,985	21,688,799	17,540,746
Total Budgetary Requirements	26,747,682	25,948,765	25,015,533	19,809,819
Total Requirements by Classification	\$ 95,612,514	\$ 83,133,296	\$ 100,559,644	\$ 91,674,667

Personal Services and Materials and Services both increased 4% in the FY 2008 Adopted budget. Personal Services is due to union contract increases and health care increases. Capital Outlay decreased from the Amended 2007 budget.



Overview

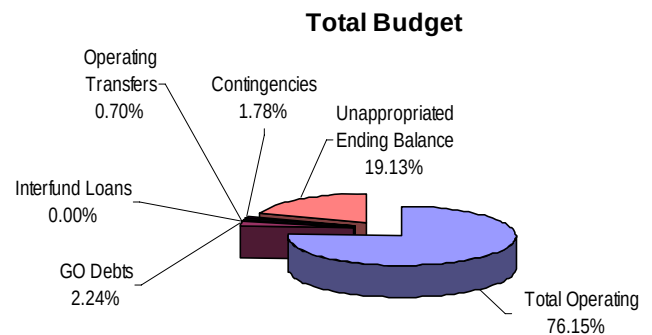
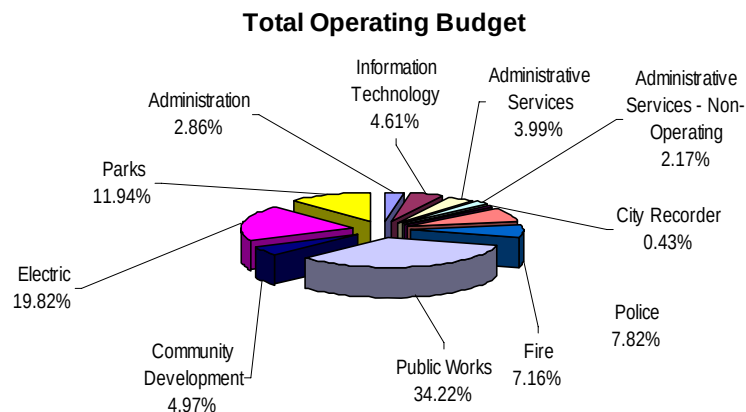
The total budget of \$91.7 million is a \$8.9 million decrease over last year's total amended budget of \$100.6 million.

The Requirements Summary by Department totals \$91.7 million on the following page. Contributing to the decrease from the previous year, are a reduction in Materials and Services and Capital Outlay.

Fund related requirements totaling \$22 million are segregated at the bottom of the presentation.

requirements summary by department

REQUIREMENTS BY DEPARTMENT	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Administration	1,268,474	982,777	1,300,905	1,997,266
Information Technology	18,227,929	3,328,663	2,762,231	3,218,428
Administrative Services	2,191,138	2,791,978	3,450,850	2,787,891
Administrative Services - Non-Operating	1,086,635	1,724,792	4,027,718	1,513,524
City Recorder	165,787	177,249	269,768	298,569
Police	4,233,855	4,606,336	5,325,775	5,458,209
Fire	4,230,615	4,632,526	5,262,372	4,997,175
Public Works	16,867,698	16,252,105	26,437,464	23,892,339
Community Development	2,088,478	1,901,545	3,536,597	3,472,839
Electric	11,725,777	12,194,073	13,944,605	13,837,961
Subtotal	62,086,386	48,592,044	66,318,285	61,474,202
Parks	6,405,541	7,031,183	8,008,811	8,337,321
Total Operating	68,491,927	55,623,227	74,327,096	69,811,523
GO Debts	372,905	1,561,304	1,217,016	2,053,325
Interfund Loans	605,000	310,000	745,000	-
Operating Transfers	447,693	972,780	1,034,934	638,073
Contingencies	-	-	1,546,800	1,631,000
Unappropriated Ending Balance	25,694,989	24,665,985	21,688,799	17,540,746
Total Non-departmental	27,120,587	27,510,069	26,232,549	21,863,144
Total Requirements by Department	\$ 95,612,514	\$ 83,133,296	\$ 100,559,644	\$ 91,674,667



Overview

The adopted budget includes the payment of all current debt obligations of the City.

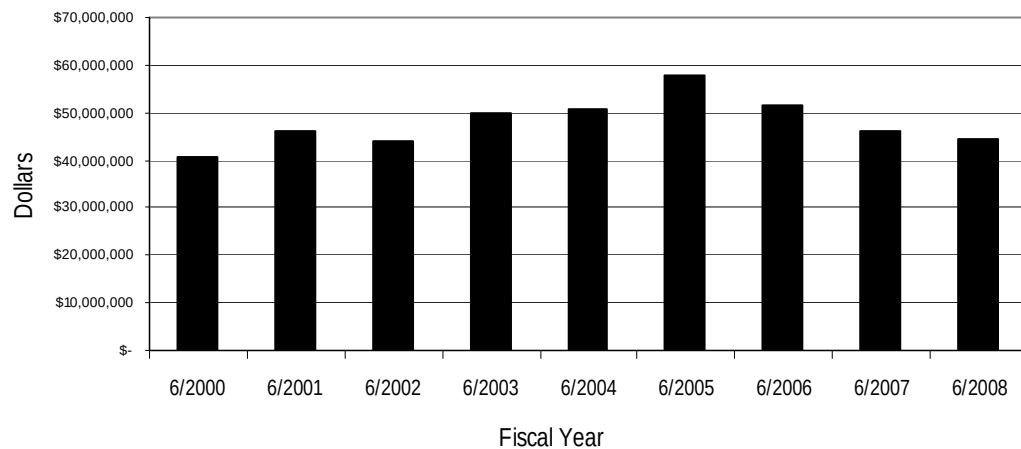
The total debt limitation as mandated by the State of Oregon revised statute (ORS 287.004) is 3 percent of the true cash value of all taxable property. The limitation excludes issues for most utilities as well as Special Assessment Debt. With a true cash value estimated at \$3,266,109,773 on June 30, 2006, this computes to a limit of \$97,983,293. The City has \$79,203,293 of available Legal Debt Margin.

DEBT SUMMARY

Fund	Debt Instrument	June 30, 2007	Retirements	New Debt	June 30, 2008
City Component					
Street Fund	New Debt	\$ -	\$ -	\$ 400,000	\$ 400,000
Airport Fund	Hanger construction capital loan	321,122	20,278		300,844
Debt Service Fund	1997 Flood Restoration Bonds	80,000	80,000		-
Debt Service Fund	2000 Flood & Fire Station Bonds	435,000	140,000		295,000
Debt Service Fund	Open Space Land Notes	496,874	124,504		372,371
Debt Service Fund	Hospital Land Notes	198,324	20,985		177,339
Debt Service Fund	OSF Parking Structure	802,738	22,826		779,912
Debt Service Fund	Hillah Financing	952,194	144,968		807,226
Debt Service Fund	2005 Refunding Series	2,560,000			2,560,000
Water Fund	1977 Water Revenue Bonds	50,000	25,000		25,000
Water Fund	1997 Water Refunding Bond	800,000	145,000		655,000
Water Fund	2003 Water Revenue Bonds	4,315,000	335,000		3,980,000
Water Fund	New Debt	-	-	240,000	240,000
Wastewater Fund	State Revolving Fund	19,711,883	1,024,634		18,687,249
Telecommunications Fund	1994 Revenue Bonds*	15,500,000	195,000		15,305,000
Total Budget		\$ 46,223,135	\$ 2,278,195	\$ 640,000	\$ 44,584,940

*These Revenue Bonds are also backed by the Full Faith and Credit of the City of Ashland

Budgeted Indebtedness



debt summary by type

Summary by Type	June 30, 2007	Retirements	New Debt	June 30, 2008
External Obligations:				
General Obligation Bonds	\$ 18,625,000	\$ 440,000	\$ 640,000	\$ 18,825,000
Revenue Bonds, Loans and Notes	26,100,199	1,669,880	-	24,430,319
Notes Payable	1,497,936	168,315		1,329,621
	46,223,135	2,278,195	640,000	44,584,940
 Total Obligations	 \$ 46,223,135	 \$ 2,278,195	 \$ 640,000	 \$ 44,584,940



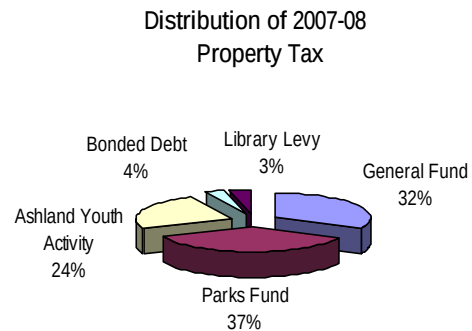
Overview

Property taxes are distributed to the General Fund, Parks Fund, Ashland Youth Activity Fund (Parks) for operations and Debt Service Funds for payment of bonded indebtedness. The estimated tax rate for FY 2007-08 is \$5.7250, which is an increase from the prior year due to the proposed Library Levy, and includes a tax rate of .1750 for AFN debt service.

The City of Ashland levies property taxes for the funds and activities in the amounts shown in the table below.

	Amount Authorized 2007-08	Unused Authority	Adopted Levy 2007-08	Estimated Uncollectible	Estimated Current Year Taxes	Estimated Tax Rate 2007-08
Permanent:						
General Fund- Operations	\$ 3,654,000	\$ 223,000	\$ 3,107,000	\$ 124,280	\$ 2,982,720	1.6769
General Fund- Technology Fee	-	-	324,000	12,960	311,040	0.1750
Parks Fund	4,290,000	411,000	3,879,000	155,160	3,723,840	2.0928
	7,944,000	634,000	7,310,000	292,400	7,017,600	3.9447
Local Option Levies:						
Ashland Youth Activity	2,558,000	-	2,558,000	102,320	2,455,680	1.3800
Ashland Library	370,660	-	370,660	14,825	355,835	0.2000
Bonded Debt:						
1997 Flood Restoration Bonds	85,030	-	85,030	3,270	81,760	0.0459
2000 Flood & Fire Station Bonds	168,782	-	168,782	6,492	162,290	0.0911
2005 GO Bonds	117,234	-	117,234	4,509	112,725	0.0633
	371,046	-	371,046	14,271	356,775	0.2003
Total	\$ 11,243,706	\$ 634,000	\$ 10,609,706	\$ 423,816	\$ 10,185,890	5.7250

The City of Ashland levies property taxes for the funds and activities in the amounts shown in the table above. The city has assumed an uncollectible rate of 4% for budgetary purposes. The chart to the right shows the distribution of property taxes as a percentage of total taxes levied.





Capital Improvement Program (CIP)

The Public Works Department maintains and manages the City's Capital Improvement Program (CIP). Staff is presenting a recommended plan. The entire plan for FY08-13 is shown in this year's budget document, but only the FY08 projects are specifically highlighted as those projects are relatively stable. Although the CIP provides a rolling six year plan, it is only a plan. The greatest amount of detail and assurances are with the first year (FY08) and into the second year (FY09). FY07 projects were often held up in the design process, so many of those were reprogrammed for construction completion for FY08. Other than the need to add an emergency project or to revise actual project dollars the FY08 project list is final. Staff will update council throughout the year.

CIP development process:

- Each department or enterprise fund manager develops its portion of the CIP with a rolling 6 year funding projection.
- Projects are generated and prioritized through the development of master plans and departmental maintenance plans based upon service level acceptability or other public processes.
- Master plans are complete for the enterprise funds and are typically based on a 10 or 20 year planning horizon with growth predictions as certified by Jackson County.
- Projects are prioritized based on master plan criteria, system capacity and projected capacity, identified service levels and funding availability.
- Major capital projects are taken to Council during the development stage and often at the funding stage if there are grants or other funding sources requiring Council action.
- Many projects are grant funding dependent and if grants are not authorized, the project will not be constructed.

This year, the CIP is divided into 10 categories:

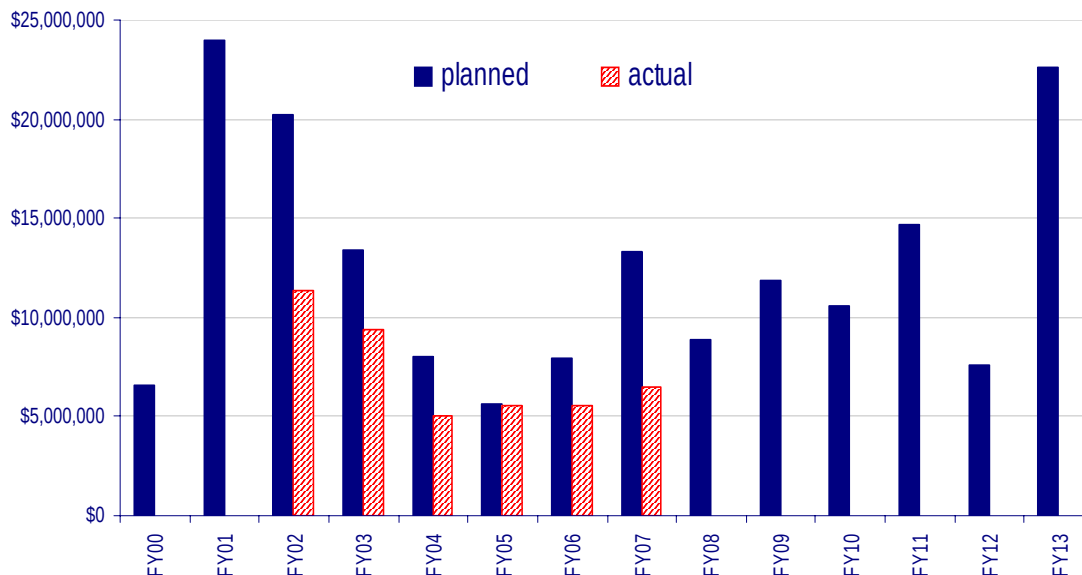
- Transportation; Streets, Sidewalks, LIDs
- Airport
- Storm Drains and Water Quality Improvements (currently funded through the Street Fund)
- Water; Supply, Treatment and Distribution
- Wastewater; Treatment and Collection
- Electric
- Telecommunications (AFN)
- City Facilities
- Technology (computers, IT, hardware and software for city departments)
- Parks and Recreation (CIP shows City funding only)

Significant Budget Changes

- This year's Capital Program reflects a decrease in Transportation projects to meet Council desires.
- It also reflects construction completion of several projects that were started in FY07 but not completed.
- **FY07 Impacts**

Fire Station Bond	\$2,457,000
Wastewater Projects; designed not constructed	\$830,000
Water Projects being validity tested	\$1,228,000
Transportation, LIDs - designs incomplete	\$2,320,000
Other projects	<u>\$10,000</u>
UNEXECUTED AMOUNT	\$6,845,000

- Significant Water Supply and Treatment projects were completed in FY07 and FY08 shows a decreased in the program amount by nearly 50%, but is still a healthy CIP at projections over \$2 M.
- Original FY08 projections were higher than the budget figures provided at this time due to better information and validity of the need.



Program Goals

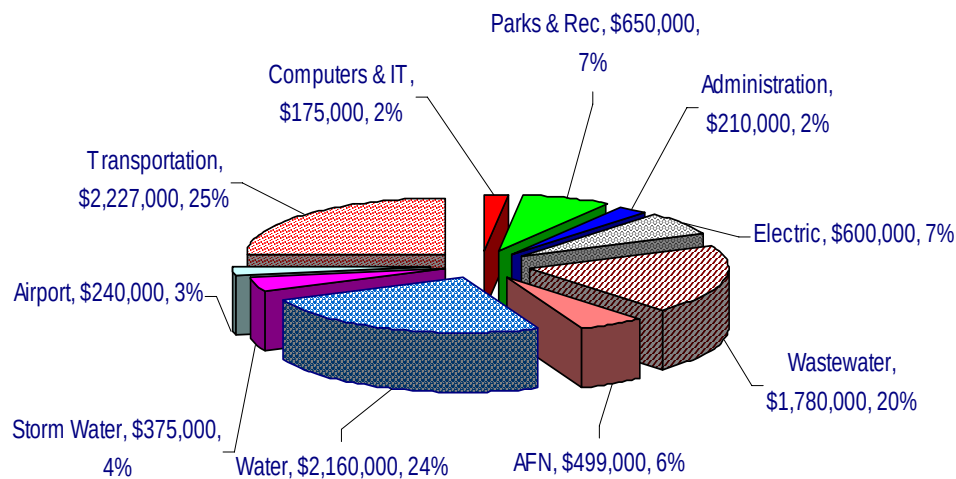
- Provide quality management of the CIP and fiscally responsible decisions for the Council.
 - 1) Provide updates at least twice a year to the Council on the program implementation.
 - 2) Ensure timely information is provided to Finance and to the Council for cost differences.
 - 3) Provide timely project starts and completions.

Performance Measures

- Transportation; provide adequate street funding through options from the Street Financing Task Force to maintain the OCI index at 78. Improve street and landscaping aesthetics and street surface ridership for vehicles and bicycles. Current OCI= 78. Improve options for the RVTD transit system.
- Water; maintain water treatment and distribution system capacities to standards for a City this size including supply, fire flow requirements, treatment standards and public perception of quality. Prioritize the “Right Water for the Right Use” discussions and look for the best water solutions to meet our demands. Validate capital projects through the water system model.
- Wastewater; maintain system capacity and reduce claims, maintain treatment flexibility to meet state standards, yet meet Council’s goals of adequate flows in the creek; and validate public perceptions of treatment, odors and line maintenance. Evaluate options for the temperature requirements and thermal loading. Link to “Right Water for the Right Use.”
- Storm Drains; Meet the new NPDES MS4 and Storm Water Management Plan requirements and adequately provide system capacity and update plan on a 5-year cycle.

FY08 Program Summary

Transportation	\$2,227,000	25.0%
Storm Water	\$375,000	4.2%
Airport	\$240,000	2.7%
Water	\$2,160,000	24.2%
Wastewater	\$1,780,000	20.0%
Electric	\$600,000	6.7%
AFN	\$499,000	5.6%
Computers & IT	\$175,000	2.0%
Administration	\$210,000	2.4%
Parks & Rec	\$650,000	7.3%
FY08 Totals	\$8,916,000	100%



Proposed FY08-13 CIP Project List:

The full spreadsheets of the current and proposed CIP are shown at the end of this section starting on page 8. Each area is further discussed below.

Transportation; Streets, Sidewalks, LIDs,

The City's Street Fund is the source of dollars not only to maintain City streets, but also for maintaining the center medians on North Main, Siskiyou Boulevard, and Mountain Avenue, landscaping in the downtown, sidewalks in the downtown, and also fund new street improvements and other capacity improvements (street widening, sidewalks, bike paths, etc). The Street Fund also pays for the City's portion of the Rogue Valley Transit District. However, the CIP focuses on capacity enhancements or major improvements for streets (pavement, signals and safety), sidewalks, bike paths and railroad crossings.

Current revenue sources for the street fund include State gasoline taxes, franchise fees (paid by other City enterprise funds such as electric, water and wastewater and others for the use of the system), transportation systems development charges (SDCs which will be updated in FY07 or FY08), the City's transportation utility fee, Local Improvement District charges for specific projects, as well as some State and Federal Transportation Program grant funds for applicable projects (Congestion Mitigation and Air Quality – CMAQ dollars which have funded new pavement for unpaved streets and ODOT Access Management funds that helped with the Ashland Street project; Transportation Enhancement funds – TE dollars which have funded bike paths, sidewalks and may help fund railroad projects; and State Transportation Program (STP) funds which have typically been used for major improvements and upgrades to our street network). There are also a handful of smaller grant/loan programs that the City has used or applied for in the past including Special Public Works Funds, Safety and other transportation and safety related program funds.

The City's Transportation System Plan (TSP) was completed in 1998. The focus of this 20 year plan was current transportation system, deficiencies and recommended future capacity improvements, bike lanes and bike paths, sidewalks to schools and employment centers, RVTD, etc. Staff uses the TSP to prioritize and provide general timelines for the capacity improvements to the City's system. In addition, the Street Division manages a pavement management system (PMS) that evaluates the overall condition index (OCI) of the City's streets. This PMS OCI database is used for minor capital projects (street resurfacing) and maintenance activities (slurry seals, etc).

The proposed CIP is very different than what is presented in the current budget, but attempts to balance project needs and priorities with available funding. Staff attempts to annually fund \$250,000 of street improvements according to the PMS OCI needs, approximately \$150,000 in MPO/STP funds (Ashland now competes with the entire Medford Area Metropolitan Planning Organization, MPO), \$100,000 of safety projects – mostly trip hazards in sidewalks, and would like to be able to add \$250,000 of new sidewalks. Council recently approved forming a Street Financing Task Force to look at long term sources of stable funding for the transportation program to ensure our street and transportation network is adequately maintained.

In addition to the "routine" street projects, there are Local Improvement Districts (LIDs) that require identification and planning in the budget process. The LID process will be a discussion at a future council study session (postponed from the originally scheduled meeting on December 14, 2006 and not yet scheduled). Although it is a council goal to reduce unpaved streets to reduce the amount of sediment in our creeks and dust that contributes to air pollution, current practice compels staff to wait until the neighbors bring a request for street paving actions to the engineering division to initiate action for formation of an LID. Sidewalk projects that use LID funding have been both contentious and very successful, and are also on this list. Staff applied for a federal Transportation Enhancement grant through ODOT for Laurel Street, but was unsuccessful in the latest round (2006) due to the uncertainty and as of yet, unapproved, railroad crossing details for Laurel and Hersey. Staff intends to reapply for the TE grant next year pending approvals with the railroad crossings (ODOT Rail and Union Pacific).

Storm Drains and Water Quality Improvements

The City's Stormwater and Drainage Master Plan was completed in June 2000. The master plan specifically did not look at Roca Creek (due to the completion of the Roca/Paradise Creek Watershed assessment of October 1997) or Ashland Creek (due to the assessment and improvements listed in the Ashland Creek Flood Restoration Project, November 1997). The master plan did look at the other 11 stormwater basins within Ashland and identified existing drainage problems and proposed solutions. The planning completed for Roca/Paradise Creek and for Ashland Creek also had a list of improvement recommendations. The master plan deviates from prior master plans in that it looked not only at "in-the-pipe" deficits and recommendations, but it took stormwater planning to the next step with respect to water quality and addressed the City's listing as a designated management area on the Oregon Department of Environmental Quality (DEQ) National Pollutant Discharge Elimination Program (NPDES) for non-point source discharges into streams.

Although accounted for separately, funding for the stormwater CIP and program are currently in the Street Fund. Staff intends to separate this into its own enterprise fund to better account for true costs to manage and run the stormwater and stream water quality program. Projects are funded through the stormwater impervious area fees and typically have an SDC allocation. Other funding options are similar to the street fund and can be discussed along with the Street Financing Task Force that will soon be formed.

The City's Stormwater and Drainage Master Plan should be updated to address riparian corridor improvements, water quality and temperature improvements and anticipated impacts based upon the pending DEQ Total Maximum Daily Limits (TMDL) on sediment loading for our creeks. Staff has included an update to the stormwater and drainage CIP in the FY08 budget cycle and will update the SDCs once that is complete. The storm water SDCs were updated in 2001.

Airport

The Airport is generally self supporting and is shown as a separate Fund within the budget. The Airport CIP projects are shown in the Transportation section for convenience only even though the Airport is NOT part of the Street Fund. The Airport Fund's revenue sources include fees/charges for hangar rentals and airplane tiedowns; Federal Aviation Administration Airport Improvement Program Grants (typically requires a 5-10% match which can often be met as a soft match using staff time), Oregon Department of Aviation Airport Entitlement Grants (no match required), and Airport Federal Aid to Municipalities (FAM) grants that are small in nature and require no match. There are times that larger Airport projects that are not funded through traditional Airport grants, may be initially supported by a City Enterprise fund, but that fund is paid back with interest by the Airport Fund.

The Ashland Municipal Airport Master Plan and Layout Plan (2005-2024) was last updated in October 2005 and adopted by Council in July 2006. Staff bases entitlement grants and AIP project planning and grant applications on the Master Plan. Projects are typically defined 1-2 years prior to grant acceptance and are shown in the CIP as single line items. The FY08 Entitlement funds of \$150,000 have been increased to include prior year's funds that have not been expended. Our total allocation is \$227,900 and is slated to include funding a Super AWOS and paving the parking lot. Both projects have been approved by the Airport Commission and have gone to the FAA for their acceptance. More definition can be added to the CIP if Council desires since the Master Plan has now been adopted.

Water

The Water Fund is separated into three divisions; supply, treatment plant and distribution. Over the past several years, the water fund has paid for several major upgrades to the raw water supply and distribution sides of the fund. This enterprise is self sufficient and is paid through rates, SDCs and the large projects have been funded through Revenue Bonds (2003) which are repaid as debt through this fund.

capital improvements plan

The Water Supply division supports any “raw water” source and maintenance for that un-treated water. There are three raw water sources that are managed in this fund; water that comes from the watershed that is held in Reeder Reservoir (and includes the Hosler Dam costs), water from the Bureau of Reclamation (BOR) managed by the Talent Irrigation District (TID), and water the City has purchased in Lost Creek Lake from the US Army Corps of Engineers. In addition, the TAP (Talent-Ashland-Phoenix) Waterline is in this portion of the fund. The majority of the master planning efforts and water plans focus on water supply concerns. The latest update to the Comprehensive Water Capacity Study was completed in January 1999, yet has continued to receive updates as the TAP Waterline is in preliminary design. The two large projects in the CIP are the main transmission line replacement from the dam to the water treatment plant which is under construction at this time and the TAP Waterline that will ultimately bring treated water from the Medford Water Commission to the City of Ashland. Other large funding allocations go to the purchase of raw water intended primarily for potable use. Staff will bring to Council a discussion about the “right water for the right use” (tentatively planned for January 11, 2007) and has anticipated for additional costs to ensure this program will accomplish the defined Council goals.

The Water Treatment Plant division includes all costs associated with treating the water to drinking water standards. The City’s drinking water filtration plant received its last major upgrade in 1995. Since then, there have been limited evaluations at the water treatment plant which primarily focus on specific functions at the plant. In 2006, staff is looking at the process flow through the filtration plant to identify overall deficiencies and plan for these improvements. It is not anticipated that there will be significant plant upgrades needed, but staff does expect that there will be several smaller scale process improvements to ensure the plant operates efficiently and effectively to meet the customer’s needs.

The Water Distribution division includes costs of piping, distribution reservoirs and any pumping costs associated with moving the water from the plant to the City’s customers. The City had the distribution system evaluated in 2002 and completed this analysis in 2003. The one area of focus for the water distribution system is on developing and maintaining a comprehensive water model. The City’s system includes 4 distribution reservoirs, 125 miles of pipe, 35 pressure reduction valves and stations and 1131 fire hydrants. Lithia water pump and distribution lines are also included in the distribution system even though it is not a potable water source.

Wastewater

The Wastewater Fund is separated into two divisions; treatment plant and collection system and is funded by a combination of service fees, SDCs, food and beverage (for the construction of the wastewater treatment plant) and a DEQ Clean Water State Revolving Fund Loan.

The Wastewater Treatment Plant Facilities Plan was completed and adopted in 1998, and there have been several small amendments to that plan to maintain current regulations with the Oregon Department of Environmental Quality (DEQ). As you are aware, the primary focus at the plant through 2004 was the \$30 Million upgrade including new process improvements (oxidation ditch carrousel), membrane tertiary filtration facility and the centrifuge and dewatering (biosolids) facility. All of these processes are working as expected and the plant should have no major upgrades for the next ten or more years. However, staff will plan to complete a Facilities Plan Update and will ultimately have to plan for capacity improvements for the 2020 timeframe. One additional item not currently on the CIP is biosolids composting. Staff would like to investigate the possibility of doing something other than hauling the biosolids to the landfill and will bring that to Council for discussion sometime in late FY07 or early FY08. Currently the CIP for the Wastewater Treatment Plant is fairly minimal, with the large item being improvements to the plant to meet thermal requirements.

The Wastewater (Sanitary Sewer) Collection System Master Plan was completed in January 2005. The plan analyzed the capacity to handle peak wet weather flows for the next 20 years. The City’s collection system is in excellent shape and only 5 major projects were identified and are included in the CIP. In addition to the collection system, staff will work on a Fats, Oils, and Grease ordinance to increase awareness of our uses, primarily commercial users, on the need for individual grease traps and minor pre-treatment. This will be brought to Council in 2007 for acceptance and adoption.

Electric

Each year \$325,000 is budgeted to finance costs incurred in providing electric service to new developments and redevelopments. In addition, specific projects are included that were identified in the Department's 2003 - 10 year Electrical System Planning Study. Projects identified in that plan will improve system reliability by replacing or upgrading aging facilities. One major project will be to move three feeder lines from the old Pacific Power Substation located on Nevada Street, to the new BPA Substation on Mountain Avenue. This is being done to improve reliability and also at the request of Pacific Power to begin removing some of our load from their facility. The BPA Substation was designed to add three new feeders and this is shown in the CIP in FY09, FY10 and FY11 as upgrading Low Side Distribution. Also starting in FY08, \$100,000 annually will be dedicated to continue under grounding electric facilities in various locations throughout the City. In addition, completion of the underground electric line beginning in FY07 will provide a new redundant feed to our Water Treatment Plant. Replacement of old directed buried primary cable in Oak Knoll, Green Meadows, and Quiet Village is also included in the CIP.

Telecommunications (AFN)

The Ashland Fiber Network (AFN) system or network consists of 17 miles of fiber optic cable and more than 90 miles of coaxial hardline cable that serves 39 optical nodes. Each node feeds up to three active devices (amplifiers, mini-bridges, etc.). Additionally, there is a 12 mile fiber optic cable running up Highway 99 to the Qwest Central Office in Medford. This fiber is jointly owned by the City of Ashland and Hunter Communications. Very little preventive maintenance has been performed since the original build out of AFN. "Maintenance" has been limited primarily to repair work due to inadequate funding resources which also affected any significant upgrading of AFN's infrastructure since construction began eight years ago. This CIP includes planned replacement of major network components; new product offerings; tools and equipment needed to properly maintain the system; and planned maintenance. This also includes a link with the Electric Department for undergrounding some of the service lines. Funding for this not yet adopted portion of the CIP is anticipated to be through fees and rates.

Technology

The Technology portion of the City's budget provides for planned replacement of all hardware (desktop and laptop computers, servers, printers, etc.); software licensing and upgrades; and new software purchases. The CIP portion looks at capital expenses (one time purchases and planned rotations of hardware). These expenditures are primarily from the Central Service Fund through internal charges.

Administration – City Facilities

The Administration portion of the CIP includes all of the City facilities that are not included in enterprise funds. Funding for these projects is typically through General Obligation Bonds, other borrowing or grant funds, property taxes or the City's Facilities Use fees. At this time there is no true City Facilities Master Plan. Staff intends on updating the City's space needs analysis and will bring to Council the facilities condition analysis. It may be appropriate to form a City Facilities Evaluation Committee to look at the space needs determination and the facilities condition analysis and form a plan for future City facility upgrades and financing options. Although the recent bond measure for the Fire Station was unsuccessful, the need for a change to Fire Station #2 is real. Staff will bring back a proposal, so the dollars shown are for initial planning purposes only.

Parks and Recreation (CIP shows City funding only)

The City funds \$200,000 annually to the Parks open space acquisition fund which is paid through the parks portion of the food and beverage fund. Grants, Parks SDCs and general funds support the parks development projects.

capital improvements plan

Capital Improvements Plan 2007-2013 Construction Years

Project Description	spend est 2006-7	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	FY06-13 TOTAL Cost
Transportation	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Bus Shelters for High School (Siskiyou @ Beach/Morse)								\$0
North Ashland Bikeway Ph II; Central Ashland Bikeway	\$0			\$500,000	\$350,000			\$850,000
Repave/rebuild B Street - Oak Street to 5th Street per PMS STP/MPO	\$20,000		\$405,000					\$425,000
Repave/rebuild A Street - Oak Street to 1st Street per PMS STP/MPO	\$25,000	\$290,000						\$315,000
Repave/rebuild Granite Street - Nutley to Pioneer Street per PMS	\$20,000		\$350,000					\$370,000
Pave/rebuild - C & Eureka; (CMAQ-Congestion Mitigation Air Quality)	\$0	\$100,000						\$100,000
Railroad Crossing Imp; E. Main (07)	\$50,000	\$130,000	\$450,000					\$630,000
Railroad Crossing Imp; Hersey & Laurel (08/09)	\$10,000	\$20,000	\$750,000	\$750,000				\$1,530,000
Railroad Crossing Imp; Oak & Walker (11)					\$1,250,000			\$1,250,000
Jefferson Street Extension Project (Brammo - OECD)	\$300,000	\$600,000						\$900,000
Park and Ride Creation	\$0	\$30,000						\$30,000
Hersey Street Pedestrian/Safety Improvements		\$150,000						\$150,000
Miscellaneous Concrete Safety Repairs	\$75,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$675,000
Misc New Sidewalk Improvements (based on prioritized list in TSP)			\$80,000	\$150,000	\$150,000	\$150,000	\$150,000	\$680,000
Repave/Rebuild Allison Street per PMS STP/MPO			\$35,000	\$250,000				\$285,000
Beaver Slide Pedestrian Improvements			\$70,000					\$70,000
Repave Iowa Street PMS			\$140,000					\$140,000
Rebuild/Pave N Mountain; E.Main to Hersey			\$450,000					\$450,000
N. Main Street & Wimer Street Intersection Safety Improvements				\$750,000				\$750,000
Repave/Rebuild Oak Street - Lithia Way to Railroad Tracks per PMS				\$280,000				\$280,000
Bike path Improvement on N Main section				\$50,000	\$600,000			\$650,000
Harrison St (Siskiyou to Iowa to Euclid) PMS; STP/MPO				\$25,000	\$180,000			\$205,000
Repave/Rebuild Normal Avenue - Ashland St to Siskiyou Blvd per PMS					\$190,000			\$190,000
Signal Installation at Tolman Creek Road & Siskiyou Boulevard					\$250,000			\$250,000
Repave Taylor Street per PMS					\$100,000			\$100,000
Downtown Plan Phase II					\$750,000	\$750,000		\$1,500,000
Signal Installation at Oak Street & Hersey Street						\$300,000		\$300,000
Street Improvements/pavement per PMS (goal is \$250,000/year)						\$250,000	\$250,000	\$500,000
Nevada Street Extension & Bridge Construction, Bear Creek to Mountain Ave						\$1,500,000	\$1,800,000	\$3,300,000
Subtotal Transportation	\$500,000	\$1,420,000	\$2,830,000	\$2,855,000	\$3,920,000	\$3,050,000	\$2,300,000	\$16,875,000
Local Improvement Districts								
Note: Costs shown are total project costs, City portion varies (avg. 60%)	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Sidewalk - Nevada Street; TSP school routes								\$0
Pavement plus; Sheridan Street & Schofield Street Local Improvement Distr	\$50,000	\$387,000						\$437,000
Pavement plus; Plaza Avenue Local Improvement District	\$0		\$275,000					\$275,000
Pavement plus; Upper Beach Street		\$60,000	\$400,000					\$460,000
Sidewalk - Laurel Street; Hersey to Randy		\$360,000						\$360,000
Pavement plus; Liberty Street Local Improvement District			\$240,000					\$240,000
Pavement plus; Clay Street Local Improvement District				\$500,000	\$500,000			\$1,000,000
Miscellaneous Local Improvement Districts						\$200,000	\$200,000	\$400,000
Pavement plus; Waterline Road Local Improvement District							\$400,000	\$400,000
Subtotal Local Improvement Districts	\$50,000	\$807,000	\$915,000	\$500,000	\$500,000	\$200,000	\$600,000	\$3,572,000
Storm Drains	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Water Quality Improvements - Basins/Riparian Areas	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$245,000
Alley - E. Main St to Blaine Storm Drain Line Replacement	\$15,000	\$75,000						\$90,000
Iowa Street - Sherman to Gresham Storm Drain Line Installation		\$90,000						\$90,000
Storm Water Master Plan Updates		\$75,000						\$75,000
Liberty Street - Iowa to Pracht Street Storm Drain Line Installation			\$80,000					\$80,000
Open Drainage Improvements; O&M Plan; Cemetery Ck, Clay Ck, RR Park			\$75,000	\$60,000	\$60,000	\$60,000	\$60,000	\$315,000
Beach / Mountain Creek; Matisse Cottages, B St Yard outfall, Hersey/Starflower		\$100,000	\$100,000					\$200,000
Beach / Mountain Creek; Idaho & Iowa					\$175,000			\$175,000
Beach / Mountain Creek; C Street / Alleys						\$160,000		\$160,000
Beach / Mountain Creek; Energy / Velocity Disipator							\$150,000	\$150,000
Kitchen Creek Channel modifications				\$35,000	\$35,000	\$35,000	\$200,000	\$305,000
Hersey Wetlands 18" high flow bypass						\$20,000	\$100,000	\$120,000
Lithia Way Culvert (ODOT)								\$0
Hersey Street Bridge replacement								\$0
Clay Creek Culvert @ E Main								\$0
Cemetery Creek Culvert @ E Main Street								\$0
Subtotal Storm Drains	\$50,000	\$375,000	\$290,000	\$130,000	\$305,000	\$310,000	\$545,000	\$2,005,000
Airport		FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Entitlement Grants; FAA/ODA; Federal Aid to Municipalities (FAM)	\$10,000	\$240,000	\$20,000	\$185,000	\$20,000	\$185,000	\$20,000	\$680,000
Airport Improvements (AIP) FAA Grant					\$1,500,000			\$1,500,000
Subtotal Airport	\$10,000	\$240,000	\$20,000	\$185,000	\$1,520,000	\$185,000	\$20,000	\$2,180,000
TRANSPORTATION / STORM DRAIN / AIRPORT	\$610,000	\$2,842,000	\$4,055,000	\$3,670,000	\$6,245,000	\$3,745,000	\$3,465,000	\$24,632,000

**Capital Improvements Plan
2007-2013 Construction Years**

Project Description	spend est 2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	FY06-13 TOTAL Cost
	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
WATER								
Water Supply								
Talent, Ashland, Phoenix Pipeline PS & Reservoir; Talent to Ashland	\$100,000	\$50,000					\$14,000,000	\$14,150,000
Hosler Dam - Stability Analysis - Geotech	\$50,000							\$50,000
Hosler Dam Transmission Line Replacement - Reeder to Water Plant	\$2,720,000	\$100,000						\$2,820,000
Ashland Creek West Fork Bridge Construction	\$100,000							\$100,000
Reeder Reservoir Study	\$75,000	\$25,000						\$100,000
FERC Part 12 Hosler Dam Safety Analysis		\$100,000						\$100,000
Right Water for the Right Use Program		\$50,000	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Additional Water Rights (TID/BOR system, etc)		\$30,000	\$60,000	\$420,000				\$510,000
Additional Lost Creek Water Rights						\$500,000		\$500,000
Subtotal Supply	\$3,045,000	\$355,000	\$110,000	\$520,000	\$100,000	\$600,000	\$14,100,000	\$18,830,000
Water Plant								
Ashland Creek East & West Fork Silt & Debris Removal	\$20,000							\$20,000
Chlorine/Hypochlorite Requirement Review	\$350,000							\$350,000
Sludge Lagoon and Waste Line Improvements	\$50,000	\$50,000						\$100,000
Hosler Dam Security & Telemetry	\$10,000	\$50,000						\$60,000
Plant Process Improvements (chem feed, soda ash, instrumentation, flocculat	\$100,000	\$220,000	\$200,000					\$520,000
Water Treatment Plant - Construct New Filters 7 & 8				\$85,000	\$500,000	\$500,000		\$1,085,000
Water Plant Facilities Plan and Capacity Update							\$175,000	\$175,000
Ozone / UV analysis and installation							\$1,750,000	\$1,750,000
Subtotal Plant	\$530,000	\$320,000	\$200,000	\$85,000	\$500,000	\$500,000	\$1,925,000	\$4,060,000
Water Distribution								
Main Feeder Line Plant to Crowson								\$0
Granite Street Waterline Replacement - Nutley to Strawberry to Pioneer	\$20,000	\$15,000	\$300,000					\$335,000
Loop Road Reservoir and "Crowson II"	\$200,000	\$925,000		\$300,000	\$3,000,000			\$4,425,000
Crowson Road Waterline Replacement, Airport & E. Main Street Loop	\$52,000							\$52,000
Tolman Creek Road Waterline Replacement - Siskiyou to Greenmeadows	\$15,000		\$375,000					\$390,000
Lithia Water Fountain replacement (Plaza)		\$35,000						\$35,000
Waterline Replacement - Ditch RD; Strawberry PS to Grandview Dr		\$500,000						\$500,000
Terrace Street Waterline Replacement - Iowa to TID Ditch			\$350,000					\$350,000
Waterline Upsizing - Maple Street, Scenic Drive and Chestnut Street			\$250,000					\$250,000
Waterline Replacement - Wimer & Sunnyview				\$250,000				\$250,000
Benson Way Loop Waterline Installation				\$140,000				\$140,000
Euclid Avenue Waterline Replacement, Prospect, Fern & Roca					\$275,000			\$275,000
Siskiyou Boulevard Waterline Replacement - Terra to Mistletoe						\$800,000		\$800,000
Lithia Water Line replacements				\$35,000		\$35,000		\$70,000
4" Water Line Replacements (based on model requirements)							\$100,000	\$100,000
Water Main Line Replacements (based on model requirements)							\$150,000	\$150,000
Water Modeling and Master Plan Updates	\$35,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$75,000	\$160,000
Subtotal Distribution	\$322,000	\$1,485,000	\$1,285,000	\$735,000	\$3,285,000	\$845,000	\$325,000	\$8,282,000
WATER	\$3,897,000	\$2,160,000	\$1,595,000	\$1,340,000	\$3,885,000	\$1,945,000	\$16,350,000	\$31,172,000
WASTEWATER	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Wastewater Treatment Plant								
Wastewater Treatment Plant New Membrane sections	\$285,000							\$285,000
Wastewater Treatment Plant Process Improvements	\$65,000			\$100,000		\$150,000		\$315,000
Treatment Plant - Thermal Improvements (DEQ - TMDL)		\$225,000	\$1,100,000					\$1,325,000
Treatment Plant Permit Evaluation and Renewal		\$250,000						\$250,000
Treatment Plant Capacity Evaluation							\$250,000	\$250,000
Subtotal Plant	\$350,000	\$475,000	\$1,100,000	\$100,000	\$0	\$150,000	\$250,000	\$2,425,000
Wastewater Collection System								
Wastewater Line Replacement; A Street - Oak Street to 7th Street	\$30,000	\$360,000						\$390,000
N. Main Pump Station Replacement	\$35,000	\$275,000						\$310,000
Wastewater Line Replacement; Alley - E. Main Street to Blaine Street	\$25,000	\$150,000						\$175,000
Wastewater Line Replacement; Oak Street - Lithia Way to B Street		\$100,000						\$100,000
Wastewater Line Replacement; Ashland Creek Main Line	\$35,000	\$250,000						\$285,000
Wastewater Line Replacement; Miscellaneous In-House	\$120,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$870,000
Grandview Pump Station Replacement		\$45,000	\$350,000					\$395,000
Wastewater Line Realignment; N. Mountain Ave - Hersey to Bear Creek Trunk			\$175,000					\$175,000
Willow Street Wastewater Line Realignment - Orange to Otis				\$130,000				\$130,000
Bear Creek Interceptor Trunk Line Upsizing Wightman to Tolman Creek Road				\$30,000	\$225,000			\$255,000
Wastewater Line Realignment - Hersey Street; Patterson to Water St					\$115,000			\$115,000
Collection System Master Plan Update						\$115,000		\$115,000
Collection System upgrades/improvements (per master plan)							\$75,000	\$75,000
	\$245,000	\$1,305,000	\$650,000	\$285,000	\$465,000	\$240,000	\$200,000	\$3,390,000
WASTEWATER	\$595,000	\$1,780,000	\$1,750,000	\$385,000	\$465,000	\$390,000	\$450,000	\$5,815,000

capital improvements plan

Capital Improvements Plan 2007-2013 Construction Years

Project Description	spend est 2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	FY06-13 TOTAL Cost
ELECTRIC	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Install New Services & New Infrastructure	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000	\$2,275,000
Enclose Open Equipment Bldg at Service Center	\$220,000							\$220,000
Install Underground Feeder Line to Water Treatment Plant / Hosler Dam	\$30,000	\$45,000						\$75,000
Upgrade Business District Feeder Line - Helman Street	\$10,000	\$10,000						\$20,000
Underground Utility Lines - Oak Knoll Subdivision	\$25,000	\$35,000						\$60,000
Upgrade Mountain Avenue Substation Low Side Distribution	\$70,000	\$30,000	\$70,000	\$40,000	\$135,000			\$345,000
Upgrade Feeder Line - Morton Street	\$65,000	\$30,000	\$30,000					\$125,000
Underground Utility Lines - Greenmeadows Subdivision		\$25,000	\$40,000	\$35,000				\$100,000
Underground Utility Lines - Quiet Village Subdivision				\$50,000	\$50,000			\$100,000
Underground Oak Street Lines					\$30,000	\$30,000		\$60,000
Electric Utility Line Installation; In-house Various Locations		\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
ELECTRIC	\$745,000	\$600,000	\$565,000	\$550,000	\$640,000	\$455,000	\$425,000	\$3,980,000
AFN / TELECOMMUNICATIONS	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Distribution and Cable Equipment Installation	\$70,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$790,000
802.11b Wireless Buildout	\$40,000	\$15,000						\$55,000
Cable Modem Termination System (CMTS)		\$125,000						\$125,000
Routers	\$40,000	\$20,000						\$60,000
Underground Machine		\$23,000						\$23,000
Optical Time Domain Reflectometer (OTDR)		\$11,000						\$11,000
Network Refresh		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000
Fiber to the Premise (FTTP)		\$50,000	\$50,000	\$75,000	\$75,000	\$75,000	\$75,000	\$400,000
Underground Telecommunication Lines Installation - Various Locations		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000
WiMax Deployment		\$100,000	\$100,000	\$10,000	\$10,000	\$10,000	\$10,000	\$240,000
AFN / TELECOMM	\$150,000	\$499,000	\$305,000	\$240,000	\$240,000	\$240,000	\$240,000	\$1,914,000
TECHNOLOGY	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Desktop and Laptop Planned Replacement (25% Annually)	\$55,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$505,000
Printer Planned Replacement	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$175,000
Server Planned Replacement	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$70,000
GIS Spatial Database Engine	\$5,000	\$5,000	\$50,000		\$50,000		\$50,000	\$160,000
Major Software Purchases		\$60,000		\$60,000			\$60,000	\$180,000
COMPUTERS & INFORMATION TECHNOLOGY	\$95,000	\$175,000	\$160,000	\$170,000	\$160,000	\$110,000	\$220,000	\$1,090,000
ADMINISTRATION - City Facilities	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
City Facility Upgrades & Maintenance	\$100,000	\$100,000	\$100,000	\$100,000	\$125,000	\$125,000	\$125,000	\$775,000
Facilities Planning, Space Needs Analysis and Funding Options	\$15,000	\$110,000						\$125,000
Fire Station No. 2 Reconstruction	\$43,000		\$2,500,000	\$2,550,000				\$5,093,000
Police Parking Lot Expansion			\$85,000					\$85,000
Police Department Building Improvements			\$200,000	\$550,000				\$750,000
Archive Building Construction				\$100,000	\$1,400,000			\$1,500,000
Equipment / Shop - Diesel Retrofit			\$100,000					\$100,000
Council Chamber's improvements				\$300,000				\$300,000
Long Term Facilities Replacement					\$1,000,000		\$750,000	\$1,750,000
City Facilities Upgrades - based on a Facilities Plan						\$400,000	\$400,000	\$800,000
ADMINISTRATION	\$158,000	\$210,000	\$2,985,000	\$3,600,000	\$2,525,000	\$525,000	\$1,275,000	\$11,278,000
PARKS & RECREATION	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	Project Totals
Open Space Acquisition / Park Development	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,400,000
N. Main and Scenic Park Development		\$75,000	\$75,000	\$75,000				\$225,000
Vogel Park Development		\$100,000	\$100,000	\$75,000	\$75,000			\$350,000
Calle Guanajuato Improvements		\$75,000						\$75,000
Ice Rink Cover Replacements and Improvements		\$200,000	\$50,000					\$250,000
Oak Knoll Irrigation Replacement				\$250,000	\$250,000			\$500,000
PARKS & RECREATION	\$200,000	\$650,000	\$425,000	\$600,000	\$525,000	\$200,000	\$200,000	\$2,800,000
TOTAL CIP OVER TIME	\$6,450,000	\$8,916,000	\$11,840,000	\$10,555,000	\$14,685,000	\$7,610,000	\$22,625,000	\$82,681,000
	FY07 est	FY08	FY09	FY10	FY11	FY12	FY13	FY07-13 totals

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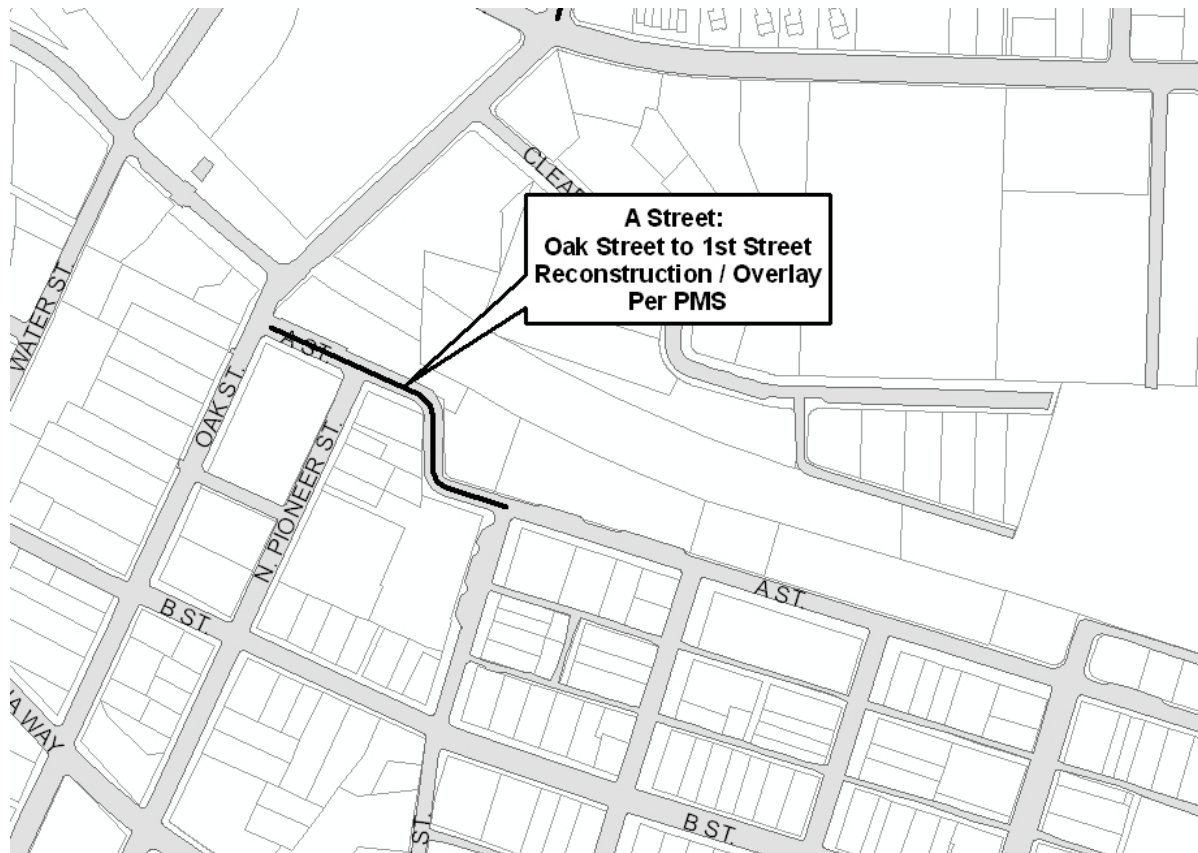
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**TITLE: A STREET-OAK STREET TO 1ST STREET RECONSTRUCTION / OVERLAY
PER PMS**

PROJECT TYPE: TRANSPORTATION/ PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 47,250 SDC Street Fees \$ 105,000 ODOT Grant <u>\$ 162,750</u> Street Fees/ Rates \$ 315,000	Project Description: The Pavement Management System (PMS) evaluated and rated the condition of all streets within Ashland. Staff prioritized A Street based on its need for significant improvements. This street work is in conjunction with water and sanitary sewer line replacements. As such the street will be rebuilt and will include curb, gutter and storm drain improvements.
Project Cost by Budget Year: Prior Years: \$25,000 2008 \$290,000 2009 2010 2011 2012 2013 Total \$315,000	

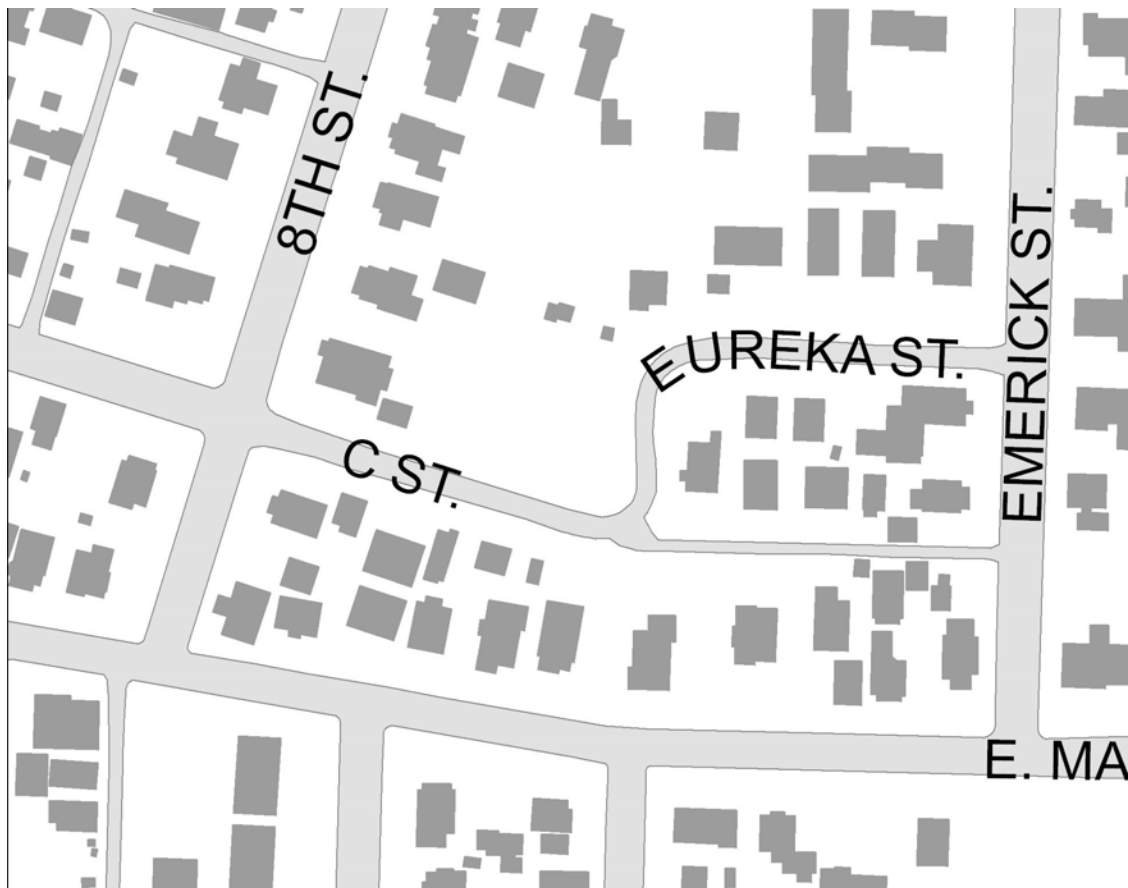


TITLE: CMAQ STREET IMPROVEMENT C STREET & EUREKA STREET

PROJECT TYPE: TRANSPORTATION /PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: <u>\$ 100,000</u> SDC Street Fees \$ 100,000	Project Description: C Street and Emerick Street are currently unimproved dirt roads. Paving unpaved streets will reduce the amount of granite material in our storm drain system and helps reduce dust and air pollution. This project will construct roadway improvements including re-grading, asphalt paving and pavement overlay, curb and gutter, sidewalks, driveway improvements, and related storm drain system improvements. A Congestion Mitigation Air Quality grant for \$597,000 has been acquired to fund the majority of the construction. The City will reimburse ODOT for the City's share of the \$100,000.													
Project Cost by Budget Year: Prior Years: <table> <tr> <td>2008</td><td>\$100,000</td></tr> <tr> <td>2009</td><td></td></tr> <tr> <td>2010</td><td></td></tr> <tr> <td>2011</td><td></td></tr> <tr> <td>2012</td><td></td></tr> <tr> <td>2013</td><td></td></tr> <tr> <td>Total</td><td>\$100,000</td></tr> </table>		2008	\$100,000	2009		2010		2011		2012		2013		Total
2008	\$100,000													
2009														
2010														
2011														
2012														
2013														
Total	\$100,000													



TITLE: RAILROAD CROSSING IMPROVEMENTS AT EAST MAIN STREET

PROJECT TYPE: TRANSPORTATION/ PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 94,500 SDC Street Fees \$ 100,000 ODOT Grants <u>\$ 435,500</u> Street Fees/ Rates \$ 630,000	Project Description: This project includes the installation of automatic crossing gates at the East Main Street crossing. The crossing of East Main requires new approaches and safety warnings. A safety evaluation conducted by HDR Engineering helped to prioritize each railroad crossing. Staff applied for ODOT Rail permits and will continue to look for funding opportunities. The initial FY08 project will be for the installation of bicycle and pedestrian improvements estimated at \$130,000.
Project Cost by Budget Year: Prior Years: \$50,000 2008 \$130,000 2009 \$450,000 2010 2011 2012 2013 Total \$630,000	



TITLE: RAILROAD CROSSING IMPROVEMENTS AT HERSEY & LAUREL STREETS

PROJECT TYPE: TRANSPORTATION /PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 229,500 SDC Street Fees
 \$ 1,000,000 Grants (TBD)
\$ 300,500 Street Fees/ Rates
 \$ 1,530,000

Project Cost by Budget Year:

Prior Years:	\$10,000
2008	\$20,000
2009	\$750,000
2010	\$750,000
2011	
2012	
2013	
Total	\$1,530,000

Project Description:

This project includes the installation of automatic crossing gates at the Laurel Street and Hersey Street crossing. The angle of railroad crossing through the center of a four way street intersection makes the Laurel/Hersey crossing unusual and in need of additional safety measures. A safety evaluation conducted by HDR Engineering helped to prioritize each railroad crossing. Staff applied for ODOT Rail permits and will continue to look for funding opportunities.

FY07 and FY08 funds are for design costs associated with this project.

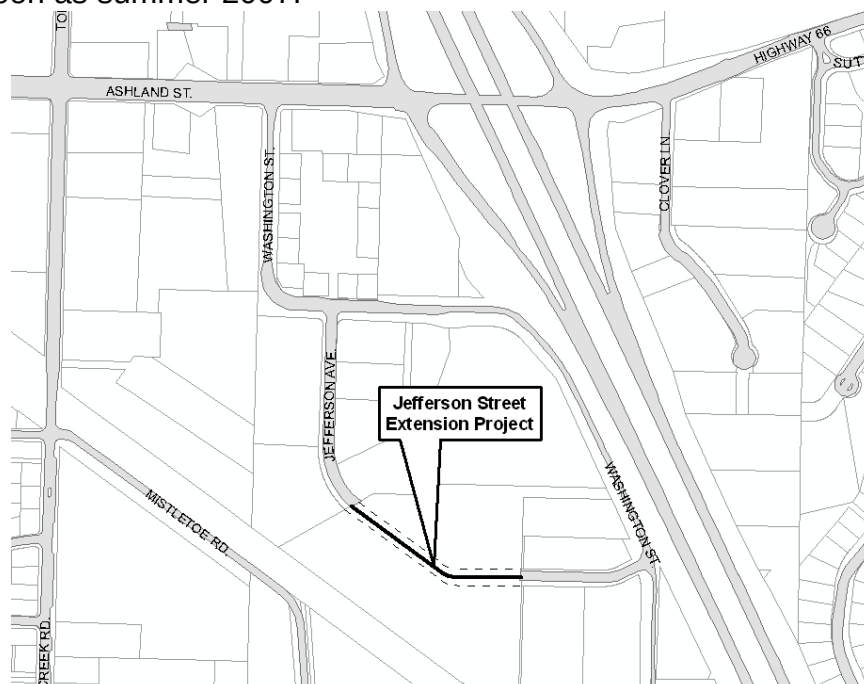


TITLE: JEFFERSON STREET EXTENSION PROJECT

PROJECT TYPE: TRANSPORTATION/ PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 400,000 OECDD Grant <u>\$ 500,000</u> OECDD Loan \$ 900,000	Project Description: Jefferson Street was bisected by a parcel of land within Jackson County jurisdiction. The land was surrounded on all sides by City incorporated land zoned for light industrial businesses. Brammo Motorsports successfully completed the annexation process incorporating this parcel into the City limits. Brammo Motors has now submitted an application for the construction of three 4,800 square foot buildings. As a condition of the planning action requirements the connection of Jefferson Street must be completed by Brammo Motorsports. To facilitate the completion of Jefferson Street, the City Council approved an application to the
Project Cost by Budget Year: Prior Years: \$300,000 2008 \$600,000 2009 2010 2011 2012 2013 Total \$900,000	Oregon Economic and Community Development Department for financial assistance in funding the road improvements. The City received a grant for \$400,000 and a loan of \$500,000 to complete the infrastructure. Brammo Motorsports has agreed to reimburse the City all costs for the construction of Jefferson Street. Construction of the road could begin as soon as summer 2007.



TITLE: **PARK & RIDE CREATION**

PROJECT TYPE: **TRANSPORTATION /PUBLIC SAFETY**

RESPONSIBLE DEPARTMENT: **Public Works Department/Engineering Division**

Funding Sources: <u>\$ 30,000</u> Street Fees/ Rates \$ 30,000	Project Description: The City of Ashland in cooperation with RVTB, ODOT and Jackson County intends to develop approximately eighty parking spaces for a “park and ride” lot located on Hwy 99 north of Valley View Road. The “park and ride location” will be adjacent to a local bus stop enabling easy access into downtown and to the major employers of the community. The city’s primary employers, Southern Oregon University, City of Ashland, Ashland Community Hospital and the Ashland School District are located in densely populated areas with a limited supply of parking.
Project Cost by Budget Year: Prior Years: 2008 \$30,000 2009 2010 2011 2012 2013 Total \$30,000	



A park and ride program is identified in the TTPC as one component of improved transit for the community. This project helps ease the parking challenges of our employees who commute to Ashland and reduces auto use and congestion in Ashland. City expenses are estimated approximately \$30,000.

TITLE: HERSEY STREET PEDESTRIAN & SAFETY IMPROVEMENTS

PROJECT TYPE: TRANSPORTATION/ PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 22,500 SDC Street <u>\$ 127,500</u> Street Fees/ Rates \$ 150,000	Project Description: This project will construct sidewalks, driveway improvements, related minor storm drain improvements and potentially traffic calming features on Hersey Street from Ann Street to Oak Street.
Project Cost by Budget Year: Prior Years: 2008 \$150,000 2009 2010 2011 2012 2013 Total \$150,000	The sidewalks on this portion of Hersey Street are non-standard width of only three feet wide with trees impacting the ease of movement. Large tree roots have uplifted many sections of the sidewalk creating severe trip hazards. The repair of this sidewalk will increase the safety for pedestrian users for this section.



TITLE: MISCELLANEOUS CONCRETE SAFETY REPAIRS

PROJECT TYPE: TRANSPORTATION /PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 675,000 Street Fees/ Rates
\$ 675,000

Project Cost by Budget Year:

Prior Years:	\$75,000
2008	\$100,000
2009	\$100,000
2010	\$100,000
2011	\$100,000
2012	\$100,000
2013	\$100,000
Total	\$675,000

Project Description:

In conjunction with the Pavement Management System (PMS), sidewalks and curbs within the City are evaluated and rated for condition. This budget item provides for the replacement and/or repair of deteriorating and unsafe curbs, sidewalks, construction of sidewalk ramps and other related safety items.



MOUNTAIN AVE. NORTH



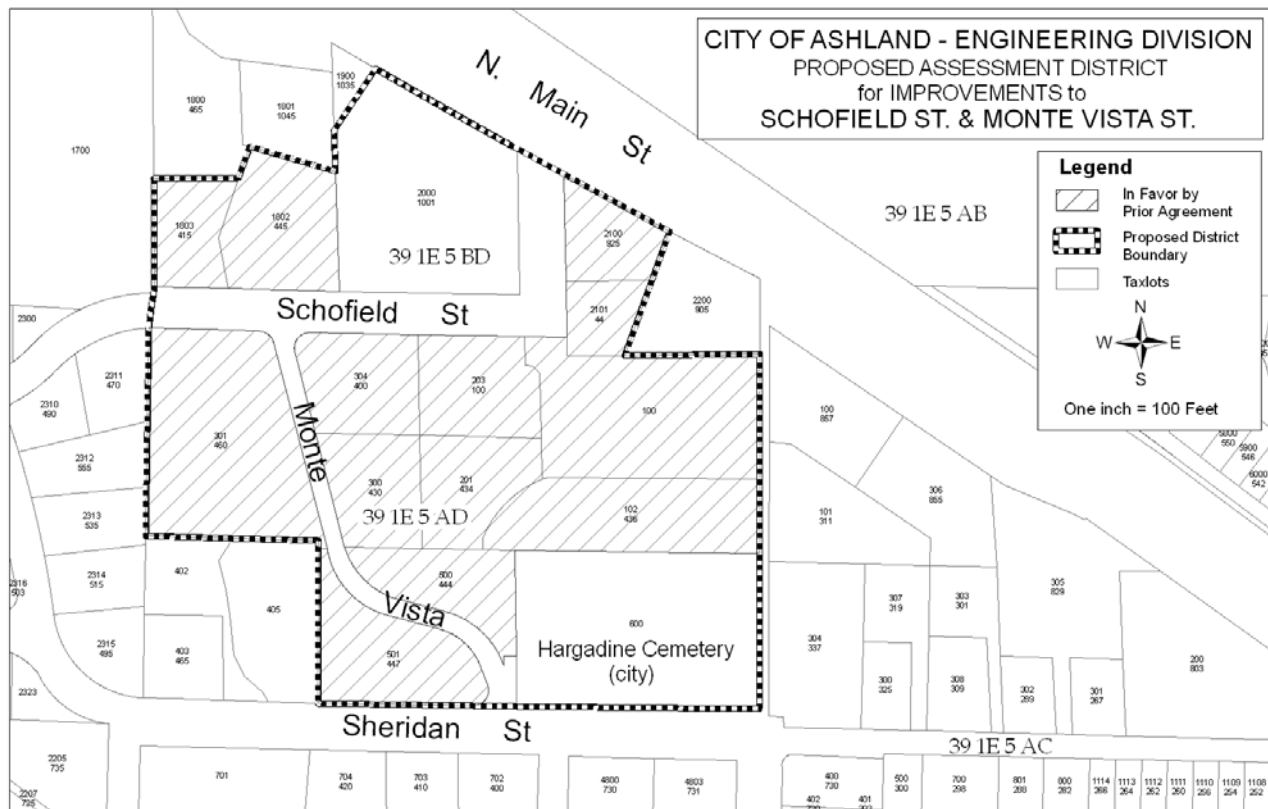
HOMES AVE. WEST

TITLE: SHERIDAN & SCHOFIELD STREETS LOCAL IMPROVEMENT DISTRICT

PROJECT TYPE: TRANSPORTATION/ PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 58,050 SDC Street/Storm Fees \$ 111,236 LID <u>\$ 217,714</u> Street/Storm Fees/ Rates \$ 387,000	Project Description: The portion of Schofield Street from North Main to Sheridan Street is currently unimproved. A Local Improvement District will be formed from North Main to Sheridan and including Monte Vista Street. This project will construct a new street section including regrading, paving curb and gutter, sidewalks, driveway improvements and related storm drain system to help reduce dust and air pollution.
Project Cost by Budget Year: Prior Years: 2008 \$387,000 2009 2010 2011 2012 2013 Total \$387,000	



TITLE: UPPER BEACH STREET LOCAL IMPROVEMENT DISTRICT

PROJECT TYPE: TRANSPORTATION /PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 82,000	SDC Street Fees
\$ 300,000	Grants
<u>\$ 78,000</u>	LID
\$ 460,000	

Project Cost by Budget Year:

Prior Years:

2008	\$60,000
2009	\$400,000
2010	
2011	
2012	
2013	
Total	\$460,000

Project Description:

The Pavement Management System (PMS) evaluated and rated the condition of all streets within Ashland. Staff prioritized Beach Street based on the need for significant improvements. This street requires major maintenance including crack sealing and an overlay, and may also include curb, gutter and storm drain improvements. This project is planned to be funded through Congestion Mitigation and Air Quality federal grant augmented by a Local Improvement District and street funds. FY08 will be for design costs.

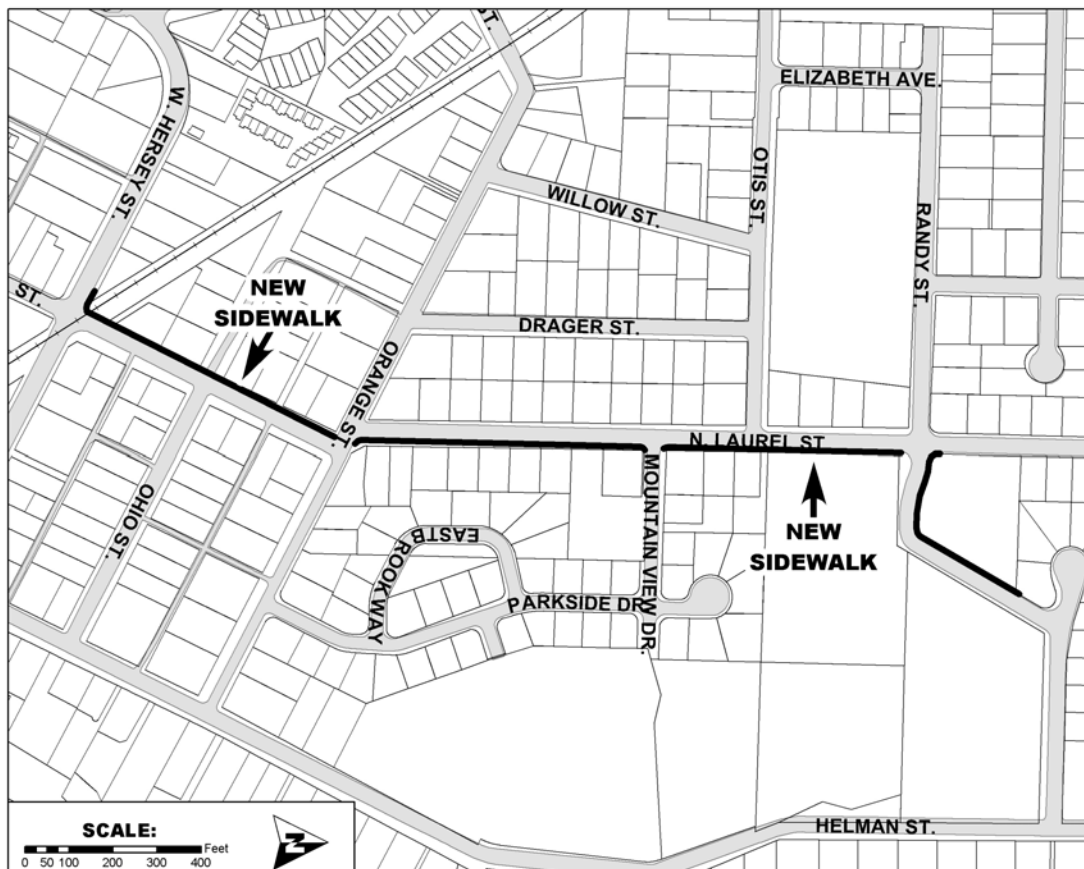


TITLE: LAUREL STREET SIDEWALK INSTALLATION

PROJECT TYPE: TRANSPORTATION/ PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 54,000 SDC Street Fees \$ 250,000 Grants <u>\$ 56,000</u> LID \$ 360,000	Project Description: This project will construct sidewalks, driveway improvements, related minor storm drain improvements and traffic calming features on North Laurel Street from Nevada Street to Hersey Street. There are several missing sidewalk connections along this important collector and local street network to reach Helman School. This will also serve as a connection to the City's Dog Park and Greenway bicycle trail system and to Downtown. Council has prioritized sidewalk connections to schools.
Project Cost by Budget Year: Prior Years: 2008 \$360,000 2009 2010 2011 2012 2013 Total \$360,000	



TITLE: ENTITLEMENT GRANT- FAA/ ODA FEDERAL AID TO MUNICIPALITIES

PROJECT TYPE: TRANSPORTATION /PUBLIC SAFETY

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 646,000	FAA/ODA Grants
\$ 34,395	Other
\$ -395	Airport Fees/ Rates
\$ 680,000	

Project Cost by Budget Year:

Prior Years:	\$10,000
2008	\$240,000
2009	\$20,000
2010	\$185,000
2011	\$20,000
2012	\$185,000
2013	\$20,000
Total	\$680,000

Project Description:

The Oregon Department of Aviation reinstated the Airport Entitlement Grants to the benefit of many small general aviation airports. It is our goal to continue to expand the infrastructure of the Ashland Airport to increase revenue. These grants are instrumental in giving small municipalities opportunities to update services and equipment making the airport increasingly attractive to businesses as well as private pilots. Projects will be identified through the Master Plan and funds requested through the State of Oregon Department of Aviation.

Anticipated projects include:

- Purchase of SuperUnicom system
- Airplane Tie-Down Apron Reconstruction
- Taxiway Extension
- Parking Lot Reconstruction



TITLE: WATER QUALITY IMPROVEMENTS BASINS/ RIPARIAN AREAS

PROJECT TYPE: STORM DRAINS

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering Division

Funding Sources: \$ 122,500 SDC Fees <u>\$ 122,500</u> Storm Drain Fees & Rates \$ 245,000	Project Description: The Storm Water and Drainage Master Plan recommended that the City complete non-traditional water quality improvements along our creeks and waterways. These funds have augmented the Roca Creek Project, North Mountain Park and Elks Parking Lot drainage project. Recently the Parks Department purchased land within the Riverwalk Subdivision along Bear Creek. This land was purchased to protect water quality utilizing these funds. These projects will provide water quality enhancements by improving surface drainage areas, detention basins or
Project Cost to the City by Budget Year: Prior Years: \$35,000 2008 \$35,000 2009 \$35,000 2010 \$35,000 2011 \$35,000 2012 \$35,000 2013 \$35,000 Total \$245,000	

landscaping features to retain and treat water prior to discharge into streams. Projects are planned for additional bioswale or wetlands treatment systems along with detention / retention basins and trees to help cool the water temperatures and filter out sediment and petroleum products. Although specific projects have not been identified, \$35,000 per year will be allocated.



TITLE: ALLEY - EAST MAIN STREET TO BLAINE STREET STORM DRAIN LINE REPLACEMENT

PROJECT TYPE: STORM DRAINS

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering Division

Funding Sources:

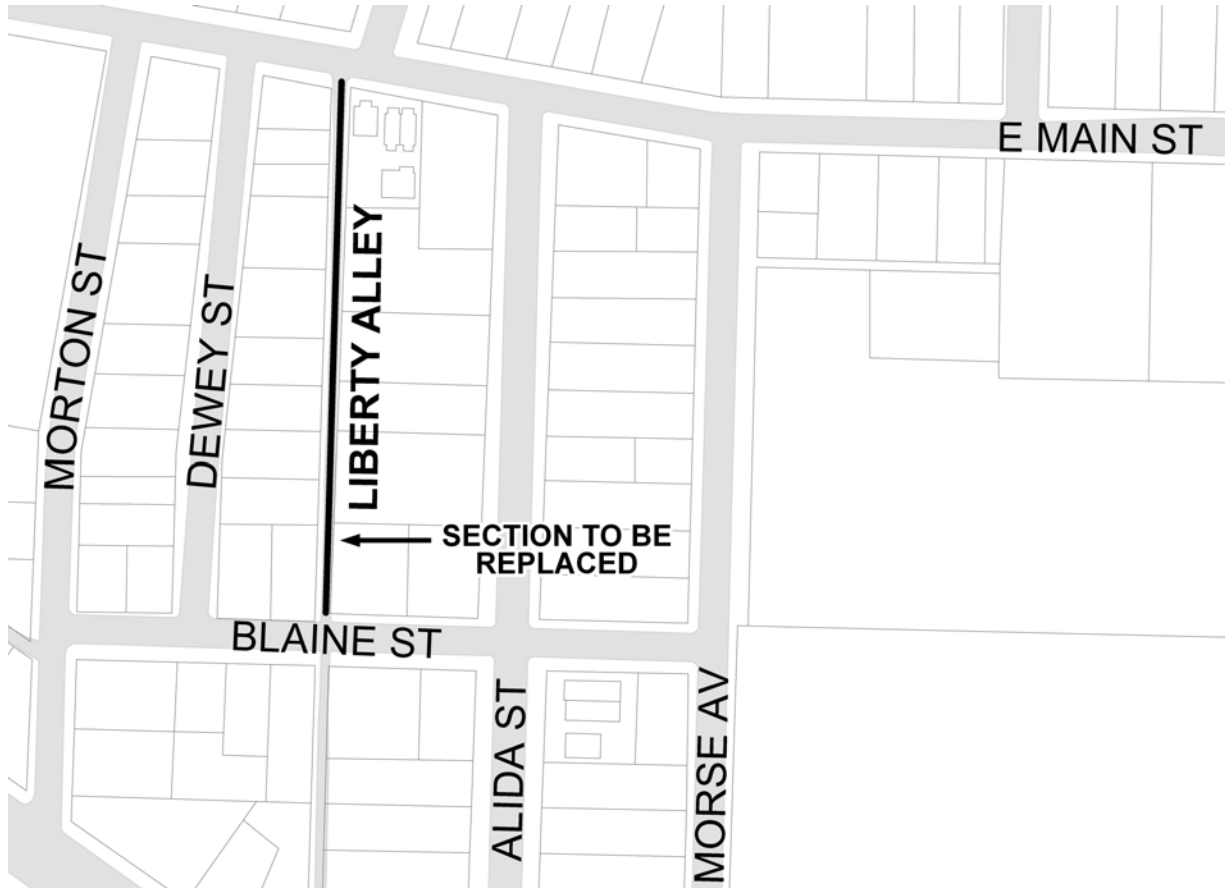
\$ 18,000	SDC Storm Drain Fees
<u>\$ 72,000</u>	Storm Drain Fees/ Rates
\$ 90,000	

Project Description:

This project installs approximately 650 feet of twelve-inch PVC pipe. Construction will begin summer of 2007.

Project Cost to the City by Budget Year:

Prior Years:	\$15,000
2008	\$75,000
2009	
2010	
2011	
2012	
2013	
Total	\$90,000

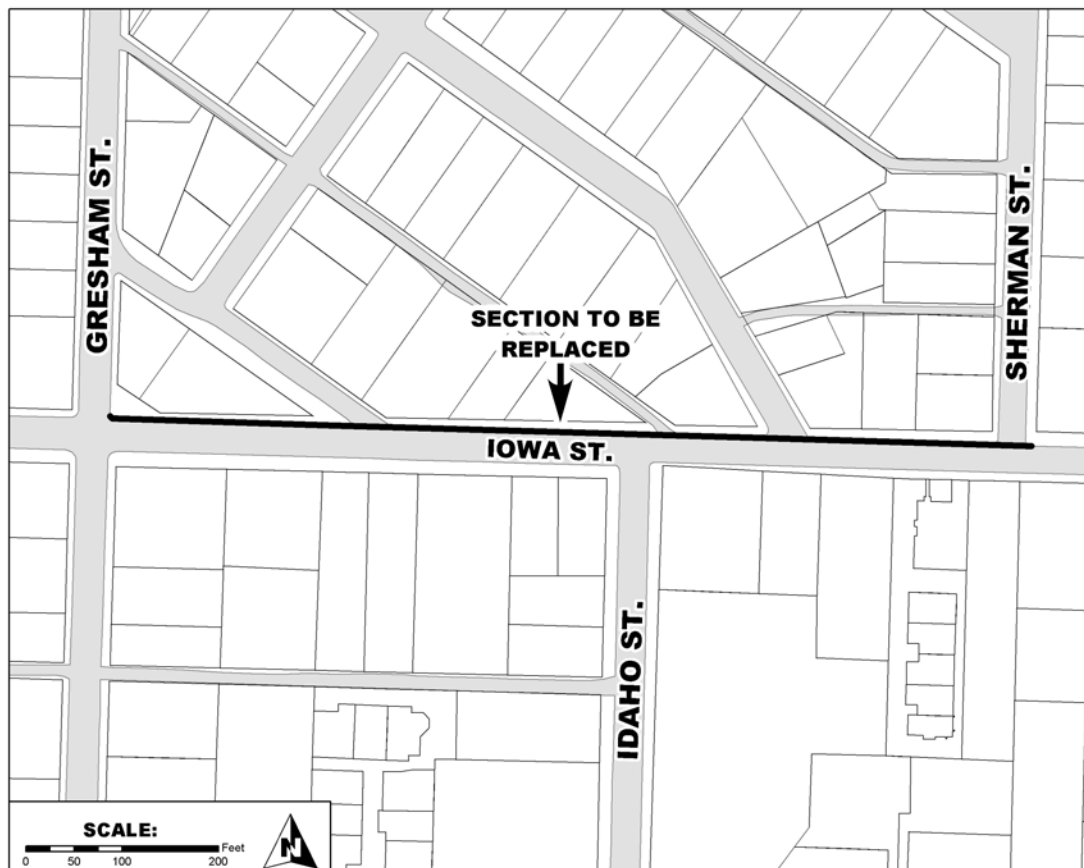


**TITLE: IOWA STREET-SHERMAN STREET TO GRESHAM STREET STORM DRAIN
LINE REPLACEMENT**

PROJECT TYPE: STORM DRAINS

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering Division

Funding Sources: \$ 18,000 SDC Storm Drain Fees <u>\$ 72,000</u> Storm Drain Fees/ Rates \$ 90,000	Project Description: The City of Ashland has made a significant commitment to improving water quality in the Rogue Valley. Installation of storm drainage lines increases water conservation and greatly decreases erosion to roads and private properties. A 12 inch storm drain line installation of 957 feet on Iowa Street from Sherman Street to Gresham Street is scheduled for FY07.
Project Cost to the City by Budget Year: Prior Years: 2008 \$90,000 2009 2010 2011 2012 2013 Total \$90,000	



TITLE: **STORM WATER MASTER PLAN UPDATES**

PROJECT TYPE: **STORM DRAINS**

RESPONSIBLE DEPARTMENT: **Public Works Department/ Engineering Division**

Funding Sources:

\$ 75,000 Storm Drain Fees/ Rates
\$ 75,000

Project Cost to the City by Budget Year:

Prior Years:

2008	\$75,000
2009	
2010	
2011	
2012	
2013	
Total	\$75,000

Project Description:

The City's Storm Water and Drainage Master Plan is utilized to recommend upgrades and improvements to the existing system and plan future improvements to meet the new regulations as a National Pollution Discharge Elimination System (NPDES) Phase II Community and to meet the impending regulations for the Bear Creek Total Maximum Daily Load (TMDL) waste load allocations.

Installation of storm drainage lines increases water conservation and greatly decreases erosion to roads and private properties.



TITLE: BEACH & MOUNTAIN CREEK DRAINAGE IMPROVEMENTS

PROJECT TYPE: STORM DRAINS

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering Division

Funding Sources: \$ 274,000 SDC Storm Drain SDC Fees <u>\$ 411,000</u> Storm Drain Fees/ Rates \$ 685,000	Project Description: The City's Storm Water and Drainage Master Plan recommended significant improvements to the Beach Creek Drainage system. The project is eligible for 40% SDC funding.
Project Cost to the City by Budget Year: Prior Years: 2008 \$100,000 2009 \$100,000 2010 \$175,000 2011 \$160,000 2012 \$150,000 2013 Total \$685,000	Major system upgrades are necessary to the Mountain and Beach Creek drainage areas. This "project" is actually a series of pipe upgrades and retention facilities to accommodate the recommendations in the Storm Water Drainage Master Plan. Along with these upgrades, water quality enhancements are also needed. Initial improvements will be included in the new developments off North Mountain Avenue and off Hersey Street.



TITLE: **TALENT, ASHLAND, PHOENIX PIPELINE BEYOND TALENT TO ASHLAND**

PROJECT TYPE: **WATER SUPPLY**

RESPONSIBLE DEPARTMENT: **Public Works Department/ Engineering**

Funding Sources:

\$10,612,000 SDC Water Fees
\$ 3,538,000 Water Fees/ Rates
 \$14,150,000

Project Cost to City by Budget Year:

Prior Years:	\$100,000
2008	\$50,000
2009	
2010	
2011	
2012	
2013	\$14,000,000
Total	\$14,150,000

Project Description:

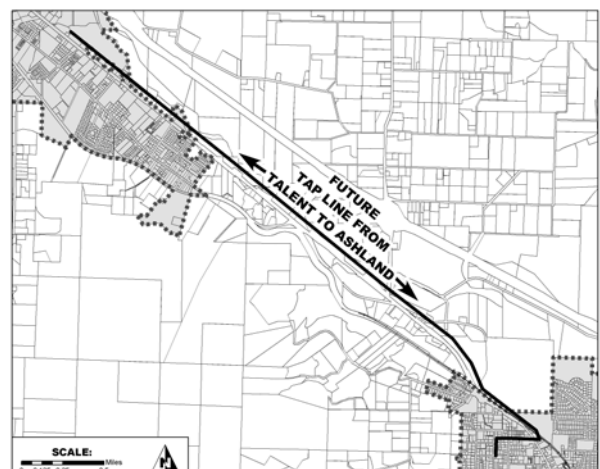
Based on the Council's decision in December 1998, Ashland participated with the Cities of Talent and Phoenix in the design and construction of the TAP intertie water pipeline (24-inch line) to the City of Talent. In addition, Staff purchased 1000 acre feet of Lost Creek Water Rights. The City contracted with Carollo Engineering in developing the preliminary engineering for the line from Talent to Ashland. This project includes the following actions:

-An agreement for emergency water exchange for the Cities of Ashland and Talent;

-Began discussions with the City of Talent regarding their TID municipal water rights and future use of those rights; and,
 -Continue with conservation programs to meet the goals for 20% peak day summer time reductions.

In 2007 an agreement was executed ensuring an emergency water exchange between Ashland and Talent. Ashland paid Talent \$62,000 to upgrade the Creel Road waterline from 12 inches to 16 inches. The Creel Road waterline replacement in 2006 accomodates an emergency connection to supply water to Ashland. This line will be the future connection for the TAP line. Securing easements for the pipeline from Talent to Ashland and to identify other needs for this future project will continue throughout 2007. Water has been, and will continue to be, a concern for Ashland and the Rogue Valley.

Although final construction of the TAP line is shown in 2013, the Council has not finalized construction start dates. The 1998 report shows a water supply deficit in 2016.



TITLE: HOSLER DAM TRANSMISSION LINE REPLACEMENT-REEDER RESERVOIR TO WATER PLANT

PROJECT TYPE: WATER SUPPLY

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources: \$ 1,015,200 SDC Water Fees <u>\$ 1,804,800</u> Water Fees/ Rates \$ 2,820,000	Project Description: The main transmission line from Reeder Reservoir to the Water Treatment Plant was built in the early 1900s and, given its age, replacement was inevitable. The project replaces the existing one-mile length of 24-inch waterline and supporting structures with 24-inch ductile iron pipeline, as well as improving drainage related to the support structures. The evaluation of the system was completed in FY02 and recommended relocating the line to the roadway. The reinstallation of an emergency bypass system to divert water directly from Ashland Creek to the water plant in the case of a catastrophic event is also part of this project.
Project Cost to City by Budget Year: Prior Years: \$2,720,000 2008 \$100,000 2009 2010 2011 2012 2013 Total \$2,820,000	

Design of the project began in FY04 with construction spanning two years, FY07/08.



TITLE: REEDER RESERVOIR STUDY

PROJECT TYPE: WATER SUPPLY

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources:

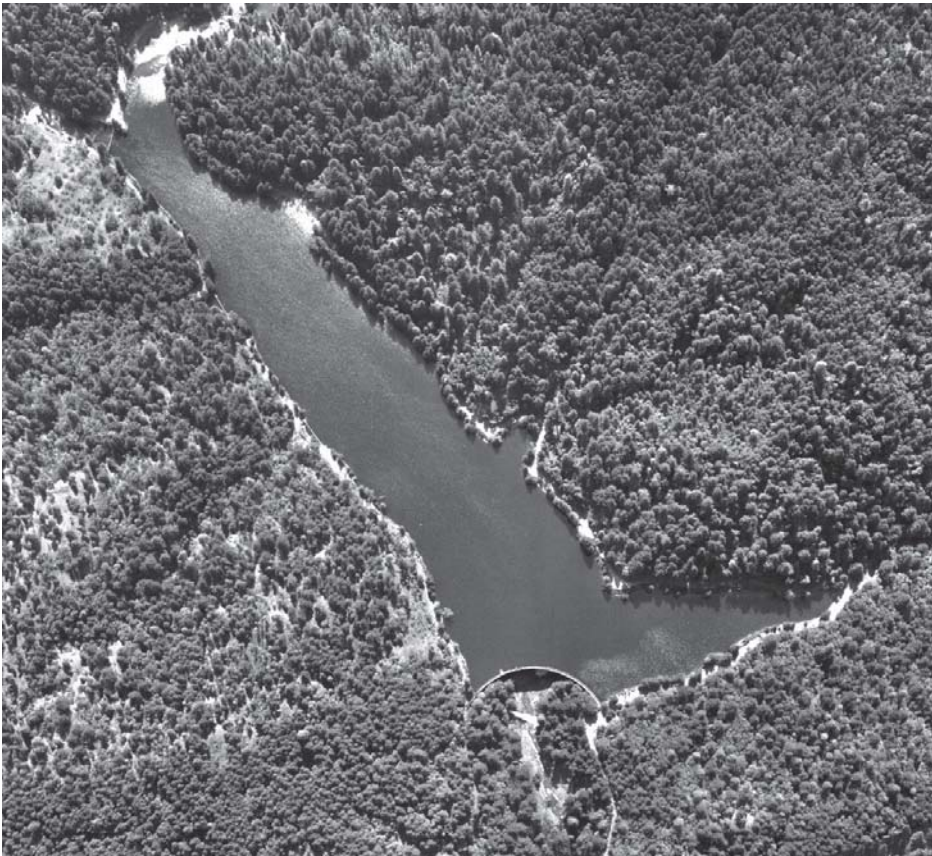
\$ 100,000 Water Fees/ Rates
\$ 100,000

Project Cost to City by Budget Year:

Prior Years:	\$75,000
2008	\$25,000
2009	
2010	
2011	
2012	
2013	
Total	\$100,000

Project Description:

Reeder Reservoir stores approximately 860 acre feet of water that supplies the citizens of Ashland with drinking water. As time passes, the amount of silt carried into the reservoir settles at the base of the dam. The slow accumulation of silt and debris behind the dam and in the reservoir will eventually impact the water storage capacity. A study is recommended to research the amount of built up silt by sounding the bottom of the reservoir. Options will then be studied on the routine removal of the silt.



TITLE: FERC PART 12 HOSLER DAM SAFETY ANALYSIS

PROJECT TYPE: WATER SUPPLY

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources: \$ 50,000 Other <u>\$ 50,000</u> Water Fees/ Rates \$ 100,000	Project Description: Hosler Dam is a concrete arch dam constructed in 1928 in the Ashland Watershed canyon. It impounds water from both the East and West Forks of Ashland Creek, which have small concrete diversion dam structures on each fork. Hosler Dam, originally known as Reeder Gulch Dam, is owned and operated by the City of Ashland, Department of Public Works. In 2002, Acres International performed the safety inspection as the FERC-approved, independent structural consultant. FERC requires a full evaluation and report on the condition of Hosler Dam every five years in accordance with Federal Energy Regulatory Commission (FERC) Part 12 Safety Inspection Guidelines. (Part 12, Title 18 Code of Federal Regulations)
Project Cost to City by Budget Year: Prior Years: 2008 \$100,000 2009 2010 2011 2012 2013 Total \$100,000	

The Part 12 Inspection includes a review of the structural soundness including seismic analysis, stress analysis and safety analysis for security precautions and protocols. The 2002 report identified a need for audible alarms in the inundation zone that have been in operation for the last two years. Continual security improvements for the protection of the City's water supply have been included in the annual budget for several years.

Structural deflections measurements are conducted twice a year by a certified surveyor to verify that the concrete structure remains stationary. In accordance with the FERC Part 12



regulations an in-depth structural evaluation of all aspects of dam safety must be made to meet federal regulations.

TITLE: **RIGHT WATER FOR THE RIGHT USE PROGRAM**

PROJECT TYPE: **WATER SUPPLY**

RESPONSIBLE DEPARTMENT: **Public Works Department/ Engineering**

Funding Sources: <u>\$ 500,000</u> SDC Water Fees \$ 500,000	Project Description: In 1998, the Water Advisory Group looked at a variety of options to meet future water demand estimates. At that time, the TAP option was selected to meet the immediate future needs for the City of Ashland and provide an emergency water source should the need arise. However, even with TAP as an ultimate resource, staff feels the need to explore the right water sources for the right use. On February 22, 2007, the Council held a study session for discussion regarding the long term water needs and sources, and best use.
Project Cost to City by Budget Year: Prior Years: 2008 \$50,000 2009 \$50,000 2010 \$100,000 2011 \$100,000 2012 \$100,000 2013 \$100,000 Total \$500,000	



The Council acknowledged that water is a significant resource not only for our lifetime, but for a continually changing community; and directed staff to aggressively pursue the Right Water for the Right Use. Over the next several years staff and the Ad Hoc Committee will look at options for irrigation water, treated effluent reuse and potable water sources. The Committee will provide recommendations to the Council.

TITLE: **ADDITIONAL WATER RIGHTS THROUGH THE BUREAU OF RECLAMATION**

PROJECT TYPE: **WATER SUPPLY**

RESPONSIBLE DEPARTMENT: **Public Works Department/ Engineering**

Funding Sources: \$ <u>510,000</u> SDC Water Fees \$ 510,000	Project Description: Additional water rights are necessary for use during low water years when Reeder Reservoir is depleted. The BOR and TID system has provided additional water resources to supplement existing water to meet peak periods of summer use. Staff continues negotiations with the Bureau of Reclamation for additional Talent Irrigation water. As an interim solution temporary water rights have been provided annually in FY06/FY07 and FY08. Staff anticipates long term needs will be met in 2010.
Project Cost to City by Budget Year: Prior Years: 2008 \$30,000 2009 \$60,000 2010 \$420,000 2011 2012 2013 Total \$510,000	



TITLE: SLUDGE LAGOON IMPROVEMENTS

PROJECT TYPE: WATER TREATMENT PLANT

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources:

\$ 10,000 SDC Water Fees
\$ 90,000 Water Fees/ Rates
\$ 100,000

Project Cost to City by Budget Year:

Prior Years:	\$50,000
2008	\$50,000
2009	
2010	
2011	
2012	
2013	
Total	\$100,000

Project Description:

This project evaluates and improves the treatment plant's backwash sludge lagoons to be more protective of water quality in Ashland Creek. Improvements include adjustment to sluice gates and increases capacity of the lagoon, and piping of the backwash water. Design work began in FY06.



TITLE: **HOSLER DAM SECURITY & TELEMETRY**

PROJECT TYPE: **WATER TREATMENT PLANT**

RESPONSIBLE DEPARTMENT: **Public Works Department/ Engineering**

Funding Sources: \$ 30,000 Other <u>\$ 30,000</u> Water Fees/ Rates \$ 60,000	Project Description: This project evaluates and improves the security system at Hosler Dam to reduce vandalism and increase security of public facilities in the watershed.
Project Cost to City by Budget Year: Prior Years: \$10,000 2008 \$50,000 2009 2010 2011 2012 2013 Total \$60,000	



TITLE: WATER TREATMENT PLANT PROCESS IMPROVEMENTS

PROJECT TYPE: WATER TREATMENT PLANT

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources:

\$ 390,000 SDC Water Fees
 \$ 130,000 Water Fees/ Rates
 \$ 520,000

Project Cost to City by Budget Year:

Prior Years:	\$100,000
2008	\$220,000
2009	\$200,000
2010	
2011	
2012	
2013	
Total	\$520,000

Project Description:

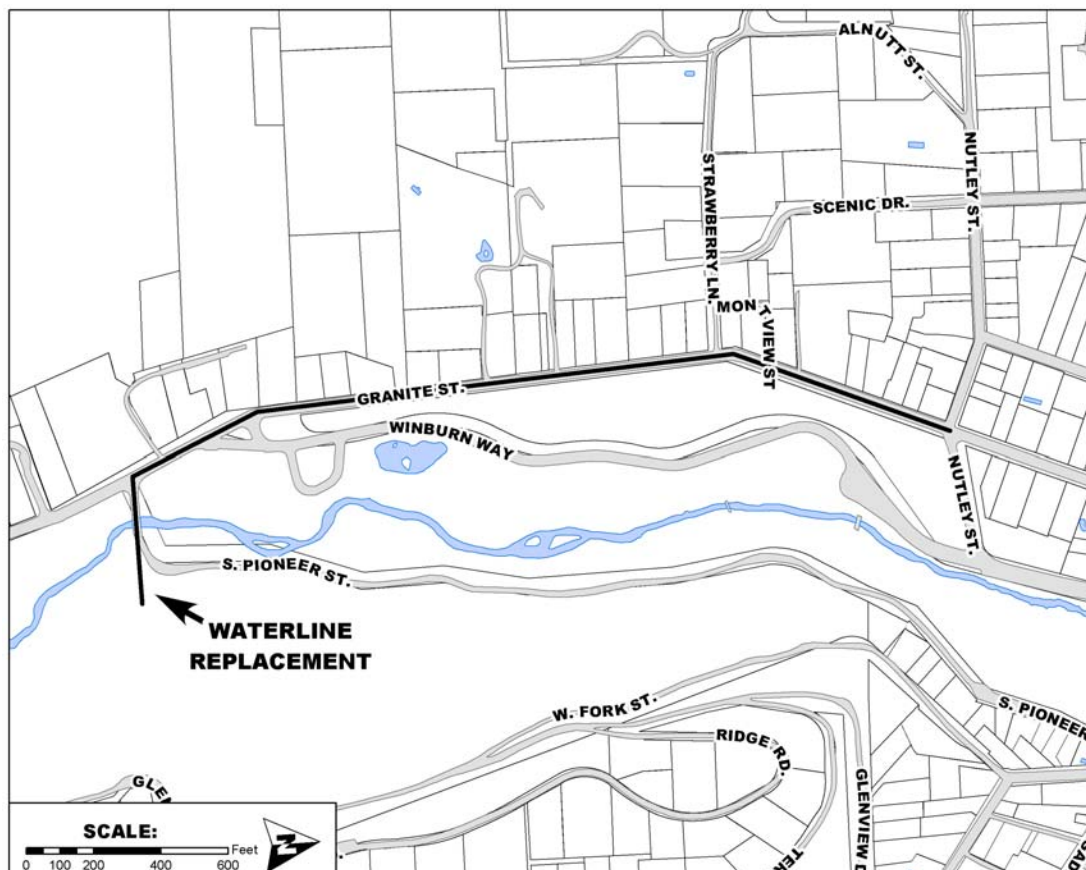
The City's last major Water Treatment Plant upgrade was completed in 1995. The design capacity of the plant was increased to 12 million gallons per day (MGD). As the plant begins to see peaks as high as 8 MGD, there are several process improvements projects that are necessary. These projects include headloss evaluations and other hydraulic considerations, chemical use and alternatives within the treatment plant process. These are scheduled to be designed in FY07 and constructed between FY07 and FY09.



TITLE: GRANITE STREET-NUTLEY ROAD TO STRAWBERRY LANE & STRAWBERRY LANE TO PIONEER STREET WATERLINE REPLACEMENT
PROJECT TYPE: WATER DISTRIBUTION

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources: \$ 117,250 SDC Water Fees <u>\$ 217,750</u> Water Fees/ Rates \$ 335,000	Project Description: This project would replace the aging 10 to 12 inch steel water line in Granite Street. A new 12 inch ductile iron water line will be constructed from Nutley Street southerly to the Granite Street reservoir.
Project Cost to City by Budget Year: Prior Years: \$20,000 2008 \$15,000 2009 \$300,000 2010 2011 2012 2013 Total \$335,000	



TITLE: LOOP ROAD RESERVOIR & CROWSON II RESERVOIR

PROJECT TYPE: WATER DISTRIBUTION

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources:

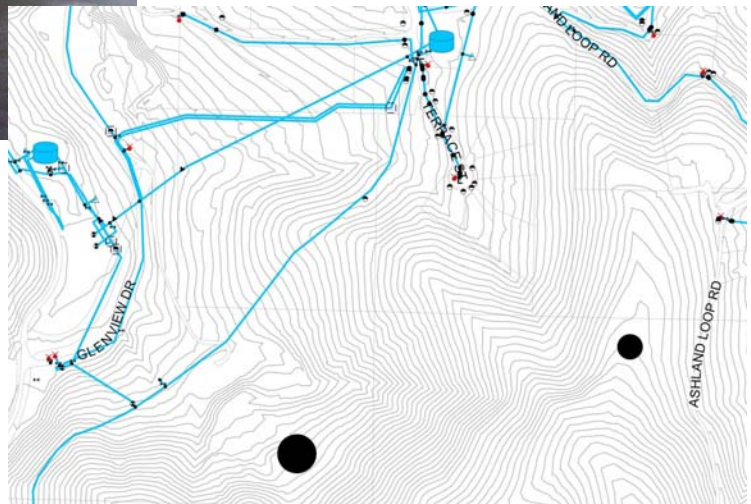
\$ 2,812,500 SDC Water Fees
\$ 1,612,500 Water Fees/ Rates
 \$ 4,425,000

Project Cost to City by Budget Year:

Prior Years:	\$200,000
2008	\$925,000
2009	\$300,000
2010	\$3,000,000
2011	
2012	
2013	
Total	\$4,425,000

Project Description:

Two areas in the southern sections of the City are served by constant operation pumps with multiple pump staging to meet fireflow demands. To provide a more efficient, safer and more economical method of increasing water pressure and flow, two reservoirs are proposed to be constructed in the southwest of Ashland. A 150,000 gallon reservoir is proposed near Loop Road and the 1.5 million gallon Crowson II Reservoir is proposed near the existing Crowson Reservoir. These reservoirs are expected to handle the peak hour demands of the entire Ashland water distribution system. The need for more stored water available to the City was identified during the study for the TAP line. This project will be completed in three phases; conducting a sighting study, reservoir design and construction. It is anticipated that this process will encompass three years beginning in FY06. The reservoirs are funded through FY04 Water Bonds.



TITLE: LITHIA FOUNTAIN REFURBISHMENT

PROJECT TYPE: WATER DISTRIBUTION

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources: \$ 35,000 Water Fees/ Rates \$ 35,000	Project Description: The Lithia Water Fountain in the main downtown plaza of Ashland, Oregon was built in 1915 to deliver naturally carbonated mineral waters of the area to citizens. In 1982 the Lithia Fountain was named an official American Water Works Association Landmark, one of approximately 70 such landmarks across the country. For 90 years this landmark has been present on the plaza and is now in need of major reconstruction. In June 2006, Galbraith & Associates were contracted to evaluate the potential refurbishment of the Lithia Water Fountain on the City of Ashland Plaza. The findings of their evaluation were brought forth to the Historic Commission, Public Works Department staff and the Public Arts Commission for direction.
Project Cost to City by Budget Year: Prior Years: 2008 \$35,000 2009 2010 2011 2012 2013 Total \$35,000	

It was agreed upon to refurbish the fountain and a report submitted by Galbraith & Associates addressed each of the major fountain components, current conditions and recommended replacement options. Cleaning and replacement of damaged parts will begin in Summer of 2007.



**TITLE: DITCH ROAD - STRAWBERRY PUMP STATION TO GRANDVIEW DRIVE
WATERLINE REPLACEMENT**

PROJECT TYPE: WATER DISTRIBUTION

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources:

\$ 25,000 SDC Water Fees
\$ 475,000 Water Fees/ Rates
\$ 500,000

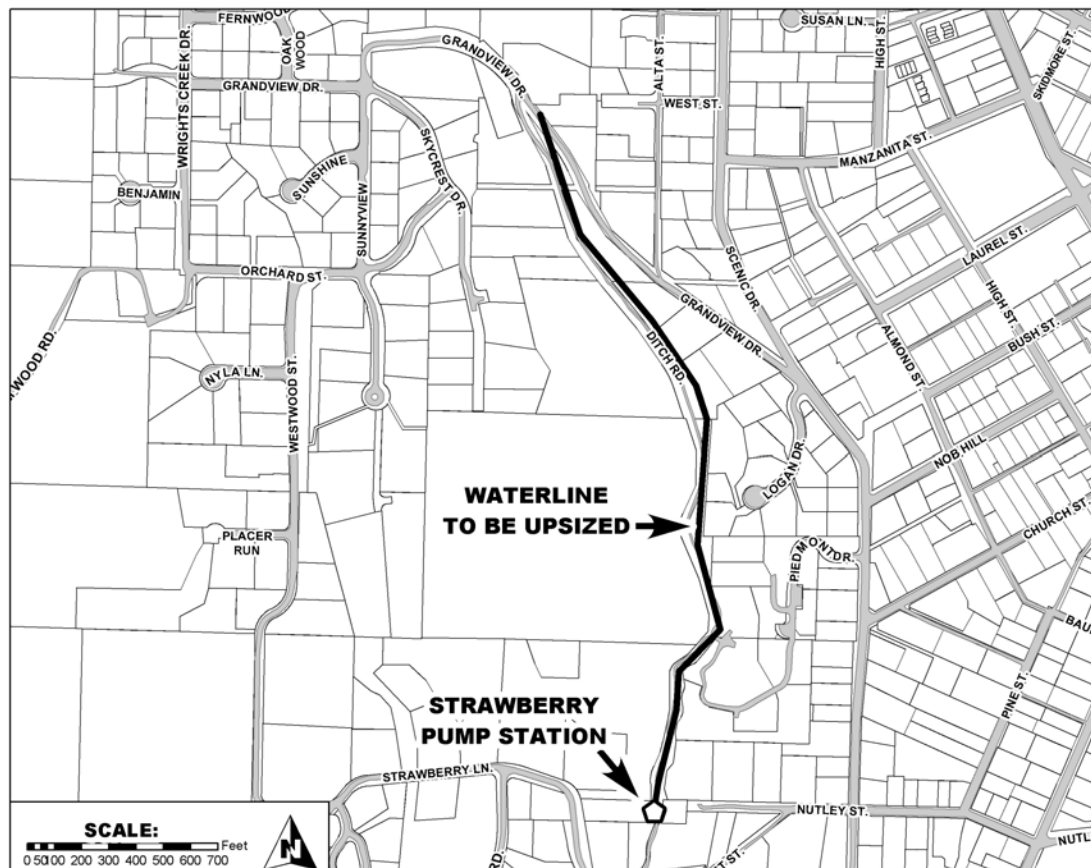
Project Cost to City by Budget Year:

Prior Years:

2008	\$500,000
2009	
2010	
2011	
2012	
2013	
Total	\$500,000

Project Description:

The updated Water Distribution plan prioritized pipe replacements based on inadequate size and disrepair. The section from the Strawberry Lane Pump Station to Grandview Drive replaces 2,950 feet of 16 inch diameter steel pipe with 16 inch ductile iron pipe. The replacement of deteriorating steel pipe with ductile iron is a proactive step to increase flow rates through the water lines. The obsolete steel pipes are no longer maintainable, they are corroded and pitted inhibiting water flow and causing leakages. They will be systematically replaced throughout the City.

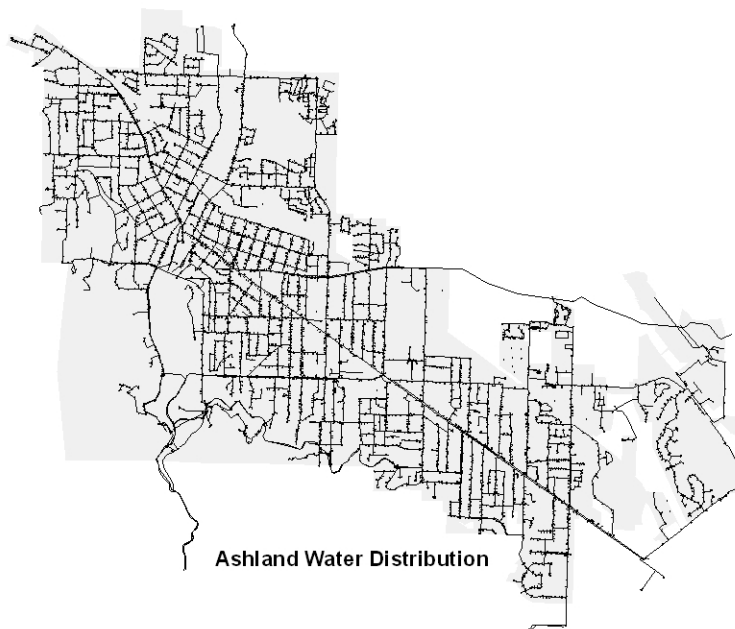


TITLE: WATER MODELING & MASTER PLAN UPDATES

PROJECT TYPE: WATER DISTRIBUTION

RESPONSIBLE DEPARTMENT: Public Works Department/ Engineering

Funding Sources: \$ 96,000 SDC Water Fees <u>\$ 64,000</u> Water Fees/ Rates \$ 160,000	Project Description: The current Water Modeling and Master Plan have been utilized to prioritize water line replacements based on inadequate size and disrepair. Within the next few years the plan will need to be updated to include new construction and to reflect the changes completed since the last plan was adopted. An updated plan is recommended every ten years. The new plan will identify deficiencies still existing in sytem that will be used to schedule budgetary needs. In addition, the City's Water Model will be used annually with consultant assistance to validate major and new projects, subdivisions, and flow and pressure adequacy.
Project Cost to City by Budget Year: Prior Years: 2008 \$10,000 2009 \$10,000 2010 \$10,000 2011 \$10,000 2012 \$10,000 2013 \$75,000 Total \$160,000	



TITLE: WASTEWATER TREATMENT PLANT - THERMAL IMPROVEMENTS PER DEQ

PROJECT TYPE: WASTEWATER TREATMENT PLANT

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 165,625 SDC Wastewater Fees
\$1,159,375 Wastewater Fees/Rates
 \$1,325,000

Project Cost to City by Budget Year:

Prior Years:

2008	\$225,000
2009	\$1,100,000
2010	
2011	
2012	
2013	
Total	\$1,325,000

Project Description:

For the past several years, the Department of Environmental Quality (DEQ) has been discussing the need for more stringent temperature regulations for Bear Creek for the enhancement and protection of salmonid habitat. As the DEQ finishes the public process and adoption of the Total Maximum Daily Load with specific temperature limitations, the City will need to consider a course of action to meet these regulations.

Effluent introduced to Ashland Creek from the Wastewater Treatment Plant enters the creek at a higher than accepted temperature, raising the ambient temperature of Bear Creek. The impacts to the City in regards to treating the wastewater effluent have been a known concern and there has been proactive work done to prepare for implementation. The most significant issue for the City will be the temperature reduction requirements for the WWTP. Implementation of the preferred option will be funded under this project. The costs shown represent one option to cool the effluent through evaporative coolers.

The Right Water for Right Use committee has been tasked with researching ways to best use the highly treated effluent as a valuable resource and will also bring options for meeting the temperature restrictions to the community.



TITLE: WASTEWATER TREATMENT PLANT - PERMIT EVALUATION & RENEWAL

PROJECT TYPE: WASTEWATER TREATMENT PLANT

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 187,500 SDC Wastewater Fees \$ 62,500 Wastewater Fees/Rates \$ 250,000	Project Description: The City of Ashland's Wastewater Treatment Plant operates under permit issued by the Department of Environmental Quality (DEQ). This permit expires in December 2008. Permit renewal will require consultant assistance for language with regard to specific temperature requirements now required as a part of the new Bear Creek Total Maximum Daily Load (TMDL), and may result in the addition of effluent reuse opportunities. This is a complicated set of criteria and will require negotiations with the DEQ. Final permit language will come to Council for approval. This project may span two years; FY08 and FY09.
Project Cost to City by Budget Year: Prior Years: 2008 \$250,000 2009 2010 2011 2012 2013 Total \$250,000	



TITLE: A STREET- OAK STREET TO 1ST STREET WASTEWATER LINE REPLACEMENT

PROJECT TYPE: WASTEWATER TREATMENT COLLECTION SYSTEM

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 136,500	SDC Wastewater Fees
<u>\$ 253,500</u>	Wastewater Fees/ Rates
\$ 390,000	

Project Cost to City by Budget Year:

Prior Years:	\$30,000
2008	\$360,000
2009	
2010	
2011	
2012	
2013	
Total	\$390,000

Project Description:

In January 2005, Carollo Engineers completed the Sanitary Sewer Collection System Master Plan. The plan identified several Capital Improvement Projects to correct the collection system capacity deficiencies. The plan prioritized the capacity deficient sections in the collection system. The City plans to rehabilitate and replace its smaller diameter pipelines, primarily the 6-inch and 8-inch diameter pipelines.

A Street from Oak Street to 1st Street requires upsizing from an 8-inch line to a 15-inch line. This increase in capacity will better serve the needs of the residents.



TITLE: NORTH MAIN PUMP STATION REPLACEMENT

PROJECT TYPE: WASTEWATER TREATMENT COLLECTION SYSTEM

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 77,500 SDC Wastewater Fees <u>\$ 323,500</u> Wastewater Fees/ Rates \$ 310,000	Project Description: Replace wet/dry sanitary sewer station with new submersible pump and improved controls. The existing electrical system is outdated and the pump station has major rust issues. The pump station is well beyond its anticipated life. Design was completed in FY07 and construction is scheduled to begin in the summer 2007.
Project Cost to City by Budget Year: Prior Years: \$35,000 2008 \$275,000 2009 2010 2011 2012 2013 Total \$310,000	



TITLE: ALLEY - EAST MAIN STREET TO BLAINE STREET WASTEWATER LINE REPLACEMENT

PROJECT TYPE: WASTEWATER TREATMENT COLLECTION SYSTEM

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 26,250	SDC Wastewater Fees
<u>\$ 148,750</u>	Wastewater Fees/ Rates
\$ 175,000	

Project Description:

This project upgrades approximately 650 feet of deteriorated six-inch clay sanitary sewer pipe to an eight-inch PVC pipe. The existing pipe has heavy root intrusion and infiltration problems. Construction will begin summer of 2007.

Project Cost to City by Budget Year:

Prior Years:	\$25,000
2008	\$150,000
2009	
2010	
2011	
2012	
2013	
Total	\$175,000



TITLE: OAK STREET-LITHIA WAY TO B STREET WASTEWATER LINE REPLACEMENT

PROJECT TYPE: WASTEWATER TREATMENT COLLECTION SYSTEM

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 30,000	SDC Wastewater Fees
\$ 70,000	Wastewater Fees/ Rates
\$100,000	

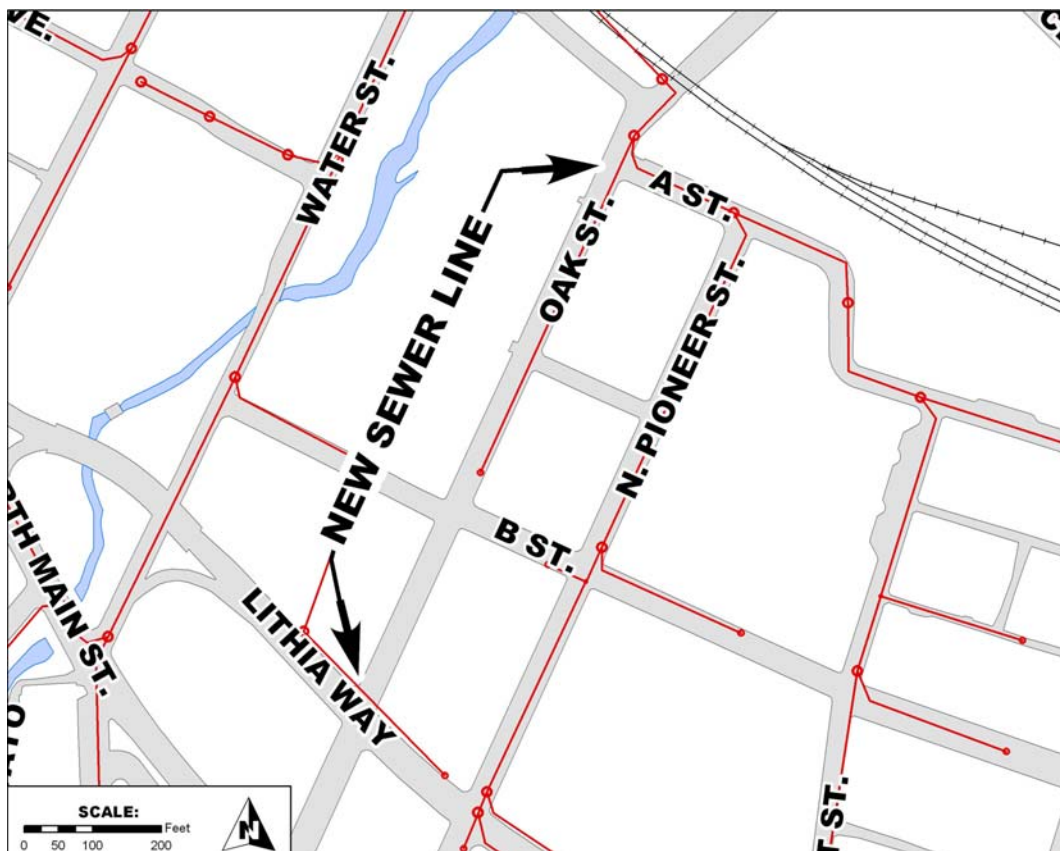
Project Description:

This project upgrades approximately 400 feet of deteriorated six-inch clay sanitary sewer pipe to an eight-inch PVC pipe. Construction will begin early in FY08.

Project Cost to City by Budget Year:

Prior Years:

2008	\$100,000
2009	
2010	
2011	
2012	
2013	
Total	\$100,000



**TITLE: ASHLAND CREEK MAIN LINE - HELMAN STREET TO ORANGE STREET
WASTEWATER LINE REPLACEMENT**

PROJECT TYPE: WASTEWATER TREATMENT COLLECTION SYSTEM

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

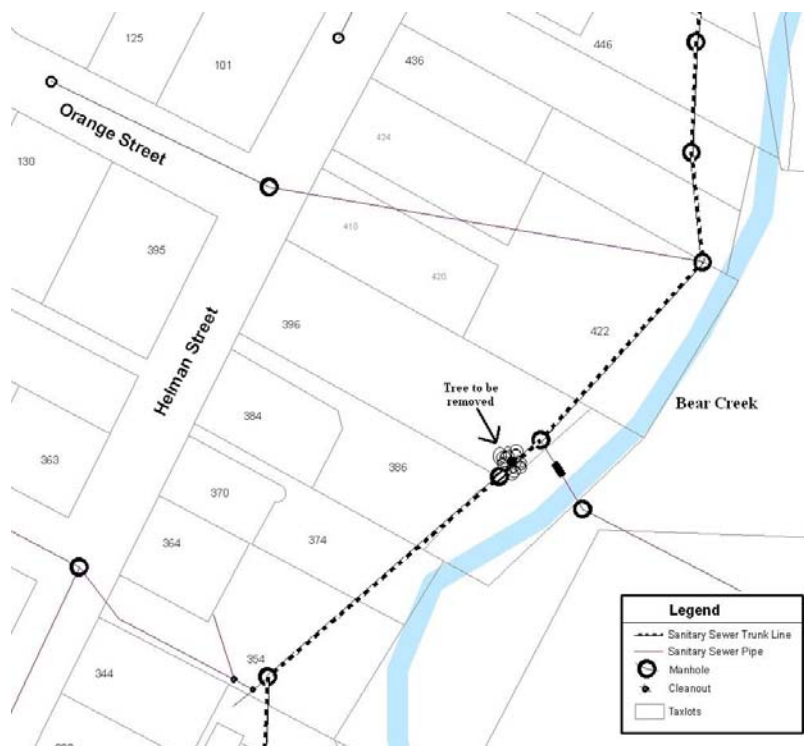
\$ 71,250	SDC Wastewater Fees
<u>\$ 213,750</u>	Wastewater Fees/ Rates
\$ 285,000	

Project Cost to City by Budget Year:

Prior Years:	\$35,000
2008	\$250,000
2009	
2010	
2011	
2012	
2013	
Total	\$285,000

Project Description:

The Ashland Creek main line is a 21 inch mainline from Helman Street to Water Street. An emergency repair to the line near the intersection of Helman and Orange Streets revealed a large tree root incursion to the pipe. The potential leakage from this line would drain into Ashland Creek. Immediate repairs are mandatory to ensure no sewage spills from the deteriorated line into Ashland Creek.

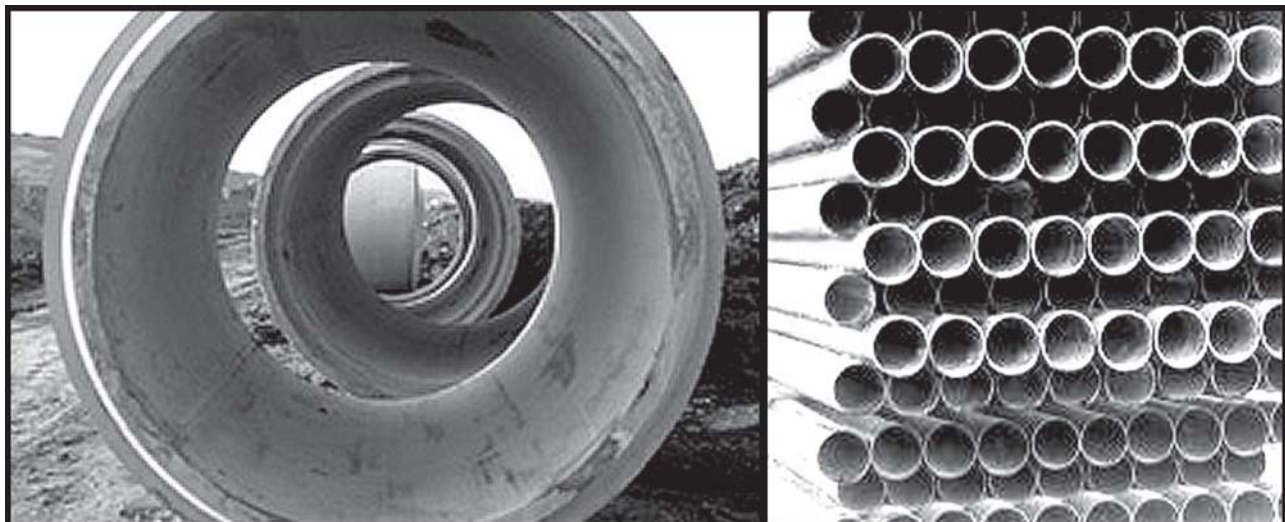


TITLE: MISCELLANEOUS IN-HOUSE WASTEWATER LINE REPLACEMENTS

PROJECT TYPE: WASTEWATER TREATMENT COLLECTION SYSTEM

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources: \$ 130,500 SDC Wastewater Fees <u>\$ 739,500</u> Wastewater Fees/ Rates \$ 870,000	Project Description: In January 2005, Carollo Engineers completed the Sanitary Sewer Collection System Master Plan. The plan identified several Capital Improvement Projects which focus on alleviating the collection system capacity deficiencies. The Plan will help to prioritize the capacity deficient sections in the collection system and set criteria to develop a priority list of improvements. The City plans to rehabilitate and replace their smaller diameter pipelines, primarily the 6-inch and 8-inch diameter pipelines. Identified areas that are able to be replaced by Public Works crews will be funded through this line item.
Project Cost to City by Budget Year: Prior Years: \$120,000 2008 \$125,000 2009 \$125,000 2010 \$125,000 2011 \$125,000 2012 \$125,000 2013 \$125,000 Total \$870,000	



TITLE: GRANDVIEW SANITARY SEWER PUMP STATION REPLACEMENT

PROJECT TYPE: WASTEWATER TREATMENT COLLECTION SYSTEM

RESPONSIBLE DEPARTMENT: Public Works Department/Engineering Division

Funding Sources:

\$ 59,250 SDC Wastewater Fees
\$ 335,750 Wastewater Fees/ Rates
\$ 395,000

Project Cost to City by Budget Year:

Prior Years:

2008	\$45,000
2009	\$350,000
2010	
2011	
2012	
2013	
Total	\$395,000

Project Description:

The Grandview Pump Station is in need of replacement. The wet/dry sanitary sewer station has reached an age of obsolescence. The controls no longer function accurately and the system is innundated with rust and corrosion.



TITLE: INSTALL NEW SERVICES & NEW INFRASTRUCTURE

PROJECT TYPE: ELECTRIC UTILITY UPGRADE

RESPONSIBLE DEPARTMENT: City of Ashland Electric Utilities

Funding Sources: <u>\$ 2,275,000</u> Fees/ Rates \$ 2,275,000	Project Description: This project represents all of the expenses related to the installation of new services and transformers needed for new developments throughout the City. Much of these costs are returned as direct revenues, others as fees. This system includes costs to install overhead conductors and devices to replace underground lines and the replacement and repair of existing underground lines.
Project Cost to the City by Budget Year: Prior Years: \$325,000 2008 \$325,000 2009 \$325,000 2010 \$325,000 2011 \$325,000 2012 \$325,000 2013 \$325,000 Total \$2,275,000	

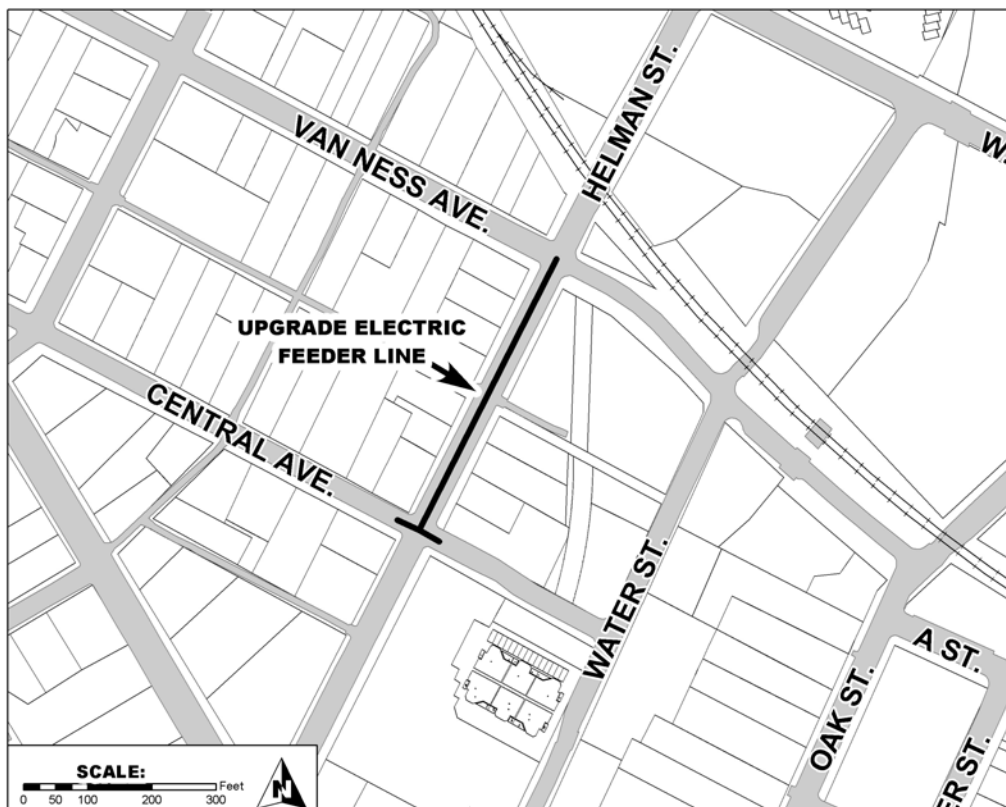


TITLE: UPGRADE BUSINESS DISTRICT FEEDER LINE - HELMAN STREET

PROJECT TYPE: ELECTRIC UTILITY UPGRADE

RESPONSIBLE DEPARTMENT: City of Ashland Electric Utilities

Funding Sources: \$ 20,000 Electric Fees/Rates \$ 20,000	Project Description: These projects will upgrade line voltage capacity levels to meet current and future electrical needs. • Helman Street replacement of 320 feet of #4 copper line to 4/0 AAC between Van Ness Avenue and Central Avenue. Approximate cost for this replacement is \$4,750 scheduled for installation in FY07. • Helman Street and Central Avenue intersection replacement of 75 feet of #6 copper line to 1/0 or 4/0 AAC. Approximate cost for this replacement is \$1,250 scheduled for installation in FY07.
Project Cost to the City by Budget Year: Prior Years: \$10,000 2008 \$10,000 2009 2010 2011 2012 2013 Total \$20,000	



TITLE: UNDERGROUND UTILITY LINES - OAK KNOLL SUBDIVISION**PROJECT TYPE: ELECTRIC UTILITY UPGRADE****RESPONSIBLE DEPARTMENT: City of Ashland Electric Utilities****Funding Sources:**

\$ 60,000 Fees/ Rates
 \$ 60,000

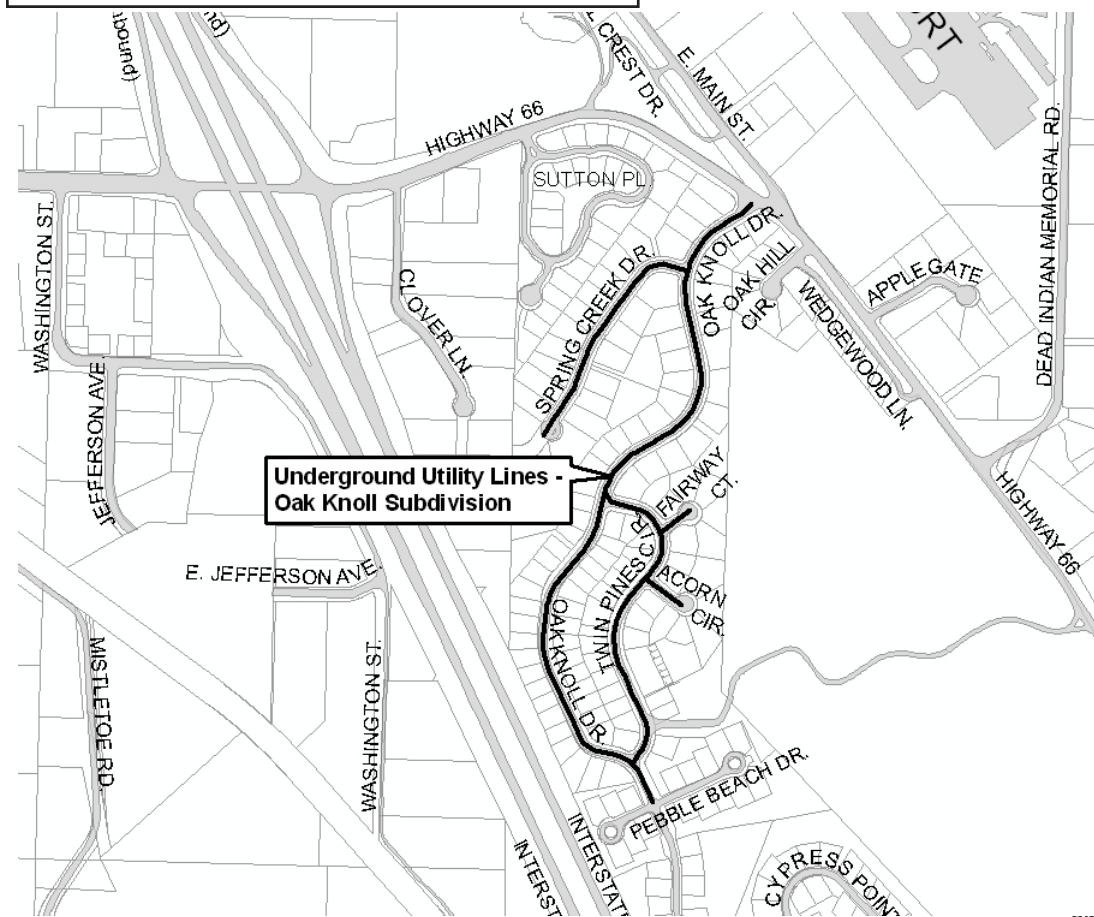
Project Cost to the City by Budget Year:

Prior Years:	\$25,000
2008	\$35,000
2009	
2010	
2011	
2012	
2013	
Total	\$60,000

Project Description:

This project upgrades line voltage capacity levels to meet current and future electrical needs.

The Oak Knoll Subdivision requires a capacity upgrade replacing the existing direct buried lines. Residential electrical transformers are to be relocated from the back of private residences to the public right of way in the front of the houses to increase the efficiency of maintaining the transformers. Existing conductors will be upgraded from #2 primary to 1/O primary.



TITLE: UPGRADE MOUNTAIN AVENUE SUBSTATION LOW SIDE DISTRIBUTION

PROJECT TYPE: ELECTRIC UTILITY UPGRADE

RESPONSIBLE DEPARTMENT: City of Ashland Electric Utilities

Funding Sources: <u>\$ 345,000</u> Fees/ Rates \$ 345,000	Project Description: The Mountain Avenue substation serves as a relief to the Ashland substation. The Mountain Avenue substation requires expansion of the low side distribution by adding three more circuits to further accommodate the loads from the Ashland substation.
Project Cost to the City by Budget Year: Prior Years: \$70,000 2008 \$30,000 2009 \$70,000 2010 \$40,000 2011 \$135,000 2012 2013 Total \$345,000	

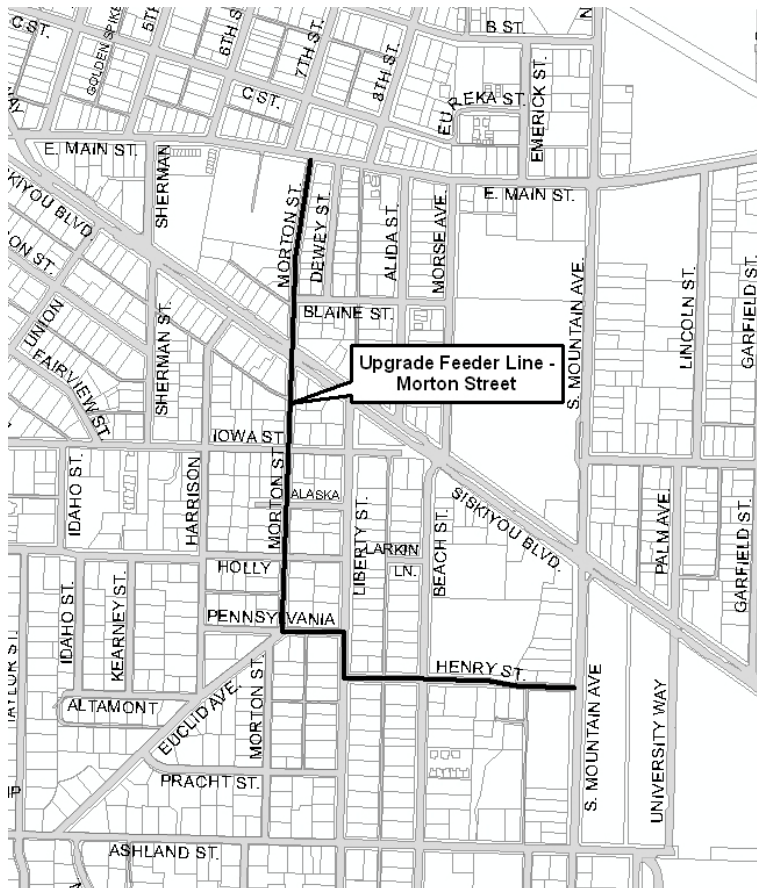


TITLE: UPGRADE FEEDER LINE - MORTON STREET

PROJECT TYPE: ELECTRIC UTILITY UPGRADE

RESPONSIBLE DEPARTMENT: City of Ashland Electric Utilities

Funding Sources:		Project Description: The second phase of the Morton Street feeder line replacement is scheduled for FY07. Upgrades will include replacement of #2 copper line to 336 MCM AAC line south of E. Main Street along Morton to Pennsylvania Avenue, up Liberty Street, and across Henry Street to S. Mountain Avenue to replace 1/0 AAC to 336 MCM AAC along Morton Street.
<u>\$ 125,000</u>	Fees/ Rates	
\$ 125,000		
Project Cost to the City by Budget Year:		
Prior Years:	\$65,000	
2008	\$30,000	
2009	\$30,000	
2010		
2011		
2012		
2013		
Total	\$125,000	

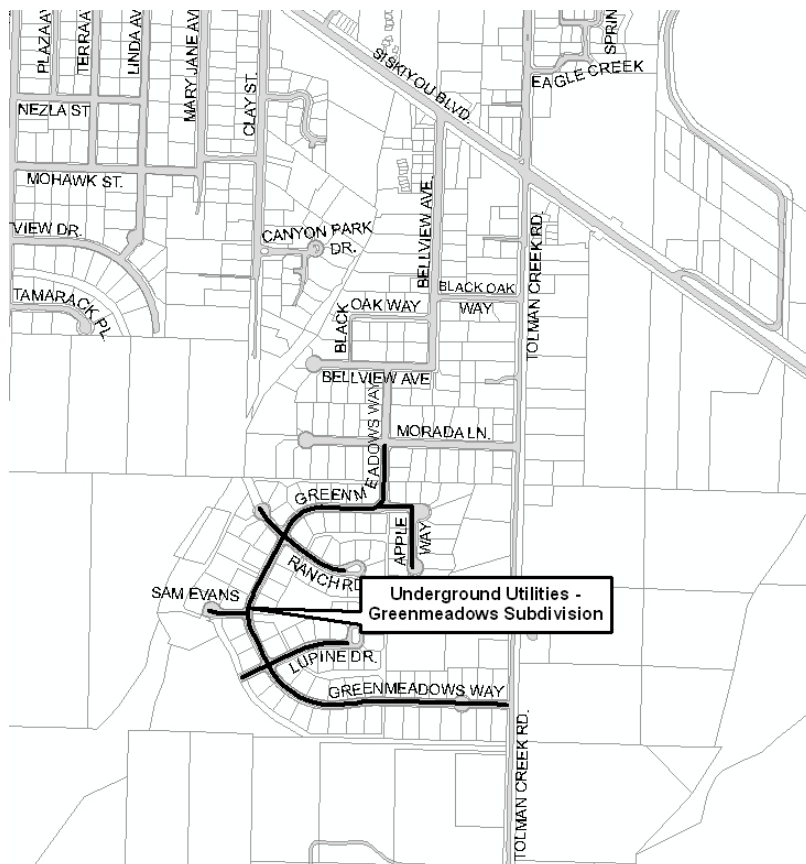


TITLE: UNDERGROUND UTILITY LINES - GREENMEADOWS SUBDIVISION

PROJECT TYPE: ELECTRIC UTILITY UPGRADE

RESPONSIBLE DEPARTMENT: City of Ashland Electric Utilities

Funding Sources: \$ <u>100,000</u> Fees/ Rates \$ 100,000	Project Description: The existing underground primary in the Greenmeadows Subdivision is due for replacement to meet current and future electrical demands. This project will upgrade the existing underground primary along Greenmeadows Way from Morada Lane to Tolman Creek Road and will include lateral streets along Greenmeadows Way. The upgrade will include replacing the existing #2 primary to 1/O primary.
Project Cost to the City by Budget Year: Prior Years: 2008 \$25,000 2009 \$40,000 2010 \$35,000 2011 2012 2013 Total \$100,000	



TITLE: UNDERGROUND ELECTRIC UTILITY LINE INSTALLATION IN VARIOUS LOCATIONS

PROJECT TYPE: ELECTRIC UTILITY UPGRADE

RESPONSIBLE DEPARTMENT: City of Ashland Electric Utilities

Funding Sources:

\$ 600,000 Fees/ Rates
\$ 600,000

Project Cost to the City by Budget Year:

Prior Years:

2008	\$100,000
2009	\$100,000
2010	\$100,000
2011	\$100,000
2012	\$100,000
2013	\$100,000
Total	\$600,000

Project Description:

This project will incorporate the installation of Ashland Fiber Network and relocation of overhead electric lines into underground utility easements. Relocating utility lines to underground easements frees visual clutter and extends the life cycle cost of the lines.

Strawberry Lane was completed in FY04, Siskiyou Boulevard was completed in FY05.

Capital projects included:

FY06 – Tolman Creek Road

FY07 – Oak Street

FY08 – Oak Knoll Drive

Staff is researching funding options and may propose shared funding through rates and Local Improvement Districts for Council consideration for these costly projects.



TITLE: DISTRIBUTION & CABLE EQUIPMENT INSTALLATION

PROJECT TYPE: AFN/TELECOMMUNICATIONS

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources: <u>\$ 790,000</u> Fees /Rates \$ 790,000	Project Description: This is an existing and ongoing project, which provides for the installation of new fiber lines and repair of existing telecommunication utilities. Locations for new fiber installation are scheduled by predetermined sections of nodes throughout the City.
Project Cost to the City by Budget Year: Prior Years: \$70,000 2008 \$120,000 2009 \$120,000 2010 \$120,000 2011 \$120,000 2012 \$120,000 2013 \$120,000 Total \$790,000	



TITLE: 802.11B WIRELESS BUILDOUT**PROJECT TYPE: AFN/TELECOMMUNICATIONS****RESPONSIBLE DEPARTMENT: City of Ashland Information Technology****Funding Sources:**

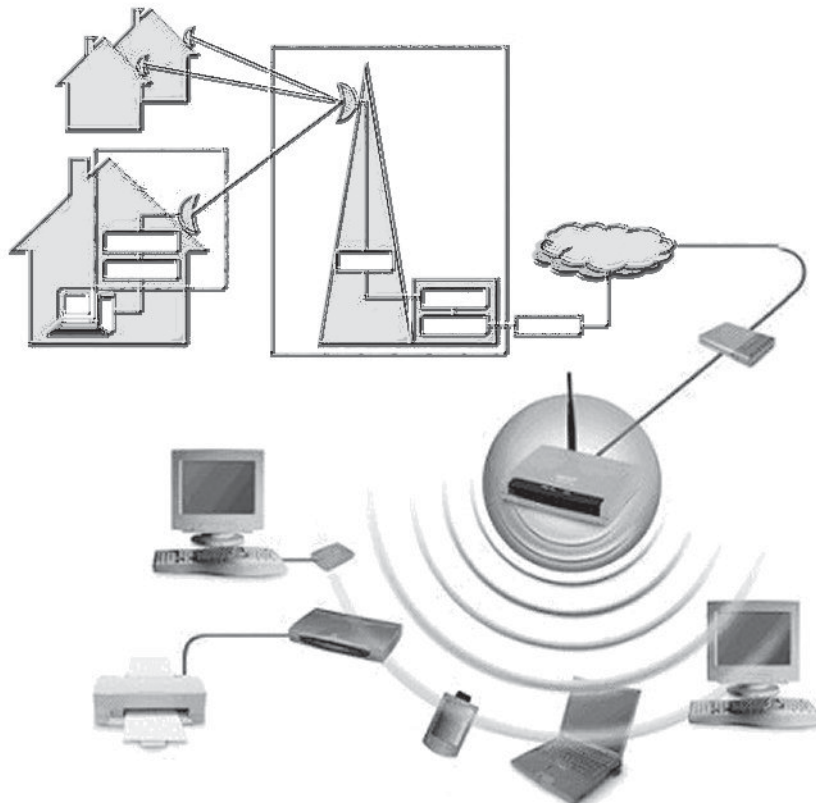
\$ 55,000 Fees/ Rates
 \$ 55,000

Project Cost to the City by Budget Year:

Prior Years:	\$40,000
2008	\$15,000
2009	
2010	
2011	
2012	
2013	
Total	\$55,000

Project Description:

Ashland recently initiated the installation of a new wireless internet system to work in conjunction with the Ashland Fiber Network. The AFNanywhere wireless internet network supplies the City of Ashland internet access anywhere within the City without the need of a physical cable connection to the computer, PDA or cell phone. The buildout of the system will continue through FY08 with the goal of increasing coverage throughout the City. Access to the internet offers opportunity for the general public, educational, medical and governmental institutions.

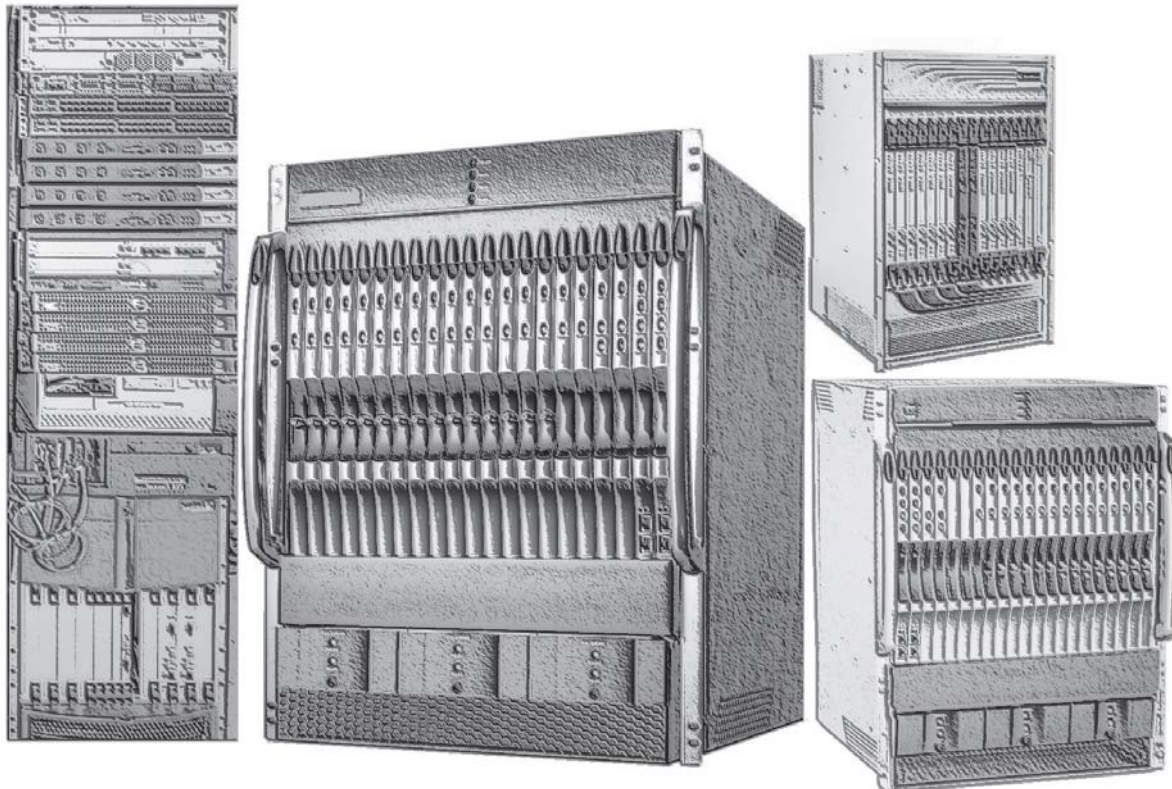


TITLE: CABLE MODEM TERMINATION SYSTEM (CMTS)

PROJECT TYPE: AFN/TELECOMMUNICATIONS

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources: \$ <u>125,000</u> Fees/ Rates \$ 125,000	Project Description: The Cable Modem Termination System (CMTS) comprises a system of devices located in the cable head-end that allows AFN to offer high-speed internet access to home computers. The CMTS sends and receives digital cable modem signals on the City cable network, receiving signals sent upstream from an end user's cable modem, converting the signal into IP packets and routing the signals to one of our Internet Service Providers for connection to the Internet. The current CMTS is past the "end of life" and must be replaced immediately. The new CMTS will allow AFN to provide the next level of internet service with significantly faster speeds and better quality of service.
Project Cost to the City by Budget Year: Prior Years: 2008 \$125,000 2009 2010 2011 2012 2013 Total \$125,000	



TITLE: **ROUTER REPLACEMENT**

PROJECT TYPE: **AFN/TELECOMMUNICATIONS**

RESPONSIBLE DEPARTMENT: **City of Ashland Information Technology**

Funding Sources:

\$ 60,000 Electric Fees/Rates
\$ 60,000

Project Cost to the City by Budget Year:

Prior Years:	\$40,000
2008	\$20,000
2009	
2010	
2011	
2012	
2013	
Total	\$60,000

Project Description:

As a continuing goal to function efficiently, replacement of obsolete equipment requires a continuing effort on the part of the IT Department. Obsolete routers which direct digital data signals over the City and AFN networks need to be upgraded to handle updated technology. New technology assures customers are receiving the best service from AFN.

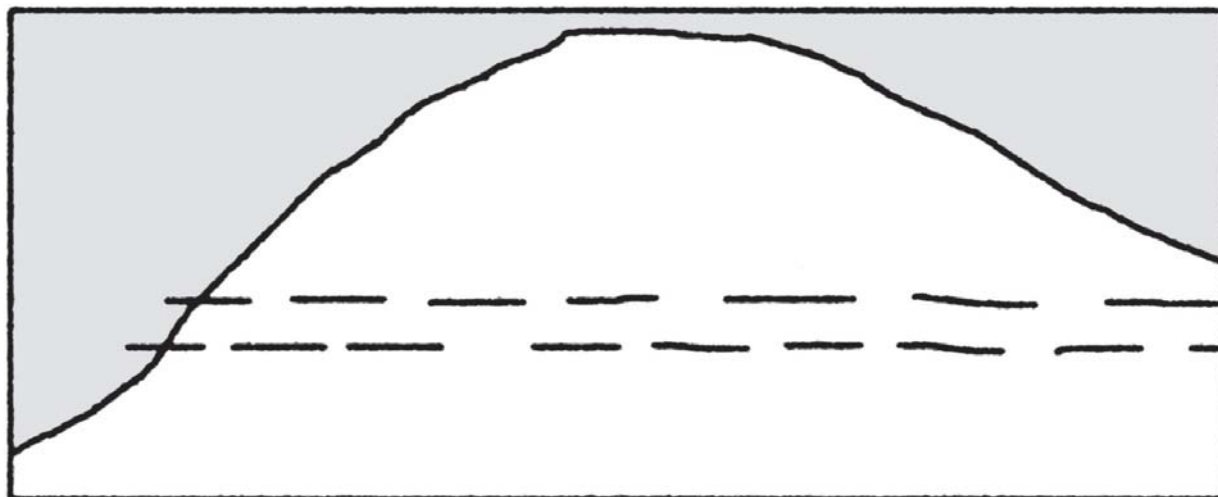


TITLE: **UNDERGROUND MACHINE ACQUISITION**

PROJECT TYPE: **AFN/TELECOMMUNICATIONS**

RESPONSIBLE DEPARTMENT: **City of Ashland Information Technology**

Funding Sources: <u>\$ 23,000</u> Fees/ Rates \$ 23,000	Project Description: Currently, the installation of AFN services requires crews to physically dig a trench for the conduit and fiber. The purchase of an under ground machine with a vibrating plow and boring capability will allow crews to operate under the ground with little to no disruption to the above surface such as private landscaping or sidewalks and street surfaces. The time and expense saved for this less invasive procedure offers a more friendly installation process and a cost saving for restoration efforts.
Project Cost to the City by Budget Year: Prior Years: 2008 \$23,000 2009 2010 2011 2012 2013 Total \$23,000	



TITLE: OPTICAL TIME DOMAIN REFLECTOMETER (OTDR)

PROJECT TYPE: AFN/TELECOMMUNICATIONS

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources:

\$ 11,000 Fees/ Rates
\$ 11,000

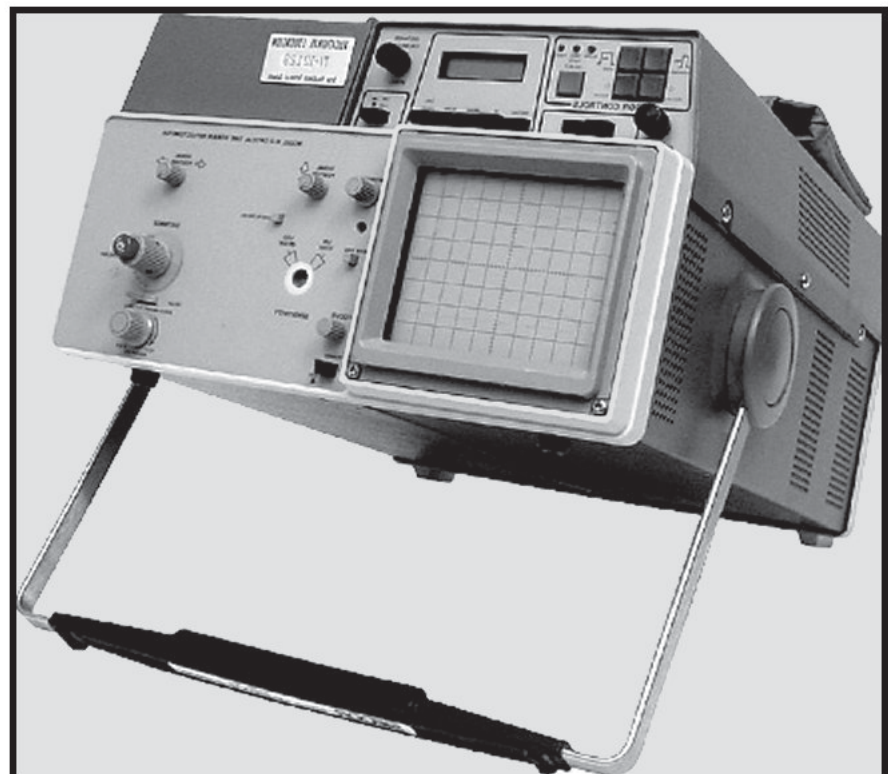
Project Cost to the City by Budget Year:

Prior Years:

2008	\$11,000
2009	
2010	
2011	
2012	
2013	
Total	\$11,000

Project Description:

When there is a malfunction in the fiber optic line, technicians are challenged to find where in the fiber optic line the fault exists. To aide in the determination of the site of the break or disconnect an Optical Time Domain Reflectometer is used. The instrument is able to accurately determine the location of a fault in a fiber optic cable saving the technician significant time in physically examining the lines.

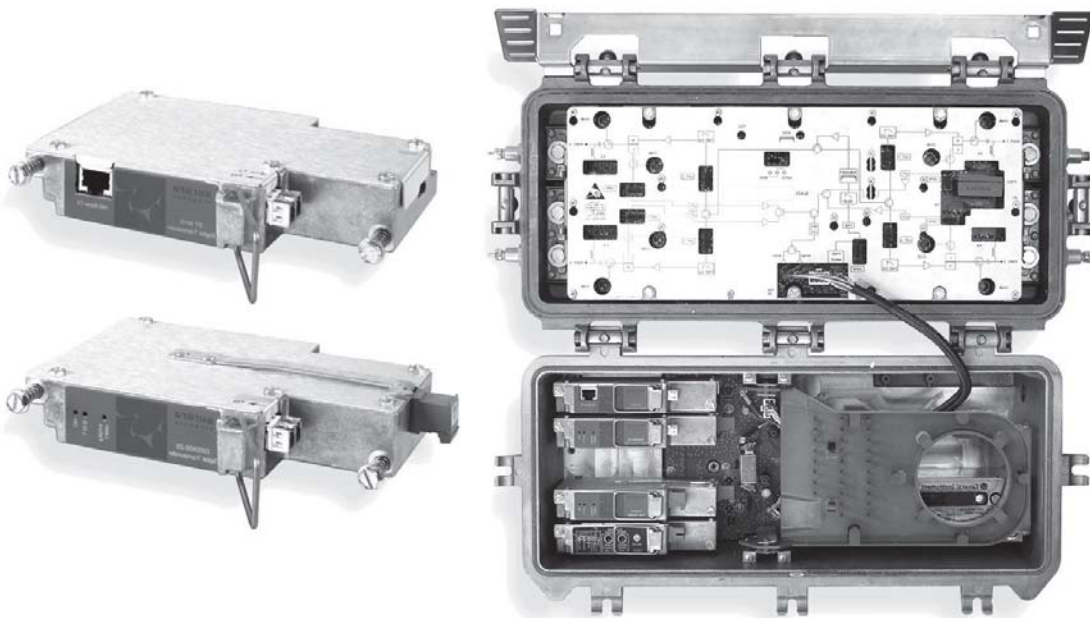


TITLE: **NETWORK REFRESH**

PROJECT TYPE: **AFN/TELECOMMUNICATIONS**

RESPONSIBLE DEPARTMENT: **City of Ashland Information Technology**

Funding Sources: <u>\$ 60,000</u> Fees/ Rates \$ 60,000	Project Description: To attain IT Department division goals, operational updates and scheduled maintenance is an established expenditure in the annual budget. The network refresh reflects the costs to maintain a reliable and efficient infrastructure for the hybrid fiber coaxial network. The budget includes costs for power supplies, optical nodes, mini-bridgers and other equipment as needed.
Project Cost to the City by Budget Year: Prior Years: 2008 \$10,000 2009 \$10,000 2010 \$10,000 2011 \$10,000 2012 \$10,000 2013 \$10,000 Total \$60,000	



TITLE: FIBER TO THE PREMISES (FTTP)

PROJECT TYPE: AFN/TELECOMMUNICATIONS

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources:

\$ 400,000 Fees/ Rates
\$ 400,000

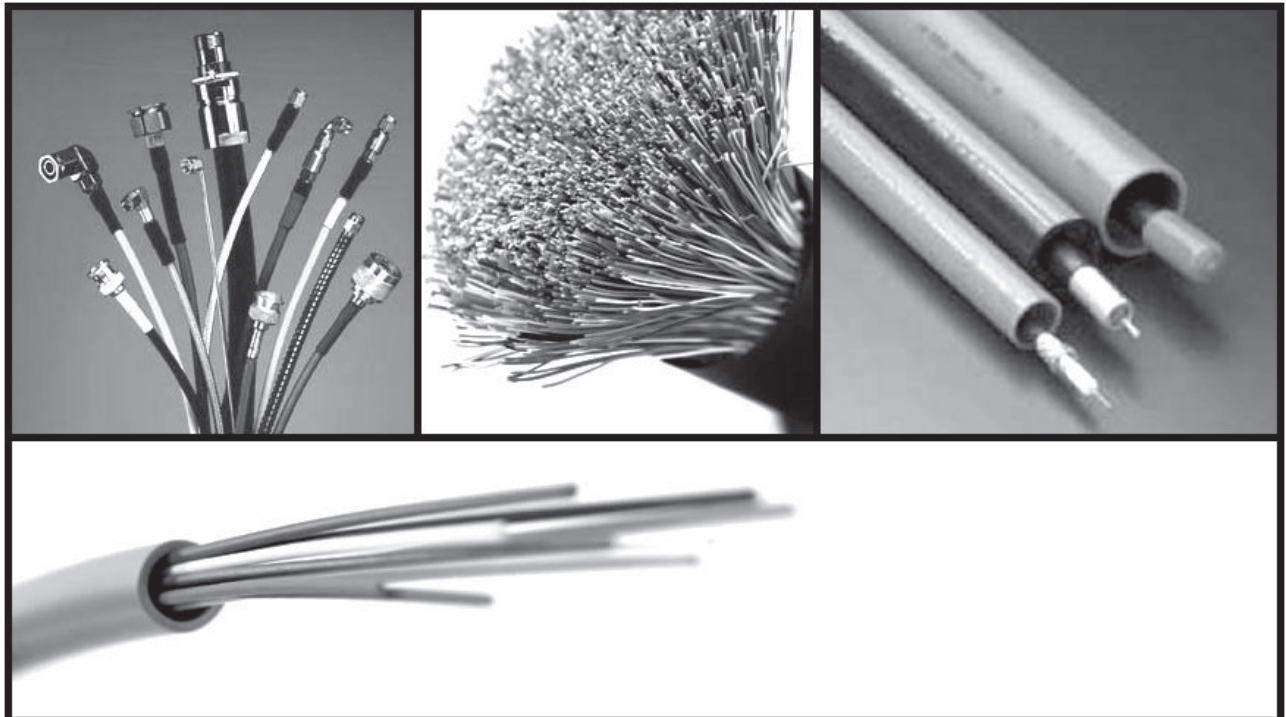
Project Cost to the City by Budget Year:

Prior Years:

2008	\$50,000
2009	\$50,000
2010	\$75,000
2011	\$75,000
2012	\$75,000
2013	\$75,000
Total	\$400,000

Project Description:

To continue with an expanding customer base, the AFN network offers a high-speed internet service. The cost of installation to new customers is referred to as Fiber To The Premises (FTTP). Costs associated with the installation of the fiber to new customers are represented in this budget item. The expectation of a growing customer base remains fairly steady through the next two budget years.



TITLE: UNDERGROUND TELECOMMUNICATION LINE INSTALLATION IN VARIOUS LOCATIONS

PROJECT TYPE: AFN/TELECOMMUNICATIONS

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources: \$ <u>150,000</u> Fees/ Rates \$ 150,000	Project Description: This project incorporates the conversion of Ashland Fiber Network from overhead aerial lines into underground utility easements. Relocating utility lines to underground conduits frees visual clutter and extends the life cycle of the lines. AFN and the electric department have adopted the practice of installing new services and undergrounding existing services as common practice where applicable.
Project Cost to the City by Budget Year: Prior Years: 2008 \$25,000 2009 \$25,000 2010 \$25,000 2011 \$25,000 2012 \$25,000 2013 \$25,000 Total \$150,000	



TITLE: WIMAX DEPLOYMENTS

PROJECT TYPE: AFN/TELECOMMUNICATIONS

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources:

\$ 240,000 Fees/ Rates
\$ 240,000

Project Cost to the City by Budget Year:

Prior Years:

2008	\$100,000
2009	\$100,000
2010	\$10,000
2011	\$10,000
2012	\$10,000
2013	\$10,000
Total	\$240,000

Project Description:

Newer technology continues to be introduced to the internet service providers. The purchase and deployment of a new WiMax solution will add speed and reliability to the AFNanywhere wireless service network. The build out for the WiMax system is anticipated to be a two year phased project. The application of new technology continues to enhance service to the AFN customers keeping the AFN division profitable.



TITLE: **DESKTOP & LAPTOP PLANNED REPLACEMENT**

PROJECT TYPE: **TECHNOLOGY**

RESPONSIBLE DEPARTMENT: **City of Ashland Information Technology**

Funding Sources: \$ <u>505,000</u> Fees/ Rates \$ 505,000	Project Description: As part of an adopted maintenance and upgrade schedule, City equipment is required to be replaced to accommodate software upgrades, built in obsolescence and equipment failure. A city-wide program exists which tracks usage and age of desktop and laptop computers used by city staff. The budget item captures the annual cost of planned replacement of a portion of the computer inventory.
Project Cost to the City by Budget Year: Prior Years: \$55,000 2008 \$75,000 2009 \$75,000 2010 \$75,000 2011 \$75,000 2012 \$75,000 2013 \$75,000 Total \$505,000	



TITLE: PRINTER PLANNED REPLACEMENT

PROJECT TYPE: TECHNOLOGY

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources:

\$ 175,000 Fees/ Rates
\$ 175,000

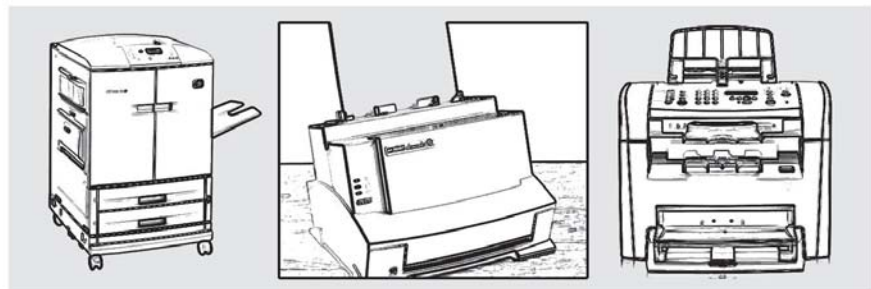
Project Cost to the City by Budget Year:

Prior Years:	\$25,000
2008	\$25,000
2009	\$25,000
2010	\$25,000
2011	\$25,000
2012	\$25,000
2013	\$25,000
Total	\$175,000

Project Description:

As part of an adopted maintenance and upgrade schedule, City equipment is required to be replaced to accommodate software upgrades, built in obsolescence and equipment failure.

Replacement of the city used printers ensures that environmentally friendly and multi-functional machines are available to staff. The efficiency of printers reflects in the time staff members are working on reproduction and archiving of city documents.

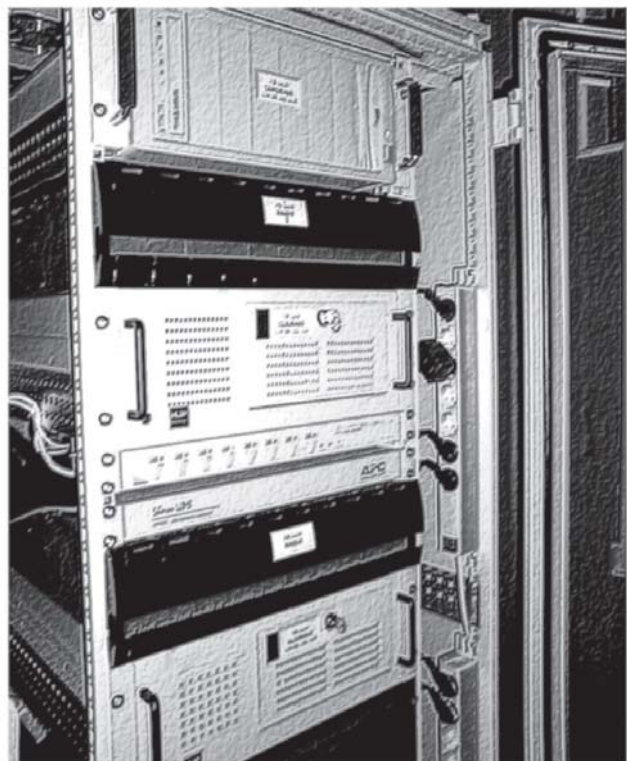


TITLE: SERVER UPGRADE & PLANNED REPLACEMENT

PROJECT TYPE: TECHNOLOGY

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources: \$ 70,000 Fees/ Rates \$ 70,000	Project Description: As part of an adopted maintenance and upgrade schedule, City equipment is required to be replaced to accommodate software upgrades, built in obsolescence and equipment failure.
Project Cost to the City by Budget Year: Prior Years: \$10,000 2008 \$10,000 2009 \$10,000 2010 \$10,000 2011 \$10,000 2012 \$10,000 2013 \$10,000 Total \$70,000	 All city work is accessed through and saved to the city servers. It is of vital importance that this equipment is kept in proper running order. Server capability must constantly adjust to handle the increased memory needs brought on by larger and more complex software deployment.



TITLE: GIS SPATIAL DATABASE ENGINE

PROJECT TYPE: TECHNOLOGY

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources:

\$ 160,000 Fees/ Rates
\$ 160,000

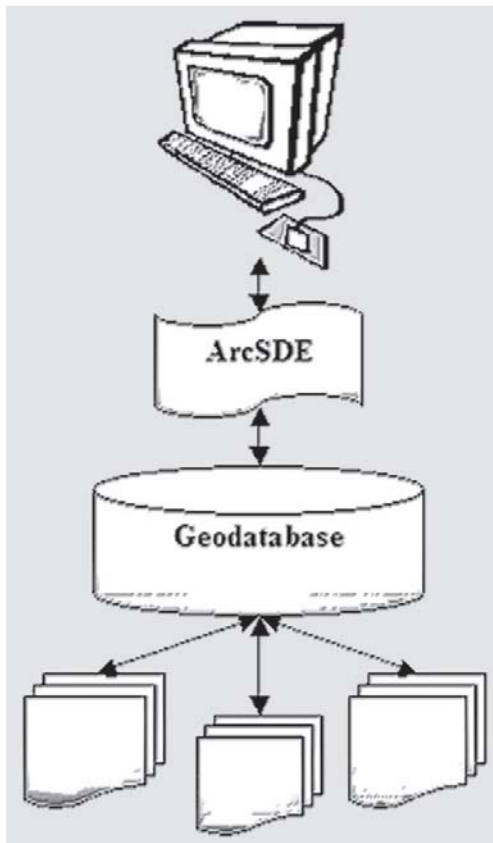
Project Cost to the City by Budget Year:

Prior Years:	\$5,000
2008	\$5,000
2009	\$50,000
2010	
2011	\$50,000
2012	
2013	\$50,000
Total	\$160,000

Project Description:

As part of an adopted maintenance and upgrade schedule, City equipment is required to be replaced to accommodate software upgrades, built in obsolescence and equipment failure.

The Geographical Information System operates at a higher level of memory and speed than the typical desktop user. The GIS personnel use versions of mapping software that tends to require a higher need of space, speed and graphic ability. The GIS Spatial database engine is kept at a higher than normal operating level and requires annual updating to keep the software requirements met.

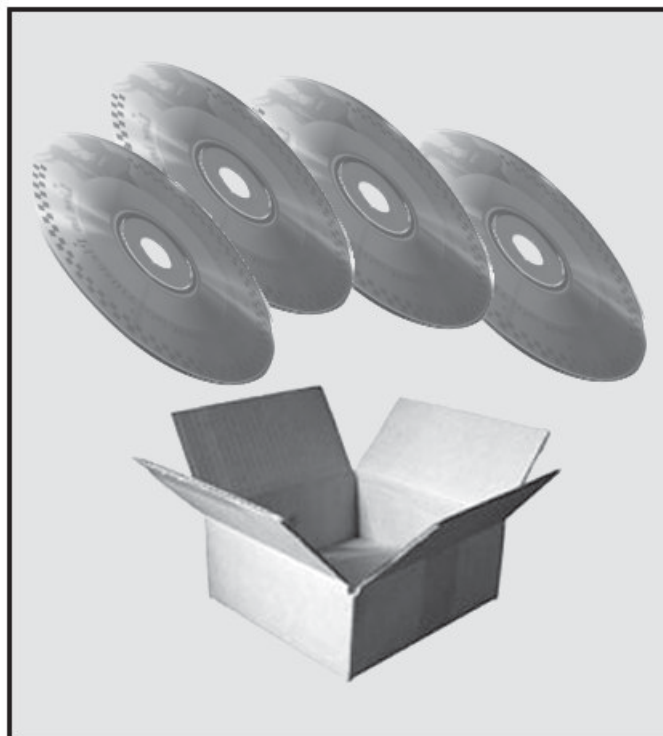


TITLE: MAJOR SOFTWARE PURCHASES

PROJECT TYPE: TECHNOLOGY

RESPONSIBLE DEPARTMENT: City of Ashland Information Technology

Funding Sources: <u>\$ 180,000</u> Fees/ Rates \$ 180,000	Project Description: As part of an adopted maintenance and upgrade schedule, City equipment is required to be replaced to accommodate software upgrades, built in obsolescence and equipment failure.
Project Cost to the City by Budget Year: Prior Years: 2008 \$60,000 2009 2010 \$60,000 2011 2012 2013 \$60,000 Total \$180,000	 Introduction of a new operating system, computer program or email program creates costs for licensing, equipment upgrades and personnel time to install to individual workstations. The costs associated with new software are included in this budget item along with annual upgrades and renewal to existing City programs such as the Eden finance system and the utility billing system.



TITLE: CITY FACILITY UPGRADES & MAINTENANCE

PROJECT TYPE: ADMINISTRATION

RESPONSIBLE DEPARTMENT: Public Works Department

Funding Sources:

\$ 775,000 Fees/ Rates
\$ 775,000

Project Cost to the City by Budget Year:

Prior Years:	\$100,000
2008	\$100,000
2009	\$100,000
2010	\$100,000
2011	\$125,000
2012	\$125,000
2013	\$125,000
Total	\$775,000

Project Description:

The City owns and maintains approximately 50 occupied and unoccupied facilities; staff is in the process of evaluating the condition and maintenance requirements of each facility. These requirements would include anything from roof repairs, window replacement, HVAC upkeep, electrical upgrades, carpet replacement, painting and office moves to accommodate staffing changes. As this evaluation is not fully complete this provides a budgetary placeholder. The FY08 will accommodate the costs associated with the creation of a Facilities Master Plan.



TITLE: OPEN SPACE ACQUISITION

PROJECT TYPE: PARKS & RECREATION

RESPONSIBLE DEPARTMENT: Parks & Recreation Department

Funding Sources:

\$ 1,400,000 Fees/ Rates
\$ 1,400,000

Project Cost to City by Budget Year:

Prior Years:	\$200,000
2008	\$200,000
2009	\$200,000
2010	\$200,000
2011	\$200,000
2012	\$200,000
2013	\$200,000
Total	\$1,400,000

Project Description:

The City of Ashland, in conjunction with the Ashland Parks & Recreation Department adopted an Open Space Plan in 1989. The plan identifies five types of parks: neighborhood parks, community parks, open space, natural parks and pocket parks. In the ten years since its adoption, over 380 acres of land have been purchased. This portion of the Park's budget is devoted to land acquisition for new park space.

A continued commitment to provide open space within a quarter-mile of every Ashland resident is funded by this line item. Park's SDC portions will fund the design, permitting and the construction of several parks over the next three years.



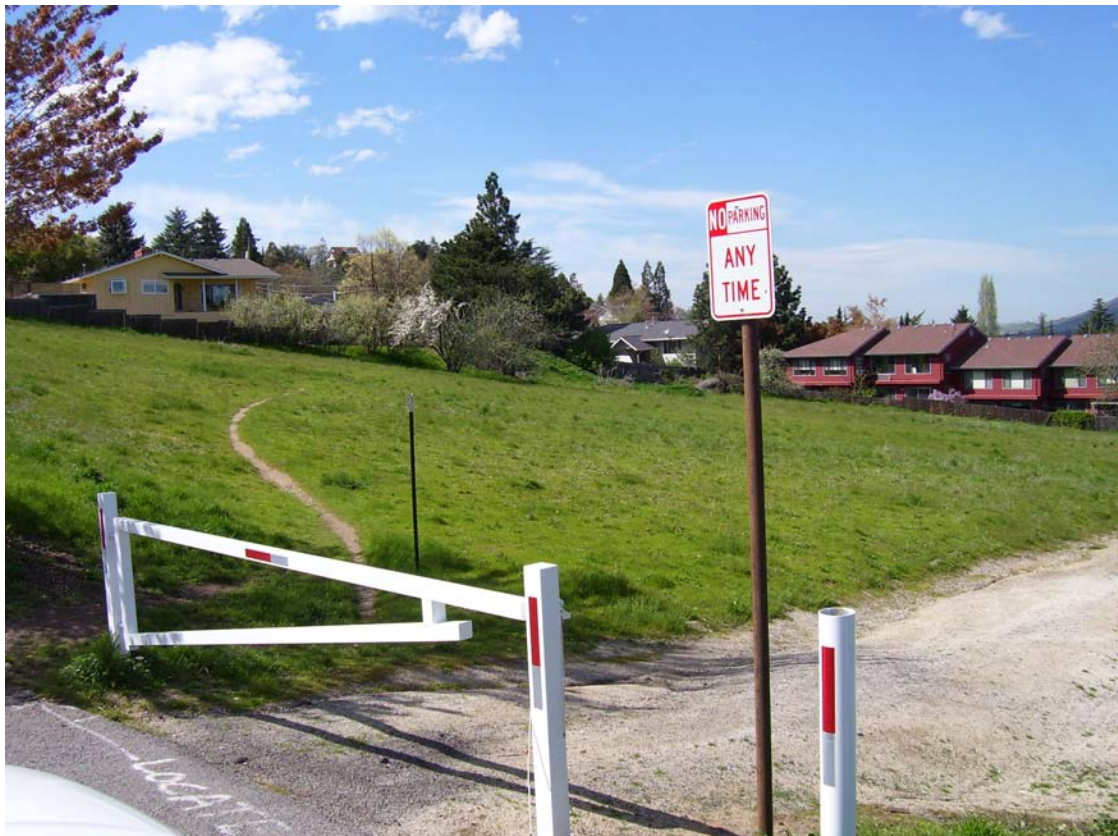
Specific property acquisition is dependent on market factors. The Open Space Plan and corresponding maps provide further detail on the types and location of land that has been identified as vital for Ashland's future.

TITLE: NORTH MAIN & SCENIC PARK DEVELOPMENT

PROJECT TYPE: PARKS & RECREATION

RESPONSIBLE DEPARTMENT: Parks & Recreation Department

Funding Sources: \$ 225,000 Fees/ Rates \$ 225,000	Project Description: The North Main/ Scenic Park will serve as a neighborhood park. Lango Hansen Landscape Architects were contracted to present a public charette to develop a master plan for the Scenic Park site. Construction is phased over the next three years. The adopted park design offers a community garden area, play area, and encompassing walkways.
Project Cost to City by Budget Year: Prior Years: 2008 \$75,000 2009 \$75,000 2010 \$75,000 2011 2012 2013 Total \$225,000	



TITLE: ASHLAND CREEK PARK DEVELOPMENT**PROJECT TYPE: PARKS & RECREATION****RESPONSIBLE DEPARTMENT: Parks & Recreation Department****Funding Sources:**

\$ 350,000 Fees/ Rates
 \$ 350,000

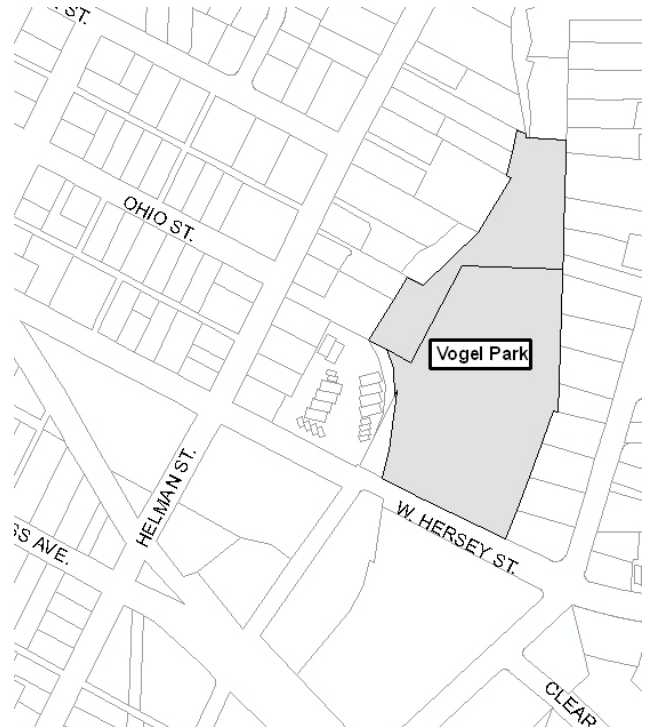
Project Cost to City by Budget Year:

Prior Years:

2008	\$100,000
2009	\$100,000
2010	\$75,000
2011	\$75,000
2012	
2013	
Total	\$350,000

Project Description:

The Parks Department continues master planning on the Vogel property which will be the future site of the Ashland Creek Park. The Parks commission has been assisted by David Lewis, Landscape Architect in the development of the master plan for the site. The public hearing produced a master plan promoting the serene creek side area for meditation and a trail system. The community area includes a children's play area, basketball court, community garden and restroom facilities. The park includes a multi-use shelter with an outdoor classroom. Continuing design and construction phasing is expected to cover the next four years.



TITLE: CALLE GUANAJUATO IMPROVEMENTS

PROJECT TYPE: PARKS & RECREATION

RESPONSIBLE DEPARTMENT: Parks & Recreation Department

Funding Sources: \$ 75,000 Fees/ Rates \$ 75,000	Project Description: One of the busiest pedestrian areas within the City is the Calle Guanajuato area behind the downtown Plaza. The area supports outdoor seating to many restaurants, the Saturday Marketplace with live music and crafts and a peaceful walkway along Ashland Creek in the downtown corridor. Over the past decade the concrete walkway has been excavated for utility connections and repairs creating trip hazards and uneven, unmatched surfaces. The existing condition is unacceptable for safety and maintenance standpoints. Resurfacing of the area will be completed in the next fiscal year.
Project Cost to City by Budget Year: Prior Years: 2008 \$75,000 2009 2010 2011 2012 2013 Total \$75,000	



TITLE: ICE RINK COVER REPLACEMENT & IMPROVEMENTS

PROJECT TYPE: PARKS & RECREATION

RESPONSIBLE DEPARTMENT: Parks & Recreation Department

Funding Sources: <u>\$ 250,000</u> Fees/ Rates \$ 250,000	Project Description: The Darex Family Ice Skating Rink is erected every year in a parking lot adjacent to Lithia Park by the Parks Department. The Skating Rink offers an outdoor experience during the winter for many families. The infrastructure of the rink requires updating and repair. A storm last winter brought a wet heavy snow that wrecked havoc on many large trees throughout the area. The trees above the ice skating rink were among the victims of the heavy snow collapsing trees onto the roof structure of the rink. The Parks Department plans to rebuild the structure and reopen the ice skating rink next season.													
Project Cost to City by Budget Year: Prior Years: <table> <tr> <td>2008</td><td>\$200,000</td></tr> <tr> <td>2009</td><td>\$50,000</td></tr> <tr> <td>2010</td><td></td></tr> <tr> <td>2011</td><td></td></tr> <tr> <td>2012</td><td></td></tr> <tr> <td>2013</td><td></td></tr> <tr> <td>Total</td><td>\$250,000</td></tr> </table>		2008	\$200,000	2009	\$50,000	2010		2011		2012		2013		Total
2008	\$200,000													
2009	\$50,000													
2010														
2011														
2012														
2013														
Total	\$250,000													





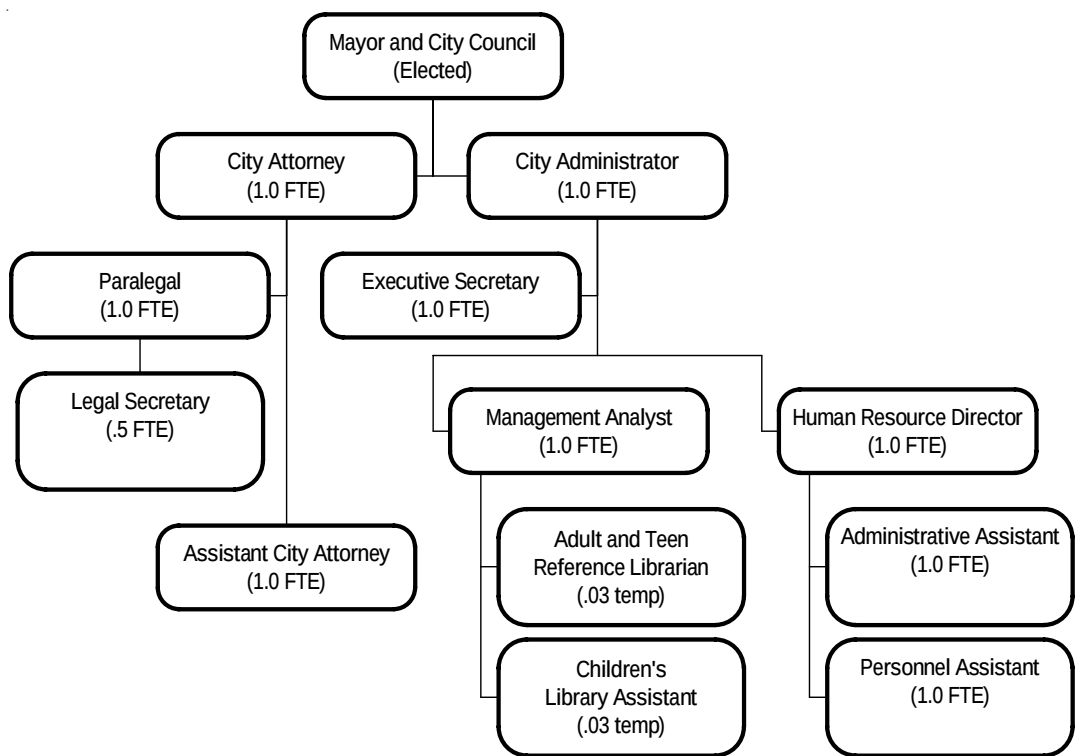
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administration department

9.56 FTE



Overview

The Administration Department consists of four divisions: Mayor and Council, Administration, Human Resources and Legal. Each division in Administration is responsible for advising and supporting internal operations and ensuring that the public has a voice in their City government.

ADMINISTRATION DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Total By Function				
500 Personal Services	\$ 893,892	\$ 676,378	\$ 771,157	\$ 1,109,330
600 Materials and Services	374,582	306,399	529,748	887,936
	<u>\$ 1,268,474</u>	<u>\$ 982,777</u>	<u>\$ 1,300,905</u>	<u>\$ 1,997,266</u>
Department Total By Fund				
110 General Fund	212,847	104,838	253,780	494,686
710 Central Services Fund	1,055,627	877,939	1,047,125	1,502,580
	<u>\$ 1,268,474</u>	<u>\$ 982,777</u>	<u>\$ 1,300,905</u>	<u>\$ 1,997,266</u>

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Administrator	1.00	1.00	1.00	1.00
Human Resources Director	1.00	-	-	1.00
City Attorney	1.00	1.00	1.00	1.00
Assistant City Attorney	1.00	1.00	1.00	1.00
Paralegal	-	-	1.00	1.00
Legal Assistant/Claims Manager	1.00	1.00	-	-
Legal Secretary	0.50	0.50	0.50	0.50
Management Analyst	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Personnel Assistant	-	-	-	1.00
Administrative Assistant	1.00	-	-	1.00
Senior Program Director	0.80	-	-	-
Senior Center Specialist	0.70	-	-	-
Sr Center Information & Referral Specialist	0.25	-	-	-
Adult and Teen Reference Librarian	-	-	-	0.03
Children's Library Assistant	-	-	-	0.03
	<u>10.25</u>	<u>6.50</u>	<u>6.50</u>	<u>9.56</u>

Mayor & Council

The Mayor and City Councilors are elected officials responsible for setting city policy. Policies set the framework for city operations and establish priorities for all departments. The Mayor and Council budget includes expenditures directly related to those responsibilities.

Division Goals

- Provide leadership and direction.
- Foster public input and participation in city programs and services.

Significant Budget Changes

- Increase training budget

administration department - mayor and council

CENTRAL SERVICE FUND
ADMINISTRATION DEPARTMENT
MAYOR AND COUNCIL DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 2,746	\$ 3,096	\$ 2,600	\$ 2,600
520 Fringe Benefits	64,737	41,079	80,850	114,490
Total Personal Services	67,483	44,175	83,450	117,090
Materials and Services				
601 Supplies	8,163	2,831	2,565	1,350
603 Communications	594	597	310	370
604 Contractual Services	1,219	480	6,443	8,000
605 Misc. Charges and Fees	-	-	-	-
606 Other Purchased Services	48,039	43,399	53,005	54,565
608 Commissions	3,971	1,686	1,060	2,900
Total Materials and Services	61,985	48,992	63,383	67,185
	\$ 129,468	\$ 93,167	\$ 146,833	\$ 184,275

Administration

The City Administrator is responsible for coordinating all city departments (with the exception of the Parks and Recreation Department) and administering council and internal policies.

Administration handles numerous special projects, and tracks state and federal legislative issues. Administration is the primary liaison with community organizations and other agencies. Administration oversees broad interdepartmental and intergovernmental projects and communications in accordance with city or state laws and policies. The department develops and implements the city's overall communication outreach and provides staff assistance to the Public Arts Commission and other ad hoc committees.

Division Goals

- Implement policies established by the City Council
- Advocate city interests at state and federal levels
- Assist other departments with communications both internally and externally
- Facilitate citizen participation
- Support and coordinate City funding for the Ashland branch of the library if county funds are not available.
- Coordination of major redevelopment efforts on Croman and Railroad properties.
- Definition and refinement of the city's economic development efforts.
- Work with the Public Arts Commission to complete the Public Arts Master Plan.

Significant Budget Changes

- None

CENTRAL SERVICE FUND
ADMINISTRATION DEPARTMENT
ADMINISTRATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 243,661	\$ 234,883	\$ 258,140	\$ 264,440
520 Fringe Benefits	96,364	95,446	105,211	119,570
Total Personal Services	340,026	330,328	363,351	384,010
Materials and Services				
601 Supplies	14,707	12,641	17,145	17,830
602 Rental, Repair, Maintenance	-		1,600	2,200
603 Communications	4,766	6,487	5,125	3,980
604 Contractual Services	32,210	44,553	33,000	25,000
605 Misc. Charges and Fees	7,000	7,000	11,909	11,909
606 Other Purchased Services	25,013	26,935	30,440	28,905
608 Commissions	1,673	889	1,865	1,840
610 Programs	15,022	12,961	24,225	24,225
Total Materials and Services	100,392	111,467	125,309	115,889
	<u>\$ 440,417</u>	<u>\$ 441,795</u>	<u>\$ 488,660</u>	<u>\$ 499,899</u>

administration department - administration division

GENERAL FUND
ADMINISTRATION DEPARTMENT
ADMINISTRATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Materials and Services				
604 Contractual Services	\$ 94,016	\$ 104,838	\$ 212,780	\$ 119,780
608 Commissions	4,194 *		** \$ 41,000 **	1,271
Total Materials and Services	<u>\$ 98,210</u>	<u>\$ 104,838</u>	<u>\$ 253,780</u>	<u>\$ 121,051</u>

*Conservation Commissions budget moved to Electric in 2006

**Public Art Commission moved to Administration in 2006. Public Arts funds are donated.

GENERAL FUND
ADMINISTRATION DEPARTMENT
SENIOR SERVICES PROGRAM

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 58,576	\$ -	\$ -	\$ -
520 Fringe Benefits	23,689	-	-	-
Total Personal Services	<u>82,264</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials and Services				
601 Supplies	1,633	-	-	-
602 Rental, Repair, Maintenance	900	-	-	-
603 Communications	1,410	-	-	-
604 Contractual Services	10,000	-	-	-
605 Misc. Charges and Fees	18,430	-	-	-
610 Programs	-	-	-	-
Total Materials and Services	<u>32,373</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 114,638</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

*Senior Programs moved into Parks and Recreation in 2006

Human Resources

The Human Resource Division coordinates services and programs to assist all city departments in recruiting and maintaining a qualified and diverse workforce, and provides employment-related services to city employees and job applicants. The Division administers employee benefits and supports the city's safety and risk management activities. In cooperation with the legal department, the division works to ensure legal compliance on employment issues.

Division Goals

- Create programs that foster a positive work environment that will reduce turnover and increase employee satisfaction.
- Enhance the diversity of Ashland's workforce through varied recruitment efforts and continue to support Affirmative Action in all employment-related decisions.
- Enhance employee education on rising health insurance costs and alternatives, and look for employee-driven solutions.
- Initiate bargaining with the IBEW Electrical and the Laborer's union prior to contract expiration June 2008.
- Enhance employee orientation process to include safety and risk management elements.
- Work with other City departments to develop creative solutions to workforce housing and alternate transportation incentives.
- Identify areas in the City that are vulnerable to key staff turnover and prepare the current workforce to transition into new responsibilities to ensure knowledge continuity.

Significant Budget Changes

- Increased budget for the increase cost and number of city recruitments.
- Increased costs due to implementation of Best Practices in Employment, Safety and Risk Management.

administration department - human resource division

CENTRAL SERVICE FUND
ADMINISTRATION DEPARTMENT
HUMAN RESOURCE DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 105,996	\$ 113,542	\$ 131,065	\$ 166,540
520 Fringe Benefits	49,248	57,135	56,163	79,440
Total Personal Services	155,244	170,677	187,228	245,980
Materials and Services				
601 Supplies	1,263	10,010	1,100	16,800
602 Rental, Repair, Maintenance	-		-	-
603 Communications	358	12,110	3,700	4,700
604 Contractual Services	16,730	73,073	108,424	40,000
605 Miscellaneous Charges and Fees	10,514	9,879	4,311	4,311
606 Other Purchased Services	12,655	17,208	10,250	27,500
610 Programs	-	-	-	-
Total Materials and Services	41,521	122,280	127,785	93,311
	\$ 196,765	\$ 292,957	\$ 315,013	\$ 339,291

*Human Resources Division resided in Administrative Services Department in 2006 and 2007 and the expenses are included in the summary. In 2008, it resides in Administration.

Legal

The Legal Department provides advice to elected City officials, officers, employees, commissions and committees, including the Ashland Park and Recreation Commission. The Department prosecutes municipal court cases and prosecutes and defends the city in civil litigation matters, including appeals to the Land Use Board of Appeals. Additionally, the Legal Department prepares ordinances, resolutions, contracts and other miscellaneous documents.

Division Goals

- Improve workload efficiency. Commencing in late January 2007, all departments have been asked to complete a Legal Services Requisition form setting forth the description of the legal services needed and the date the work must be completed. All requests are logged in and assigned to the City Attorney or Assistant City Attorney. Thereafter the work is calendared for the attorneys taking into account the timeline priorities of all LSRs.

- The legal department will incorporate case management software to move to an electronic file system. In addition to becoming "paper less" electronic case and document management systems offer numerous features designed to improve document management and document preparation efficiencies.

Significant Budget Changes

- In consideration of the need for the use of outside legal counsel over the past several years, we believe it is prudent to include funds for outside legal fees in the 2007-2008 budget. The average amount expended each year over the past five years is about \$15,000, however in 2006 -2007 we anticipate this amount will exceed \$50,000.

ADMINISTRATION DEPARTMENT LEGAL DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 179,880	\$ 209,360	\$ 223,720	\$ 231,890
520 Fringe Benefits	68,994	92,515	100,636	112,560
Total Personal Services	248,874	301,874	324,356	344,450
Materials and Services				
601 Supplies	9,217	10,955	10,900	10,900
603 Communications	2,531	877	1,015	3,715
604 Contractual Services	6,043	5,158	49,636	93,800
605 Misc. Charges and Fees	12,000	12,000	12,000	12,000
606 Other Purchased Services	10,310	12,112	13,725	14,250
Total Materials and Services	40,102	41,102	87,276	134,665
	\$ 288,976	\$ 342,976	\$ 411,632	\$ 479,115

Library

This year, the Budget Committee approved a local option tax levy of up to \$.58 per \$1,000 of valuation for interim library funding to be referred to the voters on September 18, 2007 and included related appropriations of \$1,022,800 in the budget, contingent upon electorate approval.

On September 4, 2007, Council voted to limit the amount of property tax levy that will be certified to \$0.20/\$1000 in the first year and \$0.25/\$1000 in FY 2008-2009 if the levy was approved by public vote on September 18. This was done to recognize the reduced tax revenue needed to provide services above those being offered by the County to meet Ashland's minimal service requirements.

The voters approved the local option levy on September 18, 2007.

The City held a public hearing to repeal Resolution 2007-25 and Ordinance 2940 on September 25, 2007 to reduce the budget and tax rate for the FY 2007-08 adopted budget. The tax rate was certified to the State and County Assessor on October 1, 2007.

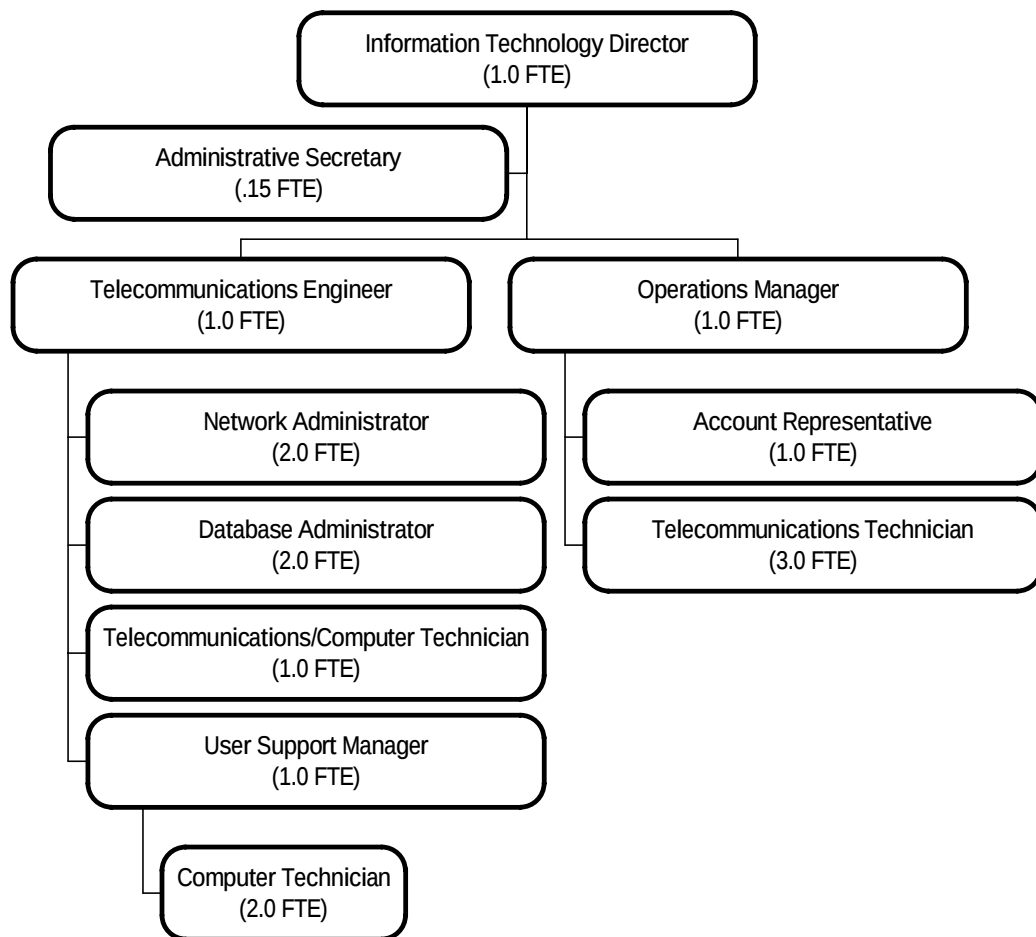
GENERAL FUND
ADMINISTRATION DEPARTMENT
LIBRARY PROGRAM

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
510 Salaries and Wages	\$ -	\$ -	\$ -	\$ 14,500
520 Fringe Benefits	-	-	-	3,300
Total Personal Services	-	-	-	17,800
Materials and Services				
601 Supplies	-	-	-	-
602 Rental, Repair, Maintenance	-	-	-	-
603 Communications	-	-	-	-
604 Contractual Services	-	-	-	355,835
605 Misc. Charges and Fees	-	-	-	-
606 Other Purchased Services	-	-	-	-
Total Materials and Services	-	-	-	355,835
	\$ -	\$ -	\$ -	\$ 373,635



information technology department

15.15 FTE



Overview

The Information Technology Department consists of two divisions: the Telecommunications Division and the Computer Services Division. The director reports to the City Administrator.

Strategic Department Goals

- Evaluate AFN's ongoing services.
- Continue to develop and implement Information Technology plan.

Significant Budget Changes

- Completed transition of cable television services

INFORMATION TECHNOLOGY DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Total By Function				
500 Personal Services	\$ 1,196,189	\$ 1,262,935	\$ 1,359,333	\$ 1,438,609
600 Materials and Services	2,356,710	1,951,561	1,192,298	1,428,819
700 Capital Outlay	64,311	114,168	210,600	351,000
800 Debt Service	14,610,720	-	-	-
	<u>\$ 18,227,929</u>	<u>\$ 3,328,663</u>	<u>\$ 2,762,231</u>	<u>\$ 3,218,428</u>
Department Total By Fund				
691 Telecommunications Fund	17,472,737	2,484,240	1,779,843	2,052,840
710 Computer Services	755,193	844,423	982,388	1,165,588
	<u>\$ 18,227,929</u>	<u>\$ 3,328,663</u>	<u>\$ 2,762,231</u>	<u>\$ 3,218,428</u>

* AFN annual debt service has been reclassified to page 3-145, general obligations)

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Information Technology Director	-	1.00	1.00	1.00
Administrative Secretary	0.50	0.15	0.15	0.15
Telecommunications Engineer	1.00	1.00	1.00	1.00
City Network Administrator	1.00	1.00	1.00	1.00
AFN Network Administrator	1.00	1.00	1.00	1.00
Database Administrator	2.00	2.00	2.00	2.00
Telecommunications/Computer Technician	1.00	1.00	1.00	1.00
User Support Manager	1.00	1.00	1.00	1.00
Computer Technician	3.00	2.00	2.00	2.00
Operations Manager	-	-	1.00	1.00
CATV Manager	1.00	1.00	-	-
Head End Technician	1.00	1.00	-	-
Telecommunications Technician	2.00	2.00	2.00	3.00
Account Representative	1.00	1.00	1.00	1.00
Telecommunications Technician-Temp	-	0.50	0.50	-
	<u>15.50</u>	<u>15.65</u>	<u>14.65</u>	<u>15.15</u>

Computer Services Division

The Computer Services Division provides all of the technology support required for City operations including; support of all City desktop and laptop computers, support of all City software applications, support of all City servers, and support of the City telephone system.

Division Goals

- Enhance City operational efficiencies through the appropriate application of technology.

Significant Budget Changes

- Operational oversight of 0.5 FTE Computer Support Technician from the Police Department.

CENTRAL SERVICE FUND
INFORMATION TECHNOLOGY DEPARTMENT
COMPUTER SERVICES DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 379,827	\$ 430,293	\$ 468,000	\$ 549,400
520 Fringe Benefits	142,255	185,360	200,270	250,500
Total Personal Services	522,082	615,653	668,270	799,900
Materials and Services				
601 Supplies	23,384	1,930	13,764	14,400
602 Rental, Repair, Maintenance	526	2,984	2,500	2,500
603 Communications	178,372	122,848	33,876	188,910
604 Contractual Services	2,809	215	15,000	15,000
605 Misc. Charges and Fees	26,163	62,781	97,878	104,378
606 Other Purchased Services	1,856	10,528	10,500	10,500
Total Materials and Services	233,111	201,286	173,518	335,688
Capital Outlay				
703 Equipment	-	27,484	140,600	30,000
Total Capital Outlay	-	27,484	140,600	30,000
	\$ 755,193	\$ 844,423	\$ 982,388	\$ 1,165,588

Telecommunications Division

The Telecommunications Division is responsible for managing the hybrid fiber optic coaxial network infrastructure known as the Ashland Fiber Network. This high speed network interconnects other governmental, municipal, educational and health care institutions and enables the Division to provide an enhanced portfolio of products and services to the citizens of Ashland and the surrounding area. Responsibilities include; installation of all services, management of the relationship with the City's retail partners, maintenance of the physical hybrid fiber coaxial plant (27 miles of fiber and 110 miles of coaxial cable), marketing, and customer relations management.

Division Goals

- Regain and then maintain infrastructure health and reliability
- Grow the customer base
- Operate at a profit

Staff will implement these goals while operating under the philosophy of being a positive community partner. This includes three areas of focus; business and economic development, education, and the arts.

Significant Budget Changes

- Cable television revenue and expenses are now included as a part of the Internet Category. Also, Customer Relations/Promotions expenses are no longer captured as a separate item but are now applied appropriately as part of the Internet and High Speed Categories.

TELECOMMUNICATIONS FUND INFORMATION TECHNOLOGY DEPARTMENT INTERNET

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 691				
Personal Services				
510 Salaries and Wages	\$ 189,691	\$ 204,416	\$ 246,340	\$ 386,509
520 Fringe Benefits	79,583	88,815	126,329	158,100
Total Personal Services	269,274	293,231	372,669	544,609
Materials and Services				
601 Supplies	175,101	94,690	171,500	126,313
602 Rental, Repair, Maintenance	18,805	27,721	41,638	21,476
603 Communications	3,489	1,181	3,461	11,758
604 Contractual Services	54,087	245	11,000	-
605 Misc. Charges and Fees	137,165	185,624	118,461	592,127
606 Other Purchased Services	1,970	9,435	2,265	95,250
Total Materials and Services	390,617	318,895	348,325	846,924
Capital Outlay				
703 Equipment	-	-	49,000	177,700
704 Improvements Other Than Bldgs.	-	-	-	15,000
Total Capital Outlay	-	-	49,000	192,700
	\$ 659,891	\$ 612,126	\$ 769,994	\$ 1,584,233

information technology department - telecommunications division

TELECOMMUNICATIONS FUND
INFORMATION TECHNOLOGY DEPARTMENT
CABLE TELEVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 691				
Personal Services				
510 Salaries and Wages	\$ 247,840	\$ 209,477	\$ 104,962	\$ -
520 Fringe Benefits	102,251	83,784	85,878	-
Total Personal Services	350,091	293,261	190,840	-
Materials and Services				
601 Supplies	7,379	8,825	-	-
602 Rental, Repair, Maintenance	71,760	71,901	37,500	-
603 Communications	9,314	9,606	5,000	-
604 Contractual Services	302,425	51,079	-	-
605 Misc. Charges and Fees	212,740	265,018	97,406	-
606 Other Purchased Services	802,125	704,625	230,000	-
612 Franchises	89,230	90,037	18,000	-
Total Materials and Services	1,494,973	1,201,093	387,906	-
Capital Outlay				
703 Equipment	-	-	-	-
704 Improvements Other Than Bldgs.	64,311	82,773	-	-
Total Capital Outlay	64,311	82,773	-	-
	<u>\$ 1,909,374</u>	<u>\$ 1,577,127</u>	<u>\$ 578,746</u>	<u>\$ -</u>

TELECOMMUNICATIONS FUND
INFORMATION TECHNOLOGY DEPARTMENT
CUSTOMER RELATIONS/PROMOTIONS

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 691				
Personal Services				
510 Salaries and Wages	\$ 10,544	\$ 5,210	\$ 11,280	\$ -
520 Fringe Benefits	1,706	522	924	-
Total Personal Services	12,250	5,732	12,204	-
Materials and Services				
603 Communications	2,299	700	8,000	-
604 Contractual Services	34,851	8,569	40,000	-
605 Misc. Charges and Fees	6,870	9,408	9,404	-
606 Other Purchased Services	27,347	68,242	54,000	-
Total Materials and Services	71,368	86,918	111,404	-
	<u>\$ 83,617</u>	<u>\$ 92,650</u>	<u>\$ 123,608</u>	<u>\$ -</u>

information technology department - telecommunications division

TELECOMMUNICATIONS FUND
INFORMATION TECHNOLOGY DEPARTMENT
HIGH SPEED

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 691				
Personal Services				
510 Salaries and Wages	\$ 28,664	\$ 41,686	\$ 70,872	\$ 63,000
520 Fringe Benefits	13,829	13,372	44,478	31,100
Total Personal Services	42,493	55,058	115,350	94,100
Materials and Services				
601 Supplies	79,219	36,266	73,500	60,150
602 Rental, Repair, Maintenance	4,807	11,662	5,450	13,695
603 Communications	2,214	1,155	-	489
604 Contractual Services	19,005	38,178	4,080	400
605 Misc. Charges and Fees	60,796	54,135	87,639	157,123
606 Other Purchased Services	600	1,973	476	14,350
Total Materials and Services	166,641	143,368	171,145	246,207
Capital Outlay				
703 Equipment	-	3,911	21,000	23,300
704 Improvements Other Than Bldgs.	-	-	-	105,000
Total Capital Outlay	-	3,911	21,000	128,300
	<u>\$ 209,134</u>	<u>\$ 202,337</u>	<u>\$ 307,495</u>	<u>\$ 468,607</u>

TELECOMMUNICATIONS FUND
INFORMATION TECHNOLOGY DEPARTMENT
DEBT SERVICE

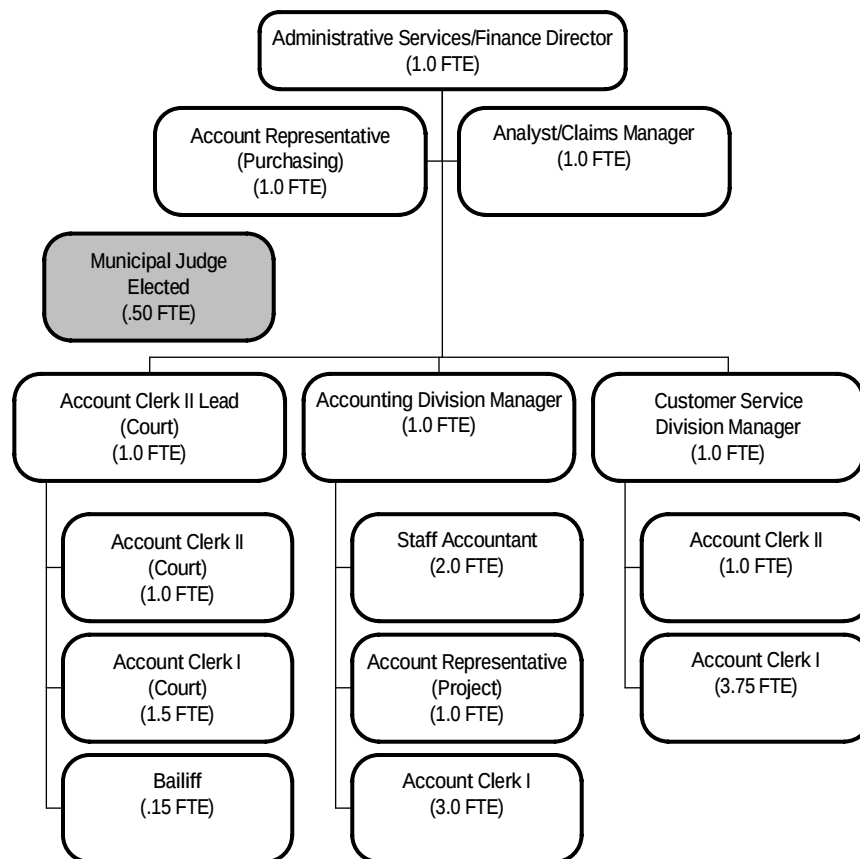
Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Debt Service				
801 Debt Service - Principal	\$ 14,277,000	\$ -	\$ -	\$ -
802 Debt Service - Interest	333,720	-	-	-
Total Debt Service	14,610,720	-	-	-
	<u>\$ 14,610,720</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

* AFN annual debt service reclassified to page 3-145, general obligations



administrative services department

19.90 FTE



Overview

The Administrative Services Department is composed of five divisions: Administration, Accounting, Customer Services, Municipal Court, and Purchasing. Each division plays a significant role in supporting the other Administrative Services Divisions as well as providing services internally to other city departments and directly to the public.

Strategic Departmental Goals

- The City will continue to develop and implement a financial management plan that addresses existing and potential revenue sources to ensure that city revenues are well balanced using taxes, user fees, grants, and other revenues. The plan will annually update the long-term operating projections for all funds.
- Provide comprehensive information to the community on city budget and financial issues to promote a more thorough understanding of how the City receives its funding, how it's spent and what services are provided.
- Develop a performance measures program for all city departments.

Significant Budget Changes

- The Human Resource division, including 3.0 FTE, moved back into the Administration department in FY 2008.
- An Analyst/Claims Manager (1.0 FTE) moved into this department from Administration to centralize more of the Risk Management function.
- A .25 FTE growth is shown in Customer Services representing an Account Clerk I increasing from .75 FTE to 1.0 FTE for a total of 3.75 FTE providing utility billing and front counter coverage.

administrative services department

ADMINISTRATIVE SERVICES DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Total By Function				
500 Personal Services	\$ 1,267,193	\$ 1,603,794	\$ 2,080,829	\$ 1,524,591
600 Materials and Services	1,536,547	1,848,747	2,043,585	1,958,327
700 Capital Outlay	367	606,521	2,915,000	215,000
800 Debt Service	473,667	457,708	439,154	603,496
	<u>\$ 3,277,773</u>	<u>\$ 4,516,770</u>	<u>\$ 7,478,568</u>	<u>\$ 4,301,414</u>
Department Total By Division:				
Operating Divisions				
110 Courts	\$ 297,099	\$ 352,776	\$ 395,035	\$ 427,360
710 Administration	320,205	398,194	490,095	245,162
710 Accounting	519,713	530,274	569,108	670,430
710 Customer Services	473,748	525,591	506,719	537,847
710 Human Resources	-	292,957	315,013	-
710 Purchasing \ Acquisition	83,877	94,653	113,589	122,091
720 Insurance	496,496	597,533	1,061,291	785,000
	<u>\$ 2,191,138</u>	<u>\$ 2,791,978</u>	<u>\$ 3,450,850</u>	<u>\$ 2,787,890</u>
Non-operating Divisions				
110 Social Services	\$ 107,622	\$ 110,090	\$ 115,360	\$ 121,000
110 Economic and Cultural	445,600	474,186	504,650	527,519
110 Band	45,996	50,049	61,554	60,509
110 Miscellaneous	13,633	37,448	7,000	1,000
410 S.D.C. - Parks Open Space	117	514,734	400,000	200,000
410 Municipal Buildings	-	80,577	2,500,000	-
530 Bancroft Debt	-	-	-	200,000
530 Notes and Contracts Debt	473,667	457,708	439,154	403,496
	<u>\$ 1,086,635</u>	<u>\$ 1,724,792</u>	<u>\$ 4,027,718</u>	<u>\$ 1,513,524</u>
Position Profile				
Administrative Services/Finance Director	1.00	1.00	1.00	1.00
Project Coordinator/Courts Manager	1.00	1.00	-	-
Administrative Secretary/Assistant	1.00	1.00	-	-
Account Representative (Purchasing)	1.00	1.00	1.00	1.00
Analyst/Claims Manager	-	-	1.00	1.00
Municipal Judge*	0.50	0.50	0.50	0.50
Account Clerk II - Lead*	1.00	1.00	1.00	1.00
Account Clerk II*	1.00	1.00	1.00	1.00
Account Clerk I*	1.00	1.50	1.50	1.50
Account Clerk I - Temp*	0.10	-	-	-
Bailiff*	0.15	0.15	0.15	0.15
Accounting Division Manager	1.00	1.00	1.00	1.00
Staff Accountant	2.00	2.00	1.00	2.00
Account Representative (Projects)	-	1.00	1.00	1.00
Account Clerk II	1.00	-	1.00	-
Account Clerk I	2.00	3.00	3.00	3.00
Customer Service Division Manager	1.00	1.00	1.00	1.00
Account Representative (Utilities)	1.00	1.00	-	-
Account Clerk II	-	1.00	1.00	1.00
Account Clerk I	4.50	3.50	3.50	3.75
Human Resources Director*	-	1.00	1.00	-
Personnel Assistant*	-	1.00	1.00	-
Administrative Assistant*	-	-	1.00	-
	<u>19.25</u>	<u>23.65</u>	<u>22.65</u>	<u>19.90</u>

* 2005 Courts moved into Finance. 2006 Human Resources moved into Administrative Services, 2008 moved back to Administration.

Municipal Court Division

The Municipal Court Division is responsible for supporting the judge and all municipal activities including customer service and accounting for court actions. External customer services is the primary focus.

Division Goals

- Analyze division processes for effectiveness and to develop priorities for ongoing tasks.
- Create divisional procedures manual.

Significant Budget Change

- None Noted

administrative services department - municipal court division

GENERAL FUND
ADMINISTRATIVE SERVICES DEPARTMENT
MUNICIPAL COURT DIVISION

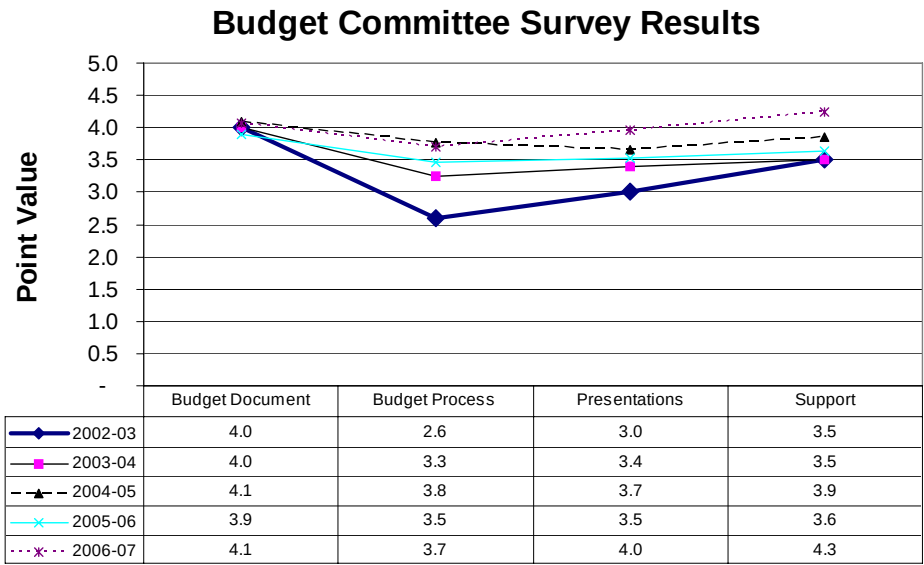
Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 164,078	\$ 182,206	200,150	208,460
520 Fringe Benefits	73,386	85,998	90,200	110,410
Total Personal Services	237,464	268,204	290,350	318,870
Materials and Services				
601 Supplies	3,715	4,583	5,850	5,300
602 Rental, Repair, Maintenance	9	5,312	5,400	5,300
603 Communications	229	243	900	500
604 Contractual Services	6,077	7,171	10,945	10,000
605 Misc. Charges and Fees	49,506	65,523	78,590	84,890
606 Other Purchased Services	100	1,740	3,000	2,500
Total Materials and Services	59,635	84,572	104,685	108,490
	<u>\$ 297,099</u>	<u>\$ 352,776</u>	<u>\$ 395,035</u>	<u>\$ 427,360</u>

Administration Division

The Finance Administration Division manages department-wide and city-wide financial activities. Most of the Administrative Service/Finance Director’s time is accounted for here along with 100% of the Analyst/Claims Manager’s time. Administrative costs related to financial management, budget preparation, programming, debt management, and risk management reside here. The Division assists other Administrative Services divisions and departments in financial planning and reports, budgeting, procurement, debt administration, grant management, fixed asset and safety/risk management services. Stewardship of city funds is the primary focus.

Division Goals

- Evaluate and provide capital project financing where necessary.
 - Update and internally cross-train on rate models and related databases or data-gathering systems.
 - Manage parking enforcement services in the downtown business core including a review of the Hargadine parking structure operations and revenue.
- Work with other departments and divisions to create and implement meaningful performance measures that can be presented in financial and budgetary reports.
 - Review and update or develop and implement Risk Management programs and coverage to ensure appropriateness and adequacy.
 - Develop or update finance administrative policies and procedures.



administrative services department - administration division

CENTRAL SERVICES FUND
ADMINISTRATIVE SERVICES DEPARTMENT
ADMINISTRATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 138,989	\$ 188,438	\$ 218,692	\$ 74,750
520 Fringe Benefits	61,017	93,510	105,150	31,490
Total Personal Services	200,005	281,948	323,842	106,240
Materials and Services				
601 Supplies	5,201	8,239	5,256	4,450
602 Rental, Repair, Maintenance	2,791	347	-	-
603 Communications	4,879	1,580	550	300
604 Contractual Services	89,390	73,069	112,500	90,000
605 Misc. Charges and Fees	7,859	7,000	11,212	11,212
606 Other Purchased Services	10,080	14,063	21,735	17,960
Total Materials and Services	120,200	104,297	151,253	123,922
Capital Outlay				
703 Equipment	-	11,949	15,000	15,000
Total Capital Outlay	-	11,949	15,000	15,000
	<u>\$ 320,205</u>	<u>\$ 398,194</u>	<u>\$ 490,095</u>	<u>\$ 245,162</u>

INSURANCE SERVICES FUND
ADMINISTRATIVE SERVICES DEPARTMENT
ADMINISTRATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 720				
Personal Services				
510 Salaries and Wages	\$ -	\$ -	\$ -	\$ 53,000
520 Fringe Benefits	-	-	400,000	32,000
Total Personal Services	-	-	400,000	85,000
Materials and Services				
604 Contractual Services	17,760	41,205	-	-
605 Misc. Charges and Fees	64,587	60,503	-	-
606 Other Purchased Services	-	65	-	-
607 Premiums, Claims & Judgments	414,149	495,760	661,291	700,000
Total Materials and Services	496,496	597,533	661,291	700,000
	<u>\$ 496,496</u>	<u>\$ 597,533</u>	<u>\$ 1,061,291</u>	<u>\$ 785,000</u>

Accounting Division

The Accounting Division manages and performs accounting activities necessary for the annual budget, audits, accounts payable, accounts receivable, payroll, monthly reports, internal controls and annual financial reports. Parks and Recreation accounting functions are included in this division. The Division assists other administrative services divisions and departments in their accounting procedures, costing, training, and use of the Eden financial software. Stewardship of city funds is the primary focus.

Division Goals

- Continue implementation and advanced use of Eden Systems accounting applications.
- Complete improvements and documentation on fixed asset tracking on Eden and integration with Risk Management program.
- Develop a system of internal reviews within accounting applications to ensure accuracy of data.
- Improve end-of-year closing and audit process to expedite financial reporting.
- Finalize, and update as necessary, divisional procedures manuals.

administrative services department - accounting division

CENTRAL SERVICES FUND
ADMINISTRATIVE SERVICES DEPARTMENT
ACCOUNTING DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 260,488	\$ 248,931	\$ 277,640	\$ 319,390
520 Fringe Benefits	113,495	119,110	139,802	195,370
Total Personal Services	373,983	368,041	417,442	514,760
Materials and Services				
601 Supplies	12,002	8,824	6,500	10,000
602 Rental, Repair, Maintenance	1,375	1,667	1,150	1,750
603 Communications	23,115	38,550	45,651	41,700
604 Contractual Services	50,539	66,427	39,398	39,000
605 Misc. Charges and Fees	52,483	45,131	56,220	57,220
606 Other Purchased Services	6,217	1,633	2,747	6,000
Total Materials and Services	145,730	162,233	151,666	155,670
	<u>\$ 519,713</u>	<u>\$ 530,274</u>	<u>\$ 569,108</u>	<u>\$ 670,430</u>

Customer Services Division (Utility Billing)

The Customer Services Division performs billing and customer service for electric, water, wastewater, storm drain, transportation utility fees, and the Ashland Fiber Network (AFN). The Division includes business license registration, billing and information management, Tobacco Licensing, and collection of Food and Beverage Taxes and Hotel/Motel Taxes. External customer service is the primary focus.

Division Goals

- Finalize implementation of the internally created customer service (utility billing) software, testing the integrity of the system and through-put and developing automated payment options.
- Continue to analyze division processes for effectiveness and to develop priorities for ongoing tasks.
- Update, as necessary, divisional procedures manuals.

CENTRAL SERVICES FUND
ADMINISTRATIVE SERVICES DEPARTMENT
CUSTOMER SERVICES DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 255,260	\$ 279,824	\$ 221,990	\$ 261,720
520 Fringe Benefits	119,654	144,435	150,127	143,700
Total Personal Services	374,914	424,259	372,117	405,420
Materials and Services				
601 Supplies	18,402	19,126	32,965	30,650
602 Rental, Repair, Maintenance	198	446	1,370	1,000
603 Communications	46,847	58,551	64,145	65,500
604 Contractual Services	12,283	3,366	12,520	11,675
605 Miscellaneous Charges and Fees	17,000	17,000	19,627	19,627
606 Other Purchased Services	4,104	2,844	3,975	3,975
Total Materials and Services	98,834	101,333	134,602	132,427
	<u>\$ 473,748</u>	<u>\$ 525,591</u>	<u>\$ 506,719</u>	<u>\$ 537,847</u>

Purchasing Division

The Purchasing Division is responsible for coordinating departmental and city-wide purchases and assisting other departments with managing inventories. The Division uses the various bid processes where appropriate in accordance with adopted city policies and procedures. Internal customer service is the primary focus.

Division Goals

- Improve system for maintaining the contract database for purchase orders issued and insurance certificate compliance.
- Update process and train staff on current purchasing rules and guidelines adopted by council.

CENTRAL SERVICES FUND
ADMINISTRATIVE SERVICES DEPARTMENT
PURCHASING \ ACQUISITION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 57,283	\$ 59,847	\$ 61,950	\$ 65,010
520 Fringe Benefits	19,887	27,162	23,891	25,140
Total Personal Services	77,170	87,009	85,841	90,150
Materials and Services				
601 Supplies	988	1,193	1,200	1,300
602 Rental, Repair, Maintenance	1,085	2,115	2,178	6,221
603 Communications	756	670	750	800
605 Miscellaneous Charges and Fees	-	-	16,498	16,498
606 Other Purchased Services	3,627	3,666	7,122	7,122
Total Materials and Services	6,457	7,643	27,748	31,941
Capital Outlay				
704 Improvements Other Than Bldgs.	250	-	-	-
Total Capital Outlay	250	-	-	-
	<u>\$ 83,877</u>	<u>\$ 94,653</u>	<u>\$ 113,589</u>	<u>\$ 122,091</u>

administrative services department - non operating

GENERAL FUND
ADMINISTRATIVE SERVICES DEPARTMENT
BAND DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 3,350	\$ 3,350	\$ 3,554	\$ 3,696
520 Fringe Benefits	307	307	455	455
Total Personal Services	3,657	3,657	4,009	4,151
Materials and Services				
601 Supplies	845	2,388	3,507	3,000
602 Rental, Repair, Maintenance	4,200	4,619	9,270	8,000
604 Contractual Services	31,963	32,207	37,595	38,000
605 Misc. Charges and Fees	5,230	6,554	6,658	6,658
606 Other Purchased Services	101	624	515	700
Total Materials and Services	42,339	46,392	57,545	56,358
	<u>\$ 45,996</u>	<u>\$ 50,049</u>	<u>\$ 61,554</u>	<u>\$ 60,509</u>

GENERAL FUND
ADMINISTRATIVE SERVICES DEPARTMENT
SOCIAL SERVICES DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Materials and Services				
609 Grants	\$ 107,622	\$ 110,090	\$ 115,360	\$ 121,000
Total Materials and Services	<u>\$ 107,622</u>	<u>\$ 110,090</u>	<u>\$ 115,360</u>	<u>\$ 121,000</u>

administrative services department - non operating

GENERAL FUND
ADMINISTRATIVE SERVICES DEPARTMENT
ECONOMIC AND CULTURAL SERVICES DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Materials and Services				
609 Grants	\$ 445,600	\$ 474,186	\$ 504,650	\$ 527,519
Total Materials and Services	<u>\$ 445,600</u>	<u>\$ 474,186</u>	<u>\$ 504,650</u>	<u>\$ 527,519</u>

GENERAL FUND
ADMINISTRATIVE SERVICES DEPARTMENT
MISCELLANEOUS

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Materials and Services				
605 Misc. Charges and Fees	\$ 13,633	\$ 37,448	\$ 7,000	\$ 1,000
Total Materials and Services	<u>\$ 13,633</u>	<u>\$ 37,448</u>	<u>\$ 7,000</u>	<u>\$ 1,000</u>

administrative services department - non operating

CAPITAL IMPROVEMENTS FUND
ADMINISTRATIVE SERVICES DEPARTMENT
S.D.C. & PARKS OPEN SPACE DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 410				
Materials and Services				
604 Contractual Services	\$ -	\$ 369	\$ -	\$ -
605 Misc. Charges and Fees	-	370	-	-
Total Materials and Services	-	739	-	-
Capital Outlay				
701 Land	117	513,995	400,000	200,000
Total Capital Outlay	117	513,995	400,000	200,000
	<u>\$ 117</u>	<u>\$ 514,734</u>	<u>\$ 400,000</u>	<u>\$ 200,000</u>

CAPITAL IMPROVEMENTS FUND
ADMINISTRATIVE SERVICES DEPARTMENT
MUNICIPAL BUILDINGS DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 410				
Capital Outlay				
702 Buildings	\$ -	\$ 80,577	\$ 2,500,000	\$ -
Total Capital Outlay	<u>\$ -</u>	<u>\$ 80,577</u>	<u>\$ 2,500,000</u>	<u>\$ -</u>

administrative services department - non operating

DEBT SERVICE FUND
ADMINISTRATIVE SERVICES DEPARTMENT
BANCROFT DEBT DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 530				
Debt Service				
801 Debt Service - Principal	\$ -	\$ -	\$ -	\$ 125,000
802 Debt Service - Interest	-	-	-	75,000
Total Debt Service	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>

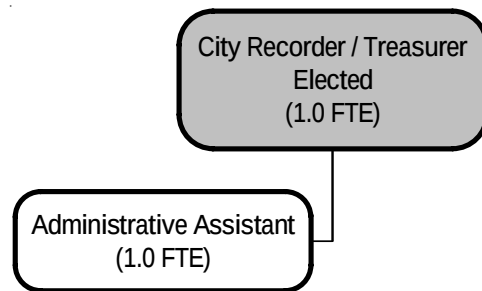
DEBT SERVICE FUND
ADMINISTRATIVE SERVICES DEPARTMENT
NOTES AND CONTRACTS DEBT DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 530				
Debt Service				
801 Debt Service - Principal	\$ 312,493	\$ 310,283	\$ 308,834	\$ 290,272
802 Debt Service - Interest	161,173	147,424	130,320	113,224
Total Debt Service	<u>\$ 473,667</u>	<u>\$ 457,708</u>	<u>\$ 439,154</u>	<u>\$ 403,496</u>



city recorder / treasurer

2.0 FTE



Overview

The City Recorder/Treasurer is an elected official who, by direction of the City Charter, is to maintain public relations between citizens and the City. The Recorder/Treasurer serves as the City's official Election Officer and is a member of the Audit Committee.

The City Recorder/Treasurer is designated as the Investment Officer for the City and is responsible for investment decisions and activities. Duties of the City Recorder/Treasurer position also include all daily banking activities, attending and recording all City Council meetings, records management for all departments, retention of official records for the City, accounting for Local Improvement District liens through monthly billing and noticing, and placement of liens on such properties.

Major Goals

- Continue implementing City Records Management Retention program for all departments, which includes future site for records storage.
- Continue with Imaging System Project and provide training to city departments
- Implement new program through Eden Systems Accounts Receivable for monthly Assessment Billing.

CITY RECORDER DEPARTMENT
CENTRAL SERVICE FUND

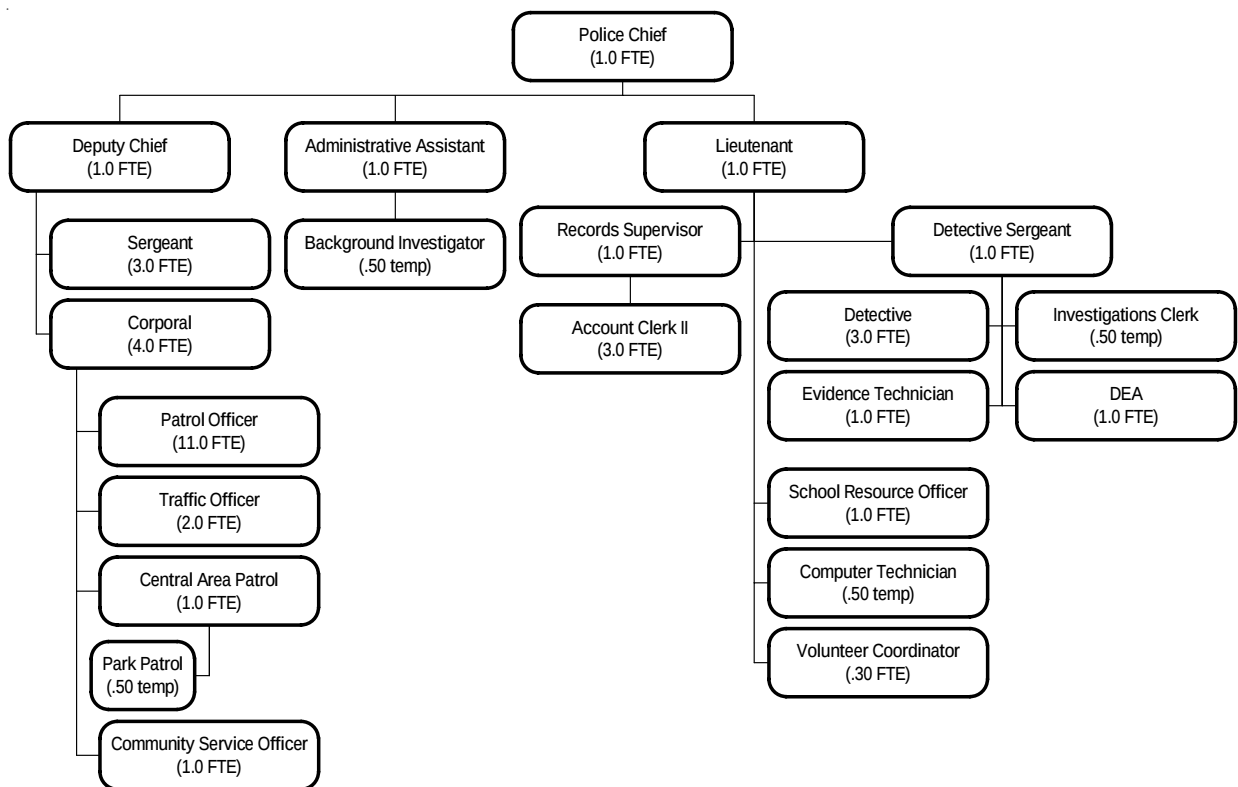
Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 92,495	\$ 99,509	\$ 100,690	\$ 122,570
520 Fringe Benefits	46,025	50,147	51,802	59,100
Total Personal Services	138,519	149,656	152,492	181,670
Materials and Services				
601 Supplies	9,806	11,032	9,969	9,920
602 Rental, Repair, Maintenance	-	-	-	-
603 Communications	584	545	700	700
604 Contractual Services	510	426	1,000	1,000
605 Misc. Charges and Fees	9,267	5,936	94,107	93,779
606 Other Purchased Services	7,100	9,654	11,500	11,500
Total Materials & Services	27,267	27,593	117,276	116,899
	<u>\$ 165,787</u>	<u>\$ 177,249</u>	<u>\$ 269,768</u>	<u>\$ 298,569</u>
Department Total By Fund				
710 Central Services Fund	<u>\$ 165,787</u>	<u>\$ 177,249</u>	<u>\$ 269,768</u>	<u>\$ 298,569</u>

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
City Recorder /Treasurer	1.00	1.00	1.00	1.00
Administrative Assistant	-	1.00	1.00	1.00
Clerk II	1.00	-	-	-
	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>



police department

39.3 FTE



Overview

The Police Department performance is based on the standard of professionalism, courtesy, and compassion. In FY 2008, it is composed of the Administration, Operations, and Support Division. The Department's mission, goals, projects, and programs are intended to serve the citizens of Ashland and provide peace and safety to the community.

POLICE DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Total By Function				
500 Personal Services	\$ 3,055,478	\$ 3,226,179	\$ 3,612,095	\$ 3,765,425
600 Materials and Services	1,178,046	1,380,157	1,713,680	1,692,783
700 Capital Outlay	331	-	-	-
	<u>\$ 4,233,855</u>	<u>\$ 4,606,336</u>	<u>\$ 5,325,775</u>	<u>\$ 5,458,209</u>
Department Total By Fund				
110 General Fund	<u>\$ 4,233,855</u>	<u>\$ 4,606,336</u>	<u>\$ 5,325,775</u>	<u>\$ 5,458,209</u>

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Police Chief	1.00	1.00	1.00	1.00
Deputy Chief	1.00	1.00	1.00	1.00
Police Lieutenant	-	-	-	1.00
Master Sergeants	1.00	1.00	1.00	-
Police Sergeants	5.00	5.00	5.00	4.00
Police Corporal	-	-	-	4.00
Admin. Services Manager temp	0.50	0.50	-	-
Administrative Assistant	-	-	1.00	1.00
Police Officers	22.00	22.00	22.00	19.00
Community Outreach Officer	-	1.00	1.00	-
Youth Diversion Officer	1.00	-	-	-
Evidence Technician	1.00	1.00	1.00	1.00
Community Services Officer	1.00	1.00	1.00	1.00
Accreditation/Training Manager	1.00	1.00	-	-
Dispatch Supervisor	-	-	-	-
Dispatcher	-	-	-	-
Records Supervisor	-	-	1.00	1.00
Account Clerk II	-	3.00	3.00	3.00
Account Clerk I	3.00	-	-	-
Coordinator	0.30	0.30	0.30	0.30
Account Clerk I - Temp	0.50	0.50	0.50	0.50
Computer Technician - Temp	0.50	0.50	0.50	0.50
Background Investigator - Temp	0.50	0.50	0.50	0.50
Park Patrol Cadets - Temp	0.50	0.50	0.50	0.50
	<u>39.80</u>	<u>39.80</u>	<u>40.30</u>	<u>39.30</u>

Administration Division

The Ashland Police Department is divided into three divisions, Administration, Support and Operations.

The administration division consists of the Chief of Police, the Administrative Assistant and two part-time background investigators. All contract cost and administration is included in this division as is the hiring process, department purchasing, planning, research, development of general orders and procedures and the maintaining of all Internal investigations, hiring and disciplinary files.

The Police Executive Research Forum (PERF) reviewed the operations of the Department and made several recommendations to improve our services to the community. The recommendations addressed the department's philosophy of providing police services, scheduling, rank structure and supervision, employee appraisal system, the use of less lethal technology, performance appraisal, structures, hiring and training personnel and communications.

Department Goals

- Adoption of Community Policing philosophy
- Review and implementation of the PERF Report recommendations
- Full adoption of a 4-10 patrol schedule
- Acquire a sub-station in the downtown area
- Renegotiate our dispatch services contract with Medford
- Research and replace outdated computer terminals in the patrol vehicles

police department - administration division

GENERAL FUND
POLICE DEPARTMENT
ADMINISTRATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ -	\$ -	\$ -	\$ 190,500
520 Fringe Benefits	-	-	-	79,110
Total Personal Services	-	-	-	269,610
Materials and Services				
601 Supplies	-	-	-	7,550
602 Rental, Repair, Maintenance	-	-	-	-
603 Communications	-	-	-	300
604 Contractual Services	-	-	-	595,840
605 Misc. Charges and Fees	-	-	-	38,374
606 Other Purchased Services	-	-	-	22,000
610 Programs	-	-	-	-
Total Materials and Services	-	-	-	664,064
Capital Outlay				
703 Equipment	-	-	-	-
704 Improvements Other Than Buildings	-	-	-	-
Total Capital Outlay	-	-	-	-
	\$ -	\$ -	\$ -	\$ 933,674

Support Division

The support division consists of Investigations, school Resource officer, the evidence technician, an investigative clerk, records supervisor and the records clerks, a computer technician and a volunteer coordinator.

This division provided the support necessary to run the department and supplements the operations division.

The volunteer program is supervised and coordinated from this division and provides volunteers for the police department, library, school district, loaves and fishes, city hall and the senior center. The volunteers provided approximately 4,000 hours of services to the community.

The record clerks process original and follow up reports including the data entry for the departments; 4,282 cases in 2006. They enter property, warrants and other general law enforcement information into local, state, and federal computer systems. They are also responsible for processing permits, providing fingerprinting services to the public, assisting walk in traffic with a wide variety of questions and concerns and oversee the department cash drawer.

The investigation unit conducts investigations on major crimes, financial frauds, sex crimes, computer internet fraud and assists patrol officers with a wide variety of investigative expertise. An officer assigned to narcotics enforcement also works out of this unit.

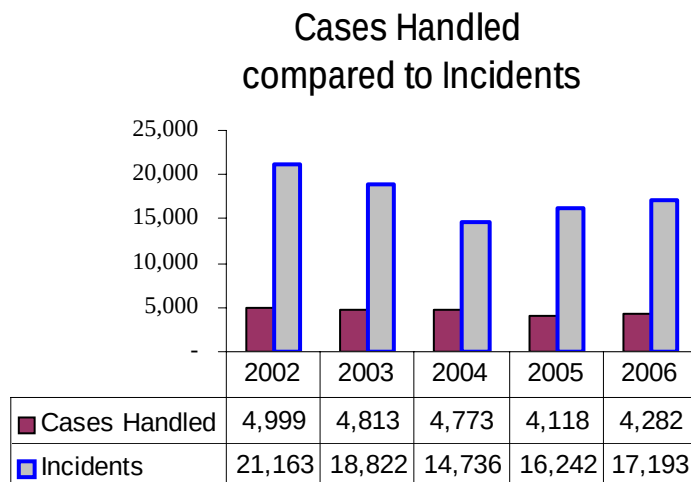
GENERAL FUND
POLICE DEPARTMENT
SUPPORT DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 408,682	\$ 737,497	\$ 898,192	\$ 625,276
520 Fringe Benefits	187,010	345,169	409,518	450,438
Total Personal Services	595,692	1,082,667	1,307,710	1,075,714
Materials and Services				
601 Supplies	14,322	37,155	44,147	24,508
602 Rental, Repair, Maintenance	7,344	51,421	36,304	10,950
603 Communications	28,406	30,187	31,774	32,800
604 Contractual Services	478,403	573,425	588,722	-
605 Misc. Charges and Fees	52,650	64,976	128,755	141,464
606 Other Purchased Services	12,717	20,026	46,581	23,925
610 Programs	-	-	500	-
Total Materials and Services	593,842	777,190	876,783	233,647
Capital Outlay				
703 Equipment	-	-	-	-
704 Improvements Other Than Buildings	331	-	-	-
Total Capital Outlay	331	-	-	-
	<u>\$ 1,189,865</u>	<u>\$ 1,859,857</u>	<u>\$ 2,184,493</u>	<u>\$ 1,309,361</u>

Operations Division

The operations division consists of all personnel that work in patrol. They are the uniform branch of the department and respond to calls for service. They investigate traffic accidents, respond to traffic related problems and enforce traffic laws. They answer a wide range of questions, interpret laws, write reports and conduct general investigations.

The central area patrol (CAP) officer works out of this division as is primarily responsible for a walking patrol in the downtown / Plaza area.



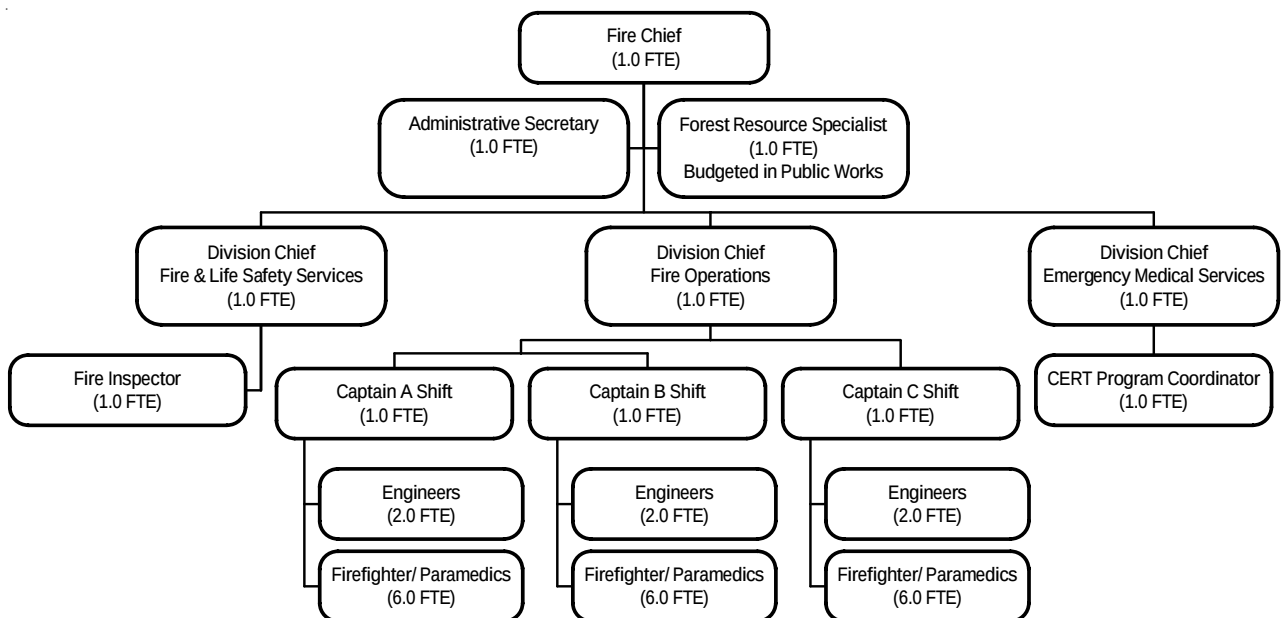
GENERAL FUND
POLICE DEPARTMENT
OPERATIONS DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 1,715,390	\$ 1,460,820	\$ 1,529,460	\$ 1,549,652
520 Fringe Benefits	744,396	682,693	774,925	870,449
Total Personal Services	2,459,786	2,143,512	2,304,385	2,420,101
Materials and Services				
601 Supplies	47,230	37,913	116,620	95,536
602 Rental, Repair, Maintenance	239,460	210,767	246,067	135,820
603 Communications	27,029	19,586	27,550	63,418
604 Contractual Services	7,632	3,539	10,240	-
605 Misc. Charges and Fees	248,069	311,895	390,464	451,279
606 Other Purchased Services	14,784	19,268	45,956	49,019
610 Programs	-	-	-	-
Total Materials and Services	584,204	602,967	836,897	795,072
	\$ 3,043,990	\$ 2,746,479	\$ 3,141,282	\$ 3,215,174



fire and rescue department

35.0 FTE



Overview

The Fire Department comprises three divisions: Fire Operations, Fire & Life Safety Services and Emergency Medical Services. The primary purposes of these divisions are to provide fire and life safety services to the community, to provide public education for the prevention of fire and medical emergencies, to mitigate the impact of emergencies that occur, and to promote community emergency preparedness.

Department Goals

- Assist private property owners with wildfire fuel reduction efforts.
- Meet or exceed department performance measurement standards.
- Support City initiatives included in the Ashland Forest Resiliency Project.
- Increase community-wide attention to emergency preparedness activities.
- Planning for fire station no. 2 replacement.

FIRE & RESCUE DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Total By Function				
500 Personal Services	\$ 2,995,158	\$ 3,154,778	\$ 3,566,551	\$ 3,622,673
600 Materials and Services	1,104,975	1,186,753	1,295,821	1,374,502
700 Capital Outlay	130,483	290,995	400,000	-
	<u>\$ 4,230,615</u>	<u>\$ 4,632,526</u>	<u>\$ 5,262,372</u>	<u>\$ 4,997,175</u>
Department Total By Fund				
110 General Fund	<u>\$ 4,230,615</u>	<u>\$ 4,632,526</u>	<u>\$ 5,262,372</u>	<u>\$ 4,997,175</u>

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fire Chief	1.00	1.00	1.00	1.00
Assistant Fire Chief/Fire Marshal	1.00	-	-	-
Division Chief/Fire Division	-	1.00	1.00	1.00
Division Chief/E.M.S. Division	1.00	1.00	1.00	1.00
Division Chief/Fire & Life Safety	-	1.00	1.00	1.00
Fire Inspector	-	1.00	1.00	1.00
Fire Prevention Officer	1.00	-	-	-
EMS Fire Training Coord.	-	-	-	-
Administrative Secretary	1.00	1.00	1.00	1.00
Captain/Paramedic	3.00	3.00	3.00	3.00
Engineer/Paramedic	6.00	6.00	6.00	6.00
Firefighter/Paramedic	18.00	18.00	18.00	18.00
Forest Resource Specialist*	-	-	1.00	1.00
Wild Fire Fuels Program Coordinator - Temp*	1.00	1.00	-	-
CERT Coordinator	-	-	1.00	1.00
CERT Assistant- temp	1.00	1.00	0.40	-
	<u>34.00</u>	<u>35.00</u>	<u>35.40</u>	<u>35.00</u>

* Budgeted in Public Works, Forest Interface Division, Water Fund page 3-86

Fire Operations Division

The Fire Operations Division provides fire and rescue, hazardous materials and technical rescue response, public education, and emergency management services to the community.

Division Goals

- Continue to seek grant funding for needed equipment.
- Improve the application of technology for emergency response information management.
- Focus on improvements in firefighter training program delivery system.
- Continue to develop specialized rescue capabilities.
- Develop pre-incident planning for key facilities within the City of Ashland.

Significant Budget Changes

- Reduction of \$103,542 from Fire Operations Division, eliminating division share of all training classes and overtime for employee development not required by state statute; special technical rescue team training activities; firefighter protective clothing replacement; secretary vacation coverage, reduction of office, technical, safety program and firefighting supplies; and elimination of Emergency Operations Center funding.
- Reduction of \$116,000 from Fire Operations Division eliminating funding for Fire Operations Division Chief position.

fire and rescue department - fire operations division

GENERAL FUND
FIRE & RESCUE DEPARTMENT
OPERATIONS DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 1,260,839	\$ 1,161,579	\$ 1,318,628	\$ 1,255,954
520 Fringe Benefits	542,669	572,029	600,270	610,490
Total Personal Services	1,803,507	1,733,608	1,918,898	1,866,444
Materials and Services				
601 Supplies	49,058	46,442	67,145	22,355
602 Rental, Repair, Maintenance	293,923	258,784	265,894	272,994
603 Communications	19,896	15,610	27,200	28,950
604 Contractual Services	13,948	11,765	29,128	21,815
605 Misc. Charges and Fees	214,773	259,525	271,029	341,029
606 Other Purchased Services	29,971	27,053	34,150	15,610
610 Programs	7,718	7,692	4,500	1,084
Total Materials and Services	629,287	626,871	699,046	703,837
Capital Outlay				
703 Equipment	116,649	91,927	400,000	-
Total Capital Outlay	116,649	91,927	400,000	-
	<u>\$ 2,549,443</u>	<u>\$ 2,452,406</u>	<u>\$ 3,017,944</u>	<u>\$ 2,570,281</u>

Fire & Life Safety Services Division

The Fire & Life Safety Services Division provides fire safety education, fire code compliance and consultation services to the community.

Division Goals

- Provide fire protection plans review services within five working days of receipt of plans.
- Adopt Domestic Vegetation Management Ordinance.
- Conduct business fire safety inspections.
- Adopt 2007 Oregon Fire Code with amendments.

Significant Budget Changes

- None

Emergency Medical Services Division

The Emergency Medical Services Division provides ambulance service throughout a 650 square mile geographical area within the Jackson County Ambulance Service Area Plan known as Ambulance Service Area No. 3. Both emergency and non-emergency ambulance services are provided to a population of over 29,000 people.

Division Goals

- Provide technical training on “best practices” for all EMS personnel and meet State of Oregon recertification requirements.
- Provide emergency medical response services to all patients within Ambulance Service Area (ASA) response time standards.
- Comply with all Federal, State and Municipal ambulance service licensing requirements.
- Improve the application of technology for emergency response information management.
- Improve CERT capabilities through implementation of 2007 CERT visioning plan.
- Increase CERT program development and supervision through leadership development.

Significant Budget Changes

- Reduction of \$118,310 from Emergency Medical Services Division. Elimination of division share for all training classes and overtime for employee development not required by state statute; special technical rescue team training activities; EMS protective clothing replacement; reduction of office supplies; elimination of computer equipment replacement; CPR program supplies and child safety seat program.

fire and rescue department - emergency medical services division

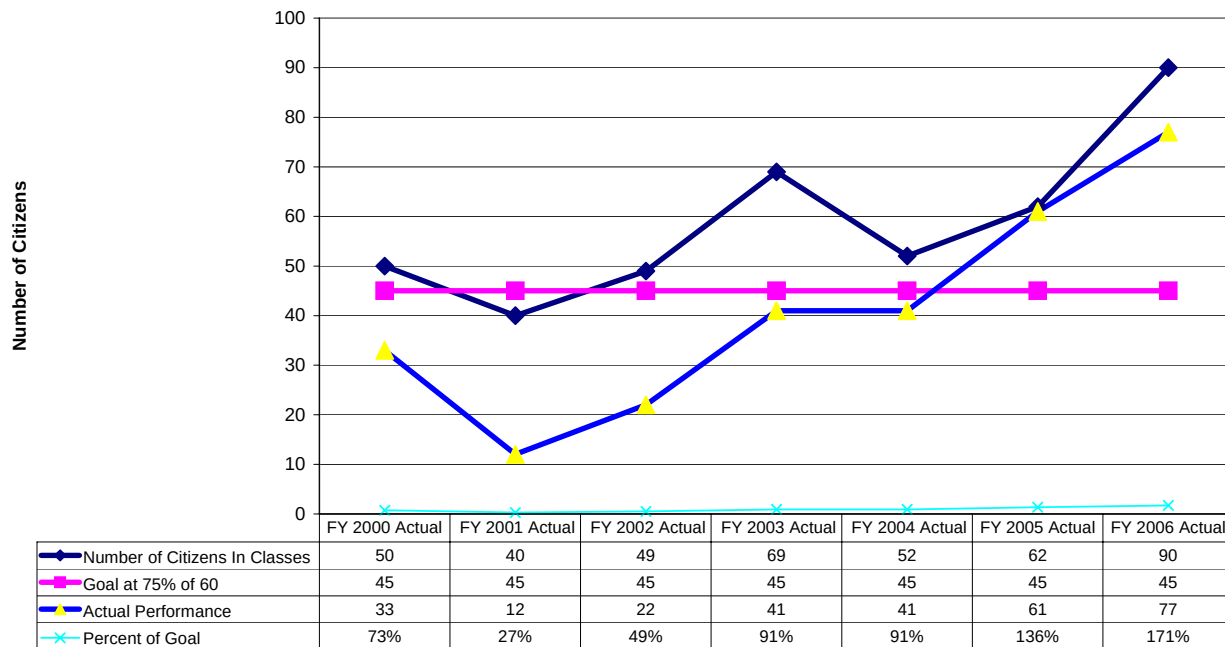
GENERAL FUND
FIRE & RESCUE DEPARTMENT
EMERGENCY SERVICES DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 833,903	\$ 898,029	\$ 994,200	\$ 1,015,857
520 Fringe Benefits	357,748	424,933	466,205	523,972
Total Personal Services	1,191,651	1,322,962	1,460,405	1,539,829
Materials and Services				
601 Supplies	2,581	8,767	19,880	9,430
602 Rental, Repair, Maintenance	92,671	113,529	125,025	133,025
603 Communications	24,595	23,736	36,200	36,200
604 Contractual Services	91,954	80,872	96,100	136,080
605 Misc. Charges and Fees	199,501	234,220	197,435	277,595
606 Other Purchased Services	53,497	77,070	78,000	56,950
610 Programs	10,890	16,558	22,600	-
Total Materials and Services	475,687	554,751	575,240	649,280
Capital Outlay				
703 Equipment	13,834	199,068	-	-
Total Capital Outlay	13,834	199,068	-	-
	\$ 1,681,172	\$ 2,076,782	\$ 2,035,645	\$ 2,189,109

GENERAL FUND
FIRE & RESCUE DEPARTMENT
FIRE AND LIFE SAFETY DIVISION

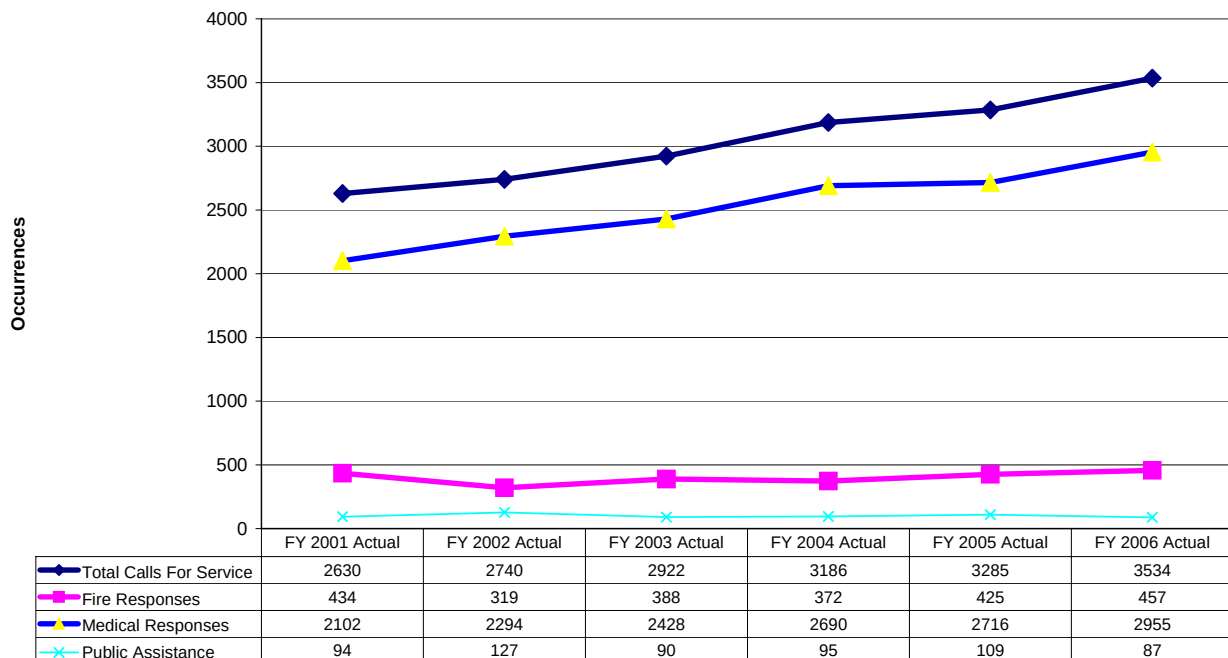
Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ -	\$ 71,446	\$ 131,818	\$ 144,000
520 Fringe Benefits	-	26,762	55,430	72,400
Total Personal Services	-	98,208	187,248	216,400
Materials and Services				
601 Supplies	-	2,639	2,750	2,750
602 Rental, Repair, Maintenance	-	42	6,250	6,250
603 Communications	-	210	500	500
604 Contractual Services	-	331	450	-
605 Misc. Charges and Fees	-	-	1,785	1,785
606 Other Purchased Services	-	1,873	2,800	3,100
610 Programs	-	36	7,000	7,000
Total Materials and Services	-	5,130	21,535	21,385
	\$ -	\$ 103,338	\$ 208,783	\$ 237,785

Community Preparedness C.E.R.T. Graduations



Since inception of the program in 1999, CERT has trained 449 citizens.

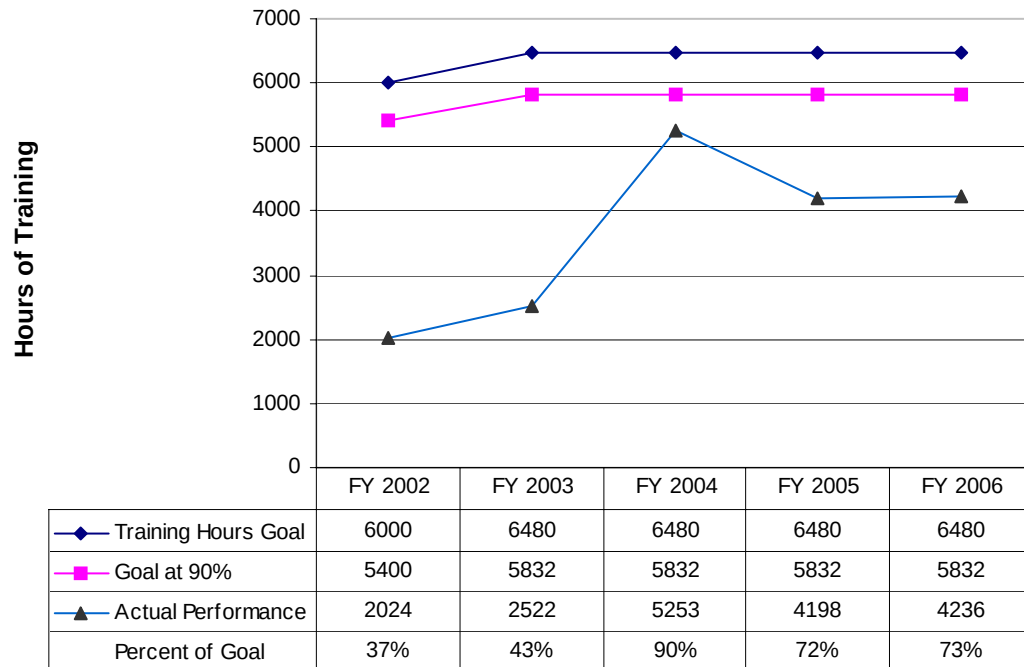
TOTAL CALLS FOR SERVICE



Total calls for service (both emergency & non-emergency) have increased 7.6% during FY 2006/07.

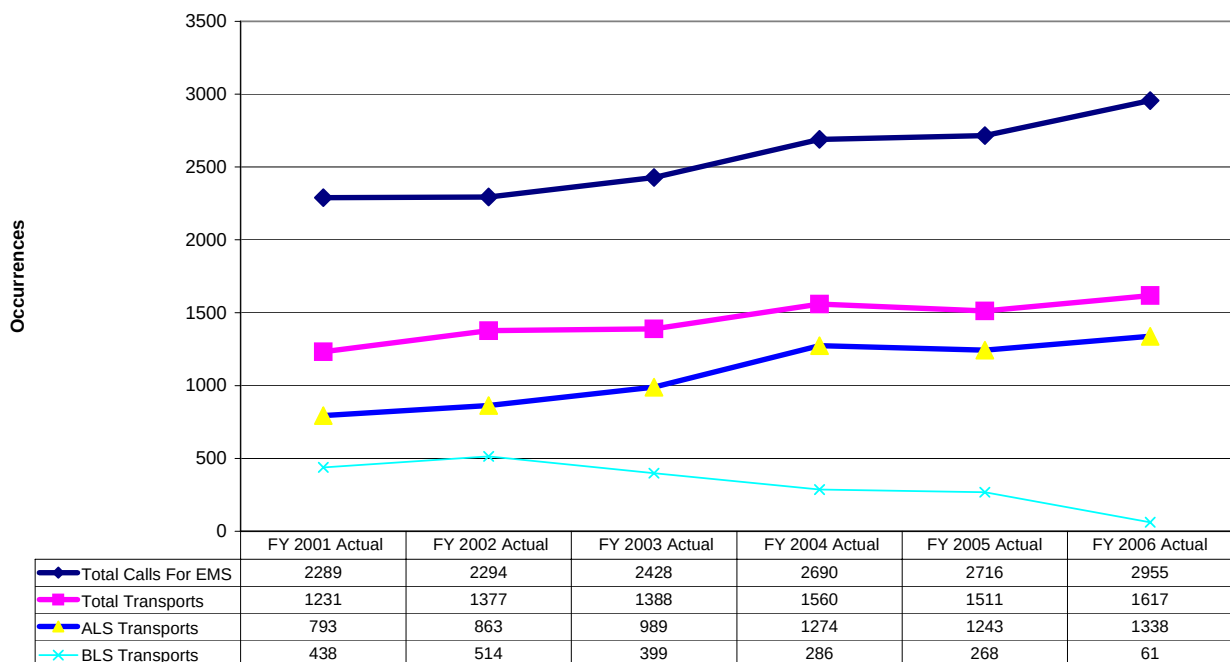
Effective FY 2002, a computerized records management system was placed into effect which more accurately classifies calls for service.

Human Resource Development



Training Hours Goal in 2003 reflects the addition of 2 employees

TOTAL EMS CALLS FOR SERVICE

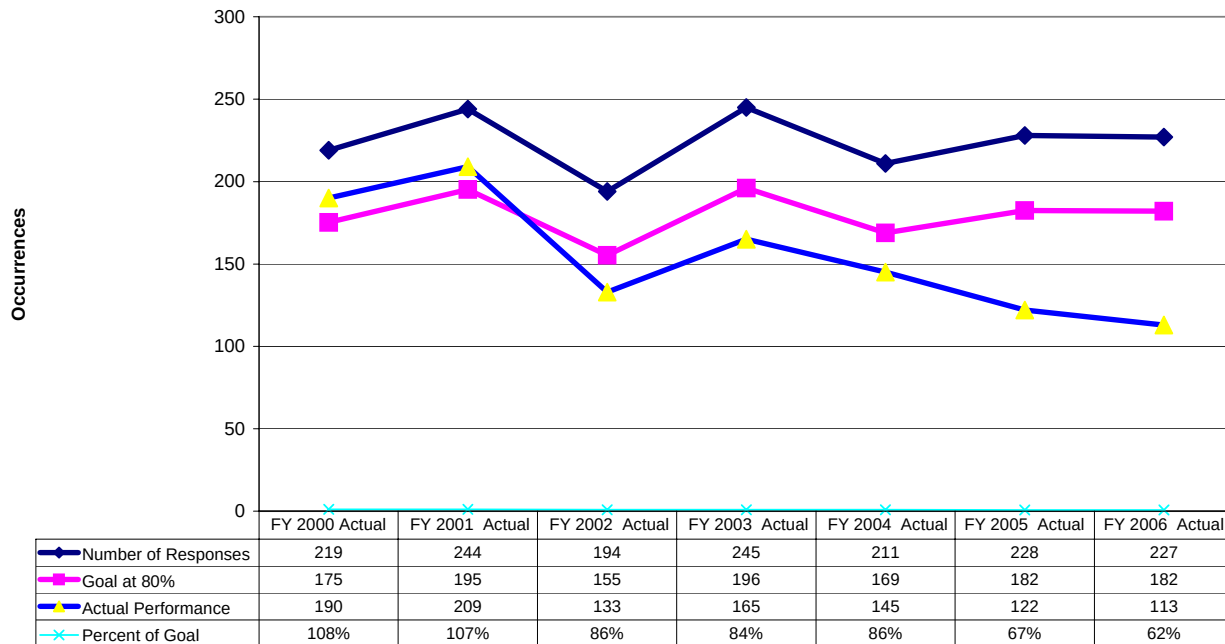


Total EMS calls have increased 8.8% during FY 2006/07.

Total ambulance transports have increased 7% during FY 2006/07.

Effective FY 2002, a computerized records management system was placed into effect which more accurately classifies calls for service.

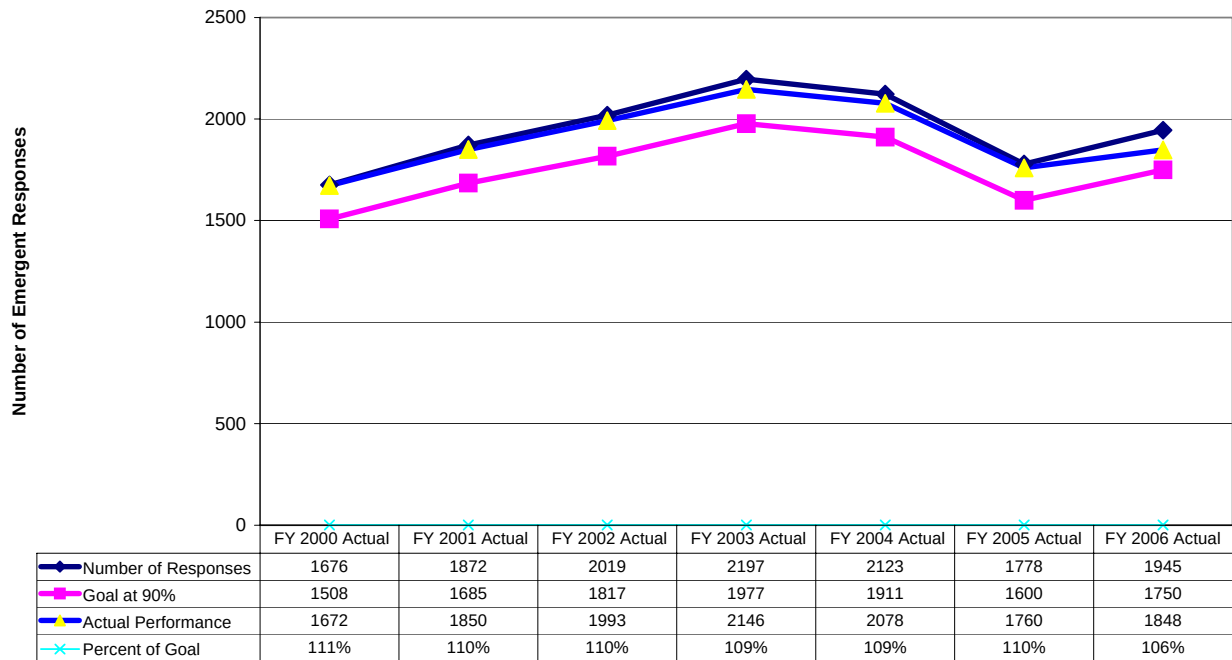
Fire Suppression Services Emergent Responses Within 5 Minutes of Notification



Fire & Life Safety Plans Review Plans Processing Time



Emergency Medical Services Emergent Responses Within ASA Standards



Number of emergent responses for FY 2004 has been adjusted to correct a previous data error.

ASA Response Standards:

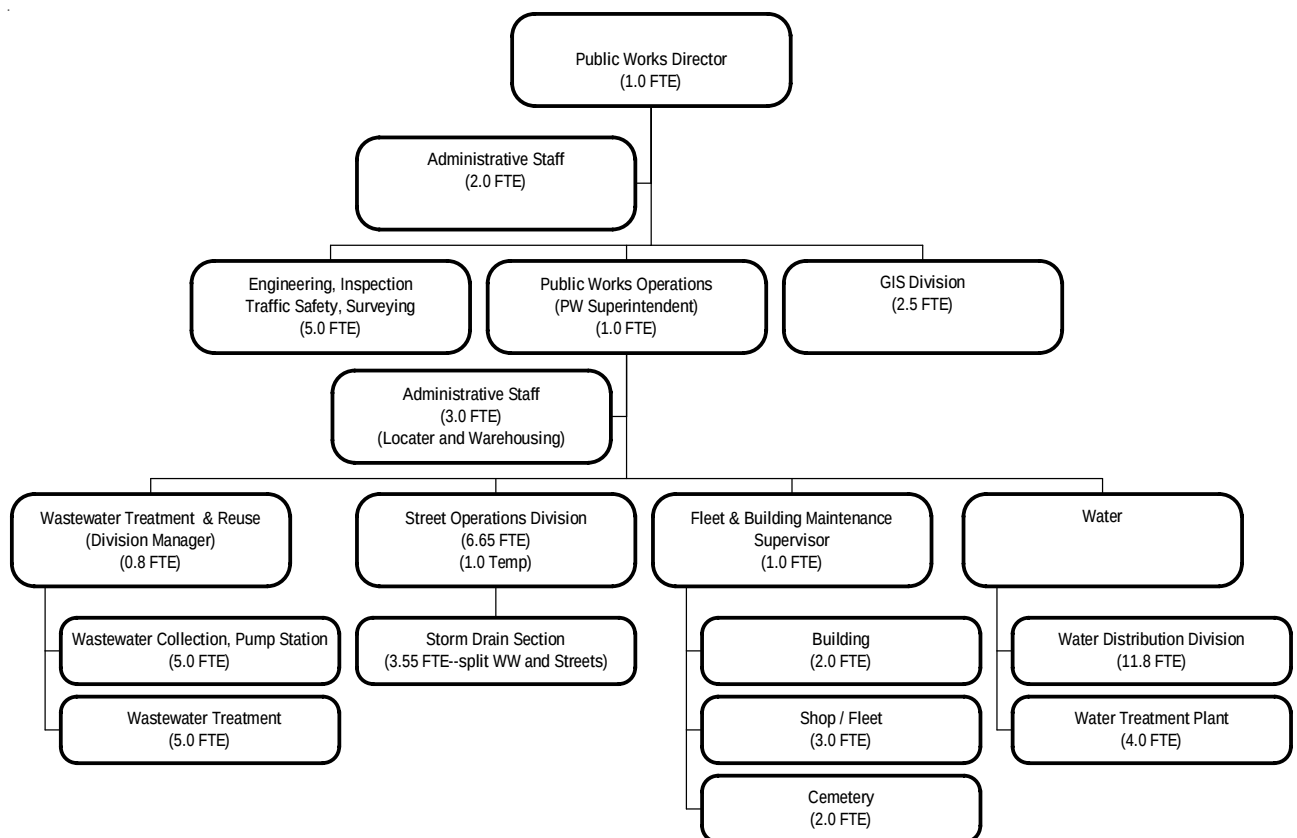
Urban	8 Minutes
Suburban	15 Minutes
Semi-Rural	20 Minutes
Rural	45 Minutes
Frontier	2 Hours
Search & Rescue	4 Hours

Response time standards were modified county-wide in 2005 in response to State Trauma Advisory Board criteria.



public works department

59.8 FTE



Overview

The Public Works Department is composed of five Operational Divisions consisting of Water, Wastewater, Streets, Fleet and Facilities Maintenance (which includes Cemeteries) managed by the Public Works Superintendent. The “non-operational divisions” consist of Engineering and Administration, focusing on program development, engineering, surveying, and long-range public works planning functions; and the Airport. Staffing levels have increased 7% over the past 5 years with four new positions being added during that time. During FY07, staff levels were increased by one at the Water Treatment Plant and although there is one position in the Water Distribution division that will not be funded until the end of FY08, staffing levels remain at 59.8 FTE.

Departmental Goals

- Pursue water quality and temperature improvements through an active storm water management program and wastewater treatment effluent reuse options utilizing elements of the “Right Water for the Right Use.”
- The Water division will continue to complete a very robust construction program to improve the delivery of water and to improve treatment processes.
- The GIS program continues to establish valuable infrastructure data for all City departments.
- Complete the preliminary engineering design and system feasibility for the future extension of the TAP pipeline to the City.
- Establish a stronger, formalized role for the City in the stewardship of the entire Ashland Watershed.
- Develop a City-wide Facilities Master Plan.
- Enhance water supply with completion of the transmission waterlines and continued conservation efforts.
- Improve pedestrian and traffic safety based on elements of the 3 Es – Education, Enforcement and Engineering.
- Continue to look for alternatives to improve the Wimer and North Main Street intersection.
- Traffic safety and transportation system improvements focus on improving safety of railroad at-grade crossings as well as sidewalk and safety improvements. The FY08 program will complete construction of those projects designed in FY07.

- The Street fund and long range planning for financial stability of the street maintenance and storm drain program are of vital importance to the department. The Street Financing Task Force was established in FY07 and will have recommendations to pursue for the FY09 budget planning process.
- Explore transit options and review/participate in regional transit planning opportunities with RVTD.
- Complete the FY08 construction program.

Performance Measures

Public Works performance measures are included in each division’s narratives. In general, it is our intent to improve the perception and customer satisfaction of our services and to keep overall costs to a minimum without compromising safety and quality. We strive for excellence in our professions and will continue to improve our abilities and encourage sound environmental solutions.

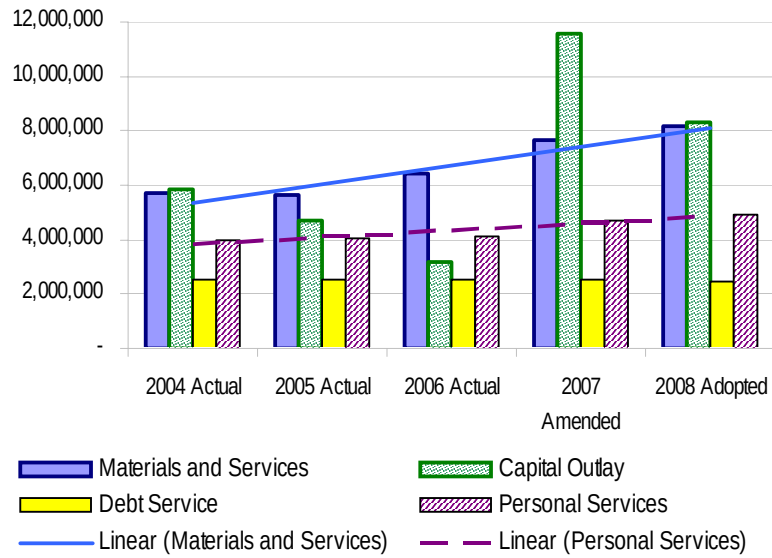
Mission Statement

Provide reliable, quality infrastructure services for the citizens of Ashland in the most professional, efficient and fiscally responsible manner. Listen to and communicate with the citizenry in determining immediate and long range needs while implementing the policy and guidelines of the Council. Work with other City Departments and be responsible environmental stewards.

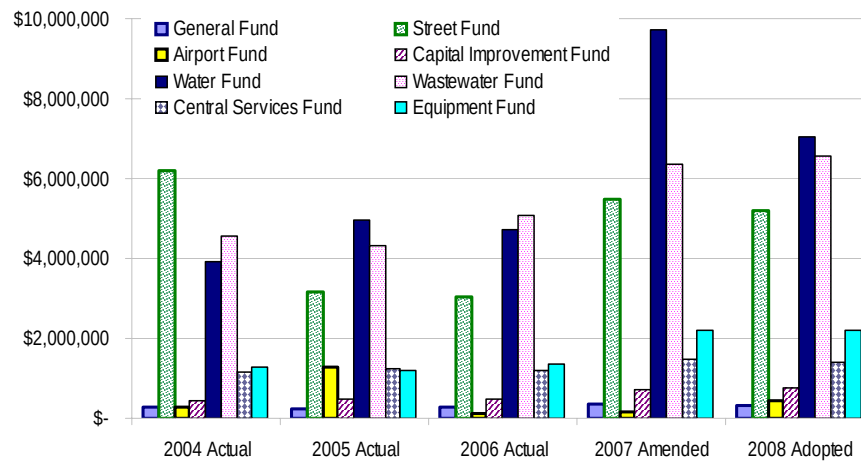
Significant Budget Changes

- The Capital Improvement Plan (CIP) projects have been reevaluated to accommodate considerable increases in material costs. The FY07 CIP was significantly underspent as staff pursued design completions in a difficult and competitive market. The FY07 total overall CIP budget was over \$11.5 million of which only \$6.5 million is expected to be completed. FY08 will reprogram those project funds for construction with a total of \$8.4 million programmed for completion. The projects in the Street Fund and Water Fund continue to be the largest CIP programs.
- Other than the changes in the CIP, most of the PW Funds see little or decreases in their overall funds. The Cemetery (General Fund), Street, Water and the Central Service Funds all see decreases this year.
- PW service level fees were all increased in FY07, and will not be increased in FY08 to hold with Council direction.

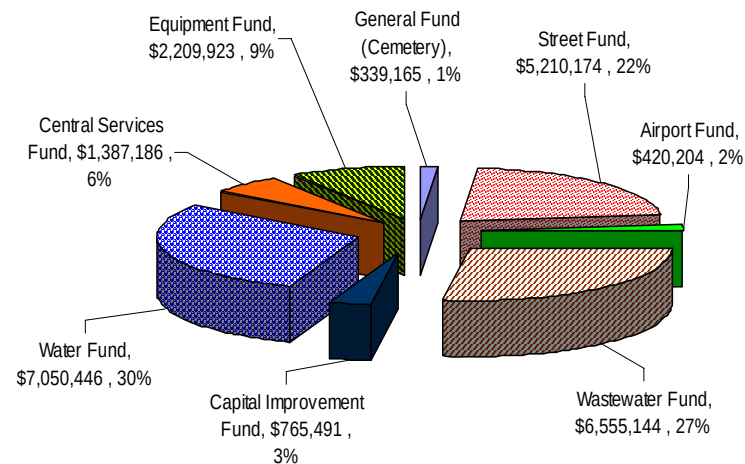
Public Works Overview by Categories



Public Works Expenses by Fund



Public Works Department FY08 by Fund



PUBLIC WORKS DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Total By Function				
500 Personal Services	\$ 4,015,530	\$ 4,129,099	\$ 4,731,743	\$ 4,926,176
600 Materials and Services	5,605,072	6,446,492	7,677,588	8,185,171
700 Capital Outlay	4,732,218	3,245,102	11,531,375	8,287,105
800 Debt Service	2,514,879	2,431,411	2,496,758	2,493,886
	<u>\$ 16,867,698</u>	<u>\$ 16,252,105</u>	<u>\$ 26,437,464</u>	<u>\$ 23,892,337</u>

Department Total By Fund				
110 General Fund	\$ 240,279	\$ 277,497	\$ 355,375	\$ 339,165
260 Street Fund	3,150,019	3,037,522	5,465,986	5,210,174
280 Airport Fund	1,289,798	135,456	146,705	374,809
410 Capital Improvement Fund	475,849	480,340	703,157	765,491
670 Water Fund	4,978,260	4,707,557	9,719,984	7,050,446
675 Wastewater Fund	4,320,241	5,074,754	6,356,363	6,555,144
710 Central Services Fund	1,231,153	1,195,338	1,488,463	1,387,186
730 Equipment Fund	1,182,100	1,343,641	2,201,431	2,209,923
	<u>\$ 16,867,698</u>	<u>\$ 16,252,105</u>	<u>\$ 26,437,464</u>	<u>\$ 23,892,337</u>

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Public Works Director	1.00	1.00	1.00	1.00
Public Works Superintendent	1.00	1.00	1.00	1.00
Engineering Services Manager	1.00	1.00	1.00	1.00
Supervisors	5.00	5.00	5.00	5.00
Public Works Management Assistant	-	-	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	-	-
Associate Engineer	1.00	1.00	1.00	1.00
Assistant Engineer	1.00	1.00	1.00	1.00
GIS Specialist	1.50	1.50	1.50	1.50
GIS Analyst	1.00	1.00	1.00	0.50
Engineering Tech II	2.00	2.00	2.00	2.00
Clerk II	0.50	1.00	1.00	1.00
Cemetery Sexton	1.00	1.00	1.00	1.00
Treatment Plant Operator	6.00	6.00	7.00	7.00
Utility Worker IV	2.00	2.00	2.00	4.00
Utility Worker III	16.00	16.00	16.00	16.00
Utility Worker II	3.00	5.00	5.00	4.00
Utility Worker I	7.00	5.50	5.50	5.00
Meter Reader/Repair	1.80	1.80	1.80	1.80
Facilities Maintenance Worker	-	-	-	-
Mechanic	3.00	3.00	3.00	3.00
Utility Worker - Temp	1.00	1.00	1.00	1.00
	<u>57.80</u>	<u>58.80</u>	<u>59.80</u>	<u>59.80</u>



Airport Fund

The Ashland Municipal Airport was established in 1965. The City owns all of the land and buildings on the airport with the exception of the privately owned hangars at the northeast edge of the field and the Sky Research Hangar built in 2000. The airport has 34 hangars, 120 tie-down spaces and supports an average of 78 aircraft, a Civil Air Patrol unit and other activities. The Public Works Administrative Support Division manages the City's interest in the airport and contracts for major maintenance and improvements. Routine maintenance is completed through support from Facilities Maintenance Division, Electric Department and Parks Department.

Management decisions for the Airport and related facilities receive oversight through the Airport Commission. The airport is operated by Robert Skinner, Skinner Aviation, as the contract Fixed Base Operator (FBO). Skinner has been the airport's FBO since 1993 and is responsible for overall administration of the Airport facilities including radio control, fuel facility, aircraft maintenance, hangar rental collection, flight training and facility maintenance. In 2004, the City financed and constructed a set of 14 T-hangars. The rent from the T-hangars will ultimately provide new revenue options for the airport's future. These new T-hangars and the two sets of nested T-hangars maintain an occupancy rate of 100%. The Commission encourages new hangar development at the airport, including the prospect of additional T-hangars. The card-lock fueling system has increased fuel income during unattended hours at the airport.

Strategic Plan Goals

In July 2006, Council adopted the Airport Layout (Master) Plan. This plan outlines development opportunities consistent with the Federal Aviation Administration guidelines and the City's policies. In addition, the Airport Commission developed a strategic plan which included a marketing plan, an updated Economic Impact Study, and an analysis of technological advances to increase airport safety. The Commission continues to market available land to suitable tenants to encourage business opportunities and airport sustainability. The live camera link with internet access to the airport has been completed and pilots now have the ability to see real time weather and wind conditions.

Significant Budget Changes

- The FY08 budget reflects a new Capital Improvement Project for \$274,000 for Parking Lot and Access Road improvements, and installation of a Super Avigation Weather Operating System (AWOS). This project is fully funded by an FAA grant and the required 5% match is associated with the City's staff costs as shown in the central service fees.
- Other than the CIP project, the budget is the same as the FY07 base.
- Deferred maintenance and relatively low rental income continues to be budgetary issues.

Performance Measures

- Ensure grounds care and maintenance activities are cost effective.
- Capture the public perceptions in the City's annual attitude survey.
- Manage revenues and expenses to overcome maintenance shortfalls and pursue increases in fees and obtaining other funding sources to ensure long term self-sufficiency.
- Focus on effective hangar rates to improve revenue shortfalls.

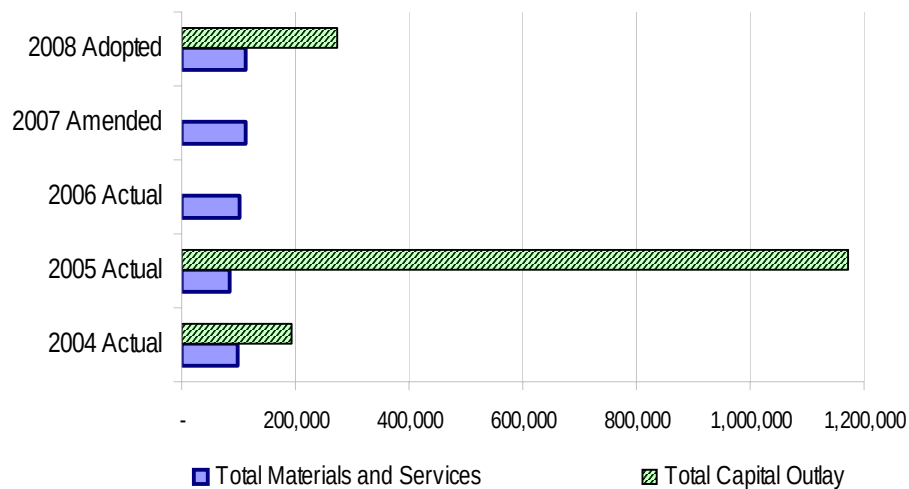
Airport Goals

- Accomplish Airport Commission Goals to:
 - ▶ Implement the marketing plan and provide information on available airport expansion opportunities.
 - ▶ Bring educational opportunities and community awareness to the airport.
 - ▶ Install Super AWOS system to increase activity by offering pilot actuated weather and directional information (FY08 Entitlement Project).
 - ▶ Continue to secure AIP and FAM Grants: increase airport infrastructure, build perimeter fencing, taxiway access, etc.
 - ▶ Identify and enhance revenue sources through appropriate fee increases, new T-hangars, new independent hangars, and aviation related business construction.
- Market the airport to interested aviation related businesses through effective communication with private, regional and State organizations.
- Ensure the airport is maintained to meet long-term self-sufficiency.

AIRPORT FUND
PUBLIC WORKS DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 280				
Materials and Services				
602 Rental, Repair, Maintenance	36,548	36,461	53,400	52,900
603 Communications	542		-	-
604 Contractual Services	-	10,750	-	-
605 Misc. Charges and Fees	47,267	53,051	57,282	57,282
606 Other Purchased Services	-	22	550	550
608 Commissions	101	100	300	300
Total Materials and Services	84,459	100,384	111,532	111,032
Capital Outlay				
704 Improvements Other Than Bldgs.	1,170,267	-	-	240,000
Capital Softmatch				(11,395)
Total Capital Outlay	1,170,267	-	-	228,605
Debt Service				
801 Debt Service - Principal	16,031	18,486	19,362	20,278
802 Debt Service - Interest	19,041	16,586	15,811	14,894
Total Debt Service	35,072	35,072	35,173	35,172
	\$ 1,289,798	\$ 135,456	\$ 146,705	\$ 374,809

Airport Fund Categories



Street Division

The Street Division has four primary areas of responsibility:

- Street patching, paving and crack sealing, and painting
- Street sweeping, bike lane / bike path maintenance
- Street signs and crossings
- Drainage ditch cleaning, street grading and minor storm drain pipeline construction

Street crews are also responsible for unplanned street maintenance, grading unimproved streets, pothole repairs and street section patching due to weather and water damage. This crew also responds to all types of emergencies including downed trees, flooding, snow removal and cleanup after accidents, etc.

The street crews will continue to emphasize street patching, slurry seals and crack sealing programs to extend the life of the City's street network, as well as storm drain ditch maintenance. The Division staffing remains unchanged with 9.0 FTEs shared between the street and storm drain work and one temporary position in the summer. Although this tends to stress workload limits, we are currently able to maintain these tight staffing levels.

During the summer months, the paint crew with a lead worker and two seasonal workers, paint all traffic delineations, bike path designations and symbols, railroad crossing symbols, crosswalk and thermoplastic markings and all curbing requiring parking restrictions.

The Street Division maintains 102 miles of paved streets; approximately 194 lane miles, 10.5 miles of unpaved streets and alleys, over 22,000 signs, and over 12 miles of open ditch drainage.

Division Goals

- Maintain a safe, smooth, convenient transportation system network for all community members, including pedestrians, bicyclists, automobile users, bus transit users, as well as business needs, including deliveries, visitor access and parking.
- Respond to street user complaints and safety concerns in a rapid and efficient manner.
- Update the pavement management system every two years. Validate the 5-year requirements and implement maintenance and reconstruction recommendations outlined in the pavement management system.
- Cooperate with other agencies on the improvement of Highway 99 and 66 with the State and County roadways with Jackson County and present the findings to the City Council. All feasibility studies for jurisdictional exchange should focus on the financial implications of the exchange.

- Continue to systematically look at street operations, efficiencies, service needs, and community expectations. Shift work priorities and functions to better respond to the community's service needs.
- Provide support to the Street Financing Task Force to better understand funding needs and deficiencies. Present maintenance concerns and overview of the OCI levels to help the committee make informed recommendations.
- Initiate the process to update the City's 1998 Transportation System Plan.

Council Priorities

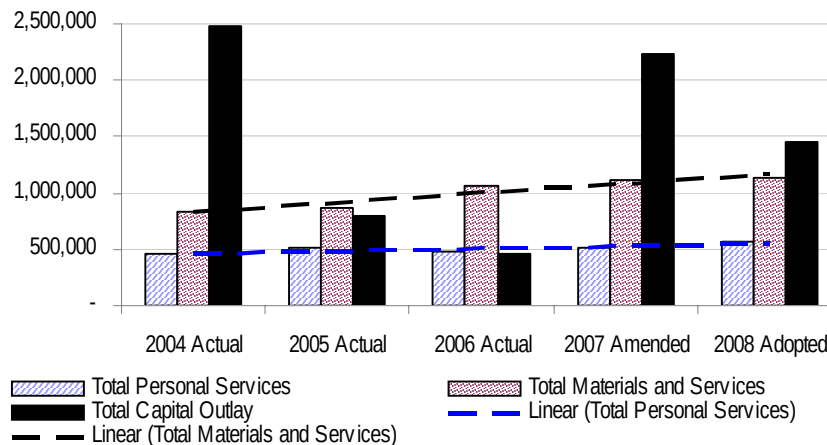
- Improve and enhance the system of sidewalks and bicycle facilities (bike paths and shared shoulders)
- Improve safety of existing at-grade railroad crossings.
- Explore transit options and review/participate in regional transit planning opportunities with RVTD.
- Improve pedestrian and traffic safety based on elements of the 3 Es – Education, Engineering and Enforcement and measurably improve traffic safety in neighborhoods.

Significant Budget Changes

- The FY08 budget increases capital projects from a projected \$2.7 million (FY07) to \$2.8 million (FY08). Most projects originally slated for completion in FY07 were only able to complete the design phase. The North Ashland Bikeway Project was not completed and has been deferred until final design questions have been addressed. The FY08 capital projects include:
 - Repave/rebuild A Street from Oak Street to 1st Street
 - Pave/rebuild C & Eureka – Congestion Mitigation Air Quality (CMAQ) Grant
 - Construct Pedestrian Improvements to E. Main Railroad Crossing
 - Design Railroad Crossing Improvements for Hersey & Laurel Streets
 - Complete Jefferson Street Extension Project
 - Complete Agreements for Park and Ride Creation (Jackson County and RVTD)
 - Construct Hersey Street Pedestrian Improvements
 - Construct Miscellaneous Concrete Safety Repairs (curbs, gutters, sidewalk, etc.)
 - Construct Sheridan & Schofield Street Improvement (LID)
 - Initiate Design of Beach Street (CMAQ Grant and LID)
 - Obtain Grant and Construct Laurel Street Sidewalk Improvements (LID)

- The budget reflects the 15% increase in transportation user fees that was initiated in FY07. Although no fee increases have been proposed for FY08, staff expects to recommend changes based on the results of the Street Financing Task Force for the FY09 budget planning process.

Street Operations Costs by Function



Performance Measures

- With the support of the new Ad Hoc Street Financing Task Force, service level expectations will be established through community input. As a result, an OCI (Overall Condition Index) rating that meets the established service levels will be recommended for Council approval. Currently the goal is maintaining an OCI rating of 78. Once a new OCI rating is firmly established, staff will develop a revolving 5-year maintenance plan to meet the targeted OCI and then validate the OCI and costs (spent and projected) every 2 years.
- Based on the recommendations of the Street Financing Task Force, staff will evaluate and collect adequate user fees for long term street maintenance and continue to strive to leverage state, federal and other recommended funding strategies to reduce direct impact on the community.
- Evaluate and leverage costs to clean/sweep streets. During FY07, the amount of time for street sweeping was reduced without negative impacts. Staff also directed a change in disposal practices hauling all sweeper materials to the landfill. Develop the sweeping program consistent with the overall water quality improvements as a part of the Non-Point Source Discharge Elimination System (NPDES) permit requirements.
- Track number of street miles graded and man-hours expended. As the number of graded streets is reduced and replaced by paved streets, the man-hours expended should correspondingly decrease.
- Develop a pothole maintenance and response team to systematically identify and correct potholes within three days of notification (weather dependent).
- Participate with other divisions in developing a plan to optimize equipment use by sharing equipment, downsizing the fleet when appropriate and encouraging safe use of alternative technologies.

public works department - street division

STREET FUND
PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 260				
Personal Services				
510 Salaries and Wages	\$ 335,229	\$ 303,718	\$ 333,370	\$ 355,770
520 Fringe Benefits	184,163	168,144	179,901	213,469
Total Personal Services	519,392	471,861	513,271	569,239
Materials and Services				
601 Supplies	17,273	18,273	23,650	18,650
602 Rental, Repair, Maintenance	251,626	315,923	331,677	344,670
603 Communications	8,109	3,949	10,055	6,950
604 Contractual Services	247,735	296,716	302,260	301,000
605 Misc. Charges and Fees	328,659	417,158	441,580	441,580
606 Other Purchased Services	5,261	1,893	8,530	8,230
608 Commissions	1,426	4,260	6,695	6,500
Total Materials and Services	860,089	1,058,171	1,124,447	1,127,580
Capital Outlay				
701 Land	271,651	-	-	-
703 Equipment	7,064	2,925	9,000	2,000
704 Improvements Other Than Bldgs.	517,477	464,993	2,232,950	1,445,700
Total Capital Outlay	796,191	467,918	2,241,950	1,447,700
	<u>\$ 2,175,673</u>	<u>\$ 1,997,951</u>	<u>\$ 3,879,668</u>	<u>\$ 3,144,519</u>

STREET FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - TRANSPORTATION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 260				
Capital Outlay				
704 Improvements Other Than Bldgs.	\$ 28,351	\$ 109,746	\$ 274,850	\$ 188,800
Total Capital Outlay	<u>\$ 28,351</u>	<u>\$ 109,746</u>	<u>\$ 274,850</u>	<u>\$ 188,800</u>

public works department - street division

STREET FUND
PUBLIC WORKS DEPARTMENT
L.I.D.'S AND TRANSPORTATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 260				
Materials and Services				
605 Misc. Charges and Fees	\$ 5,550	\$ 7,100	\$ 7,498	\$ 7,498
Total Materials and Services	5,550	7,100	7,498	7,498
Capital Outlay				
704 Improvements Other Than Bldgs.	1,787	38,170	336,000	678,500
Total Capital Outlay	1,787	38,170	336,000	678,500
	\$ 7,337	\$ 45,270	\$ 343,498	\$ 685,998

Grounds Maintenance

Public Works Administration manages this inclusive general fund account. Public works and finance staff aggregated the cost of maintaining the medians along Siskiyou Boulevard, Ashland Street, Main Street, North Mountain (added in FY06), along with maintaining the Library grounds and public parking lots to this account. In past years these costs had been in the Street Fund's operation account and this change will ensure better cost accounting and tracking of the grounds care and maintenance costs.

This shift allows staff to internally contract the City's downtown and boulevard grounds care and other landscaping maintenance to the Parks Department. Work includes flowerbed replacement, soil maintenance; grass cutting and maintenance, general tree maintenance and trimming, as well as other typical grounds care requirements. This account will include an occasional augment to include things such as the purchase of tree grates to replace all of the brick and wood tree barriers along the downtown, replace dead or diseased trees along the City's boulevards and downtown, do significant major tree trimming or other similar activities.

Fund Goals

- Enhance the livability and attraction of Ashland.
- Ensure that our downtown and boulevard streets are well-maintained and continually enhanced with attractive flowerbeds and landscaping treatments.
- Continue successes with the Parks Department in implementing routine maintenance schedules to address tree trimming, pruning, sprinkler maintenance and other grounds care issues for our downtown and boulevard streets, the library grounds and other City facilities' grounds care maintenance.
- Implement cost efficient measures for long-term restoration and maintenance guidelines, with an appropriate historic perspective for the downtown and boulevards.
- Identify areas where "right water for the right use" can be implemented in the landscape maintenance.
- Identify reasonable expectations for maintenance and beautification objectives through an intergovernmental agreement with Parks the Department.

Significant Budget Changes

- Slight increase in watering expenditures.

Performance Measures

- Ensure grounds care and maintenance activities are cost effective and meet the "right water for the right use" goals. Encourage effective water conservation practices.
- Capture the positive public perceptions of the aesthetic value of landscaping in the City's annual attitude survey.

public works department - street division - grounds maintenance

STREET FUND
PUBLIC WORKS DEPARTMENT
GROUNDS MAINTENANCE

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 260				
Materials and Services				
602 Rental, Repair, Maintenance	\$ 6,854	\$ 46,984	\$ 45,600	\$ 48,400
604 Contractual Services	157,900	130,800	135,000	135,000
Total Materials and Services	164,754	177,784	180,600	183,400
	<u>\$ 164,754</u>	<u>\$ 177,784</u>	<u>\$ 180,600</u>	<u>\$ 183,400</u>

Storm Water Program

The Storm Water “Collections” program is responsible for the City’s storm water line maintenance; open ditch, sediment pond cleaning, and storm drain line construction. Within the Public Works Department, the Street and Wastewater Division crews share the workload for storm water lines and open drainage ditches.

The City has been designated by federal regulations for inclusion in the Phase II National Pollution Discharge Elimination System (NPDES) permit program. As such, new regulations required that the City adopt more stringent storm water and water quality protection standards. The adopted Storm Water and Drainage Master Plan identifies capital improvement projects and water quality management objectives. Staff must insure there are appropriate financing elements to adequately meet the required water quality improvement goals. An illicit discharge detection program was introduced in 2007. Erosion and Sediment Control Ordinances have been developed and will soon be adopted. A post-construction storm water management program must also be created as part of the NPDES requirements.

In addition to the new NPDES regulations, the Department of Environmental Quality is in the final stages of adopting a Total Maximum Daily Load (TMDL) for certain elements within the Bear Creek Watershed. The TMDL will dovetail with the NPDES program as the TMDL regulates bacteria in Ashland and Bear Creeks. These water quality regulations will help to improve the City’s best management practice for storm water maintenance programs. The TMDL also addresses temperature concerns with waters flowing into Ashland and Bear Creeks. Some of the open drainage ways may be able to be enhanced to help protect these important features of our system and lower the temperatures of the water.

The Division maintains nearly 77 miles of piped storm water collection lines, 1,700 catch basins, 1,400 inlet structures, 720 manholes, and approximately 11 miles of open storm water drainage ditches. Crews also maintain the new bioswales (Elks /City Parking Lot) and detention basin and wetlands facilities (Roca Ponds, North Mountain Park, the Wetlands ponds at the Dog Park and new detention / retention facilities at North Mountain Park and Riverwalk subdivision).

Council Priorities

- Assist with implementation of an updated riparian area protection ordinance coordinated with Community Development and Planning.
- Pursue water quality and temperature improvements through an active storm water management program.

Division Goals

- Water quality is a primary component of the storm water program. Implementation of the new NPDES requirements includes development and adoption of City wide ordinances to protect water quality. The Public Works Engineering standards stress erosion and sediment control, as well as detention and water quality improvements for new developments. These projects come with both capital and long-range maintenance costs. There is some community frustration with the emphasis placed on water quality with respect to more stringent construction methods.
- Develop consistency with the “Right Water for the Right Use” program goals.
- Update the 1998 Storm Water and Drainage Master Plan
 - Maintain the open swales and pipe systems to minimize line blockages
 - Ensure the pipe system meets current capacity requirements and is updated on a 5-year basis
 - Implement the design standards for 25 year storm events
 - Improve drainage systems to minimize adverse impacts to citizens as a result of storm and high water runoff conditions
- Continue to systematically look at storm water maintenance operations, efficiencies, service needs and community expectations. Shift work priorities and functions to better respond to the community’s service needs.
- Develop and implement annual maintenance standards for public and private storm drain ditches that will result in deterring flooding through heavily vegetated areas.
- Develop internal goals for storm line cleaning for September and October prior to seasonal high drainage levels.

Significant Budget Changes

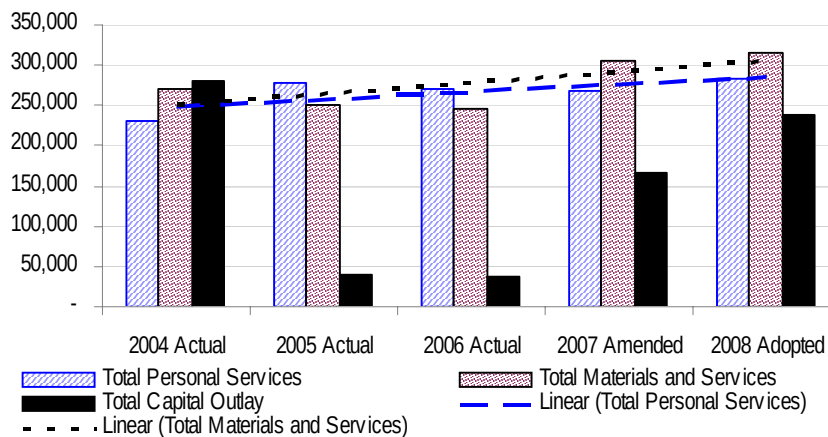
- Several specific storm drain and water quality improvement projects have been identified for construction over the next several years averaging approximately \$260,000 each year. FY08 is slightly higher to affect updates to the Master Plan as a result of the TMDL and NPDES requirements. Planned construction efforts for FY08 include the initial phase of the Beach / Mountain Creek project that will ultimately span several years (Matisse Cottage area for \$100,000); Alley drainage improvements at E Main Street to Blaine (\$75,000); and Iowa Street Storm Drain Line from Sherman to Gresham (\$90,000).

- The budget reflects the 100% increase in storm drain user fees that was initiated in FY07. Although no fee increases have been proposed for FY08, staff expects to recommend changes based on the results of the implementation plan to meet the water quality objectives of the NPDES permit and the new TMDL standards.

Performance Measures

- Implement the NPDES and Storm Water Management Plan requirements:
 - Continue to provide consistent construction and development standards for new water quality improvement facilities that demonstrate water quality objectives.
 - Test and evaluate the effectiveness of new water quality improvements; retention facilities, bioswales, wetlands ponds, etc. and document the amount of material removed by these facilities and the resulting water quality.
 - Look for new alternatives for better management of open drainage ways and collection system maintenance.
- Collect adequate fees for annual maintenance and improvements.
- Document both storm drain pipe cleaning and open ditch cleaning schedules and man-hours expended. As the number of hours of maintenance increases, there should be a corresponding decrease in flooded areas and calls from citizens.
- Develop maintenance response team to systematically identify and correct storm water line plugs within two days of notification (weather dependent).
- Participate with other divisions in developing a plan to optimize equipment use by sharing equipment, downsizing the fleet when appropriate and encouraging safe use of alternative technologies.

Storm Water Operations Costs by Function



public works department - street division - storm water

STREET FUND
PUBLIC WORKS DEPARTMENT
STORM WATER DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 260				
Personal Services				
510 Salaries and Wages	\$ 181,916	\$ 169,944	\$ 169,700	\$ 176,300
520 Fringe Benefits	96,450	101,085	98,780	106,152
Total Personal Services	278,366	271,029	268,480	282,452
Materials and Services				
601 Supplies	8,472	4,397	18,750	16,650
602 Rental, Repair, Maintenance	101,102	76,674	107,910	124,125
603 Communications	-	-	300	300
604 Contractual Services	1,811	330	8,500	3,500
605 Misc. Charges and Fees	130,458	158,672	168,430	168,430
606 Other Purchased Services	9,157	6,187	2,000	2,000
Total Materials and Services	250,999	246,259	305,890	315,005
Capital Outlay				
704 Improvements Other Than Bldgs.	38,557	36,126	165,500	237,500
Total Capital Outlay	38,557	36,126	165,500	237,500
	<u>\$ 567,922</u>	<u>\$ 553,415</u>	<u>\$ 739,870</u>	<u>\$ 834,957</u>

STREET FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - STORM WATER

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 260				
Capital Outlay				
604 Contractual Services	-	-	-	75,000
Total Materials and Services	-	-	-	75,000
704 Improvements Other Than Bldgs.	205,984	153,357	47,500	97,500
Total Capital Outlay	205,984	153,357	47,500	97,500
	<u>\$ 205,984</u>	<u>\$ 153,357</u>	<u>\$ 47,500</u>	<u>\$ 172,500</u>



Water Division

The Water Division includes 15.6 FTEs and is divided into three primary areas of responsibility: supply, treatment and distribution. The Division is responsible for all water system testing to ensure total compliance with various regulatory requirements.

The distribution system includes four distribution reservoirs, over 127 miles of water lines, 6 pump stations, 33 pressure reducing stations, 1,135 fire hydrants, and over 8,100 individual services and meters, an increase of 3.3% in the past year, plus 322 separate irrigation meters (City water) and 138 irrigation accounts for the City's TID water. Division personnel are responsible for new service installations, main line construction, and maintenance and repair of the existing system. The Lithia water and the City's irrigation water fed by the Talent Irrigation District (TID) system are also included in the distribution area of responsibility.

With primary raw water supply from Mount Ashland, and a secondary supply from TID, the Water Treatment Plant treats up to 7.5+ million gallons of water per day in the summer and averages 2.0 MGD in the winter months. Division personnel are responsible for ensuring the water is treated to meet or in most cases is much better than the required State Health Division's drinking water standards.

The supply side has no direct personnel support. The expenditures in this division include Hosler Dam maintenance, safety and security, any work required to retain the water held in Reeder Reservoir before it is treated at the water treatment plant, TID water purchase agreements, long-term water rights acquisition, and the Talent-Ashland-Phoenix (TAP) Intertie project.

Council Focus

- Completing pre-design engineering feasibility for future extension of TAP water line, which includes priority for conservation successes. The current water supply master plan indicates a need for the TAP line to be constructed no later than 2015.
- Establish a stronger, formalized role for the City in the stewardship of the entire Ashland Watershed.
- The Department of Environmental Quality (DEQ) is in the final stages of adopting a Total Maximum Daily Load (TMDL) for certain elements within the Bear Creek Watershed, one of which is sediment into Reeder Reservoir. The City has responsibility for the road around Reeder Reservoir, however, staff will continue to work with the USFS for continuing sediment monitoring and maintenance in the watershed as a result of the TMDL.

- Anticipating conclusion to the mediation settlement, staff will work with Mount Ashland Association (MAA) and the USFS on expansion activities and Quality Assurance and Quality Control (QA/QC) to insure water quality and water quantity are not negatively impacted.
- Developing a citywide focus "the Right Water for the Right Use" to include enhanced conservation efforts, better use of an extended TID service area, support for our WWTP effluent reuse and negotiating for other water supply options.

Division Goals

- Provide high-quality, clean, safe drinking water to each customer at the tap.
- Provide higher quality water than is required by the Safe Drinking Water Act; continue to publish the annual Consumer Confidence Reports (CCR).
- Evaluate the water chemistry and treatment process to implement relevant changes for overall water quality improvements.
- Operate the water treatment and distribution system in an efficient and fiscally responsible manner.
- Provide an adequate supply of drinking water and maximize the use of appropriate conservation efforts. Predictions are that the City may not need to use TID raw water this year to supplement the water stored in Reeder Reservoir; staff will work to ensure that the option remains viable.
- Monitor use and maintenance costs of the newly constructed TAP Intertie pipeline to Talent and the regional pump station.
- Continue to evaluate long-term water rights and options for additional water rights or agreements.
- Conduct twice a year audible alarm tests of the early warning system for Hosler Dam and continue public education on the flood inundation zone.

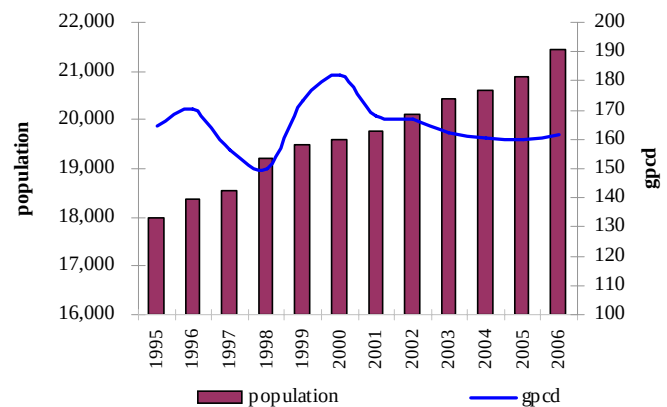
Significant Budget Changes

- The Treatment Division realized the increase of one person at the plant (approved for FY07) and those increases are shown in the FY08 personnel budget.
- With the two major pipeline projects and the majority of the initial water treatment plant process improvements basically complete, this year's overall Water Capital budget is significantly decreased from last year's budget. The increase in capital projects is shown in the Distribution system. FY08 projects include:
 - Final completion and wrap up on the Transmission Line; Reeder Reservoir to the Water Treatment Plant. (estimating up to \$125,000)
 - Final pre-design wrap up for the TAP Project (\$50,000).
 - Complete FY07 Phase 1 Process Improvements and Reeder Reservoir Study (estimating \$305,000)
 - Analysis and initial construction for the Loop Road Water Distribution Reservoir.
 - Design of the Granite Street Waterline Replacement Project – postponed from FY07 (\$150,000).
 - Ditch Road TID Waterline Replacement (\$500,000)
 - Lithia Fountain Historic Renovation (\$35,000)
- In addition, there are several other smaller planned capital projects at the water plant that were delayed a year, Hosler Dam security and telemetry improvements, investigate water plant backwash (sludge) lagoon improvements and filter maintenance.
- Consulting cost also shown in Capital or Professional Fees include:
 - FERC Part 12 Hosler Dam Safety Study (\$100,000 split with Electric once every 3 years)
 - Consulting cost for “Right Water for the Right Use” (\$50,000)
- The budget reflects a 6% increase in water user fees initiated in FY07. Although no fee increases have been proposed for FY08, staff expects to recommend changes based upon operational needs for the FY09 budget planning process.

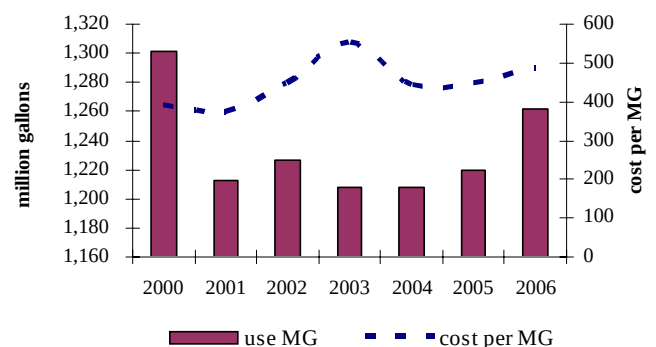
Performance Measures

- Water quality, have no action limit violations, and no other health risk concerns.
- Water quantity; maintain water treatment capacity above 25% of maximum daily capacity (ratio of capacity 10 mgd to maximum day 8 mgd).
- Water conservation has improved. The lowest winter day continues to stay at 2.0 mgd. Summer averages continue to drop slightly even in the past two “normal” years.
- System efficiency; evaluate the cost to treat and transport drinking water per 1000 gallons and take appropriate measures to favorably compare to industry standards.

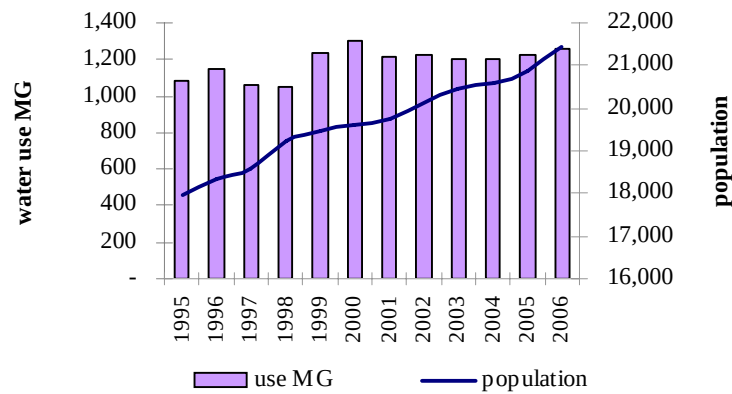
Population vs Water Use per Capita



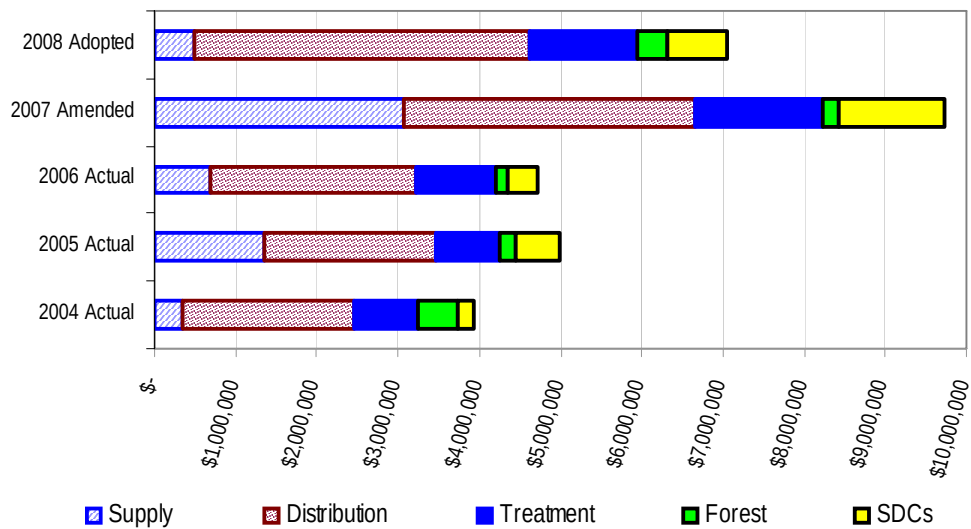
Water Use over time
vs Cost per Million Gallons



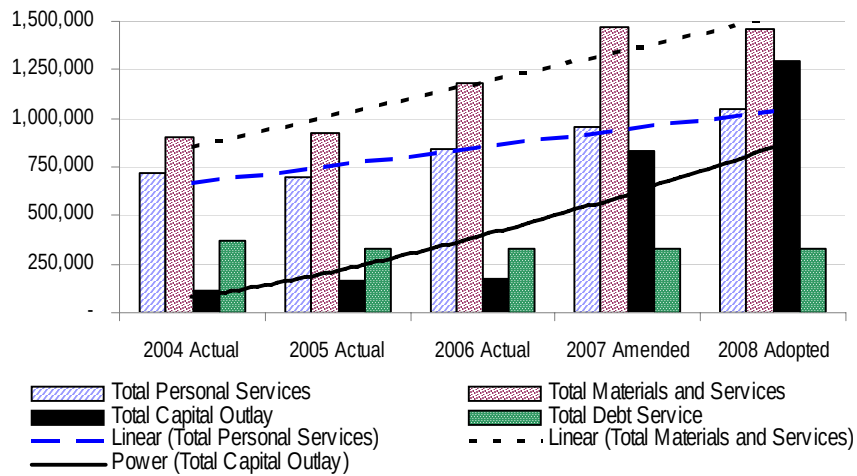
Water Use vs Population Over Time



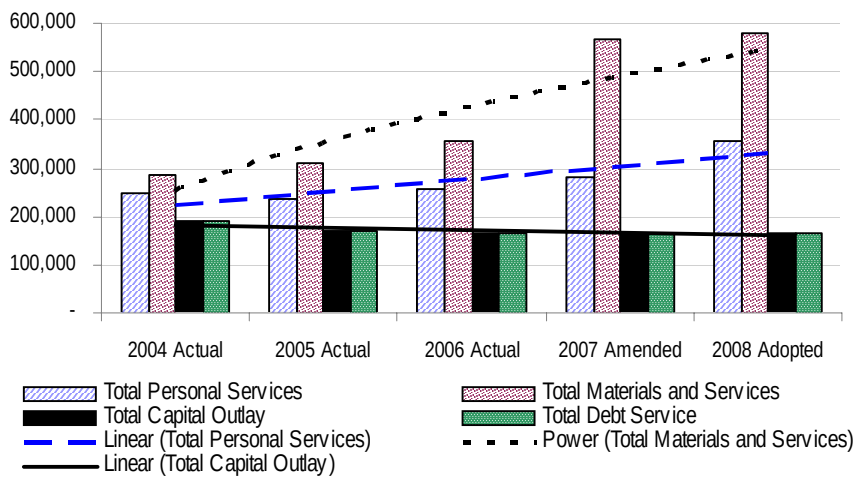
Water Fund Totals over Time



Water Distribution Costs by Function



Water Treatment Costs by Function



public works department - water division

WATER FUND
PUBLIC WORKS DEPARTMENT
TREATMENT DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 670				
Personal Services				
510 Salaries and Wages	\$ 156,683	\$ 172,659	\$ 182,575	\$ 233,600
520 Fringe Benefits	78,100	84,981	99,885	124,024
Total Personal Services	234,783	257,641	282,460	357,624
Materials and Services				
601 Supplies	92,569	106,635	106,750	107,800
602 Rental, Repair, Maintenance	64,116	77,787	107,280	106,150
603 Communications	14,308	11,485	15,600	14,100
604 Contractual Services	19,323	2,929	27,280	17,280
605 Misc. Charges and Fees	102,164	133,374	271,234	299,434
606 Other Purchased Services	16,646	23,225	37,250	34,950
Total Materials and Services	309,126	355,435	565,394	579,714
Capital Outlay				
704 Improvements Other Than Bldgs.	71,838	206,442	552,500	200,000
Total Capital Outlay	71,838	206,442	552,500	200,000
Debt Service				
801 Debt Service - Principal	115,200	115,200	117,000	120,600
802 Debt Service - Interest	52,850	25,858	48,242	45,866
Total Debt Service	168,050	141,058	165,242	166,466
	<u>\$ 783,796</u>	<u>\$ 960,576</u>	<u>\$ 1,565,596</u>	<u>\$ 1,303,804</u>

WATER FUND
PUBLIC WORKS DEPARTMENT
FOREST INTERFACE DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 670				
Personal Services				
510 Salaries and Wages	\$ 48,720	\$ 31,482	\$ 60,000	\$ 54,900
520 Fringe Benefits	18,263	17,043	19,000	32,400
Total Personal Services	66,983	48,525	79,000	87,300
Materials and Services				
604 Contractual Services	117,342	91,378	114,000	295,370
605 Misc. Charges and Fees	-	-	-	-
606 Other Purchased Services	1	188	2,000	2,000
608 Commissions	183	-	1,000	1,000
Total Materials and Services	117,526	91,567	117,000	298,370
	<u>\$ 184,509</u>	<u>\$ 140,092</u>	<u>\$ 196,000</u>	<u>\$ 385,670</u>

The FTE for this division is included in the Fire Department Organizational Chart

public works department - water division

WATER FUND
PUBLIC WORKS DEPARTMENT
SUPPLY DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 670				
Materials and Services				
604 Contractual Services	\$ 15,107	\$ 5,409	\$ 42,060	\$ 74,500
605 Misc. Charges and Fees	66,830	85,476	132,319	125,819
606 Other Purchased Services	48,072	57,672	111,500	61,000
Total Materials and Services	130,009	148,557	285,879	261,319
Capital Outlay				
704 Improvements Other Than Bldgs.	1,167,140	496,726	2,735,000	187,500
Total Capital Outlay	1,167,140	496,726	2,735,000	187,500
Debt Service				
801 Debt Service - Principal	41,000	37,375	41,250	41,750
802 Debt Service - Interest	11,878	5,241	11,800	11,470
Total Debt Service	52,878	42,616	53,050	53,220
	\$ 1,350,026	\$ 687,899	\$ 3,073,929	\$ 502,039

WATER FUND
PUBLIC WORKS DEPARTMENT
DISTRIBUTION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 670				
Personal Services				
510 Salaries and Wages	\$ 455,456	\$ 536,290	\$ 614,350	\$ 660,960
520 Fringe Benefits	241,471	303,781	343,706	390,430
Total Personal Services	696,927	840,071	958,056	1,051,390
Materials and Services				
601 Supplies	21,532	24,832	39,450	37,650
602 Rental, Repair, Maintenance	252,688	264,468	302,515	286,350
603 Communications	11,509	8,350	14,460	8,500
604 Contractual Services	26,906	63,227	28,000	26,000
605 Misc. Charges and Fees	426,728	534,807	758,411	774,846
606 Other Purchased Services	5,216	8,655	15,540	10,900
610 Programs	-	-	1,000	500
612 Franchises	179,500	276,540	311,430	311,430
Total Materials and Services	924,080	1,180,880	1,470,806	1,456,176
Capital Outlay				
703 Equipment	-	27,172	31,000	33,500
704 Improvements Other Than Bldgs.	169,243	142,854	804,250	1,261,750
Total Capital Outlay	169,243	170,026	835,250	1,295,250
Debt Service				
801 Debt Service - Principal	232,400	237,400	244,000	252,200
802 Debt Service - Interest	97,772	71,506	82,165	73,818
Total Debt Service	330,172	308,906	326,165	326,018
	\$ 2,120,423	\$ 2,499,883	\$ 3,590,277	\$ 4,128,833

public works department - water division

WATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - REIMBURSEMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 670				
Materials and Services				
604 Contractual Services	\$ 26,932	\$ -	\$ -	\$ -
Total Materials and Services	26,932	-	-	-
Capital Outlay				
704 Improvements Other Than Bldgs.	88,839	-	467,670	-
Total Capital Outlay	88,839	-	467,670	-
	<u>\$ 115,771</u>	<u>\$ -</u>	<u>\$ 467,670</u>	<u>\$ -</u>

WATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - IMPROVEMENTS

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 670				
Capital Outlay				
704 Improvements Other Than Bldgs.	\$ 297,698	\$ 313,313	\$ 702,580	\$ 605,250
Total Capital Outlay	<u>\$ 297,698</u>	<u>\$ 313,313</u>	<u>\$ 702,580</u>	<u>\$ 605,250</u>

public works department - water division

WATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - DEBT SERVICE

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Debt Service				
801 Debt Service - Principal	\$ 86,400	\$ 86,400	\$ 87,750	\$ 90,450
802 Debt Service - Interest	39,637	19,394	36,182	34,400
Total Debt Service	<u>126,037</u>	<u>105,794</u>	<u>123,932</u>	<u>124,850</u>
	<u>\$ 126,037</u>	<u>\$ 105,794</u>	<u>\$ 123,932</u>	<u>\$ 124,850</u>

Wastewater Division

The Wastewater Division is responsible for collecting (pipes), cleaning (treatment plant) and the ultimate proper reuse (creek) or disposal (landfill) of the sewage produced in the City. The wastewater collection system includes over 114 miles of sanitary sewer lines ranging in size from 4 to 30 inches, 2,300 manholes, and 7 lift stations. The City's first sewer lines were installed in the early 1900s. Division personnel continually replace old sewer lines due to failures or capacity limitations. Crews also install new service connections. The system presently serves nearly 7,980 customers. Maintenance and cleaning of both the sanitary sewer and storm water lines is accomplished with specialized equipment: jet rodder, mechanical rodder, vacuum machines, and video inspection equipment.

The Wastewater Treatment Plant (WWTP) was completely upgraded and rebuilt between 1998 and 2003. The WWTP is one of the most advanced wastewater treatment plants in Oregon designed specifically to improve water quality and the health of Bear and Ashland Creek by removing nearly 99% of all pollutants in the system. The WWTP operation is completed through the carousel oxidation ditches and aeration basins, secondary clarifiers, UV disinfection and membrane filtration system (May through November). The plant treats an average of 2.23 million gallons of sewage per day. Plant staff is responsible for ensuring that the treated effluent meets strict discharge and reuse standards and that the biosolids are stabilized through a centrifuge dewatering system prior to landfill disposal.

Division personnel are responsible for all wastewater testing to ensure full compliance with regulatory requirements. The Oregon Department of Environmental Quality monitors effluent and biosolids quality. The Wastewater Division employs 12 full time employees with staff split between the plant and the collection system. Division personnel will continue training to balance plant operations and collection system needs, as well as assist with storm drain cleaning. Collection system maintenance continues to be emphasized as personnel implement the CMOM (Capacity Management, Operation and Maintenance) program. All division personnel are located at the WWTP facilities to make more efficient use of shared equipment and training facilities.

Council Priorities

There are two strategic priorities associated with the wastewater treatment plant and effluent quality:

- Ashland's fully treated high quality effluent may be a significant resource in the City's "Right Water for the Right Use" as an effluent reuse option.
- With the anticipated release of Bear Creek Watershed TMDL in 2007, temperature remains the final hurdle for the WWTP. Although the temperatures may be reduced mechanically on-site, there may be more environmentally friendly options through the "Right Water for the Right Use" strategies.

Division Goals

- Develop aggressive conservation and reuse strategies for the "Right Water for the Right Use" through the use of the Ad Hoc Committee.
- Produce a highly treated wastewater effluent and biosolids product that meets or is consistently better than required by State permit regulatory requirements.
- Continue to coordinate with DEQ on the newly adopted temperature management rules and effectively utilize our high quality effluent as a resource. Evaluate the ability to augment creek flows through appropriate water trading.
- Optimize collection and maintenance operations to minimize service disruptions and claims against the City.
- When practical, reduce overall chemical use, while effectively using foaming agents in sewer lines to kill roots that damage sewer lines and cause blockages. The primary source of claims and service lateral plugs are from roots that grow by feeding off the water and nutrients in the sewer lines. Appropriate use of foaming agents stops the root growth in the sewer lines and does not affect tree health.
- Continue to eliminate illegal cross-connections, typically storm water lines, from the sewer system.
- Establish and implement a Fats, Oils and Grease (FOG) Program for food service establishments within the City of Ashland.

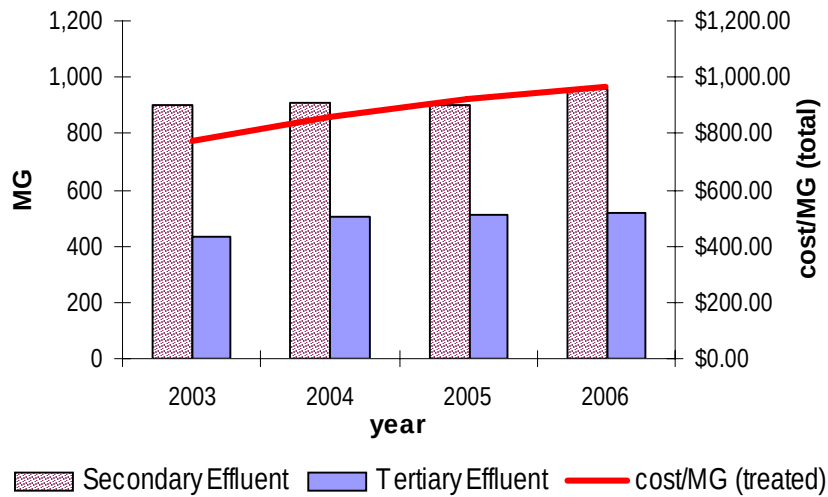
Significant Budget Issues

- The FY08 capital improvement projects totaling \$1,305,000 are an aggressive program and include:
 - Construct 'A' Street sewer line replacement from Oak Street to 1st Street
 - Construct N. Main Street pump station replacement
 - Dewey Street alley sewer main line replacement
 - Oak Street easement between Lithia Way and B Street line replacement
 - Ashland Creek Main line replacement
 - Design for Grandview Pump Station replacement
- Wastewater Treatment Plant programs include plant evaluation and miscellaneous process improvements and final evaluations for temperature process changes to meet DEQ NPDES permit and TMDL requirements (existing permit expires December 31, 2008).
- Overall debt service continues to decline as the DEQ loan for the wastewater treatment plant is paid back.
- The budget reflects a 6% increase in wastewater user fees initiated in FY07. Although no fee increases have been proposed for FY08, staff expects to recommend changes based upon operational and regulatory needs for the FY09 budget planning process.
- Budgeting and financing must meet DEQ loan requirements and is projected to increase in anticipation of food and beverage tax revenues ending December 2010.

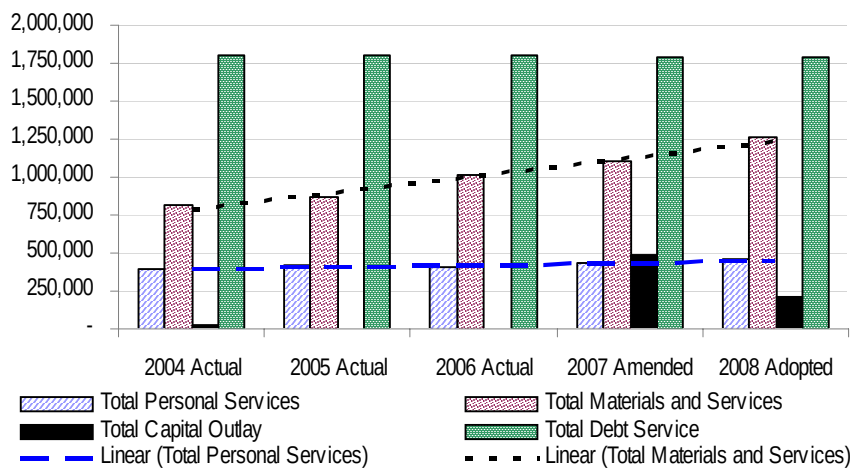
Performance Measures

- Wastewater quality; fully meet DEQ NPDES permit requirements with no violations and continue to evaluate the impacts of temperature standards on effluent reuse and creek impacts.
- Wastewater quantity; maintain wastewater treatment capacity above 15% of average plant capacity.
- System efficiency; evaluate the cost to collect and treat sewage per 1000 gallons and take appropriate measures to favorably compare to industry standards.
- Reduce the costs of sewer claims due to controllable backups (roots, grease, etc).
- Increase the productivity of the television line inspection analysis; our production on the TV camera to evaluate lines, potential cracks and blockages has increased significantly. In 2004, costs were well above \$1.50 per foot and have now stabilized below \$0.70 per foot.
- Collection systems; implement the rolling 5-10 year plan for system maintenance and repairs, and an implementation plan to reduce infiltration by 10% of the 2000 data.
- Participate with other divisions in developing a plan to optimize equipment use by sharing equipment, downsizing the fleet when appropriate and encouraging safe use of alternative technologies.
- Increases in cleaning, inspection, foaming have decreased the number of responses for main line blockages.

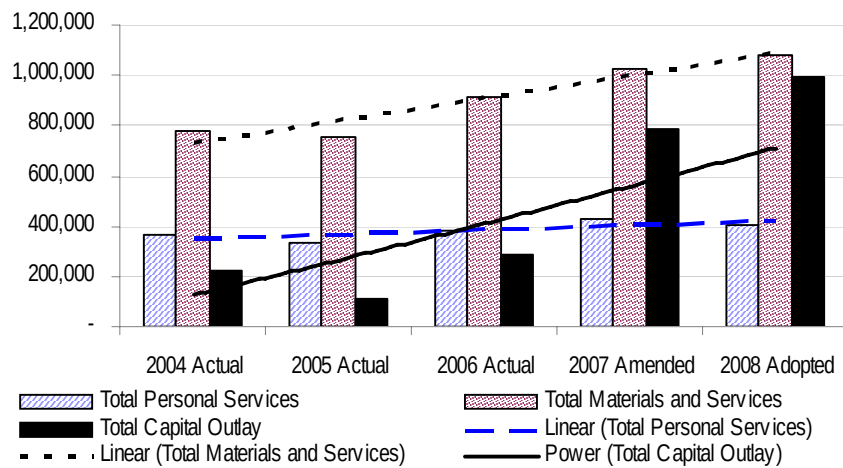
Treated Effluent and Cost per MG



Wastewater Treatment Costs by Function



Wastewater Collection Costs by Function



Sewer Collection Line Activity Log

	2002	2003	2004	2005	2006
Feet of sewer system cleaned with jet rodder	268583	241665	327764	175460	475547
Feet of sewer system inspected with TV camera	29190	35805	69894	42139	34416
Feet of sewer system smoke testing	0	0	25954	0	0
Feet of Sanitary Sewer lines foamed (root control)	7695	13236	0	14571	10242
Number of Sanitary Sewer system repairs	31	33	55	24	55
Feet of main line replacements (in house)	1230	60	2060	3960	1820
Feet of new main line (contract) (Sub-div & trunk lines)	0	7680	8040	5018	8703
Feet of main line replacements (contract)	1700	0	0	0	2955
New manholes installed	5	7	12	13	85
Manholes replaced	1	0	2	16	8
Service installs	20	34	35	35	25
Responded to main line blockages	17	11	20	9	8

public works department - wastewater division

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
COLLECTION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 675				
Personal Services				
510 Salaries and Wages	\$ 217,012	\$ 233,659	\$ 272,050	\$ 258,300
520 Fringe Benefits	120,322	144,067	160,121	144,485
Total Personal Services	337,334	377,726	432,171	402,785
Materials and Services				
601 Supplies	52,573	59,865	75,900	72,850
602 Rental, Repair, Maintenance	166,063	179,668	184,335	186,625
603 Communications	2,354	3,273	7,740	7,200
604 Contractual Services	18,422	1,768	12,000	12,000
605 Misc. Charges and Fees	386,992	487,794	518,126	578,126
606 Other Purchased Services	3,635	1,301	7,000	7,010
610 Programs	-	581	400	400
612 Franchises	122,896	181,819	217,910	217,910
Total Materials and Services	752,935	916,069	1,023,411	1,082,121
Capital Outlay				
703 Equipment	-	749	5,000	-
704 Improvements Other Than Bldgs.	108,091	285,843	780,075	994,800
Total Capital Outlay	108,091	286,592	785,075	994,800
	\$ 1,198,360	\$ 1,580,387	\$ 2,240,657	\$ 2,479,706

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - REIMBURSEMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 675				
Capital Outlay				
704 Improvements Other Than Bldgs.	\$ 5,751	\$ 1,976	\$ 192,160	\$ 239,403
Total Capital Outlay	\$ 5,751	\$ 1,976	\$ 192,160	\$ 239,403

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - IMPROVEMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 675				
Capital Outlay				
704 Improvements Other Than Bldgs.	\$ 14,790	\$ -	\$ 108,090	\$ 121,423
Total Capital Outlay	\$ 14,790	\$ -	\$ 108,090	\$ 121,423

public works department - wastewater division

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
TREATMENT DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 675				
Personal Services				
510 Salaries and Wages	\$ 283,467	\$ 264,453	\$ 275,200	\$ 296,550
520 Fringe Benefits	140,899	141,092	154,255	159,363
Total Personal Services	424,366	405,545	429,455	455,913
Materials and Services				
601 Supplies	135,871	155,421	178,200	145,700
602 Rental, Repair, Maintenance	408,833	431,588	465,690	494,400
603 Communications	3,815	1,664	4,400	4,400
604 Contractual Services	31,547	61,728	14,000	141,500
605 Misc. Charges and Fees	256,708	322,677	398,115	433,915
606 Other Purchased Services	35,158	42,830	42,650	45,250
610 Programs	-	311	500	500
Total Materials and Services	871,931	1,016,220	1,103,555	1,265,665
Capital Outlay				
704 Improvements Other Than Bldgs.	2,372	565	489,250	204,875
Total Capital Outlay	2,372	565	489,250	204,875
Debt Service				
801 Debt Service - Principal	925,249	957,257	990,373	1,024,634
802 Debt Service - Interest	877,421	840,708	802,823	763,526
Total Debt Service	1,802,670	1,797,965	1,793,196	1,788,160
	<u>\$ 3,101,339</u>	<u>\$ 3,220,295</u>	<u>\$ 3,815,456</u>	<u>\$ 3,714,613</u>

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - COLLECTION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 675				
Capital Outlay				
704 Improvements Other Than Bldgs.	\$ -	\$ 272,096	\$ -	\$ -
Total Capital Outlay	-	272,096	-	-

Administration & Engineering

The Public Works Administration and Engineering Divisions have two distinct functions: to provide inclusive public works administration, including a long range focus, Geographic Information System (GIS) and operational oversights; and City engineering, including design review, subdivision reviews, inspection, traffic safety and surveying work.

Administration

This relatively small (7.5 FTEs) but diverse set of personnel provides the oversight and general functions to support the Public Works Department. This includes the Director, Superintendent, administrative staff, some shared functions, and the GIS group. The Director provides management and administration of various commissions, long-range operational maintenance programs, master planning projects and a variety of construction projects within the City. In the current year (FY07), this division has focused on completing project designs for the various divisions and with the large number of Water projects. Construction is nearly complete for the water line from Reeder Reservoir to the Water Treatment Plant. Several projects designs were in progress during the year and are nearing completion so that they are ready for FY08 construction.

The Division holds the GIS program that maps and maintains the City's utility infrastructure data. The GIS program generates and maintains City specific data layers that support planning and analysis within Public Works and in coordination with other departments. Progress and updates continue to be made in mapping storm drainage, water lines, sewer lines, streets and street features throughout the City. GIS Division also maintains and updates rights-of-way and easement locations; boundary surveys; land divisions; maps updates, road and property addresses; traffic volumes, accident data and traffic speed analysis. GIS develops data layers that support and enable all City staff and residents to access information regarding properties, utilities, environmental constraints and influences. Cooperation amongst the divisions has created a more efficient and reliable tracking of the public utilities.

Staff supports the City Council and both the Airport and Forest Commissions. Staff also provides various liaison functions for the Jackson/Josephine Transportation Committee (JJTC), Rogue Valley Area Commission on Transportation (RVACT), Metropolitan Planning Organization (RVMPO), TAP Waterline Intertie Committee, Bear Creek Watershed Council, Storm Water Advisory Team and others.

Engineering Division

The Engineering Division staff of 6 FTEs provides the City's engineering reviews, inspection services, surveying services and technical support to the Ashland community as a whole, as well as to other city departments. Staff provides coordination with consulting engineers, surveyors and developers within the City for infrastructure designs to meet City construction standards. Staff is also responsible for managing projects, timeframes, design, specifications, survey and construction of all public works projects. The formation of Local Improvement Districts is also overseen by the Engineering Division.

The Engineering Division staff directly supports the Traffic Safety Commission and Bear Creek Watershed Council, and other regional storm water programs, as well as support to the Airport Commission.

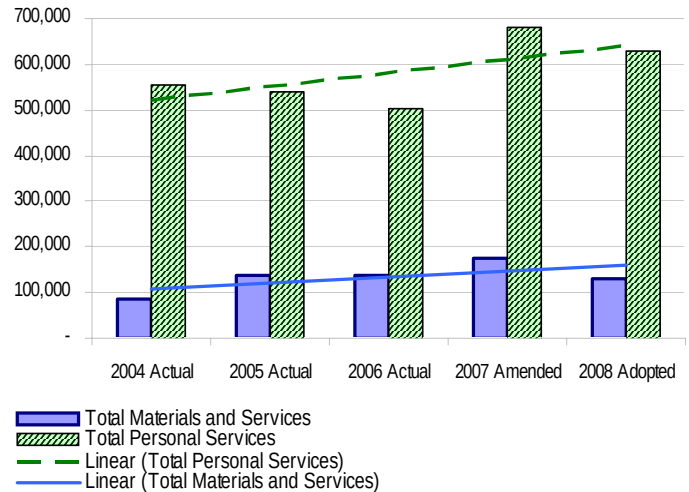
Council Priorities

- Pursue water quality and temperature improvements.
- Develop a preliminary engineering design for the future extension of the TAP pipeline.
- Establish a stronger, formalized role for the City in the stewardship of the entire Ashland Watershed. Map water capacity and implement enhanced monitoring program.
- Enhance water supply and conservation.
- Improve safety of existing at-grade railroad crossings.
- Improve pedestrian and traffic safety based on elements of the 3 Es – Education, Enforcement and Engineering; support the Traffic Safety Commission and measurably improve traffic safety in neighborhoods.
- Explore transit options and review/participate in regional transit planning opportunities with RVTD.
- Continue facilitation of the Mt. Ashland QAQC and Ashland Forest Resiliency Community Alternative groups in collection with the Ashland USFS.
- Integrate in-house information and technology to better provide service to the citizens of Ashland.

Division Goals

- Manage the City's Capital Improvements Plan (CIP)
- Continue within the GIS program to create utility and infrastructure mapping. Continue to add and integrate system analysis management tools.
- Complete design of safety improvements of existing at-grade railroad crossings (Helman, Laurel, Oak, and Walker Streets). E. Main crossing received a grant for the pedestrian improvements for FY08.
- Explore and develop ways to increase use and available options for alternative transportation within the region and the City.
- Provide effective project management for design consultants, surveying, construction and general project management.
- Provide effective review and inspection services on all public works projects.
- Ensure our staff is trained to meet the changing technological needs of our environmentally proactive community and that staff is recognized for quality services.
- Continue working on storm water NPDES permitting requirements.

Support & Admin Division by Categories



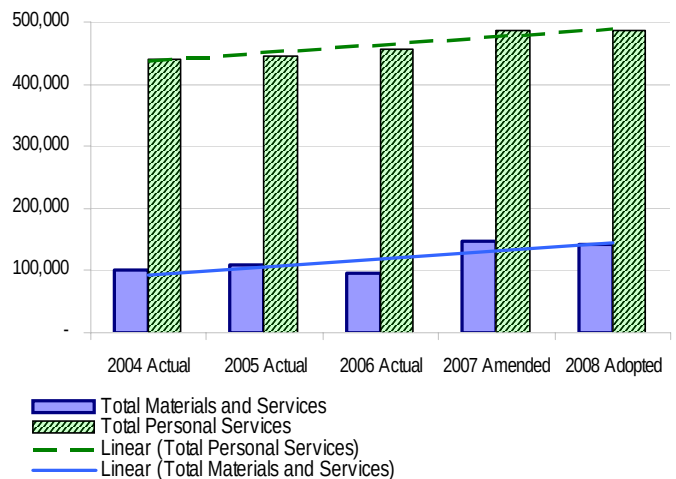
Significant Budget Changes

- Overall the Support division budget is 10% less. This is a result of all design dollars being tracked through each project CIP fund. There is an increase in the temporary employee amount to cover the temporary FTE reduction in GIS; overall this is a reduction in the budget.
- Engineering budget remains the same as FY07.

Performance Measures

- Provide high quality and consistent engineering designs and administration for all City and related projects that minimizes rework.
- Maintain construction budgets and track the number of projects completed within budget and within 5% contingency. Maximize funding opportunities and leveraging capabilities by increasing the amount of grant funds from outside sources; ODOT, DEQ, FAA, etc.
- Provide master planning for Public Works infrastructure to ensure cost efficient and timely maintenance to water, wastewater, street and storm water systems.

Engineering Division by Categories



public works department - administration & engineering

CENTRAL SERVICES FUND
PUBLIC WORKS DEPARTMENT
SUPPORT AND ADMINISTRATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 375,340	\$ 334,744	\$ 442,400	\$ 427,900
520 Fringe Benefits	164,300	169,506	238,257	201,681
Total Personal Services	539,640	504,250	680,657	629,581
Materials and Services				
601 Supplies	34,351	5,448	26,850	25,350
602 Rental, Repair, Maintenance	11,383	15,825	14,505	13,460
603 Communications	4,519	7,539	10,500	6,700
604 Contractual Services	48,079	69,284	45,500	10,500
605 Misc. Charges and Fees	35,700	34,200	63,013	63,013
606 Other Purchased Services	3,557	7,078	14,330	10,100
Total Materials and Services	137,590	139,374	174,698	129,123
	<u>\$ 677,230</u>	<u>\$ 643,624</u>	<u>\$ 855,355</u>	<u>\$ 758,704</u>

CENTRAL SERVICES FUND
PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 710				
Personal Services				
510 Salaries and Wages	\$ 309,461	\$ 304,480	\$ 324,920	\$ 326,900
520 Fringe Benefits	136,507	151,145	160,505	159,179
Total Personal Services	445,969	455,625	485,425	486,079
Materials and Services				
601 Supplies	17,276	20,984	22,995	18,350
602 Rental, Repair, Maintenance	15,311	14,798	15,190	13,690
603 Communications	3,092	2,857	4,975	5,100
604 Contractual Services	28,770	11,861	24,500	30,000
605 Misc. Charges and Fees	34,276	35,591	63,013	63,013
606 Other Purchased Services	9,230	9,997	17,010	12,250
Total Materials and Services	107,955	96,089	147,683	142,403
	<u>\$ 553,923</u>	<u>\$ 551,714</u>	<u>\$ 633,108</u>	<u>\$ 628,482</u>



Facilities Maintenance Division

The Facilities Maintenance Division manages and performs maintenance, improvements and janitorial services for City owned buildings. The City has well over 100 facilities, 60 of which are maintained through this division. These include major buildings such as City Hall, Community Development and Engineering, Police Station, Council Chambers, Pioneer Hall, The Grove, the Senior Center, Band Shell, Airport facilities and the information kiosk. The enterprise funds that have their own facilities (water and sewer), the Fire Stations and the Parks Department facilities are managed within their respective funds. The Facilities division has 2 employees under the direction of the Fleet and Facilities Supervisor.

Council Priorities

- Evaluate and develop a Facilities Master Plan for all City buildings. This plan will address current space allocations, the City's geographic layout, the future needs and uses for both staff and the community, and address funding options. The Facilities Plan should address at a minimum Council Chambers, Police Department Upgrades, Fire Station planning, etc.
- Hold future facilities improvements until the Facilities Plan is completed and accepted by Council.

Division Goals

- Coordinate and complete the Facilities Plan in FY08.
- Develop an inspection guide and evaluate each facility to determine the maintenance and major repairs needed for the facility. Develop a rolling 5-year maintenance and repair plan to insure facilities are preserved in good condition.
- Develop an appropriate annual budget for facilities repairs. For the past several years and continuing on to FY08, \$88,000 has been budgeted for minor maintenance there is \$100,000 budgeted for facilities repairs (roof, HVAC, doors, safety and security items, etc).
- Ensure our community and employees have safe, efficient, clean and contemporary city facilities.
- Address facilities concerns in a timely manner.
- Encourage water and energy conservation techniques are in place and that all furnishings are replaced with energy/water efficient items.
- Make recycling options for employees and visitors to City buildings easily accessible.
- Coordinate with the Safety Committee to ensure OSHA regulations and code violations are addressed in a timely manner.

Significant Budget Changes

- The FY08 budget is 8.8% higher than the overall FY07 base. However, this includes the \$105,000 to complete the Facilities Master Plan. Without that significant change, the budget would be 95% of the FY07 base.
- Replacements and major repairs/improvements will be shown in the Capital Improvement budget and will not be in the Facilities Maintenance fund.
- All of the facilities maintenance costs are in this budget with the exception of unique items for the Airport, Fire Station, Water Treatment Plant and the Wastewater Treatment Plant.
- Most of the utility costs (water, sewer, electric, gas) are included in this budget for each facility with exception of the Water Treatment, the Wastewater Treatment Plants and the Community Development/Engineering Services Building, which accounts separately for natural gas use.

Performance Measures

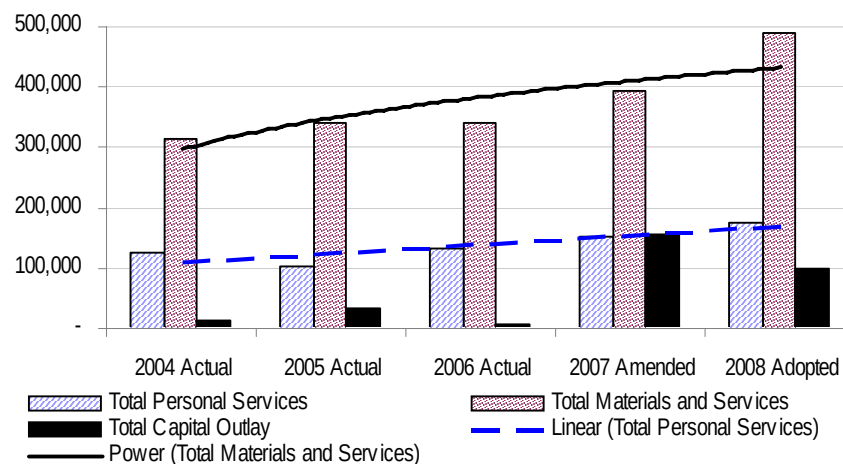
- Evaluate and monitor the cost of facilities maintenance on a square foot basis. Determine industry standards for like facilities and attain similar or lower costs with the same high standard.
- Reduce the backlog of maintenance items and ensure timely correction of all items brought to the division.
- Ensure safety items are corrected within 72 hours of notification.

public works department - facilities maintenance & cemeteries

CAPITAL IMPROVEMENT FUND
PUBLIC WORKS DEPARTMENT
MAINTENANCE - PROPERTY DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 410				
Personal Services				
510 Salaries and Wages	\$ 76,424	\$ 85,215	\$ 97,380	\$ 108,500
520 Fringe Benefits	27,433	46,983	55,027	67,716
Total Personal Services	103,857	132,198	152,407	176,216
Materials and Services				
601 Supplies	5,658	1,475	9,000	7,000
602 Rental, Repair, Maintenance	302,136	307,331	330,275	329,875
603 Communications	2,476	2,814	2,925	3,350
604 Contractual Services	4,403	274	15,280	115,280
605 Misc. Charges and Fees	2,821	4,405	3,620	1,720
606 Other Purchased Services	1,675	1,208	4,650	3,050
610 Programs	20,514	24,625	29,000	29,000
Total Materials and Services	339,684	342,132	394,750	489,275
Capital Outlay				
703 Equipment	32,308	6,010	156,000	100,000
Total Capital Outlay	32,308	6,010	156,000	100,000
	\$ 475,849	\$ 480,340	\$ 703,157	\$ 765,491

Facilities Maintenance Costs by Function



Cemetery Maintenance

The Facilities Maintenance Division manages the City's cemeteries which are financed through the Cemetery Fund. The Cemetery staff of two operates and maintains the City's three cemeteries: Ashland Cemetery established in 1880; Mountain View Cemetery established 1904 and Hargadine Cemetery established in 1868. All of the cemeteries are listed in the National Registry of Historic Places. They total approximately 20 acres with over 11,500 cemetery plots. Staff maintains cemetery grounds, sells plots and headstones, conducts interments and provides other services as needed. The watering and tree care is coordinated with the Parks Department.

Division Goals

- Reduce cemetery vandalism to the headstones and markers.
- Maintain and continually improve our historic cemeteries in a manner to ensure we respond to the reverence and quality needed for cemetery facilities of our nature.
- Implement cost efficient measures for long-term cemetery restoration and maintenance guidelines, with an historic perspective.
- Continue successes with the Parks Department in implementing routine maintenance schedules for the cemeteries to address tree trimming, pruning, sprinkler maintenance and other grounds care issues.
- Continue to improve records and documentation on cemetery plots and sales.
- Participate with other divisions in developing a plan to optimize equipment use by sharing equipment, downsizing the fleet when appropriate and encouraging safe use of alternative technologies.
- Continue successes with Parks Department and Water Conservation team to insure sprinkler application rates are consistent with the needs of the grass, trees and conservation goals.
- Identify areas where "right water for the right use" can be implemented in the landscape maintenance.

Significant Budget Changes

- Overall the fund shows a decrease of 5% from the FY07 base.
- The division has operationalized the crew so that there are two full time employees dedicated to the Cemetery. As such staff was able to reduce the amount of summer temporary employees by 50%. The fund still maintains the use of Jackson County work release crews for twice annual maintenance along the adjacent bike paths and hand labor maintenance in and around the cemetery headstones.
- This fund shows slight increases in water and electricity costs.

Performance Measures

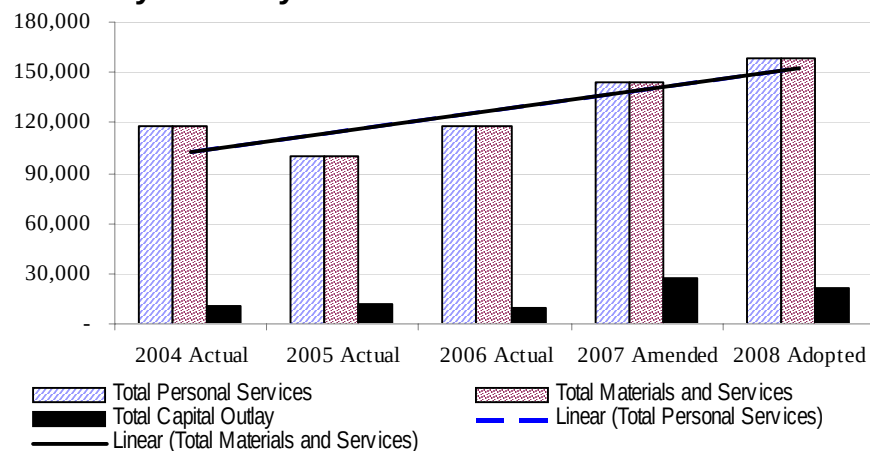
- Ensure the cemeteries are efficiently maintained, water wise and cost effective.

public works department - facilities maintenance & cemeteries

GENERAL FUND
PUBLIC WORKS DEPARTMENT
CEMETERY DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 91,081	\$ 102,185	\$ 130,000	\$ 108,000
520 Fringe Benefits	37,288	47,159	53,887	50,897
Total Personal Services	128,369	149,344	183,887	158,897
Materials and Services				
601 Supplies	18,807	10,393	23,260	23,160
602 Rental, Repair, Maintenance	43,612	61,309	70,735	78,115
603 Communications	1,043	1,026	1,650	1,550
604 Contractual Services	83	528	500	400
605 Misc. Charges and Fees	34,965	43,663	45,043	51,943
606 Other Purchased Services	1,843	1,371	3,300	3,100
Total Materials and Services	100,354	118,289	144,488	158,268
Capital Outlay				
701 Land	-	-	-	-
703 Equipment	11,556	9,863	12,000	12,000
704 Improvements Other Than Bldgs.	-	-	15,000	10,000
Total Capital Outlay	11,556	9,863	27,000	22,000
	\$ 240,279	\$ 277,497	\$ 355,375	\$ 339,165

Cemetery Costs by Function



Fleet Maintenance & Acquisition Division

The Fleet Maintenance & Acquisition Division is divided into two areas of responsibility: Equipment Purchasing/Acquisition and Shop/Fleet Maintenance.

The Acquisition section is responsible for evaluating the City's overall fleet purchasing strategy and recommends new vehicles or replacement vehicles based on use, age, and safety requirements. The City maintains a fleet of 129 vehicles; 71 Light Duty Vehicles; 46 Heavy Duty or Special Use Vehicles; and 23 pieces of Heavy Equipment. Vehicles and equipment are initially purchased by the operating department. The vehicle is then "leased" back to that department through a "replacement" fund established for future vehicle/equipment replacement purchases. Major computer purchases that are capitalized through the IT Department are now charged back to the various departments through central services "technology debt."

The equipment shop/fleet maintenance function provides for staff time to perform routine and preventive maintenance, and both major and minor repairs of city vehicles, pumps, equipment and other rolling stock. Those charges are also expensed back to the different vehicle and equipment users through the vehicle maintenance line item on each department's budget.

Division Goals

- Integrate a computerized fleet maintenance and replacement program to better evaluate our fleet vehicles and replacement needs. Develop a concerted effort on ensuring our replacement policy and maintenance service meets or exceeds industry standards.
- Implement the new "Green Fleet" strategy as discussed with Council in March 2007:

1. Create an Equipment Acquisition Committee to evaluate planned and future purchasing proposals including:
 - Evaluate cost increases for light duty low emission alternatives
 - Evaluate heavy duty vehicle replacement frequency
 - Develop a Green Fleet Transition Plan by October 2008 to reduce vehicle emissions, improve air quality and promote attainable solutions that are affordable, renewable and sustainable.

2. Pool and share the City's heavy equipment and look for ways to decrease the number of vehicles and equipment. "Right size" the fleet by going to a smaller sized vehicle when practical.
 3. Continue to investigate options for use of alternative and new technologies:
 - Replace up to 25% of the light duty fleet with alternative technology vehicles (hybrids, electric vehicles, dual fuel vehicles etc.)
 - Use bio-diesel as much as possible within manufacturer recommendations
 - Evaluate the use of fuel additives to reduce vehicle emissions
 - Evaluate the purchase of foreign made alternative vehicles
- Provide adequate training opportunities for service mechanics and equipment users on the new equipment and technology available for diagnostics.
 - Provide adequate training for vehicle users on safe operations, fuel efficiency measures, emissions control measures and operational standards.
 - Provide a high quality and effective City fleet and shop repair section that ensures effective maintenance, repairs and service needs for City vehicles and other equipment.
 - Evaluate shop overhead and develop a better service charge policy and include an appropriate recovery for materials purchased.

Significant Budget Changes

- The FY08 budget includes three pieces of equipment that were initiated in FY07; Electric Department's Digger Derrick \$238,000 and two dump trucks totaling \$263,000.
- The FY08 budget includes two new small electric "pool" vehicles that will be used for inter City routine travel at a total of \$30,000.
- All other vehicles are replacements or "trades" for vehicles that currently exist in the City's fleet. There are 13 vehicles scheduled for replaced this year.

Performance Measures

- Use the Equipment Acquisition Committee to assist in developing a three to five year capital replacement schedule for vehicles and equipment to better forecast the baseline budget figures. Define deficiencies and replacement criteria, and meet industry standard for replacement.
- Document current down time of vehicles and specific problems associated with out of service vehicles. Improve usability of the fleet by reducing down time of vehicles and equipment.
- Improve conditions of the shop facilities and maintenance yard and reduce the number of internal complaints.

Equipment Acquisition List

Replacements for Existing Equipment

Reprogrammed from FY07

Electric Department Digger Derrick, replace 1990 Derrick #98	\$238,000
Wastewater Division 10 Yard Dump Truck, replace 1988 Dump Truck #74	\$135,000
Street Division 10 Yard Dump Truck, replace 1988 Dump Truck #116	<u>\$128,000</u>
Total Reprogrammed	\$501,000

Budgeted for FY08

Computer Services:

IT Mini Van (cargo space) replace #209 1994 Ford Taurus (orig FY07)	\$25,000

Fire Department:

Ambulance – replace 1992 ambulance	\$170,000

Police Department:

Police Hybrid or compact vehicle, replace Jeep Cherokee #373	\$28,000
Police Hybrid or compact vehicle, replace Chevy Malibu #399	\$28,000
Police Motorcycle, replace BMW motorcycle	\$25,000

Public Works:

Sewer Division, 1 Ton Pickup Truck and Lift Gate, replace Cemetery #26	\$32,000
Cemetery Division, Tilt Bed Equipment Trailer, replace existing #5T	\$12,000
PW Trailer Mounted Air compressor, replace existing #198A	\$20,000
PW Engineering, Hybrid SUV or small pickup, replace 1999 ¾ ton van #348	\$28,000
Wter Plant Compact pickup, replace 1998 Ford Ranger pickup #320	\$24,000
Street Division Utility Vehicle, Replace 1994 Daihatsu Paint Vehicle #282	\$40,000
Street Sweeper, Replace Street Division 2000 Schwarze A7000 #390	\$180,000
Sewer Jet-Vacuum Cleaning Combo Truck, Replace Combo Truck #397	<u>\$270,000</u>

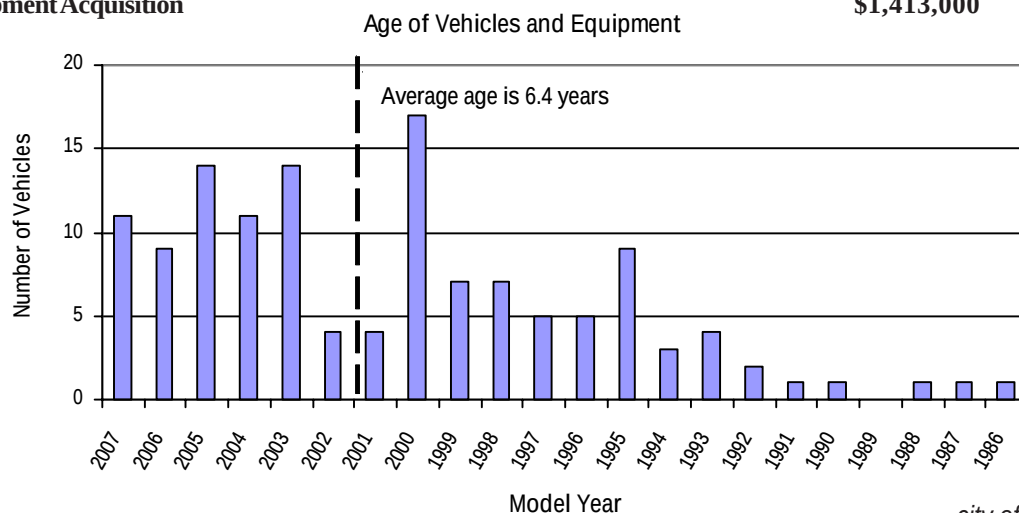
Total Replacement **\$882,000**

New Equipment Acquisition

Pool Vehicles, Electric Cars, Addition 2 at \$15,000 each	\$30,000

Total New Equipment **\$30,000**

Total Equipment Acquisition **\$1,413,000**



public works department - fleet maintenance division

EQUIPMENT FUND
PUBLIC WORKS DEPARTMENT
PURCHASING AND ACQUISITION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 730				
Capital Outlay				
703 Equipment	\$ 446,528	\$ 644,131	\$ 1,310,000	\$ 1,413,000
704 Improvements Other Than Bldgs.	74,929	32,044	105,000	25,000
Total Capital Outlay	521,457	676,176	1,415,000	1,438,000
	<u>\$ 521,457</u>	<u>\$ 676,176</u>	<u>\$ 1,415,000</u>	<u>\$ 1,438,000</u>

EQUIPMENT FUND
PUBLIC WORKS DEPARTMENT
MAINTENANCE - EQUIPMENT DIVISION

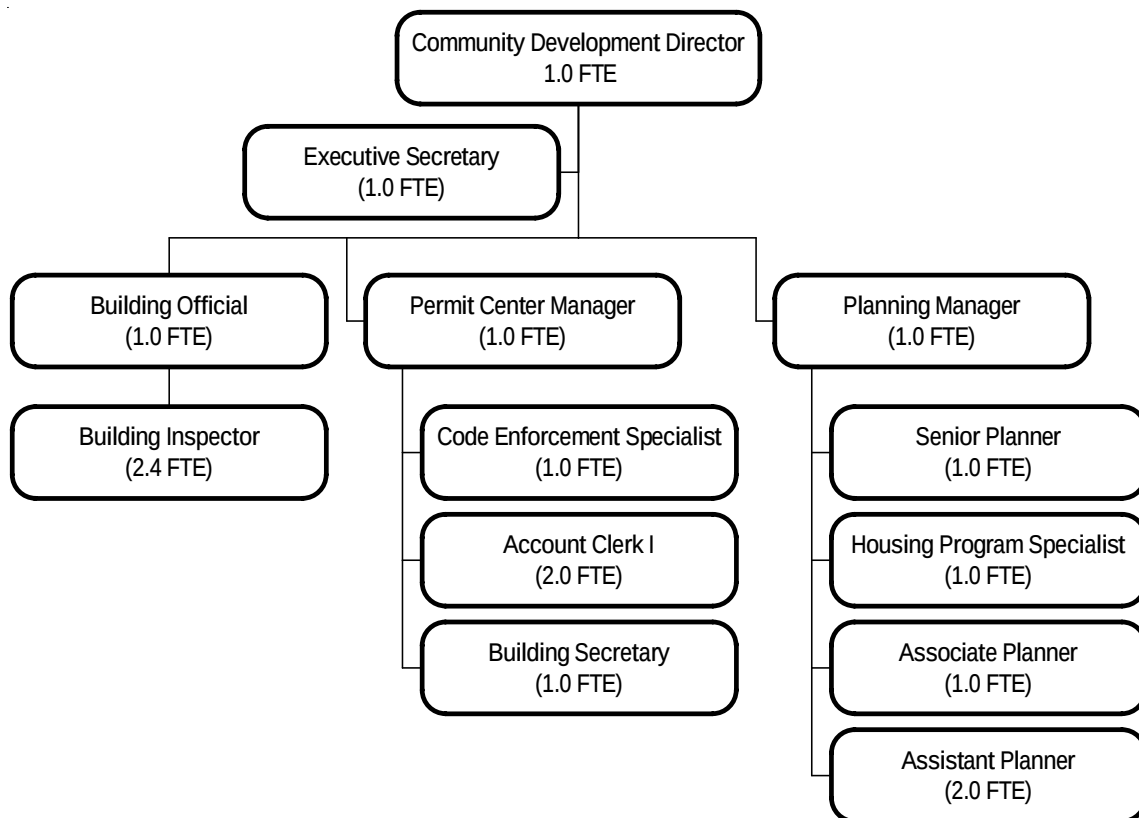
Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 730				
Personal Services				
510 Salaries and Wages	\$ 163,815	\$ 152,043	\$ 175,275	\$ 176,100
520 Fringe Benefits	75,728	63,241	91,199	92,601
Total Personal Services	239,543	215,284	266,474	268,701
Materials and Services				
601 Supplies	42,653	41,831	52,600	44,450
602 Rental, Repair, Maintenance	204,159	204,747	237,925	231,250
603 Communications	5,819	2,276	8,200	6,350
604 Contractual Services	265	457	420	420
605 Misc. Charges and Fees	165,585	201,605	214,602	214,752
606 Other Purchased Services	2,620	1,265	6,210	6,000
Total Materials and Services	421,100	452,181	519,957	503,222
	<u>\$ 660,643</u>	<u>\$ 667,465</u>	<u>\$ 786,431</u>	<u>\$ 771,923</u>





community development department

16.40 FTE



Overview

The Community Development Department is comprised of two divisions: Planning and Building. Also included within Community Development is the administration of the Community Development Block Grant (CDBG) program and Municipal Code Compliance, with an emphasis on the land use ordinance.

The Department's Mission Statement is: *"Community Development can substantively affect the patterns of life. Community development should work to facilitate a shared community vision, implemented through meaningful and effective regulations."*

Strategic Priorities/Projects (2-years)

- Implement priority recommendations for code amendments contained in the Siegel Planning report as prioritized by Planning Commission and City Council
- Complete review of land use ordinance to review options for creating efficiencies in the planning permit process in order to allow for long range planning and code development
- Begin process to review the Comprehensive Plan and Development Code, including significant opportunities for public involvement; adopt interim measures as necessary

Existing Goals Carried Over

- Research options for a housing trust fund
- Complete and adopt riparian and wetland ordinance
- Conduct an Economic Opportunity Analysis of Industrial/Employment Lands citywide, including Comprehensive Plan and Land Use Ordinance code amendments

COMMUNITY DEVELOPMENT DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Total By Function				
500 Personal Services	\$ 1,027,252	\$ 1,105,131	\$ 1,316,702	\$ 1,404,880
600 Materials and Services	1,061,226	796,414	1,219,895	1,067,959
700 Capital Improvements	-	-	1,000,000	1,000,000
	<u>\$ 2,088,478</u>	<u>\$ 1,901,545</u>	<u>\$ 3,536,597</u>	<u>\$ 3,472,839</u>
Department Total By Fund				
110 General Fund	\$ 1,482,363	\$ 1,773,135	\$ 3,115,347	\$ 3,245,539
250 CD Block Fund	606,115	128,409	421,250	227,300
	<u>\$ 2,088,478</u>	<u>\$ 1,901,545</u>	<u>\$ 3,536,597</u>	<u>\$ 3,472,839</u>

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Community Development Director	1.00	1.00	1.00	1.00
Planning Manager	-	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Associate Planner	2.00	1.00	2.00	1.00
Building Inspector	3.00	3.00	2.80	2.40
Permit Center Manager	-	-	1.00	1.00
Development Services Manager	-	1.00	-	-
Assistant Planner	1.00	2.00	2.00	2.00
Code Compliance Specialist	1.00	1.00	1.00	1.00
Conservation Analyst	0.20	-	-	-
Housing Program Specialist	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Account Clerk I	2.00	2.00	2.00	2.00
	<u>15.20</u>	<u>17.00</u>	<u>17.80</u>	<u>16.40</u>

Planning Division

The Ashland Planning Division is responsible for the maintenance of the Comprehensive Plan, developing and implementing new planning programs, including affordable housing programs, and the administration of the land use ordinance—an important component of the Ashland Municipal Code.

In January 2007, the new Community Development Director was hired and reviewed the planning program. As a result of that review, Planning has instituted many recommendations contained in the 2006 Organizational Audit by Zucker Systems and other recommendations of the director. The key recommendations are as follows:

- Review, update and overhaul, if necessary, the Comprehensive Plan.
- Make sure the Development Regulations are consistent with our vision and plan.
- Engage the general citizenry and businesses in this discussion to determine community values.
- Create a cohesive planning framework that provides time for the public, elected officials, commission's and staff to address the major policy issues facing the community.
- Deal with immediate issues of regulations that are not consistent with existing vision for the community:
 - *Economic development update*
 - *20 foot arterial setback*
 - *Variance and performance standards criteria*
 - *Wetland and riparian ordinance*
 - *Design related house cleaning (MPFA, vision clearance, non-conforming standards)*
 - *Large scale development standards in downtown*
 - *Condo conversion ordinance (remand)*
 - *Solar ordinance simplification/application*
 - *Accessory residential units*

In March 2007, staffing assignments and organizational changes were implemented. Part of this change was to implement a Permit Center Manager position to improve customer service components in the planning division and to assign specific staff to long range planning issues.

In order to accomplish the key recommendations outlined above, significant staff and/or consultant resources would expedite the process. Existing staffing levels as outlined in the budget proposal can still accomplish long range planning activities, but with approximately two FTEs assigned to the program, the process for update might take longer than the three years that the director would like to see as a planning program.

The housing and CDBG programs are under the Planning Division. The program will undertake a few tasks in the coming year, including:

- *An Analysis of Impediments to Fair Housing (required by HUD)*
- *CDBG Annual Action Plan*
- *Research and analysis of Housing Trust Fund*
- *Implementation of ordinance changes to encourage and protect affordable housing (annexation ordinance)*

Lastly, an appropriation of up to \$500,000 has been identified that would be derived through incremental sales of city-owned land in the Strawberry Lane neighborhood area. In the 2006-07 budget, the sale of the first two lots on Strawberry Lane were put up for bid and are anticipated to be sold. The revenue from those sales had to reimburse the General Fund for acquisition of the "Grove" building (\$215,000). An additional \$110,000 had to be expended on the land acquisition associated with some affordable homes near Clay Street. The funds from 2007-08 sale could be used to purchase land or provide leverage for the development of additional affordable housing should the opportunity arise.

Significant Budget Changes

- Reduction of 1.0 FTE – Long Range Planner. This position was added in the 2006-2007 budget but has not been filled.
- Continuation of an allocation of approximately \$500,000 from City land sales for potential property acquisition related to the procurement of affordable housing.

community development department - planning division

GENERAL FUND
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 420,256	\$ 451,181	\$ 552,300	\$ 591,200
520 Fringe Benefits	185,237	205,621	253,947	299,600
Total Personal Services	605,492	656,802	806,247	890,800
Materials and Services				
601 Supplies	20,530	23,064	20,450	21,200
602 Rental, Repair, Maintenance	7,960	9,579	8,828	8,728
603 Communications	2,714	3,940	6,750	8,050
604 Contractual Services	11,815	146,908	134,335	123,300
605 Misc. Charges and Fees	200,764	237,759	280,431	303,770
606 Other Purchased Services	21,207	18,673	25,500	27,650
608 Commissions	1,699	2,831	3,750	3,750
610 Programs	5,490	4,916	27,300	24,300
Total Materials and Services	272,178	447,670	507,344	520,748
Capital Outlay				
704 Land	-	-	1,000,000	1,000,000
Total Capital Outlay	-	-	1,000,000	1,000,000
	\$ 877,670	\$ 1,104,472	\$ 2,313,591	\$ 2,411,548

Building Safety Division

The Building Safety Division provides full-service building inspection and fire/life safety plan review services for the development community. Responsibilities include inspection, plan review, enforcement and code interpretation for all locally adopted codes.

The division has recently expanded the Master Permit Program for electrical maintenance to include other related work. The new Facilities Maintenance Permit Program will include both routine maintenance and major alterations to existing buildings and systems (plumbing, HVAC, structural, and electrical). Applicants will receive on-site review of plans, expanded inspection and consultation services and accelerated permit issuance in many cases. This program will increase division revenue for smaller work and reduce administrative staff time when fully implemented.

The 'Doing Business with the City of Ashland' program provides continuing education to contractors and inspectors for required code change credit in all disciplines. State inspectors make routine visits to provide input and work with the division to provide an educational format in Southern Oregon. The program is also a forum for response to common code questions, inspection programs, and interaction with the design community.

Ashland provides membership for the Oregon Electrical and Elevator Board and its policy committee. Membership is also provided on the Oregon Building Codes Structural Interpretation Committee. The division provides staff support to the Ashland Appeals Board and Demolition Review Committee.

The statewide adoption of the International Building Code as the model code for Oregon and the adoption of the Low Rise Residential Code (April 1 2005) has required reevaluation of locally adopted appendices to the Chapter 15 provisions of the Ashland Municipal Code. The adoption of the International Existing Building Code is the result of this process to provide a basis for regulating potentially unsafe structures within the jurisdiction.

Significant Budget Changes

- Based on reduced workload from permit activity, the 2007-08 budget includes a reduction of building inspector FTEs to correspond to limited activity. Ways to approach this reduction are subject to labor agreements and will need to follow those procedural requirements. The result of this FTE reduction might impact the ability to provide service at existing levels if permit activity returns to prior year levels.
- 2007 is a code change year for the Oregon Structural and Mechanical Specialty Codes which will be reflected in Chapter 15 of the Ashland Municipal Code. New valuation tables will be proposed based on a regional study of building costs initiated by the division. The tables will increase revenue for permits in the above categories. All costs of the survey will be borne by the Southern Oregon International Code Council
- Municipal code adoption of additional components of the new IBC family of codes (excavation and existing buildings) has provided the authority for the division to inspect these installations in cooperation with other departments serving utilities. Fees for electrical, mechanical, plumbing, and structural are now imposed for review and inspection under the excavation master permit.
- Budgeted part time positions for inspection and plan review will continue to provide support during required continuing education and vacations. Ashland now has two fire/life safety certified plans examiners providing all required review and inspection for building and fire code installations requiring permit.

community development department - building safety division

GENERAL FUND
COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING DIVISION

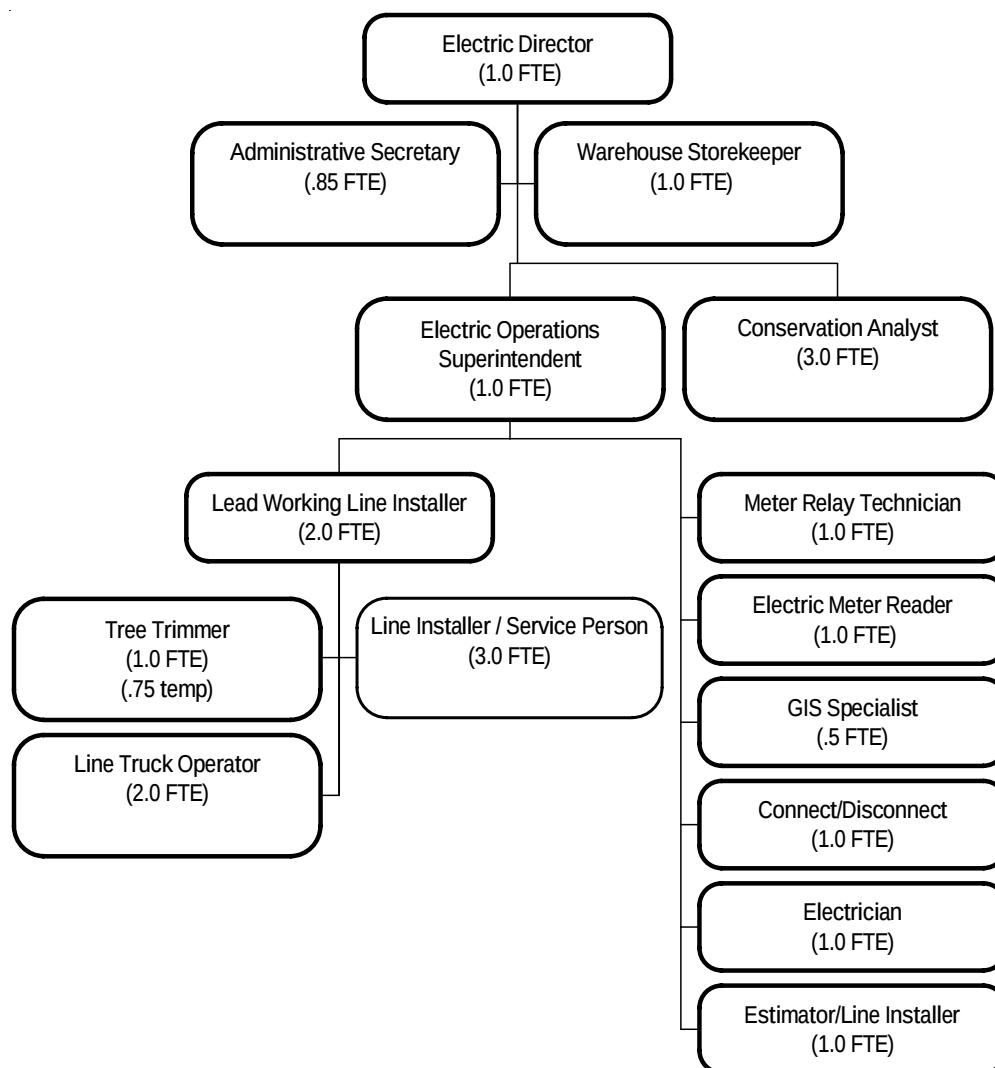
Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 110				
Personal Services				
510 Salaries and Wages	\$ 274,828	\$ 282,620	\$ 327,000	\$ 341,280
520 Fringe Benefits	117,661	132,109	147,970	149,200
Total Personal Services	392,489	414,729	474,970	490,480
Materials and Services				
601 Supplies	9,307	8,761	10,785	10,770
602 Rental, Repair, Maintenance	32,874	41,498	39,838	39,838
603 Communications	3,609	4,356	5,550	5,550
604 Contractual Services	42	530	36,050	36,050
605 Misc. Charges and Fees	162,204	192,193	226,328	243,068
606 Other Purchased Services	4,168	6,595	8,235	8,235
Total Materials and Services	212,204	253,934	326,786	343,511
	\$ 604,693	\$ 668,663	\$ 801,756	\$ 833,991

COMMUNITY DEVELOPMENT BLOCK GRANT FUND
COMMUNITY DEVELOPMENT DEPARTMENT
COMMUNITY DEVELOPMENT BLOCK GRANT DIVISION

Description		2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 250					
Personal Services					
510	Salaries and Wages	\$ 18,977	\$ 20,353	\$ 22,485	\$ 15,200
520	Fringe Benefits	10,294	13,247	13,000	8,400
	Total Personal Services	29,271	33,600	35,485	23,600
Materials and Services					
601	Supplies	-	-	1,000	1,000
602	Rental, Repair, Mtc.	-	-	-	-
604	Contractual Services	6,500	-	3,050	15,550
606	Other Purchased Services	1,466	810	3,500	2,550
609	Grants	568,877	94,000	378,215	184,600
	Total Materials and Services	576,844	94,810	385,765	203,700
		\$ 606,115	\$ 128,409	\$ 421,250	\$ 227,300

electric department

21.10 FTE



Electric Overview

The Electric Departments is composed of two divisions:
Electric and Conservation.

Each division works cooperatively to support each other and provide good customer service to both the citizens of Ashland and other City Departments. Each division tries to efficiently manage and share resources to the maximum extent possible to ensure that Department and Division goals are achieved.

ELECTRIC DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Total By Function				
500 Personal Services	\$ 1,776,030	\$ 1,959,411	\$ 2,052,364	\$ 2,215,220
600 Materials and Services	9,361,776	9,698,777	11,102,241	10,380,741
700 Capital Outlay	587,971	535,884	790,000	1,242,000
800 Debt Service	-	-	-	-
	<u>\$ 11,725,777</u>	<u>\$ 12,194,073</u>	<u>\$ 13,944,605</u>	<u>\$ 13,837,961</u>
Department Total By Fund				
670 Water Fund	\$ 150,239	\$ 142,930	\$ 172,005	\$ 177,300
690 Electric Fund	11,575,538	12,051,142	13,772,600	13,660,662
	<u>\$ 11,725,777</u>	<u>\$ 12,194,073</u>	<u>\$ 13,944,605</u>	<u>\$ 13,837,961</u>

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Electric Director	-	1.00	1.00	1.00
Electric & Telecommunications Director	1.00	-	-	-
Electric Op. Superintendent	1.00	1.00	1.00	1.00
Administrative Secretary	0.50	0.85	0.85	0.85
Conservation Analyst	2.80	3.00	3.00	3.00
GIS Specialist	0.50	0.50	0.50	0.50
Leadworking Line Installer	2.00	2.00	2.00	2.00
Line Installer/Service Person	3.00	3.00	3.00	3.00
Line Truck Driver	2.00	2.00	2.00	2.00
Meter Repair/Relay Technician	1.00	1.00	1.00	1.00
Electric Meter Reader	1.00	1.00	1.00	1.00
Electrician	1.00	1.00	1.00	1.00
Connect/Disconnect	1.00	1.00	1.00	1.00
Grounds Person/Meter Reader	-	-	-	-
Warehouse/Storekeeper	1.00	1.00	1.00	1.00
Estimator/Line Installer	1.00	1.00	1.00	1.00
Tree Trimmer	1.00	1.00	1.00	1.00
Tree Trimmer/ Line Installer - Temp	0.75	0.75	0.75	0.75
Line Installer/Service Person - Temp	-	-	-	-
	<u>20.55</u>	<u>21.10</u>	<u>21.10</u>	<u>21.10</u>

Electric Division

The Electric Division is a public electrical utility with the responsibility of serving the public's needs for power, a responsibility the City has held since 1908. Power for the City of Ashland is purchased from the Bonneville Power Administration and the City-owned Hydro Plant, metered at distribution substations and dispersed through city-owned feeder and distribution lines, transformers and meters, for each customer. The Division is responsible for the engineering, construction and maintenance of the system for distribution of electrical energy. The Operations section of the Division works together with other city departments to provide additional services.

Some of those additional services are:

- Processing both electric and water connects and disconnects.
- Installing electrical facilities within areas of the Wastewater Treatment Plant, Water Treatment Plant, water pump stations, and other City facilities
- Provide and maintain back-up generation systems for facilities within city-owned buildings that are sensitive to outages.

The Division designs, constructs and maintains electrical transformers, overhead and underground power lines and meters for power and water consumption. Operations annually trims trees along 65 miles of overhead power lines to minimize outages during wind storms and maintains approximately 1,800 city-owned street lights. The Division also provides community services such as providing funding support for installing and removing holiday decorations, hanging banners and providing educational services.

The Electric Division operates the Reeder Gulch Hydro generator. This generator offsets our wholesale purchases from BPA by approximately \$190,000 a year.

Division Goals

- Continue to work on implementation of the Electric System Study and integrate these improvements into the City's Capital Improvement Program.
 - Continue to work on the PUC (Public Utility Commission) utility line inspection and correction program.
 - Continue to upgrade and improve the City's GIS mapping process for Electric facilities.
 - Work to upgrade the Electronic Controls at the City's Hydro generator
 - Analyze the study of the costs and benefits of implementing a Supervisory Control and Data Acquisition System (SCADA) for the City's Electric Utility and determine if it's prudent to begin implementation of a SCADA system.
- Begin work on moving some electric load from the Pacific Power Substation on Nevada Street to the BPA Substation on Mountain Ave.
 - Complete the enclosure of the Electric Warehouse building at 90 N. Mountain Ave.
 - Complete the Solar Electric Project (Solar Pioneer 2) at 90 N Mountain Ave.

Significant Budget Changes

- Increased salary and benefit costs.
- Eliminate the BPA surcharge as BPA has moved away from using the Cost Recovery and Adjustment clauses (CRA's) during the Federal FY 07-09 period.
- A 10% rate increase which will result in a 2% net increase with the elimination of the BPA surcharge.
- Increased material costs for all electrical supplies

*electric department - electric division*ELECTRIC FUND
ELECTRIC DEPARTMENT
SUPPLY DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 690				
Materials and Services				
601 Supplies	\$ -	\$ -	\$ -	\$ -
602 Rental, Repair, Maintenance	17,245	204	45,000	45,000
604 Contractual Services	605	85	-	-
605 Misc. Charges and Fees	231,240	295,761	312,504	312,504
606 Other Purchased Services	5,889,285	5,917,046	6,200,000	5,400,000
Total Materials and Services	6,138,375	6,213,096	6,557,504	5,757,504
Capital Outlay				
704 Improvements Other Than Bldgs.	7,222	-	-	345,000
Total Capital Outlay	7,222	-	-	345,000
Debt Service				
801 Debt Service - Principal	-	-	-	-
802 Debt Service - Interest	-	-	-	-
Total Debt Service	-	-	-	-
	<u>\$ 6,145,597</u>	<u>\$ 6,213,096</u>	<u>\$ 6,557,504</u>	<u>\$ 6,102,504</u>

ELECTRIC FUND
ELECTRIC DEPARTMENT
TRANSMISSION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 690				
Materials and Services				
602 Rental, Repair, Maintenance	\$ 2,100	\$ 300	\$ 3,600	\$ 3,600
606 Other Purchased Services	697,936	785,408	1,045,000	900,000
Total Materials and Services	700,036	785,708	1,048,600	903,600
	<u>\$ 700,036</u>	<u>\$ 785,708</u>	<u>\$ 1,048,600</u>	<u>\$ 903,600</u>

electric department - electric division

ELECTRIC FUND
ELECTRIC DEPARTMENT
DISTRIBUTION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 690				
Personal Services				
510 Salaries and Wages	\$ 1,075,921	\$ 1,171,340	\$ 1,233,600	\$ 1,329,100
520 Fringe Benefits	476,497	555,837	580,259	634,929
Total Personal Services	1,552,418	1,727,177	1,813,859	1,964,029
Materials and Services				
601 Supplies	32,269	38,562	45,100	47,700
602 Rental, Repair, Maintenance	239,924	252,819	339,316	341,066
603 Communications	19,007	8,096	14,500	14,500
604 Contractual Services	33,455	15,340	55,000	55,000
605 Misc. Charges and Fees	697,570	864,737	911,076	1,171,376
606 Other Purchased Services	92,199	95,857	90,000	90,000
610 Programs	2,658	1,965	4,000	4,000
612 Franchises	1,104,088	1,109,303	1,127,000	1,127,000
Total Materials and Services	2,221,169	2,386,680	2,585,992	2,850,642
Capital Outlay				
704 Improvements Other Than Bldgs.	580,749	535,884	790,000	897,000
Total Capital Outlay	580,749	535,884	790,000	897,000
	<u>\$ 4,354,336</u>	<u>\$ 4,649,741</u>	<u>\$ 5,189,851</u>	<u>\$ 5,711,671</u>



Conservation Division

The Conservation Division is responsible for operating the City's Air, Water, Recycling, and Energy Conservation Programs. The City's Water Conservation Program provides a free water audit consisting of free installation of low-flow showerheads and sink aerators, a review of irrigation and landscaping, and rebates for efficient toilets, dishwashers and washing machines. The Division works with the Ashland School District, Southern Oregon University, and Ashland businesses to increase the efficiency of their water usage. This division provides staff support for the City's Conservation Commission. The Electric Conservation programs include Residential Weatherization, Earth Advantage, Energy Smart Design, Appliance Efficiency, Wood Stove Rebate, Heat Pump Retrofit, the Renewable Energy Programs for Solar Water and Electric, and The Green Tag Program.

Strategic Plan Goals

- Continue to implement the City's new "Earth Advantage" program.
- Complete the installation of the Community Solar System at 90 North Mountain Street.

Significant Budget Changes

- The City's application for \$500,000 to install a Community Solar System under the new year interest Clean Renewable Energy Bonds (CREB) was approved by the IRS in December 2006. These funds are being coupled with a State of Oregon Business Energy Tax Credit past through of about \$300, 000 to fund this project.

*electric department - conservation division*WATER FUND
ELECTRIC DEPARTMENT
CONSERVATION DIVISION

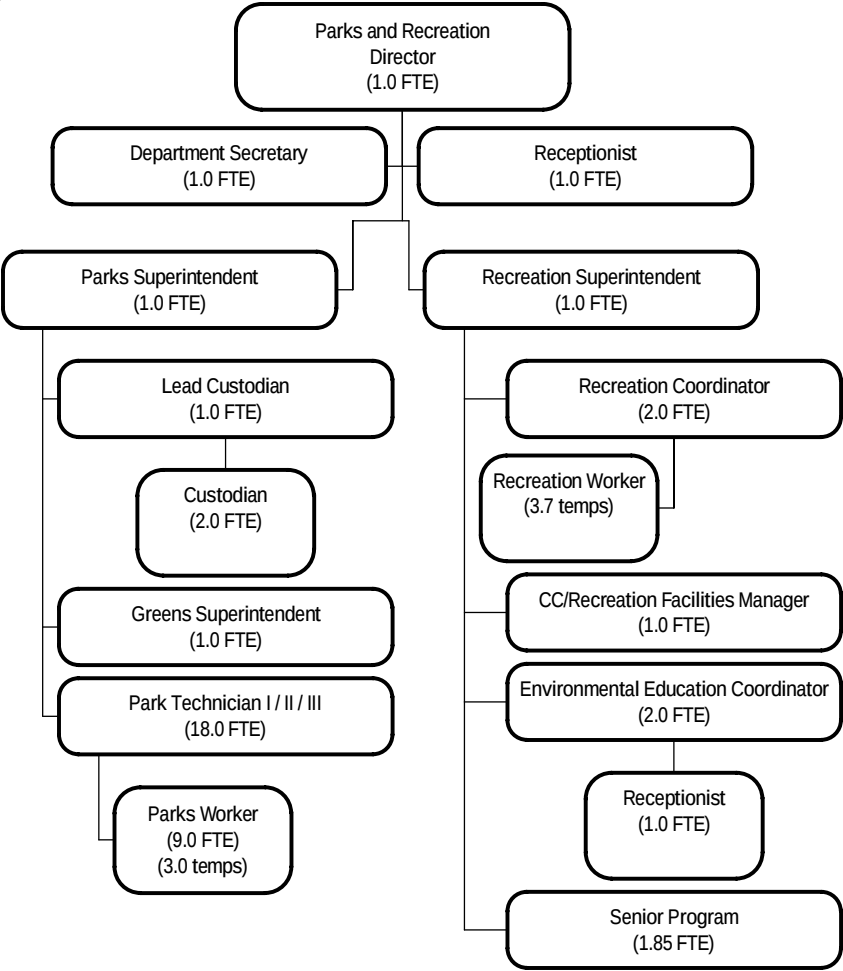
Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 670				
Personal Services				
510 Salaries and Wages	\$ 71,981	\$ 62,016	\$ 63,200	\$ 66,400
520 Fringe Benefits	38,818	33,579	36,160	38,255
Total Personal Services	110,799	95,594	99,360	104,655
601 Supplies	623	291	800	800
602 Rental, Repair, Maintenance	5,647	5,790	5,790	5,790
603 Communications	120	265	500	500
605 Misc. Charges and Fees	19,480	24,416	40,955	40,955
606 Other Purchased Services	1,223	2,539	4,400	4,400
610 Programs	12,347	14,035	20,200	20,200
Total Materials and Services	39,440	47,336	72,645	72,645
	<u>\$ 150,239</u>	<u>\$ 142,930</u>	<u>\$ 172,005</u>	<u>\$ 177,300</u>

ELECTRIC FUND
ELECTRIC DEPARTMENT
CONSERVATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Fund# 690				
Personal Services				
510 Salaries and Wages	\$ 73,472	\$ 86,109	\$ 88,700	\$ 93,100
520 Fringe Benefits	39,342	50,531	50,445	53,437
Total Personal Services	112,814	136,640	139,145	146,537
Materials and Services				
601 Supplies	1,415	2,423	2,000	2,000
602 Rental, Repair, Maintenance	6,671	6,778	6,695	6,695
603 Communications	1,132	1,002	1,800	1,800
605 Misc. Charges and Fees	34,610	43,766	63,081	61,405
606 Other Purchased Services	12,695	6,425	9,674	20,350
608 Commissions	-	3,555	4,000	3,850
610 Programs	206,232	202,009	750,250	700,250
Total Materials and Services	262,756	265,957	837,500	796,350
	<u>\$ 375,569</u>	<u>\$ 402,597</u>	<u>\$ 976,645</u>	<u>\$ 942,887</u>



parks and recreation department
50.55 FTE



Overview

Ashland's Parks and Recreation system is comprised of 785 acres of parkland and a variety of recreational facilities. The Parks and Recreation Department is comprised of three divisions: the Parks Division, the Recreation Division, and the Golf Division. The Department's budgets are accounted for in three funds: the Parks and Recreation Fund, the Youth Activities Levy Fund, and the Parks Capital Improvement Fund.

In preparing the budget, the Department examines and makes decisions on ways to reduce costs and to improve efficiency in a manner that will not detract from core goals. The budget outlines the resources and expenditures that will be needed to accomplish these goals.

Parks and Recreation Mission Statement

The mission of the Ashland Parks and Recreation Department is to provide and promote recreational opportunities and to preserve and maintain public lands.

Departmental Goals

- Provide a high quality, efficient service level.
- Maintain and expand parks and recreational opportunities to meet the current and future needs of the community.
- Provide a positive experience to park guests and recreation participants.
- Provide opportunities for the community to participate in the decision making process concerning its parks and recreation system.

Budget Assumptions

- Budget will implement goals set by the Parks and Recreation Commission.
- The same level of service will be maintained related to performance measures.
- Tax revenue distribution between the City and Parks will be consistent with prior years.
- User fees will be used to help offset the cost of certain services provided.
- The Department will comply with all federal and state requirements.

- The Department will maintain school ground per contract.

Ashland Park Commission Goals for 2008

- Development of North Main / Scenic property and or Ashland Creek / Vogel property.
- Continuation of advertising and marketing programs at Oak Knoll Golf Course.
- Improvements at Darex Family Ice Rink.
- Assistance with solution for potential closure of SOU pool.
- Identification and construction of two additional community garden sites
- Formation of Recreation Master Plan Committee
- Continue working on 06-07 budget goals, including:
 - Department logo
 - Succession planning
 - Evaluating energy consumption and greenhouse gas effects
 - Non-native vegetation removal

PARKS & RECREATION DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Department Totals by Function				
500 Personal Services	\$ 2,455,220	\$ 2,776,552	\$ 3,101,000	\$ 3,389,970
600 Materials and Services	3,596,026	3,918,102	4,233,311	4,272,850
700 Capital Outlay	335,560	324,244	664,000	664,000
800 Debt Service	18,735	12,285	10,500	10,500
	<u>\$ 6,405,541</u>	<u>\$ 7,031,183</u>	<u>\$ 8,008,811</u>	<u>\$ 8,337,320</u>
Department Total by Fund				
Parks and Recreation Fund	\$ 4,068,411	\$ 4,415,596	\$ 5,246,450	\$ 5,429,320
Youth Activities Levy Fund	2,095,000	2,342,127	2,431,361	2,577,000
Parks Capital Improvements Fund	242,130	273,460	331,000	331,000
	<u>\$ 6,405,541</u>	<u>\$ 7,031,183</u>	<u>\$ 8,008,811</u>	<u>\$ 8,337,320</u>

Position Profile	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Director	1.00	1.00	1.00	1.00
Parks Superintendent	1.00	1.00	1.00	1.00
Greens Superintendent	1.00	1.00	1.00	1.00
Recreation Superintendent	1.00	1.00	1.00	1.00
CC/Recreation Facilities Manager	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	2.00
Environmental Education Coordinator	1.60	2.00	2.00	2.00
Senior Program Director	-	0.80	0.80	0.80
Senior Center Specialist	-	0.70	0.70	0.80
Senior Center Info/Ref Specialist	-	0.25	0.25	0.25
Receptionist	1.00	1.00	1.00	2.00
Environmental Ed Assistant	1.60	1.00	1.00	-
Department Secretary	1.00	1.00	1.00	1.00
Lead Custodian	1.00	1.00	1.00	1.00
Custodian	2.00	2.00	2.00	2.00
Park Worker	8.00	8.00	8.00	9.00
Park Technician I	6.00	5.00	5.00	6.00
Park Technician II	7.00	8.00	8.00	7.00
Park Technician III	5.00	5.00	5.00	5.00
Temps	6.70	6.70	6.70	6.70
	<u>46.90</u>	<u>48.45</u>	<u>48.45</u>	<u>50.55</u>

Parks Division

The Parks Division operates, maintains, constructs, and plans for park and recreational facilities within the system, including developing new parks and administering open space areas.

Significant Budget Changes

- Per contract, the Parks Division is resuming the maintenance of school grounds. This will result in a 2.0 FTE increase within the Parks Division budget.

Future Budget Considerations

None.

Park Police / Patrol Section

PERSONNEL: **1.5 FTE / 3.0 Seasonal Positions**

DESIRED OUTCOME To provide a safe environment for people using the parks and recreation system.

RESOURCES PROVIDED

Labor, equipment, and supplies necessary to provide for policing and patrolling of the parks and recreation system.

INPUTS

- Number of citations
- Incidents of vandalism

PERFORMANCE MEASURES

- Public comments
- Number of compliments. Receive numerous compliments about the way the Park Patrol provides a safe environment for park users.
- Compliance with laws and regulations.

EFFICIENCY BUDGET – IMPACT

- 2003 – 2.0 FTE / 3.0 Seasonal Positions
- 2004 – 1.5 FTE / 3.0 Seasonal Positions
- 2005 – 1.5 FTE / 3.0 Seasonal Positions
- 2006 – 1.5 FTE / 3.0 Seasonal Positions
- 2007 – 1.5 FTE / 3.0 Seasonal Positions

PROGRAM / DIVISION SUMMARY

Key performance indicators are expected to remain constant for budget year 2007-2008. Currently, performance standards are being met. In future years, as new parklands are acquired, there will be a need to increase personnel in the patrol section. Currently, the Department provides the resources for one full-time police officer, one half-time community service officer (CSO), and the seasonal park patrol personnel. In future years, the Department may not have the resources to provide for the total cost of providing police coverage.

parks and recreation department - parks division

PARKS & RECREATION FUND
PARKS & RECREATION DEPARTMENT
PARKS DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Personal Services				
510 Salaries and Wages	\$ 1,275,347	\$ 1,248,259	\$ 1,370,000	\$ 1,354,000
520 Fringe Benefits	704,317	707,652	744,500	840,826
Total Personal Services	1,979,664	1,955,911	2,114,500	2,194,826
Materials and Services				
601 Supplies	97,729	40,859	46,000	69,500
602 Rental, Repair, Maintenance	584,158	587,109	677,900	660,900
603 Communications	13,185	25,774	18,600	18,600
604 Contractual Services	400,539	327,334	244,000	244,000
605 Misc. Charges and Fees	167,007	192,129	397,000	397,000
606 Other Purchased Services	23,858	23,280	38,250	38,250
Total Materials and Services	1,286,475	1,196,485	1,421,750	1,428,250
Capital Outlay				
702 Buildings	-	16,267	-	-
703 Equipment	39,705	-	50,000	50,000
704 Improvements	44,017	33,477	275,000	275,000
Total Capital Outlay	83,722	49,744	325,000	325,000
Debt Service				
801 Debt Service - Principal	13,204	5,210	6,000	6,000
802 Debt Service - Interest	868	4,855	1,000	1,000
Total Debt Service	14,072	10,065	7,000	7,000
	<u>\$ 3,363,933</u>	<u>\$ 3,212,205</u>	<u>\$ 3,868,250</u>	<u>\$ 3,955,076</u>

Forestry, Trails, and Natural Resources

DESIRED OUTCOMES

- Manage for biological diversity of native plants and animals (mix of plant and animal vs. one single community) and control of non-native problematic species.
- Preserve / improve wildlife habitat.
- Manage for environmental values (air and water quality, soil health).
- Provide for and manage recreational use.
- Continue to progress in reducing fire danger on parks-managed forest lands in cooperation with Ashland Fire Department, USFS, and other agencies.
- Continue to encourage and maintain a healthy ecosystem while incorporating multiple values of ecosystem health.
- Continue to expand trails opportunities by working with the Planning Department, AWT, USFS, and others.
- Continue to improve trails for safety, access, water erosion mitigation, and ADA possibilities.
- Continue to provide and create functional and effective natural areas, and to obtain all necessary permits.
- Continue to provide services that will produce high levels of public satisfaction.

RESOURCES PROVIDED

Labor, equipment, and supplies to accomplish the goals, objectives, and desired outcomes of the division.

INPUTS

- Acres of forest land managed by department: 448 + 15 = 463
- Miles of trails maintained by department: 25

DIVISION PERFORMANCE MEASURES

	Actual 2002	Actual 2003	Actual 2004	Actual 2005	Actual 2006	Targeted 2007	Actual 2007	Targeted 2008
Acres treated/retreated for fuel reduction	33.5	33.5	40	45	45	45	38	38
Number of piles burned/chipped	1,115	1,100+	1,100+	1,800	1,000	1,000	750	750
Miles of trail maintained	10	10+	10+	20	25	25	25	25
Number of reported injuries	-	-	-	1	-	-	-	-
Noxious weeds treated in acres	-	10	10	12	12	12	40	20
Weed abatement program in acres	-	-	-	-	17	17	17	17

Acres of new trail construction:

- 2001 – Addition to trail links
- 2002 – Addition to trail links
- 2003 – Addition to trail links
- 2004 – Addition to trail links
- Response time to problems – within 48 hours
- Customer satisfaction – Received positive feedback with many compliments and very few complaints

EFFICIENCY BUDGET – IMPACT

2001 – 3.5 FTE

2002 – 3.5 FTE

2003 – 3.5 FTE

2004 – 3.5 FTE and over 500 hours of volunteer labor

2005 – 3.5 FTE and over 500 hours of volunteer labor

2006 – 3.5 FTE and over 500 hours of volunteer labor

2007 – 3.5 FTE and over 500 hours of volunteer labor

DIVISION SUMMARY

Key performance indicators will focus on reduction of fire danger within the forestry interface while maintaining treated areas, and on the development of new trails while maintaining current trail system. Current performance standards are being met. In future years, a reduction in funding or the addition of future trails or forest interface lands added to the system without additional resources would create an inability to maintain the current level of services provided.

Horticulture

PERSONNEL: 2.0 FTE

Urban Forestry

DESIRED OUTCOMES

- To maintain trees within the urban setting in order that they will be functional, aesthetically pleasing, and safe to park users.
- To remove trees that become hazardous to park users.
- To provide parks which, though well-canopied with trees, are relatively safe for park users.

RESOURCES PROVIDED

Labor, equipment, and supplies needed to accomplish the goals, objectives, and desired outcomes of the program.

INPUTS

- Number of urban trees maintained
- Contracted pruning and removal
- In-house pruning and removal
- Number of new trees planted

Environmental Horticulture

DESIRED OUTCOMES

- To keep existing natural areas from degradation
- To plant appropriate species in order to enhance the effectiveness of natural area
- To control erosion
- To manage native species
- To control problematic non-native species
- To provide healthy, diverse, and functionally effective natural areas (including riparian corridors and swales), which not only provide habitat for wildlife and control erosion, but serve as environments where park users realize aesthetic and educational values.

RESOURCES PROVIDED

Labor, equipment, and supplies needed to accomplish the goals, objectives, and desired outcomes of the program.

INPUTS

- Number of beds maintained
- Number of plants planted

Turf – Athletic and Park

DESIRED OUTCOMES

- To implement appropriate turf management principles and schedules for maintaining turf areas.
- To maintain vigorous and healthy stands of turf that are safe and appropriate for park users.
- To mow in such a manner as to ensure healthy and safe turf areas.

RESOURCES PROVIDED

Labor, equipment, and supplies needed to accomplish the goals, objectives, and desired outcomes of the program.

INPUTS

- Regularly scheduled maintenance
- Mowing
- Inspections

Ornamental Horticulture

DESIRED OUTCOMES

- To enhance the users' appreciation of the parks environment
- To be historically sensitive regarding kinds and types of plants to use in our historic parks
- To integrate aspects of Environmental Horticulture with Ornamental Horticulture – e.g., to use plants (ornamental) that are used by wildlife

RESOURCES PROVIDED

Labor, equipment, and supplies needed to accomplish the goals, objectives, and desired outcomes of the program.

INPUTS

- Number of beds maintained
- Number of plants planted

EFFICIENCY BUDGET – IMPACT

2003 – 2.0 FTE
2004 – 2.0 FTE
2005 – 2.0 FTE
2006 – 2.0 FTE
2007 – 2.0 FTE

DIVISION SUMMARY

Key performance indicators are expected to remain constant over the next several budget years. Current performance standards are being met.

DIVISION PERFORMANCE MEASURES:

	2002	2003	2004	2005
Trees maintained	5,000	5,000	5,000	5,000
Contract pruning & removal	50	50	50	100
In-house pruning & removal	50	50	50	50
Number of new trees planted	100	100	100	100
Ornamental beds maintained	40	40	40	50
Number of plants planted	15,000	15,000	15,000	15,000
Acres mowed-athletic area	44	44	44	46

**** Note:** Above numbers are approximate **

- Inspections / Assessments
- Routine Maintenance Scheduling
- Customer Satisfaction:
 - Positive feedback, many compliments, few complaints



Recreation Division

The Recreation Division provides a variety of recreational and educational opportunities for all ages including aquatics and environmental education programs.

Significant Budget Changes

Reorganize staff at North Mountain Park Nature Center resulting in additional FTE: Promotions and Publications Coordinator, salary and benefits totaling \$67,037.

PERSONNEL: 10.15 FTE

DESIRED OUTCOMES

- Provide high quality recreation programs for the community at an affordable cost.
- Expand opportunities for recreational and educational activities.
- Establish appropriate fees based on direct cost of activities.
- Promote lifetime activities.

Parks and Recreation Community Facilities

PERSONNEL: 1.0 FTE

PROGRAM: Community Center Facilities

DESIRED OUTCOMES/OBJECTIVES

- Provide facilities for community use that are clean and attractive
- Provide excellent customer service

RESOURCES PROVIDED

Labor, equipment, and supplies needed to accomplish the goals, objectives, and desired outcomes of the program.

INPUTS:

- Building usage (Community Center, Pioneer Hall, The Grove, Senior Center)
- Picnic areas (Hillside, Butler Bandshell, Sycamore Grove, lawn areas, Cotton Memorial, Madrone, Brinkworth, Root Memorial)

PERFORMANCE MEASURES:

	2004/05	2005/06
Community Center Rentals	97	100
Pioneer Hall Rentals	113	118
Hunter Park Rentals	17	16
Lithia Park Reservations	101	105
The Grove Rentals	41	47

PROGRAM SUMMARY:

Key performance indicators are expected to remain consistent over the next several budget years. Currently, performance standards are being met.

parks and recreation department - recreation division

PARKS & RECREATION FUND
PARKS & RECREATION DEPARTMENT
RECREATION DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Personal Services				
510 Salaries and Wages	\$ 160,108	\$ 365,986	\$ 466,000	\$ 524,900
520 Fringe Benefits	66,487	199,762	233,500	280,227
Total Personal Services	226,595	565,747	699,500	805,127
Materials and Services				
601 Supplies	15,625	28,138	43,000	55,500
602 Rental, Repair, Maintenance	24,243	40,784	38,500	39,000
603 Communications	633	1,289	10,100	9,500
604 Contractual Services	11,246	130,709	81,500	64,500
605 Misc. Charges and Fees	4,862	4,069	13,000	8,500
606 Other Purchased Services	75,895	82,331	73,100	69,600
606 Programs	-	-	-	-
Total Materials and Services	132,505	287,320	259,200	246,600
	<u>\$ 359,099</u>	<u>\$ 853,067</u>	<u>\$ 958,700</u>	<u>\$ 1,051,727</u>

Aquatics Facilities

PERSONNEL: 15 Seasonal

DESIRED OUTCOMES

- To teach children to swim
- To provide a form of exercise that is safe and fun
- To provide the number of lifeguards required to meet safety standards
- To reduce or eliminate accidents
- To provide a clean and attractive facility
- To provide high level of customer satisfaction
- To achieve a passage rate of 70% or better for swim lessons

RESOURCES PROVIDED

Labor and supplies needed to accomplish goals, objectives, and desired outcomes.

INPUTS

- 25-yard outdoor swimming pool
- Open water swimming reservoir

PERFORMANCE MEASURES

- Number of recreational swimmers
- Number of lesson participants
- Percentage of passing swim lessons
- Accidents per season
- Compliments per season

Pool	2001	2002	2003	2004	2005	2006
Recreational Swimmers	14,778	12,249	12,611	13,162	12,150	12,100
Lesson Participants	880	775	740	554	642	576
% Passing Lessons	75%	76%	80%	54%	56%	56%
Accidents per Season	2	1	2	-	-	-
# of Seasonal Employees	20	16	14	17	17	15

* Reservoir closed in 2001

PROGRAM / DIVISION SUMMARY:

The key performance indicators for the program are expected to remain constant over the next several budget years. Currently we are meeting the standards, but a reduction in resources would reduce the ability for the program to maintain its standard, resulting in lower customer satisfaction and a potential for an unsafe aquatic environment.

Ice Rink Facilities

PERSONNEL: 12 Seasonal

DESIRED OUTCOMES

- To provide a clean and attractive facility
- To reduce or eliminate accidents
- To provide a high level of customer satisfaction
- To provide a form of exercise that is safe and fun during the winter season
- To provide the appropriate number of rink guards to ensure patron safety

RESOURCES PROVIDED

Labor and supplies needed to accomplish goals, objectives, and desired outcomes.

Rink	2001	2002	2003	2004	2005	2006
# of Adminissions	15,842	15,685	12,389	12,069	12,299	12,200
Accidents per Season	4	4	1	0	0	0
# of Seasonal Employees	6	6	6	8	8	12

INPUTS

- 60' x 120' outdoor skating rink

PERFORMANCE MEASURES

- Number of admissions
- Accidents per season
- User feedback as measured by comment card

PROGRAM / DIVISION SUMMARY

Key performance indicators are expected to remain constant over the next several budget years. Standards are currently being met. A reduction in resources would reduce the ability for the program to maintain its standards, resulting in lower customer satisfaction and a potential for an unsafe recreational facility. As a result of the winter storm of 2007, the rink will operate without a roof in the 2008 season.

Golf Division

The Golf Division operates, maintains, and constructs facilities and provides professional services for Oak Knoll Golf Course.

Significant Budget Changes

Resources need to be invested in the course to meet performance standards. Investments will include:

- Reconstructed sand trays and tee boxes.
- Increased level of ongoing maintenance.

PERSONNEL: 2.7 FTE

GOAL To provide a full-service golf facility that will provide a quality golfing experience.

DESIRED OUTCOMES

- Increase the overall use of the golf facility.
- Make needed course improvements.
- Increase customer satisfaction.

RESOURCES PROVIDED

Labor, equipment, and supplies are provided to meet the goals and desired outcomes/objectives for the division.

Golf	2001	2002	2003	2004/05	2005/06	2006/07 Estimate
Total Rounds of Golf	24,848	22,375	22,757	18,392	20,253	20,000

INPUTS

- Rounds played
- Course revenues

PERFORMANCE MEASURES

- Increase/decrease in rounds played.
- Increase/decrease in revenues.
- Customer satisfaction. Numerous complaints about the condition of tee boxes and sand traps.

EFFICIENCY BUDGET – IMPACT

- 2003 – 2.0 FTE
- 2004 – 2.0 FTE
- 2005 – 2.0 FTE
- 2006 – 2.0 FTE
- 2007 – 2.0 FTE
- 2008 – 2.7 FTE

DIVISION SUMMARY

Key performance indicators are expected to remain constant over the next several budget years. Historically, the division is not meeting performance standards in the areas of course maintenance and improvements. Reorganization of maintenance staff has increased the number of labor hours available. Capital projects have included the reconstruction of three tee boxes and traps. Proposed 2007-2008 budget will include reconstruction of more tee boxes and traps. Improved maintenance and implementation of advertising should result in more rounds played.

parks and recreation department - golf division

PARKS & RECREATION FUND
PARKS & RECREATION DEPARTMENT
GOLF DIVISION

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Personal Services				
510 Salaries and Wages	\$ 114,797	\$ 111,092	\$ 127,000	\$ 121,300
520 Fringe Benefits	45,165	50,801	64,000	72,718
Total Personal Services	159,962	161,893	191,000	194,018
Materials and Services				
601 Supplies	6,860	668	9,900	9,900
602 Rental, Repair, Maintenance	75,860	79,413	100,100	100,100
603 Communications	552	524	700	700
604 Contractual Services	76,395	81,800	89,000	89,000
605 Misc. Charges and Fees	1,242	5,724	6,300	6,300
606 Other Purchased Services	10,137	17,041	11,000	11,000
Total Materials and Services	171,046	185,171	217,000	217,000
Capital Outlay				
Improvements	9,708	1,040	8,000	8,000
Total Capital Outlay	9,708	1,040	8,000	8,000
Debt Service				
801 Debt Service - Principal	4,290	2,145	2,500	2,500
802 Debt Service - Interest	373	75	1,000	1,000
Total Debt Service	4,663	2,220	3,500	3,500
	<u>\$ 345,379</u>	<u>\$ 350,324</u>	<u>\$ 419,500</u>	<u>\$ 422,518</u>

Youth Activities Levy Fund

By contractual agreement with the Ashland School District, the levy provides monies for a wide variety of extracurricular activities for students in the district's elementary, middle, and high schools. Of the fund's resources, \$135,000 is dedicated for the use of Ashland Parks and Recreation Department to offer recreational activities. 2007-2008 fiscal year is the last year of the current Youth Activities Levy. In light of recent tax law interpretations, it is doubtful that the YAL will be continued in its current form.

Significant Budget Changes

- In May 2004, voters approved a five-year levy generating an estimated \$2.1 million per year.

YOUTH ACTIVITIES LEVY FUND PARKS & RECREATION DEPARTMENT

Description		2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Personal Services					
510	Salaries and Wages	\$ 70,730	\$ 78,000	\$ 82,000	\$ 182,000
520	Fringe Benefits	18,270	15,000	14,000	14,000
	Total Personal Services	89,000	93,000	96,000	196,000
Materials and Services					
604	Contractual Services	2,006,000	2,249,127	2,335,361	2,381,000
	Total Materials and Services	2,006,000	2,249,127	2,335,361	2,381,000
		\$ 2,095,000	\$ 2,342,127	\$ 2,431,361	\$ 2,577,000

Parks Capital Improvement Fund

This fund accounts for revenues from Interfund transfers and depreciation charges that are used for construction of parks and recreation facilities, for equipment acquisition and replacement, and other related purposes.

Significant Budget Changes

- There are no significant budget changes.

PARKS CAPITAL IMPROVEMENTS FUND PARKS & RECREATION DEPARTMENT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Capital Outlay				
Equipment	\$ 100,339	\$ 111,689	\$ 156,000	\$ 156,000
Improvements	141,791	161,772	175,000	175,000
Total Capital Outlay	<u>242,130</u>	<u>273,460</u>	<u>331,000</u>	<u>331,000</u>
	<u>\$ 242,130</u>	<u>\$ 273,460</u>	<u>\$ 331,000</u>	<u>\$ 331,000</u>

Debt Service

The State of Oregon, Department of Revenue requires that due dates and amounts of Debt Service for General Obligation Bonds be listed in the budget document. The following table represents the General Obligation Debt for the City of Ashland, including the 2004 Revenue Bond that is backed by the Full Faith and Credit of the City of Ashland.

DEBT SERVICE

City Component	Date Due	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Street Fund					
New Debt		\$ -	\$ -	\$ -	\$ 400,000
Debt Service Fund					
1997 Flood Restoration Bonds - Principal Payment	December 1	65,000	70,000	75,000	80,000
1997 Flood Restoration Bonds - Interest Payment	December 1	15,552	3,436	3,392	1,760
1997 Flood Restoration Bonds - Interest Payment	June 1	13,870	1,760	1,760	-
2000 Flood & Fire Station Bonds - Principal Payment	June 1	120,000	125,000	130,000	140,000
2000 Flood & Fire Station Bonds - Interest Payment	December 1	-	18,211	14,843	11,495
2000 Flood & Fire Station Bonds - Interest Payment	June 1	158,483	18,211	14,843	11,495
2005 Refunding Series - Principal Payment		NA	-	-	-
2005 Refunding Series - Interest Payment	December 1	-	45,560	56,363	56,363
2005 Refunding Series - Interest Payment	June 1	-	45,560	56,363	56,363
2004 Revenue Bonds - Principal Payment*	July 15	-	-	-	195,000
2004 Revenue Bonds - Interest Payment*	July 15	NA	802,021	432,227	432,227
	January 15	-	431,545	432,227	428,623
Water Fund					
New Debt		-	-	-	240,000
Total General Obligation Debt Service		<u>\$ 372,905</u>	<u>\$ 1,561,304</u>	<u>\$ 1,217,016</u>	<u>\$ 2,053,325</u>

Note: All new debt is pending approval of the City Council and is specific to projects and financing.

*These Revenue Bonds are also backed by the Full Faith and Credit of the City of Ashland

Interfund Loans

All interfund operating loans, which are not paid back by the end of the fiscal year, are budgeted in the following fiscal year. There are not any interfund loans adopted for FY 2008.

INTERFUND LOANS

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Other Financing Uses				
901				
General Fund	\$ 215,000	\$ -	\$ -	\$ -
CDBG	-	-	215,000	-
Street	-	270,000	-	-
Airport	-	40,000	-	-
Capital Improvement Fund	-	-	530,000	-
Water Fund	120,000	-	-	-
Wastewater Fund	270,000	-	-	-
Electric Fund	-	-	-	-
Total City	<u>\$ 605,000</u>	<u>\$ 310,000</u>	<u>\$ 745,000</u>	<u>\$ -</u>

Operating Transfer Out

Transfers from one fund to another are shown on this page as expenditures and also in each fund as revenues.

OPERATING TRANSFERS OUT

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Other Financing Uses				
902 General Fund	\$ 43,833	\$ 500	\$ 500	\$ 500
Street Fund	-	-	-	200,000
Capital Improvements Fund:	141,500	321,829	-	-
S.D.C. - Parks	-	-	335,434	302,573
Operations	-	-	570,000	-
Wastewater Fund	-	-	-	-
Electric Fund	200,000	500,000	-	-
Cemetery Trust Fund	12,360	25,451	19,000	25,000
Total City	397,693	847,780	924,934	528,073
Parks and Recreation Funds:				
Parks Division	50,000	125,000	110,000	110,000
Total Parks	50,000	125,000	110,000	110,000
	\$ 447,693	\$ 972,780	\$ 1,034,934	\$ 638,073

Operating Contingencies

In general, operating contingencies meet policy requirements. Total contingencies have increased \$84,200 from the FY 2007 Amended budget. During 2005 and 2006 no monies are shown as being spent from the contingencies. Instead, a transfer of appropriations by resolution moves the contingency to the appropriation category where actual expenditures are incurred.

OPERATING CONTINGENCIES

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
905 General Fund	\$ -	\$ -	\$ 400,000	\$ 400,000
CDBG Fund	-	-	-	-
Street Fund	-	-	153,000	89,000
Airport Fund	-	-	5,000	5,000
Capital Improvements Fund	-	-	50,000	50,000
Debt Service Fund	-	-	-	-
Water Fund	-	-	152,000	144,000
Wastewater Fund	-	-	149,000	140,000
Electric Fund	-	-	381,000	375,000
Telecommunications Fund	-	-	100,000	100,000
Central Services Fund	-	-	47,800	150,000
Insurance Services Fund	-	-	32,000	100,000
Equipment Fund	-	-	42,000	43,000
Cemetery Trust Fund	-	-	-	-
Total City	-	-	1,511,800	1,596,000
Parks and Recreation Fund	-	-	35,000	35,000
Total Parks	-	-	35,000	35,000
Total	\$ -	\$ -	\$ 1,546,800	\$ 1,631,000

Unappropriated Ending Fund Balance

Budgeted Unappropriated Ending Fund Balance is down \$4,147,052 or 19%. The City will continue the trend toward lower unappropriated fund balances while maintaining the fund balance policy requirements.

UNAPPROPRIATED ENDING FUND BALANCE

Description	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
909 General Fund	\$ 2,093,388	\$ 2,326,936	\$ 1,047,023	\$ 1,127,520
Community Block Grant Fund	(8,492)	4,599	-	-
Street Fund:				
S.D.C. - Storm Drain	86,052	92,880	(487,701)	92,880
S.D.C. - Transportation	1,783,694	834,476	2,796,467	834,476
Bond Proceeds			-	-
General Operations/Other	(683,718)	536,688	4,000,001	295,884
Airport Fund	122,942	54,874	12,382	2,942
Capital Improvements Fund:				
S.D.C. Parks	355,926	448,953	(287)	545,099
Open Space	437,232	201,594	537,117	215,135
General Operations/Other	131,396	152,625	1,143,698	46,988
Debt Service Fund	423,842	459,095	148,902	601,085
Water Fund:				
S.D.C. - Reimbursements	603,778	647,984	224,382	649,202
S.D.C. - Improvements	1,565,899	1,550,720	1,280,140	90,070
Bond Proceeds	1,880,000	1,000,000	882,250	-
General Operations/Other	2,408,553	2,980,542	3,014,535	2,065,056
Wastewater Fund:				
S.D.C. - Reimbursements	1,054,769	1,317,751	1,285,591	1,512,051
S.D.C. - Improvements	595,870	469,726	451,636	160,400
Bond Proceeds	1,000,000	-	-	1,500,000
General Operations/Other	3,013,543	3,514,121	1,298,212	2,366,861
Electric Fund	2,527,430	2,116,269	1,185,892	1,677,245
Telecommunications Fund	898,750	518,687	217,611	362,716
Central Services Fund	185,137	439,010	92,793	82,987
Insurance Services Fund	1,036,331	1,060,790	492,028	908,275
Equipment Fund	1,489,055	1,510,170	618,799	508,357
Cemetery Trust Fund	702,629	719,429	735,212	774,453
Total City	23,704,006	22,957,919	20,976,683	16,419,682
Parks & Recreation Fund	1,679,875	1,507,367	667,250	877,245
Ashland Youth Activities Fund	103,733	35,374	-	216,893
Parks Capital Improvement Fund	207,375	165,326	44,866	26,926
Total Parks and Recreation Funds	1,990,983	1,708,067	712,116	1,121,064
	<u>\$ 25,694,989</u>	<u>\$ 24,665,986</u>	<u>\$ 21,688,799</u>	<u>\$ 17,540,746</u>
Reserved or Restricted	\$ 11,517,530	\$ 8,807,997	\$ 8,345,737	\$ 7,883,126
Operating	14,177,459	15,857,989	13,343,062	9,657,620
	<u>\$ 25,694,989</u>	<u>\$ 24,665,986</u>	<u>\$ 21,688,799</u>	<u>\$ 17,540,746</u>



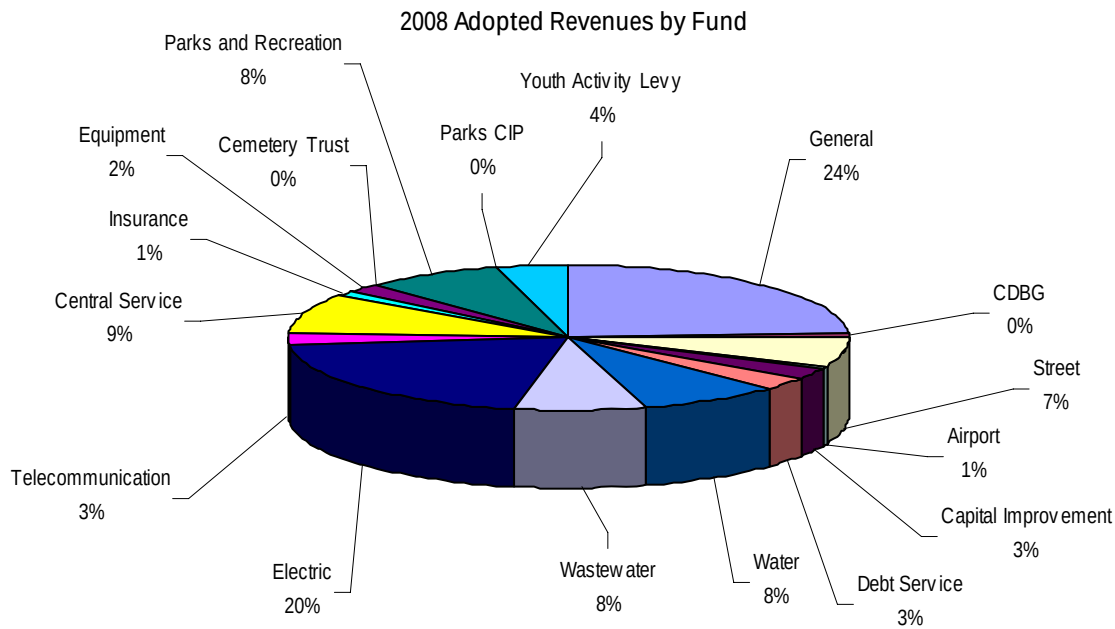
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resources and long-term plan

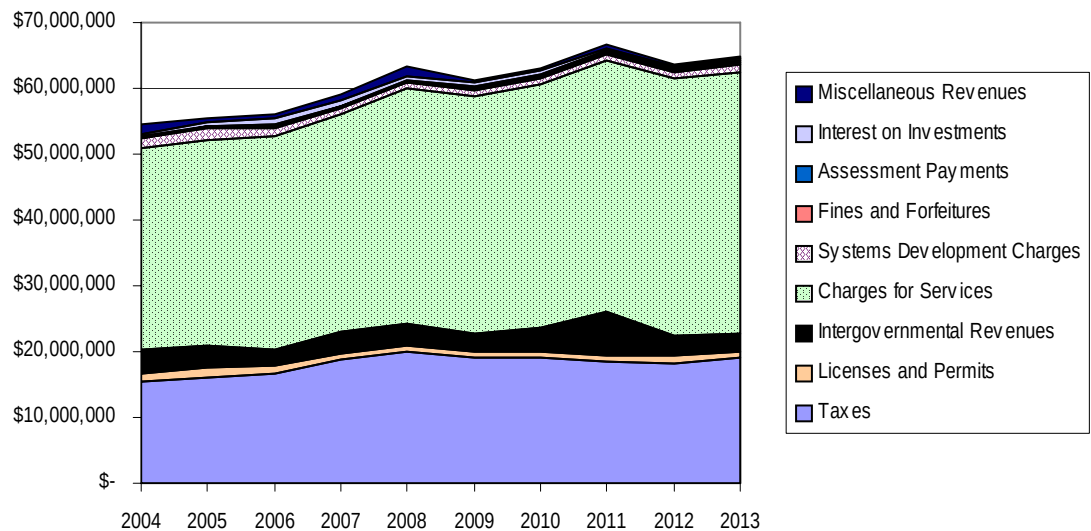
RESOURCE SUMMARY

	2004 Actual	2005 Actual	2006 Actual	2007 Amended Budget	2007 Estimate for the Year	2008 Adopted Budget
Revenues:						
Taxes	\$ 15,569,073	\$ 16,001,016	\$ 16,814,824	\$ 18,751,882	\$ 18,771,549	\$ 19,991,811
Licenses and Permits	1,156,285	1,489,379	1,106,317	1,713,541	852,500	900,000
Intergovernmental Revenues	3,495,985	3,378,974	2,282,072	3,637,810	3,273,034	3,386,500
 Charges for Services	 30,635,346	 31,294,281	 32,499,061	 34,603,977	 33,294,757	 35,604,558
Systems Development Charges	1,491,451	1,839,775	1,344,063	1,515,900	765,000	930,000
Fines and Forfeitures	120,749	133,170	137,460	157,000	183,900	180,000
Assessment Payments	170,860	222,408	360,860	252,000	102,000	102,427
 Interest on Investments	 258,452	 553,348	 782,272	 703,300	 838,370	 787,950
Miscellaneous Revenues	1,759,740	530,128	828,597	1,642,400	960,795	1,426,300
Total Revenues	54,657,941	55,442,480	56,155,526	62,977,810	59,041,905	63,309,546
 Budgetary Resources:						
Working Capital Carryover	18,199,957	16,692,342	25,694,990	19,154,800	24,665,986	23,927,048
 Other Financing Sources:						
Bond & Bank Loan Proceeds	375,000	15,500,000	-	16,647,100	3,000,000	3,800,000
Interfund Loan	12,825,000	7,530,000	310,000	745,000	215,000	-
Operating Transfers In	388,393	447,693	972,780	1,034,934	1,040,934	638,073
Total Budgetary Resources	31,788,350	40,170,035	26,977,770	37,581,834	28,921,920	28,365,121
 Total Resources	\$ 86,446,291	\$ 95,612,515	\$ 83,133,296	\$ 100,559,644	\$ 87,963,825	\$ 91,674,667



2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection
\$ 18,481,435	\$ 18,219,950	\$ 17,810,275	\$ 17,481,250	\$ 18,204,950
918,000	936,000	955,000	974,000	993,000
2,625,950	3,622,900	6,597,400	3,224,150	2,598,000
36,139,356	37,171,430	38,099,722	38,982,783	39,954,466
949,300	968,900	988,700	1,007,600	1,028,000
184,000	188,000	192,000	196,000	200,000
208,427	187,427	187,427	82,427	242,427
527,600	462,000	393,300	358,100	259,100
416,300	422,600	428,900	433,300	439,700
60,450,368	62,179,207	65,652,724	62,739,610	63,919,643
19,171,747	17,525,167	9,144,379	837,595	(10,565,029)
11,828,400	179,800	5,013,880	164,400	5,164,400
381,946	393,546	308,915	276,300	261,200
31,382,093	18,098,513	14,467,174	1,278,295	(5,139,429)
\$ 91,832,461	\$ 80,277,720	\$ 80,119,898	\$ 64,017,905	\$ 58,780,214

City Wide Revenue Trend



long-term plan fund totals

FUND TOTALS	2004 Actual	2005 Actual	2006 Actual	2007 Amended Budget	2007 Estimate for the Year	2008 Adopted Budget
General Fund	\$ 12,976,865	\$ 13,662,129	\$ 14,746,318	\$ 16,843,770	\$ 15,630,773	\$ 17,200,182
Community Development Block Grant Fund	769,147	597,623	133,008	636,250	605,084	227,300
Street Fund	6,509,317	4,336,048	4,771,567	11,927,753	5,509,594	7,122,415
Airport Fund	508,562	1,412,740	230,330	164,087	169,424	382,751
Capital Improvements Fund	1,005,375	1,098,479	1,720,311	6,769,119	2,456,171	2,125,286
Debt Service Fund	1,350,958	1,270,415	1,244,541	1,805,072	2,191,431	2,617,906
Water Fund	11,361,651	11,706,729	11,029,733	15,445,296	13,784,746	10,416,075
Wastewater Fund	10,371,147	10,254,422	10,376,352	9,540,802	9,775,598	12,234,457
Electric Fund	13,319,740	14,302,968	14,667,411	15,339,492	14,673,289	15,712,907
Telecommunications Fund	9,665,886	18,371,485	4,236,493	2,097,454	2,514,682	2,515,556
Central Services Fund	5,554,234	5,233,981	5,855,967	5,922,861	5,958,247	6,162,440
Insurance Services Fund	1,732,616	1,532,827	1,658,323	1,585,319	1,725,790	1,793,274
Equipment Fund	2,521,637	2,671,155	2,853,811	2,862,230	2,977,280	2,761,280
Cemetery Trust Fund	691,369	714,989	744,880	754,212	772,929	799,453
Total by Fund	78,338,504	87,165,990	74,269,045	91,693,717	78,745,038	82,071,282
Parks and Recreation Fund	5,479,366	5,798,287	6,047,964	6,058,700	6,274,607	6,451,566
Ashland Youth Activities Levy Fund	2,095,084	2,198,733	2,377,501	2,431,361	2,567,254	2,793,893
Parks Capital Imp Fund	533,337	449,505	438,786	375,866	376,926	357,926
Total Parks	8,107,787	8,446,525	8,864,251	8,865,927	9,218,787	9,603,385
Grand total	\$ 86,446,291	\$ 95,612,515	\$ 83,133,296	\$ 100,559,644	\$ 87,963,825	\$ 91,674,667

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection
\$ 15,942,720	\$ 13,685,220	\$ 12,294,720	\$ 10,753,220	\$ 9,054,720
213,500	213,500	213,500	213,500	213,500
9,929,691	8,756,541	9,969,196	6,298,571	3,415,471
455,442	320,692	1,586,442	323,192	168,942
8,025,322	5,465,176	5,183,530	3,473,530	3,742,215
3,153,996	3,159,163	3,073,114	3,052,796	2,983,282
9,624,328	7,369,782	9,120,654	5,135,941	8,402,563
10,674,312	8,618,713	6,960,506	4,398,877	1,862,018
14,590,045	14,197,745	13,758,845	13,064,445	12,045,745
2,287,169	2,376,845	2,458,848	2,551,690	2,657,615
5,926,087	5,554,487	5,034,587	4,362,487	3,529,187
1,691,275	1,598,275	1,514,275	1,438,275	1,370,275
1,994,357	1,983,357	1,990,357	1,990,357	2,015,357
819,953	840,453	860,953	881,453	901,953
85,328,197	74,139,949	74,019,527	57,938,334	52,362,843
6,068,245	5,826,245	5,706,245	5,695,245	5,960,245
216,893	-	-	-	-
219,126	311,526	394,126	384,326	457,126
6,504,264	6,137,771	6,100,371	6,079,571	6,417,371
\$ 91,832,461	\$ 80,277,720	\$ 80,119,898	\$ 64,017,905	\$ 58,780,214



General Fund Narrative

Ashland's diverse tax revenues are emphasized in this General Fund budget with five classifications of taxes, none bearing more than 39 percent of total taxes. Taxes represent 73 percent of the adopted resources, with current property taxes and electrical utility users tax comprising 39 and 19 percent, respectively, of the total. Highlighted below are significant resource items.

Current Property Taxes. This is the City portion of the City of Ashland's permanent tax rate as defined by Measure 50. The permanent tax rate is shared between the General and the Parks and Recreation fund.

Electric Utility Users Tax. The Electric Utility Users Tax is equal to 25 percent of the electric bill.

Cable TV Franchise. The 5 percent franchise tax on cable TV is split, with 70 percent going to the General Fund and the balance to the Street Fund. Fifty-seven percent of the General Fund tax is dedicated to support the public access TV channel with Southern Oregon University. The City has negotiated a 75-cent per account Public Education and Government (PEG) access fee. This fee is dedicated to the public access channel.

Electric Franchise. The electric franchise fee is equal to 10 percent of electric revenues.

Natural Gas Franchise. The total franchise fee as shown in this budget is 5 percent of the gas utility's gross receipts. The fee is projected to increase with growth.

Telephone Franchise. This line item is expected to stabilize in the following years after an audit of and settlement with Qwest.

Water and Wastewater Franchise. Of the 7% fee, 5% is dedicated to the General Fund and the remaining balance goes to the Street Fund.

Hotel-Motel Tax. Included in this document is a 4% increase in the total Hotel-Motel Tax over the present budget. The increase over the budget is due to the increase in rates imposed by the Hotel-Motel industry. Hotel-Motel Tax collections are projected to continue to grow.

Planning and Zoning Fees. The adopted budget includes increased planning fees over the next three years to better balance the costs associated with development with those planning costs that should be paid for by users other than the general property tax payer. The staff recommends that planning fees be increased again in the future.

State Liquor Tax, Cigarette Tax, and State Revenue Sharing. Estimates are based on per capita information compiled by the League of Oregon Cities. Total Inter-

governmental Revenues have leveled off and are trended to increase proportionately with population growth.

Ambulance Revenues. Ambulance revenues are based on transports consistent with prior years.

Long-Term Assumptions

- Property assessed valuation growth will be 3% plus new construction of 2%.
- Property tax rate will not exceed \$1.8519 City, \$2.09 Parks, \$3.9447 combined. (Total authorized is \$4.29).
- Electric Utility Users Tax and Utility Franchise revenue will increase an average of 2% in addition to applicable rate increases.
- Natural gas franchise revenue will increase 2% on average.
- Telephone Franchise revenue will increase 5% on average.
- Water franchise revenue will increase 2% on average.
- Wastewater franchise revenue will increase 2% on average.
- Transit occupancy revenue will increase 4% on average.
- Planning fees will increase to provide approximately 75% of Planning Divisions related costs.
- Building permits and fees will increase to provide approximately 100% of Building Divisions related costs.
- Intergovernmental revenues will grow at 5% on average.
- Court fees will grow at 2% on average.
- Ambulance revenues will grow each year per transports but may be limited by federal restrictions.
- The City will comply with Federal and State requirements.

general fund resources

GENERAL FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 1,715,220	\$ 1,755,143	\$ 2,093,388	\$ 1,311,419	\$ 2,245,116
Taxes					
Property Taxes					
Current	2,071,094	2,180,492	2,554,260	2,887,760	3,753,236
Prior	98,938	85,064	85,901	97,800	100,000
Electric Utility User Tax	2,102,550	2,277,178	2,329,930	2,648,800	2,600,000
Franchises	1,985,321	1,982,756	1,945,477	2,417,800	2,437,100
License	162,357	153,761	187,241	176,100	185,600
Hotel/Motel Tax	1,309,013	1,390,212	1,414,219	1,514,100	1,575,000
410 Total Taxes	7,729,273	8,069,463	8,517,028	9,742,360	10,650,936
Licenses and Permits					
Planning and Zoning Fees	650,527	877,505	609,298	869,710	479,500
Building Permits	505,758	611,874	497,019	760,831	360,500
Fire Permits		-	-	83,000	60,000
420 Total Licenses and Permits	1,156,285	1,489,379	1,106,317	1,713,541	900,000
Intergovernmental Revenues					
Federal	88,955	62,147	296,325	360,000	30,000
State	463,256	405,080	514,583	503,994	528,000
430 Total Intergovernmental	552,211	467,227	810,908	863,994	558,000
Charges for Services					
Police	172,541	193,129	147,626	187,000	162,000
Court	376,620	331,760	324,292	337,150	350,200
Fire and Rescue	798,853	963,064	918,023	926,800	822,300
Cemetery	45,959	37,969	26,606	52,656	38,000
Planning Division Services	80,217	97,577	72,729	150,000	60,000
Building Division Services	114,848	25,679	14,749	-	32,780
Rent	1,124	1,033	849	850	850
440 Total Charges for Services	1,590,162	1,650,211	1,504,874	1,654,456	1,466,130
Fines					
Court Fines	120,749	133,170	137,460	157,000	180,000
450 Total Fines	120,749	133,170	137,460	157,000	180,000
Interest on Investments					
Interest on Pooled Investments	18,655	50,929	75,021	60,000	75,000
470 Total Interest on Investments	18,655	50,929	75,021	60,000	75,000

general fund resources

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Miscellaneous Revenues					
Sale of Land	-	-	-	1,000,000	997,020
Donations	25,578	32,456	232,780	105,000	92,980
Miscellaneous Income	21,352	1,791	243,091	2,000	10,000
Notes Receivable Payments	40,487	-	-	-	-
480 Total Miscellaneous Revenues	87,417	34,247	475,871	1,107,000	1,100,000
Other Financing Sources					
Interfund Loan	-	-	-	215,000	-
Operating Transfers In:					
From Cemetery Trust	6,893	12,360	25,451	19,000	25,000
490 Total Other Financing Sources	6,893	12,360	25,451	234,000	25,000
Total General Fund	\$ 12,976,865	\$ 13,662,129	\$ 14,746,318	\$ 16,843,770	\$ 17,200,182

general fund long-term plan

GENERAL FUND	2004	2005	2006	2007	2007	2008
	Actual	Actual	Actual	Amended Budget	Estimate for the Year	Adopted Budget
#110						
Revenues						
Taxes	\$ 7,729,273	\$ 8,069,463	\$ 8,517,028	9,742,360	\$ 9,520,327	10,650,936
Licenses and Permits	1,156,285	1,489,379	1,106,317	1,713,541	852,500	900,000
Intergovernmental Revenue	552,211	467,227	810,908	863,994	871,000	558,000
Charges for Services	1,590,162	1,650,211	1,504,874	1,654,456	1,402,510	1,466,130
Fines and Forfeitures	120,749	133,170	137,460	157,000	183,900	180,000
Interest on Pooled Investments	18,655	50,929	75,021	60,000	73,600	75,000
Miscellaneous Revenues	87,417	34,247	475,871	1,107,000	160,000	1,100,000
Interfund Loan	-	-	-	215,000	215,000	-
Operating Transfers In	6,893	12,360	25,451	19,000	25,000	25,000
Total Revenues	11,261,645	11,906,986	12,652,930	15,532,351	13,303,837	14,955,066
Actual % of Final Budget	94.14%	97.40%	96.00%		85.65%	
Expenditures						
Administration	93,781	98,208	104,838	253,780	114,799	121,051
Administration - Library						373,635
Administration - Senior Program	116,178	114,634	-	-	-	-
Admin. Services - Municipal Court - Personal Services	214,756	237,464	268,204	290,350	283,102	318,870
Admin. Services - Municipal Court - Materials & Services	70,890	59,635	84,572	104,685	91,067	108,490
Admin. Services - Social Services Grant	118,669	107,622	110,090	115,360	115,360	121,000
Admin. Services - Economic and Cultural Grants	406,800	445,600	474,186	504,650	499,178	527,519
Admin. Services - Miscellaneous	3,746	13,633	37,448	7,000	7,000	1,000
Admin. Services - Band - Personal Services	3,662	3,657	3,657	4,009	3,712	4,151
Admin. Services - Band - Materials & Services	39,756	42,339	46,392	57,545	46,844	56,358
Police - Personal Services	2,903,252	3,055,478	3,226,179	3,612,095	3,207,380	3,765,425
Police - Materials & Services	1,160,572	1,178,046	1,380,158	1,713,679	1,703,394	1,692,784
Police - Capital Outlay	14,652	331		-	-	-
Fire and Rescue - Personal Services	2,984,383	2,995,158	3,154,778	3,566,551	3,500,000	3,622,673
Fire and Rescue - Materials & Services	1,134,441	1,104,978	1,186,752	1,295,821	1,265,821	1,374,502
Fire and Rescue - Capital Outlay	-	130,483	290,996	400,000	400,000	-
Public Works - Cemetery - Personal Services	145,103	128,369	149,344	183,887	170,000	158,897
Public Works - Cemetery - Materials & Services	117,719	100,354	118,290	144,488	143,000	158,268
Public Works - Cemetery - Capital Outlay	10,657	11,556	9,863	27,000	17,000	22,000
Community Dev. - Planning - Personal Services	561,803	605,492	656,801	806,247	575,000	890,800
Community Dev. - Planning - Materials & Services	301,069	272,178	447,671	507,344	520,000	520,748
Community Dev. - Planning - Capital Outlay	-	-	-	1,000,000		1,000,000
Community Dev. - Building - Personal Services	454,656	392,489	414,729	474,970	450,000	490,480
Community Dev. - Building - Materials & Services	231,677	212,204	253,934	326,786	272,500	343,511
Interfund Loan	-	215,000	-	-	-	-
Operating Transfers Out	133,500	43,833	500	500	500	500
Operating Contingency	-	-	-	400,000	-	400,000
Total Expenditures	11,221,722	11,568,741	12,419,382	15,796,747	13,385,657	16,072,662
Actual % of Final Budget	90.17%	90.80%	92.20%		84.74%	
Actual % of Final Budget minus Contingency	92.70%	91.10%	93.40%		86.94%	
Revenues Over (Under) Expenditures	39,923	338,245	233,548	(264,396)	(81,820)	(1,117,596)
Working Capital Carryover	1,715,220	1,755,143	2,093,388	1,311,419	2,326,936	2,245,116
Ending Fund Balance	\$ 1,755,143	\$ 2,093,388	\$ 2,326,936	\$ 1,047,023	\$ 2,245,116	\$ 1,127,520
Fund Balance Policy Requirement	1,196,040	1,221,433	1,151,417	1,553,000	1,330,000	1,496,000
Fund Balance and Contingency	1,755,143	2,093,388	2,326,936	1,447,023	2,245,116	1,527,520
Excess (Deficiency)	559,103	871,955	1,175,519	(105,977)	915,116	31,520

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
11,059,200	10,497,000	10,917,000	11,354,000	11,808,000	Calculated	104.0%
918,000	936,000	955,000	974,000	993,000	Calculated	102.0%
569,000	580,000	592,000	604,000	616,000	Calculated	102.0%
1,495,000	1,525,000	1,556,000	1,587,000	1,619,000	Calculated	102.0%
184,000	188,000	192,000	196,000	200,000	Calculated	102.0%
65,000	55,000	45,000	35,000	25,000	Calculated	
100,000	102,000	104,000	104,000	106,000		102.0%
-	-	-	-	-		
25,000	25,000	25,000	25,000	25,000		
14,415,200	13,908,000	14,386,000	14,879,000	15,392,000		

123,000	125,000	128,000	131,000	134,000		102.0%
1,005,000						
-	-	-	-	-		
335,000	352,000	370,000	389,000	408,000		105.0%
111,000	113,000	115,000	117,000	119,000		102.0%
125,000	129,000	133,000	137,000	141,000		103.0%
549,000	571,000	594,000	618,000	643,000	Resolution	104.0%
1,000	1,000	1,000	1,000	1,000	Flat	100.0%
42,000	44,000	46,000	46,000	48,000		105.0%
57,000	58,000	59,000	60,000	61,000		102.0%
4,099,000	4,304,000	4,519,000	4,745,000	4,982,000		105.0%
1,727,000	1,762,000	1,797,000	1,833,000	1,870,000		102.0%
-	-	-	-	-		100.0%
3,920,000	4,116,000	4,322,000	4,538,000	4,765,000		105.0%
1,402,000	1,430,000	1,459,000	1,488,000	1,518,000		102.0%
-	-	-	-	-		100.0%
167,000	175,000	184,000	193,000	203,000		105.0%
161,000	164,000	167,000	170,000	173,000		102.0%
10,000	10,000	10,000	10,000	10,000	Flat	100.0%
935,000	982,000	1,031,000	1,083,000	1,137,000		105.0%
531,000	542,000	553,000	564,000	575,000		102.0%
-	-	-	-	-		100.0%
515,000	541,000	568,000	596,000	626,000		105.0%
350,000	357,000	364,000	371,000	378,000		102.0%
-	-	-	-	-		
500	500	500	500	500	\$500 to Trust per Charter	
432,000	417,000	432,000	446,000	462,000	Contingency is 3% of Operating Revenue	
16,597,500	16,193,500	16,852,500	17,536,500	18,254,500	Average use in recent history is 46%	

(2,182,300)	(2,285,500)	(2,466,500)	(2,657,500)	(2,862,500)
1,527,520	(222,780)	(2,091,280)	(4,125,780)	(6,337,280)
\$ (654,780)	\$ (2,508,280)	\$ (4,557,780)	\$ (6,783,280)	\$ (9,199,780)

1,442,000	1,391,000	1,439,000	1,488,000	1,539,000	is 10% of Annual Revenues
(222,780)	(2,091,280)	(4,125,780)	(6,337,280)	(8,737,780)	
(1,664,780)	(3,482,280)	(5,564,780)	(7,825,280)	(10,276,780)	

CDBG Narrative

The City of Ashland is an entitlement city for Community Development Block Grant funds from the Department of Housing and Urban Development (HUD). This will be the twelfth year the City has received these funds that must be used to assist low and moderate income neighborhoods and households.

This year's federal allocation is approximately \$213,500. The funds are used for a variety of purposes that include administration, architectural barrier removal to comply with the Americans with Disabilities Act, and public facilities such as sidewalks in qualifying neighborhoods.

Past grants have included the purchase of a site for the Interfaith Care Community of Ashland (ICCA) to operate a homeless resource center, the Jackson County Housing Authority for rehabilitation and repair of homes of qualifying families, Community Works for the Ashland Family Resource Center, and ACCESS, Inc. for a weatherization program for homes of qualifying families.

The Budget Committee will approve the budget and set the appropriation level while another group, empowered by the city council, will evaluate proposed programs and develop recommended actions.

Long-Term Assumptions

The Community Development Block Grant is expected to remain constant.

Fund Balance

There is no fund balance policy.

community development block grant fund resources

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ (32,433)	\$ 33,018	\$ (8,492)	\$ -	\$ 13,800
Intergovernmental Revenues					
Federal:	801,580	349,605	141,500	421,250	213,500
430 Total Intergovernmental	801,580	349,605	141,500	421,250	213,500
Other Resources					
Misc	-	-	-	215,000	
Interfund Loan	-	215,000	-	-	-
470 Total Other	-	215,000	-	215,000	-
Total Community Development Block Grant Fund	<u>\$ 769,147</u>	<u>\$ 597,623</u>	<u>\$ 133,008</u>	<u>\$ 636,250</u>	<u>\$ 227,300</u>

community development block grant long-term plan

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

#250

Revenues

Intergovernmental Revenue

Miscellaneous

Interfund Loan

Total Revenues

Actual % of Final Budget

Expenditures

Personal Services

Materials and Services

Capital Outlay

Interfund Loan

Contingency

Total Expenditures

Actual % of Final Budget

Actual % of Final Budget minus Contingency

Revenues Over (Under) Expenditures

Working Capital Carryover

Ending Fund Balance

			2007	2007	2008
2004	2005	2006	Amended	Estimate for	Adopted
Actual	Actual	Actual	Budget	the Year	Budget
\$ 801,580	\$ 349,605	\$ 141,500	\$ 421,250	\$ 385,485	\$ 213,500
-	-	-	215,000	215,000	-
-	215,000	-	-	-	-
801,580	564,605	141,500	636,250	600,485	213,500
93.50%	76.60%	24.74%	94.38%		
45,151	29,271	33,600	35,485	23,327	23,600
690,978	576,844	94,809	385,765	352,957	203,700
-	-	-	-	-	-
-	-	-	215,000	215,000	-
736,129	606,115	128,409	636,250	591,284	227,300
85.90%	82.20%	22.30%	92.93%		
85.90%	82.20%	22.30%	92.93%		
65,451	(41,510)	13,091	-	9,201	(13,800)
(32,433)	33,018	(8,492)	-	4,599	13,800
\$ 33,018	\$ (8,492)	\$ 4,599	\$ -	\$ 13,800	\$ -

No Fund Balance Policy

community development block grant long-term plan

	2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$	213,500	\$ 213,500	\$ 213,500	\$ 213,500	\$ 213,500	Assumed flat	
	-	-	-	-	-		
	-	-	-	-	-		
	213,500	213,500	213,500	213,500	213,500		
	23,600	23,600	23,600	23,600	23,600		
	189,900	189,900	189,900	189,900	189,900		
	-	-	-	-	-		
	-	-	-	-	-		
	213,500	213,500	213,500	213,500	213,500		
	-	-	-	-	-		
	-	-	-	-	-		
\$	-	\$ -	\$ -	\$ -	\$ -		

Contingency Policy is 3% of Operating Revenue. But the average use in recent history has been zero with the General Fund providing support so no Contingency is budgeted.

None Required.

Street Fund Narrative

This special fund accounts for street and storm water operations and related capital projects. Major revenue sources are gas tax, utility fees and grants.

Taxes-Cable TV Franchise. The 5 percent cable TV franchise fee is split, with 30 percent placed in the Street Fund and the balance in the General Fund. It is expected to be stable.

Taxes- Franchise. Of the 7% Water and Sewer Franchise Fees 2% goes to the Street Fund for street maintenance.

Intergovernmental Revenues. The primary source of Intergovernmental Revenue, the State Gasoline Tax is budgeted at approximately \$51.33 per capita, an decrease of \$0.42 over the prior year.

Charges for Service-Storm Drain Utility Fee. This fee is calculated on the impervious area for commercial customers. Residential customers pay a flat fee per month. The City updated the storm drain data and adopted a rate design in 1994.

Charges for services-Transportation Utility Fee. All fees collected are for the purposes of providing adequate operations, administration and maintenance of the local transportation network including streets, pedestrian facilities, handicapped access and bicycle facilities.

Long-Term Assumptions

- Requires debt financing on current and future large projects.

Fund Balance

The fund balance policy requires a balance of 10 percent of revenues. The Long-term budget shows that this balance cannot be maintained without additional revenues or program cuts.

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 2,528,750	\$ 315,846	\$ 1,186,028	\$ 1,176,487	\$ 2,712,414
Taxes					
Franchises:	234,496	224,250	264,072	250,000	225,000
410 Total Taxes	234,496	224,250	264,072	250,000	225,000
Intergovernmental Revenues					
Federal:					
Grants	-	-	-	700,000	400,000
State:					
Grants	-	-	-	450,000	
Gas Tax	916,554	906,889	1,006,267	1,080,566	1,100,000
Jurisdictional Exchange	1,075,598	463,695	202,982	-	
County and Other:	-	121,243	-	-	500,000
430 Total Intergovernmental	1,992,152	1,491,827	1,209,249	2,230,566	2,000,000
Charges for Services					
RVTD Services	-	33,911	1,450	-	5,000
Public Works Services	42,317	4,232	-	40,000	5,000
Sales:					
Storm Drain Utility Fee	291,325	311,193	325,063	634,000	625,000
Transportation Utility Fee	873,886	933,641	972,051	1,092,500	1,175,000
440 Total Charges for Services	1,207,528	1,282,977	1,298,564	1,766,500	1,810,000
System Development Charges	376,952	509,176	388,654	562,100	200,000
Assessments and Consortiums					
UnBonded Assessments	-	-	-	-	-
UnAssessed Principal	148,082	215,801	359,810	250,000	100,000
Developer Co-involvement	-	2,567	-	-	-
460 Total Assessments and Consortiums	148,082	218,368	359,810	250,000	100,000
Interest on Investments					
Interest on Pooled Investments	20,959	21,022	50,259	40,000	50,000
470 Total Interest on Investments	20,959	21,022	50,259	40,000	50,000
Miscellaneous Revenues					
Miscellaneous Income	399	2,582	14,930	5,000	25,000
480 Total Miscellaneous Revenues	399	2,582	14,930	5,000	25,000
Other Financing Sources					
Interfund Loan	-	270,000	-	-	-
Loan Proceeds	-	-	-	5,647,100	-
Operating Transfers In	-	-	-	-	-
490 Total Other Financing Sources	-	270,000	-	5,647,100	-
Total Street Fund	\$ 6,509,318	\$ 4,336,047	\$ 4,771,566	\$ 11,927,753	\$ 7,122,414

street fund long-term plan

STREET FUND - SUMMARY				2007	2007	2008
#260	2004	2005	2006	Amended	Estimate for	Adopted
	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Taxes	\$ 234,496	\$ 224,250	\$ 264,072	\$ 250,000	\$ 225,000	\$ 225,000
Intergovernmental Revenue	1,992,152	1,491,827	1,209,249	2,230,566	1,936,549	2,000,000
Charges for Services	1,207,528	1,282,977	1,298,564	1,766,500	1,389,000	1,810,000
Systems Development Charges (SDC)	376,951	509,175	388,654	562,100	200,000	200,000
Assessment Revenues	148,082	218,368	359,810	250,000	100,000	100,000
Interest on Investments	20,959	21,022	50,259	40,000	55,000	50,000
Miscellaneous Revenues	399	2,582	14,930	5,000	140,000	25,000
Interfund Loan	-	270,000	-	-	-	-
Bond Proceeds	-	-	-	5,647,100	-	-
Operating Transfers In	-	-	-	-	-	-
Total Revenues	3,980,567	4,020,202	3,585,538	10,751,266	4,045,549	4,410,000
<i>Actual % of Final Budget</i>	<i>91.50%</i>	<i>93.20%</i>	<i>77.70%</i>		<i>37.63%</i>	
Expenditures						
Street Operations - Personal Services	462,776	519,392	471,861	513,271	513,271	569,239
Street Operations - Materials & Services	839,097	860,089	1,058,171	1,124,447	802,580	1,127,580
Street Operations - Capital Outlay	2,475,435	796,191	467,918	2,241,950	582,250	1,447,700
Grounds Maintenance	92,388	164,754	177,784	180,600	180,600	183,400
Storm Water Operations - Personal Services	230,784	278,366	271,029	268,480	263,100	282,452
Storm Water Operations - Materials & Services	271,759	250,999	246,260	305,890	285,130	315,005
Storm Water Operations - Capital Outlay	281,717	38,557	36,126	165,500	57,500	237,500
SDC Projects	792,258	234,334	263,103	322,350	64,250	361,300
Local Improvement District - Projects	747,257	7,337	45,270	343,498	48,498	685,998
New Debt Service	-	-	-	-	-	400,000
Interfund Loan	-	-	270,000	-	-	-
Operating Transfers Out	-	-	-	-	-	200,000
Contingency	-	-	-	153,000	-	89,000
Total Expenditures	6,193,471	3,150,019	3,307,522	5,618,986	2,797,179	5,899,174
<i>Actual % of Final Budget</i>	<i>99.70%</i>	<i>73.30%</i>	<i>76.10%</i>		<i>49.78%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>99.70%</i>	<i>76.40%</i>	<i>76.20%</i>		<i>51.17%</i>	
Revenues Over (Under) Expenditures	(2,212,904)	870,183	278,016	5,132,280	1,248,370	(1,489,174)
Working Capital Carryover	2,528,750	315,846	1,186,029	1,176,487	1,464,045	2,712,415
Ending Fund Balance	\$ 315,846	\$ 1,186,029	\$ 1,464,045	\$ 6,308,767	\$ 2,712,415	\$ 1,223,241
Ending Fund Balance Reconciliation						
Storm Drain Balance	(442,266)	86,052	92,880	(487,701)	92,880	92,880
Transportation Balance	460,378	1,783,694	834,476	2,796,467	834,476	834,476
Other	297,734	(683,717)	536,689	4,000,001	1,785,059	295,885
Total Fund Balance	315,846	1,186,029	1,464,045	6,308,767	2,712,415	1,223,241
Fund Balance Policy Requirement	360,000	324,000	284,000	454,000	375,000	411,000
Excess (deficiency)	(44,154)	862,029	1,180,045	5,854,767	2,337,415	812,241

MORE DETAIL ON FOLLOWING PAGES

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 229,500	\$ 234,100	\$ 238,800	\$ 243,600	\$ 248,500		102.0%
1,754,450	2,583,650	4,277,900	2,160,900	1,679,500		102.0%
1,900,100	1,994,600	2,093,900	2,198,100	2,307,500		
204,000	208,100	212,200	216,500	220,800		102.0%
206,000	185,000	185,000	80,000	240,000	Calculated for projects	100.0%
50,000	50,000	50,000	50,000	50,000		100.0%
10,000	10,000	10,000	10,000	10,000		102.0%
-	-	-	-	-		
4,263,400	179,800	1,513,880	164,400	164,400		
-	-	-	-	-		
8,617,450	5,445,250	8,581,680	5,123,500	4,920,700		
597,700	627,600	659,000	692,000	726,600	Calculated for projects	105.0%
1,250,100	1,375,100	1,502,600	1,632,700	1,765,400	Includes Bus Service	102.0%
2,157,000	2,526,125	3,476,125	1,895,000	1,182,500		100.0%
187,100	190,800	194,600	198,500	202,500		102.0%
296,600	311,400	327,000	343,400	360,600		105.0%
321,300	327,700	334,300	341,000	347,800		102.0%
229,500	116,250	221,250	224,250	373,500		100.0%
549,200	776,875	886,875	1,404,750	1,525,000	Calculated for projects	
429,900	317,175	392,375	172,200	500,400	Calculated for projects	102.0%
400,000	600,000	600,000	700,000	700,000		
-	-	-	-	-		
200,000	200,000	200,000	200,000	200,000	Bancroft Debt	
95,000	109,000	150,000	103,000	107,000	Contingency is 3% of Operating Revenue Average use in recent history is 58.3%.	
6,713,400	7,478,025	8,944,125	7,906,800	7,991,300		
1,904,050	(2,032,775)	(362,445)	(2,783,300)	(3,070,600)		
1,312,241	3,311,291	1,387,516	1,175,071	(1,505,229)		
\$ 3,216,291	\$ 1,278,516	\$ 1,025,071	\$ (1,608,229)	\$ (4,575,829)		
92,880	92,880	92,880	92,880	92,880		
834,476	834,476	834,476	834,476	834,476		
2,288,935	351,160	97,715	(2,535,585)	(5,503,185)		
3,216,291	1,278,516	1,025,071	(1,608,229)	(4,575,829)		
394,000	487,000	667,000	466,000	430,000	Policy is 10% of Annual Revenues	
2,822,291	791,516	358,071	(2,074,229)	(5,005,829)		

street fund long-term plan-continued

STREET FUND - Operational Detail				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#260	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Taxes	\$ 234,496	\$ 224,250	\$ 264,072	250,000	225,000	225,000
Intergovernmental Revenue	916,554	1,028,132	1,006,267	1,530,566	1,406,549	860,000
Intergovernmental Grants	-	-	-	-	-	-
Jurisdictional exchange				-	-	-
Storm Drain Fees	291,325	311,193	326,992	634,000	347,000	625,000
Transportation Fees	873,886	933,641	970,123	1,092,500	1,033,000	1,175,000
Miscellaneous Service	42,317	38,143	1,449	40,000	9,000	10,000
Interest on Investments	20,959	21,022	50,259	40,000	55,000	50,000
Miscellaneous Revenues	399	2,582	14,930	5,000	140,000	25,000
Interfund Loan	-	270,000	-	-	-	-
Operating Transfers In	-	-	-	-	-	-
Total Revenues	2,379,936	2,828,963	2,634,092	3,592,066	3,215,549	2,970,000
<i>Actual % of Final Budget</i>	<i>91.50%</i>	<i>93.20%</i>	<i>77.70%</i>		<i>89.52%</i>	
Expenditures						
Street Operations - Personal Services	462,776	519,392	471,861	513,271	513,271	569,239
Street Operations - Materials & Services	839,097	860,089	1,058,171	1,124,447	802,580	1,127,580
Street Operations - Capital Outlay			2,925	96,000	96,000	2,000
Grounds Maintenance	92,388	164,754	177,784	180,600	180,600	183,400
Storm Water Operations - Personal Services	230,784	278,366	271,029	268,480	263,100	282,452
Storm Water Operations - Materials & Services	271,759	250,999	246,260	305,890	285,130	315,005
Storm Water Operations - Capital Outlay		38,557	36,126	28,000	28,000	28,000
New Debt Service	-	-	-	-	-	400,000
Interfund Loan	-	-	270,000	-	-	-
Operating Transfers Out	-	-	-	-	-	200,000
Contingency	-	-	-	153,000	-	89,000
Total Expenditures	1,896,804	2,112,157	2,534,156	2,669,688	2,168,681	3,196,676
<i>Actual % of Final Budget</i>	<i>99.70%</i>	<i>73.30%</i>	<i>76.10%</i>		<i>81.23%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>99.70%</i>	<i>76.40%</i>	<i>76.20%</i>		<i>86.17%</i>	
Revenues Over (Under) Expenditures	483,132	716,806	99,936	922,378	1,046,868	(226,676)
Working Capital Carryover	(1,653,487)	(1,170,355)	(453,549)		(353,613)	693,255
Ending Fund Balance	\$ (1,170,355)	\$ (453,549)	\$ (353,613)	\$ 922,378	\$ 693,255	\$ 466,579
Operations Reconciliation						
Storm Drain Balance	(293,399)	(313,777)	(540,200)	(444,444)	(769,430)	(769,887)
Transportation Balance	(876,956)	(197,836)	128,523	1,825,855	1,404,621	1,178,402
Other	-	58,064	58,064	(459,033)	58,064	58,064
Total Fund Balance	(1,170,355)	(453,549)	(353,613)	922,378	693,255	466,579
Fund Balance Policy Requirement	360,000	324,000	416,000	310,000	322,000	297,000
Excess (deficiency)	(1,530,355)	(777,549)	(769,613)	612,378	371,255	169,579

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
229,500	234,100	238,800	243,600	248,500		102.0%
877,200	894,700	912,600	930,900	949,500		102.0%
100,000	455,000	1,695,000	-	-	Calculated for projects	
-	-	-	-	-		
656,300	689,100	723,600	759,800	797,800	2007-100% increase; 2% growth+ 1% debt.	103.0%
1,233,800	1,295,500	1,360,300	1,428,300	1,499,700	2007-15% increase; 2% growth+ 1% debt.	103.0%
10,000	10,000	10,000	10,000	10,000		100.0%
50,000	50,000	50,000	50,000	50,000		100.0%
10,000	10,000	10,000	10,000	10,000		102.0%
-	-	-	-	-		
-	-	-	-	-		
3,166,800	3,638,400	5,000,300	3,432,600	3,565,500		
597,700	627,600	659,000	692,000	726,600	Calculated for projects	105.0%
1,250,100	1,375,100	1,502,600	1,632,700	1,765,400	Includes Bus Service	102.0%
100,000	100,000	100,000	100,000	100,000		100.0%
187,100	190,800	194,600	198,500	202,500		102.0%
296,600	311,400	327,000	343,400	360,600		105.0%
321,300	327,700	334,300	341,000	347,800		102.0%
28,000	28,000	28,000	28,000	28,000		100.0%
400,000	600,000	600,000	700,000	700,000		
-	-	-	-	-		
200,000	200,000	200,000	200,000	200,000	Bancroft Debt	
95,000	109,000	150,000	103,000	107,000	Contingency is 3% of Operating Revenue Average use in recent history is 58.3%.	
3,475,800	3,869,600	4,095,500	4,338,600	4,537,900		
(309,000)	(231,200)	904,800	(906,000)	(972,400)		
555,579	341,579	219,379	1,274,179	471,179		
\$ 246,579	\$ 110,379	\$ 1,124,179	\$ 368,179	\$ (501,221)		
(759,487)	(737,487)	(703,187)	(655,787)	(594,387)		
859,002	605,802	1,476,302	522,902	(510,898)		
147,064	242,064	351,064	501,064	604,064		
246,579	110,379	1,124,179	368,179	(501,221)		
317,000	364,000	500,000	343,000	357,000	Policy is 10% of Annual Revenues	
(70,421)	(253,621)	624,179	25,179	(858,221)		

street fund long-term plan-continued

STREET FUND - Capital Detail				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#260	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Intergovernmental Revenue	1,075,598	463,695	202,982		152,500	240,000
Other				700,000	377,500	900,000
Sys. Dev. Charges-Storm Water	63,767	62,815	56,365	97,200	50,000	50,000
Sys. Dev. Charges-Transportation	313,184	446,360	332,289	464,900	150,000	150,000
Assessment Revenues	148,082	218,368	359,810	250,000	100,000	100,000
Bond Proceeds - Storm Water Rev Bonds	-	-		2,647,100	-	-
Bond Proceeds - Transportation Rev Bonds				3,000,000		
LID Bond Reimbursement	-	-	-	-	-	-
	-	-	-	-	-	-
Total Revenues	1,600,631	1,191,239	951,446	7,159,200	830,000	1,440,000
Actual % of Final Budget	0.00%	0.00%	0.00%		11.59%	
Expenditures						
Street Operations - CIP	2,475,435	796,191	464,993	2,145,950	486,250	1,445,700
Storm Water Operations - CIP	281,717	-	-	137,500	29,500	209,500
Storm Water - SDC	610,883	205,983	153,357	47,500	20,500	172,500
Transportation - SDC	181,375	28,351	109,746	274,850	43,750	188,800
Transportation - LID - Materials & Services	5,400	5,550	7,100	7,498	7,498	7,498
Transportation - LID - Capital Outlay					20,000	288,800
Transportation - LID - Capital Outlay - City Fees	741,857	1,787	38,170	336,000	21,000	389,700
	-	-			-	
Total Expenditures	4,296,667	1,037,862	773,366	2,949,298	628,498	2,702,498
Actual % of Final Budget	0.00%	0.00%	0.00%		21.31%	
Actual % of Final Budget minus Contingency	0.00%	0.00%	0.00%		21.31%	
Revenues Over (Under) Expenditures	(2,696,036)	153,377	178,080	4,209,902	201,502	(1,262,498)
Working Capital Carryover	4,182,237	1,486,201	1,639,578	1,176,487	1,817,658	2,019,160
Ending Fund Balance	\$ 1,486,201	\$ 1,639,578	\$ 1,817,658	\$ 5,386,389	\$ 2,019,160	\$ 756,662
Capital Reconciliation						
SDC Storm Balance	(148,867)	(292,035)	(389,027)	92,880	(359,527)	(482,027)
SDC Transportation Balance	1,337,334	1,755,343	1,977,886	834,476	2,084,136	2,045,336
Storm Project Balance				2,000,000	(29,500)	(239,000)
Transportation Project Balance	297,734			2,000,000	(20,500)	(193,000)
Other	-	176,269	228,798	459,033	344,550	(374,648)
Total Fund Balance	1,486,201	1,639,578	1,817,658	5,386,389	2,019,160	756,662

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
527,250	1,233,950	1,670,300	1,230,000	730,000		102.0%
250,000				-		
51,000	52,000	53,000	54,100	55,200	2007 Review SDCs & financing.	102.0%
153,000	156,100	159,200	162,400	165,600	2008 Review SDCs & financing.	102.0%
206,000	185,000	185,000	80,000	240,000	Calculated for projects	100.0%
1,688,200	-	691,880	-	-		
2,000,000		700,000				
575,200	179,800	122,000	164,400	164,400		
-	-	-	-	-		
5,450,650	1,806,850	3,581,380	1,690,900	1,355,200		
2,057,000	2,426,125	3,376,125	1,795,000	1,082,500		100.0%
201,500	88,250	193,250	196,250	345,500		
88,500	41,750	111,750	113,750	199,500	Calculated for projects	
460,700	735,125	775,125	1,291,000	1,325,500	Calculated for projects	
7,600	7,800	8,000	8,200	8,400	Calculated for projects	102.0%
206,000	185,000	185,000	80,000	240,000		
216,300	124,375	199,375	84,000	252,000		
3,237,600	3,608,425	4,848,625	3,568,200	3,453,400	Contingency is 3% of Operating Revenue Average use in recent history is 58.3%.	
2,213,050	(1,801,575)	(1,267,245)	(1,877,300)	(2,098,200)		
756,662	2,969,712	1,168,137	(99,108)	(1,976,408)		
\$ 2,969,712	\$ 1,168,137	\$ (99,108)	\$ (1,976,408)	\$ (4,074,608)		
(519,527)	(509,277)	(568,027)	(627,677)	(771,977)		
1,737,636	1,158,611	542,686	(585,914)	(1,745,814)		
1,247,700	1,159,450	1,658,080	1,461,830	1,116,330		
1,718,500	1,676,750	2,265,000	2,151,250	1,951,750		
(1,214,598)	(2,317,398)	(3,996,848)	(4,375,898)	(4,624,898)		
2,969,712	1,168,137	(99,108)	(1,976,408)	(4,074,608)		

Airport Fund Narrative

This special fund is used to account for Airport operations and revenues from service charges, rental, and lease fees.

Intergovernmental Revenues. The FY08 budget reflects a new Capital Improvement Project for \$274,000 for Parking Lot and Access Road improvements, and installation of a Super Avigation Weather Operating System (AWOS). This project is fully funded by an FAA grant and the required 5% match is associated with the City's staff costs as shown in the central service fees.

Rental Income. Deferred maintenance and relatively low rental income continues to be budgetary issues.

Long-Term Assumptions

- Operational expenses will increase at 3% per year.

Fund Balance

The fund balance policy requires a balance of 16 percent of revenues. The Long-term budget shows that this balance cannot be maintained without additional revenues.

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 32,135	\$ 218,377	\$ 122,942	\$ 60,587	\$ 34,251
Intergovernmental Revenues					
Federal:	3,859	943,845	7,216	-	240,000
430 Total Intergovernmental	3,859	943,845	7,216	-	240,000
Charges for Services					
Rent:	79,657	129,206	98,280	100,000	105,000
440 Total Charges for Services	79,657	129,206	98,280	100,000	105,000
Interest on Investments					
Interest on Pooled Investments	167	1,312	1,317	1,500	1,500
470 Total Interest on Investments	167	1,312	1,317	1,500	1,500
Miscellaneous Revenues					
Miscellaneous Income	17,744	-	576	2,000	2,000
480 Total Miscellaneous Revenues	17,744	-	576	2,000	2,000
Other Financing Sources		-			
Loan Proceeds	375,000				
Interfund Loan	-	120,000	-	-	
490 Total Other Financing Sources	375,000	120,000	-	-	-
Total Airport Fund	\$ 508,562	\$ 1,412,740	\$ 230,331	\$ 164,087	\$ 382,751

airport fund long-term plan

AIRPORT FUND				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#280	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Intergovernmental Revenue	\$ 3,859	\$ 943,845	\$ 7,216	\$ -	\$ 10,000	\$ 240,000
Charges for Services	79,657	129,206	98,280	100,000	100,800	105,000
Interest on Investments	167	1,312	1,317	1,500	1,750	1,500
Other Financing Sources	375,000	-	-	-	-	-
Interfund Loan	-	120,000	-	-	-	-
Miscellaneous	17,744	-	575	2,000	2,000	2,000
Total Revenues	476,427	1,194,363	107,388	103,500	114,550	348,500
<i>Actual % of Final Budget</i>	<i>57.30%</i>	<i>95.00%</i>	<i>84.50%</i>	<i>110.68%</i>		
Expenditures						
Materials and Services	97,911	84,459	100,384	111,532	100,000	111,032
Capital Outlay	192,274	1,170,267	-	-	-	240,000
Capital soft match	-	-	-	-	-	(11,395)
Debt Service	-	35,072	35,072	35,173	35,173	35,172
Interfund Loan	-	-	40,000	-	-	-
Operating Contingency	-	-	-	5,000	-	5,000
Total Expenditures	290,185	1,289,798	175,456	151,705	135,173	379,809
<i>Actual % of Final Budget</i>	<i>34.50%</i>	<i>101.50%</i>	<i>50.60%</i>	<i>89.10%</i>		
<i>Actual % of Final Budget minus Contingency</i>	<i>34.70%</i>	<i>101.50%</i>	<i>51.40%</i>	<i>92.14%</i>		
Revenues Over (Under) Expenditures	186,242	(95,435)	(68,068)	(48,205)	(20,623)	(31,309)
Working Capital Carryover	32,135	218,377	122,942	60,587	54,874	34,251
Ending Fund Balance	\$ 218,377	\$ 122,942	\$ 54,874	\$ 12,382	\$ 34,251	\$ 2,942
Fund Balance Policy Requirement						
Fund Balance Policy Requirement	16,000	40,000	16,000	17,000	17,000	17,000
Excess (deficiency)	202,377	82,942	38,874	(4,618)	17,251	(14,058)

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 19,000	\$ 175,750	\$ 1,444,000	\$ 175,750	\$ 19,000		
110,000	120,000	130,000	135,000	140,000		105.0%
1,500	1,500	1,500	1,500	1,500		104.0%
315,000	-	-	-	-	Refinance T-hangar Bank Loan in 2009	
-	-	-	-	-		
2,000	2,000	2,000	2,000	2,000	Flat	
447,500	299,250	1,577,500	314,250	162,500		
100,000	100,000	100,000	100,000	100,000		103.0%
20,000	185,000	1,520,000	185,000	20,000	Soft Match in Central Service Charges	100.0%
(1,000)	(9,250)	(76,000)	(9,250)	(1,000)		
315,000	36,000	36,000	36,000	36,000		
-	-	-	-	-		
5,000	5,000	5,000	5,000	5,000	Contingency is 3% of Operating Revenue	
439,000	316,750	1,585,000	316,750	160,000	Average use in recent history is 33.4%.	
8,500	(17,500)	(7,500)	(2,500)	2,500		
7,942	21,442	8,942	8,942	6,442		
\$ 16,442	\$ 3,942	\$ 1,442	\$ 6,442	\$ 8,942		
18,000	20,000	21,000	22,000	23,000	Policy is 16% of Annual Revenues	
(1,558)	(16,058)	(19,558)	(15,558)	(14,058)		

CIP Fund Narrative

This fund accounts for capital projects not includable in the enterprise funds. Primary revenues are internal charges, taxes and impact fees.

Prepared Food and Beverage Tax. In March of 1993 the citizens approved a prepared food and beverage tax. One percent (1/5 of the revenues) of the tax is dedicated to purchasing park and open space properties. The other 80% of the tax revenue dedicated to the Wastewater Treatment Plant upgrade and are shown in the Wastewater Fund. The tax sunsets in December 2010.

System Development Charges. The City revised System Development Charges for water and wastewater in 2006 and transportation, storm drain, and parks during the 1996-97 fiscal year. This budget includes only the Parks SDCs. Other SDCs are shown in the appropriate operating department funds.

Assessment Payments. These are payments made on Local Improvement Projects by property owners prior to the City permanently financing the project. After the project is financed the payments are made to the Debt Fund. Property owners pay for the improvements upon completion of the project either over time or in full.

Charges for Services. This year, the City revised the Facility use fee, to appropriately cover the cost of the Facilities Division of Public Works. Each department is charged the fee for the operations, which includes payments for utilities, personnel for maintaining the facilities, as well as replacement costs such as reroofing and long term maintenance of all City buildings.

Long-Term Assumptions

- The City will need to continue to study the revenue needed to pay for Capital Improvements.

Fund Balance

There is no fund balance policy for this fund.

capital improvements plan fund resources

CAPITAL IMPROVEMENTS FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 67,583	\$ 396,855	\$ 924,554	\$ 632,358	\$ 493,325
Taxes					
Franchises:					
Food and Beverage Tax	336,715	363,533	370,141	400,000	406,400
410 Total Taxes	336,715	363,533	370,141	400,000	406,400
Charges for Services					
Rent	4,500	4,125	12,254	4,500	30,000
Use of Facilities Fee	57,800	149,975	267,560	1,100,561	1,100,561
440 Total Charges for Services	62,300	154,100	279,814	1,105,061	1,130,561
System Development Charges	107,687	154,200	105,193	103,800	65,000
Assessments					
Unbonded Assessments:	-	-	-	-	-
460 Total Assessment Payments	-	-	-	-	-
Interest on Investments					
Interest on Pooled Investments	1,964	12,400	30,232	25,800	20,000
470 Total Interest on Investments	1,964	12,400	30,232	25,800	20,000
Miscellaneous Revenues					
Donations					
Miscellaneous Income	421,876	10,141	3,127	2,100	10,000
Notes Receivable Payments	7,250	7,250	7,250	-	-
480 Total Miscellaneous Revenues	429,126	17,391	10,377	2,100	10,000
Other Financing Sources					
Loan Proceeds	-	-	-	4,500,000	-
Interfund Loan	-	-	-	-	-
490 Total Other Financing Sources	-	-	-	4,500,000	-
Total Capital Improvements Fund	\$ 1,005,375	\$ 1,098,479	\$ 1,720,311	\$ 6,769,119	\$ 2,125,286

capital improvements plan fund long-term

CAPITAL IMPROVEMENTS FUND - SUMMARY				2007	2007	2008
#410	2004 Actual	2005 Actual	2006 Actual	Amended Budget	Estimate for the Year	Adopted Budget
Revenues						
Taxes	\$ 336,715	\$ 363,533	\$ 370,141	\$ 400,000	\$ 386,000	\$ 406,400
Intergovernmental Revenues	-	-	-	-	-	-
Charges for Services	62,300	154,100	279,814	1,105,061	1,041,000	1,130,561
System Dev. Charges	107,687	154,200	105,193	103,800	60,000	65,000
Interest on Investments	1,964	12,400	30,232	25,800	15,000	20,000
Miscellaneous Revenues	429,126	17,391	10,377	2,100	151,000	10,000
Other Financing Sources	-	-	-	4,500,000	-	-
Interfund Loan	-	-	-	-	-	-
Operating Transfers In	-	-	-	-	-	-
Total Revenues	937,792	701,624	795,757	6,136,761	1,653,000	1,631,961
<i>Actual % of Final Budget</i>	<i>73.50%</i>	<i>130.10%</i>	<i>17.00%</i>		<i>26.94%</i>	
Expenditures						
Facilities - Personal Services	-	-	-	152,407	152,407	176,216
Facilities - Materials and Services	43,283	-	-	394,750	276,500	489,275
Facilities - Capital Outlay	153,416	24,715	80,577	2,656,000	291,000	100,000
Parks SDC - Material and Services	5,384	7,710	739	-	6,000	-
Parks Open Space - Capital Outlay	95,437	-	513,995	400,000	331,505	200,000
Operating Transfers Out - SDC Debt	65,300	29,500	11,427	11,427	11,427	11,427
Operating Transfers Out - Open Space Debt	245,700	112,000	131,252	143,307	143,307	114,046
Operating Transfers Out - CIP Debt	-	-	179,150	180,700	180,700	177,100
Operating Transfers Out - AFN Debt	-	-	-	570,000	570,000	-
Interfund Loan	-	-	-	530,000	-	-
Contingency	-	-	-	50,000	-	50,000
Total Expenditures	608,520	173,925	917,140	5,088,591	1,962,846	1,318,064
<i>Actual % of Final Budget</i>	<i>49.50%</i>	<i>34.20%</i>	<i>52.80%</i>		<i>38.57%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>49.50%</i>	<i>34.20%</i>	<i>52.80%</i>		<i>38.96%</i>	
Revenues Over (Under) Expenditures	329,272	527,699	(121,383)	1,048,170	(309,846)	313,897
Working Capital Carryover	67,583	396,855	924,554	632,358	803,171	493,325
Ending Fund Balance	\$ 396,855	\$ 924,554	\$ 803,171	\$ 1,680,528	\$ 493,325	\$ 807,222
Ending Fund Balance Reconciliation						
SDC Fund Balance	238,936	355,926	448,953	(287)	491,526	545,099
Open Space Fund Balance	220,716	476,374	201,593	537,117	117,781	215,135
CIP Operations Fund Balance	(62,797)	92,254	152,625	1,143,698	(115,982)	46,988
Total Fund Balance	396,855	924,554	803,171	1,680,528	493,325	807,222

MORE DETAIL ON FOLLOWING PAGES

capital improvements plan fund long-term

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 418,600	\$ 431,200	\$ 210,000	\$ -	\$ -	Food & Beverage tax ends Dec 2010	103.0%
-	-	-	-	-		
1,152,600	1,175,600	1,199,000	1,199,000	1,222,900		103.0%
66,300	67,600	69,000	69,000	70,400		105.0%
20,600	21,200	21,800	21,800	22,500		103.0%
10,000	10,000	10,000	10,000	10,000		100.0%
5,500,000	-	1,500,000	-	-		
-	-	-	-	-		
-	-	-	-	-		
7,168,100	1,705,600	3,009,800	1,299,800	1,325,800		
185,000	194,300	204,000	204,000	214,200		105.0%
504,000	519,100	534,700	534,700	550,700		103.0%
3,100,000	2,100,000	1,625,000	125,000	125,000	Flat CIP	
-	-	-	-	-		
200,000	200,000	200,000	200,000	200,000		
11,427	11,427	11,427	-	-		103.0%
86,819	86,819	11,488	-	-		
178,500	179,800	180,500	180,800	175,700		
-	-	-	-	-		
-	-	-	-	-		
50,000	50,000	50,000	50,000	50,000	Contingency is 3% of Operating Revenue Average use in recent history is zero.	
4,315,746	3,341,446	2,817,115	1,294,500	1,315,600		
2,852,354	(1,635,846)	192,685	5,300	10,200		
857,222	3,759,576	2,173,730	2,173,730	2,416,415		
\$ 3,709,576	\$ 2,123,730	\$ 2,366,415	\$ 2,179,030	\$ 2,426,615		
599,972	656,145	713,718	782,718	853,118		
351,416	500,297	503,309	307,809	112,309		
2,758,188	967,288	1,149,388	1,088,503	1,461,188		
3,709,576	2,123,730	2,366,415	2,179,030	2,426,615	The policy does not identify a minimum.	

capital improvements plan fund long-term-continued

CAPITAL IMPROVEMENTS FUND - Operational Detail				2007	2007	2008
	2004	2005	2006	Adopted	Estimate for	Adopted
#410	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Intergovernmental Revenues	-	-	-	-	-	-
Charges for Services	57,800	149,975	279,489	1,100,561	1,036,000	1,125,561
Interest on Investments	1,964	12,400	30,232	25,800	15,000	20,000
Miscellaneous Revenues	59,802	17,391	10,377	2,100	16,000	10,000
Sale of Land	369,324	-	-	-	135,000	-
Interfund Loan	-	-	-	-	-	-
Operating Transfers In	-	-	-	-	-	-
Total Revenues	488,890	179,766	320,098	1,128,461	1,202,000	1,155,561
Actual % of Final Budget	73.50%	130.10%	17.00%		106.52%	
Expenditures						
Facilities - Personal Services	-	-	-	152,407	152,407	176,216
Facilities - Materials and Services	43,283	-	-	394,750	276,500	489,275
Facilities - Capital Outlay	153,416	24,715	80,577	156,000	291,000	100,000
Operating Transfers Out - AFN Debt	-	-	-	570,000	570,000	-
Operating Transfers Out - CIP Debt	-	-	179,150	180,700	180,700	177,100
Interfund Loan	-	-	-	530,000	-	-
Operating Contingency	-	-	-	50,000	-	50,000
Total Expenditures	196,699	24,715	259,727	2,033,857	1,470,607	992,591
Actual % of Final Budget	49.50%	34.20%	52.80%		72.31%	
Actual % of Final Budget minus Contingency	49.50%	34.20%	52.80%		74.13%	
Revenues Over (Under) Expenditures	292,191	155,051	60,371	(905,396)	(268,607)	162,970
Working Capital Carryover	(354,988)	(62,797)	92,254	1,143,698	152,625	(115,982)
Ending Fund Balance	\$ (62,797)	\$ 92,254	\$ 152,625	\$ 238,302	\$ (115,982)	\$ 46,988
Operations Reconciliation						
Ending Fund Balance	(62,797)	92,254	152,625	238,302	(115,982)	46,988
Target	-	-	-	-	-	-
Over under	(62,797)	92,254	152,625	238,302	(115,982)	46,988

capital improvements plan fund long-term-continued

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
-	-	-	-	-		
1,148,100	1,171,100	1,194,500	1,194,500	1,218,400		102.0%
20,600	21,200	21,800	21,800	22,500		103.0%
10,000	10,000	10,000	10,000	10,000		100.0%
-	-	-	-	-		
-	-	-	-	-		
-	-	-	-	-		
1,178,700	1,202,300	1,226,300	1,226,300	1,250,900		
185,000	194,300	204,000	204,000	214,200		105.0%
504,000	519,100	534,700	534,700	550,700		103.0%
100,000	100,000	125,000	125,000	125,000	Flat CIP	
178,500	179,800	180,500	180,800	175,700		
-	-	-	-	-		
50,000	50,000	50,000	50,000	50,000	Contingency is 3% of Operating Revenue	
1,017,500	1,043,200	1,094,200	1,094,500	1,115,600	Average use in recent history is zero.	
161,200	159,100	132,100	131,800	135,300		
96,988	308,188	517,288	517,288	699,388		
\$ 258,188	\$ 467,288	\$ 649,388	\$ 649,088	\$ 834,688		
258,188	467,288	649,388	649,088	834,688		
-	-	-	-	-	The policy does not identify a minimum.	
258,188	467,288	649,388	649,088	834,688		

capital improvements plan fund long-term-continued

CAPITAL IMPROVEMENTS FUND - Capital Detail				2007	2007	2008
#410	2004	2005	2006	Adopted	Estimate for	Adopted
	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Taxes	\$ 336,715	\$ 363,533	\$ 370,141	\$ 400,000	\$ 386,000	\$ 406,400
Open Space Rents	4,500	4,125	325	4,500	5,000	5,000
System Dev. Charges	107,687	154,200	105,193	103,800	60,000	65,000
Other Financing Sources	-	-	-	4,500,000	-	-
Other Financing Sources	-	-	-	-	-	-
Total Revenues	448,902	521,858	475,659	5,008,300	451,000	476,400
Actual % of Final Budget	73.50%	130.10%	17.00%		9.01%	
Expenditures						
Admin Services - Capital Outlay				2,500,000		
Parks SDC - Material and Services	5,384	7,710	739	-	6,000	-
Parks SDC - Capital Outlay	-	-	-	-	-	-
Parks Open Space - Materials and Services	-	-	-	-		
Parks Open Space - Capital Outlay	95,437	-	513,995	400,000	331,505	200,000
Transfers Out - SDC Debt	65,300	29,500	11,427	11,427	11,427	11,427
Transfers Out - Open Space Debt	245,700	112,000	131,252	143,307	143,307	114,046
	-	-	-	-		
Total Expenditures	411,821	149,210	657,413	3,054,734	492,239	325,473
Actual % of Final Budget	49.50%	34.20%	52.80%		16.11%	
Actual % of Final Budget minus Contingency	49.50%	34.20%	52.80%		16.11%	
Revenues Over (Under) Expenditures	37,081	372,648	(181,754)	1,953,566	(41,239)	150,927
Working Capital Carryover	422,571	459,652	832,300	632,358	650,546	609,307
Ending Fund Balance	\$ 459,652	\$ 832,300	\$ 650,546	\$ 2,585,924	\$ 609,307	\$ 760,234
Capital Reconciliation						
SDC Fund Balance	238,936	355,926	448,953	(287)	491,526	545,099
Open Space Fund Balance	220,716	476,374	201,593	537,117	117,781	215,135
Other		-	-	2,000,000	-	-
Total Fund Balance	459,652	832,300	650,546	2,536,830	609,307	760,234

capital improvements plan fund long-term-continued

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 418,600	\$ 431,200	\$ 210,000	\$ -	\$ -	Food & Beverage tax ends Dec 2010	103.0%
4,500	4,500	4,500	4,500	4,500		
66,300	67,600	69,000	69,000	70,400		102.0%
-	-	-	-	-		
5,500,000	-	1,500,000	-	-		
5,989,400	503,300	1,783,500	73,500	74,900		
3,000,000	2,000,000	1,500,000			Flat CIP	
-	-	-	-	-		
			-	-	Per CIP	100.0%
200,000	200,000	200,000	200,000	200,000		
11,427	11,427	11,427	-	-		
86,819	86,819	11,488	-	-		
3,298,246	2,298,246	1,722,915	200,000	200,000	Contingency is 3% of Operating Revenue Average use in recent history is zero.	
2,691,154	(1,794,946)	60,585	(126,500)	(125,100)		
760,234	3,451,388	1,656,442	1,717,027	1,590,527		
\$ 3,451,388	\$ 1,656,442	\$ 1,717,027	\$ 1,590,527	\$ 1,465,427		
599,972	656,145	713,718	782,718	853,118	The policy does not identify a minimum.	
351,416	500,297	503,309	307,809	112,309		
2,500,000	500,000	500,000	500,000	500,000		
3,451,388	1,656,442	1,717,027	1,590,527	1,465,427		

Debt Service Fund Narrative

This fund accounts for most long-term indebtedness, both bonded and unbonded. All enterprise debt is found in the appropriate fund.

Property Taxes. Shown in this budget are the property taxes that support the flood and fire station debt. The property taxes levy is \$356,775.

Assessment Payments. Benefited property owners are eligible to pay for their assessments over a ten-year period at an interest rate ranging from 6.95 percent to 10.5 percent.

Operating Transfers In. This budget proposes a transfer of up to \$305,000 from Community Development/Public Works, open space monies and parks SDC for the notes on Community Development/Public Works building, the Siskiyou Mountain, Mountain Avenue, and Strawberry Lane Parks. The prepared food and beverage tax and parks System Development Charges are the resources for these land payments.

Fund Balance. The fund balance policy requires a balance of annual revenue as required by specific debt instruments. This balance is being met through out the long-term budget.

debt service fund resources

DEBT SERVICE FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Total Working Capital Carryover	\$ 282,293	\$ 433,278	\$ 423,842	\$ 174,776	\$ 535,131
Taxes					
Property Taxes:					
Current	394,832	384,738	260,304	648,562	357,475
Prior	18,697	15,884	43,254		
410 Total Taxes	413,529	400,622	303,558	648,562	357,475
Charges for Services					
Technology Payment					1,056,000
Rent	287,489	271,060	124,623	40,000	125,000
440 Total Charges for Services	287,489	271,060	124,623	40,000	1,181,000
Assessments					
Principle Assessments:	22,778	4,040	1,050	2,000	2,427
Interest Assessments:					
460 Total Assessment Payments	22,778	4,040	1,050	2,000	2,427
Interest on Investments					
Interest on Pooled Investments	4,567	11,589	18,599	5,000	10,000
470 Total Interest on Investments	4,567	11,589	18,599	5,000	10,000
Miscellaneous Revenues					
Miscellaneous Income	29,302	8,326	51,040	29,300	29,300
480 Total Miscellaneous Revenues	29,302	8,326	51,040	29,300	29,300
Other Financing Sources					
Operating Transfers In:					
From Street Fund	-	-	-	-	197,573
From Capital Improvements Fund	311,000	141,500	321,829	905,434	305,000
490 Total Other Financing Sources	311,000	141,500	321,829	905,434	502,573
Total Debt Service Fund	\$ 1,350,958	\$ 1,270,415	\$ 1,244,541	\$ 1,805,072	\$ 2,617,906

debt service fund long-term plan

DEBT SERVICE FUND				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#530	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Taxes	\$ 413,529	\$ 400,622	\$ 303,558	\$ 648,562	\$ 663,602	\$ 357,475
Charges for Services	287,489	271,060	124,623	40,000	125,000	1,181,000
Assessment Payments	22,778	4,040	1,050	2,000	2,000	2,427
Interest on Investments	4,567	11,589	18,599	5,000	7,000	10,000
Miscellaneous Revenues	29,302	8,326	51,040	29,300	29,300	29,300
Operating Transfers In - AFN				570,000	570,000	
Operating Transfers In - Other	311,000	141,500	321,829	335,434	335,434	502,573
Total Revenues	1,068,665	837,137	820,699	1,630,296	1,732,336	2,082,775
Actual % of Final Budget	97.20%	53.80%	83.40%		106.26%	
Expenditures						
Debt Service:						
Bancroft	-	-	-	-	-	200,000
General Obligation	381,144	372,906	327,738	352,562	352,562	357,475
AFN G.O. Debt				864,454	864,454	1,055,850
Notes and Contracts	536,536	473,667	457,708	439,154	439,284	403,496
Operating Transfers Out	-	-	-	-	-	-
Total Expenditures	917,680	846,573	785,446	1,656,170	1,656,300	2,016,821
Actual % of Final Budget	77.90%	80.80%	76.60%		100.01%	
Actual % of Final Budget minus Contingency	77.90%	80.80%	76.60%		100.01%	
Revenues Over (Under) Expenditures	150,985	(9,436)	35,253	(25,874)	76,036	65,954
Working Capital Carryover	282,293	433,278	423,842	174,776	459,095	535,131
Ending Fund Balance	\$ 433,278	\$ 423,842	\$ 459,095	\$ 148,902	\$ 535,131	\$ 601,085

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 813,435	\$ 817,250	\$ 940,375	\$ 945,750	\$ 965,750	Calculated	
1,423,303	1,556,379	1,553,744	1,552,666	1,552,666	Includes Technology Debt Payment from other funds	
2,427	2,427	2,427	2,427	2,427		
18,000	14,000	10,000	8,000	7,000		103.0%
29,300	29,300	29,300	29,300	29,300	OSF payment on parking structure	
					AFN Debt Payment from Capital Improvement Fund	
266,446	278,046	203,415	180,800	175,700	Open Space	
2,552,911	2,697,402	2,739,261	2,718,943	2,732,843		
200,000	200,000	200,000	200,000	200,000	Estimates per	
813,435	817,250	940,375	945,750	965,750	CIP and debt schedules	
1,298,305	1,431,380	1,428,745	1,427,670	1,428,635		
380,495	376,680	253,555	248,180	228,180		
-						
2,692,235	2,825,310	2,822,675	2,821,600	2,822,565		
(139,324)	(127,908)	(83,414)	(102,657)	(89,722)		
601,085	461,761	333,853	333,853	250,439		
\$ 461,761	\$ 333,853	\$ 250,439	\$ 231,196	\$ 160,717		

Water Fund Narrative

This enterprise fund is used to account for the income and expense related to the supply, treatment and delivery of water to our customers.

Water Sales. This plans reflects an increase in water rates of 6% in FY 2006-07.

Long-Term Assumptions

- Water revenues are expected to increase by 3% annually based on growth.

Fund Balance

The fund balance policy requires a balance of 20 percent of revenues. The Long-term budget shows that this balance cannot be maintained without additional revenues or issuing bonds.

WATER FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 4,662,028	\$ 5,002,748	\$ 6,458,230	\$ 4,391,296	\$ 5,171,075
Taxes					
Property Taxes					
Current	174,107	74,551	73,112		
Prior	5,195		13,223	-	-
410 Total Taxes	179,302	74,551	86,335	-	-
Intergovernmental Revenues					
Federal	129,721	81,504	43,621	-	295,000
430 Total Intergovernmental	129,721	81,504	43,621	-	295,000
Charges for Services					
Public Works Services					
Sales	3,520,168	3,454,292	3,728,408	4,255,000	4,300,000
440 Total Charges for Services	3,520,168	3,454,292	3,728,408	4,255,000	4,300,000
System Development Charges	574,540	662,911	439,306	600,000	450,000
Interest on Investments					
Interest on Pooled Investments	67,546	150,578	208,660	189,000	190,000
470 Total Interest on Investments	67,546	150,578	208,660	189,000	190,000
Miscellaneous Revenues					
Miscellaneous Income	278,346	5,145	25,173	10,000	10,000
480 Total Miscellaneous Revenues	278,346	5,145	25,173	10,000	10,000
Other Financing Sources					
Interfund Loans	1,950,000	2,275,000	40,000		
Proceeds from Debt Issuance	-	-		6,000,000	-
490 Total Other Financing Sources	1,950,000	2,275,000	40,000	6,000,000	-
Total Water Fund	\$ 11,361,651	\$ 11,706,729	\$ 11,029,733	\$ 15,445,296	\$ 10,416,075

water fund long-term plan

WATER FUND - SUMMARY				2007	2007	2008
#670	2004	2005	2006	Amended	Estimate for	Adopted
	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Taxes	\$ 179,302	\$ 74,551	\$ 86,335	\$ -	\$ 1,500	\$ -
Intergovernmental Revenue	129,721	81,504	43,621	-	-	295,000
Systems Development Charges (SDC)	574,540	662,911	439,306	600,000	300,000	450,000
Charges for Services	3,520,168	3,454,292	3,728,408	4,255,000	4,100,000	4,300,000
Interest on investments	67,546	150,578	208,660	189,000	194,000	190,000
Miscellaneous Revenues	278,346	5,145	25,173	10,000	10,000	10,000
Interfund Loan	1,950,000	2,275,000	40,000	-	-	-
Bond Issue	-	-	-	6,000,000	3,000,000	-
Total Revenues	6,699,623	6,703,981	4,571,503	11,054,000	7,605,500	5,245,000
<i>Actual % of Final Budget</i>	<i>96.40%</i>	<i>96.30%</i>	<i>88.60%</i>		<i>68.80%</i>	
Expenditures						
Conservation - Personal Services	109,889	110,799	95,594	99,360	99,079	104,655
Conservation - Materials & Services	51,660	39,440	47,336	72,645	57,103	72,645
Treatment - Personal Services	247,066	234,783	257,641	282,460	263,000	357,624
Treatment - Materials & Services	285,155	309,126	355,435	565,394	537,000	579,714
Treatment - Capital Outlay	79,681	71,838	206,442	552,500	430,000	200,000
Treatment - Debt Service	190,697	168,050	141,058	165,242	165,242	166,466
Forest Interface - Personal Services	61,458	66,983	48,525	79,000	75,000	87,300
Forest Interface - Materials & Services	424,066	117,526	91,567	117,000	105,500	298,370
Supply - Materials & Services	183,607	130,010	148,557	285,879	257,400	261,319
Supply - Capital	111,925	1,167,140	496,726	2,735,000	2,079,800	187,500
Supply - Debt Service	45,905	52,878	42,616	53,050	53,050	53,220
Distribution - Personal Services	716,786	696,927	840,071	958,056	977,200	1,051,390
Distribution - Materials & Services	904,002	924,080	1,180,880	1,470,806	1,411,000	1,456,176
Distribution - Capital	112,488	169,243	170,026	835,250	297,800	1,295,250
Distribution - Debt Service	370,084	330,172	308,906	326,165	326,165	326,018
SDC - Improvement	44,757	297,696	313,313	702,580	1,355,400	605,250
SDC - Reimbursement	17,405	115,771	-	467,670	-	-
SDC - Debt Service	127,272	126,037	105,794	123,932	123,932	124,850
Interfund Loan	2,275,000	120,000	-	-	-	-
New Debt Service	-	-	-	-	-	240,000
Contingency	-	-	-	152,000	-	144,000
Total Expenditures	6,358,903	5,248,499	4,850,487	10,043,989	8,613,671	7,611,747
<i>Actual % of Final Budget</i>	<i>72.50%</i>	<i>72.90%</i>	<i>50.20%</i>		<i>85.76%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>74.00%</i>	<i>74.50%</i>	<i>51.20%</i>		<i>87.08%</i>	
Revenues Over (Under) Expenditures	340,720	1,455,482	(278,984)	1,010,011	(1,008,171)	(2,366,747)
Working Capital Carryover - Operations	4,662,028	5,002,748	6,458,230	4,391,296	6,179,246	5,171,075
Ending Fund Balance	\$ 5,002,748	\$ 6,458,230	\$ 6,179,246	\$ 5,401,307	\$ 5,171,075	\$ 2,804,328
Ending Fund Balance Reconciliation	5,002,748	6,458,230	6,179,246	5,401,307	5,171,075	2,804,328
Interfund Loan Receivable	2,275,000	120,000	-	-	-	-
Adjusted Ending Fund Balance	7,277,748	6,578,230	6,179,246	5,401,307	5,171,075	2,804,328
Fund Balance Policy Requirement	950,000	886,000	906,000	1,011,000	921,000	1,049,000
Excess (deficiency)	4,052,748	5,572,230	5,273,246	4,390,307	4,250,075	1,755,328

MORE DETAIL ON FOLLOWING PAGES

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ -	\$ -	\$ -	\$ -	\$ -		
-	-	-	-	-		
459,000	468,200	477,500	487,100	496,800		
4,429,000	4,562,000	4,699,000	4,840,000	4,985,000		
28,000	11,000	(10,000)	8,000	(13,000)	Calculated	
10,000	10,000	10,000	10,000	10,000	Flat	
-	-	-	-	-		
1,750,000	-	2,000,000	-	5,000,000		
6,676,000	5,051,200	7,176,500	5,345,100	10,478,800		
110,000	116,000	122,000	128,000	134,000		105.0%
74,000	75,000	77,000	79,000	81,000		102.0%
376,000	395,000	415,000	436,000	458,000		105.0%
591,000	603,000	615,000	627,000	640,000		102.0%
90,000	61,250	165,000	165,000	1,335,000		
163,904	164,594	166,660	166,480	164,257		
92,000	97,000	102,000	107,000	112,000		105.0%
100,000	102,000	104,000	106,000	108,000		102.0%
267,000	272,000	277,000	283,000	289,000		102.0%
-	-	-	-	3,500,000		
22,764	22,860	23,147	23,122	22,813		
1,104,000	1,159,000	1,217,000	1,278,000	1,342,000		105.0%
1,485,000	1,515,000	1,545,000	1,576,000	1,608,000		102.0%
1,082,750	627,500	925,250	899,000	317,500		
322,150	325,864	330,190	327,051	146,006		
1,062,250	791,250	2,934,750	521,000	11,337,500		
-	-	-	-	-		
122,928	123,446	124,995	124,860	123,192		
-	-	-	-	-		
240,000	380,000	380,000	540,000	540,000		
134,000	137,000	141,000	146,000	149,000		
7,439,746	6,967,764	9,664,992	7,532,513	22,407,268	Contingency is 3% of Operating Revenue Average use in recent history is 4.6%.	
(763,746)	(1,916,564)	(2,488,492)	(2,187,413)	(11,928,468)		
2,948,328	2,318,582	1,944,154	(209,159)	(2,076,237)		
\$ 2,184,582	\$ 402,018	\$ (544,338)	\$ (2,396,572)	\$ (14,004,705)		
2,184,582	402,018	-544,338	-2,396,572	-14,004,705		
-	-	-	-	-		
2,184,582	402,018	-544,338	-2,396,572	-14,004,705		
985,000	1,010,000	1,035,000	1,069,000	1,096,000	Policy is 20% of Annual Revenues	
1,199,582	(607,982)	(1,579,338)	(3,465,572)	(15,100,705)		

water fund long-term plan-continued

WATER FUND - Operational Detail				2007	2007	2008
	2004	2005	2006	Adopted	Estimate for	Adopted
#670	Actual	Actual	Actual	Budget	the Year	Budget
Revenues - Operations						
Taxes	\$ 179,302	\$ 74,551	\$ 86,335	\$ -	\$ 1,500	\$ -
Intergovernmental Revenue	129,721	81,504	43,621			295,000
Charges for Services	3,520,168	3,454,292	3,728,408	4,255,000	4,100,000	4,300,000
Interest on investments	67,546	150,578	208,660	189,000	194,000	190,000
Miscellaneous Revenues	278,346	5,145	25,173	10,000	10,000	10,000
Interfund Loan			40,000	-		-
						-
Total Revenues	4,175,083	3,766,070	4,132,197	4,454,000	4,305,500	4,795,000
Actual % of Final Budget	96.40%	96.30%	88.60%		96.67%	
Expenditures - Operations						
Conservation - Personal Services	109,889	110,799	95,594	99,360	99,079	104,655
Conservation - Materials & Services	51,660	39,440	47,336	72,645	57,103	72,645
Treatment - Personal Services	247,066	234,783	257,641	282,460	263,000	357,624
Treatment - Materials & Services	285,155	309,126	355,435	565,394	537,000	579,714
Treatment - Capital Outlay	79,681	71,838		40,000	30,000	100,000
Treatment - Debt Service	190,697	168,050	141,058	165,242	165,242	166,466
Forest Interface - Personal Services	61,458	66,983	48,525	79,000	75,000	87,300
Forest Interface - Materials & Services	424,066	117,526	91,567	117,000	105,500	298,370
Supply - Materials & Services	183,607	130,010	148,557	285,879	257,400	261,319
Supply - Capital	-			-	-	87,500
Supply - Debt Service	45,905	52,878	42,616	53,050	53,050	53,220
Distribution - Personal Services	716,786	696,927	840,071	958,056	977,200	1,051,390
Distribution - Materials & Services	904,002	924,080	1,180,880	1,470,806	1,411,000	1,456,176
Distribution - Capital	112,488	169,243	170,026	97,000	76,000	33,500
Distribution - Debt Service	370,084	330,172	308,906	326,165	326,165	326,018
Interfund Loan		120,000		-	-	-
New Debt Service						240,000
Contingency		-		152,000	-	144,000
Total Expenditures	3,782,544	3,541,855	3,728,212	4,764,057	4,432,739	5,419,897
Actual % of Final Budget	72.50%	72.90%	50.20%		93.05%	
Actual % of Final Budget minus Contingency	74.00%	74.50%	51.20%		96.11%	
Revenues Over (Under) Expenditures	392,539	224,215	403,985	(310,057)	(127,239)	(624,897)
Working Capital Carryover - Operations	339,676	732,215	956,430	1,515,615	1,360,415	1,233,176
Ending Fund Balance - Operations	\$ 732,215	\$ 956,430	\$ 1,360,415	\$ 1,205,558	\$ 1,233,176	\$ 608,279
Operations Reconciliation						
Ending Fund Balance - Operations	732,215	956,430	1,360,415	1,205,558	1,233,176	608,279
Interfund Loan Receivable	-	120,000	-	-	-	-
Adjusted Operations Fund Balance	732,215	836,430	1,360,415	1,205,558	1,233,176	608,279
Fund Balance Policy Requirement	835,000	753,000	818,000	891,000	861,000	959,000
Excess (deficiency)	(102,785)	83,430	542,415	314,558	372,176	(350,721)

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
-	-	-	-	-		
4,429,000	4,562,000	4,699,000	4,840,000	4,985,000	2007-6% increase; 2% growth+ 1% debt.	103.0%
28,000	11,000	(10,000)	8,000	(13,000)	Calculated	
10,000	10,000	10,000	10,000	10,000	Flat	
-	-	-	-	-		
-	-	-	-	-		
4,467,000	4,583,000	4,699,000	4,858,000	4,982,000		
110,000	116,000	122,000	128,000	134,000		105.0%
74,000	75,000	77,000	79,000	81,000		102.0%
376,000	395,000	415,000	436,000	458,000		105.0%
591,000	603,000	615,000	627,000	640,000		102.0%
40,000	40,000	40,000	40,000	40,000		
163,904	164,594	166,660	166,480	164,257		
92,000	97,000	102,000	107,000	112,000		105.0%
100,000	102,000	104,000	106,000	108,000		102.0%
267,000	272,000	277,000	283,000	289,000		102.0%
-	-	-	-	-		
22,764	22,860	23,147	23,122	22,813		
1,104,000	1,159,000	1,217,000	1,278,000	1,342,000		105.0%
1,485,000	1,515,000	1,545,000	1,576,000	1,608,000		102.0%
100,000	100,000	100,000	100,000	100,000		
322,150	325,864	330,190	327,051	146,006		
-	-	-	-	-		
240,000	380,000	380,000	540,000	540,000		
134,000	137,000	141,000	146,000	149,000		
5,221,818	5,504,318	5,654,997	5,962,653	5,934,076	Contingency is 3% of Operating Revenue Average use in recent history is 4.6%.	
(754,818)	(921,318)	(955,997)	(1,104,653)	(952,076)		
752,279	131,461	752,279	131,461	(652,857)		
\$ (2,539)	\$ (789,857)	\$ (203,718)	\$ (973,192)	\$ (1,604,933)		
-2,539	-789,857	-203,718	-973,192	-1,604,933		
-	-	-	-	-		
-2,539	-789,857	-203,718	-973,192	-1,604,933		
893,000	917,000	940,000	972,000	996,000	Policy is 20% of Annual Revenues	
(895,539)	(1,706,857)	(1,143,718)	(1,945,192)	(2,600,933)		

water fund long-term plan-continued

WATER FUND - Capital Detail				2007	2007	2008
	2004	2005	2006	Adopted	Estimate for	Adopted
#670	Actual	Actual	Actual	Budget	the Year	Budget
Capital Resources						
Intergovernmental Revenue				-	-	-
System Development Charges (SDC):	217,706	224,263				
Reimbursement	150,000	200,000	150,000	168,000	100,000	150,000
Improvement	206,834	238,648	289,306	432,000	200,000	300,000
Interfund Loan	1,950,000	2,275,000				
Bond Issue				6,000,000	3,000,000	-
Total Resources	2,524,540	2,937,911	439,306	6,600,000	3,300,000	450,000
Capital Expenditures						
Treatment - Capital Projects			206,442	512,500	400,000	100,000
Supply - Capital Projects	111,925	1,167,140	496,726	2,735,000	2,079,800	100,000
Distribution - Capital Projects				738,250	221,800	1,261,750
Interfund Loan	2,275,000					
SDC - M&S	-	-	8,828	-	-	
SDC Projects - Reimbursement	17,405	115,771		467,670		-
SDC Projects - Improvement	44,757	297,696	304,485	702,580	1,355,400	605,250
SDC Debt Service - Reimbursement	127,272	126,037	105,794	123,932	123,932	124,850
Total Expenditures	2,576,359	1,706,644	1,122,275	5,279,932	4,180,932	2,191,850
Excess (Deficiency) of Resources	(51,819)	1,231,267	(682,969)	1,320,068	(880,932)	(1,741,850)
Working Capital Carryover - CIP	4,322,352	4,270,533	5,501,800	2,875,681	4,818,831	3,937,899
Ending Fund Balance - Capital	\$ 4,270,533	\$ 5,501,800	\$ 4,818,831	\$ 4,195,749	\$ 3,937,899	\$ 2,196,049
Capital Reconciliation						
SDC Reimbursement Fund Balance	645,586	603,778	647,984	224,382	624,052	649,202
SDC Improvement Fund Balance	1,624,947	1,565,899	1,550,720	1,280,140	395,320	90,070
Water Bond Proceeds Balance	3,000,000	2,000,000	1,000,000	882,250	2,000,000	
Interfund Loan	2,275,000	-				
Other	(3,275,000)	1,332,123	1,620,127	1,808,977	918,527	1,456,777
Reconciliation	4,270,533	5,501,800	4,818,831	4,195,749	3,937,899	2,196,049

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
-	-	-	-	-		
153,000	156,100	159,200	162,400	165,600		102.0%
306,000	312,100	318,300	324,700	331,200		102.0%
1,750,000	-	2,000,000		5,000,000		
2,209,000	468,200	2,477,500	487,100	5,496,800		
50,000	21,250	125,000	125,000	1,295,000	per CIP	
				3,500,000	per CIP	
982,750	527,500	825,250	799,000	217,500	per CIP	
						102.0%
1,062,250	791,250	2,934,750	521,000	11,337,500	per CIP	
122,928	123,446	124,995	124,860	123,192	per CIP	
2,217,928	1,463,446	4,009,995	1,569,860	16,473,192		
(8,928)	(995,246)	(1,532,495)	(1,082,760)	(10,976,392)		
2,196,049	2,187,121	1,191,875	(340,620)	(1,423,380)		
\$ 2,187,121	\$ 1,191,875	\$ (340,620)	\$ (1,423,380)	\$ (12,399,772)		
679,274	711,928	746,133	783,673	826,081		
(666,180)	(1,145,330)	(3,761,780)	(3,958,080)	(14,964,380)		
750,000		750,000				
1,424,027	1,625,277	1,925,027	1,751,027	1,738,527		
2,187,121	1,191,875	(340,620)	(1,423,380)	(12,399,772)		

Wastewater Fund Narrative

This enterprise fund is used to account for wastewater charges, food and beverage taxes and related expenditures for personnel, materials and services, capital outlay, debt service and other expenditures.

Wastewater Sales. This plan reflects a 10% increase in rates in wastewater FY 2006-07 to cover operational reserves required by DEQ loan.

The residential wastewater rates are based on winter consumption, while commercial rates are based on year-round water consumption.

Long-Term Budget Assumptions

- Food and Beverage taxes are expected to increase by 4% annually.

Fund Balance

The fund balance policy requires a balance of 15 % percent of revenues, but no less than required by the Wastewater Treatment Plant Upgrade loan. The Long-term budget shows that this balance cannot be maintained without additional revenues.

wastewater fund resources

WASTEWATER FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 2,356,054	\$ 1,541,125	\$ 5,664,182	\$ 4,447,802	\$ 4,328,857
Taxes					
Food and Beverage Tax	1,346,863	1,454,132	1,480,566	1,600,000	1,625,600
410 Total Taxes	1,346,863	1,454,132	1,480,566	1,600,000	1,625,600
Charges for Services					
Public Works Services	12,000	12,000	12,499		12,000
Sales:	2,193,409	2,343,606	2,413,827	2,964,000	2,900,000
440 Total Charges for Services	2,205,409	2,355,606	2,426,326	2,964,000	2,912,000
System Development Charges:	432,273	513,489	410,910	250,000	215,000
Interest on Investments					
Interest on Pooled Investments	75,570	114,951	121,919	149,000	150,000
470 Total Interest on Investments	75,570	114,951	121,919	149,000	150,000
Miscellaneous Revenues					
Miscellaneous Income	4,978	119	2,449	-	3,000
480 Total Miscellaneous Revenues	4,978	119	2,449	-	3,000
Other Financing Sources					
Bond Proceeds					3,000,000
Interfund Loans	3,950,000	4,275,000	270,000	130,000	
490 Total Other Financing Sources	3,950,000	4,275,000	270,000	130,000	3,000,000
Total Wastewater Fund	\$ 10,371,147	\$ 10,254,422	\$ 10,376,352	\$ 9,540,802	\$ 12,234,457

wastewater fund long-term plan

WASTEWATER FUND - SUMMARY				2007	2007	2008
#675	2004 Actual	2005 Actual	2006 Actual	Amended Budget	Estimate for the Year	Adopted Budget
Revenues						
Taxes	\$ 1,346,863	\$ 1,454,132	\$ 1,480,566	\$ 1,600,000	\$ 1,544,000	\$ 1,625,600
System Development Charges (SDC)	432,273	513,489	410,910	250,000	205,000	215,000
Charges for Services	2,205,409	2,355,606	2,426,326	2,964,000	2,562,000	2,912,000
Interest on Investments	75,570	114,951	121,919	149,000	160,000	150,000
Miscellaneous	4,978	119	2,449	-	3,000	3,000
Interfund Loan	3,950,000	4,275,000	270,000	130,000	-	-
Other Financing Resources	-	-	-	-	-	3,000,000
Interfund Transfers in	-	-	-	-	-	-
Total Revenues	8,015,093	8,713,297	4,712,170	5,093,000	4,474,000	7,905,600
<i>Actual % of Final Budget</i>	<i>96.70%</i>	<i>102.20%</i>	<i>85.50%</i>		<i>87.85%</i>	
Expenditures						
Collection - Personal Services	362,591	337,334	377,726	432,171	389,000	402,785
Collection - Materials & Services	775,549	752,935	916,069	1,023,411	941,540	1,082,121
Collection - Capital Outlay	222,330	108,090	286,592	785,075	297,250	994,800
Treatment - Personal Services	400,214	424,366	405,545	429,455	433,750	455,913
Treatment - Materials & Services	814,849	871,931	1,016,785	1,103,555	1,103,555	1,265,665
Treatment - Capital Outlay	103,166	2,372	-	489,250	314,250	204,875
Treatment - Debt Service	1,807,219	1,802,670	1,797,965	1,793,196	1,793,196	1,788,160
SDC Projects	69,104	20,541	274,072	300,250	174,200	360,826
New Debt Service	-	-	-	-	-	-
Interfund Loans	4,275,000	270,000	-	-	-	-
Contingency	-	-	-	149,000	-	140,000
Total Expenditures	8,830,022	4,590,240	5,074,754	6,505,363	5,446,741	6,695,145
<i>Actual % of Final Budget</i>	<i>90.60%</i>	<i>91.00%</i>	<i>71.10%</i>		<i>83.73%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>92.10%</i>	<i>93.50%</i>	<i>72.70%</i>		<i>85.69%</i>	
Revenues Over (Under) Expenditures	(814,929)	4,123,057	(362,584)	(1,412,363)	(972,741)	1,210,455
Working Capital Carryover	2,356,054	1,541,125	5,664,182	4,447,802	5,301,598	4,328,857
Ending Fund Balance	\$ 1,541,125	\$ 5,664,182	\$ 5,301,598	\$ 3,035,439	\$ 4,328,857	\$ 5,539,312
Ending Fund Balance Reconciliation						
Fund Balance Policy Requirement	1,802,670	1,798,065	1,793,196	1,788,160	1,788,160	1,782,849
Excess (deficiency)	(261,545)	3,866,117	3,508,402	1,247,279	2,540,697	3,756,463
Interfund Loan	4,275,000	270,000		-	-	-
Excess (deficiency) after Interfund Loan	4,013,455	4,136,117	3,508,402	1,247,279	2,540,697	3,756,463

MORE DETAIL ON FOLLOWING PAGES

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 1,691,000	\$ 1,759,000	\$ 800,000	\$ -	\$ -	Food & Beverage tax ends Dec 2010	104.0%
220,000	225,000	230,000	235,000	240,000		102.0%
2,999,000	3,089,000	3,182,000	3,277,000	3,375,000		102.0%
82,000	65,000	46,000	13,000	(47,000)		103.0%
3,000	3,000	3,000	3,000	3,000		
-	-	-	-	-		
-	-	-	-	-		
-	-	-	-	-		
4,995,000	5,141,000	4,261,000	3,528,000	3,571,000		
423,000	444,000	466,000	489,000	513,000		105.0%
1,104,000	1,126,000	1,149,000	1,172,000	1,195,000		102.0%
597,500	316,500	304,500	212,500	239,500		100.0%
479,000	503,000	528,000	554,000	582,000		105.0%
1,291,000	1,317,000	1,343,000	1,370,000	1,397,000		102.0%
983,000	108,000	20,500	151,750	83,000		100.0%
1,782,849	1,777,457	1,771,879	1,766,109	1,760,138		
296,250	87,250	266,750	152,500	221,250	per CIP	
240,000	240,000	240,000	240,000	240,000		
-	-	-	-	-		
143,000	147,000	121,000	99,000	100,000	Contingency is 3% of Operating Revenue Average use in recent history is zero.	
7,339,599	6,066,207	6,210,629	6,206,859	6,330,888		
(2,344,599)	(925,207)	(1,949,629)	(2,678,859)	(2,759,888)		
5,679,312	3,477,713	2,699,506	870,877	(1,708,982)		
\$ 3,334,713	\$ 2,552,506	\$ 749,877	\$ (1,807,982)	\$ (4,468,870)		
1,777,457	1,771,879	1,766,109	1,760,138	1,755,000	Minimum Debt Requirement	
1,557,256	780,627	(1,016,232)	(3,568,120)	(6,223,870)		
-	-	-	-	-		
1,557,256	780,627	(1,016,232)	(3,568,120)	(6,223,870)		

wastewater fund long-term plan-continued

WASTEWATER FUND - Operational Detail				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#675	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Taxes	\$ 1,346,863	\$ 1,454,132	\$ 1,480,566	\$ 1,600,000	\$ 1,544,000	\$ 1,625,600
Charges for Services	2,205,409	2,355,606	2,426,326	2,964,000	2,562,000	2,912,000
Interest on Investments	75,570	114,951	121,919	149,000	160,000	150,000
Miscellaneous	4,978	119	2,449	-	3,000	3,000
Interfund Loan	3,950,000	4,275,000	270,000	130,000		-
Interfund Transfers in	-	-	-	-	-	-
Total Revenues	7,582,820	8,199,808	4,301,260	4,843,000	4,269,000	4,690,600
<i>Actual % of Final Budget</i>	<i>96.70%</i>	<i>102.20%</i>	<i>85.50%</i>		<i>88.15%</i>	
Expenditures						
Collection - Personal Services	362,591	337,334	377,726	432,171	389,000	402,785
Collection - Materials & Services	775,549	752,935	916,069	1,023,411	941,540	1,082,121
Collection - Capital Outlay	222,330	108,090	286,592	118,575	102,000	100,000
Treatment - Personal Services	400,214	424,366	405,545	429,455	433,750	455,913
Treatment - Materials & Services	814,849	871,931	1,016,785	1,103,555	1,103,555	1,265,665
Treatment - Capital Outlay	19,977	2,372	-	8,000	8,000	20,500
Treatment - Debt Service	1,807,219	1,802,670	1,797,965	1,793,196	1,793,196	1,788,160
New Debt Service						
Interfund Loans	4,275,000	270,000		-		-
Contingency	-	-	-	149,000	-	140,000
Total Expenditures	8,677,729	4,569,699	4,800,682	5,057,363	4,771,041	5,255,144
<i>Actual % of Final Budget</i>	<i>90.60%</i>	<i>91.00%</i>	<i>71.10%</i>		<i>94.34%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>92.10%</i>	<i>93.50%</i>	<i>72.70%</i>		<i>97.20%</i>	
Revenues Over (Under) Expenditures	(1,094,909)	3,630,109	(499,422)	(214,363)	(502,041)	(564,544)
Working Capital Carryover	1,478,343	383,434	4,013,543	2,700,000	3,514,121	3,012,080
Ending Fund Balance	\$ 383,434	\$ 4,013,543	\$ 3,514,121	\$ 2,485,637	\$ 3,012,080	\$ 2,447,536
Operations Reconciliation						
Ending Fund Balance	383,434	4,013,543	3,514,121	2,485,637	3,012,080	2,447,536
Interfund Loan Receivable	4,275,000	270,000	-	-	-	-
Adjusted Operations Fund Balance	4,658,434	3,743,543	3,514,121	2,485,637	3,012,080	2,447,536
Fund Balance Policy Requirement	1,802,670	1,798,065	1,793,196	1,788,160	1,788,160	1,782,849
Excess (deficiency)	2,855,764	1,945,478	1,720,925	697,477	1,223,920	664,687

wastewater fund long-term plan-continued

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 1,691,000	\$ 1,759,000	\$ 800,000			Food & Beverage tax ends Dec 2010	104.0%
2,999,000	3,089,000	3,182,000	3,277,000	3,375,000	2007-10% increase; 2% growth+ 1% debt.	103.0%
82,000	65,000	46,000	13,000	(47,000)		103.0%
3,000	3,000	3,000	3,000	3,000		
-	-	-	-	-		
-	-	-	-	-		
4,775,000	4,916,000	4,031,000	3,293,000	3,331,000		
423,000	444,000	466,000	489,000	513,000		105.0%
1,104,000	1,126,000	1,149,000	1,172,000	1,195,000		102.0%
106,250	106,250	106,250	106,250	106,250		100.0%
479,000	503,000	528,000	554,000	582,000		105.0%
1,291,000	1,317,000	1,343,000	1,370,000	1,397,000		102.0%
20,500	20,500	20,500	20,500	20,500		100.0%
1,782,849	1,777,457	1,771,879	1,766,109	1,760,138		
240,000	240,000	240,000	240,000	240,000		
-	-	-	-	-		
143,000	147,000	121,000	99,000	100,000	Contingency is 3% of Operating Revenue Average use in recent history is zero.	
5,589,599	5,681,207	5,745,629	5,816,859	5,913,888		
(814,599)	(765,207)	(1,714,629)	(2,523,859)	(2,582,888)		
2,587,536	1,915,937	1,297,730	(295,899)	(2,720,758)		
\$ 1,772,937	\$ 1,150,730	\$ (416,899)	\$ (2,819,758)	\$ (5,303,646)		
1,772,937	1,150,730	(416,899)	(2,819,758)	(5,303,646)		
-	-	-	-	-		
1,772,937	1,150,730	(416,899)	(2,819,758)	(5,303,646)		
1,777,457	1,771,879	1,766,109	1,760,138	1,755,000	Minimum Debt Requirement	
(4,520)	(621,149)	(2,183,008)	(4,579,896)	(7,058,646)		

wastewater fund long-term plan-continued

WASTEWATER FUND - Capital Detail				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#675	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
System Development Charges (SDC) - Reimbursement	276,655	328,633	262,982	160,000	135,000	140,000
System Development Charges - Improvement	155,618	184,856	147,928	90,000	70,000	75,000
Interfund Loan					-	
Bond Issue	-	-	-	-	-	3,000,000
Total Revenues	432,273	513,489	410,910	250,000	205,000	3,215,000
<i>Actual % of Final Budget</i>	<i>96.70%</i>	<i>102.20%</i>	<i>85.50%</i>		<i>82.00%</i>	
Expenditures						
Collection - CIP	-	-		666,500	195,250	894,800
Treatment - CIP	-	-		481,250	306,250	184,375
WWTP Construction	83,189	-	-	-	-	
Interfund Loan			-	-		
SDC Reimbursements	44,227	13,146		192,160	80,700	
SDC Reimbursements - Debt Service						
SDC Improvements	24,877	7,395	274,072	108,090	93,500	360,826
	-	-			-	
Total Expenditures	152,293	20,541	274,072	1,448,000	675,700	1,440,001
<i>Actual % of Final Budget</i>	<i>90.60%</i>	<i>91.00%</i>	<i>71.10%</i>		<i>46.66%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>92.10%</i>	<i>93.50%</i>	<i>72.70%</i>		<i>46.66%</i>	
Revenues Over (Under) Expenditures	279,980	492,948	136,838	(1,198,000)	(470,700)	1,774,999
Working Capital Carryover	877,711	1,157,691	1,650,639	1,747,802	1,787,477	1,316,777
Ending Fund Balance	\$ 1,157,691	\$ 1,650,639	\$ 1,787,477	\$ 549,802	\$ 1,316,777	\$ 3,091,776
Capital Reconciliation						
SDC Reimbursement	739,282	1,054,769	1,317,751	1,285,591	1,372,051	1,512,051
WWTP debt not paid by F&B - Rates or SDC						
SDC Improvements	418,409	595,870	469,726	451,636	446,226	160,400
Waste Water Bond Proceeds Balance						1,500,000
Interfund Loan Receivable			-	-	-	-
Other	-	-	(0)	(1,187,425)	(501,500)	(80,675)
Total Fund Balance	1,157,691	1,650,639	1,787,477	549,802	1,316,777	3,091,776

wastewater fund long-term plan-continued

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
143,000	146,000	149,000	152,000	155,000		102.0%
77,000	79,000	81,000	83,000	85,000		102.0%
-	-	-	-	-		
-	-	-	-	-		
220,000	225,000	230,000	235,000	240,000		
491,250	210,250	198,250	106,250	133,250		105.0%
962,500	87,500		131,250	62,500		
					per CIP	
					per CIP	
296,250	87,250	266,750	152,500	221,250	per CIP	
1,750,000	385,000	465,000	390,000	417,000		
(1,530,000)	(160,000)	(235,000)	(155,000)	(177,000)		
3,091,776	1,561,776	1,401,776	1,166,776	1,011,776		
\$ 1,561,776	\$ 1,401,776	\$ 1,166,776	\$ 1,011,776	\$ 834,776		
1,655,051	1,801,051	1,950,051	2,102,051	2,257,051		
(58,850)	(67,100)	(252,850)	(322,350)	(458,600)		
		750,000				
(34,425)	(332,175)	(1,280,425)	(767,925)	(963,675)	Available to offset rates for debt service	
1,561,776	1,401,776	1,166,776	1,011,776	834,776		

Electric Fund Narrative

This Enterprise Fund is used to account for the electric operations and electric conservation programs. Resources are primarily from charges for services.

Long-Term Assumptions

- Assumes an overall rate increase of 10% during the year.
- Assumes the elimination of the surcharge by January 2008.
- BPA power will be reviewed and adjusted annually based upon contractual requirements.

Fund Balance

The fund balance policy requires a balance of 12% of revenues.

	Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400	Working Capital Carryover	\$ 1,497,827	\$ 1,539,766	\$ 2,527,430	\$ 2,128,492	\$ 2,035,107
	Intergovernmental					
	Federal	7,165	42,656	36,042	67,000	50,000
430	Total Intergovernmental	7,165	42,656	36,042	67,000	50,000
	Charges for Services					
	Sales	10,316,614	10,841,140	10,781,669	12,320,000	11,903,500
	Surcharge	1,329,577	1,266,655	1,135,060	-	576,300
	Miscellaneous Services	93,054	33,520	69,117	212,000	212,000
440	Total Charges for Services	11,739,245	12,141,315	11,985,846	12,532,000	12,691,800
	Interest on Investments					
	Interest on Pooled Investments	6,502	32,540	54,293	51,000	75,000
470	Total Interest on Investments	6,502	32,540	54,293	51,000	75,000
	Miscellaneous Revenues					
	Donations:	3,889	6,946	5,431	6,000	6,000
	Loan Proceeds:	46,588	48,985	50,006	45,000	45,000
	Miscellaneous Income	18,524	115,760	8,363	10,000	10,000
480	Total Miscellaneous Revenues	69,001	171,691	63,800	61,000	61,000
	Other Financing Sources					
	Other Financing Sources	-	-	-	500,000	800,000
	Interfund Loans	-	375,000	-	-	-
490	Total Other Financing Sources	-	375,000	-	500,000	800,000
	Total Electric Fund	\$ 13,319,740	\$ 14,302,968	\$ 14,667,411	\$ 15,339,492	\$ 15,712,907

electric fund long-term plan

ELECTRIC FUND	2004	2005	2006	2007	2007	2008
	Actual	Actual	Actual	Amended Budget	Estimate for the Year	Adopted Budget
#690						
Revenues						
Intergovernmental Revenue	\$ 7,165	\$ 42,656	\$ 36,042	\$ 67,000	\$ 40,000	\$ 50,000
Charges for Services	10,316,614	10,841,140	10,781,669	12,320,000	11,105,100	11,903,500
Fees	93,054	33,520	69,117	212,000	120,000	212,000
Surcharge	1,329,577	1,266,655	1,135,060	-	1,130,000	576,300
Interest on Investments	6,502	32,540	54,293	51,000	87,420	75,000
Miscellaneous Revenues	69,001	171,691	63,800	61,000	74,500	61,000
Other Financing Proceeds				500,000		800,000
Interfund Loan Proceeds		375,000		-		-
Total Revenues	11,821,913	12,763,202	12,139,981	13,211,000	12,557,020	13,677,800
<i>Actual % of Final Budget</i>	<i>100.40%</i>	<i>100.00%</i>	<i>94.20%</i>		<i>95.05%</i>	
Operational Expenditures						
Conservation - Personal Services	109,137	112,814	136,640	139,145	140,396	146,537
Conservation - Materials & Services	165,622	262,756	265,957	337,500	324,000	341,350
Conservation - Project				500,000		455,000
BPA Supply power costs	5,506,320	5,640,786	5,730,855	6,200,000	5,932,643	5,400,000
Supply - Materials & Services	242,861	238,900	296,050	357,504	343,200	357,504
Supply - Capital Outlay	13,241	7,222				345,000
Distribution - Personal Services	1,537,845	1,552,417	1,727,177	1,813,859	1,794,735	1,964,029
Distribution - Materials & Services	2,184,200	2,221,169	2,386,680	2,585,992	2,482,600	2,598,642
Distribution - Capital Outlay	675,938	580,749	535,884	790,000	558,400	897,000
BPA Transmission power costs	942,442	956,625	971,899	1,045,000	1,058,708	900,000
Transmission - Materials & Services	5,031	2,100		3,600	3,500	3,600
Debt Service Payment for Technology debt.	22,337	-				252,000
Operating Transfers Out		200,000	500,000			
Interfund Loan	375,000					-
Operating Contingency				381,000		375,000
Total Expenditures	11,779,974	11,775,538	12,551,142	14,153,600	12,638,182	14,035,662
<i>Actual % of Final Budget</i>	<i>93.50%</i>	<i>93.90%</i>	<i>89.60%</i>		<i>89.29%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>94.10%</i>	<i>94.70%</i>	<i>92.20%</i>		<i>91.76%</i>	
Revenues Over (Under) Expenditures	41,939	987,664	(411,161)	(942,600)	(81,162)	(357,862)
Working Capital Carryover	1,497,827	1,539,766	2,527,430	2,128,492	2,116,269	2,035,107
Operating Ending Fund Balance	\$ 1,539,766	\$ 2,527,430	\$ 2,116,269	\$ 1,185,892	\$ 2,035,107	\$ 1,677,245
Fund Balance Policy Requirement	1,418,630	1,486,580	1,456,800	1,525,320	1,506,840	1,545,340
Fund Balance and Contingency	1,914,766	2,527,430	2,116,269	1,566,892	2,035,107	2,052,245
Excess (Deficiency)	496,136	1,040,850	659,469	41,572	528,267	506,905

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000		
12,141,600	12,384,400	12,632,100	12,884,700	13,142,400	2008 10% Increase to absorb BPA surcharge+2% growth	102.0%
216,200	220,500	224,900	229,400	234,000		102.0%
	-	-	-	-	2008 BPA surcharge absorbed into regular rates	
65,000	55,000	45,000	35,000	25,000		102.0%
65,000	66,300	67,600	69,000	70,400		102.0%
-	-	-	-	-		
12,537,800	12,776,200	13,019,600	13,268,100	13,521,800		
154,000	162,000	170,000	179,000	188,000		105.0%
348,000	355,000	362,000	369,000	376,000		102.0%
-	-	-	-	-		0.0%
5,508,000	5,620,000	5,740,000	6,125,000	6,250,000	Calculated	0.0%
365,000	372,000	379,000	387,000	395,000		102.0%
15,000	15,000	15,000	15,000	15,000		0.0%
2,062,000	2,165,000	2,273,000	2,387,000	2,506,000		105.0%
2,651,000	2,704,000	2,758,000	2,813,000	2,869,000		102.0%
660,000	660,000	660,000	660,000	660,000		0.0%
1,149,500	1,149,500	1,349,500	1,349,500	1,349,500	Calculated	0.0%
4,000	4,000	4,000	4,000	4,000		102.0%
252,000	252,000	252,000	252,000	252,000	Amounts in 2008 and after appropriated in Distribution M&S.	
-	-	-	-	-		0.0%
376,000	383,000	391,000	398,000	406,000	Contingency is 3% of Operating Revenue Average use in recent history is 48.4%.	0.0%
13,544,500	13,841,500	14,353,500	14,938,500	15,270,500		
(1,006,700)	(1,065,300)	(1,333,900)	(1,670,400)	(1,748,700)		
2,052,245	1,421,545	739,245	(203,655)	(1,476,055)		
\$ 1,045,545	\$ 356,245	\$ (594,655)	\$ (1,874,055)	\$ (3,224,755)		
1,504,540	1,533,140	1,562,350	1,592,170	1,622,620	Policy is 12% of Annual Revenues	
1,421,545	739,245	(203,655)	(1,476,055)	(2,818,755)		
(82,995)	(793,895)	(1,766,005)	(3,068,225)	(4,441,375)		

Telecommunication Fund Narrative

The fund represents the telecommunication services provided by the City. In FY 2007, the City Council decided to transition out of the Cable TV industry. During FY 2008, the City will continue to evaluate the Ashland Fiber Network's ongoing services, develop and implement a technology plan, and completely transition out of the Cable TV industry.

Fund Balance

The fund balance policy requires a balance of 20% of revenues which was established in FY 2007.

telecommunication fund resources

TELECOMMUNICATION FUND

	Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400	Working Capital Carryover	\$ 388,018	\$ 62,636	\$ 898,750	\$ 323,454	\$ 773,232
	Taxes					
	Franchises:	121,328	87,451	92,685	18,000	30,000
410	Total Taxes	121,328	87,451	92,685	18,000	30,000
	Charges for Services					
	Sales:					
	CATV	931,761	1,140,097	1,225,884	292,000	93,792
	HighSpeed	268,688	217,417	220,034	246,000	218,868
	Internet	950,645	1,113,216	1,248,262	1,200,000	1,315,212
	Misc Services	23,743	23,435	9,801		53,002
440	Total Charges for Services	2,174,837	2,494,165	2,703,981	1,738,000	1,680,874
	Interest on Investments					
	Interest on Pooled Investments	2,173	10,331	6,423	2,000	15,450
470	Total Interest on Investments	2,173	10,331	6,423	2,000	15,450
	Miscellaneous Revenues					
	Miscellaneous Income	54,530	16,902	34,654	16,000	16,000
480	Total Miscellaneous Revenues	54,530	16,902	34,654	16,000	16,000
	Other Financing Sources					
	Transfer in	-	200,000	500,000		
	Interfund Loans	6,925,000	-			
	Proceeds from Debt Issuance	-	15,500,000			
490	Total Other Financing Sources	6,925,000	15,700,000	500,000	-	-
	Total Telecommunications Fund	\$ 9,665,886	\$ 18,371,485	\$ 4,236,493	\$ 2,097,454	\$ 2,515,556

telecommunication fund long-term plan

TELECOMMUNICATION FUND

#691

Revenues

	2004 Actual	2005 Actual	2006 Actual	2007 Amended Budget	2007 Estimate for the Year	2008 Adopted Budget
Taxes	\$ 121,328	\$ 87,451	\$ 92,685	\$ 18,000	\$ 30,000	\$ 30,000
Charges for Services	2,174,837	2,494,165	2,703,981	1,738,000	1,935,000	1,680,874
Interest on Investments	2,173	10,331	6,423	2,000	15,000	15,450
Miscellaneous Revenues	54,530	16,902	34,654	16,000	15,995	16,000
Other Financing Sources	-	15,500,000	-	-	-	-
Interfund Loan	6,925,000	-	-	-	-	-
Operating Transfers In	-	200,000	500,000	-	-	-
Total Revenues	9,277,868	18,308,849	3,337,743	1,774,000	1,995,995	1,742,324

Actual % of Final Budget

98.90% 90.10% 77.20% 112.51%

Expenditures

Promotions - Personal Services	8,210	12,250	5,732	12,204	2,000	
Promotions - Materials & Services	134,985	71,368	86,918	111,404	70,000	
Cable Television - Personal Services	320,875	350,091	293,261	190,840	168,076	-
Cable Television - Materials & Services	1,145,215	1,494,973	1,201,093	387,906	354,015	-
Cable Television - Capital Outlay	154,146	64,311	82,773	-	-	-
Internet - Personal Services	305,343	269,274	293,231	372,669	361,240	544,609
Internet - Materials & Services	430,647	390,617	318,895	348,325	334,186	490,924
Internet - Capital Outlay	-	-	-	49,000	49,000	192,700
High Speed - Personal Services	31,767	42,493	55,058	115,350	103,533	94,100
High Speed - Materials & Services	159,147	166,640	143,368	171,145	171,100	246,207
High Speed - Capital Outlay	-	-	3,911	21,000	128,300	128,300
Debt service/Payment for Technology debt.	6,912,915	14,610,720	1,233,566	-	-	356,000
Contingency	-	-	-	100,000	-	100,000
Total Expenditures	9,603,250	17,472,735	3,717,806	1,879,843	1,741,450	2,152,840

Actual % of Final Budget

96.30% 98.00% 71.20% 92.64%

Actual % of Final Budget minus Contingency

97.00% 98.30% 90.10% 97.84%

Revenues Over (Under) Expenditures

Working Capital Carryover	388,018	62,636	898,750	323,454	518,687	773,232
Ending Fund Balance	\$ 62,636	\$ 898,750	\$ 518,687	\$ 217,611	\$ 773,232	\$ 362,716

Fund Balance Policy Requirement

Fund Balance and Contingency

Excess (Deficiency)

- - - - - 350,000
62,636 898,750 518,687 317,611 773,232 462,716
62,636 898,750 518,687 317,611 773,232 112,716
- - -

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	Revenue projections based upon	100.0%
1,767,553	1,856,951	1,956,078	2,060,917	2,165,000	adopted business plan.	105.0%
10,900	10,900	10,400	10,000	10,100		103.0%
16,000	16,000	16,000	16,000	16,000		100.0%
-	-	-	-	-		
-	-	-	-	-		
-	-	-	-	-		
1,824,453	1,913,851	2,012,478	2,116,917	2,221,100		
						105.0%
						103.0%
-	-	-	-	-		105.0%
-	-	-	-	-		110.0%
-	-	-	-	-		100.0%
571,800	600,400	630,400	661,900	695,000	Expense projections based upon	105.0%
505,700	520,900	536,500	552,600	569,200	adopted business plan.	103.0%
						100.0%
98,800	103,700	108,900	114,300	120,000		105.0%
253,600	261,200	269,000	277,100	285,400		103.0%
194,275	194,275	129,275	129,275	129,275		100.0%
200,000	250,000	350,000	380,000	380,000	Amounts in 2008 and after appropriated in Internet M&S.	
100,000	100,000	100,000	100,000	100,000	Contingency raised to \$100,000 due to industry fluctuations.	
1,924,175	2,030,475	2,124,075	2,215,175	2,278,875		
					Average use of Contingency in recent history is 6.4%	
					In FY 2006 an additional amount was added to Contingency	
					through a supplemental budget. Very little of that	
(99,722)	(116,624)	(111,597)	(98,258)	(57,775)	amount was used. That change to Contingency was not included	
462,716	462,994	446,370	434,773	436,515	in calculating use of the original Contingency amount.	
\$ 362,994	\$ 346,370	\$ 334,773	\$ 336,515	\$ 378,740		
365,000	383,000	402,000	423,000	444,000	Policy is 20% of Annual Revenues	
462,994	446,370	434,773	436,515	478,740	Established in FY 2006-2007.	
97,994	63,370	32,773	13,515	34,740		

Central Services Fund Narrative

The Central Services Fund is an internal service fund. Under governmental fund accounting, an internal service fund is one that provides support for other departments, which in turn provide services to the public. The City of Ashland has three internal service funds: (1) the Central Services fund, (2) the Equipment Fund, and (3) the Insurance Fund. The Central Services Fund includes five departments: Administration, Administrative Services, City Recorder, Information Technology and Public Works. This is the second year that the Facilities Division of Public Works is shown residing in the Capital Improvement Fund, where it was previously shown in this fund. The figures for 2006 and prior do not reflect this change, only outgoing years.

Revenues supporting Central Services are charged out monthly to departments based on benefits received. The department allocations are made during the budget process based on a matrix called the Central Services Allocation.

Central Services. This charge remained constant this year. This fund had a large fund balance in the past which was used instead of increasing fees to departments. The fund balance is now at an acceptable level.

Long-Term Assumptions

- Charges for services are expected to increase 2% in the future.
- Expenditures are expected to increase between 2 to 5 % each year in the future.

Fund Balance

The fund balance policy calls for the fund balance to consist of a 3% contingency. This is met in all years.

central services fund resources

CENTRAL SERVICE FUND

	Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400	Working Capital Carryover	\$ 947,953	\$ 569,013	\$ 185,137	\$ 222,167	\$ 578,732
	Taxes					
	Late and Penalty	-	6,668	16,987	15,000	17,000
410	Total Taxes	-	6,668	16,987	15,000	17,000
	Charges for Services					
	Finance Department Services	154,986	168,854	191,535	-	14,000
	Recorder Services	-	-	-	-	100
	Lien Search	15,640	14,480	12,179	15,000	13,000
	Passport Fees	-	-	8,566	-	30,000
	Public Works Services	417,995	469,095	386,947	571,032	300,000
	Interdepartmental	3,898,000	3,908,735	4,996,166	4,996,662	5,104,608
440	Total Charges for Services	4,486,621	4,561,164	5,595,393	5,582,694	5,461,708
	Interest on Investments					
	Interest on Pooled Investments	10,566	17,881	24,040	18,000	20,000
470	Total Interest on Investments	10,566	17,881	24,040	18,000	20,000
	Miscellaneous Revenues					
	Miscellaneous Income	109,094	79,255	34,410	85,000	85,000
480	Total Miscellaneous Revenues	109,094	79,255	34,410	85,000	85,000
	Total Central Services Fund	\$ 5,554,234	\$ 5,233,981	\$ 5,855,967	\$ 5,922,861	\$ 6,162,440

central services fund long-term plan

CENTRAL SERVICES FUND				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#710	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Taxes	\$ -	\$ 6,668	\$ 16,987	\$ 15,000	\$ 15,000	17,000
Charges for Services	4,486,621	4,561,164	5,595,393	5,582,694	5,389,237	5,461,708
Interest on Investments	10,566	17,881	24,040	18,000	30,000	20,000
Miscellaneous Revenues	109,094	79,255	34,410	85,000	85,000	85,000
Operating Transfers In	-	-	-	-	-	-
Total Revenues	4,606,281	4,664,968	5,670,830	5,700,694	5,519,237	5,583,708
Actual % of Final Budget	91.40%	94.90%	96.80%		96.82%	
Expenditures						
Administration - Personal Services *	793,869	811,627	676,378	819,358	692,196	1,091,530
Administration - Materials & Services *	286,618	244,000	201,561	227,767	230,775	411,050
IT - Computer Services - Personal Services	368,925	522,082	615,653	668,270	650,403	799,900
IT - Computer Services - Materials & Services	380,211	233,111	201,286	173,518	228,867	335,688
IT - Computer Services - Capital Outlay	-	-	27,484	140,600	37,000	30,000
Administrative Services - Personal Services **	1,027,527	1,026,073	1,331,933	1,386,470	1,300,000	1,116,570
Administrative Services - Materials & Services **	352,125	371,220	497,786	593,054	550,000	443,960
Administrative Services - Capital Outlay **	-	250	11,949	15,000	15,000	15,000
City Recorder - Personal Services	132,965	138,519	149,656	152,492	155,474	181,670
City Recorder - Materials & Services	26,281	27,268	27,593	117,276	110,000	116,899
Public Works - Personal Services ***	1,118,350	1,089,467	1,092,073	1,166,082	1,100,000	1,115,660
Public Works - Materials & Services ***	498,350	585,227	577,595	322,381	309,800	271,526
Public Works - Capital Outlay ***	-	-	6,010	-	-	-
Transfers	-	-	-	-	-	-
Contingency	-	-	-	47,800	-	150,000
Total Expenditures	4,985,221	5,048,844	5,416,957	5,830,068	5,379,515	6,079,453
Actual % of Final Budget	91.80%	89.50%	88.50%		92.27%	
Actual % of Final Budget minus Contingency	94.10%	91.70%	90.70%		93.03%	
Revenues Over (Under) Expenditures	(378,940)	(383,876)	253,873	(129,374)	139,722	(495,745)
Working Capital Carryover	947,953	569,013	185,137	222,167	439,010	578,732
Ending Fund Balance	\$ 569,013	\$ 185,137	\$ 439,010	\$ 92,793	\$ 578,732	\$ 82,987
					-	
Fund Balance Policy Requirement	138,000	140,000	170,000	171,000	166,000	168,000
Fund Balance and Contingency	569,013	185,137	439,010	140,593	578,732	232,987
Excess (deficiency)	431,013	45,137	269,010	(30,407)	412,732	64,987

*Includes Human Resources in 2004, 2005 and 2008

**Includes Human Resources in 2006 and 2007

***Includes Facilities Division that was transferred to CIP in 2007

central services fund long-term plan

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
17,700	18,400	19,100	19,900	20,700		104.0%
5,571,000	5,682,000	5,796,000	5,912,000	6,030,000		102.0%
17,400	7,000	-	-	-	Flat	103.0%
87,000	89,000	91,000	93,000	95,000		102.0%
-	-	-	-	-		
5,693,100	5,796,400	5,906,100	6,024,900	6,145,700		
1,146,000	1,203,000	1,263,000	1,326,000	1,392,000		105.0%
419,000	427,000	436,000	445,000	454,000		102.0%
840,000	882,000	926,000	972,000	1,021,000		105.0%
342,000	349,000	356,000	363,000	370,000		102.0%
30,000	30,000	30,000	30,000	30,000		100.0%
1,172,000	1,231,000	1,293,000	1,358,000	1,426,000		105.0%
453,000	462,000	471,000	480,000	490,000		102.0%
15,000	15,000	15,000	15,000	15,000		100.0%
184,000	193,000	203,000	213,000	224,000		105.0%
119,000	121,000	123,000	125,000	128,000		102.0%
1,171,000	1,230,000	1,292,000	1,357,000	1,425,000		105.0%
277,000	283,000	289,000	295,000	301,000		102.0%
-	-	-	-	-		100.0%
-	-	-	-	-		
171,000	174,000	177,000	181,000	184,000	Contingency is 3% of Operating Revenue	
6,339,000	6,600,000	6,874,000	7,160,000	7,460,000	Average use in recent 6.4% history is 6.9%	
(645,900)	(803,600)	(967,900)	(1,135,100)	(1,314,300)		
232,987	(241,913)	(871,513)	(1,662,413)	(2,616,513)		
\$ (412,913)	\$ (1,045,513)	\$ (1,839,413)	\$ (2,797,513)	\$ (3,930,813)		
171,000	174,000	177,000	181,000	184,000	Policy is 3% of Annual Revenues	
(241,913)	(871,513)	(1,662,413)	(2,616,513)	(3,746,813)		
(412,913)	(1,045,513)	(1,839,413)	(2,797,513)	(3,930,813)		

Insurance Services Fund Narrative

The Insurance Services Fund is an internal service fund that accounts for insurance and risk management activities.

Long-Term Assumptions

Charges for services. Charges are estimated to increase at 3 % in the future years to pay for increased claims activity and higher premiums.

Personal Services. A full time Analyst/Claims Manager is charged to this fund beginning in FY 2008.

Fund Balance

The fund balance is based on activity.

insurance services fund resources

INSURANCE SERVICE FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 145,978	\$ 934,499	\$ 1,036,331	\$ 530,834	\$ 1,120,790
Charges for Services					
Interdepartmental:	676,023	564,431	569,112	617,485	617,485
Reimbursements (Hospital)	376,506	-			
440 Total Charges for Services	1,052,529	564,431	569,112	617,485	617,485
Interest on Investments					
Interest on Pooled Investments	4,972	30,767	44,491	37,000	50,000
470 Total Interest on Investments	4,972	30,767	44,491	37,000	50,000
Miscellaneous Revenues					
Miscellaneous Income	529,137	3,130	8,389	-	5,000
480 Total Miscellaneous Revenues	529,137	3,130	8,389	-	5,000
Other Financing Sources					
Interfund Loans	-	-		400,000	
490 Total Other Financing Sources	-	-	-		-
Total Insurance Services Fund	\$ 1,732,616	\$ 1,532,827	\$ 1,658,323	\$ 1,185,319	\$ 1,793,275

insurance services fund long-term plan

INSURANCE SERVICES FUND				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#720	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Charges for Services	\$ 1,052,529	\$ 564,431	\$ 569,112	\$ 617,485	\$ 610,000	\$ 617,485
Interest on Investments	4,972	30,767	44,491	37,000	50,000	50,000
Miscellaneous Revenues	529,137	3,130	8,389	-	5,000	5,000
Interfund Loan	-	-	-	400,000	-	-
Total Revenues	1,586,638	598,328	621,992	1,054,485	665,000	672,485
Actual % of Final Budget	205.70%	98.10%	106.20%		63.06%	
Expenditures						
Personal Services	-	-	-	400,000	-	85,000
Materials and Services	798,117	496,496	597,533	661,291	605,000	700,000
Transfers	-	-	-	-	-	-
Interfund Loan	-	-	-	-	-	-
Operating Contingency	-	-	-	32,000	-	100,000
Total Expenditures	798,117	496,496	597,533	1,093,291	605,000	885,000
Actual % of Adopted Budget	93.10%	66.50%	53.40%		55.34%	
Actual % of Adopted Budget minus Contingency	94.50%	76.70%	58.70%		57.01%	
Revenues Over (Under) Expenditures	788,521	101,832	24,459	(38,806)	60,000	(212,515)
Working Capital Carryover	145,978	934,499	1,036,331	530,834	1,060,790	1,120,790
Ending Fund Balance	\$ 934,499	\$ 1,036,331	\$ 1,060,790	\$ 492,028	\$ 1,120,790	\$ 908,275
Fund Balance Policy Requirement	458,000	467,160	469,450	495,000	481,000	497,000
Fund Balance and Contingency	934,499	1,036,331	1,060,790	524,028	1,120,790	1,008,275
Interfund Loan Receivable	-	-	-	-	-	-
Excess (deficiency)	476,499	569,171	591,340	29,028	639,790	511,275

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 630,000	\$ 643,000	\$ 656,000	\$ 669,000	\$ 682,000		102.0%
\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000		100.0%
3,000	3,000	3,000	3,000	3,000		
-	-	-	-	-		
683,000	696,000	709,000	722,000	735,000		
89,000	93,000	98,000	103,000	108,000		105.0%
700,000	700,000	700,000	700,000	700,000	Estimated on premiums and projected claims	103.0%
-	-	-	-	-		
-	-	-	-	-		
100,000	100,000	100,000	100,000	100,000	Industry changes encourage this increase.	
889,000	893,000	898,000	903,000	908,000	Contingency is 3% of Operating Revenue Average use in recent history is 32.1%.	
(206,000)	(197,000)	(189,000)	(181,000)	(173,000)		
1,008,275	902,275	805,275	716,275	635,275		
\$ 802,275	\$ 705,275	\$ 616,275	\$ 535,275	\$ 462,275		
512,000	527,000	543,000	559,000	576,000	Fund Balance Policy is a minimum of \$350,000 adjusted by CPI from 1993	103.0%
902,275	805,275	716,275	635,275	562,275		
-	-	-	-	-		
390,275	278,275	173,275	76,275	(13,725)		

Equipment Fund Narrative

This fund is an internal service fund that provides for the maintenance and replacement of most motorized equipment within the City.

Charges for Services. Represents the charges to departments for operating, maintaining, and replacement of vehicles. Budgets are estimated based on the estimated cost providing these services. All departments and divisions are billed monthly according to use.

Long-Term Assumptions

- Charges for services are expected to increase 3% per year.

Fund Balance

The fund balance policy requires a balance of 10% of revenues.

equipment fund resources

EQUIPMENT FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 1,121,598	\$ 1,224,311	\$ 1,489,055	\$ 1,450,069	\$ 1,344,280
Charges for Services					
Technology Fee	64,880	62,860	65,473	63,654	63,000
Maintenance Services	606,170	576,415	561,637	538,088	540,000
Equipment Replacement	557,170	565,740	587,657	658,486	660,000
Fuel Sales	43,737	48,392	41,587	57,933	60,000
440 Total Charges for Services	1,271,957	1,253,407	1,256,354	1,318,161	1,323,000
Interest on Investments					
Interest on Pooled Investments	9,776	29,345	51,076	44,000	44,000
470 Total Interest on Investments	9,776	29,345	51,076	44,000	44,000
Miscellaneous Revenues					
Miscellaneous Income	1,010	164,092	14,936		
Sale of Equipment	117,296	-	42,390	50,000	50,000
480 Total Miscellaneous Revenues	118,306	164,092	57,326	50,000	50,000
Total Equipment Fund	\$ 2,521,637	\$ 2,671,155	\$ 2,853,811	\$ 2,862,230	\$ 2,761,280

equipment fund long-term plan

EQUIPMENT FUND				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
#730	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Charges for Services	\$ 1,271,957	\$ 1,253,407	\$ 1,256,354	\$ 1,318,161	\$ 1,357,110	\$ 1,323,000
Interest on Investments	9,776	29,345	51,076	44,000	60,000	44,000
Miscellaneous Revenues	118,306	164,092	57,326	50,000	50,000	50,000
Interfund Loan	-	-	-	-	-	-
Total Revenues	1,400,039	1,446,844	1,364,756	1,412,161	1,467,110	1,417,000
Actual % of Final Budget	90.60%	97.90%	100.00%		103.89%	
Expenditures						
Personal Services	244,913	239,543	215,284	266,474	272,000	268,701
Materials and Services	423,413	421,100	452,181	519,957	499,000	503,222
Capital Outlay	629,000	521,457	676,176	1,415,000	862,000	1,438,000
Interfund Loan	-	-	-	-	-	-
Operating Contingency	-	-		42,000	-	43,000
Total Expenditures	1,297,326	1,182,100	1,343,641	2,243,431	1,633,000	2,252,923
Actual % of Final Budget	75.50%	75.90%	69.10%		72.79%	
Actual % of Final Budget minus Contingency	83.30%	85.90%	75.90%		74.18%	
Revenues Over (Under) Expenditures	102,713	264,744	21,115	(831,270)	(165,890)	(835,923)
Working Capital Carryover	1,121,598	1,224,311	1,489,055	1,450,069	1,510,170	1,344,280
Ending Fund Balance	\$ 1,224,311	\$ 1,489,055	\$ 1,510,170	\$ 618,799	\$ 1,344,280	\$ 508,357

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 1,363,000	\$ 1,404,000	\$ 1,446,000	\$ 1,446,000	\$ 1,489,000		103.0%
30,000	30,000	30,000	30,000	30,000		102.0%
50,000	50,000	50,000	50,000	50,000		100.0%
-	-	-	-	-		
1,443,000	1,484,000	1,526,000	1,526,000	1,569,000		
282,000	296,000	311,000	311,000	327,000		105.0%
513,000	523,000	533,000	533,000	544,000		102.0%
700,000	700,000	700,000	700,000	700,000		100.0%
-	-	-	-	-		
43,000	45,000	46,000	46,000	47,000	Contingency is 3% of Operating Revenue	
1,538,000	1,564,000	1,590,000	1,590,000	1,618,000	Average use in recent history is 2.9%	
(95,000)	(80,000)	(64,000)	(64,000)	(49,000)		
551,357	499,357	464,357	464,357	446,357		
\$ 456,357	\$ 419,357	\$ 400,357	\$ 400,357	\$ 397,357	Policy is 10% of Annual Revenues	

Cemetery Trust Fund Narrative

This fund accounts for trust monies derived from bequests and perpetual care given to the city for the maintenance and preservation of the cemeteries and mausoleums. By City Charter, only the interest earned on the trust may be used for the operation and maintenance of the cemeteries, and is transferred on a monthly basis to fund operations, while the principal continues to grow by an amount equal to the perpetual care revenues received.

Sales. The perpetual care portion of each cemetery sale of graves, niches, or crypts is accounted for here. This revenue is expected to remain stable for the near future.

Interest on Investments. Interest earnings are estimated to remain stable for the near future.

Operating Transfers In. By City Charter, the Cemetery operations is required to pay an amount not less than \$500 per year to assure the perpetual continuity of the trust.

Long-Term Assumptions

- This revenue is expected to remain stable.
- Rates are expected to increase from a review of the current rate structure.

Fund Balance

No minimum fund balance is required.

cemetery trust fund resources

CEMETERY TRUST FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
400 Working Capital Carryover	\$ 679,646	\$ 684,476	\$ 702,629	\$ 716,912	\$ 753,953
Charges for Services					
Sales:	5,568	14,734	17,936	17,800	20,000
440 Total Charges for Services	5,568	14,734	17,936	17,800	20,000
Interest on Investments					
Interest on Pooled Investments	5,655	15,279	22,532	19,000	25,000
470 Total Interest on Investments	5,655	15,279	22,532	19,000	25,000
Miscellaneous Revenues					
Miscellaneous Income	-	-	1,283	-	-
480 Total Miscellaneous Revenues	-	-	1,283	-	-
Other Financing Sources					
Other Financing Sources					
Interfund loans					
Operating Transfers In:					
From General Fund	500	500	500	500	500
490 Total Other Financing Sources	500	500	500	500	500
Total Cemetery Trust Fund	\$ 691,369	\$ 714,989	\$ 744,880	\$ 754,212	\$ 799,453

cemetery trust fund long-term plan

CEMETERY TRUST FUND

#810

Revenues

	2004 Actual	2005 Actual	2006 Actual	2007 Amended Budget	2007 Estimate for the Year	2008 Adopted Budget
Charges for Services	\$ 5,568	\$ 14,734	\$ 17,936	\$ 17,800	\$ 25,000	\$ 20,000
Interest on Investments	5,655	15,279	22,532	19,000	28,000	25,000
Miscellaneous	-	-	1,283	-	-	-
Operating Transfers In	500	500	500	500	500	500
Total Revenues	11,723	30,513	42,251	37,300	53,500	45,500

Expenditures

Operating Transfers Out	6,893	12,360	25,451	19,000	18,976	25,000
Total Expenditures	6,893	12,360	25,451	19,000	18,976	25,000

Revenues Over (Under) Expenditures

Working Capital Carryover	679,646	684,476	702,629	716,912	719,429	753,953
Ending Fund Balance	\$ 684,476	\$ 702,629	\$ 719,429	\$ 735,212	\$ 753,953	\$ 774,453

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000		100.0%
25,000	25,000	25,000	25,000	25,000		100.0%
-	-	-	-	-		
500	500	500	500	500	Per charter	
45,500	45,500	45,500	45,500	45,500		
25,000	25,000	25,000	25,000	25,000	Interest earnings transfer to General Fund	
25,000	25,000	25,000	25,000	25,000		
20,500	20,500	20,500	20,500	20,500		
774,453	794,953	815,453	835,953	856,453		
\$ 794,953	\$ 815,453	\$ 835,953	\$ 856,453	\$ 876,953		

Parks and Recreation Fund Narrative

The Parks and Recreation fund includes the general activities of the Parks program. Revenues include taxes, grants, charges for services and donations.

Taxes. The tax rate remains the same as the prior year at \$2.09.

Intergovernmental Revenues. Grants for \$30,000 are anticipated for FY 2008.

Charges for Services. Contracted Services, rents and program fees are expected to remain constant in future years.

Long-Term Assumptions

- This revenue is expected to remain stable.
- Rates are expected to increase slightly at the same time as demand decreases.

Fund Balance

A minimum of 20% of operational revenues.

parks and recreation fund resources

PARKS & RECREATION FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Working Capital Carryover	\$ 1,403,171	\$ 1,558,332	\$ 1,679,875	\$ 1,401,920	\$ 1,505,166
Taxes					
Property Taxes					
Current	3,009,290	3,123,803	3,075,651	3,538,560	3,891,400
Prior	139,596	120,398	334,033	130,400	130,000
Total Taxes	3,148,886	3,244,201	3,409,684	3,668,960	4,021,400
Intergovernmental Revenues					
FEMA	-	-			
Grants	9,297	2,310	33,536	55,000	30,000
Total Intergovernmental	9,297	2,310	33,536	55,000	30,000
Charges for Service					
Community Center Rent	32,359	38,929	38,804	40,500	40,500
Contract Service Fees	133,000	313,708	207,800	217,820	264,500
Golf Course Fees	333,203	330,634	319,055	352,000	305,000
Park Fees	197,815	44,186	49,333	60,000	50,000
Recreation Program Fees	163,499	148,156	199,558	147,500	150,000
Total Charges for Services	859,876	875,613	814,550	817,820	810,000
Interest on Investments					
Interest on Pooled Investments	25,776	47,250	61,999	55,000	55,000
Total Interest on Investments	25,776	47,250	61,999	55,000	55,000
Miscellaneous					
Donations	17,382	27,248	36,767	60,000	20,000
Miscellaneous Income	14,978	-	11,553		10,000
Total Miscellaneous Income	32,360	27,248	48,320	60,000	30,000
Other Financing Sources					
Operating Transfers In					
From General Fund	-	43,333	-		-
From Central Service Fund		-	-	-	-
Total Other Financing Sources	-	43,333	-	-	-
Total Parks & Recreation	\$ 5,479,366	\$ 5,798,287	\$ 6,047,964	\$ 6,058,700	\$ 6,451,566

parks and recreation fund long-term plan

PARKS AND RECREATION FUND

	2004	2005	2006	2007	2007	2008
	Actual	Actual	Actual	Amended Budget	Estimate for the Year	Adopted Budget
Revenues						
Taxes	\$ 3,148,886	\$ 3,244,201	\$ 3,409,684	\$ 3,668,960	\$ 3,854,240	\$ 4,021,400
Intergovernmental Revenues	9,297	2,310	33,536	55,000	30,000	30,000
Charges for Service	859,876	875,613	814,550	817,820	808,000	810,000
Interest on Investments	25,776	47,250	61,999	55,000	55,000	55,000
Miscellaneous	32,360	27,248	48,320	60,000	20,000	30,000
Transfers In		43,333	-	-		-
Total Revenues	4,076,195	4,239,955	4,368,089	4,656,780	4,767,240	4,946,400
<i>Actual % of Final Budget</i>	<i>101.20%</i>	<i>101.50%</i>	<i>98.70%</i>		<i>102.37%</i>	
Expenditures						
Parks Division - Personal Services	1,825,135	1,979,665	1,955,912	2,114,500	2,074,145	2,194,826
Parks Division - Materials & Services	1,197,728	1,286,475	1,196,484	1,421,750	987,256	1,428,250
Parks Division - Capital Outlay	270,841	83,722	49,744	325,000	325,000	325,000
Parks Division - Debt Service	14,072	14,072	10,065	7,000	7,000	7,000
Recreation Division - Personal Services	151,236	226,595	565,748	699,500	681,490	805,127
Recreation Division - Materials & Services	56,593	132,504	287,320	259,200	217,038	246,600
Golf Division - Personal Services	155,633	159,962	161,893	191,000	176,440	194,018
Golf Division - Materials & Services	172,130	171,046	185,171	217,000	179,572	217,000
Golf Division - Capital Outlay	-	9,708	1,040	8,000	8,000	8,000
Debt Service	7,666	4,663	2,220	3,500	3,500	3,500
Transfers Out	70,000	50,000	125,000	110,000	110,000	110,000
Contingency	-	-		35,000	-	35,000
Total Expenditures	3,921,034	4,118,412	4,540,597	5,391,450	4,769,441	5,574,321
<i>Actual % of Final Budget</i>	<i>91.20%</i>	<i>91.20%</i>	<i>89.50%</i>		<i>88.46%</i>	
<i>Actual % of Final Budget minus Contingency</i>	<i>92.00%</i>	<i>92.00%</i>	<i>90.10%</i>		<i>89.04%</i>	
Revenues Over (Under) Expenditures	155,161	121,543	(172,508)	(734,670)	(2,201)	(627,921)
Working Capital Carryover	1,403,171	1,558,332	1,679,875	1,401,920	1,507,367	1,505,166
Ending Fund Balance	\$ 1,558,332	\$ 1,679,875	\$ 1,507,367	\$ 667,250	\$ 1,505,166	\$ 877,245
Fund Balance Requirement	693,000	732,000	795,000	944,000	839,000	977,000
Fund Balance and Contingency	1,558,332	1,679,875	1,507,367	702,250	1,505,166	912,245
Excess (deficiency)	865,332	947,875	712,367	(241,750)	666,166	(64,755)

parks and recreation fund long-term plan

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 4,222,000	\$ 4,433,000	\$ 4,655,000	\$ 4,888,000	\$ 5,132,000		105.0%
20,000	20,000	20,000	20,000	20,000		100.0%
826,000	843,000	860,000	877,000	895,000		102.0%
57,000	59,000	61,000	63,000	65,000		103.0%
31,000	32,000	33,000	34,000	35,000		103.0%
-	-	-	-	-		
5,156,000	5,387,000	5,629,000	5,882,000	6,147,000		

2,353,000	2,471,000	2,595,000	2,725,000	2,861,000		105.0%
1,473,000	1,473,000	1,473,000	1,473,000	1,473,000	Flat	100.0%
200,000	150,000	125,000	125,000	125,000		100.0%
-	-	-	-	-		
845,000	887,000	931,000	978,000	1,027,000		105.0%
247,000	247,000	247,000	247,000	247,000	Flat	100.0%
204,000	214,000	225,000	236,000	248,000		105.0%
217,000	217,000	217,000	217,000	217,000	Flat	100.0%
-	-	-	-	-	Flat	100.0%
-	-	-	-	-	Calculated	
90,000	90,000	80,000	70,000	60,000	Flat	
35,000	35,000	35,000	35,000	35,000		
5,664,000	5,784,000	5,928,000	6,106,000	6,293,000		

(508,000)	(397,000)	(299,000)	(224,000)	(146,000)
912,245	439,245	77,245	(186,755)	(186,755)
\$ 404,245	\$ 42,245	\$ (221,755)	\$ (410,755)	\$ (332,755)

997,000	1,019,000	1,046,000	1,080,000	1,116,000
439,245	77,245	(186,755)	(375,755)	(297,755)
(557,755)	(941,755)	(1,232,755)	(1,455,755)	(1,413,755)

Target is 20% of Annual Revenues

Parks Capital Improvement Fund Narrative

This fund accounts for revenues from Interfund transfers and depreciation charges that are used for construction of parks and recreation facilities, for equipment acquisition and replacement, and other related purposes.

Transfers. Budgeted at \$110,000, which is consistent with the previous year.

Interest. Interest is budgeted consistent with the prior year.

Long-Term Assumptions

- Stable funding in the Long-term.
- Consistent expenditures in the Long-term.

Fund Balance

No minimum fund balance policy established.

parks capital improvement fund resources

PARKS CAPITAL IMPROVEMENTS FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Working Capital Carryover	\$ 367,733	\$ 300,331	\$ 207,375	\$ 163,866	\$ 145,926
Charges for Service					
Funded Depreciation	92,000	92,000	95,000	95,000	95,000
Total Charges for Service	92,000	92,000	95,000	95,000	95,000
Interest on Investments					
Interest on Investments	3,604	7,174	11,411	7,000	7,000
Total Interest on Investments	3,604	7,174	11,411	7,000	7,000
Transfers In					
From Parks & City	70,000	50,000	125,000	110,000	110,000
Total Parks Capital Improvement	\$ 533,337	\$ 449,505	\$ 438,786	\$ 375,866	\$ 357,926

parks capital improvement fund long-term plan

PARKS CAPITAL IMPROVEMENTS FUND

	2004 Actual	2005 Actual	2006 Actual	2007 Amended Budget	2007 Estimate for the Year	2008 Adopted Budget
Revenues						
Charges for Service	\$ 92,000	\$ 92,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000
Interest on Investments	3,604	7,174	11,411	7,000	6,600	7,000
Transfers In	70,000	50,000	125,000	110,000	110,000	110,000
Total Revenues	165,604	149,174	231,411	212,000	211,600	212,000
Expenditures						
Capital Outlay	233,006	242,130	273,460	331,000	231,000	331,000
Total Expenditures	233,006	242,130	273,460	331,000	231,000	331,000
Revenues Over (Under) Expenditures	(67,402)	(92,956)	(42,049)	(119,000)	(19,400)	(119,000)
Working Capital Carryover	367,733	300,331	207,375	163,866	165,326	145,926
Ending Fund Balance	\$ 300,331	\$ 207,375	\$ 165,326	\$ 44,866	\$ 145,926	\$ 26,926

parks capital improvement fund long-term plan

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000		100.0%
7,200	7,400	7,600	7,800	8,000		103.0%
90,000	90,000	80,000	70,000	60,000		100.0%
192,200	192,400	182,600	172,800	163,000		
100,000	100,000	100,000	100,000	100,000	Flat	100.0%
100,000	100,000	100,000	100,000	100,000		
92,200	92,400	82,600	72,800	63,000		
26,926	119,126	211,526	211,526	294,126		
\$ 119,126	\$ 211,526	\$ 294,126	\$ 284,326	\$ 357,126		

Youth Activities Levy Fund Narrative

This fund accounts for the contractual agreement with the Ashland School District, providing monies for a wide variety of extra-curricular activities for students in the District's elementary, middle, and high schools.

Resources include property taxes authorized by the levy.

Taxes. The levy passed in 2003 and expires in 2008.

Long-Term Assumptions

- Activities will be consistent with revenues.

Fund Balance

No fund balance requirement.

youth activities levy fund resources

YOUTH ACTIVITIES LEVY FUND

Description	2004 Actual	2005 Actual	2006 Actual	2007 Amended	2008 Adopted
Working Capital Carryover	\$ 36,403	\$ 122,588	\$ 103,733	\$ 22,361	\$ 135,893
Taxes					
Property Taxes					
Current	1,969,517	1,998,432	2,038,344	2,332,800	2,578,000
Prior	89,164	77,713	235,424	76,200	80,000
Total Taxes	<u>2,058,681</u>	<u>2,076,145</u>	<u>2,273,768</u>	<u>2,409,000</u>	<u>2,658,000</u>
 Total Youth Activities Levy	 <u>\$ 2,095,084</u>	 <u>\$ 2,198,733</u>	 <u>\$ 2,377,501</u>	 <u>\$ 2,431,361</u>	 <u>\$ 2,793,893</u>

youth activities levy fund long-term plan

YOUTH ACTIVITIES LEVY FUND				2007	2007	2008
	2004	2005	2006	Amended	Estimate for	Adopted
	Actual	Actual	Actual	Budget	the Year	Budget
Revenues						
Taxes	\$ 2,058,681	\$ 2,076,145	\$ 2,273,768	\$ 2,409,000	\$ 2,531,880	\$ 2,658,000
Charges for Service	-	-	-	-	-	-
Interest on Investments	-	-	-	-	-	-
Total Revenues	2,058,681	2,076,145	2,273,768	2,409,000	2,531,880	2,658,000
Expenditures						
Personal Services	84,641	89,000	93,000	96,000	96,000	196,000
Materials and Services	1,887,855	2,006,000	2,249,127	2,335,361	2,335,361	2,381,000
	-	-	-	-	-	-
Total Expenditures	1,972,496	2,095,000	2,342,127	2,431,361	2,431,361	2,577,000
Revenues Over (Under) Expenditures	86,185	(18,855)	(68,359)	(22,361)	100,519	81,000
Working Capital Carryover	36,403	122,588	103,733	22,361	35,374	135,893
Ending Fund Balance	\$ 122,588	\$ 103,733	\$ 35,374	\$ -	\$ 135,893	\$ 216,893

youth activities levy fund long-term plan

2009 Projection	2010 Projection	2011 Projection	2012 Projection	2013 Projection	Assumptions	Percent
\$ -	\$ -	\$ -	\$ -	\$ -	YAL expires in 2008	110.0%
-	-	-	-	-		
-	-	-	-	-		
-	-	-	-	-		
-	-	-	-	-		
-	-	-	-	-		105.0%
216,893	-	-	-	-		103.0%
-	-	-	-	-		
216,893	-	-	-	-		
(216,893)	-	-	-	-		
216,893	-	-	-	-		
\$ -	\$ -	\$ -	\$ -	\$ -		



Appendix

History of Combined Property Tax Rates	A-2
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history of combined property tax rates

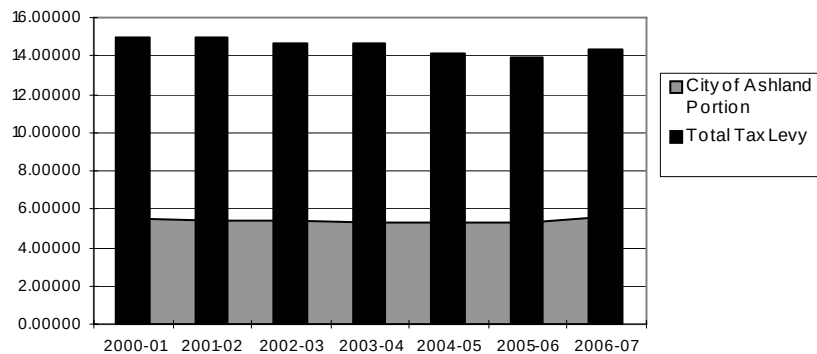
The table below shows combined city and county property tax rates per thousand dollars of assessed value.

HISTORY OF COMBINED PROPERTY TAX RATES

	2000-01 Tax Rate	2001-02 Tax Rate	2002-03 Tax Rate	2003-04 Tax Rate	2004-05 Tax Rate	2005-06 Tax Rate	2006-07 Tax Rate
City of Ashland	5.48310	5.37730	5.38390	5.33990	5.25330	5.25530	5.56330
County	2.55500	2.65720	2.70170	2.79100	2.39900	2.20280	2.17780
Vector	0.04290	0.04290	0.04160	0.04170	0.04170	0.04170	0.04170
RVTD	0.00000	0.17720	0.16980	0.17090	0.17110	0.17120	0.17100
Schools-ESD-Rogue	5.02530	5.02530	4.99720	4.99920	5.00000	5.00040	5.00050
School Debt	1.83760	1.66620	1.36650	1.32980	1.28240	1.27750	1.36950
Total Tax Rate	14.94390	14.94610	14.66070	14.67250	14.14750	13.94890	14.32380

Assessed Valuation	1,240,116,210	1,333,040,730	1,423,894,752	1,511,835,569	1,593,607,600	1,677,271,999	1,761,135,599

Combined Property Tax Rates



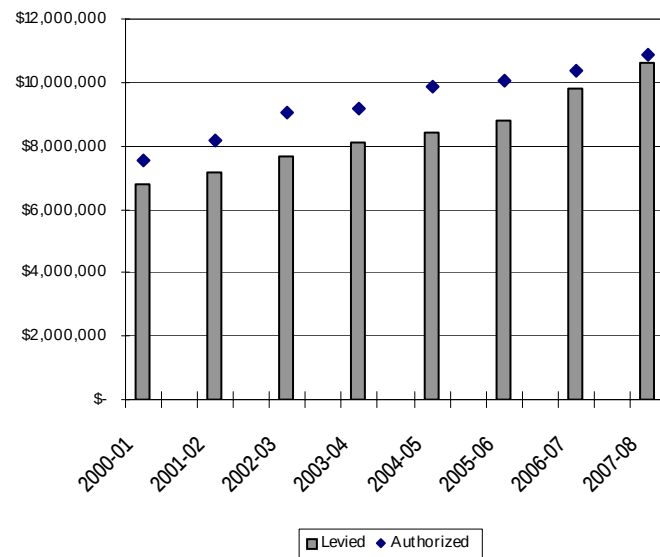
This chart shows the combined property tax rates per thousand dollars of assessed valuation from fiscal year 2000-01 through year 2006-07.

The table below shows the total property taxes levied from 1999-00 fiscal year through the adopted 2007-08.

History of Property Tax Levies

	2000-01 Tax Levy	2001-02 Tax Levy	2002-03 Tax Levy	2003-04 Tax Levy	2004-05 Tax Levy	2005-06 Tax Levy	2006-07 Tax Levy	Adopted 2007-08 Tax Levy
General Fund	\$ 1,862,656	\$ 1,997,793	\$ 2,094,099	\$ 2,218,261	\$ 2,352,000	\$ 2,720,000	\$ 3,006,000	\$ 3,107,000
General Fund - Technology Fee	-	-	-	-	-	-	-	324,000
Debt Service Fund	-	-	-	-	-	-	308,000	-
Parks Continuing Levy	2,631,773	2,758,856	2,977,649	3,192,132	3,344,000	3,510,000	3,686,000	3,879,000
Ashland Youth Activity	1,712,104	1,841,695	1,970,420	2,094,699	2,205,000	2,315,000	2,430,000	2,558,000
Ashland Library Levy	-	-	-	-	-	-	-	370,660
1982 Water Bond Levy	83,000	83,000	83,000	84,046	83,000	-	-	-
1992 Water Bond Levy	100,000	100,000	100,000	101,455	-	-	-	-
1997 Flood Restoration Bonds	100,000	95,000	105,000	105,058	105,000	230,980	83,452	85,030
2000 Fire Station/ Flood Restoration Bonds	311,000	310,388	304,000	309,770	310,000	27,700	166,385	168,782
2005 GO Bonds - Refinanced	-	-	-	-	-	-	117,425	117,234
	<u>\$ 6,800,533</u>	<u>\$ 7,186,732</u>	<u>\$ 7,634,168</u>	<u>\$ 8,105,421</u>	<u>\$ 8,399,000</u>	<u>\$ 8,803,680</u>	<u>\$ 9,797,262</u>	<u>\$10,609,706</u>
Authorized	7,557,000	8,142,000	9,046,000	9,176,000	9,883,000	10,033,500	10,346,737	10,873,046

The graph to the right that while the City levies Ad-Valorem Taxes sufficient to meet it's economic requirements, during the period reflected in this chart and at no time previously has the authorized constitutional limit been reached.



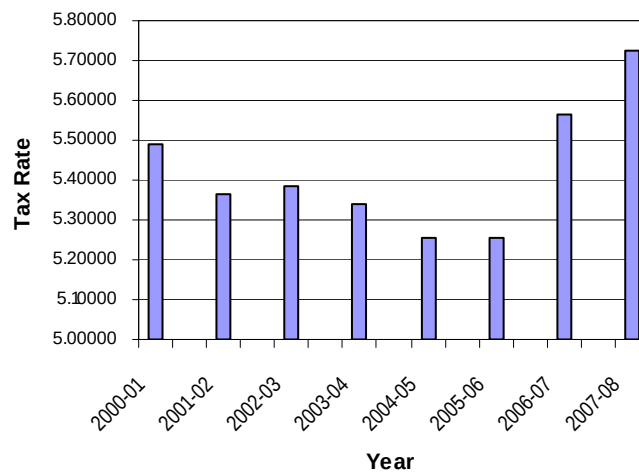
history of property tax rates

The table below shows the property tax rates per thousand dollars of assessed value from fiscal year 2000-01 through the proposed rates for 2007-08.

HISTORY OF PROPERTY TAX RATES

	2000-01 Tax Rate	2001-02 Tax Rate	2002-03 Tax Rate	2003-04 Tax Rate	2004-05 Tax Rate	2005-06 Tax Rate	2006-07 Tax Rate	Adopted 2007-08 Tax Rate
General Fund	1.50200	1.47170	1.47170	1.47194	1.47190	1.62190	1.70690	1.67690
General Fund- Technology Fee	-	-	-	-	-	-	-	0.17500
Debt Service Fund	-	-	-	-	-	-	0.17500	-
Parks	2.12220	2.09250	2.09250	2.09247	2.09280	2.09280	2.09280	2.09280
Ashland Youth Activities Levy	1.38000	1.38000	1.38000	1.38000	1.38000	1.38000	1.38000	1.38000
Ashland Library Levy	-	-	-	-	-	-	-	0.20000
1982 Water Bond Levy	0.06760	0.06230	0.06310	0.05491	0.05190	-	-	-
1992 Water Bond Levy	0.08150	0.07500	0.07610	0.06615	-	-	-	-
1997 Flood Restoration Bonds	0.08150	0.07350	0.07230	0.06946	0.06570	0.14340	0.04740	0.04590
2000 Flood Restoration Bonds	0.01300	-	-	-	-	-	-	-
2000 Flood and Fire Station Bonds	0.24050	0.20940	0.22820	0.20508	0.19400	0.01720	0.09450	0.09110
2005 GO Bonds - Refinanced	-	-	-	-	-	-	0.06670	0.06330
	<u>5.48830</u>	<u>5.36440</u>	<u>5.38390</u>	<u>5.34001</u>	<u>5.25630</u>	<u>5.25530</u>	<u>5.56330</u>	<u>5.72500</u>
Assessed Valuation	1,240,116,210	1,333,040,730	1,423,894,752	1,511,835,569	1,593,607,600	1,677,271,999	1,761,135,599	1,853,307,500

History of Property Taxes



future debt requirements

The table below shows the minimum requirements of Debt Service repayments. The current year budget contains provisions for additional payments on Bond and Notes with call features that allow for prepayment. The current budget also contains significant issues yet to be marketed, so future requirements are not known and, therefore, not included.

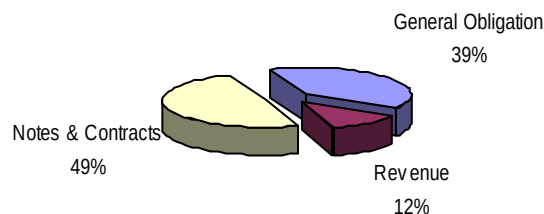
	Tax Supported		Revenue Supported		Joint Revenue & Tax Supported	
	*General Obligation		Revenue		Notes and Contracts Payable	
	Principal	Interest	Principal	Interest	Principal	Interest
2007-08	415,000	998,324	505,000	165,354	1,336,692	892,762
2008-09	695,000	976,738	510,000	151,745	1,641,197	836,825
2009-10	865,000	943,628	505,000	131,764	1,391,273	767,928
2010-11	905,000	904,119	530,000	114,991	1,425,480	710,224
2011-12	950,000	863,416	545,000	96,513	1,409,411	652,536
2012-13	850,000	818,506	375,000	81,269	1,443,646	595,934
2013-14	930,000	774,326	385,000	69,628	1,320,468	537,247
2014-15	980,000	725,973	400,000	57,413	1,363,984	482,952
2015-16	1,030,000	672,507	155,000	48,694	1,380,264	428,314
2016-17	1,090,000	614,340	160,000	43,475	1,428,761	372,977
2017-18	1,155,000	551,425	165,000	37,929	1,478,977	315,683
2018-19	1,220,000	484,713	175,000	31,976	1,530,974	256,366
2019-20	1,285,000	414,308	180,000	25,585	1,584,816	194,947
2020-21	1,090,000	338,738	185,000	18,831	1,640,571	131,355
2021-22	1,160,000	270,990	190,000	11,681	1,698,300	65,514
2022-23	1,230,000	199,027	200,000	4,000	51,542	16,077
2023-24	1,305,000	122,698	-	-	54,418	13,201
2024-25	1,385,000	41,702	-	-	57,455	10,165
2025-26	-	-	-	-	60,661	6,959
2026-27	-	-	-	-	64,046	3,574
Totals	\$ 18,540,000	\$ 10,715,477	\$ 5,165,000	\$ 1,090,847	\$ 22,362,934	\$ 7,291,538

*The AFN Revenue Bonds are also backed by the Full Faith and Credit of the City of Ashland

**Amount shown above does not include future debt on assessments that have not been issued.

2007-2008
Debt Requirements

This graph shows principal debt by type of debt service as a percentage of total debt.



City of Ashland
Economic and Cultural Development Grant History

GENERAL FUND #110	FY 99-00 Actual	FY 00-01 Actual	FY 01-02 Actual	FY 02-03 Actual	FY 03-04 Actual	FY 04-05 Actual	FY 05-06 Adopted	FY 06-07 Adopted	FY 07-08 Adopted
Economic and Cultural Development Grants	\$ 275,000	\$ 386,600	\$ 384,000	\$ 387,000	\$ 406,800	\$ 445,600	\$ 458,970	\$ 504,650	\$ 527,519
Supported by Resolution No.	# 1998-23	# 1998-23	# 2000-25	# 2000-25	# 2000-25	# 2004-32	# 2004-32	# 2004-32	#2007-08
Agency and Program Name	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded
Artattack	\$ -	\$ -	\$ -	\$ 1,000	\$ 2,500	\$ -	\$5,000*	\$ -	\$ -
ArtNow	-	-	-	-	-	-	1,000	1,205	-
ArtWork Enterprises	-	-	-	-	-	-	-	-	2,500
Arts Council of Southern Oregon	3,000	3,600	3,000	3,000	3,500	1,500	3,000	2,381	-
Ashland Community Theatre	-	3,400	4,000	4,000	4,000	-	-	-	-
Ashland Gallery Association	6,100	5,000	2,500	2,000	2,500	5,000	10,500	16,000	16,000
Ballet Rogue	7,500	7,800	5,000	-	4,500	4,500	5,000	6,000	6,500
Chautauqua Poets and Writers Board	-	-	-	-	-	-	-	5,000	4,000
Children's Musical Theatre of Ashland	-	-	-	-	-	-	-	-	-
Community Works	-	-	-	8,000	-	7,000	5,000	2,500	2,500
Dancing People Company	-	-	-	-	-	-	-	-	2,500
The Green Room	-	-	-	-	-	3,000	-	-	-
Horizon Institute	-	1,000	2,000	1,600	-	-	-	-	-
The Jefferson Center for Religion	-	-	-	-	-	-	-	-	2,500
Klamath Bird Observatory	-	-	-	-	-	-	-	-	-
Konaway Nika Tillicum	-	-	-	-	-	-	-	5,000	-
Kudos! Theatre for Youth	-	-	-	-	-	-	-	-	-
Lithia Arts Guild of Oregon	-	-	-	-	-	4,000	5,000	9,000	10,500
Lomakatsi	-	-	-	1,000	-	-	-	-	-
Multi Cultural Association	-	-	-	-	-	-	-	10,000	-
Nuwandart Gallery	-	-	2,000	-	-	-	-	1,500	2,500
Oregon Bed & Breakfast Guild	-	1,500	-	-	-	-	-	-	-
Oregon Stage Works	-	-	-	-	-	-	6,000	5,000	7,500
Peace House	-	-	-	-	-	-	-	-	-
Planned Parenthood - Teen Theater Program	-	-	-	-	1,500	-	-	-	-
Rogue Opera	2,500	2,600	3,250	2,500	3,000	6,000	6,500	7,000	10,500
Rogue Valley Community Development Corporation	-	-	-	-	-	-	-	-	2,500
Rogue Valley Symphony	3,500	4,200	4,000	3,500	4,000	6,000	7,000	8,000	12,500
ScienceWorks	-	-	-	4,500	7,500	12,000	15,000	16,000	18,500
Second Street Musicians	-	-	-	-	-	-	-	-	-
Siskiyou Institute	-	-	-	-	-	-	-	-	-
Siskiyou Singers	1,000	-	2,000	1,750	2,000	4,100	5,000	5,000	3,375
So. OR Economic Development Coalition(THRIVE)	-	-	-	-	3,714	6,500	6,745	11,000	15,000
So. OR Econ. Develop. Coalition - (Emigrant Lake Powwow)	-	-	3,000	2,000	-	-	-	-	-
SOU, Native American Studies Program	-	-	-	-	-	2,500	3,000	-	-
Southern Oregon Film & Video	1,000	-	-	-	-	-	-	-	-
Southern Oregon Film Society (Ashland Independent Film Festival)	-	5,000	5,000	3,000	3,000	8,500	14,000	16,000	21,999
Southern Oregon Historical Society	-	3,600	-	-	-	2,143	7,500	-	-
Southern Oregon Repertory Singers	-	1,000	-	-	-	-	-	2,500	3,375
SOWAC	5,000	7,400	7,000	4,710	5,714	8,500	9,000	8,000	-
St. Clair Productions	-	-	-	1,000	2,000	4,000	3,500	4,000	5,000
The Whole Cloth	-	-	-	-	-	-	-	-	-
Theater Ikcewicasa	-	-	-	1,000	-	-	-	-	-
Walk In Peace	-	-	-	-	-	-	-	-	-
Youth Symphony of Oregon	3,000	3,400	3,250	2,000	3,000	4,000	5,000	5,000	6,000
Subtotal	32,600	49,500	46,000	46,560	52,428	89,243	117,745	146,086	155,749
Ashland Chamber of Commerce	162,400	216,400	230,000	232,800	262,140	240,432	245,241	247,645	255,070
Oregon Shakespeare Festival	76,000	100,700	107,335	108,640	122,332	110,000	112,200	113,300	116,700
Subtotal	238,400	317,100	337,335	341,440	384,472	350,432	357,441	360,945	371,770
Total	\$ 271,000	\$ 366,600	\$ 383,335	\$ 388,000	\$ 436,900	\$ 439,675	\$ 475,186	\$ 507,031	\$ 527,519

* No longer in business, not funded

City of Ashland
Social Service Grant History

GENERAL FUND	FY 99-00	FY 00-01	FY 01-02	FY 02-03	FY 03-04	FY 04-05	FY 05-06	FY 06-07	FY 07-08
#110	Actual	Actual	Actual	Actual	Actual	Actual	Adopted	Adopted	Adopted
Social Service Grants	\$ 89,145	\$ 94,595	\$ 98,574	\$ 101,521	\$ 118,669	\$ 107,622	\$ 112,000	\$ 115,360	\$ 119,000

Supported by Resolution No. 1986-35

Agency and Program Name	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded	Awarded
ACCESS, Inc.	\$ 2,670	\$ 2,860	\$ 3,760	\$ 3,870	\$ 5,000	\$ 5,100	\$ 5,000	\$ 5,150	\$ 5,500
CASA of Jackson County, Inc.	2,130	2,290	2,290	2,360	3,000	2,550	2,500	2,575	2,500
Center For NonProfit Legal Services, Inc.	4,225	4,520	4,520	4,660	5,000	5,100	5,500	5,665	6,000
Childrens Dental Clinic of JC	1,250	1,350	1,500	1,550	1,750	1,785	3,000	3,090	3,104
Community Health Center	27,130	28,910	28,910	29,780	30,000	30,600	30,200	31,106	32,000
Community Works - Dunn House	17,075	18,190	18,190	18,740	19,000	19,380	15,000	15,450	15,000
Community Works - Help Line	8,203	8,740	8,740	9,000	8,000	8,160	7,000	7,210	7,210
Community Works - Parent Education	1,972	2,100	2,100	2,160	2,000	2,040	1,400	1,442	1,442
Community Works - Sexual Assault Victim Services	2,430	2,590	2,590	2,670	2,700	2,754	2,500	2,575	2,575
Community Works - Street Outreach	-	-	-	-	-	-	-	-	5,979
Community Works - The Grove	-	-	1,200	1,240	10,000*	-	-	-	-
Community Works - Personal Safety	1,972	2,100	2,100	2,160	1,300	1,326	-	-	-
Help Now! Advocacy Center	-	-	-	-	-	-	1,000	1,030	1,100
ICCA/CERVS	9,330	9,960	9,960	10,260	25,000	15,300	14,000	14,420	13,600
Jackson County Juvenile	912	990	-	-	-	-	-	-	-
JC Children's Advocacy Center	2,441	2,620	2,620	2,700	3,500	3,060	2,700	2,781	2,700
Jackson County SART	-	-	-	-	-	-	2,500	2,575	2,350
Mediation Works	4,260	4,560	4,560	4,700	2,900	2,448	2,000	2,060	2,200
Ontrack, Inc	-	-	1,200	1,240	2,000	2,040	2,000	2,060	3,000
Options for Southern Oregon, Inc.	-	-	-	-	-	-	2,000	2,060	-
Planned Parenthood of SW	-	-	-	-	2,750	1,785	2,000	2,060	2,060
RV Manor - Senior Volunteer	2,000	2,155	2,155	2,220	2,000	1,530	1,300	1,339	1,500
RV Manor -Foster Grandparent	1,000	1,065	1,065	1,100	1,000	1,020	1,000	1,030	1,200
Salvation Army, Medord Citadel	-	-	-	-	-	-	1,900	1,957	-
SDS RVCOG Food & Friends	-	-	-	-	1,500	1,530	-	-	-
SOASTC	-	-	-	-	-	-	1,000	1,030	1,350
So. Ore Child Study and Treatment Center	-	-	-	-	-	-	2,500	2,575	2,900
Southern Oregon Drug Awareness	-	-	865	890	-	-	1,000	1,030	1,030
Trinity Respite Center	-	-	-	-	-	-	1,000	1,030	1,700
WinterSpring Center for Living with Grief and Loss	-	-	-	-	-	-	-	-	1,000
Women's Tranistion Committee	-	-	-	-	2,000*	-	-	-	-
Subtotal	89,000	95,000	98,325	101,300	118,400	107,508	110,000	113,300	119,000
Travelers' Aid Fund - based on donations	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,060	-
Total	\$ 91,000	\$ 97,000	\$ 100,325	\$ 103,300	\$ 120,400	\$ 109,508	\$ 112,000	\$ 115,360	\$ 119,000
Variance In Amount : Positive or (Negative)	\$ 1,855	\$ 2,405	\$ 1,751	\$ 1,779	\$ 1,731	\$ 1,886	\$ -	\$ -	\$ -

* No longer in business, not funded

Scope

The Financial Management Policies apply to fiscal activities of the City of Ashland.

Objectives

The objectives of Ashland's financial policies are as follows:

- To enhance the City Council's decision-making ability by providing accurate information on program and operating costs.
- To employ revenue policies that prevent undue or unbalanced reliance on any one source, distribute the cost of municipal services fairly, and provide adequate funds to operate desired programs.
- To provide and maintain essential public programs, services, facilities, utilities, infrastructure, and capital equipment.
- To protect and enhance the City's credit rating.
- To ensure the legal use of all City funds through efficient systems of financial security and internal control.

Investments

All City funds shall be invested to provide—in order of importance—safety of principal, a sufficient level of liquidity to meet cash flow needs, and the maximum yield possible. One hundred percent of all idle cash will be continuously invested.

Accounting

- The City will maintain an accounting and financial reporting system that conforms to Generally Accepted Accounting Principles (GAAP) and Oregon Local Budget Law. The City will issue a Comprehensive Annual Financial Report (Audit report) each fiscal year. The Comprehensive Annual Financial Report shows fund expenditures and revenues on both a GAAP and budget basis for comparison purposes.
- An independent annual audit will be performed by a certified public accounting firm that will issue an official opinion on the annual financial statements and a management letter detailing areas that need improvement.
- Full disclosure will be provided in financial statements and bond representations.
- The accounting systems will be maintained to monitor expenditures and revenues on a monthly basis with thorough analysis and adjustment of the annual budget as appropriate.
- The accounting system will provide monthly information about cash position and investment performance.
- Annually, the City will submit documentation to obtain the Certificate of Achievement for Excellence in financial reporting from the Government Finance Officers Association (GFOA).

Operating Budgetary Policies

- The budget committee will be appointed in conformance with state statutes. The budget committee's chief purpose is to review the city administrator's proposed budget and approve a budget and maximum tax levy for city council consideration. The budget committee may consider and develop recommendations on other financial issues as delegated by the city council.
- The City will finance all current expenditures with current revenues. The City will avoid budgetary practices that balance current expenditures through the obligation of future resources.
- The City budget will support city council goals and priorities and the long-range needs of the community.
- In contrast to the line-item budget that focuses exclusively on items to be purchased (such as supplies and equipment), the City will use a *program/objectives* format that is designed to:
 - 1) Structure budget choices and information in terms of programs and their related work activities,
 - 2) Provide information on what each program is committed to accomplish in long-term goals and in short-term objectives, and
 - 3) Measure the degree of achievement of program objectives (performance measures).
- The City will include multi-year projections in the annual budget.
- To maintain fund integrity, the City will manage each fund as an independent entity in accordance with applicable statutes and with generally accepted accounting principles.

- The City will allocate direct and administrative costs to each fund based upon the cost of providing these services. The City will recalculate the cost of administrative services each year to identify the impact of inflation and other cost increases.
- The City will submit documentation annually to obtain the Award for Distinguished Budget Presentation from the Government Finance Officers Association.

Fund Balance Policy

General Fund

The General Fund accounts for all financial resources not accounted for in other funds. Resources include working capital carryover, taxes, licenses and permits, intergovernmental revenue, fines and forfeitures, charges for services, miscellaneous revenues, and inter-fund transfers. Expenditures are for Social Services, Economic and Cultural Development, Police Department, Municipal Court Department, Fire and Rescue Department, City Band, Cemeteries, and the Department of Community Development. This fund uses the modified accrual method of accounting.

- The General Fund will maintain an unrestricted and undesignated balance of annual revenue of at least 10 percent. This is the minimum needed to maintain the City's credit worthiness and to adequately provide for economic uncertainties and cash flow needs.
- No portion of the General fund balance is restricted for specific uses.
- The General fund was pledged in the issuance of the 1996 Limited Tax Improvement Bonds. Bond and interest payments may be paid from this fund or an additional tax levy imposed, provided assessment payments were inadequate.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Special Revenue Funds

Special Revenue Funds account for the proceeds of specific sources that are legally restricted to expenditures for specified purposes. Special Revenue Funds account for transactions using the modified accrual method of accounting.

Community Development Block Grant Fund. This fund was established in 1994-95. The fund accounts for the Block Grant and related expenditures.

- A fund balance policy is not needed since this fund works on a reimbursement basis.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Street Fund. Revenues are from the state road tax, grants, franchise fees, charges for services and miscellaneous sources. Expenditures are for the maintenance, repair, and surfacing of streets, as well as the maintenance, repair and construction of storm drains.

- The Street Fund will maintain an unrestricted and undesignated balance of annual revenue of at least 10 percent. This is the minimum needed to maintain the City's credit worthiness and to adequately provide for economic uncertainties and cash flow needs.
- The System Development Charges for Transportation and Storm Drains are included in the Street Fund balance. This portion of the Street Fund balance is restricted and shall not be used in determining the minimum fund balance.
- The City will budget a contingency appropriation to provide for unanticipated expenditures of a non-recurring nature or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Airport Fund. Revenues are from airport leases, and fuel sales. Expenditures are for airport operations.

- The Airport Fund will maintain an unrestricted and undesignated balance of annual revenue of at least 16 percent. This is the minimum needed to maintain the City's credit worthiness and to adequately provide for economic uncertainties and cash flow needs.
- No portion of the Airport fund balance is restricted for specific uses.
- Many of the Airport assets have restrictions placed on them by the Federal Aviation Administration. None of the current revenues are pledged to outside lenders. Over the next 20 years, the Airport Fund is obligated to repay the Equipment Fund for the installation of fuel tanks through an equipment rental fee.

- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Capital Projects Funds

Capital improvement funds are established to account for financial resources that are used for the acquisition or construction of major capital facilities (other than those financed by Enterprise Funds, Internal Service Funds, Special Assessment Funds, and Trust Funds). Capital projects funds use the modified accrual method of accounting.

Capital Improvements Fund. This fund accounts for revenues from grants, unbonded assessment payments, and other sources, and will account for the construction of special local improvements, usually streets, with revenues from short term borrowing and unbonded assessments. Expenditures are for construction, property and equipment acquisition and replacement, improvements and related purposes, and the repayment of short-term debt principal and interest incurred in financing improvements.

- The purpose is to accumulate funds prior to a large construction project; therefore, there is no minimum fund balance.
- The System Development Charges (SDCs) for Parks are included in the Capital Improvement fund balance. This portion of the Capital Improvements fund balance is legally restricted and shall not be used in determining the minimum fund balance. The city council has established other restrictions on this fund, such as affordable housing and office space needs.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Debt Service Funds

Debt Service Funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Expenditures and revenues are accounted for using the modified accrual method of accounting. All bond issues and notes are separated in the accounting system.

- All of the monies within the Debt Service fund are restricted for Debt service until the specific debt is repaid in full. ORS prohibits cities from borrowing this money for any other purpose.
- The Debt Service Fund will maintain an unrestricted and undesignated balance of annual revenue as required by the specific debt instrument. This is the minimum needed to maintain the City's credit worthiness and to adequately provide for economic uncertainties and cash flow needs.

Enterprise Funds

Enterprise funds account for the following operations: (a) those that are financed and operated in a manner similar to private business enterprise, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) those where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriated for capital maintenance, public policy, management control, accountability, or other purposes.

Enterprise funds use full accrual basis of accounting for financial statement presentations. However, the enterprise activities use a modified accrual basis of accounting for budgetary purposes. This assures budgetary compliance with such expenditures as capital construction and acquisition, as well as debt principal transactions.

Water Fund. This fund accounts for water operations. Revenues are from sales of water, other charges for services, and miscellaneous sources. Expenditures are for operations, conservation programs, capital construction, and retirement of debt.

- The Water Fund will maintain an unrestricted and undesignated balance of annual revenue of at least 20 percent. This is the minimum needed to maintain the City's credit worthiness and to adequately provide for economic uncertainties and cash flow needs.
- The Water System Development Charges and reserved debt service fund balances are included in the Water Fund balance. These portions of the Water Fund balance are restricted and shall not be used in determining the minimum fund balance.

- The net revenues of the Water Fund were pledged in the issuance of the 1994 Water Revenue Bonds used to finance the upgrade to the water treatment plant.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.
- No portion of the Electric Fund balance is restricted for specific uses.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Wastewater Fund. This fund accounts for wastewater treatment and collection. Revenues are from charges for services. Expenditures are for operations, capital construction, and retirement of debt.

- The Wastewater Fund will maintain an unrestricted and undesignated balance of annual revenue of at least 15 percent, but no less than required by the Wastewater Treatment Plant loan. This is the minimum needed to maintain the City's credit worthiness and to adequately provide for economic uncertainties and cash flow needs.
- The Wastewater System Development Charges are included in the Wastewater Fund balance. This portion of the Wastewater Fund balance is restricted and shall not be used in determining the minimum fund balance.
- The net revenues of the Wastewater Fund that were pledged in the issuance of the 1998 Clean Water State Revolving Fund (CWSRF) Loan used to finance the upgrade to the treatment plant are included in this fund.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Electric Fund. The Electric Fund accounts for the distribution of purchased electricity according to standards set forth by the Federal Energy Regulatory Commission. Revenues are from sale of electricity and other charges for services and intergovernmental grants. Expenditures are for related operations. Utility operations include wholesale power purchases, operating expenses, energy conservation incentives, capital outlay, retirement of debt, franchise tax, and related purposes.

- The Electric Fund will maintain an unrestricted and undesignated balance of annual revenue of at least 12 percent. This is the minimum needed to maintain the City's credit worthiness and to adequately provide for economic uncertainties and cash flow needs.

Telecommunications Fund. The Telecommunications Fund accounts for the revenues and expenditures of the Ashland Fiber Network.

- The Telecommunications Fund will maintain a minimum balance of 20 percent of annual revenue as was established in FY 2006-07.

Internal Service Funds

Internal service funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost reimbursement basis. Internal service funds use full accrual accounting methods for financial statement presentations. However, the internal service funds use a modified accrual basis of accounting for budgetary purposes. This assures budgetary compliance with such expenditures as capital construction and acquisition as well as debt principal transactions.

Central Services Fund. This fund is divided into Administration, Computer Services, Finance, City Recorder, and Public Works Administration/Engineering, and Maintenance. Expenditures are for personnel, materials and services and capital outlay for these departments. These functions are supported by charges for services by all direct service departments and divisions.

- The Central Services Fund will maintain an unrestricted and undesignated balance of annual revenue of at least 3 percent. This is the minimum needed to maintain the City's credit worthiness and to adequately provide for economic uncertainties and cash flow needs.
- No portion of the Central Services Fund balance is restricted for specific purposes.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Insurance Services Fund. Revenues in this fund are from service charges from other departments, investment income, and insurance retrospective rating adjustments. Expenditures are for insurance premiums, self-insurance direct claims, and administration.

- The Insurance Services Fund will maintain an unrestricted and undesignated balance of \$350,000 as recommended in the June 1993 Risk Financing Study. This balance will be increased annually by the Consumer Price Index (CPI) to account for inflation. This is the minimum needed to maintain the City's insurance programs and provide for uninsured exposures.
- No portion of the Insurance Services Fund balance is legally restricted for specific uses.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Equipment Fund. This fund is used to account for the maintenance and replacement of the City fleet of vehicles. Revenues are from equipment rental charges. Expenditures are for personnel, materials and services, and capital outlay. This fund is divided into two functions: equipment maintenance and equipment replacement. The purpose of the equipment replacement function is to accumulate adequate funds to replace equipment. This replacement schedule is updated annually.

- No minimum fund balance is recommended.
- No portion of the Equipment fund balance is legally restricted for specific uses. The City has a policy of renting equipment at rates that include the replacement cost of the specific piece of equipment.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Trust and Agency Funds

Trust and agency funds account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, or governmental units, and/or other funds. These include (a) expendable trust funds, (b) non-expendable trust funds, (c) pension trust funds, and (d) agency funds.

Cemetery Trust Fund. The Cemetery Trust Fund is a non-expendable trust fund that uses the accrual basis of

accounting. Revenues are from interest income and perpetual care service charges on cemetery operations. Expenditures are for the repurchase of plots and transfers of earnings to the cemetery fund for operations.

- No minimum fund balance policy is recommended.

Discrete Components Unit

Parks

Parks and Recreation Fund. (Special Revenue Fund) Revenues are from property taxes, charges for services, and miscellaneous sources. Expenditures are for parks, recreational, and golf course operations.

Parks Capital Improvements Fund. (Capital Projects Fund) This fund is used to account for resources from grants and inter-fund transfers that are to be expended for equipment purchases and major park renovations.

Revenues

- The City will estimate its annual revenues by an objective, analytical process. Because most revenues are sensitive to conditions outside the City's control, estimates will be conservative.
- The City will make every effort to maintain a diversified and stable revenue base to protect its operation from short-term fluctuations in any one revenue source.
- With the exception of grants, charges for services, and earmarked donations, the City will not earmark revenue for specific purposes in the General Fund.
- The City will establish charges for enterprise funds that fully support the total cost of the enterprise. Utility rates will be reviewed annually. Rates will be adjusted as needed to account for major changes in consumption and cost increases.
- The City will charge user fees to the direct beneficiaries of City services to recover some or all of the full cost of providing that service. All user fees will be reviewed biannually to insure that direct and overhead costs are recovered in the percentage approved by City Council.
- To the extent practicable, new development shall pay necessary fees to meet all identified costs associated with that development.

- The City will work aggressively to collect all delinquent accounts receivable. When necessary, collection procedures will include termination of service, submission to collection agencies, foreclosure, and other available legal remedies.

Expenditures

- The City will provide employee compensation that is competitive with comparable public jurisdictions within the relative recruitment area.
- Estimated wage increases and changes in employee benefits will be included in the proposed budget under Personal Services.
- The City is committed to maintaining and improving the productivity of its staff by providing a proper working environment, adequate equipment and supplies, and appropriate training and supervision.
- A Social Service appropriation will be included in the proposed General Fund Budget. This appropriation will increase or decrease relative to the overall General Fund revenues.
- An Economic and Cultural Development appropriation will be included in the proposed General Fund Budget. This appropriation will increase or decrease relative to the overall Transient Occupancy Tax Revenues.

Purchasing

- The City will purchase materials, supplies, and equipment through a competitive process that provides the best product for the least cost.

Capital

- The City will provide for adequate maintenance of equipment and capital assets. The City will make regular contributions to the Equipment Replacement Fund and the City Future General Capital Improvements Account to ensure that monies will be available as needed to replace City vehicles and facilities.
- The City will update its five-year Capital Improvements Program biannually, identifying capital needs and potential capital funding sources. The Capital Improvements Program will reflect the priorities of

the City Council and the long-range needs of the community.

- Future operating costs associated with new capital improvements will be projected and included in the long-term budget forecast.
- The City will determine and use the most appropriate method for financing all new capital projects.
- Special accounts dedicated for capital improvements will be segregated in the accounting system and used only for the intended capital purposes.
- The Capital Improvement Plan will encourage a level capital replacement schedule.

Debts

- The City will not use long-term borrowing to finance current operations.
- Capital projects, financed through bond proceeds, will be financed for a period not to exceed the useful life of the project.
- Whenever possible, enterprise debt will be self-supporting. Regardless of the type of debt issued, the City will establish a one-year reserve for all self-supporting debt.
- The City will seek to maintain and improve its bond rating to minimize borrowing costs and to ensure its access to credit markets.
- The City will keep the final maturity of general obligation bonds at or below 20 years, with the exception of water supply and land acquisition that will be limited to 30 years.
- The City will maintain good communications with bond rating agencies about its financial condition.
- The City will not issue general obligation debt, which combined with all other overlapping jurisdictions, will exceed the medium affordability index.

Risk Management

- The City will provide an active risk management program that reduces human suffering and protects City assets through loss prevention, insurance, and self-insurance.

Accounting Methods

General Fund

This fund accounts for all financial resources except those accounted for in another fund. Resources include working capital carryover, taxes, licenses and permits, intergovernmental revenue, fines and forfeitures, charges for services, miscellaneous revenues, and inter-fund transfers. Expenditures are for Social Services, Economic and Cultural Development, Police Department, Municipal Court Division, Communications, Fire and Rescue Department, Community Development, Planning Division, and the Building Division. This fund uses the modified accrual method of accounting.

Special Revenue Funds

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Special revenue funds account for transactions on the modified accrual method of accounting.

Community Development Block Grant Fund.

This fund was created in 1994-95. The fund accounts for the Block Grant and related expenditures.

Street Fund. Revenues are from the state road tax, franchise fees, charges for services and miscellaneous sources. Expenditures are for the maintenance, repair, and surfacing of streets, as well as maintenance and construction of the storm water runoff infrastructure.

Airport Fund. Revenues are from airport leases. Expenditures are for maintenance of airport facilities.

Capital Projects Fund

Capital improvement funds are established to account for financial resources that are used for the acquisition or construction of major capital facilities (other than those financed by enterprise funds, internal service funds, special assessment funds, and trust funds). Capital projects funds use the modified accrual method of accounting.

Capital Improvements Fund. This fund accounts for revenues from grants, nonbonded assessment payments, bond proceeds, and other

sources, and will account for the construction of special local improvements, usually streets, with revenues from short-term borrowing and non bonded assessments. Expenditures are for construction, property and equipment acquisition, improvements and related purposes, and the repayment of short-term debt principal and interest incurred in financing improvements.

Debt Service Fund

The Debt Service Fund accounts for the accumulation of resources to be used for payment of the debt incurred for the acquisition or construction of major capital facilities (other than those financed by proprietary funds, and trust funds). Expenditures and revenues are accounted for on the modified accrual method of accounting.

Bancroft Bonds revenues are from Bancroft (Local Improvement District) bonded assessments. These are expended for the retirement of local improvement district bonded debt principal and interest until such debts have been fulfilled.

General Bonds revenues are from property taxes that are expended for the retirement of general obligation debt principal and interest.

Notes, Contracts, and Liens revenues derived from operating transfers from other funds are used to repay long-term contracts that are not bonded.

Enterprise Funds

Enterprise funds account for the following operations: (1) those that are financed and operated in a manner similar to private business enterprise, where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges; or (2) those where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriated for capital maintenance, public policy, management control, accountability, or other purposes. Enterprise funds use full accrual basis of accounting for financial statement presentations. However, the enterprise activities use a modified accrual basis of accounting for budgetary purposes. This assures budgetary compliance with such expenditures as capital construction and acquisition, as well as debt principal transactions.

Water Fund. This fund accounts for water operations. Revenues are from sales of water, other charges for services, as well as property taxes dedicated to the retirement of general obligation bonds. Expenditures are for operations, conservation programs, capital construction, and retirement of debt.

Wastewater Fund. This fund accounts for wastewater treatment and collection. Revenues are from charges for services. Expenditures are for operations, capital construction, and retirement of debt.

Electric Fund. This fund accounts for the distribution of purchased electricity according to standards set forth by the Federal Energy Regulatory Commission. Revenues are from sale of electricity and other charges for services and intergovernmental grants. Expenditures are for related operations. Utility operations include wholesale power purchases, operating expenses, energy conservation incentives, capital outlay, retirement of debt, and franchise tax.

Telecommunications Fund. This fund accounts for telecommunications operations. Revenues are from cable TV, Internet connections, and high-speed data. Expenses are for operations maintenance, capital construction, and debt service.

Internal Service Funds

Internal service funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost reimbursement basis. Internal service funds use full accrual accounting methods for financial statement presentations. However, the internal service funds use a modified accrual basis of accounting for budgetary purposes. This assures budgetary compliance with such expenditures as capital construction and acquisition as well as debt principal transactions.

Central Services. This fund is divided into the following Divisions: Elected Officials, Administration, Administrative Services, Legal, Customer Services, Accounting, Purchasing, Public Works Administration, Engineering, Maintenance, Computer Services, and the City Recorder. These Divisions fall under the umbrellas of the Administration, Finance, Public Works, and the Electric Departments. These functions are supported by charges for services by all direct service divisions and departments.

Insurance Services Fund. Revenues in this fund are from service charges from other departments, investment income, and insurance retrospective rating adjustments. Expenditures are for insurance premiums, self-insurance direct claims, and administration.

Equipment Fund. This fund is used to account for the replacement and maintenance of the city's fleet of vehicles. Revenues are from equipment rental charges. Expenditures are for personal services, materials and services, and capital outlay.

Trust and Agency Funds

Trust and agency funds account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, or governmental units, and/or other funds. These include (a) expendable trust funds, (b) non-expendable trust funds, (c) pension trust funds, and (d) agency funds.

Cemetery Trust Fund. The Cemetery Trust Fund is a non-expendable trust fund that uses the accrual basis of accounting. Revenues are from interest income and perpetual care service charges on cemetery operations. Expenditures are for the repurchase of plots and transfers of earnings to the general fund for operations.

Discrete Component Unit

Parks

Parks and Recreation Fund. (Special Revenue Fund) Revenues are from the parks and recreation portion of the property tax levy, charges for services, and miscellaneous sources. Expenditures are for parks and recreational purposes as well as department operations.

Ashland Youth Activities Serial Levy Fund. (Special Revenue Fund) Revenues are from a three-year Ashland Youth Activities local option property tax levy. Expenditures are for community and youth activities and recreation.

Parks Capital Improvements Fund. (Capital Projects Fund) This fund is used to account for resources from grants and inter-fund transfers that are to be expended for equipment purchases and major park renovations.

salary schedule

Salary Schedule

Effective July 1, 2007

<u>Classification:</u>	<u>Minimum</u>	<u>Maximum</u>
<u>Elected and Appointed:</u>		
Mayor	500	500
Council	350	350
City Recorder/Treasurer	72,738	72,738
Municipal Judge	49,436	49,436
<u>Management and Confidential:</u>		
City Administrator	114,546	135,274
City Attorney	99,827	100,787
Administrative Services / Finance Director	99,827	100,787
Electric Director	99,827	100,787
Fire Chief	99,827	100,787
Police Chief	99,827	100,787
Public Works Director	99,827	100,787
Community Development Director	99,827	100,787
Information Technology Director	99,827	100,787
Electric Operations Superintendent	78,774	88,754
Deputy Police Chief	78,338	88,258
Fire Division Chief	73,244	82,332
Human Resources Director	73,244	82,332
Planning Manager	70,784	80,033
Public Works Superintendent	70,784	80,033
Telecommunications Engineer	70,784	80,033
Engineering Services Manager	65,331	76,211
Wastewater & Water Reuse Supervisor	65,331	76,211
Water Plant Supervisor	65,331	76,211
Operations Manager	64,610	72,602
Database Administrator	64,610	72,602
Network Administrator	64,610	72,602
Management Analyst	64,610	72,602
Building Official	62,706	70,640
Senior Planner	62,706	70,640
Assistant City Attorney	62,706	70,640
Police Lieutenant	61,359	69,116
Police Sergeant	61,359	69,116
Accounting Division Manager	60,292	67,912
Customer Service Division Manager	60,292	67,912
Fire Inspector	56,635	68,821
Associate Engineer	56,082	63,032
User Support Administrator	56,082	63,032
Permit Center Manager	53,764	62,712
Maintenance Safety Supervisor	52,821	59,397
Projects & Court Manager	52,821	59,397
Street Supervisor	52,821	59,397
Water Quality Supervisor (Distribution)	52,821	59,397
Telecomm/Computer Technician	52,821	59,397

<u>Classification:</u>	<u>Minimum</u>	<u>Maximum</u>
<u>Management and Confidential:</u>		
Forest Resource Specialist	49,372	60,008
GIS Analyst	49,372	60,008
Legal Assistant/Claims Management	44,648	50,219
Paralegal	44,648	50,219
CERT Coordinator	41,353	46,486
Executive Secretary	40,540	45,571
Human Resources Assistant	40,540	45,571
Administrative Assistant	32,847	39,881
Legal Secretary	32,847	39,881
Administrative Secretary	30,570	37,091
Secretary	26,470	32,083
<u>General City Services Staff:</u>		
Engineering Tech III	49,871	60,614
Building Inspector	47,461	59,993
Housing Program Specialist	47,511	59,342
Staff Accountant	45,730	57,677
Associate Planner	43,531	53,727
Engineering Assistant	43,531	53,727
Account Representative	42,625	53,287
Engineering Tech II	40,839	51,721
GIS Specialist	40,839	51,721
Account Clerk II	37,651	46,226
Computer Technician	37,589	45,733
Assistant Planner	34,215	43,339
Conservation Analyst	34,167	52,709
Code Compliance Specialist	33,418	41,058
Engineering Tech I	32,841	41,608
Account Clerk I	30,230	38,090
Secretary (IBEW)	28,801	36,441
Clerk II	26,823	33,858
Clerk I	23,195	29,158
<u>Fire and Rescue Personnel:</u>		
Captain-EMT "P"	66,745	72,250
Captain-EMT "I"	64,406	69,911
Captain-EMT "B"	62,755	68,259
Engineer-EMT "P"	60,690	63,993
Engineer-EMT "I"	58,350	61,653
Engineer-EMT "B"	56,699	60,002
Firefighter-EMT "P"	47,560	59,038
Firefighter-EMT "I"	45,221	56,699

salary schedule

<u>Classification:</u>	<u>Minimum</u>	<u>Maximum</u>
<u>Police Personnel:</u>		
Police Officer	43,596	55,380
Community Services Officer	40,800	51,528
Evidence & Property Technician	33,072	40,872
Community Outreach Officer	32,460	39,828
 <u>General Labor:</u>		
Chief Mechanic	40,967	52,374
Cemetery Sexton	40,231	49,378
Utility Worker IV	40,231	49,378
Water Treatment Plant Operator III	40,100	49,220
Utility Worker III	38,181	47,406
Treatment Plant Operator WW	38,166	48,311
Mechanic	37,042	47,871
Water Treatment Plant Operator	36,578	46,644
Utility Worker II	32,951	43,017
Meter Reader/Repair	32,136	2,108
Utility Worker I	29,902	38,522
 <u>Electric Staff:</u>		
Lead Working Line Installer	77,610	77,610
Meter Relay Technician	75,340	75,340
Electrician	71,752	71,752
Line Installer/Service Person	71,752	71,752
Tree Trimmer	60,416	60,416
Line Truck Driver	56,757	56,757
Head-Technician	51,694	58,122
Connect-Disconnect	51,432	51,432
Electrical Warehouse Worker	51,432	51,432
Meter Reader	48,825	48,825
Telecommunications Technician	46,930	46,930
 <u>Regular Part-time Employees:</u>		
Community Services Volunteer Coordinator	42,466	47,886
Band Director	3,806	3,806
Bailiff	3,760	3,760

salary schedule and history of positions

Parks and Recreation Salary Schedule Effective July 1, 2007

<u>Classification:</u>	<u>Minimum</u>	<u>Maximum</u>
<u>Senior Management</u>		
Parks and Recreation Director	100,587	100,587
Parks Superintendent	79,792	79,792
Recreation Superintendent	52,918	61,756
<u>Mid Management</u>		
Greens Superintendent	54,982	58,078
Senior Program Director	41,394	46,532
Recreation Coordinator	39,436	45,987
Environmental Education Coordinator	35,600	48,544
CC/Recreation Facilities Manager	32,549	41,186
<u>Clerical</u>		
Executive Secretary	40,423	45,440
Accounts Clerk	32,549	40,221
Department Secretary	30,486	35,556
Administrative Secretary	30,486	39,436
Senior Center Specialist	25,000	28,112
Environmental Ed Assistant	22,612	31,540
Receptionist	22,455	29,566
<u>Maintenance</u>		
Park Technician III	42,307	52,066
Park Technician II	37,328	45,471
Head Custodian	33,828	42,398
Park/Golf Technician I	32,549	40,221
Custodian	23,800	32,482
Park Worker/Golf Worker	23,172	31,540

<u>Department</u>	<u>2005 Actual</u>	<u>2006 Actual</u>	<u>2007 Amended</u>	<u>2008 Adopted</u>
Administration	10.25	6.50	6.50	9.50
Information Technology	15.50	15.65	14.65	15.15
Administrative Services	20.25	23.65	22.65	19.90
City Recorder	2.00	2.00	2.00	2.00
Police	39.80	39.80	40.30	39.30
Fire and Rescue	34.00	35.00	35.40	35.00
Public Works	57.80	58.80	59.80	59.80
Community Development	15.20	17.00	17.80	16.40
Electric	36.05	21.10	21.10	21.10
Subtotal	230.85	219.50	220.20	218.15
Parks and Recreation	46.90	48.45	48.45	50.55
Total Staffing Requirement	277.75	267.95	268.65	268.70

* Includes temporary employees

summary of union affiliation

	Non- represented	IBEW Clerical	IBEW Electrical	Laborers	Ashland Police Assoc.	Ashland Firefighters	Temps	Total
Administration Department	9.56							9.56
Information Technology	9.15	3.00	3.00					15.15
Administrative Services	4.50	15.25					0.15	19.90
City Recorder	2.00							2.00
Police Department	9.80	3.00			24.00		2.50	39.30
Fire and Rescue Department	8.00					27.00		35.00
Public Works Department	12.00	5.50		41.30			1.00	59.80
Community Development	6.00	10.40						16.40
Electric Department	2.85	3.50	14.25				0.50	21.10
Parks Department	43.85						6.70	50.55
	<u>107.71</u>	<u>40.65</u>	<u>17.25</u>	<u>41.30</u>	<u>24.00</u>	<u>27.00</u>	<u>10.85</u>	<u>268.76</u>
	By							
Contract Status	Resolution	Settled	Settled	Settled	Settled	Settled		
Termination Date	N/A	6/30/2009	6/30/2008	6/30/2008	6/30/2009	6/30/2009		



chart of accounts descriptions

The following descriptions include the types of expenses charged to each line item, regardless of which program they fall under. Consequently, each expenditure is charged not only to the appropriate program, but also to the correct line item for a complete accumulation of all costs. The title of each line item appears after each account number that is used for city accounting purposes.

PERSONAL SERVICES (500)

510 Salaries and Wages

All payments for employees including temporary employees are charged in this classification. Also included is overtime and stand by pay.

520 Fringe Benefits

Charges associated with employee's costs such as FICA, Medicare, Retirement Contributions, Group Health Care, Worker's comp and Unemployment costs.

MATERIALS & SERVICES (600)

The term used in an operating budget to designate a classification of expenditures. Refers to planned purchases other than Personal Services or Capital Outlay. Includes contractual and other services, materials, supplies and other charges.

601 Supplies

All supplies used by the City such as; office supplies, small tools under \$5,000, food and related items, and books and periodicals.

602 Rental, Repair, Maintenance

Any expense incurred to rent, repair or maintain equipment owned, operated or leased by the City, including all parts, services and fuel.

603 Communications

Charges for local and long distance telephone service, cellular service, pagers, radios, computers, fax, and postage that are incurred in service to the City.

604 Contractual Services

Monies paid to persons for services rendered to the City, who are not employees of the City and fit the legal guidelines for subcontractors.

605 Miscellaneous Charges and Fees

All internal charges are located here. Central Service Fees, Insurance Service Fees, Facilities Use Fees along with any licenses. An example is Financial Software licenses such as Microsoft Office Suite.

606 Other Purchased Services

Miscellaneous purchased services that do not fit appropriately into other materials and services categories.

607 Insurance

Expenditures for insurance premiums, self-insurance direct claims, and administration.

608 Commission

Expenditures relating to advisory committees and commissions created by council.

609 Grants

All Social Service, Economic and Cultural grants awarded by the City.

610 Programs

Programs are groups of activities to accomplish a major service or function for which the local government is responsible.

612 Franchise

General government tax assessed on city enterprise utility gross revenues.

CAPITAL OUTLAY (700)

Monies spent to purchase or construct land, buildings, internal and contracted improvement projects or equipment with a minimum value of \$5,000 as per the Fixed Asset Capitalization Policy, and buildings such as the Civic Center, Public Library, and the City Hall. Items, which generally have a useful life of two or more years, such as machinery, land, furniture, equipment or buildings.

701 Land

Land is categorized into three groups:

- 1) Land which constitutes all city owned property other than easements which are not capitalized.
- 2) Dedicated Park Land which constitutes property dedicated by the City Council as perpetual parkland and
- 3) Open Space Land, which constitutes property dedicated by the City Council as designated open space park.

702 Buildings

All city owned or occupied buildings. Buildings include fixtures and attachments permanently fixed to the structure such as light fixtures, wiring, plumbing, and HVAC.

703 Equipment

Equipment such as small equipment, heavy equipment, vehicles, computer network and software peripherals including hardware and printers, including parts and supplies that aren't otherwise categorized with a minimum value of \$5,000 as per the Fixed Assets Capitalization Policy.

704 Improvements Other than Buildings

Infrastructure improvements per the Fixed Assets Capitalization Policy.

DEBT SERVICE (800)

Payments of interest and principal related to long-term debt or loans made to the City including interest for land, buildings, internal and contracted improvement projects and equipment.

801 Principal

Payments retiring the current portion of the City's long-term debt.

802 Interest

Payment of interest on the City's long-term debt.

OTHER FINANCING USES (900)

All Interfund Loans, Operating Transfers, Contingency Appropriations and Unappropriated funds.

901 Interfund Loans

Loans made between funds.

902 Operating Transfers Out

An amount distributed from one fund to finance another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

chart of accounts descriptions

- 905 **Contingency**
An appropriation of funds to cover unforeseen events that may occur during the budget year. The City Council must authorize the use of any contingency appropriations transfer by resolution.
- 909 **Unappropriated**
An amount set-aside in the budget to be used as a cash carryover to the next year's budget, to provide the local government with a needed cash flow until other money is received. This amount cannot be transferred by resolution or used through a supplemental budget during the fiscal year it is budgeted, unless there is a significant calamity or natural disaster.



A Accrual Basis: Method of accounting where expenditures and revenues are recorded when incurred, not when paid. The method differs from GAAP Accrual Basis in that, while capital outlays are recognized as expenditures, depreciation and amortization are not [ORS 294.311(1)]

ADA: Americans with Disabilities Act.

Adopted budget: Financial plan that forms the basis for appropriations. Adopted by the governing body (ORS 294.435).

AFN: Ashland Fiber Network is the state-of-the-art telecommunications infrastructure of fiber optic cable that weaves through the City's neighborhoods. AFN provides citizens of Ashland with three services: high-speed data, cable modem Internet access and cable television.

AMR: Automatic Meter Reading System.

Annexation: The incorporation of land into an existing city with a resulting change in the boundaries of that city.

Annual Revenues: The sum of all sources of Estimated Revenues of a fund excluding Working Capital Carryover.

APD: Ashland Police Department.

Appropriation: Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body [ORS 294.311.(3)].

Appropriation Resolution: The legal document passed by the City Council authorizing expenditures.

Approved Budget: The budget that has been approved by the budget committee. The data from the approved budget is published in the Financial Summary before the budget hearing (ORS 294.406).

Assessed Value: The value set on real and personal property as a basis for imposing taxes. It is the lesser of the property's maximum assessed value or real market value.

Audit: The annual review and appraisal of a municipal corporation's accounts and fiscal affairs conducted by

an accountant under contract or the Secretary of State (ORS 297.425).

Audit Report: A report in a form prescribed by the Secretary of State made by an auditor expressing an opinion about the propriety of a local government's financial statements, and compliance with requirements, orders and regulations.

B Baseline: Year two of the prior budget year's long-term plan. The beginning point for the budget preparation, comparison and justification in the ensuing year.

Bioswale: Long narrow trenches dug next to impervious surfaces like parking lots. Water runs off these impervious surfaces into the trench where it is "cleaned" of oily substances and other pollutants prior to reaching the storm drain system. A variety of grasses, shrubs and ground covers are planted in the trenches.

Bonded Debt Levy: Property tax levy dedicated to repayment of General Obligation Bonds authorized by more than 50 percent of the community's registered voters. The levy cannot exceed the term of the bonds.

Bonds: Written promises to pay a sum of money, called principal or face value, at a future date, called the maturity date, along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used to finance long-term capital improvements.

BPA: Bonneville Power Administration. This federal agency is the major wholesaler of Northwest electric energy.

Budget: A financial operating plan with estimated expenditures and expected revenues for a given period.

Budget Committee: A panel composed of the City Council and an equal number of citizens responsible for the review and recommendation of the annual budget (ORS 294.336).

Budget Message: A message prepared by the City Administrator and the Budget Officer explaining the annual proposed budget, articulating the strategies and budgets to achieve the City's goals, and identifying budget impacts and changes (ORS 294.391).

Budget Officer: The person appointed by the City Council to be responsible for assembling the budget. For the City of Ashland, the Finance Director serves this role (ORS 294.331).

Budget Period: A 24-month period beginning July 1 of the first fiscal year and ending June 30 of the second fiscal year.

Budget Transfers: Amounts moved from one fund to finance activities in another fund. They are shown as expenditures in the originating fund and revenues in the receiving fund.

C CAP: Central Area Patrol (Police and Parks Fund)
CAP: Civil Area Patrol (Airport Fund)

Capital Outlay: An object classification that includes items with a useful life of one or more years, such as machinery, land, furniture, computers, or other equipment, and which cost more than \$5,000 [ORS 294.352(6)].

Capital Project Funds: A fund type used to account for resources, such as bond sale proceeds, to be used for major capital item purchase or construction [OAR 150-294.352(1)].

CDBG: Community Development Block Grant are funds from the Department of Housing and Urban Development used to assist low and moderate income neighborhoods and households.

Central Service Charge: Reimbursement for services that are paid for out of one fund, but benefit the programs in another fund.

CERVS: Community Resource and Vital Services is a non-profit program that ICCA is part of. (See ICCA.)

CIP: Capital Improvement Plan.

CIP Fund: Capital Improvement Fund.

Contingency: An appropriation of funds to cover unforeseen events that may occur during the budget year. The City Council must authorize the use of any contingency appropriations.

CWSRF: Clean Water State Revolving Fund.

D Debt Service: Payment of interest and principal related to long term debt.

Debt Service Funds: A fund established to account for payment of general long-term debt principal and interest [OAR 150-294.352(1)].

Depreciation: A system of accounting which aims to distribute the cost or other basic value of tangible capital assets, less salvage (if any), over the estimated

useful life of the unit in a systematic and rational manner. It is a process of allocation, not of valuation. Depreciation is not budgeted by the City, in accordance with Oregon Local Budget Law.

DEQ: The Oregon Department of Environmental Quality works to restore, enhance, and maintain the quality of Oregon's air, water and land.

E Encumbrance: An obligation chargeable to an appropriation and for which part of the appropriation is reserved [ORS 294.311(10)].

EMS: Emergency Medical Services.

EMT: Emergency Medical Technician.

Enterprise Funds: Records the resources and expenses of acquiring, operating and maintaining a self-supporting facility or service.

EOC: The Emergency Operations Center is the coordinating and support organization headquarters for emergency operations within the City. The purpose of the EOC is to support Incident Command operations.

EPA: Environmental Protection Agency.

Expenditures: The money spent by the City for the programs and projects included within the approved budget.

F Fiscal Year: Twelve-month period from July 1 to June 30 for which the annual budget of the City is prepared and adopted. Example: FY, FY 06, FY 2006.

Fixed Assets: Assets of a long-term character such as land, buildings, furniture, and other equipment.

Food and Beverage Tax: Five-percent tax assessed on prepared food and beverage providers gross receipts from prepared food items excluding alcohol. The tax was enacted July 1, 1993 and authorization ends December 31, 2010.

Franchise: A privilege fee for using the ROW (Right of Way).

Fringe Benefits: The non-salary part of employees' total compensation. A typical benefit package includes insurance, retirement, and vacation/sick leave components.

FTE: Full-time Equivalent is a term used to measure the number of employees on a 40 hour per week basis.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specific regulations, restrictions or limitations.

Fund Balance: The difference between governmental fund assets and liabilities; also referred to as fund equity.

G GAAP: Generally accepted accounting principals as determined through common practice or as promulgated by the Government Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.

General Fund: Records needed to run the daily operations of the local government such as wages, rent, and utilities. It also shows the money that is necessary to pay for these general needs.

I IBEW: International Brotherhood of Electrical Workers

ICCA: Interfaith Care Community of Ashland is an organization that is under the auspices of CERVVS. It is a coalition of faith groups and community volunteers committed to providing a coordinated program of emergency services to families and individuals in need. Also known as ICCA/CERVVS.

Interfund Loans: Loans made by one fund to another and authorized by resolution or ordinance (ORS 294.460).

Internal Service Fund: Accounts for internally supported activities where the government is the primary reciprocate of the services provided by the fund.

IS: Information Services or Electronic Data Processing.

ISTEA: Intermodal Surface Transportation Efficiency Act grant to encourage various types of transportation.

L LCDC: Land Conservation Development Commission.

Line Item: An expenditure description at the most detailed level. Objects of expenditure are grouped into specific items, such as printing.

LID: Local Improvement Districts are formed by petition and used to request the City of Ashland to finance improvements to neighborhoods (e.g., sidewalks) over a 10-year period.

Local Option Levy: Voter-approved property tax levies for a period of two to five years above the permanent tax rate.

M Materials and Services: The term used in an operating budget to designate a classification of expenditures. Refers to planned purchases other than Personal Services or Capital Outlay.

Measure 47: In November 1996, voters passed a tax limitation initiative that was referred to as Measure 47. The measure's provisions included: a tax roll back for property taxes; a cap of 3 percent on assessed value increases in future years; a requirement that special elections for property tax increase measures must be approved by 50 percent of all registered voters, as opposed to a simple majority in general elections. Because of several complexities regarding implementation, the legislature instead proposed Measure 50 in May 1997.

Measure 50: In May 1997, voters replaced Measure 47 with Measure 50. The measure fundamentally changed the structure of property taxes in Oregon, moving from the tax base system to a permanent tax rate. Measure 50 has the same financial impact as Measure 47, with the benefit of simplified implementation.

Modified Accrual: Revenues are recorded in the accounting period in which they become available and measurable, and expenditures are recorded in the accounting period in which the fund liability is incurred.

O Ordinance: The method by which the appropriation of the budget is enacted into law by the city council per authority of the Oregon State Statutes.

Organizational Unit: An administrative subdivision, such as a department or division, of the city government charged with carrying on one or more specific functions.

P PEG: Public Education and Government access fee relative to the Cable TV Franchise.

Permanent Tax Rate: The rate per thousand dollars of Assessed Value that is the maximum that can be levied for government operations. The assessed valuation is capped and can only increase by three percent per year.

Personal Services: Employee wages, health insurance costs, workers' compensation charges, and any other employee benefits.

Program: Some departments are divided into programs for better management and tracking of resources.

Proposed Budget: The financial and operating document submitted to the Budget Committee and the governing body for consideration.

R Requirements: Total expenditures and unappropriated fund balance.

Reserve: A portion of a fund that is restricted for a specific purpose.

Resources: Total amounts available for appropriation consisting of the estimated beginning carryover balance plus anticipated revenues.

Revenues: Monies received or anticipated by a local government from both tax and non-tax sources.

S SBA: Small Business Administration, established in 1953, is a federal agency that provides financial, technical, and management assistance to help Americans start, run and grow their businesses.

SCADA: Supervisory Control and Data Acquisition

SDC: System Development Charges are assessed on new construction to cover the demands placed on City services. Charges collected cover water, sewer, transportation, storm drains, and parks and recreation costs.

SOU: Southern Oregon University located in Ashland, Oregon.

SOWAC: Southern Oregon Women's Access to Credit is an organization that is a recipient of an Economic and Cultural Development grant.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are restricted to expenditures for a specific purpose.

Supplemental Budget: A budget that is prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. The supplemental budget cannot be used to increase a tax levy.

T TAP Intertie: Talent Ashland Phoenix Intertie is the connecting of all three Cities into one water system.

Tax Levy: Total amount of dollars raised in property taxes imposed by the City, permanent tax rate, local option levies, and Bonded Debt levies.

TID: Talent Irrigation District.

TPAC: Transportation Plan Advisory Committee.

Transfer: An amount distributed from one fund to finance activities in another fund. It is shown as an expenditure in the originating fund and a revenue in the receiving fund.

Transient Occupancy Tax (Hotel/Motel Tax): Seven-percent tax assessed on lodging providers gross receipts from rental of guest accommodations.

U Unappropriated Ending Fund Balance: An amount set aside to be used as cash carryover for the next fiscal year's budget.

W Working Capital Carryover: The amount carried over from year to year. It is based on the difference between estimated revenues to be received and the estimated amount expected to be spent.

WWTP: Wastewater Treatment Plant.

Y YAL: Youth Activities Levy.

A	ACCESS- Aging Community Coordinated Enterprise and Supportive Services		EMT B- Emergency Medical Technician Basic
	ADA- Americans with Disabilities Act		EMT I- Emergency Medical Technician Intermediate
	AFN- Ashland Fiber Network		EMT P- Emergency Medical Technician Paramedic
	AMR- Automatic Meter Reading System		EOC- Emergency Operations Center
	APD- Ashland Police Department		EOFY- End of Fiscal Year
	ASA- Ambulance Service Area		EOY- End of Year
	AWTA- Ashland Woodland Trails Association		EPA- Environmental Protection Agency
B	BPA- Bonneville Power Administration		ESD- Educational Service District
C	CAFR- Comprehensive Annual Financial Report	F	F&B- Food and Beverage
	CAP: Central Area Patrol (Police and Parks Fund)		FAA- Federal Aviation Administration
	CAP: Civil Area Patrol (Airport Fund)		FAM- Federal Aid Money to Municipalities
	CATV- Cable Television		FBO- Fixed Base Operator
	CDBG- Community Development Block Grant		FEMA- Federal Emergency Management Agency
	CERT- Community Emergency Response Team		FFY- Federal Fiscal Year
	CERVS- Community Resource and Vital Services		FTE- Full Time Employee
	CIP- Capital Improvement Plan		FY- Fiscal Year. Example: FY 2005-2006, FY 2005-06, FY 2006
	CMOM- Capacity, Management, Operation, and Maintenance		G
	CPI- Consumer Price Index		GAAP- Generally Accepted Accounting Principals
D	CSO- Community Service Officer		GASB- Government Accounting Standards Board
	CSV- Community Service Volunteer		GIS- Geographic Information Systems
	CUFR- Component Unit Financial Report	H	HIPAA- Health Insurance Portability and Accountability Act
	CWSRF- Clean Water State Revolving Fund		HR- Human Resources
	DARE- Drug Awareness Resistance Education		HUD- Housing and Urban Development
E	DEQ- Department of Environmental Quality		IBEW- International Brotherhood of Electrical Workers
	EMS- Emergency Medical Services		
	EMT- Emergency Medical Technician	I	ICCA- Interfaith Care Community of Ashland

	IS- Information Services		SCADA- Supervisory Control and Data Acquisition
	ISP- Internet Service Provider		SDC- System Development Charges
	ISTEA- Intermodal Surface Transportation Efficiency Act		SOU- Southern Oregon University
J	JJTC- Jackson/Josephine Transportation Committee		SOWAC- Southern Oregon Women's Access to Credit
L	LCDC- Land Conservation Development Commission		SRO- School Resource Officer
	LID- Local Improvement District	T	SUV- Sport Utility Vehicle
	LLC- Limited Liability Company		TAP- Talent Ashland Phoenix
M	MS4- Municipal Storm Drain System		TID- Talent Irrigation District
N	NPDES- National Pollutant Discharge Elimination System		TOT- Transient Occupancy Tax
O	OCI- Overall Condition Index		TPAC- Transportation Plan Advisory Committee
	ODA- Oregon Department of Agriculture	U	TTPC- Transportation Transit Parking Committee
	ODOT- Oregon Department of Transportation		UB- Utility Billing
	ORS- Oregon Revised Statute	W	USFS- United States Forest Service
	OSF- Oregon Shakespeare Festival		WW- Wastewater
	OSHA- Occupational Safety and Health Administration	Y	WWTP- Wastewater Treatment Plant
P	PEG- Public Education and Government		YAL- Youth Activities Levy
	PERS- Public Employee Retirement System		YDO- Youth Diversion Officer
	PMS- Pavement Management System		
	PUC- Public Utility Commission		
	PW- Public Works		
R	RVACT- Rogue Valley Area Commission on Transportation		
	RVTD- Rogue Valley Transit District		
	RVTV- Rogue Valley Television		
S	SBA- Small Business Administration		

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**Budget Calendar
FY 2007-08**

2/21/07	BUDGET COMMITTEE - Introduction Siskiyou Room - 6:00pm
3/5/2007	BUDGET SUBCOMMITTEE Social Service Grant Presentations & Deliberations Council Chambers 7:00pm
3/7/2007	BUDGET SUBCOMMITTEE Social Service Grants - continuation if needed Council Chambers 7:00pm
4/11/2007	BUDGET SUBCOMMITTEE Economic & Cultural Grant Presentations & Deliberations Council Chambers 7:00pm
4/12/2007	BUDGET SUBCOMMITTEE Economic & Cultural Grants - continuation if needed Council Chambers 7:00pm
4/19/07	FULL BUDGET COMMITTEE MEETING - Budget Message Fire and Police Presentations Council Chambers 6:00pm
4/30/07	DEPARTMENTAL BUDGET PRESENTATIONS Parks, Community Development, CDBG Presentations Council Chambers 7:00pm
5/2/07	DEPARTMENTAL BUDGET PRESENTATIONS City Recorder, Administration, Human Resources, Legal, Admin Services Council Chambers 6:00pm
5/3/07	DEPARTMENTAL BUDGET PRESENTATIONS Information Technology, Electric and Conservation Presentations Council Chambers 6:00pm
5/9/07	DEPARTMENTAL BUDGET PRESENTATIONS Capital Improvement Plan Overview, Public Works Airport, Street, Water, Wastewater, Administration, Engineering, Cemetery and Equipment. Council Chambers 6:00pm
5/17/07	DEPARTMENTAL BUDGET PRESENTATIONS Public Works Continued, if needed. Library if needed. Council Chambers 6:00pm
5/21/07	FULL BUDGET COMMITTEE MEETING/WRAP-UP/APPROVAL Set Tax Rate, WRAP-UP APPROVAL Council Chambers 6:00pm
5/22/07	FULL BUDGET COMMITTEE MEETING - Finalize & Process Review Continued from 5/21 If needed; Committee completes surveys Council Chambers 6:00pm
6/5/07	PUBLIC HEARING First Reading of Ordinance Resolution on appropriations Resolution to qualify for state subventions Resolution to receive state revenues Resolution declaring to receive state revenues
6/19/07	SECOND READING OF ORDINANCE
6/27/07	DEADLINE TO SUBMIT INITIATIVE TO JACKSON COUNTY
7/13/07	FILE EXTENSION WITH JACKSON COUNTY
9/18/07	ELECTION ON LOCAL OPTION LEVY FOR LIBRARY
10/1/07	CERTIFY TAXES TO JACKSON COUNTY

Affidavit of Publication

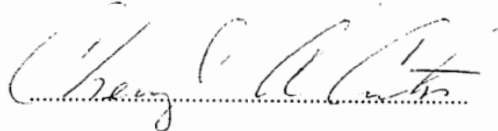
State of Oregon,)
) ss.
County of Jackson)

I, Cheryl A. Curtis, being first duly sworn, depose and say that I am the Principal Clerk of Ashland Daily Tidings newspaper of general circulation, printed and published at Medford in the aforesaid county and state; that the

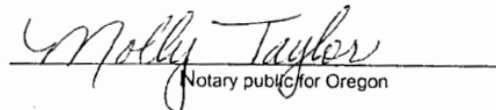
City Of Ashland

Notice Of Budget

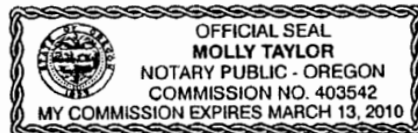
a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 Insertion in the following issues:
February 16, 2007



Subscribed and sworn to before me this 19 day of February, 2007.


Notary public for Oregon

My Commission expires 13th day of March 2010





**CITY OF
ASHLAND**

**NOTICE OF BUDGET
COMMITTEE MEETING**

An introductory meeting of the Budget Committee for the City of Ashland to discuss the budget for the fiscal year July 1, 2007, to June 30, 2008, will be held in the Siskiyou Room of the Community Development/Engineering Services Building at 51 Winburn Way. This meeting will take place on February 21, 2007 at 6:00 p.m. The purpose of this meeting is to discuss the budget calendar and budget assumptions.

The schedule for the Budget Committee and Subcommittee meetings to receive questions and comments from the public will be published when determined by the Committee.

These are public meetings where deliberations of the Budget Committee takes place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee or a Subcommittee.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY: phone number 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28CFR 35.102-35.104 ADA Title 1).

02/16/2007

Affidavit of Publication

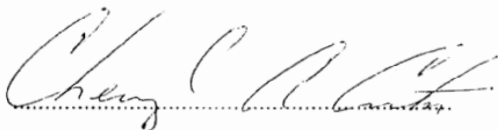
State of Oregon,)
) ss.
County of Jackson)

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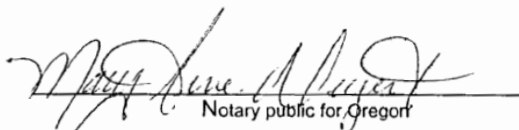
City Of Ashland

Budget Calendar

a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 2 Insertions in the following issues:
April 9, 14, 2007



Subscribed and sworn to before me this 18 day of April, 2007.


Notary public for Oregon

My Commission expires 17th day of March 2009





**CITY OF
ASHLAND**

**BUDGET CALENDAR
FY 2007-08**

4/19/07 FULL BUDGET COMMITTEE MEETING
- Budget Message
Fire and Police Presentations
Council Chambers 6:00pm

4/30/07 DEPARTMENTAL BUDGET PRESENTATIONS
Parks, Community Development, CDBG Presentations
Council Chambers 7:00pm

5/2/07 DEPARTMENTAL BUDGET PRESENTATIONS
City Recorder, Administration, Human Resources, Legal, Admin Services
Council Chambers 6:00pm

5/3/07 DEPARTMENTAL BUDGET PRESENTATIONS
Electric and Conservation Presentations, Information Technology
Council Chambers 6:00pm

5/9/07 DEPARTMENTAL BUDGET PRESENTATIONS
Capital Improvement Plan Overview, Public Works Airport, Street, Sewer, Water, Wastewater, Administration, Engineering, Cemetery and Equipment
Council Chambers 6:00pm

5/17/07 DEPARTMENTAL BUDGET PRESENTATIONS
Public Works Continued, if needed, Library if needed.
Council Chambers 6:00pm

5/21/07 FULL BUDGET COMMITTEE MEETING/WRAP-UP/APPROVAL
Set Tax Rate, WRAP-UP APPROVAL
Council Chambers 6:00pm

5/22/07 FULL BUDGET COMMITTEE MEETING - Finalize & Process Review
Continued from 5/21 if needed; Committee completes surveys
Council Chambers 6:00pm

6/5/07 PUBLIC HEARING
First Reading of Ordinance
Resolution on appropriations
Resolution to qualify for state subventions
Resolution to receive state revenues
Resolution declaring to receive state revenues

6/19/07 SECOND READING OF ORDINANCE

April 9, 14, 2007

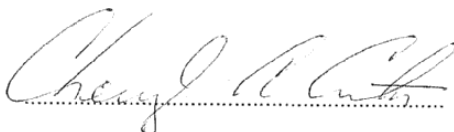
Affidavit of Publication

State of Oregon,)
) ss.
County of Jackson)

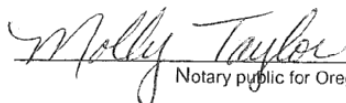
I, Cheryl A. Curtis, being first duly sworn, depose and say that I am the Principal Clerk of Ashland Daily Tidings newspaper of general circulation, printed and published at Medford in the aforesaid county and state; that the

A Public Hearing

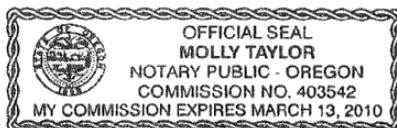
a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 Insertion in the following issues:
May 30, 2007



Subscribed and sworn to before me this 14 day of June, 2007.


Notary public for Oregon

My Commission expires 13th day of March 2010.



Affidavit of Publication

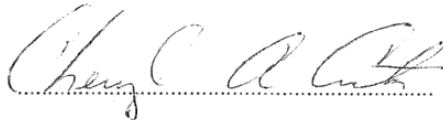
State of Oregon,)
) ss.
County of Jackson)

I, Cheryl A. Curtis, being first duly sworn, depose and say that I am the Principal Clerk of Ashland Daily Tidings newspaper of general circulation, printed and published at Medford in the aforesaid county and state; that the

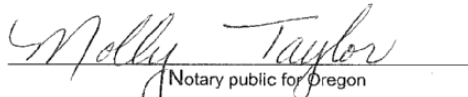
City Of Ashland

Notice Of Public Hearing

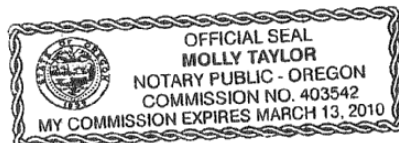
a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 Insertion in the following issues:
September 20, 2007



Subscribed and sworn to before me this 24 day of September, 2007.


Notary public for Oregon

My Commission expires 13th day of March 2010.





**CITY OF
ASHLAND
NOTICE OF PUBLIC HEARING**

A Public Hearing will be held at a Special Meeting of the City of Ashland City Council to discuss revising the adopted budget and local option property tax levy to operate the Ashland Library for July 1, 2007, to June 30, 2008, in the Siskiyou Room of the Community Development/Engineering Services Building at 51 Winburn Way. This meeting will take place on September 25, 2007 at 6:00 p.m.

Changes to the FY 2007-2008 budget will require repealing and replacing both Ordinance 2940 and Resolution 2007-25 to reflect reduced appropriations and corresponding tax levy for proposed additional services at the library beyond those offered by Jackson County.

This is a public meeting where deliberation and action of the City Council will take place. Any person may appear at the meeting and discuss the proposed changes to the budget for FY 2007-2008.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-6002 (TTY phone number 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title I).

9/20/2007

RESOLUTION 2007- 19

**RESOLUTION CERTIFYING CITY PROVIDES SUFFICIENT MUNICIPAL
SERVICES TO QUALIFY FOR STATE SUBVENTIONS**

RECITALS:

A. ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing fund to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

1. Police Protection
2. Fire Protection
3. Street construction, maintenance, lighting
4. Sanitary Sewer
5. Storm Sewer
6. Planning, zoning and subdivision control
7. One or more utility services

B. City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with 221.760.

The City of Ashland Resolves as Follows: The City of Ashland certifies that it provides the following municipal services enumerated in ORS 221.760(1):

1. Police Protection
2. Fire Protection
3. Street construction, maintenance, lighting
4. Sanitary Sewer
5. Storm Sewer
6. Planning
7. Electric Distribution
8. Water

This resolution takes effect upon signing by the Mayor.

This resolution was read by title only in accordance with Ashland Municipal Code §2.04.090 and duly PASSED and ADOPTED this 5 day of June, 2007.

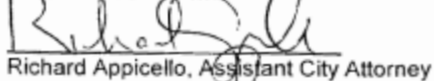


Barbara Christensen, City Recorder

SIGNED AND APPROVED this 6 day of June, 2007.


John W. Morrison, Mayor

Reviewed as to form:


Richard Appicello, Assistant City Attorney

RESOLUTION 2007- 20

**A RESOLUTION DECLARING THE CITY'S ELECTION
TO RECEIVE STATE REVENUES**

RECITALS:

The City must annually adopt a resolution electing to receive an apportionment of the Oregon Department of Administrative Services General Fund revenues derived from taxes imposed as part of State Revenue Sharing.

THE CITY OF ASHLAND RESOLVES AS FOLLOWS:

Pursuant to ORS 221.770, the City elects to receive state revenues for fiscal year 2007-2008.

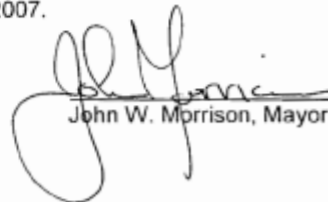
This resolution takes effect upon signing by the Mayor.

This resolution was read by title only in accordance with Ashland Municipal Code §2.04.090 and duly PASSED and ADOPTED this 5 day of June, 2007.

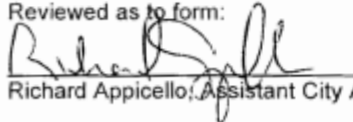


Barbara Christensen, City Recorder

SIGNED AND APPROVED this 4 day of June, 2007.


John W. Morrison, Mayor

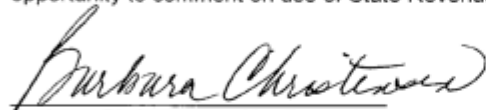
Reviewed as to form:



Richard Appicello, Assistant City Attorney

**A RESOLUTION DECLARING THE CITY'S ELECTION
TO RECEIVE STATE REVENUES**

I certify that a public hearing before the Budget Committee was held on May 21, 2007 and a public hearing before the City Council was held on June 5, 2007, giving citizens an opportunity to comment on use of State Revenue Sharing.


Barbara Christensen, City Recorder

RESOLUTION NO. 2007-36

**A RESOLUTION REPEALING RESOLUTION 2007-25 AND
ADOPTING THE ANNUAL BUDGET AND MAKING
APPROPRIATIONS**

The City of Ashland resolves that the 2007-2008 Fiscal Year Budget, now on file in the office of the City Recorder is adopted. The amounts for the fiscal year beginning July 1, 2007, and for the purposes shown below are hereby appropriated as follows:

SECTION 1.**GENERAL FUND**

Administration Department	\$	494,686
Administrative Services - Municipal Court		427,360
Administrative Services - Social Services Grants		121,000
Administrative Services - Economic & Cultural Grants		527,519
Administrative Services - Miscellaneous		1,000
Administrative Services - Band		60,509
Police Department		5,458,209
Fire and Rescue Department		4,997,175
Public Works - Cemetery Division		339,165
Community Development - Planning Division		2,411,548
Community Development - Building Division		833,991
Transfers		500
Contingency		400,000
TOTAL GENERAL FUND		16,072,662

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Personal Services		23,600
Materials and Services		203,700
Other Financing Uses (Interfund Loans)		-
TOTAL CDBG FUND		227,300

STREET FUND

Public Works - Street Operations		3,327,919
Public Works - Storm Water Operations		834,957
Public Works - Transportation SDC's		188,800
Public Works - Storm Water SDC's		172,500
Public Works - Local Improvement Districts		685,998
Transfers		200,000
Debt Service		400,000
Contingency		89,000
TOTAL STREET FUND		5,899,174

AIRPORT FUND

Materials and Services		111,032
Capital Improvement		228,605
Debt Service		35,172
Contingency		5,000
TOTAL AIRPORT FUND		379,809

CAPITAL IMPROVEMENTS FUND

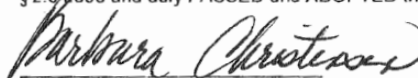
Personal Services		176,216
Materials and Services		489,275
Capital Outlay		300,000
Transfers		302,573
Other Financing Uses (Interfund Loans)		-
Contingency		50,000
TOTAL CAPITAL IMPROVEMENTS		1,318,064

DEBT SERVICE FUND	
Debt Service	2,016,821
TOTAL DEBT SERVICE FUND	2,016,821
WATER FUND	
Electric - Conservation Division	177,300
Public Works - Forest Lands Management Division	385,670
Public Works - Water Supply	448,819
Public Works - Water Treatment	1,137,338
Public Works - Water Distribution	3,802,816
Public Works - Reimbursement SDC's	-
Public Works - Improvement SDC's	605,250
Public Works - Debt SDC's	124,850
Debt Services	785,704
Contingency	144,000
TOTAL WATER FUND	7,611,747
WASTEWATER FUND	
Public Works - Wastewater Collection	2,479,706
Public Works - Wastewater Treatment	1,926,453
Public Works - Reimbursement SDC's	239,403
Public Works - Improvement SDC's	121,423
Debt Service	1,788,160
Contingency	140,000
TOTAL WASTEWATER FUND	6,695,145
ELECTRIC FUND	
Electric - Conservation Division	942,887
Electric - Supply	6,102,504
Electric - Distribution	5,711,671
Electric - Transmission	903,600
Contingency	375,000
TOTAL ELECTRIC FUND	14,035,662
TELECOMMUNICATIONS FUND	
IT - Internet	1,228,233
IT - High Speed	468,607
Debt Service	356,000
Contingency	100,000
TOTAL TELECOMMUNICATIONS FUND	2,152,840
CENTRAL SERVICES FUND	
Administration Department	1,502,580
Administrative Services Department	1,575,530
IT - Computer Services Division	1,165,588
City Recorder Division	298,569
Public Works - Administration and Engineering	1,387,186
Contingency	150,000
TOTAL CENTRAL SERVICES FUND	6,079,453
INSURANCE SERVICES FUND	
Personal Services	85,000
Materials and Services	700,000
Contingency	100,000
TOTAL INSURANCE SERVICES FUND	885,000
EQUIPMENT FUND	
Personal Services	268,701
Materials and Services	503,222
Capital Outlay	1,438,000
Contingency	43,000
TOTAL EQUIPMENT FUND	2,252,923

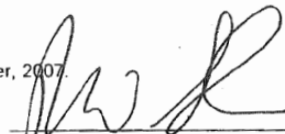
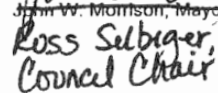
CEMETERY TRUST FUND	
Transfers	25,000
TOTAL CEMETERY TRUST FUND	25,000
PARKS AND RECREATION FUND	
Parks Division	3,948,075
Recreation Division	1,051,727
Golf Division	419,019
Transfers	110,000
Debt Service	10,500
Contingency	35,000
TOTAL PARKS AND RECREATION FUND	5,574,321
YOUTH ACTIVITIES LEVY FUND	
Personal Services	196,000
Materials and Services	2,381,000
TOTAL YOUTH ACTIVITIES LEVY FUND	2,577,000
PARKS CAPITAL IMPROVEMENTS FUND	
Capital Outlay	331,000
TOTAL PARKS CAPITAL IMP. FUND	331,000
TOTAL APPROPRIATIONS	\$ 74,133,921

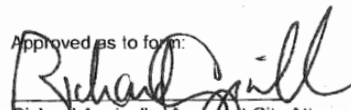
SECTION 2. This Resolution takes effect upon signing by the Mayor.

This resolution was read by title only in accordance with Ashland Municipal Code § 2.04.090 and duly PASSED and ADOPTED this 25 day of September, 2007


Barbara Christensen, City Recorder

Signed and Approved on this 25 day of September, 2007.


John W. Morrison, Mayor

Ross Subiger,
Council Chair

Approved as to form:

Richard Appicello, Assistant City Attorney

This year, the Budget Committee approved a local option tax levy of up to \$.58 per \$1,000 of valuation for interim library funding. The budget includes related appropriations of \$1,005,000, contingent upon electorate approval. The City has received an extension by the County Assessor to October 1, 2007 to certify the tax levy after the result of the vote is known. If the election should fail, then the FY 2007-08 budget will be revised in a public hearing and certified to the State and County Assessor by October 1, 2007.

In August, Jackson County announced its intention to open the Ashland Branch of the County Library on a reduced services basis through its own funding mechanism and operations.

On September 4, 2007, Council voted to limit the amount of property tax levy that will be certified to \$.20/\$1000 in the first year and \$.25/\$1000 in FY 2008-2009 if the levy was approved by public vote on September 18. This was done to recognize the reduced tax revenue needed to provide services above those being offered by the County to meet Ashland's minimal service requirements.

The voters approved the local option levy on September 18, 2007.

The City held a public hearing to repeal Resolution 2007-25 and Ordinance 2940 on September 25, 2007 to reduce the budget and tax rate for the FY 2007-08 adopted budget. The tax rate was certified to the State and County Assessor on October 1, 2007.

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

FORM LB-50 2007-2008

To assessor of Jackson County

- File no later than JULY 15.
- Be sure to read instructions in the 2007-2008 Notice of Property Tax Levy Forms and Instruction booklet

☐ Check here if this is
an amended form.

The City of Ashland has the responsibility and authority to place the following property tax, fee, charge or assessment
District Name
 on the tax roll of Jackson County. The property tax, fee, charge or assessment is categorized as stated by this form.
County Name

<u>20 East Main Street</u> Mailing Address of District	<u>Ashland</u> City	<u>OR</u> State	<u>97520</u> Zip	<u>9/25/2007</u> Date
<u>Darlow L. Tuneberg</u> Contact Person	<u>Admin Services/Finance Director</u> Title	<u>(541) 488-5300</u> Daytime Telephone	<u>tuneberl@ashland.or.us</u> Contact Person E-Mail	

CERTIFICATION - Check one box.

- ☐ The tax rate of levy amounts certified in Part I are within the tax rate of levy amounts approved by the budget committee.
- ☐ The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

PART I: TOTAL PROPERTY TAX LEVY

		Subject to General Government Limits	
		Rate -or- Dollar Amount	
1. Rate/Amount levied (within permanent rate limit)	1	3.9447	
2. Local option operating tax	2	1.58	
3. Local option capital project tax	3		
4. Levy for "Gap Bonds"	4		
5. Levy for Pension and disability obligations	5		
6a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	6a		Excluded from Measure 5 Limits
6b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001	6b		Amount of Bond Levy
6c. Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 6a + 6b)	6c		

PART II: RATE LIMIT CERTIFICATION

7. Permanent rate limit in dollars and cents per \$1,000	7	4.2865
8. Date received voter approval for rate limit if new district	8	
9. Estimated permanent rate limit for newly merged/consolidated district	9	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than three taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First year levied	Final year to be levied	Total tax amount -or- rate authorized per year by voters
Youth Activity Levy	May 20, 2003	2004	2008	1.38
Ashland Library Levy	September 18, 2007	2008	2009	0.58

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Gov't. Limitations	Excluded from M5 limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)



ORDINANCE NO. 2941

AN ORDINANCE LEVYING TAXES FOR THE PERIOD OF JULY 1, 2007, TO AND INCLUDING JUNE 30, 2008, SUCH TAXES IN THE SUM OF \$10,609,706 UPON ALL THE REAL AND PERSONAL PROPERTY SUBJECT TO ASSESSMENT AND LEVY WITHIN THE CORPORATE LIMITS OF THE CITY OF ASHLAND, JACKSON COUNTY, OREGON, AND REPEALING ORDINANCE NO. 2940 AND DECLARING AN EMERGENCY.

THE PEOPLE OF THE CITY OF ASHLAND ORDAIN AS FOLLOWS:

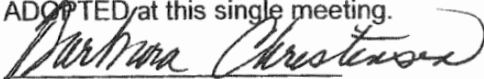
Section 1. That the City Council of the City of Ashland hereby levies the taxes provided for in the adopted budget in the permanent rate of \$3.9447 per thousand an amount estimated to be \$7,310,000, voter authorized Local Option in the rate of \$1.5800 per thousand an amount estimated to be \$2,928,660 as well as \$371,046 authorized for the repayment of General Obligation Debt and that these taxes are hereby levied upon the assessed value for the fiscal year starting July 1, 2007, on all taxable property within the City.

Section 2. That the City Council hereby declares that the taxes so levied are applicable to the following funds:

	Subject to General Government Limitation		Excluded from General Government Limitation	Rate
	Permanent Rate	Local Option	Bonded Debt	Per \$ 1,000
General Fund	\$ 3,431,000			1.8519
Parks and Recreation Fund	3,879,000			2.0928
Youth Activities Levy		\$ 2,558,000		1.3800
Ashland Library Levy		370,660		0.2000
1997 Flood Restoration Bond Levy			85,030	
2000 Flood and Fire Station Bonds			168,782	
2005 Refinancing			117,234	
	<u>\$ 7,310,000</u>	<u>\$ 2,928,660</u>	<u>\$ 371,046</u>	

Section 3. Inasmuch as this corrected levy must be immediately filed with the Jackson County Assessor, it is deemed necessary for the public peace, health, and safety of the citizens of the City of Ashland that an emergency be declared to exist, and this ordinance shall be in full force and effect from and after its passage by the Council and approval by the Mayor.

The foregoing ordinance was first read in full and then by title only in accordance with Article X, Section 2(B) of the City Charter on this 25 day of September, 2007, and duly PASSED and ADOPTED at this single meeting.


Barbara Christensen, City Recorder

SIGNED and APPROVED this 25 day of September, 2007.

Reviewed as to form:

Richard Appicello, Assistant City Attorney


John W. Morrison, Mayor
Russ Selbiger,
Council Chair

This report is intended to promote the best possible management of public resources.

You are welcome to keep this copy, however, if you no longer need it, please return it to:

Administrative Services Department
City of Ashland
20 East Main Street
Ashland, OR 97520

The Administrative Services Department maintains a file of past documents. Your cooperation will help us save copying costs.