

CITY OF ASHLAND

- Oregon -



2001-2002 Annual Budget

ABOUT THE COVER

For several years, it has been our policy to cover our annual budget and the corresponding comprehensive annual financial report with original art by a member of our burgeoning colony of local artists. In keeping with last year we have included a historic perception located on the back cover.

Front

Ashland Library - Olin Jones

Olin paints primarily in transparent watercolor, working seriously in this medium since 1979. He is a self-taught painter and has studied with many nationally known professional watercolorists.

Back

Historic photo of the Ashland Library circa 1920

- The Skibby Collection -

Mr. Skibby is a prominent local historian

City of Ashland
City Hall
20 East Main Street
Ashland, Oregon 97520
Phone: 541-488-5300
TTY: 800-735-2900

CITY OF ASHLAND



Adopted 2001-2002 Budget

CITIZENS' BUDGET COMMITTEE

ELECTED MEMBERS:

Alan DeBoer, Mayor
David Fine, Councilor
Cameron Hanson, Councilor
Cate Hartzell, Councilor
Don Laws, Councilor
John Morrison, Councilor
Susan Reid, Councilor

APPOINTED MEMBERS:

Martin Levine, Chair
Howard Braham
Chris Hearn
James Moore, Jr.
Russ Silbiger
Regina Stepahin
David Williams

ADMINISTRATIVE STAFF

Greg Scoles, City Administrator
Lee Tuneberg, Finance Director
Kenneth Mickelsen, Director of Parks and Recreation



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO
City of Ashland,
Oregon

For the Fiscal Year Beginning
July 1, 2000

Anne Spray Kinney *Jeffrey L. Essel*
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, 2000.

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.

Introduction

City of Ashland Organization Chart 1-1

City at a Glance 1-2

The Budget Message 1-6

Budget Considerations 1-13

Budget Addendum 1-15

Budget Committee Recommendations and Council Action 1-17

Community Values Statement 1-23

Strategic Plan 1-24

The Budget Process 1-28

Summary By Fund 1-30

Resources Summary By Classification 1-32

Requirements Summary By Classification 1-33

Requirements Summary By Department 1-34

Debt Summary 1-36

Debt Summary By Type 1-38

Property Tax Summary 1-40

Capital Improvements Plan

Capital Improvements Plan 2-1

Department Funds

Administration and Legal Departments 3-3

Administrative Services Department 3-9

Finance Department 3-15

City Recorder / Treasurer 3-25

Municipal Court 3-29

Police Department 3-33

Fire and Rescue Department 3-37

Public Works Department 3-43

Community Development Department 3-73

Electric Department 3-81

Parks and Recreation Department 3-93

Non-Departmental Activities 3-110

Resources and Long-Term Plan

Resources Summary Long-Term Plan 4-2

Long-Term Plan Fund Totals 4-4

General Fund 4-7

Community Development Block Grant 4-12

Street Fund 4-16

Airport Fund 4-20

Capital Improvements Plan 4-24

table of contents

| | |
|---|------|
| Debt Service Fund | 4-28 |
| Water Fund | 4-32 |
| Wastewater Fund | 4-36 |
| Electric Fund | 4-40 |
| Telecommunication Fund | 4-44 |
| Central Services Fund | 4-48 |
| Insurance Services Fund | 4-52 |
| Equipment Fund | 4-56 |
| Cemetery Trust Fund | 4-60 |
| Parks and Recreation Fund | 4-64 |
| Parks Capital Improvement Fund | 4-68 |
| Youth Activities Levy Fund | 4-72 |
| Ambulance Fund Long-Term Plan | 4-76 |
| Cemetery Fund Long-Term Plan | 4-77 |
| Band Fund Long-Term Plan | 4-78 |
| Golf Course Fund Long-Term | 4-79 |
| Bancroft Bond Fund Long-Term Plan | 4-80 |
| General Bond Fund Long-Term Plan | 4-81 |

Appendix

| | |
|---|------|
| History of Combined Property Rates and Tax Levies | A-2 |
| History of Property Tax Levies | A-3 |
| History of Property Tax Rates | A-4 |
| Future Debt Requirements | A-5 |
| Financial Management Policies | A-6 |
| Accounting Methods | A-12 |
| Salary Schedule | A-14 |
| History of Positions | A-17 |
| Summary of Union Affiliation | A-18 |
| Chart of Accounts Descriptions | A-20 |
| Glossary | A-24 |
| Index | A-28 |

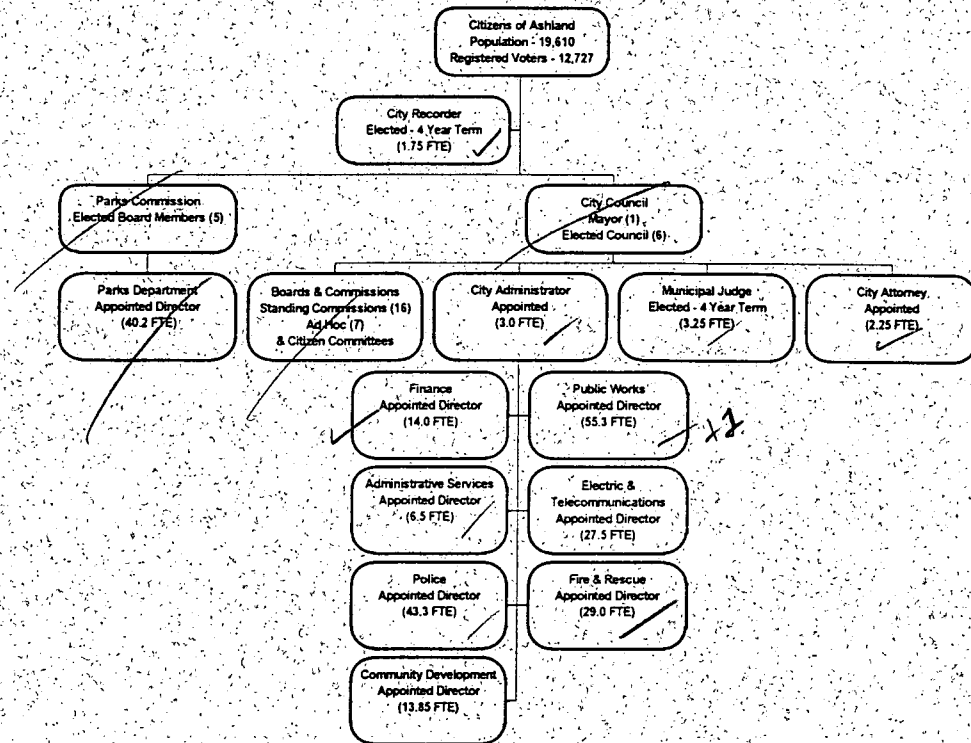
Legal Compliance

| | |
|------------------------|-----|
| Legal Compliance | L-1 |
|------------------------|-----|

City of Ashland

239.9 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 19,610 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 Fire Chief, Police Chief, Director of Administrative Services, Director of Public Works, Director of Community Development, Finance Director, Director of Electric Utilities, and the Senior Program 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.

city at a glance

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 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, waste-water, electrical and telecommunications utility systems.

| | |
|--------------------------------|------------------------|
| Date of Incorporation | 1874 |
| Form of Government | Council, Administrator |
| Area in Square Miles | 5.99 |
| Elevation in Feet | 1,900 |
| Annual Precipitation in Inches | 19 |

| | |
|--------------------------------|-------------------------------|
| Police | <u>(as of March 31, 2001)</u> |
| Stations | 1 |
| Patrol Units | 6 |
| Sworn Officers | 26 |
| Physical Arrests (non-traffic) | 287 |
| Traffic Violations | 3,283 |
| Parking Violations | 5,404 |

| | |
|--|-------|
| Fire | |
| Stations | 2 |
| Fire Fighters | 24 |
| Fire Alarm Responses | 313 |
| Emergency Medical Responses | 1,964 |
| Non-emergency Public Service Responses | 78 |
| Fire Inspections | 1,240 |
| Public Education Programs | 295 |
| Permits Issued | 100 |

| | |
|-------------------------|----|
| Streets | |
| Miles of Paved Streets | 78 |
| Miles of Gravel Streets | 5 |
| Miles of Storm Sewers | 14 |

| | |
|--|-------|
| Water | |
| Miles of Water Mains | 55 |
| Service Connections | 7,039 |
| Hydrants | 875 |
| Daily Average Consumption in Million Gallons | 2.64 |
| Maximum Daily Capacity of Plant in Million Gallons | 10.00 |

| | |
|--|-------|
| Sewer | |
| Miles of Sanitary Sewers | 86 |
| Treatment Plants | 1 |
| Service Connections | 6,937 |
| Daily Average Treatment in Million Gallons | 1.87 |
| Maximum Daily Capacity in Million Gallons | 6.00 |

| | | |
|-----------------------------|-------------------------------|-------|
| Hospital | | 1 |
| | Hospital Beds | 49 |
| Electric | | |
| | Street Lights | 1,895 |
| | Electrical Transformers | 1,864 |
| | Service Connections | 9,952 |
| | Poles | 2,742 |
| | Substations | 3 |
| Telecommunications | | |
| | Miles of Fiber | 10 |
| | Miles of Coax | 120 |
| | Service Connections | 1,187 |
| | Potential Station Capacity | 161 |
| Parks and Recreation | | |
| | Community Centers | 3 |
| | Parks | 17 |
| | Park Acreage | 535 |
| | Golf Courses | 1 |
| | Swimming Pools | 1 |
| | Ice Skating Rinks | 1 |
| | Tennis Courts | 12 |
| Education | | |
| | Elementary Schools | 5 |
| | Elementary School Instructors | 93 |
| | Secondary Schools | 2 |
| | Secondary School Instructors | 116 |
| | State Universities | 1 |

Ten Year Statistics

| <u>Year</u> | <u>Assessed Valuation</u> | <u>Population</u> | <u>School Enrollment</u> |
|-------------|---------------------------|-------------------|--------------------------|
| 1991-92 | 891,834,950 | 17,060 | 3,353 |
| 1992-93 | 944,224,260 | 17,320 | 3,431 |
| 1993-94 | 1,001,800,918 | 17,445 | 3,482 |
| 1994-95 | 1,082,263,800 | 17,725 | 3,458 |
| 1995-96 | 1,204,700,940 | 17,985 | 3,454 |
| 1996-97 | 1,201,600,940 | 18,360 | 3,384 |
| 1997-98 | 1,035,683,650 | 18,560 | 3,358 |
| 1998-99 | 1,089,529,060 | 19,220 | 3,309 |
| 1999-00 | 1,175,882,880 | 19,490 | 3,258 |
| 2000-01 | 1,240,116,210 | 19,610 | 3,411 |

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:

| | | |
|----------------------------|----|--------------|
| Parks | \$ | 1,000 |
| City Hall Utilities Till | | 290 |
| Community Development Till | | 100 |
| City Hall | | 150 |
| Police Department | | 100 |
| Police Parking Till | | 50 |
| Fire and Rescue Department | | 75 |
| Municipal Court Till | | 100 |
| Warehouse | | 150 |
| | \$ | <u>2,015</u> |

Principal Property Tax Payers

| Tax Payer | Type of Business | 2000 Assessed Valuation | Percentage of Total Assessed Valuation |
|-----------------------------------|------------------|-------------------------------|---|
| U S West Communications, Inc. | Utility | \$ 10,890,520 | 1.00 |
| Windmill Inns of America, Inc. | Motel | 9,012,350 | 0.83 |
| Ronald L. Deluca | Housing | 6,823,560 | 0.63 |
| Summit Investment | Retail | 6,419,310 | 0.59 |
| AVISTA Corp. | Utility | 6,417,840 | 0.59 |
| Warren Family Limited Partnership | Motels | 5,984,360 | 0.55 |
| Financial Pacific, Inc. | Housing | 4,588,250 | 0.42 |
| Skylark Assisted Living | Housing | 3,790,510 | 0.35 |
| Michael D. & Beverly Rydbom | Retail | 3,563,500 | 0.33 |
| Lloyd M. Haines | Housing \Retail | 2,985,620 | 0.27 |

Major Employers in the City of Ashland

| Employer | Industry | Employment | Taxing Status |
|---------------------------------|--|------------|------------------|
| Southern Oregon University | Higher Education | 740 | Exempt |
| Oregon Shakespeare Festival | Entertainment | 450 | 501c3 |
| Ashland Public Schools | Public Education | 394 | Exempt |
| Ashland Community Hospital | Health Care | 264 | 501c3 |
| City of Ashland | Municipal Government | 257 | Exempt |
| Pathway Enterprises | Developmentally Disabled Job Placement | 150 | 501c3 |
| Darex Corporation | Manufacturing | 135 | Public Corp. |
| Prestige Care (dba Linda Vista) | Health Care | 75 | Close Corp. |
| Albertsons | Retail \ Grocery | 71 | Public Corp. |
| Windmill Inn of Ashland | Motel | 50 | Public Corp. |



CITY OF ASHLAND



DATE: April 27, 2001
TO: Ashland Budget Committee
FROM: Greg Scoles, City Administrator
Lee Tuneberg, Budget Officer
RE: 2002 Budget Message

OVERVIEW

Submitted herein is the City of Ashland's proposed budget for the 2001-2002 fiscal year. This budget represents the efforts of many staff members to present a balanced budget with long term planning extending six years into the future. As the challenges that face local government continue to grow, maintaining current services levels will become increasingly difficult. The budget presented here is a conservative one, characterized in its development by adherence to two important factors: retaining the balance of ongoing expenditures with ongoing revenues; and maintaining core service levels before considering expanding city services. The budget addresses new initiatives chiefly through re-deployment of existing resources; and proposing changes only where absolutely necessary.

MAJOR CHALLENGES

There are a number of significant issues that will impact the city's "bottom line" during this and coming years. These are well documented throughout this budget document. The electrical power crisis has forced the city to budget for record-breaking increases to keep pace with the climbing Bonneville Power Administration's wholesale power rates. These increases must then be passed on to our customers. The budget also anticipates reduced water sales due to temporary shortages in supply. Another factor impacting the budget is the coincidental increase in employee benefit costs associated with health care and retirement, both of which greatly surpassed previously anticipated levels. A final issue is new capital projects, which are designed to meet the council's Strategic Plan Priorities and capital projects, which have been delayed and now must be re-budgeted this year. All of these above factors serve to elevate the total budget requirements for fiscal year 2001-2002.

PROCESS

This year the process for preparing the budget was modified to provide for more involvement by the Budget Committee. Although the committee has always played a key role in evaluating the proposed budget and the rationale developed by staff the current process allows the committee to become involved earlier in the decision-making. Several steps in the process are to:

1. Adopt assumptions in January that staff would use developing the budget.
2. Use the second year of the prior year's long-term budget as a baseline or starting point.
3. Staff identifying positions and programs beyond the proposed budget for the committee to consider.

An overview of the budget process set forth by the State of Oregon and adhered to by Ashland can be seen on Page 1-21.

Consistent with last year's goal to prepare a budget that goes beyond the current proposed budget year by projecting revenues, expense and financial condition for the following five years, this budget presents similar information including planned financing, rate increases, project completions and new ones starting. The budget includes

all departments and funds of the City including Parks and Recreation.

The document is again structured with two perspectives – by department and by fund. Staff has attempted to better associate departmental appropriations with major program or category of expense in the long-term plan. This will also help to minimize confusion and ensure accuracy in the resolution adopting the budget.

Additionally, staff has begun to re-introduce departmental and program measures that provide indications of service levels and performance. This will require a concerted effort over the coming years as we identify those measures and statistics most meaningful to the citizens and management.

Throughout the document are tables and charts presenting preliminary performance measurements. Departmental narratives speak directly to their impact on the proposed budget. The Strategic Plan is included in the budget document for reference. The broad goal areas identified in the plan are:

- √ Citizen Participation and Involvement
- √ Environmental Resources
- √ Housing
- √ Economic Strategy
- √ Public Services
- √ Transportation and Transit
- √ Energy, Air and Water Resources
- √ Parks, Open Space and Aesthetics
- √ Urbanization
- √ Historical Sites and Structures
- √ Regional Strategies
- √ Financial Management
- √ Social and Human Services

Within the budget document, each departmental narrative emphasizes their specific strategic plan goal or strategy. Some of the major projects that are included in the proposed budget include:

- ◆ Completion of the Fire Station #1 Construction
- ◆ Completion of wastewater treatment plant
- ◆ Siskiyou street improvements
- ◆ Expansion of the Library
- ◆ Completion of the joint City-OSF parking structure
- ◆ Hillah Building Remodel
- ◆ Completion of the Ashland Fiber Network
- ◆ Implementation of the Communication Plan

In addition to the power crisis other current issues impact the proposed budget and will extend into the future. They include acquiring water rights on Lost Creek, developing an alternate source of water via the TAP project, completing construction and market penetration for participants in AFN, taking steps to further minimize employee benefit costs and protecting the city against property loss and other "risk" areas.

The City has faced several delays in the implementation of the Ashland Fiber Network (AFN). These delays have resulted in a need to borrow additional short-term funds than were projected last year. Market share has lagged with construction but recent concentrated sales efforts are helping to improve penetration, neighborhood participation and cash flow. As part of the budget preparation, staff updated the business plan and the budgetary impacts are reflected within the Telecommunications long term plan.

As part of this year's process staff will be presenting information for committee consideration that identifies potential changes to the proposed budget regarding staff and activities and funding alternatives. Some of these will relate

the budget message

directly to issues identified in the Strategic Plan Priorities. This step is to allow the department to address their ideas regarding operational and fiscal impact of such changes directly with the committee.

BUDGET FORMAT

The budget format is consistent with the prior year with the exception of merging the Resources and Long-term sections to better match revenues and expenses. The expenditure portion of the document is organized by departments and not by fund for ease of review. Both a capital improvement plan section and a long-term budget section are included in the budget to assist the Budget Committee in understanding the proposed capital improvement projects and to get a better sense of where the City is headed financially, on a multi-year basis.

In addition, line item justification was detailed and entered into the management system for every line item. This information is used by the departments to track their projected expenditure needs and changes during the year and ultimately results in better projections for the following years.

As we use this document and its major components are worked with, the city will refine the information and how it is presented to benefit the reader and staff. The 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-6 Financial Management Policies and A-12 Accounting Methods. Expenditure groupings are listed on page A-18 Chart of Accounts Descriptions to help the reader in understanding what kinds of things are normally expended from each line item.

BUDGET SUMMARY

The expenditure level for all funds for the 2001-2002 budget is \$89,524,082, a decrease of 0.54% from last year's budget. The \$89 million includes all appropriations, transfers, contingencies and unappropriated fund balances.

Below is a total budget comparison by fund. Significant changes can be seen in all but the Water, Equipment and Cemetery Trust funds. Parks and Recreation funds combined increased by 7.13% while the remaining city funds decreased 1.08% in total. Significant changes in fund totals can be traced to capital project cost reduction or completion (decreases in CIP and Wastewater) and new projects or carryover requiring re-budgeting in the next year (increases in CDBG and Street). The other most significant increase is in Electric where we project purchases of wholesale power to rise \$3,000,000. General Fund's increase is mainly due to added personnel and benefit costs including 25% increase in both health care and retirement costs.

| Proposed 2001-2002 Budget Comparison | | | | |
|--------------------------------------|---------------------|---------------------|----------------------|-----------------------|
| Fund | 2000-2001 Budget | 2001-2002 Budget | Dollar Difference | Percent Difference |
| General | 10,869,000 | 12,210,000 | 1,341,000 | 12.34% |
| CDBG | 314,000 | 511,043 | 197,043 | 62.75% |
| Street | 3,685,000 | 5,428,000 | 1,743,000 | 47.30% |
| Airport | 322,000 | 408,000 | 86,000 | 26.71% |
| Capital Improvements | 11,840,000 | 10,421,000 | -1,419,000 | -11.98% |
| Debt | 1,309,000 | 1,066,000 | -243,000 | -18.56% |
| Water | 8,528,000 | 9,207,323 | 679,323 | 7.97% |
| Wastewater | 22,505,000 | 15,058,000 | -7,447,000 | -33.09% |
| Electric | 9,958,000 | 12,982,000 | 3,024,000 | 30.37% |
| Telecommunications | 5,799,000 | 6,379,716 | 580,716 | 10.01% |
| Central Services | 3,923,000 | 4,439,000 | 516,000 | 13.15% |
| Insurance Services | 1,109,000 | 960,000 | -149,000 | -13.44% |
| Equipment | 2,500,000 | 2,659,000 | 159,000 | 6.36% |
| Cemetery Trust | 728,000 | 730,000 | 2,000 | 0.27% |
| Total by Fund | 83,389,000 | 82,459,082 | -929,918 | -1.12% |
| Parks | 6,621,000 | 7,065,000 | 444,000 | 6.71% |
| Total Requirements | \$90,010,000 | \$89,524,082 | -\$485,918 | -0.54% |

BUDGET ASSUMPTIONS

The following assumptions were approved by the Budget Committee to be used in the preparation of the proposed budget:

- ◆ Inflation will be less than 3.5% for 2001-2002.
- ◆ Population growth will be 1.5%.
- ◆ Property tax rate will not exceed \$1.50 City, \$2.12 Parks, \$3.62 combined.
- ◆ Property tax assessed valuation growth will be 3% plus the local growth allowed under Measure 50.
- ◆ Staff will ensure efficient and effective operations prior to recommending tax level increases.
- ◆ Union contract provisions will be met and agreements reached with Laborer and Clerical unions.
- ◆ The budget will implement the City Council's strategic plan goals and objectives.
- ◆ The city will pay its full contribution to PERS.
- ◆ User fees will continue to support enterprise operations.
- ◆ Existing physical assets of the City will be maintained.
- ◆ Tax revenue distribution between City and Parks will be consistent with prior years.
- ◆ The City will comply with Federal and State requirements.

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 28.4% of the total revenues. This is a higher portion of total revenues primarily due to growth in property values and electric rates. 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 2002 is \$5.4439, the same as the prior year lessened \$0.0451 by reduced local option levies. The proposed property tax revenue for the General Fund is higher due to property value increases. The detail of these can be seen on page 1-31.

Charges For Service - Charges for services account for 59.6% 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.

The proposed budget includes an increase in building fees to better balance the costs associated with development costs that should be paid for by users other than the general utility and property tax payer. Staff has budgeted for a 15% increase. The 2002 budget generates an additional \$100,000 in planning fees and \$79,000 in engineering fees. In addition the airport will need to increase their rental fees to cover maintenance and operational cost.

The following chart shows the expected fee increases in the next several years. These charges are necessary to meet operational and capital costs. They will provide for long-term financial stability. Also changed is the distribution of Electric Users Tax by distributing \$150,000 more to the street fund. This was necessary to fund the city's share of projects in the capital improvement program.

AFN rate increases are estimates based upon cost increases, market penetration and use of the services by participating customers. Increases to cable, internet service provider and bulk high speed data charges will be based upon cost of service and revenue requirements of the network.

the budget message

| <u>Proposed Increases</u> | <u>2002</u> | <u>2003</u> | <u>2004</u> | <u>2005</u> | <u>2006</u> |
|----------------------------|-------------|-------------|-------------|-------------|-------------|
| Transportation Utility Fee | | 6.0% | | 6.0% | |
| Storm Drain Utility Fee | | 6.0% | | 6.0% | |
| Building Fees | 15.0% | | | | |
| Airport Fees | 6.0% | | | | |
| Water Fees | | 6.0% | | 6.0% | |
| Wastewater Fees | | | | 6.0% | |
| Electric Rate Increase | 20.0% | 12.0% | | 20.0% | |
| Electric Surcharge * | 30.5% | | | 100.0% | |
| AFN Cable Fees | 7.1% | | 7.1% | | 7.1% |

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 preparation staff has identified needed changes in certain SDCs to better match their contribution to the type of project being constructed or expenditure being made. Financial planning for the storm drain portion of the Street Fund calculates a need to increase SCD fees 30.0% in 2002 to fund anticipated projects in the coming years. Analysis of capital projects indicates a need to shift the amount charged for water supply SDCs to water distribution SDCs in the Water Fund by 2003. The overall impact will be a slight decrease in total water system development charges.

This year the city identified several changes necessary for the coming years and they are presented below.

| | <u>2002</u> | <u>2003</u> |
|------------------------|-------------|-------------|
| Storm Drain SDC | 30.00% | |
| Water Supply SDC | | 100.00% |
| Water Distribution SDC | | -80.00% |

OPERATIONAL EXPENSES

The total budget comparison is one measure of the City's financial condition but looking at it on an operational basis provides better information for trending. The budget assumptions identified 3.5% as the default inflation factor to be used in calculating annual expenses. In many cases such as purchased electricity, health care, retirement and others the actual rate was different. A comparison of operational budgets including personnel services, materials & services (excluding capital expenditures) and debt service is as follows:

| Proposed Operational Budget Comparison | | | | |
|---|-----------------------------------|-----------------------------------|------------------------------------|-------------------------------------|
| <u>Category</u> | <u>2000-2001</u> <u>Budget</u> | <u>2001-2002</u> <u>Budget</u> | <u>Dollar</u> <u>Difference</u> | <u>Percent</u> <u>Difference</u> |
| Personnel Services | 14,810,076 | 15,985,464 | 1,175,388 | 7.94% |
| Materials and Services | 21,129,302 | 25,093,913 | 3,964,611 | 18.76% |
| Debt Service | 4,921,500 | 6,184,350 | 1,262,850 | 25.66% |
| Total | \$40,860,878 | \$47,263,727 | \$6,402,849 | 15.67% |

EXPENDITURES

Personnel Services - Personnel services cost represent 17.86% of the total proposed budget and 33.4% of the operational budget. These projected costs are equal to an increase of 7.94% over the previous operational budget. It is important to note that personnel services health care and employer retirement costs are projected to increase 25% each in the coming year. Included in the 2002 budget are the following changes in staffing.

| Department | 2001 (FTE) | 2002 (FTE) |
|-------------------------|---------------|---------------|
| Administration & Legal | 6.00 | 5.25 |
| Administrative Services | 4.70 | 6.50 |
| Finance | 13.50 | 13.50 |
| City Recorder | 1.50 | 1.75 |
| Municipal Court | 3.25 | 3.25 |
| Police | 42.30 | 42.30 |
| Fire | 28.00 | 28.00 |
| Public Works | 54.30 | 55.30 |
| Community Development | 13.10 | 12.85 |
| Senior | 1.80 | 0* |
| Electric | 27.00 | 27.50 |
| City Subtotal | 195.45 | 196.20 |
| Parks | 40.20 | 40.20 |
| Total FTE | 235.65 | 236.40 |

Net Change (FTE): +0.75

* Senior Program staff moved to Administrative Services

Contract negotiations were completed for the Police and Fire unions. Other employee groups are operating with existing contracts with negotiations soon to begin for clerks and electrical employees. The required expenditure for health insurance continues to rise at three to four times the rate of inflation. Finding ways to control these costs are a high priority in the negotiations with employee groups.

The long-term budget plan includes the following total number of positions:

| Fiscal Year | 2001 | Baseline | 2002 | 2003 | 2004 |
|----------------|--------|----------|-------|-------|-------|
| Staffing (FTE) | 235.65 | 236.65 | 236.4 | 237.4 | 238.4 |

Materials And Services - This category represents 28.0% of the total budget. The largest increases are in the Wastewater, Electric and Telecommunications funds for additional operating costs and in the Parks Fund for operational and maintenance costs of North Mountain Park. Overall this category represents an 18.8% increase over the previous budget.

Capital Outlay - Capital outlay costs are decreasing from a record high budget of \$28.8 million to \$21.4 million. Included is a complete description on each project in the Capital Improvement section of this budget. Below is a summary by category of the projects included in the Capital Improvement Plan for the current budget year.

| Capital Improvement Projects Category Totals | Cost |
|--|---------------------|
| Transportation Projects | 965,000 |
| Local Improvement District Projects | 184,000 |
| Airport Projects | 350,000 |
| Water Projects | 1,128,000 |
| Wastewater Projects | 7,665,000 |
| Storm Drain Projects | 125,000 |
| Administration Projects | 7,811,000 |
| Telecommunication Projects | 486,000 |
| Electric Projects | 500,000 |
| Technology Projects | 265,000 |
| Parks Projects | 724,700 |
| Total | \$20,203,700 |

the budget message

Debt Service - The proposed budget includes the payment of all current debt obligations of the City. The City will be financing \$1,900,000 in water revenue bonds, \$1,653,000 in additional State Revolving Loan financing, \$366,000 in assessment financing and possibly \$900,000 in parking structure financing. By the end of the Hillah remodel in 2003 the city will need to finance \$1.6 million for the project. Also included in this budget is \$4.5 million in interfund loans for the continued start up operating costs of the Telecommunications fund. The long-term budget calls for added wastewater improvement financing, transportation-related debt, local improvement district debt and fire station #2 improvement debt.

ACKNOWLEDGEMENTS

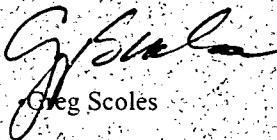
We want to acknowledge the creative energy of staff and their dedication to the City of Ashland. Special thanks to the finance staff and others for who have helped prepare this document during a very challenging transitional period. We look forward to your ongoing input and participation as we work toward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

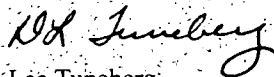
SUMMARY AND CONCLUSION

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 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,


Greg Scoles
City Administrator


Lee Tuneberg
Budget Officer

MEMORANDUM

DATE: April 27, 2001

TO: Ashland Budget Committee

FROM: Greg Scoles, City Administrator
Lee Tuneberg, Budget Officer

RE: 2002 Budget Considerations

OVERVIEW

As part of our budget process we have identified those departmental positions and programs that we would like you to consider as you review the proposed budget. Below is a list which identifies position changes and other expenses considered necessary to the department, what program they are related to and their potential financial impact on the budget.

2001-2002 Budget Considerations - Staff

City Recorder, Recorder Program, Increase Secretary position from .5 to .75 FTE to match actual status

Internal service charges already fund work done by position.

Impact: Increase to Central Services Fund, Personnel Services of \$10,000 and reduce fund balance.

Finance, Accounting Division, Increase two Account Clerks from part-time (.75 FTE) to full time

Reduce budgeted overtime and temporary employee costs an equivalent amount of \$13,000.

Impact: No impact on budget totals.

Police, Operations Division, Add 1.0 FTE Patrol Officer

Impact: Increase General Fund \$53,000. Funded by property taxes.

Fire, Fire Suppression Division, Add 1.0 FTE Fire Fighter

Reduce budgeted overtime an equivalent amount of \$59,000.

Impact: No impact on budget totals.

Community Development, Building Division, Add 1.0 FTE Building Inspector

Proposed budget includes \$70,000 in temporary employee line item to fund work done. Funded by Building Fees.

Impact: No impact on budget totals.

Community Development, Building Division, Add 1.0 FTE Forester

Position identified in Strategic Plan.

Impact: Increase General Fund \$55,000. Funded by property taxes.

Public Works, Wastewater Fund, Treatment Division, Add 1.0 FTE Plant Operator

No increase to Fund, Program or Proposed Budget. Position included in Baseline and Proposed Budget at \$60,000 and anticipated part of plant expansion. Funded by Rates.

Impact: No impact on budget totals.

Electric Department, Operation Division, Increase .50 Secretary to 1.0 FTE

Position increase of \$19,000 funded by reduction of staff (0.5 FTE Admin Assistant)

Impact: No impact on budget totals.

Electric Department, Operation Division, Add 1.0 FTE Warehouse Storekeeper

Position cost of \$60,000 partially funded by reduction of staff (0.5 FTE Admin Assistant)

Impact: Increase Electric/Telecommunications funds \$40,000 in total. Funded by rates.

budget considerations

Please note that internal promotions are managed by the department head and City Administrator and not presented in this table. Each department will speak to the need, impact and funding during their individual presentation.

Below are significant programs not included in the proposed budget due to funding shortages or conflicts in scheduling. We ask the committee to endorse their omission or approve adding them to the budget and provision for funding.

2001-2002 Budget Non-staff Considerations

Street Fund, Public Works, Strawberry Lane Improvements Project

Project combines developer, citizen and City resources for road, sidewalk and drainage improvements.

Street project financing limited for all projects.

Impact: Defer project and LID process/payments one year. Funded by rates.

General Fund, participation in RVCOG

Increased participation in Rogue Valley Council of Governments.

Pending request from RVCOG for added support of \$5,000 per year.

Impact: Increase expenditures and decrease fund balance by \$5,000 per year.

General Fund, 2001-2002 Projected Carryover

Carry over for 2000 exceeded Fund Balance target by \$1,000,000. Estimated Fund Balance Excess for 2001 is \$610,000 and projected 2002 Fund Balance Excess is \$580,000.

Near Future amounts are consistent. Target is met in 2006 and short in 2007.

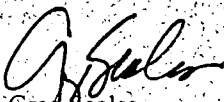
Proposed excess could reduce taxes, General Fund fees or fund programs like electric bill assistance.

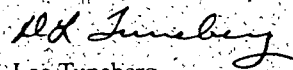
Impact: Reduce projected, excess carryover by \$500,000 to fund programs or subsidize current year property taxes.

Would affect future property tax rates, increases and their timing.

We submit these 2002 Proposed Budget considerations for your review.

Respectfully submitted,


Greg Scoles
City Administrator


Lee Tuneberg,
Budget Officer

CITY OF
ASHLAND

Memo

TO: Budget Committee
 FROM: Greg Scoles, City Administrator
 Lee Tuneberg, Finance Director
 DATE: May 17, 2001
 RE: Fiscal Year 2001/2002 Budget Addendum

In a memo dated April 27th, staff suggested the Budget Committee consider some additional non-staff modifications to the proposed budget, as follows:

1. Fund the Strawberry Lane Improvements Project. This will require an increase in the street fund.

Recommendation: Staff recommends that this item be incorporated in the proposed budget.

2. Increase the participation in RVCOG by adding \$5,273 in additional annual support for cash flow purposes, funded by a decrease in the fund balance for the General Fund. The council has approved the request, subject to review by the budget committee.

Recommendation: Staff recommends that this item be incorporated in the proposed budget.

3. Reducing fund balances for the General Fund and Parks & Recreation Fund. Staff is proposing to reduce the fund balances by:
 - a) Reducing the property tax rate by \$0.13/\$1,000. This would reduce the rate from \$3.62 to \$3.49. This rate reduction would result in reducing the Parks & Recreation fund balance by \$40,000 and the General Fund balance by \$129,000.
 - b) Modify the proposed electric rate increase. The proposed budget anticipated a 20% increase in the Retail Electric Rate charged to consumers. This rate would be subject to the franchise fee (10%), and the Electric Utility Users Tax (25%). Staff is proposing that the proposed rate increase be modified to a 10% base increase and a 10% surcharge which would not be subject to the franchise fee or the Electric Utility Users Tax. This modification would result in substantial rate relief and would reduce the General Fund balance by approximately \$250,000.

Recommendation: Staff recommends that the above reductions be incorporated into the proposed budget.

In their review of the budget for the Ashland Fiber Network (AFN), some members of the subcommittee felt that it would be appropriate to establish a process for a more regular review of the performance of AFN. In fact the subcommittee did not make a recommendation on this portion of the budget since 4 of the 8 subcommittee members wanted assurances that there would be a process developed which would provide for regular review of AFN. As indicated in the subcommittee meeting, staff is very supportive of this idea and will be developing a recommendation for council consideration.

Since the initial Budget Committee Meeting on January 18th the Budget Committee Subcommittees have been meeting to

budget addendum

evaluate the budget proposals for the various city departments. This work was concluded on May 15th. The Subcommittees have made recommendations to the full Committee for all of the various requirements in the budget. These recommendations are contained in the attached table.

Recommendation: Staff recommends the Budget Committee approve the proposed budget for FY2001/2002, as modified, and to also approve that the City of Ashland levy property taxes in the following manner:

- The permanent rate for the City shall be \$3.5642 per thousand dollars of assessed valuation and shall be split between the General Fund (\$1.4717) and the Parks and Recreation Fund (\$2.0925). The total is estimated to be \$4,511,000 in value.
- A Youth Activities Local Option Levy shall be \$1.3800 per thousand dollars of assessed valuation, as approved by the election of May 16, 2000. The total is estimated to be \$1,814,000 in value.
- The voters have also approved levies for repayment of bonded debt to be levied in the following manner:

| | |
|-----------------------------------|------------------|
| 1982 Water Bonds | \$83,000 |
| 1992 Water Bonds | \$100,000 |
| 1997 Flood Restoration Bonds | \$95,000 |
| 2000 Flood and Fire Station Bonds | <u>\$300,000</u> |
| Totaling | \$578,000 |

budget committee recommendations and council action

| SUMMARY OF REVISED REQUIREMENTS BY DEPARTMENT | 2002 Proposed | Subcommittee Changes | 2002 Revised |
|---|--------------------------|---------------------------------|-------------------------|
| Administration | 688,650 | 5,723 | 694,373 |
| Additional support to RVCOG | | | |
| Administrative Services | 1,033,947 | | 1,033,947 |
| Finance | 1,882,150 | | 1,882,150 |
| Increase 2 clerks to fulltime in lieu of overtime- no impact | | | |
| Finance - Non-Operating | 9,257,325 | 600,000 | 9,857,325 |
| Increase OSF parking lot to include all pass through funds | | | |
| City Recorder | 131,700 | 10,000 | 141,700 |
| Increase Secretary Position from .5 to .75 FTE | | | |
| Municipal Court | 261,468 | | 261,468 |
| Police | 4,047,250 | 58,000 | 4,105,250 |
| Add Police Officer funded by general revenue & fund balance | | | |
| Fire | 3,516,400 | | 3,516,400 |
| Add Firefighter in lieu of overtime - no impact | | | |
| Public Works | 22,328,854 | 582,000 | 22,910,854 |
| Add Plant Operator already in Baseline - no impact | | | |
| Strawberry Lane Street & Stormdrain project - \$582,000 | | | |
| Community Development | 1,904,782 | | 1,904,782 |
| Add Building Inspector in lieu of temporary pay - no impact | | | |
| Electric | 17,713,450 | 40,000 | 17,753,450 |
| Increase Secretary from .5 to 1.0 funded by staff reduction - no impact | | | |
| Add Warehouse person partially funded by staff reduction - \$40,000 | | | |
| Subtotal | 62,765,976 | 1,295,723 | 64,061,699 |
| Parks | 5,872,700 | | 5,872,700 |
| Total Operating | 68,638,676 | 1,295,723 | 69,934,399 |
| Interfund Loans | 4,500,000 | | 4,500,000 |
| Operating Transfers | 864,000 | | 864,000 |
| Contingencies | 4,029,000 | 89,000 | 4,118,000 |
| Unappropriated Ending Fund Balance | 11,492,406 | | |
| Additional support to RVCOG | | (5,723) | |
| Increase Secretary Position from .5 to .75 FTE | | (10,000) | |
| Add Patrol Officer funded by general revenues & fund balance | | (40,000) | |
| Add Warehouse person partially funded by staff reduction | | (58,000) | |
| Reduce Property Tax Rate \$.06/1000 valuation & contingency | | (169,000) | |
| Reduction due to shifting 10% electric rates to surcharge | | (250,000) | |
| SDC Funding for Strawberry Lane project | | (491,100) | 10,468,583 |
| Total Non-departmental | 20,885,406 | (934,823) | 19,950,583 |
| Total Requirements by Department | 89,524,082 | 360,900 | 89,884,982 |

budget committee recommendations and council action

| | Proposed | Revisions | Approved | Revisions | Adopted |
|---|-------------------|------------------|-------------------|----------------|-------------------|
| GENERAL FUND | | | | | |
| Administrative Services | 94,000 | | 94,000 | 350,000 | 444,000 |
| Finance - Social Services Grants | 100,325 | | 100,325 | | 100,325 |
| Finance - Economic & Cultural Grants | 384,000 | | 384,000 | | 384,000 |
| Finance - Miscellaneous | 8,000 | | 8,000 | | 8,000 |
| Finance - Band | 59,920 | | 59,920 | | 59,920 |
| Municipal Court | 261,468 | | 261,468 | | 261,468 |
| Police Department | 4,047,250 | 58,000 | 4,105,250 | | 4,105,250 |
| Fire and Rescue Department | 3,516,400 | | 3,516,400 | | 3,516,400 |
| Public Works - Cemetery Division | 302,700 | | 302,700 | | 302,700 |
| Public Works - Miscellaneous | 4,500 | | 4,500 | | 4,500 |
| Senior Program | 110,350 | | 110,350 | | 110,350 |
| Community Development - Planning Division | 764,284 | | 764,284 | | 764,284 |
| Community Development - Building Division | 629,455 | | 629,455 | | 629,455 |
| Transfers | 1,000 | | 1,000 | | 1,000 |
| Contingency | 310,000 | | 310,000 | | 310,000 |
| Ending Fund Balance | 1,616,348 | (348,000) | 1,268,348 | (100,000) | 1,168,348 |
| TOTAL GENERAL FUND | 12,210,000 | (290,000) | 11,920,000 | 250,000 | 12,170,000 |
| COMMUNITY DEVELOPMENT BLOCK GRANT | | | | | |
| Personnel Services | 43,800 | | 43,800 | | 43,800 |
| Materials and Services | 467,243 | | 467,243 | | 467,243 |
| Capital Outlay | | | | | |
| Contingency | | | | | |
| TOTAL CDBG FUND | 511,043 | | 511,043 | | 511,043 |
| STREET FUND | | | | | |
| Public Works - Street Operations | 2,425,117 | 582,000 | 3,007,117 | | 3,007,117 |
| Public Works - Storm Water Operations | 673,891 | | 673,891 | | 673,891 |
| Public Works - System Development Charges | 338,000 | | 338,000 | | 338,000 |
| Debt Service | 2,500 | | 2,500 | | 2,500 |
| Transfers | | | | | |
| Contingency | 120,000 | | 120,000 | | 120,000 |
| Ending Fund Balance | 1,868,492 | (491,100) | 1,377,392 | | 1,377,392 |
| TOTAL STREET FUND | 5,428,000 | 90,900 | 5,518,900 | | 5,518,900 |
| AIRPORT FUND | | | | | |
| Personnel Services | 1,000 | | 1,000 | | 1,000 |
| Materials and Services | 79,000 | | 79,000 | | 79,000 |
| Capital Outlay | 315,000 | | 315,000 | | 315,000 |
| Contingency | 5,000 | | 5,000 | | 5,000 |
| Ending Fund Balance | 8,000 | | 8,000 | | 8,000 |
| TOTAL AIRPORT FUND | 408,000 | | 408,000 | | 408,000 |

budget committee recommendations and council action

| | Proposed | Revisions | Approved | Revisions | Adopted |
|---|-------------------|----------------|-------------------|----------------|-------------------|
| CAPITAL IMPROVEMENTS FUND | | | | | |
| Personnel Services | 1,000 | | 1,000 | | 1,000 |
| Materials and Services | 43,000 | | 43,000 | | 43,000 |
| Capital Outlay | 7,933,000 | 600,000 | 8,533,000 | | 8,533,000 |
| Transfers | 662,000 | | 662,000 | | 662,000 |
| Contingency | | | | | |
| Ending Fund Balance | 1,782,000 | | 1,782,000 | | 1,782,000 |
| TOTAL CAPITAL IMPROVEMENTS | 10,421,000 | 600,000 | 11,021,000 | | 11,021,000 |
| DEBT SERVICE FUND | | | | | |
| Transfers | 40,000 | | 40,000 | | 40,000 |
| Debt Service | 788,000 | | 788,000 | | 788,000 |
| Ending Fund Balance | 238,000 | | 238,000 | | 238,000 |
| TOTAL DEBT SERVICE FUND | 1,066,000 | | 1,066,000 | | 1,066,000 |
| WATER FUND | | | | | |
| Administrative Services - Conservation Division | 127,900 | | 127,900 | | 127,900 |
| Public Works - Forest Lands Management Division | 80,500 | | 80,500 | | 80,500 |
| Public Works - Water Division | 2,942,213 | | 2,942,213 | | 2,942,213 |
| Public Works - System Development Charges | 1,515,000 | | 1,515,000 | | 1,515,000 |
| Debt Services | 793,700 | | 793,700 | | 793,700 |
| InterFund Loans | 2,000,000 | | 2,000,000 | | 2,000,000 |
| Contingency | 300,000 | | 300,000 | | 300,000 |
| Ending Fund Balance | 1,448,010 | | 1,448,010 | | 1,448,010 |
| TOTAL WATER FUND | 9,207,323 | | 9,207,323 | | 9,207,323 |
| WASTEWATER FUND | | | | | |
| Public Works - Wastewater Division | 2,348,104 | | 2,348,104 | | 2,348,104 |
| Public Works - Construction | 5,280,000 | | 5,280,000 | | 5,280,000 |
| Public Works - System Development Charges | 2,698,000 | | 2,698,000 | | 2,698,000 |
| Debt Services | 327,000 | | 327,000 | | 327,000 |
| InterFund Loans | 1,400,000 | | 1,400,000 | | 1,400,000 |
| Contingency | 1,000,000 | | 1,000,000 | | 1,000,000 |
| Ending Fund Balance | 2,004,896 | | 2,004,896 | | 2,004,896 |
| TOTAL WASTEWATER FUND | 15,058,000 | | 15,058,000 | | 15,058,000 |
| ELECTRIC FUND | | | | | |
| Administrative Services - Conservation Division | 421,890 | | 421,890 | | 421,890 |
| Electric - Operations | 10,957,564 | 40,000 | 10,997,564 | 250,000 | 11,247,564 |
| Debt Service | 72,600 | | 72,600 | | 72,600 |
| Other Financing Uses (Interfund Loan) | | | | | |
| Contingency | 500,000 | | 500,000 | | 500,000 |
| Ending Fund Balance | 1,029,946 | (40,000) | 989,946 | | 989,946 |
| TOTAL ELECTRIC FUND | 12,982,000 | | 12,982,000 | 250,000 | 13,232,000 |

budget committee recommendations and council action

| | <u>Proposed</u> | <u>Revisions</u> | <u>Approved</u> | <u>Revisions</u> | <u>Adopted</u> |
|---|------------------|------------------|------------------|------------------|------------------|
| TELECOMMUNICATIONS FUND | | | | | |
| Administrative Services - Customer Relations | 134,615 | | 134,615 | | 134,615 |
| Electric - Operations | 2,233,421 | | 2,233,421 | | 2,233,421 |
| Debt Services | 3,723,550 | | 3,723,550 | | 3,723,550 |
| Contingency | 250,000 | | 250,000 | | 250,000 |
| Ending Fund Balance | 38,130 | | 38,130 | | 38,130 |
| TOTAL TELECOMMUNICATIONS FUND | 6,379,716 | | 6,379,716 | | 6,379,716 |
| CENTRAL SERVICES FUND | | | | | |
| Administration Department | 688,650 | 5,723 | 694,373 | | 694,373 |
| Administrative Services Department | 279,807 | | 279,807 | | 279,807 |
| Finance Department | 1,172,730 | | 1,172,730 | | 1,172,730 |
| City Recorder Division | 131,700 | 10,000 | 141,700 | | 141,700 |
| Public Works - Administration and Engineering | 925,217 | | 925,217 | | 925,217 |
| Public Works - Facilities and Safety Division | 390,190 | | 390,190 | | 390,190 |
| Electric - Computer Services Division | 591,700 | | 591,700 | | 591,700 |
| Contingency | 124,000 | | 124,000 | | 124,000 |
| Ending Fund Balance | 135,006 | (15,723) | 119,283 | | 119,283 |
| TOTAL CENTRAL SERVICES FUND | 4,439,000 | | 4,439,000 | | 4,439,000 |
| INSURANCE SERVICES FUND | | | | | |
| Personnel Services | 1,000 | | 1,000 | | 1,000 |
| Materials and Services | 648,500 | | 648,500 | | 648,500 |
| Contingency | 200,000 | | 200,000 | | 200,000 |
| Ending Fund Balance | 110,500 | | 110,500 | | 110,500 |
| TOTAL INSURANCE SERVICES FUND | 960,000 | | 960,000 | | 960,000 |
| EQUIPMENT FUND | | | | | |
| Personnel Services | 206,500 | | 206,500 | | 206,500 |
| Materials and Services | 434,222 | | 434,222 | | 434,222 |
| Capital Outlay | 1,196,500 | | 1,196,500 | | 1,196,500 |
| Other Financing Uses (Interfund Loan) | 500,000 | | 500,000 | | 500,000 |
| Contingency | 200,000 | | 200,000 | | 200,000 |
| Ending Fund Balance | 121,778 | | 121,778 | | 121,778 |
| TOTAL EQUIPMENT FUND | 2,659,000 | | 2,659,000 | | 2,659,000 |
| CEMETERY TRUST FUND | | | | | |
| Other Financing Uses (Interfund Loan) | 600,000 | | 600,000 | | 600,000 |
| Transfers | 41,000 | | 41,000 | | 41,000 |
| Ending Fund Balance | 89,000 | | 89,000 | | 89,000 |
| TOTAL CEMETERY TRUST FUND | 730,000 | | 730,000 | | 730,000 |

budget committee recommendations and council action

| | Proposed | Revisions | Approved | Revisions | Adopted |
|--|-------------------|------------------|-------------------|------------------|-------------------|
| PARKS AND RECREATION FUND | | | | | |
| Parks Division | 3,120,300 | - | 3,120,300 | - | 3,120,300 |
| Recreation Division | 305,900 | - | 305,900 | - | 305,900 |
| Golf Division | 333,500 | - | 333,500 | - | 333,500 |
| Debt Service | 19,000 | - | 19,000 | - | 19,000 |
| Transfers | 120,000 | - | 120,000 | - | 120,000 |
| Contingency | 70,000 | - | 70,000 | - | 70,000 |
| Ending Fund Balance | 845,300 | (40,000) | 805,300 | - | 805,300 |
| TOTAL PARKS AND RECREATION FUND | 4,814,000 | (40,000) | 4,774,000 | | 4,774,000 |
| ASHLAND YOUTH ACTIVITIES LEVY FUND | | | | | |
| Personnel Services | 84,000 | - | 84,000 | - | 84,000 |
| Materials and Services | 1,786,000 | - | 1,786,000 | - | 1,786,000 |
| Contingency | - | - | - | - | - |
| Ending Fund Balance | 9,000 | - | 9,000 | - | 9,000 |
| TOTAL ASHLAND YOUTH ACTIVITIES LEVY | 1,879,000 | | 1,879,000 | | 1,879,000 |
| PARKS CAPITAL IMPROVEMENTS FUND | | | | | |
| Capital Outlay | 224,000 | - | 224,000 | - | 224,000 |
| Ending Fund Balance | 148,000 | - | 148,000 | - | 148,000 |
| | 372,000 | - | 372,000 | - | 372,000 |
| TOTAL APPROPRIATIONS | 89,524,082 | 360,900 | 89,884,982 | 500,000 | 90,384,982 |



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.”

2001-2002 Strategic Plan Priorities of the City of Ashland

Citizen Participation and Involvement

The City recognizes the value of citizen involvement and the wealth of information and resources that the citizens of Ashland possess. The City is committed to a high level of communication with the public.

2001 – 2002 Priorities

- ✓ Continue to identify and evaluate ways to encourage greater citizen involvement. Develop methods to encourage participation by seniors, youth and other identifiable groups.
- ✓ Continue to help commissions and committees become more effective. Provide commission/committees additional training opportunities for developing communication skills, how to effectively run meetings and their general authority/mission.

Environmental Resources

Ashland seeks to retain its natural beauty as it continues to grow and further develop. The City seeks to strike a balance between urbanization and the natural environment by providing protection for soils, small creeks and wetlands, urban forest, clean air, and peace and quiet.

2001 – 2002 Priorities

- ✓ Retain commitment to developing an updated riparian area protection ordinance.
- ✓ Develop standards/incentives, which will encourage the paving of unpaved parking lots and driveways (both public and private). Also, continue efforts to ensure that unpaved streets are paved through methods such as local improvement districts (LIDs), as identified in the Capital Improvement Program (CIP).
- ✓ Adopt Stormwater Master Plan, which will address water quality improvements (retention/detention) and riparian area concerns by minimizing the development of impervious surface. Plan should encourage the use of best management practices and should include funding options.

- ✓ Develop a tree preservation ordinance and appropriate enforcement mechanisms.
- ✓ Develop a wastewater pre-treatment ordinance, which would establish standards for the discharge chemicals, greases, etc. from commercial establishments.
- ✓ Develop an interface management plan and urban forestry plan.

Housing

The City has a responsibility to ensure that proper amounts of land are set aside to accommodate the various housing needs in the City, and that its land development ordinances are broad enough to allow for variation in housing type and density.

2001 – 2002 Priorities

- ✓ Develop and implement a long-range fundable/affordable-housing program.
- ✓ Revise the density bonus program to provide improved incentives for developing affordable housing units.

Economic Strategy

The City encourages a variety of economic activities in the City, while continuing to reaffirm the economic goals of Ashland citizens and existing businesses. Economic development in Ashland should serve the purpose of maintaining and improving the local quality of life.

2001 – 2002 Priorities

- ✓ Complete the update to the City's economic development Comprehensive Plan element. Develop written materials that outline the City's policies and philosophies on economic development issues. Work with the community to advance these economic development strategies.

- ✓ Review the City's land use ordinances to ensure they are meeting or will meet the community's needs and values for future business development as they pertain to parking requirements, environmental constraints (i.e. trees), structure size, mixed use, landscaping, resource efficiency and promoting alternative transportation.
- ✓ Continue to work on the master planning of large undeveloped mixed-use properties such as the Railroad Area and the industrial area east of Hamilton Creek.

Public Services

The City will provide a full range of public services that meet the needs of existing and future citizens.

2001 – 2002 Priorities

- ✓ Develop criteria for implementation of a neighborhood livability grant program for neighborhood-initiated projects. Coordinate the grant program with existing city programs like LID's and sidewalk construction.
- ✓ Complete the design phase of Siskiyou Blvd. for bikelanes, sidewalks, bus shelters, restrooms, etc.
- ✓ Maintain the City's commitment to implementing the CIP. Specific attention should be paid to completing:
 - ✓ Fire Station No. 1
 - ✓ New office space for the Community Development and Public Works Administration Departments (Hillah).
 - ✓ Library
 - ✓ Siskiyou Blvd. Improvements
- ✓ Develop a plan for more efficient use of City Hall office space, prior to the Community Development Department moving to new office space.
- ✓ Develop a plan which would consider the schedule for the future extension of the T.A.P. Water Project to Ashland.

Transportation & Transit

To retain Ashland's small-town character while it grows, the City must proactively plan for a transportation system

that is integrated into the community and enhances the livability, character and natural environment.

2001 - 2002 Priorities

- ✓ Accelerate the development of bikelanes, bikepaths, and sidewalk construction.
- ✓ Work with the State and County to develop preliminary feasibility studies for the improvement of State Highways 99 and 66 and the County roadways. Findings should be presented to the Council and should focus on the financial implications of the improvements and potential exchange to city jurisdiction.
- ✓ Evaluate and utilize as appropriate measures identified in the Transportation, Transit and Parking Committee report.
- ✓ Develop a prioritized strategy for improved traffic safety based on the 3-Es: Education, Enforcement and Engineering. Focus areas should be North Main Street, Ashland Street, Wimer Street and impacted residential neighborhoods.
- ✓ Explore options for providing enhanced public transit service (e.g., weekends, evenings, increased frequency and new routes).
- ✓ Explore the possibility of acquiring land near the Railroad District for the future development of a transit station.

Energy, Air and Water Conservation

Ashland seeks to be a regional leader in the areas of energy, air and water conservation. The City seeks to continue this leadership role in further development of goals, policies and programs that encourage citizens to conserve natural resources. The City also desires to continue to provide electrical service to consumers at as low a cost as possible.

2001 – 2002 Priority

- ✓ Provide leadership to the community in addressing the potential crisis associated with the current energy shortage. Strategies include:
 - ✓ Develop plans for alternative power generation sources to reduce dependency on purchased power.
 - ✓ Evaluate the City's electric rate structure to equitably adjust costs and reduce demand.

- ✓ Evaluate the purchase of the electric sub-station located on Nevada St.
- ✓ Consider city-facilitated program, which encourages homeowners to invest in alternative means of power generation.
- ✓ Enhance existing conservation efforts and energy distribution efficiency programs such as:
 - ✓ Develop an electric demand management program to reduce peak loads when purchasing power.
 - ✓ Evaluate impacts of recent wholesale power costs on the Green Power Purchase Program.
 - ✓ Consider modifying the Super Good Cents and density bonus programs to expand and improve incentives for efficient use of all resources.

Parks, Open Space and Aesthetics

Ashland's character is intimately linked to its aesthetic resources, including its vistas, trees, parks and open space lands. The City seeks to develop a program that will preserve important open space and parkland, while accommodating continuing urbanization.

2001 - 2002 Priority

- ✓ The City Council and Parks Commission should analyze how to better coordinate work and to analyze possible areas to reduce operational redundancy and increase financial efficiency.
- ✓ Finalize the update of the Open Space Plan.

Urbanization

The City seeks to ensure an orderly transition of land from rural to urban uses.

2001 - 2002 Priorities

- ✓ Continue to provide information to the community on growth and planning issues included with this should be a forum for community discussion. In particular, information is needed regarding State land use law, infill policy, rate of growth, development standards, development processes and the consequences of increasing urban densities (infill).

- ✓ Complete the master overlay plan for the undeveloped railroad property. Work to resolve the brownfield clean up.
- ✓ Complete the update to the Downtown Plan.

Historical Sites and Structures

Ashland seeks to preserve its rich history through the preservation of its historical buildings and places.

2001 - 2002 Priorities

- ✓ Give attention to preserving historic properties, which were originally built to provide city service.
- ✓ Encourage the Historic Commission to expand their role by providing input on historic priorities and providing historic education programs for the community.

Regional Strategies

Ashland seeks to develop unique partnerships with governments, non-profits and the private sector to ensure that regional issues of importance to the City and the region are addressed in a collaborative and effective way.

2001 - 2002 Priority

- ✓ Coordinate with other agencies in the region to improve the delivery of service. Types of coordination efforts should include:
 - ✓ Regional training for public safety personnel.
 - ✓ Meeting training needs for staff and elected/appointed officials by coordinating with the Rogue Valley Public Service Academy (RVPSA).
 - ✓ Evaluate the potential for the consolidation of services such as 911/dispatch.
 - ✓ Collaborate with other cities regarding methods for encouraging the provision of affordable housing.
 - ✓ Collaboration for improved regional public transit services.

Financial Management

The City will be an accountable and effective steward of the public trust and public resources. The City will

provide equitable and efficient services to the public through the efficient use of assets and resources.

2001 – 2002 Priorities

- ✓ The City will continue to implement a financial management plan that addresses existing and potential revenue sources to ensure that city revenues are balanced from property taxes, user fees, grants, and other revenues. The plan will also continue to provide 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 and how it is spent and what services are provided.
- ✓ Complete and implement the performance measures program.

Social and Human Services

To ensure that all people in Ashland live in a safe, strong, and caring community, the City seeks to enhance the quality of life and promote self-reliance, growth and development of people. To these ends, the City will strive to provide resources and services to meet basic human needs.

2001 – 2002 Priority

- ✓ Implement and fund the Health and Human Services Plan.
- ✓ Develop a community crisis intervention team.
- ✓ Expand the existing Energy Assistance Program.
- ✓ Consider enhancing and augmenting the C.E.R.T. (Community Emergency Response Team) Program.

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.

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. Changes of ten percent or less to any fund require a supplemental budget. Changes over ten percent to any fund require a process similar to the annual budget requiring a public hearing.

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 District.

City of Ashland

The Budget Basis

The budgets of the General Fund, special-revenue funds, capital projects funds, debt service funds, trust funds, and the Parks and Recreation Department (with the exception of the Golf course Fund) are prepared using the *modified accrual method of accounting*. This means that obligations of the City are budgeted as expenses when the related goods or services are available for use rather than when invoices are paid. However, revenues are recognized only when they are actually received. The enterprise funds, internal services funds, and the Golf Course Fund are accounted for using the *accrual basis of accounting*, under which revenues are recorded when earned and costs and expenses are recorded when the related goods and services are received or used in operations.

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 auditor, 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.

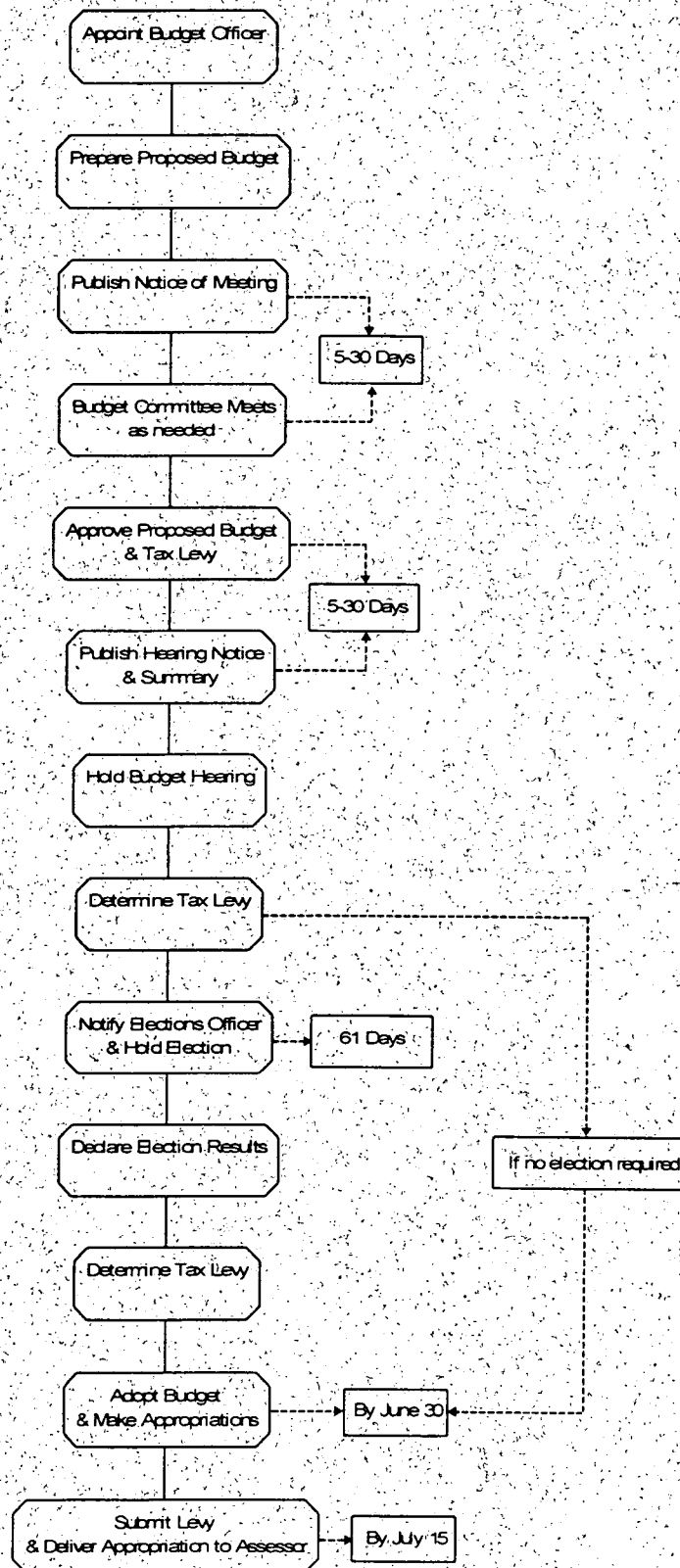
The Budget Process

January to April

April through May

June

July



Overview

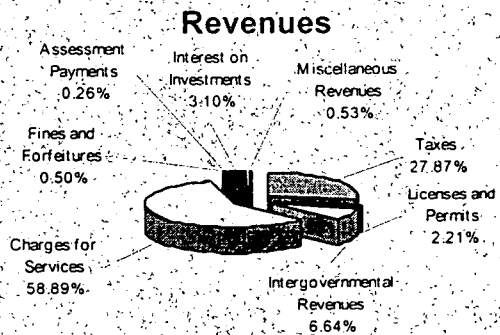
The proposed 2002 budget Summary by Fund is on the following page. The City portion decreased .03% or \$30,000, while the Parks portion increased 6.10% or \$404,000. The City's largest dollar increase of \$3.2 million in the Electric fund is directly related to purchased power. The Wastewater fund decreased by \$7.5 million as treatment construction nears completion.

The Long-term budget includes a summary by fund from 1999 through 2007.

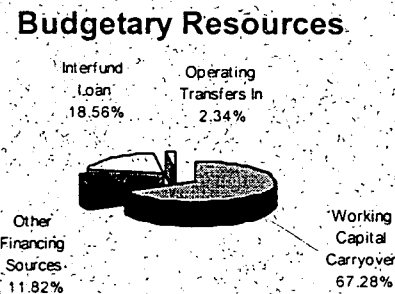
| REQUIREMENTS BY FUND | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Proposed | 2002 Approved | 2002 Adopted |
|---------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| City Component | | | | | | |
| General Fund | 9,026,925 | 10,575,441 | 10,869,000 | 12,210,000 | 11,920,000 | 12,170,000 |
| Community Block Grant Fund | 495,710 | 184,557 | 314,000 | 511,043 | 511,043 | 511,043 |
| Street Fund | 2,623,847 | 2,907,929 | 3,685,000 | 5,428,000 | 6,010,000 | 5,518,900 |
| Airport Fund | 108,319 | 92,339 | 322,000 | 408,000 | 408,000 | 408,000 |
| Capital Improvements Fund | 2,539,292 | 4,795,013 | 11,840,000 | 10,421,000 | 11,021,000 | 11,021,000 |
| Bancroft Bond Fund | 419,656 | 215,823 | | | | |
| General Bond Fund | 504,651 | 306,883 | | | | |
| Debt Service Fund | 1,657,829 | 834,838 | 1,309,000 | 1,066,000 | 1,066,000 | 1,066,000 |
| Ambulance Fund | 1,033,743 | 342,279 | | | | |
| Water Fund | 6,557,119 | 7,444,709 | 8,528,000 | 9,207,323 | 9,207,323 | 9,207,323 |
| Wastewater Fund | 20,706,977 | 15,454,076 | 22,505,000 | 15,058,000 | 15,058,000 | 15,058,000 |
| Electric Fund | 10,921,361 | 9,507,456 | 9,958,000 | 12,982,000 | 12,982,000 | 13,232,000 |
| Telecommunications Fund | | 7,513,885 | 5,799,000 | 6,379,716 | 6,379,716 | 6,379,716 |
| Central Services Fund | 3,035,722 | 3,585,384 | 3,923,000 | 4,439,000 | 4,439,000 | 4,439,000 |
| Insurance Services Fund | 1,418,497 | 1,124,944 | 1,109,000 | 960,000 | 960,000 | 960,000 |
| Equipment Fund | 3,516,262 | 2,595,978 | 2,500,000 | 2,659,000 | 2,659,000 | 2,659,000 |
| Cemetery Trust Fund | 701,698 | 689,069 | 728,000 | 730,000 | 730,000 | 730,000 |
| Total City Components | 65,267,608 | 68,170,603 | 83,389,000 | 82,459,082 | 83,351,082 | 83,359,982 |
| Parks and Recreation Component | | | | | | |
| Parks and Recreation Fund | 5,205,839 | 5,496,350 | 4,429,000 | 4,814,000 | 4,282,900 | 4,774,000 |
| Recreation-Serial Levy Fund | | | | | | |
| Ashland Youth Activities Levy Fund | 1,193,318 | 1,239,162 | 1,717,000 | 1,879,000 | 1,879,000 | 1,879,000 |
| Parks Capital Imp Fund | 776,494 | 818,898 | 475,000 | 372,000 | 372,000 | 372,000 |
| Golf Course Fund | 530,512 | 198,464 | | | | |
| Total Parks Components | 7,706,163 | 7,752,874 | 6,621,000 | 7,065,000 | 6,533,900 | 7,025,000 |
| Total City | 72,973,771 | 75,923,477 | 90,010,000 | 89,524,082 | 89,884,982 | 90,384,982 |

resources summary by classification

| RESOURCE SUMMARY | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Proposed | 2002 Approved | 2002 Adopted |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Revenues: | | | | | | |
| Taxes | 11,012,055 | 11,070,769 | 12,342,000 | 13,789,000 | 13,459,000 | 13,709,000 |
| Licenses and Permits | 735,657 | 780,709 | 701,000 | 1,089,000 | 1,089,000 | 1,089,000 |
| Intergovernmental Revenues | 2,551,874 | 1,821,753 | 7,897,235 | 2,665,043 | 3,265,043 | 3,265,043 |
| Charges for Services | 22,025,597 | 23,822,192 | 26,173,265 | 28,967,516 | 28,967,516 | 29,217,516 |
| Fines and Forfeitures | 163,872 | 163,949 | 169,000 | 175,000 | 245,000 | 245,000 |
| Assessment Payments | 803,317 | 259,002 | 300,000 | 127,000 | 127,000 | 127,000 |
| Interest on Investments | 983,097 | 1,432,126 | 1,739,500 | 1,526,200 | 1,526,200 | 1,526,200 |
| Miscellaneous Revenues | 445,465 | 289,110 | 346,000 | 262,000 | 262,000 | 262,000 |
| Total Revenues | 38,720,934 | 39,639,610 | 49,668,000 | 48,600,759 | 48,940,759 | 49,440,759 |
| Budgetary Resources: | | | | | | |
| Working Capital Carryover | 21,818,519 | 18,840,843 | 24,945,520 | 27,545,323 | 27,545,323 | 27,545,323 |
| Other Financing Sources | 10,121,838 | 13,704,293 | 13,200,000 | 4,819,000 | 4,839,900 | 4,839,900 |
| Interfund Loan | 978,859 | 2,174,447 | 1,599,000 | 7,600,000 | 7,600,000 | 7,600,000 |
| Operating Transfers In | 1,974,169 | 1,375,094 | 597,480 | 959,000 | 959,000 | 959,000 |
| Total Budgetary Resources | 34,893,385 | 36,094,677 | 40,342,000 | 40,923,323 | 40,944,223 | 40,944,223 |
| Total Resources | 73,614,319 | 75,734,287 | 90,010,000 | 89,524,082 | 89,884,982 | 90,384,982 |



Charges for Services are 58.89% of Revenues. They primarily consist of Electric, Water, Wastewater, CATV, Telecommunications and other charges for services provided. Internal Service charges amount to \$5.8 million or 19.89% of all Charges for Services. The second largest category is Taxes or 27.87% of total revenues. Property Taxes, \$7.0 million accounts for 51.63% of tax revenues.



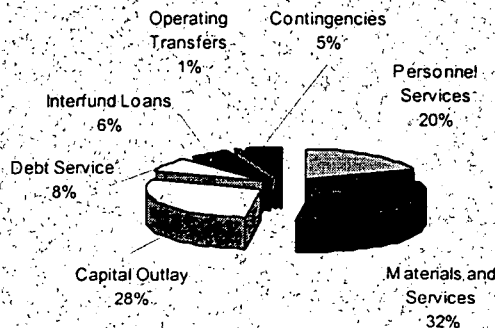
Budgetary Resources consist of Carryover, Loans and Transfers between funds, and Borrowings from outside sources. These categories account for \$41.0 million or 45.5% of a \$90.1 million budget. Working Capital Carryover (the beginning equity of the City) accounts for 67.28% of Resources, while borrowings both Interfund and from outside entities accounted for most of the remainder.

requirements summary by classification

| REQUIREMENTS BY CLASSIFICATION | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Proposed | 2002 Approved | 2002 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Operating Expenditures | | | | | | |
| Personnel Services | 12,386,027 | 13,243,903 | 14,810,076 | 15,985,464 | 16,093,464 | 16,093,464 |
| Materials and Services | 16,884,963 | 16,968,470 | 21,129,302 | 25,093,913 | 25,099,636 | 25,699,636 |
| Debt Service | 1,508,316 | 2,475,661 | 4,921,500 | 6,184,350 | 6,184,350 | 6,184,350 |
| Total Operating Expenditures | 30,779,306 | 32,688,034 | 40,860,878 | 47,263,727 | 47,377,450 | 47,977,450 |
| Capital Construction | | | | | | |
| Capital Outlay | 18,081,493 | 12,972,827 | 28,828,085 | 21,374,949 | 22,556,949 | 22,556,949 |
| Budgetary Requirements | | | | | | |
| Interfund Loans | 978,859 | 1,195,589 | 1,599,000 | 4,500,000 | 4,500,000 | 4,500,000 |
| Operating Transfers | 740,307 | 1,423,415 | 597,480 | 864,000 | 864,000 | 864,000 |
| Contingencies | | | 4,342,520 | 4,029,000 | 4,118,000 | 4,118,000 |
| Unappropriated Ending Fund Balance | 21,803,161 | 27,643,612 | 13,782,037 | 11,492,406 | 10,468,583 | 10,368,583 |
| Total Budgetary Requirements | 23,522,327 | 30,262,616 | 20,321,037 | 20,885,406 | 19,950,583 | 19,850,583 |
| Total Requirements | 72,383,126 | 75,923,477 | 90,010,000 | 89,524,082 | 89,884,982 | 90,384,982 |

Personnel Services increased 7.8%. An increase of positions and increased retirement and health care cost are reflected in the budget. Materials and Services reflected the largest percentage increase, 16.8% reflecting the operational costs of Telecommunications. Capital Outlay, while accounting for 23% of the current budget decreased by 23.4% over the prior budget.

Expenditures



Overview

The total budget of \$90.3 million increased of \$.3 million from last year's total budget of \$90 million.

The Requirement Summary by Department totaling \$70.5 millions on the following page. The Summary shows that the largest increase in requirements is \$4.6 million in the Electric Department. The largest decrease in requirements is \$5.8 million in Public Works and is directly associated with capital spending at the Wastewater treatment facility.

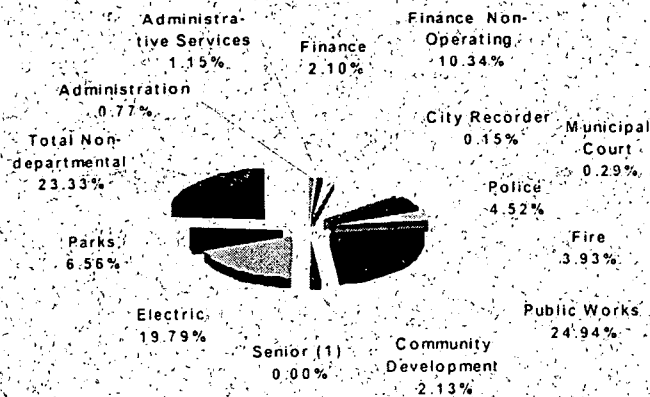
Fund related requirements totaling \$19.8 million are segregated at the bottom of the presentation. The most significant change is the increase in interfund loans for operational purposes.

requirements summary by department

| REQUIREMENTS BY DEPARTMENT | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Proposed | 2002 Approved | 2002 Adopted |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Administration | 774,113 | 716,220 | 718,000 | 772,000 | 688,650 | 694,373 | 694,373 |
| Administrative Services | 743,220 | 908,332 | 1,370,000 | 893,000 | 1,033,947 | 1,033,947 | 1,383,947 |
| Finance | 1,422,861 | 1,611,761 | 1,869,000 | 1,993,000 | 1,882,150 | 1,882,150 | 1,882,150 |
| Finance - Non-Operating | 3,110,429 | 1,728,159 | 8,778,600 | 8,743,000 | 9,257,325 | 9,857,325 | 9,857,325 |
| City Recorder | 114,307 | 102,747 | 121,000 | 126,000 | 131,700 | 141,700 | 141,700 |
| Municipal Court | 206,467 | 210,265 | 240,000 | 251,000 | 261,468 | 261,468 | 261,468 |
| Police | 3,290,608 | 3,281,375 | 3,552,000 | 3,712,000 | 4,047,250 | 4,105,250 | 4,105,250 |
| Fire | 2,802,329 | 2,882,603 | 3,221,400 | 3,366,000 | 3,516,400 | 3,516,400 | 3,516,400 |
| Public Works | 18,818,594 | 13,838,237 | 28,533,677 | 16,421,000 | 22,328,854 | 22,910,854 | 22,910,854 |
| Community Development | 1,495,275 | 1,241,321 | 1,538,000 | 1,604,000 | 1,904,782 | 1,904,782 | 1,904,782 |
| Senior (1) | 116,595 | 97,879 | 107,000 | 101,000 | | | |
| Electric | 9,080,765 | 13,199,003 | 13,865,000 | 13,383,000 | 17,713,450 | 17,753,450 | 18,003,450 |
| Subtotal | 41,975,565 | 39,817,902 | 63,913,677 | 51,365,000 | 62,765,976 | 64,061,699 | 64,661,699 |
| Parks | 4,846,477 | 5,803,708 | 5,775,286 | 5,391,400 | 5,872,700 | 5,872,700 | 5,872,700 |
| Total Operating | 46,822,042 | 45,621,610 | 69,688,963 | 56,756,400 | 68,638,676 | 69,934,399 | 70,534,399 |
| Interfund Loans | 978,859 | 1,195,589 | 1,599,000 | 1,599,000 | 4,500,000 | 4,500,000 | 4,500,000 |
| Operating Transfers | 462,500 | 1,462,666 | 597,480 | 740,000 | 864,000 | 864,000 | 864,000 |
| Contingencies | | | 4,342,520 | 2,338,000 | 4,029,000 | 4,118,000 | 4,118,000 |
| Unappropriated Ending Balance | 19,092,922 | 27,643,612 | 13,782,037 | 12,538,900 | 11,492,406 | 10,468,583 | 10,368,583 |
| Total Non-departmental | 20,534,281 | 30,301,867 | 20,321,037 | 17,215,900 | 20,885,406 | 19,950,583 | 19,850,583 |
| Total Requirements by Department | 67,356,323 | 75,923,477 | 90,010,000 | 73,972,300 | 89,524,082 | 89,884,982 | 90,384,982 |

(1) Senior Program reclassified as a part of Administrative Service for the 2001-2002 Budget presentation

Departmental Requirements



DEBT SUMMARY

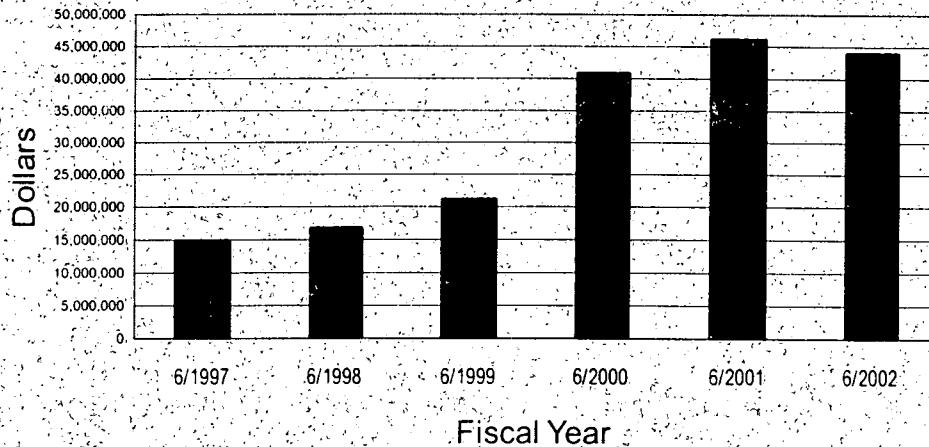
The proposed budget includes the payment of all current debt obligations of the City. Included are the financing of \$386,900 in Local Improvement District bonds, \$1.90 million in water revenue bonds for projects, \$1.65 million for additional wastewater treatment plant improvements and \$900,000 for the OSF Parking Structure. Also included in this budget is \$4.5 million in interfund loans for the start up operating costs of the Telecommunications fund. The long-term budget calls for additional financing.

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 \$1,448,749,333 on June 30, 2001, this computes to a limit of \$43,462,480. The City has \$39,462,480 of available Legal Debt Margin.

DEBT SUMMARY

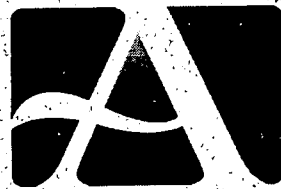
| Fund | Debt Instrument | June 30, 2001 | Retirements | New Debt | June 30, 2002 |
|------------------------------|-----------------------------------|-------------------|------------------|------------------|-------------------|
| City Component | | | | | |
| Debt Service Fund | 1996 Limited Tax Assessment Bonds | 180,000 | 75,000 | | 105,000 |
| Debt Service Fund | 2001 Limited Tax Assessment Bonds | | | 386,900 | 386,900 |
| Debt Service Fund | 1997 Flood Restoration Bonds | 860,000 | 50,000 | | 810,000 |
| Debt Service Fund | 2000 Flood & Fire Station Bonds | 3,140,000 | 105,000 | | 3,035,000 |
| Debt Service Fund | Parking Lot Notes | 35,600 | 5,200 | | 30,400 |
| Debt Service Fund | Open Space Land Notes | 663,498 | 124,045 | | 539,453 |
| Debt Service Fund | Open Space Land Assessments | 58,600 | 19,800 | | 38,800 |
| Debt Service Fund | Hospital Land Notes | 297,800 | 12,441 | | 285,359 |
| Debt Service Fund | OSF Parking Structure | | | 900,000 | 900,000 |
| Water Fund | 1977 Water Bonds | 165,000 | 20,000 | | 145,000 |
| Water Fund | 1992 Water Refunding Bond | 389,800 | 159,750 | | 230,050 |
| Water Fund | 1994 Water Revenue Bonds | 3,060,000 | 150,000 | | 2,910,000 |
| Water Fund | 1997 Water Refunding Bond | 1,555,000 | 115,000 | | 1,440,000 |
| Water Fund | 2001 Water Revenue Bonds | | 95,000 | 1,900,000 | 1,805,000 |
| Wastewater Fund | State Revolving Fund | 19,784,041 | 327,000 | 1,653,000 | 21,110,041 |
| Electric Fund | 1992 Electric Refunding Bond | 160,200 | 65,250 | | 94,950 |
| Telecommunications Fund | Interfund Loan | 3,100,000 | 3,100,000 | 4,500,000 | 4,500,000 |
| Telecommunications Fund | Capital Loan | 5,800,000 | 100,000 | | 5,700,000 |
| Total City Component | | 39,249,539 | 4,523,486 | 9,339,900 | 44,065,953 |
| Parks Component | | | | | |
| Golf | Assessment Payments | 20,400 | 7,000 | | 13,400 |
| Total Parks Component | | 20,400 | 7,000 | | 13,400 |
| Total Budget | | 39,269,939 | 4,530,486 | 9,339,900 | 44,079,353 |

Budgeted In-Debtedness



debt summary by type

| Summary by Type | June 30, 2001 | Retirements | New Debt | June 30, 2002 |
|--------------------------------|----------------------|--------------------|------------------|----------------------|
| External Obligations: | | | | |
| General Obligation Bonds | 6,270,000 | 610,000 | | 5,660,000 |
| Revenue Bonds, Loans and Notes | 28,644,041 | 577,000 | 4,453,000 | 32,520,041 |
| Notes Payable | 996,898 | 141,686 | | 855,212 |
| Limited Tax Obligation Bonds | 180,000 | 75,000 | 386,900 | 491,900 |
| | 36,090,939 | 1,403,686 | 4,839,900 | 39,527,153 |
| Internal Obligations: | | | | |
| Interfund Loans | 3,100,000 | 3,100,000 | 4,500,000 | 4,500,000 |
| Assessment Payments | 79,000 | 26,800 | | 52,200 |
| Total Obligations | 39,269,939 | 4,530,486 | 9,339,900 | 44,079,353 |



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 2002 is \$5.38, which is equal to a decrease of \$.10. The proposed property tax rate for the General Fund and Parks Fund portion is to equal last year's rate.

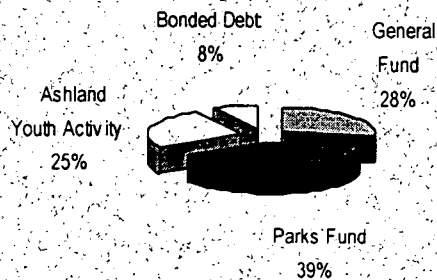
The City of Ashland levies property taxes for the funds and activities in the amounts shown in the table below.

| | Amount Authorized 01-02 | Unused Authority | Proposed Levy 01-02 | Estimated Uncollectable | Estimated Current Year Taxes | Estimated Tax Rate |
|------------------------------------|-------------------------------|---------------------|---------------------------|----------------------------|------------------------------------|-----------------------|
| Permanent: | | | | | | |
| General Fund | 2,592,000 | 657,000 | 1,935,000 | 161,000 | 1,774,000 | 1.47170 |
| Parks Fund | 3,043,000 | 292,000 | 2,751,000 | 225,000 | 2,526,000 | 2.09250 |
| | 5,635,000 | 949,000 | 4,686,000 | 386,000 | 4,300,000 | 3.56420 |
| Local Option Levies: | | | | | | |
| Ashland Youth Activity | 1,814,000 | | 1,814,000 | 145,000 | 1,669,000 | 1.38000 |
| Bonded Debt: | | | | | | |
| 1982 Water Bond Levy | | | 83,000 | 7,000 | 76,000 | 0.06310 |
| 1992 Water Bond Levy | | | 100,000 | 8,000 | 92,000 | 0.07610 |
| 1997 Flood Restoration Bonds | | | 95,000 | 8,000 | 87,000 | 0.07230 |
| 2000 Fire Station/Flood Bonds Bond | | | 300,000 | 24,000 | 276,000 | 0.22820 |
| | | | 578,000 | 47,000 | 531,000 | 0.43970 |
| Total | 7,449,000 | 949,000 | 7,078,000 | 578,000 | 6,500,000 | 5.38390 |

Estimated Valuation 1,314,500,000

The City of Ashland levies property taxes for the funds and activities in the amounts shown in the table above. Historically, the city has assumed an uncollectable rate of 8 percent for budgetary purposes. The chart to the right shows the distribution of property taxes as a percentage of total taxes levied.

Distribution of 2001-02 Property Taxes





CITY OF ASHLAND
CAPITAL IMPROVEMENTS PLAN
2002-2006 CONSTRUCTION YEARS

TRANSPORTATION

Siskiyou Boulevard
Siskiyou Boulevard, Gresham Street, Third St., Lithia Way Intersection Redesign
Ashland School Districts Parking Lots
Central Ashland Bikeway Phase 2
Rogue Valley Transit District Bus Shelters
Water Street Bridge – Flood Restoration (FAU)
Beach Street Intersection Improvements
East Main Street – Sherman Street to Eighth Street (STP per PMS)
East Main Street – Eighth Street - North Mountain Ave. (STP per PMS)
A Street – First Street to Third Street (STP per PMS)
Granite Street – Winburn Way to Parks Office (FAU per PMS)
Oak Street & Hersey Street Intersection Signal
Nevada Street Extension & Bridge Construction (Bear Creek to Mountain Avenue)

Sidewalk – Helman Street; Van Ness to Nevada
Sidewalk – Mountain Avenue; East Main to Village Square
Sidewalk – Laurel Street; Hersey to Randy
Sidewalks – TSP School Routes; Lincoln School & Walker Schools
Sidewalks – TSP Routes; Nevada Street; Helman Street to Cambridge

Local Improvement Districts

Strawberry Lane Project (Scenic Drive, Nutley Street, Strawberry Lane, Westwood
Extension, Alnutt Street)
Tolman Creek Road Improvements
Miscellaneous LID Projects (Larkin, Ohio, Peachy, Sunrise, ...)
Liberty Street LID
Plaza Avenue LID
Walnut Street LID
Waterline Road LID
Clay Street Improvements

Airport

Airport Improvements
Airport Hangar Construction

WATER

Water Supply

TAP to Talent & Lost Creek Water Rights
Replace Transmission Line from Reeder Reservoir to Water Treatment Plant
Hosler Dam Warning System
TAP Talent - Ashland – Phoenix Intertie (From Talent to Ashland)

Water Treatment Plant

Hosler Dam Security & Telemetry
Backwash Sludge Lagoon Improvements
Water Treatment Plant Filter Improvements
Water Treatment Plant Filter 7 & 8 New

Water Distribution

Miscellaneous Distribution Lines
Replace Main Feeder Line from Water Treatment Plant to Crowson Reservoir
Update Distribution Analysis & CIP Project List
Ashland Street Main Line Replacement Phase 2
Lee Street & Winburn Way Waterline Replacements
Waterline Replacements CIP List
New Distribution Reservoir

WASTEWATER

Wastewater Treatment Plant

Treatment Plant Improvements Process & Biosolids
Treatment Plant Membrane Facility

Wastewater Collection System

Granite Street Sewer Replacement; Lithia Creek to Winburn Way

Bear Creek Interceptor Upsizing

Oak Street to Wastewater Treatment Plant
Nevada Street to Carol Street
Fordyce Street to Walker Avenue
Interceptor Line Upsizing
Collection System Master Plan Update
Collection System Miscellaneous Line Improvements

STORM DRAINS

Miscellaneous Storm Drain Sections
Walker Avenue, Parker Street to Homes Avenue
Bridge Street - Lee Street to Siskiyou Boulevard, SOU Easement
Roca Channel Improvements
Water Quality Improvements - Drainage Basins \ Riparian Areas
Easement Acquisition - Billings Property
Strawberry Lane, Alnutt Street & Nutley Street Storm Drain Replacement
Beach Creek & Future Storm Drain Improvements

ELECTRIC

Install New Services & Transformers Underground

Telecommunications

High Speed Data & Cable Distribution Equipment

ADMINISTRATION

City Facilities

Hillah Temple Office Remodel
B Street Yard
Ashland Library Expansion
Fire Station #1
OSF Parking Structure
Police Parking Lot Expansion
Maintenance Yard Roof Extension & Oil Separator Washrack Facility
Maintenance Yard Roof Extension for Vehicle Storage
B Street Yard Covered Storage
Police Building Improvements
Fire Station #2
Permit Tracking
Management Information System

Technology

Phone System City Wide Upgrade
Install AFN & Phone System to Water Treatment Plant
Install AFN & Phone System to Wastewater Plant
Geographic Information System

PARKS & RECREATION

Parks Equipment & Improvements
Small & Large Active Parks

Capital Improvements Plan 2002-2006 Construction Years

| Project Description | 2001-02 | 2002-03 | 2003-04 | 2004-05 | 2005-06 | TOTAL Cost |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| TRANSPORTATION | FY02 | FY03 | FY04 | FY05 | FY06 | 02-06 Totals |
| Siskiyou Blvd | \$315,000 | \$1,300,000 | \$692,000 | | | \$2,307,000 |
| Siskiyou, Gresham, 3rd; Lithia Way Intersect | \$40,000 | | \$150,000 | | | \$190,000 |
| ASD Parking Lots | \$35,000 | | | | | \$35,000 |
| Central Ashland Bikeway | \$100,000 | | | \$600,000 | | \$700,000 |
| Bus Shelters | | \$240,000 | | | | \$240,000 |
| Water Street Bridge - Flood Restoration (STP) | \$200,000 | \$100,000 | | | | \$300,000 |
| Beach Street Intersection Imp | | | \$94,000 | | | \$94,000 |
| E. Main Street- Sherman to 8th (STP per PM) | | | \$105,000 | | | \$105,000 |
| E. Main Street- 8th to N. Mount (STP per PM) | | | | \$66,000 | | \$66,000 |
| A Street - 1st to 3rd (STP per PMS) | | | | \$30,000 | | \$30,000 |
| Granite Street - Winburn to Parks Office (ST) | | | | | \$116,000 | \$116,000 |
| Signal Oak St/Hersey St Intersection | | | | | \$150,000 | \$150,000 |
| Sidewalk - Helman St (Van Ness to Nevada) | \$130,000 | | | | | \$130,000 |
| Sidewalk - Mountain Av (East Main to Village) | \$145,000 | | | | | \$145,000 |
| Sidewalk - Laurel St (Hersey to Randy) | | \$115,000 | | | | \$115,000 |
| Sidewalks (TSP school routes; Lincoln and W) | | | \$115,000 | | | \$115,000 |
| Sidewalks (TSP school routes; Nevada Street) | | | | \$115,000 | \$115,000 | \$230,000 |
| Subtotal | \$965,000 | \$1,755,000 | \$1,156,000 | \$811,000 | \$381,000 | \$5,068,000 |
| Local Improvement Districts | | | | | | |
| Note: Costs shown are total project costs, City portion varies (avg. 40%) | | | | | | |
| Strawberry Lane Project (City - street piece) | \$582,000 | \$248,000 | | | | \$830,000 |
| Tolman Creek Road | \$184,000 | \$50,000 | \$150,000 | \$1,325,600 | | \$1,709,600 |
| Misc. Projects (Larkin, Ohio, Peachy, Sunris) | | \$69,000 | \$70,000 | \$70,000 | | \$209,000 |
| Liberty Street | | \$68,000 | | | | \$68,000 |
| Plaza Avenue | | | \$72,000 | | | \$72,000 |
| Walnut Street (paving) | | | \$214,000 | | | \$214,000 |
| Waterline Road | | | | \$204,000 | | \$204,000 |
| Clay Street (Siskiyou to Ashland) | | | | | \$660,000 | \$660,000 |
| Subtotal | \$766,000 | \$435,000 | \$506,000 | \$1,599,600 | \$660,000 | \$3,966,600 |
| Airport | | | | | | |
| Airport Improvmts (AIP FAA Grant - 10% Cit) | \$350,000 | \$200,000 | | | | \$550,000 |
| Hangar Construction (Private) | \$0 | | | | | \$0 |
| Subtotal | \$350,000 | \$200,000 | \$0 | \$0 | \$0 | \$550,000 |
| TOTAL TRANSPORTATION | \$2,081,000 | \$2,390,000 | \$1,662,000 | \$2,410,600 | \$1,041,000 | \$10,156,600 |

**Capital Improvements Plan
2002-2006 Construction Years**

| | FY02 | FY03 | FY04 | FY05 | FY06 | 02-06 Totals |
|--|------------------|------------------|------------------|------------|------------|--------------------|
| Water Supply | | | | | | |
| TAP (to Talent) and Lost Creek Water Right | \$526,000 | | | | | \$526,000 |
| Transmission Line (Reeder to Plant) | \$30,000 | \$550,000 | \$500,000 | | | \$1,080,000 |
| TAP beyond Talent (to Ashland) | | | | | | \$0 |
| Hosler Dam Warning System | \$200,000 | | | | | \$200,000 |
| subtotal supply | \$756,000 | \$550,000 | \$500,000 | \$0 | \$0 | \$1,806,000 |

| | | | | | | |
|--|-----------------|------------------|-----------------|------------------|------------------|------------------|
| Water Plant | | | | | | |
| Hosler Dam security and telemetry | | | | \$100,000 | | \$100,000 |
| Sludge Lagoon Improvements | \$20,000 | \$200,000 | | | | \$220,000 |
| Water Treatment Plant Filter Improvement | \$45,000 | \$80,000 | | \$80,000 | | \$205,000 |
| Filters 7 & 8 New | | | \$65,000 | | \$400,000 | \$465,000 |
| subtotal plant | \$65,000 | \$280,000 | \$65,000 | \$180,000 | \$400,000 | \$990,000 |

| | | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|--------------------|
| Water Distribution | | | | | | |
| Misc Distribution Lines | \$97,000 | \$60,000 | \$50,000 | \$50,000 | \$50,000 | \$307,000 |
| Main Feeder Line Plant to Crowson | \$20,000 | \$600,000 | | | | \$620,000 |
| Update Distribution Analysis and CIP Project | \$40,000 | | | | | \$40,000 |
| Ashland Street Main Line Replacement Ph2 | \$150,000 | | | | | \$150,000 |
| Lee (Bridge-Wightman); Winburn (Plaza to) | | \$85,000 | | | | \$85,000 |
| Waterline Replacements as identified in ne | | | \$100,000 | \$100,000 | \$100,000 | \$300,000 |
| New Distribution Reservoir (per study) | | | | | \$200,000 | \$200,000 |
| subtotal distribution | \$307,000 | \$745,000 | \$150,000 | \$150,000 | \$350,000 | \$1,502,000 |

| | | | | | | |
|--------------------|--------------------|--------------------|------------------|------------------|------------------|--------------------|
| TOTAL WATER | \$1,128,000 | \$1,575,000 | \$715,000 | \$330,000 | \$750,000 | \$4,298,000 |
|--------------------|--------------------|--------------------|------------------|------------------|------------------|--------------------|

| | FY02 | FY03 | FY04 | FY05 | FY06 | 02-06 Totals |
|-----------------------------------|--------------------|--------------------|------------|------------|------------|--------------------|
| WASTEWATER | | | | | | |
| Wastewater Treatment Plant | | | | | | |
| Treatment Plant (and Biosolids) | \$3,000,000 | \$2,000,000 | | | | \$5,000,000 |
| Treatment Plant Membrane Facility | \$4,280,000 | \$300,000 | | | | \$4,580,000 |
| subtotal plant | \$7,280,000 | \$2,300,000 | \$0 | \$0 | \$0 | \$9,580,000 |

| | | | | | | |
|--|------------------|-----------------|------------------|------------------|------------------|--------------------|
| Wastewater Collection System | | | | | | |
| Granite Street (Lithia Creek Way to Winbur | \$100,000 | | | | | \$100,000 |
| Bear Creek Interceptor | | | | | | |
| Oak St to WWTP | \$110,000 | | | | | \$110,000 |
| Nevada to Carol | \$130,000 | | | | | \$130,000 |
| Fordyce to Walker | | \$25,000 | \$120,000 | | | \$145,000 |
| Interceptor line upsizing | | | \$100,000 | \$100,000 | \$100,000 | \$300,000 |
| Collection System Master Plan Update | \$45,000 | | | | | \$45,000 |
| Collection System Misc Line Improvements (| | \$60,000 | \$60,000 | \$60,000 | \$60,000 | \$240,000 |
| subtotal collection | \$385,000 | \$85,000 | \$280,000 | \$160,000 | \$160,000 | \$1,070,000 |

| | | | | | | |
|-------------------------|--------------------|--------------------|------------------|------------------|------------------|---------------------|
| TOTAL WASTEWATER | \$7,665,000 | \$2,385,000 | \$280,000 | \$160,000 | \$160,000 | \$10,650,000 |
|-------------------------|--------------------|--------------------|------------------|------------------|------------------|---------------------|

capital improvements plan

**Capital Improvements Plan
2002-2006 Construction Years**

| STORM DRAINS | FY02 | FY03 | FY04 | FY05 | FY06 | 02-06 Totals |
|--|--------------------|--------------------|------------------|--------------------|--------------------|---------------------|
| Miscellaneous Storm Drain Sections | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$25,000 | \$125,000 |
| Walker Avenue SD (Parker to Holmes) | | \$250,000 | | | | \$250,000 |
| Bridge Street - Lee to Siskiyou (SOU Easeme | | | \$195,000 | | | \$195,000 |
| Roca Channel Improvements | \$40,000 | | | | | \$40,000 |
| Water Quality Improvements - Basins/Ripari | \$35,000 | \$35,000 | \$35,000 | \$35,000 | \$35,000 | \$175,000 |
| Billings Property Easement Acquisition & Sto | \$25,000 | \$120,000 | | | | \$145,000 |
| Strawberry, Nutley, Ahutt-Storm Drain Impr | \$246,000 | | | | | \$246,000 |
| Beach Creek Drainage Improvements | | | \$200,000 | \$200,000 | \$200,000 | \$600,000 |
| TOTAL STORM DRAINS | \$371,000 | \$430,000 | \$455,000 | \$260,000 | \$260,000 | \$1,776,000 |
| ELECTRIC | FY02 | FY03 | FY04 | FY05 | FY06 | 02-06 Totals |
| Install New Services & Transformers/Under | \$500,000 | \$629,000 | \$651,000 | \$674,000 | \$698,000 | \$3,152,000 |
| Subtotal Electric | \$500,000 | \$629,000 | \$651,000 | \$674,000 | \$698,000 | \$3,152,000 |
| TELECOMMUNICATIONS | FY02 | FY03 | FY04 | FY05 | FY06 | 02-06 Totals |
| Distribution System | \$460,000 | \$13,000 | \$13,000 | \$13,000 | \$14,000 | \$513,000 |
| Cable Equipment | \$26,000 | \$234,000 | \$62,000 | \$11,000 | \$210,000 | \$543,000 |
| High Speed Data Equipment | | | | | \$326,000 | \$326,000 |
| Subtotal Telecommunications | \$486,000 | \$247,000 | \$75,000 | \$24,000 | \$550,000 | \$1,382,000 |
| TOTAL ELECTRIC / TELECOMMUN | \$986,000 | \$876,000 | \$726,000 | \$698,000 | \$1,248,000 | \$4,534,000 |
| ADMINISTRATION | FY02 | FY03 | FY04 | FY05 | FY06 | 02-06 Totals |
| City Facilities | | | | | | |
| Hillah Temple Building | \$1,451,000 | \$481,000 | | | | \$1,932,000 |
| B St Yard | \$35,000 | | | | | \$35,000 |
| Library Expansion | \$3,360,000 | \$1,277,000 | | | | \$4,637,000 |
| Fire Station #1 | \$1,920,000 | \$730,000 | | | | \$2,650,000 |
| OSF Parking Structure | \$1,500,000 | | | | | \$1,500,000 |
| Police Parking Lot | | \$90,000 | | | | \$90,000 |
| Maint Yard Roof Ext @ Washrack | \$60,000 | | | | | \$60,000 |
| Maint Yard Roof Ext Veh Storage | | \$50,000 | | | | \$50,000 |
| B Street Yard Covered Storage | | | \$100,000 | | | \$100,000 |
| Police Building Improvements | \$85,000 | | \$200,000 | | | \$285,000 |
| Fire Station #2 | | | | \$2,000,000 | | \$2,000,000 |
| Subtotal Facilities | \$8,411,000 | \$2,628,000 | \$300,000 | \$2,000,000 | \$0 | \$13,339,000 |
| Technology | | | | | | |
| Permit Tracking | \$35,000 | | | | | \$35,000 |
| Management Information System | \$100,000 | | | | | \$100,000 |
| Phone System Upgrade (City Wide) | \$20,000 | | | | | \$20,000 |
| Phone/Computer/AFN to Water Plant | \$30,000 | | | | | \$30,000 |
| Phone/Computer/AFN to WWTP | \$35,000 | | | | | \$35,000 |
| GIS | \$45,000 | \$15,000 | | | | \$60,000 |
| Subtotal Technology | \$265,000 | \$15,000 | \$0 | \$0 | \$0 | \$280,000 |
| TOTAL ADMINISTRATION | \$8,676,000 | \$2,643,000 | \$300,000 | \$2,000,000 | \$0 | \$13,619,000 |
| PARKS & RECREATION | FY02 | FY03 | FY04 | FY05 | FY06 | 02-06 Totals |
| Park Equipment & Improvements | \$489,700 | \$350,000 | \$342,000 | \$310,000 | \$310,000 | \$1,801,700 |
| Small and Large Active Parks | \$235,000 | \$175,000 | \$400,000 | \$500,000 | \$500,000 | \$1,810,000 |
| TOTAL PARKS & RECREATION | \$724,700 | \$525,000 | \$742,000 | \$810,000 | \$810,000 | \$3,611,700 |

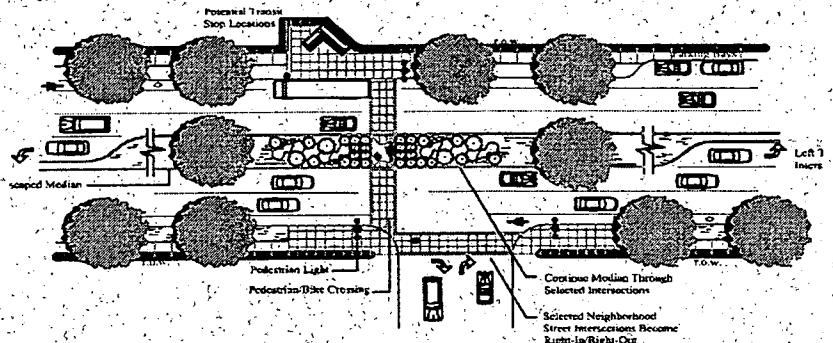
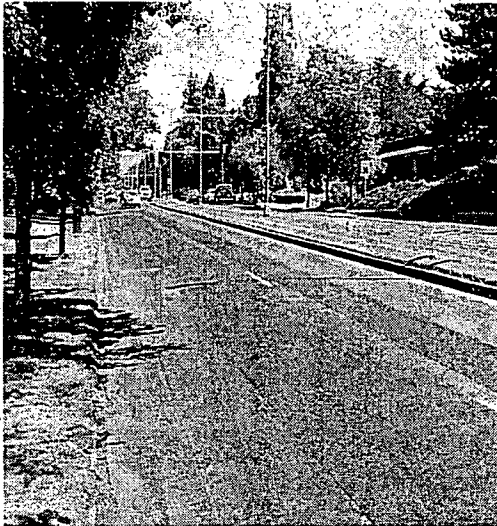
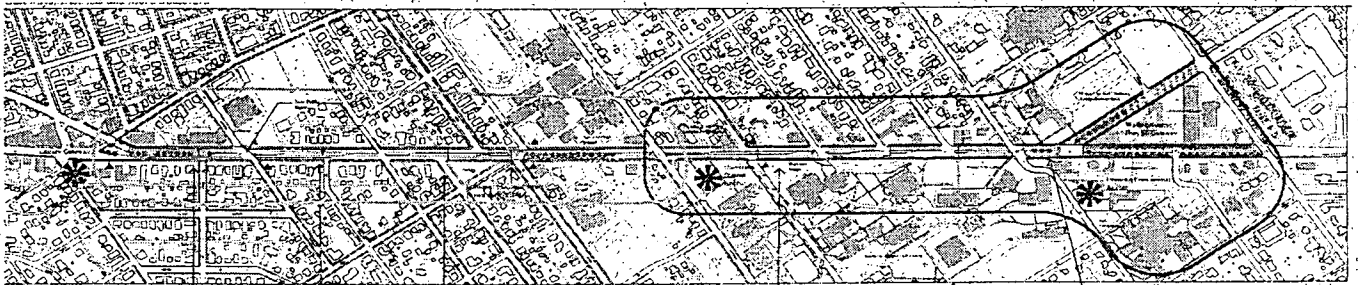
Project Title SISKIYOU BOULEVARD
Project Type Transportation \ Public Safety
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|--------------------|---------------------|-----------------------------|--------------------|
| \$1,785,000 | ODOT Grant | Prior Years | \$150,000 |
| 615,000 | Transportation SDCs | 2002 | \$315,000 |
| 77,000 | Transportation Fees | 2003 | \$1,300,000 |
| 30,000 | SD SDCs | 2004 | \$692,000 |
| | | 2005 | |
| | | 2006 | |
| \$2,507,000 | | Total | \$2,457,000 |

Project Description

This project combines the final design and construction of Siskiyou Boulevard from 4th Street to Walker Avenue. ODOT has granted the Jurisdictional Exchange for this section of Siskiyou. Initial concept design began in FY00 with the aid of an appointed ad-hoc committee. The final design phase will allow additional public input and comparison of alternatives. Engineering will begin in FY01 with construction following in late FY02 and FY03. Project focus is on providing safe transportation for all types of users including bicyclists, transit users, pedestrians, automobiles, trucks and others. Safety and improved crosswalks have been highlighted.

This project will be linked with improvements to the Gresham, Third Street, Siskiyou, Lithia Way intersection.



Project Title SISKIYOU BOULEVARD, GRESHAM STREET, THIRD STREET, LITHIA WAY INTERSECTION REDESIGN

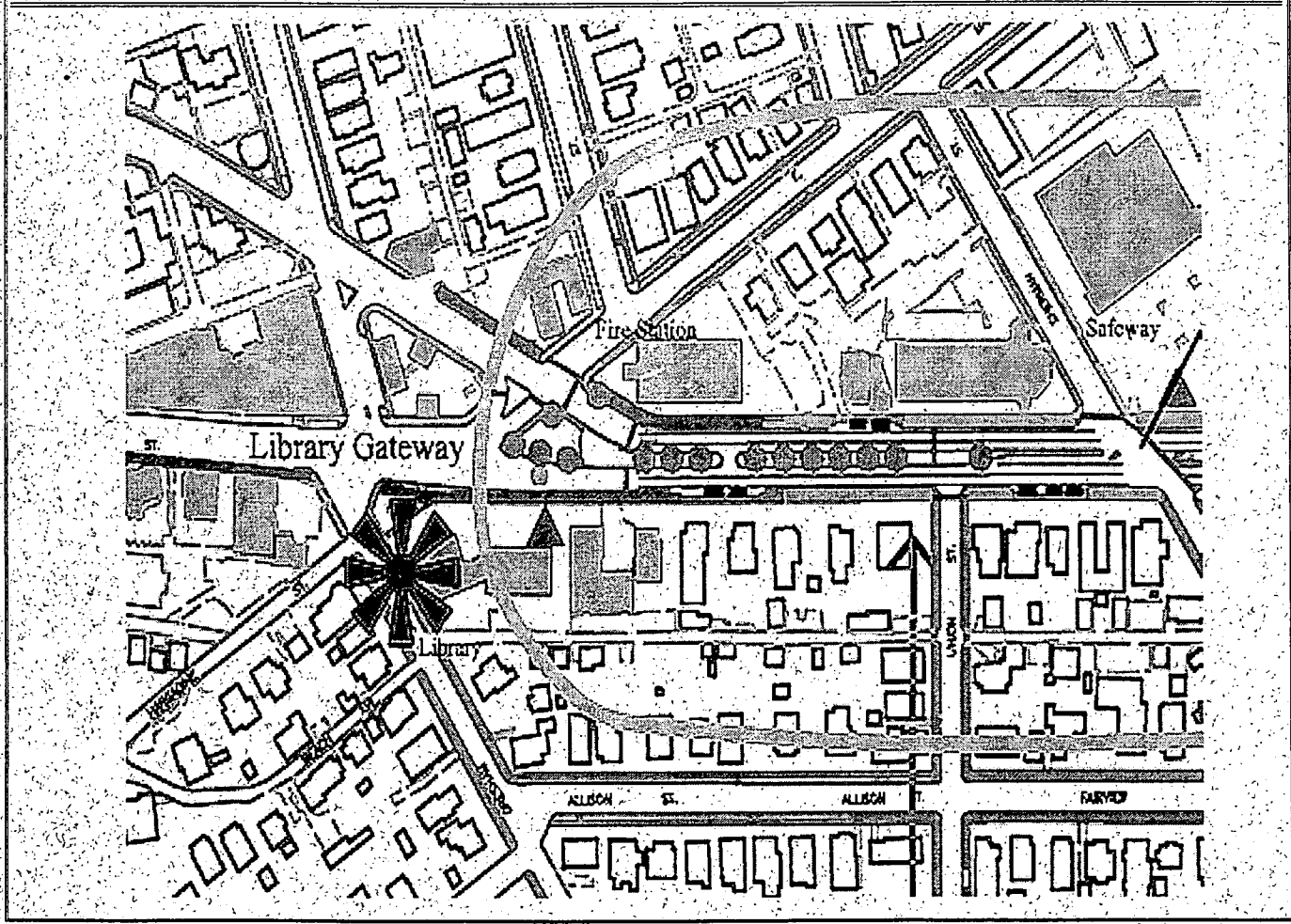
Project Type Transportation \ Public Safety

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|-----------------------|-----------------------------|------------------|
| | | Prior Years | \$12,000 |
| \$60,600 | Street SDCs | 2002 | \$40,000 |
| 15,000 | Other Non-City (ODOT) | 2003 | |
| 126,400 | Street Fees | 2004 | \$150,000 |
| \$202,000 | | 2005 | |
| | | 2006 | |
| | | Total | \$202,000 |

Project Description

In conjunction with the Siskiyou Boulevard, Fire Station and Library Remodeling projects, changes will be made in this area to improve visibility, safety and ease of travel through the intersection. This project will be linked with Siskiyou Boulevard for design and construction.



Project Title **ASHLAND SCHOOL DISTRICT PARKING LOTS**

Project Type **Transportation \ Public Safety**

Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|-------------------------|------------------------------------|-----------------|
| | | Prior Years | \$35,000 |
| \$50,000 | Ashland School District | 2002 | \$35,000 |
| 20,000 | Street Fees | 2003 | |
| \$70,000 | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$70,000 |

Project Description

The Ashland School District approached the City to assist with the paving of their parking lots at Lincoln School, Helman School, and the two lots at the Middle School. The concerns with unpaved parking lots are water quality, dirt and debris tracking into the streets, and general drainage of the lots. The City agreed to provide the labor and equipment (soft match) for the projects, split over two fiscal years. Ashland School District will pay for the materials and will be expected to meet the City's requirement for adequate landscaping. The City completed the work at the Middle School during FY01. The Street Division hopes to have work completed this summer prior to school start. Design and approvals are the responsibility of the School District.



Project Title **CENTRAL ASHLAND BIKEWAY PHASE 2**

Project Type **Transportation \ Public Safety**

Responsible Department **Department of Public Works \ Engineering Division**

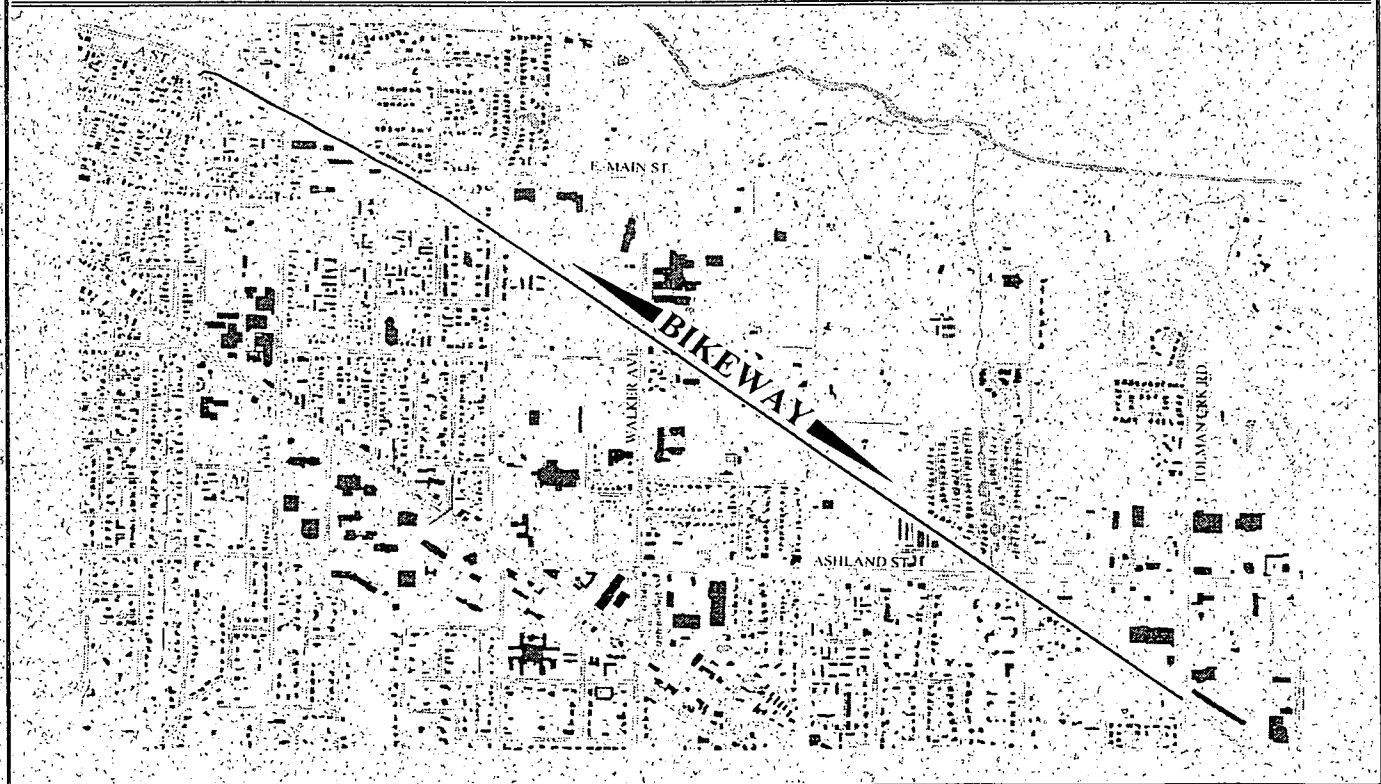
| Funding Source | | Project Cost By Budget Year | |
|-----------------------|--------------|------------------------------------|------------------|
| | | Prior Years | \$25,000 |
| \$181,250 | Street SDCs | 2002 | \$100,000 |
| 300,000 | Street Fees | 2003 | |
| 300,000 | Grant Monies | 2004 | |
| \$725,000 | | 2005 | \$600,000 |
| | | 2006 | |
| | | Total | \$725,000 |

Project Description:

The Central Ashland Bikeway project began in 1998 and the first phase was completed in 1999, with a path constructed from the corner of Eighth and A Streets to Tolman Creek Road near Mistletoe Road.

This second Phase of the project is to extend the length of the bikepath to both the east and west city limits. A portion of the work was completed in FY01 for the section along A Street to 6th Street along Railroad Park. The first segment of this phase is to acquire needed rights of way along the railroad.

Staff is currently working with the Central Oregon and Pacific Railroad and Union Pacific to acquire these easements. The acquisition of the right of way is slated for FY02 and will cost \$100,000; \$600,000 of construction is scheduled for FY05.



Project Title **ROGUE VALLEY TRANSIT DISTRICT BUS SHELTERS**

Project Type **Transportation \ Public Safety**

Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|-----------------|------------------------------------|------------------|
| | | Prior Years | |
| \$60,000 | Street SDCs | 2002 | |
| 180,000 | ETA/ RVTD Grant | 2003 | \$240,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| \$240,000 | | Total | \$240,000 |

Project Description

This project includes the construction of site improvements including some bus turnouts, new structures, lighting, phones, sidewalks, etc. Each of the seven bus shelters is unique; two of which include all of the amenities including drinking fountains and benches. With the redesign of Siskiyou Boulevard, staff received approval from RVTD to extend the timing of this grant. These shelters will be included in the Siskiyou Boulevard Project.



Project Title WATER STREET BRIDGE FLOOD RESTORATION

Project Type Transportation \ Public Safety

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|------------------|-----------------------------|------------------|
| | | Prior Years | \$15,000 |
| \$200,000 | ODOT - STP Grant | 2002 | \$200,000 |
| 78,750 | Street SDCs | 2003 | \$100,000 |
| 36,250 | Street Fees | 2004 | |
| | | 2005 | |
| | | 2006 | |
| \$315,000 | | Total | \$315,000 |

Project Description

Replace existing bridge including asphalt approaches, sidewalks, fish passage improvements and related storm drain system improvements. The existing Water Street Bridge structure is too small for flood capacity in Ashland Creek. This project was identified in the 1998 OTAK report for post January 1997 flood improvement and recommendations along Ashland Creek. Staff will begin design in FY01 and has already secured agreements with ODOT for the STP Grant funding.



Project Title **BEACH STREET INTERSECTION IMPROVEMENTS**

Project Type **Transportation \ Public Safety**

Responsible Department **Department of Public Works \ Engineering Division**

| Funding Source | Project Cost By Budget Year | |
|----------------------|-----------------------------|-----------------|
| \$79,900 Street Fees | Prior Years | |
| 14,100 Street SDCs | 2002 | |
| <u>\$94,000</u> | 2003 | |
| | 2004 | \$94,000 |
| | 2005 | |
| | 2006 | |
| | Total | \$94,000 |

Project Description

This project was identified in the Transportation System Plan for safety and operational improvements. Beach Street functions as a main access point for SOU and Lincoln Elementary School.

This project will redesign and improve the intersection of Beach Street and Siskiyou Boulevard. It is anticipated that this project will be combined with the Siskiyou Boulevard modernization and be completed at that time.



capital improvements plan

Project Title EAST MAIN STREET – SHERMAN ST. TO 8TH STP PER PMS

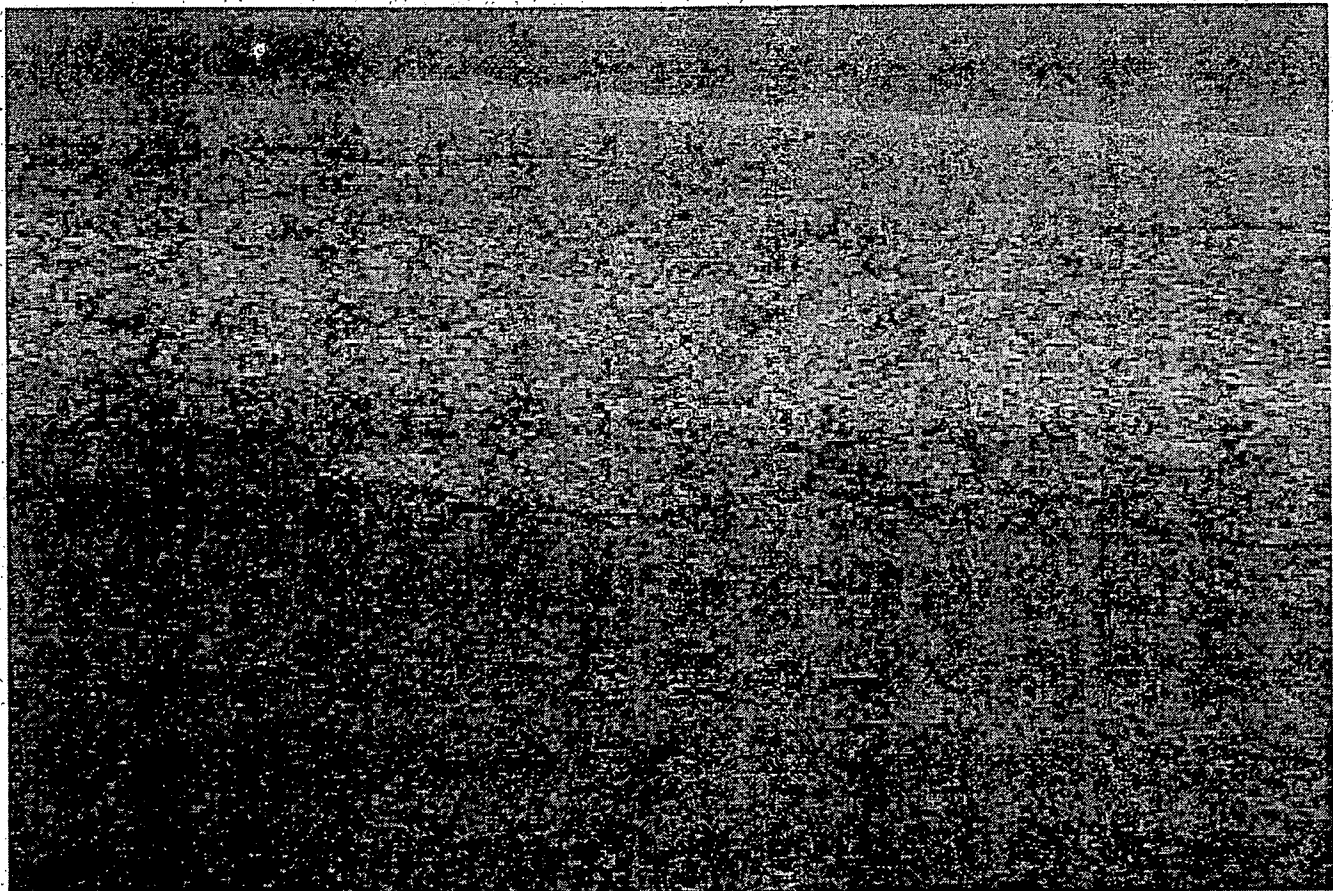
Project Type Transportation \ Public Safety

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|-------------|-----------------------------|------------------|
| \$21,000 | Street SDCs | Prior Years | |
| 84,000 | FAU Grant | 2002 | |
| \$105,000 | | 2003 | |
| | | 2004 | \$105,000 |
| | | 2005 | |
| | | 2006 | |
| | | Totals | \$105,000 |

Project Description

With the completion of the pavement management system (PMS) plan, all streets within Ashland have been evaluated on condition. Staff has prioritized East Main Street based on its need for significant improvements. In essence, this street has failed and needs a complete pavement reconstruction and related curb, gutter and storm drain improvements.



Project Title EAST MAIN ST.- 8TH TO N. MOUNTAIN AVE. STP PER PMS
Project Type Transportation \ Public Safety
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | Project Cost By Budget Year | |
|--|-----------------------------|-----------------|
| <p>\$52,800 FAU Grant 13,200 Street SDCs \$66,000</p> | Prior Years | |
| | 2002 | |
| | 2003 | |
| | 2004 | |
| | 2005 | \$66,000 |
| | Total | \$66,000 |

Project Description

With the completion of the pavement management system (PMS) plan, all streets within Ashland have been evaluated on condition. Staff has prioritized East Main Street based on its need for significant improvements. In essence, this street has failed and needs a complete pavement reconstruction and related curb, gutter and storm drain improvements.



capital improvements plan

Project Title **A STREET - 1ST TO 3RD STP PER PMS**

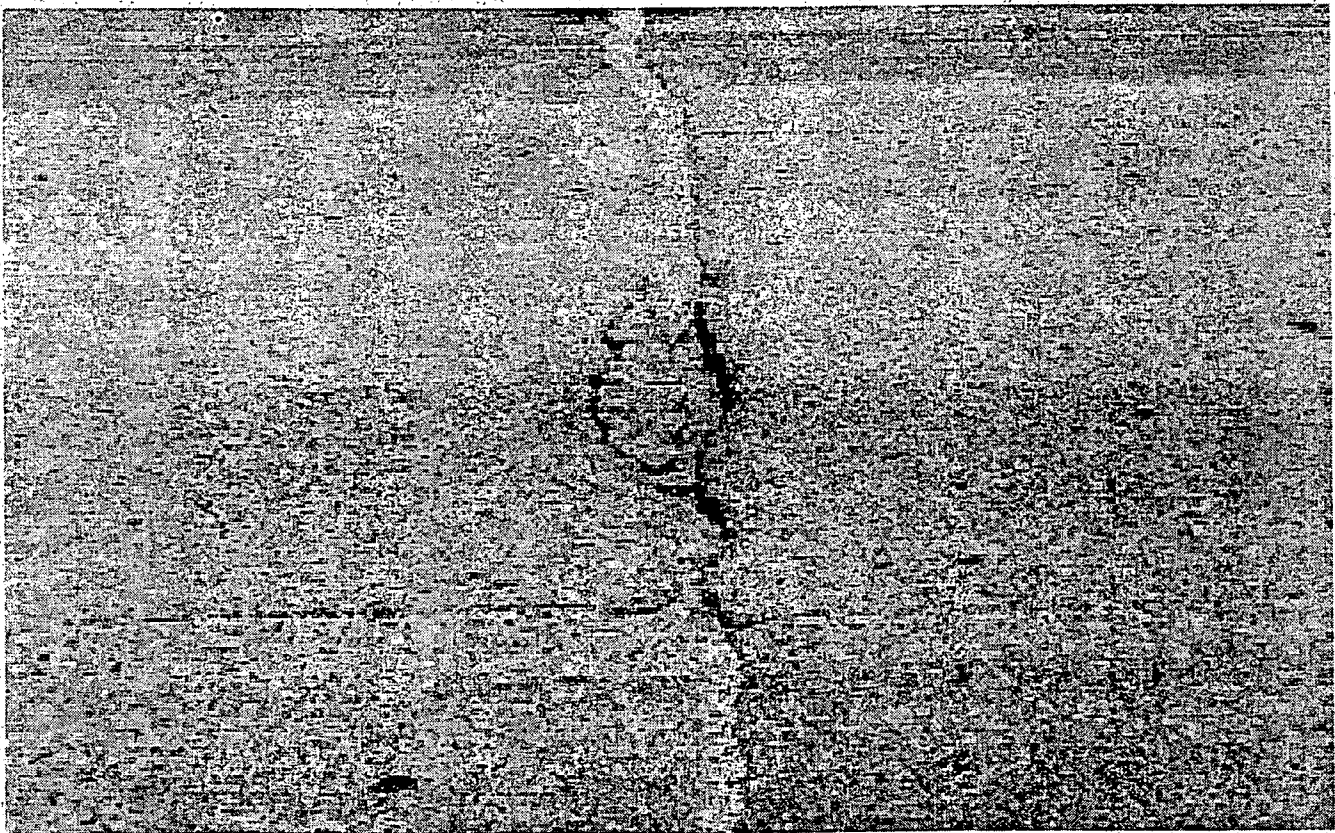
Project Type **Transportation \ Public Safety**

Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | <u>Project Cost By Budget Year</u> | |
|-----------------------|------------------------------------|-----------------|
| | Prior Years | |
| \$24,000 FAU Grant | 2002 | |
| 6,000 Street SDCs | 2003 | |
| \$30,000 | 2004 | |
| | 2005 | \$30,000 |
| | 2006 | |
| | Total | \$30,000 |

Project Description

With the completion of the pavement management system (PMS) plan, all streets within Ashland have been evaluated on condition. Staff has prioritized East Main Street based on its need for significant improvements. In essence, this street has failed and needs a complete pavement reconstruction and related curb, gutter and storm drain improvements.



Project Title **GRANITE ST.-WINBURN WAY TO PARKS OFFICE STP PER PMS**

Project Type **Transportation \ Public Safety**

Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | <u>Project Cost By Budget Year</u> | |
|-----------------------|------------------------------------|------------------|
| | Prior Years | |
| \$87,000 | FAU Grant | 2002 |
| 29,000 | Street SDCs | 2003 |
| \$116,000 | | 2004 |
| | | 2005 |
| | | 2006 |
| | | \$116,000 |
| | Total | \$116,000 |

Project Description

With the completion of the pavement management system (PMS) plan, all streets within Ashland have been evaluated on condition. Staff has prioritized Granite Street based on its need for significant improvements. In essence, this street has failed and needs a complete pavement reconstruction and related curb, gutter and storm drain improvements.



Project Title **OAK & HERSEY STREETS INTERSECTION SIGNAL**

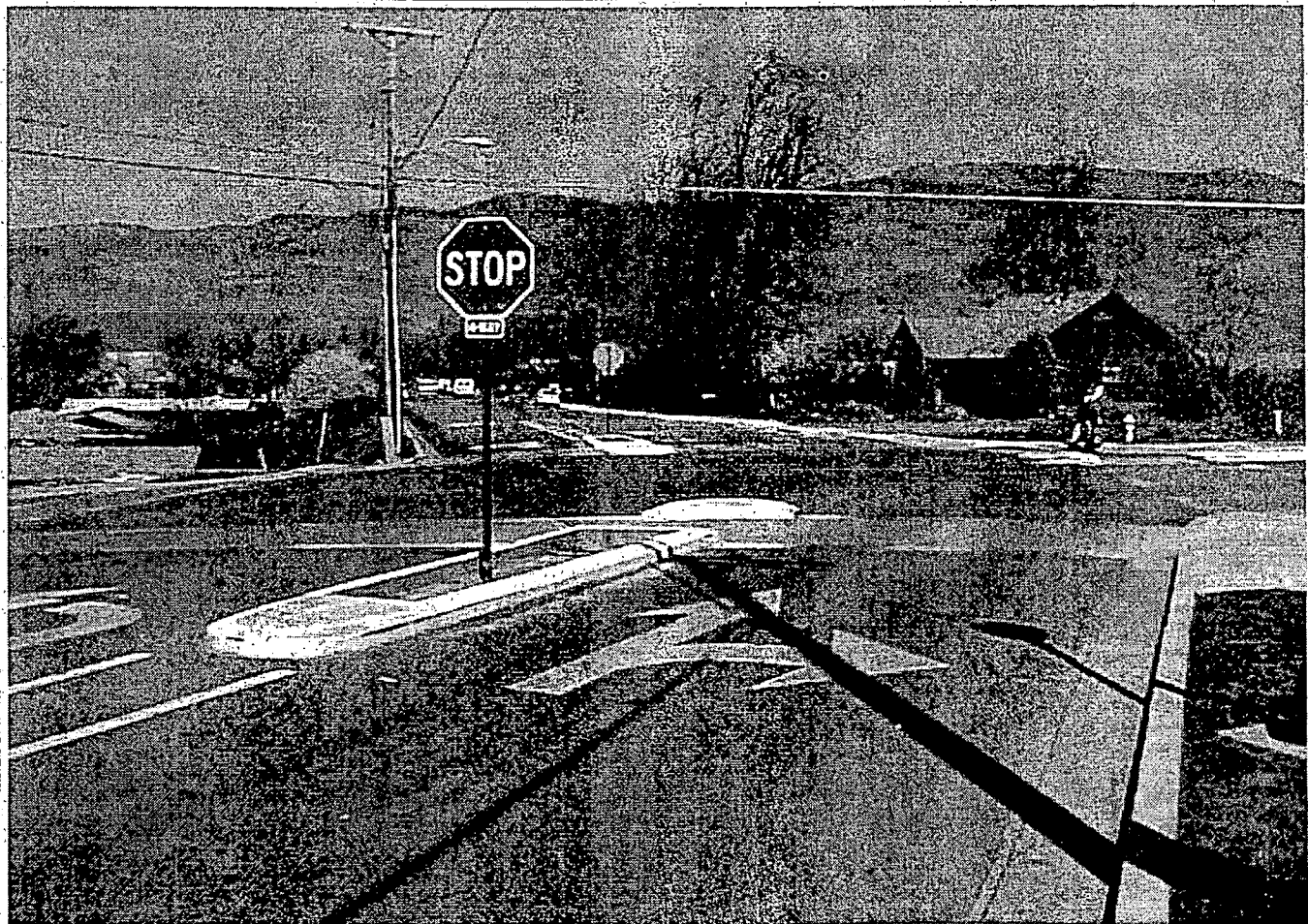
Project Type **Transportation \ Public Safety**

Responsible Department: **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|------------------|------------------------------------|------------------|
| | | Prior Years | |
| \$60,000 | Street SDCs | 2002 | |
| 90,000 | Street Fees SDCs | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | \$150,000 |
| \$150,000 | | Total | \$150,000 |

Project Description

This project is planned as the traffic on both Oak Street and Hersey Street is increasing at a rapid rate. As proposed in the Transportation System Plan, it is projected that traffic warrants will be met for a fully signalized intersection in the year 2005. Staff will continue to monitor traffic volumes and safety at this intersection.



Project Title NEVADA STREET EXTENSION & BRIDGE CONSTRUCTION BEAR CREEK TO MOUNTAIN AVENUE

Project Type Transportation \ Public Safety

Responsible Department Department of Public Works \ Engineering Division

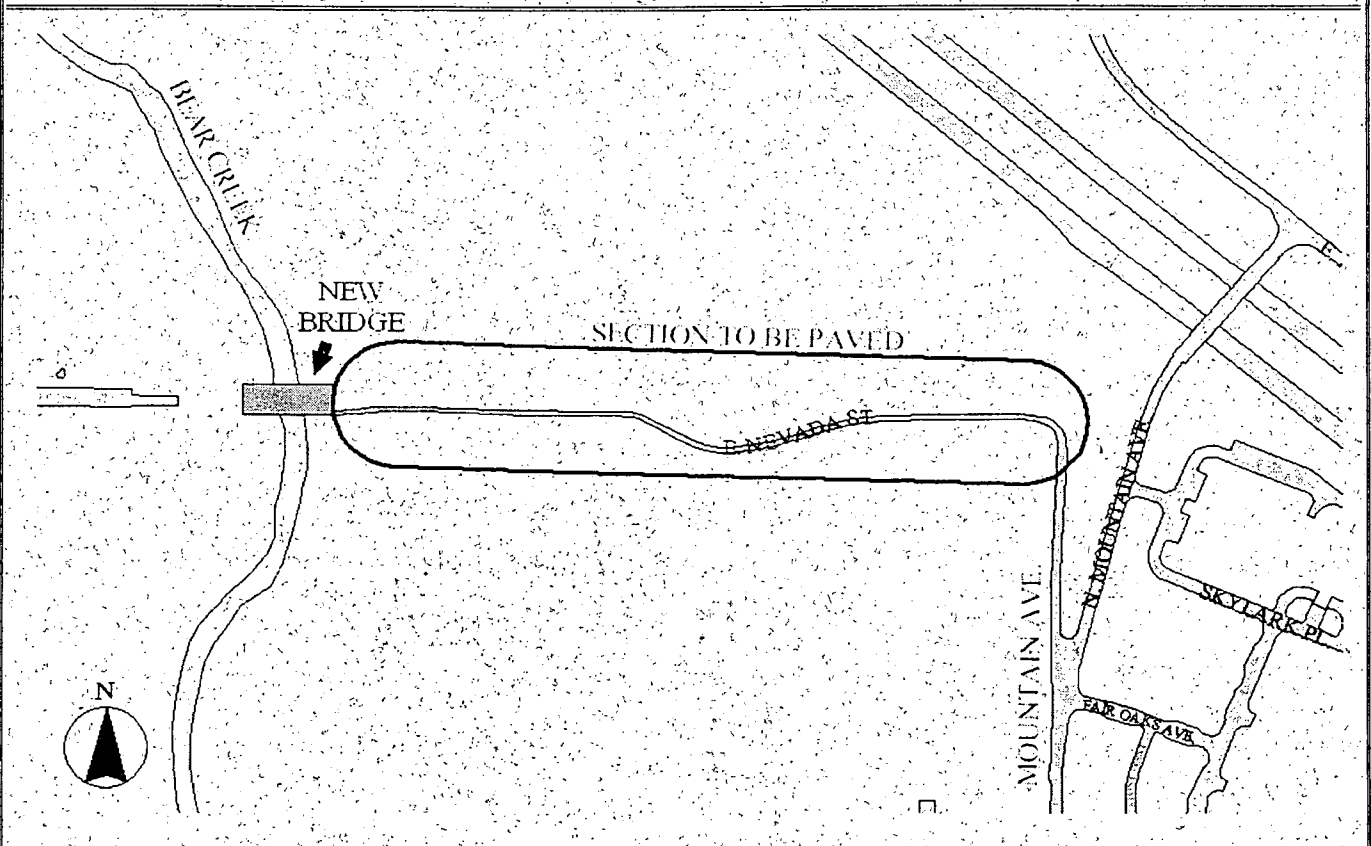
| Funding Source | | Project Cost By Budget Year | |
|--------------------|-------------|-----------------------------|--------------------|
| \$778,700 | Street SDCs | Prior Years | |
| 419,300 | Street Fees | 2002 | |
| \$1,198,000 | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$1,198,000 |

Project Description

The recently adopted City of Ashland Transportation System Plan (TSP) recommends an east/west connection to relieve traffic volumes on Oak Street and also provide a more direct access to SOU and other local schools.

This project includes the construction of a bridge across Bear Creek near the Nevada Street side of the proposed road connection. All related storm drain, paving, bike lanes and sidewalks will be included in this project.

Although this project does not show on the actual FY02-06 CIP, it is a large project and programmed for FY08. Staff will continue to pursue ODOT grant funding for a portion of this project.



capital improvements plan

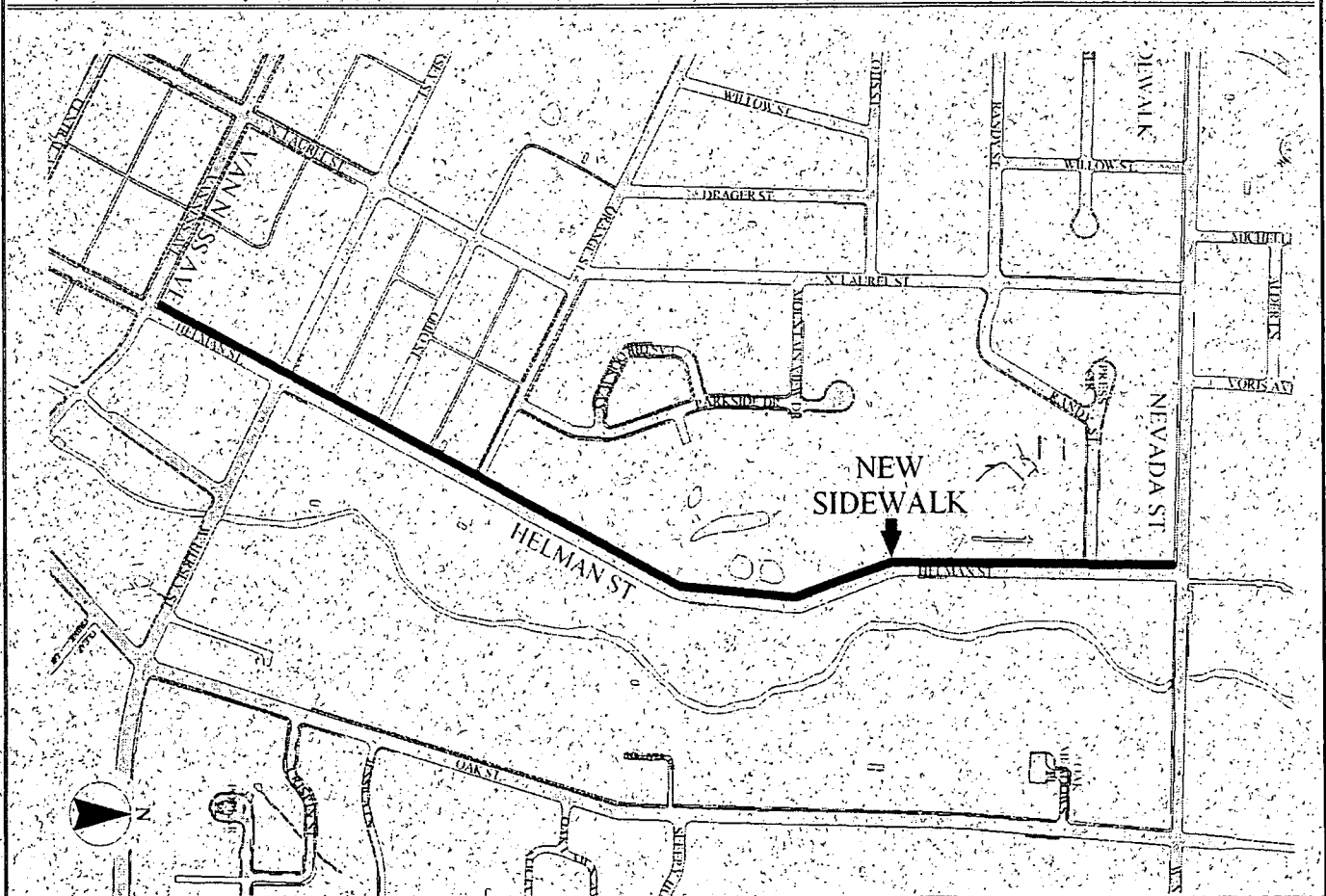
Project Title **SIDEWALKS- HELMAN STREET**
Project Type **Transportation \ Public Safety**
Responsible Department **Department of Public Works \ Engineering Division**

| Funding Source | | Project Cost By Budget Year | |
|------------------|-------------|-----------------------------|------------------|
| \$40,000 | Street SDCs | Prior Years | \$30,000 |
| 80,000 | Street Fees | 2002 | \$130,000 |
| 40,000 | LID | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| \$160,000 | | Total | \$160,000 |

Project Description

Construct sidewalks, driveway improvements and related minor storm drain improvements on Helman Street from Van Ness Avenue to West Nevada Street. Design of this project began in FY01. Staff is also pursuing grant funding for a major portion of this project but will not know of approvals until January 2001. Construction will begin in July 2001.

Sidewalk projects in the Capital Improvements Plan are prioritized based on their proximity to area schools.



Project Title **SIDEWALKS- MOUNTAIN AVENUE**

Project Type **Transportation \ Public Safety**

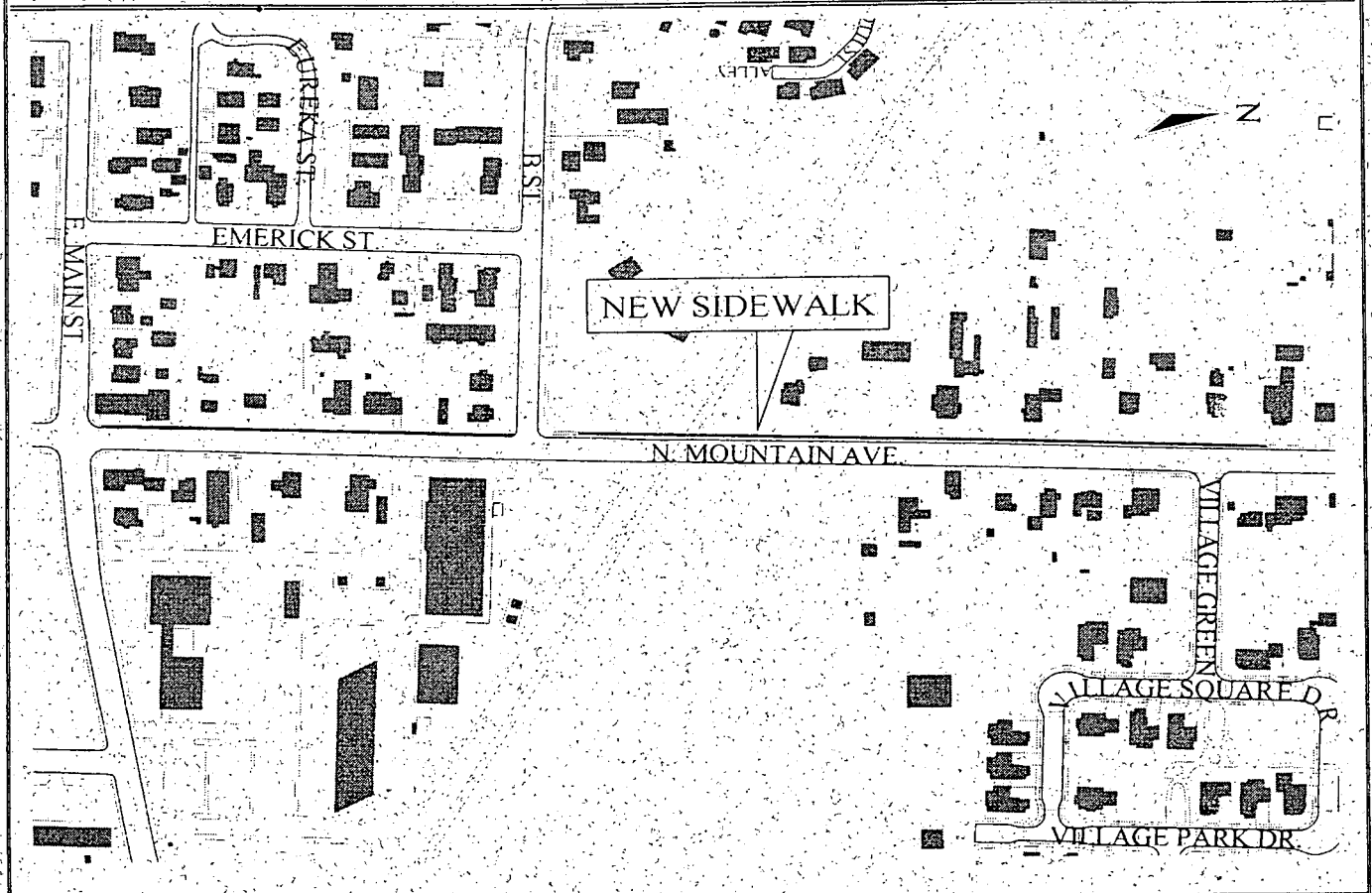
Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|-------------|------------------------------------|------------------|
| | | Prior Years | |
| \$36,250 | Street SDCs | 2002 | \$145,000 |
| 72,500 | Street Fees | 2003 | |
| 36,250 | LID | 2004 | |
| | | 2005 | |
| | | 2006 | |
| \$145,000 | | Total | \$145,000 |

Project Description

Construct sidewalks, driveway improvements and related minor storm drain improvements on North Mountain Avenue from East Main Street to Village Square Drive. This project was identified in the TSP due to its proximity to the new bike path and new developments.

Sidewalk projects in the Capital Improvements Plan are prioritized based on their proximity to area schools and their designation as collector, arterial and local streets.



Project Title

SIDEWALKS – LAUREL STREET

Project Type

Transportation \ Public Safety

Responsible Department

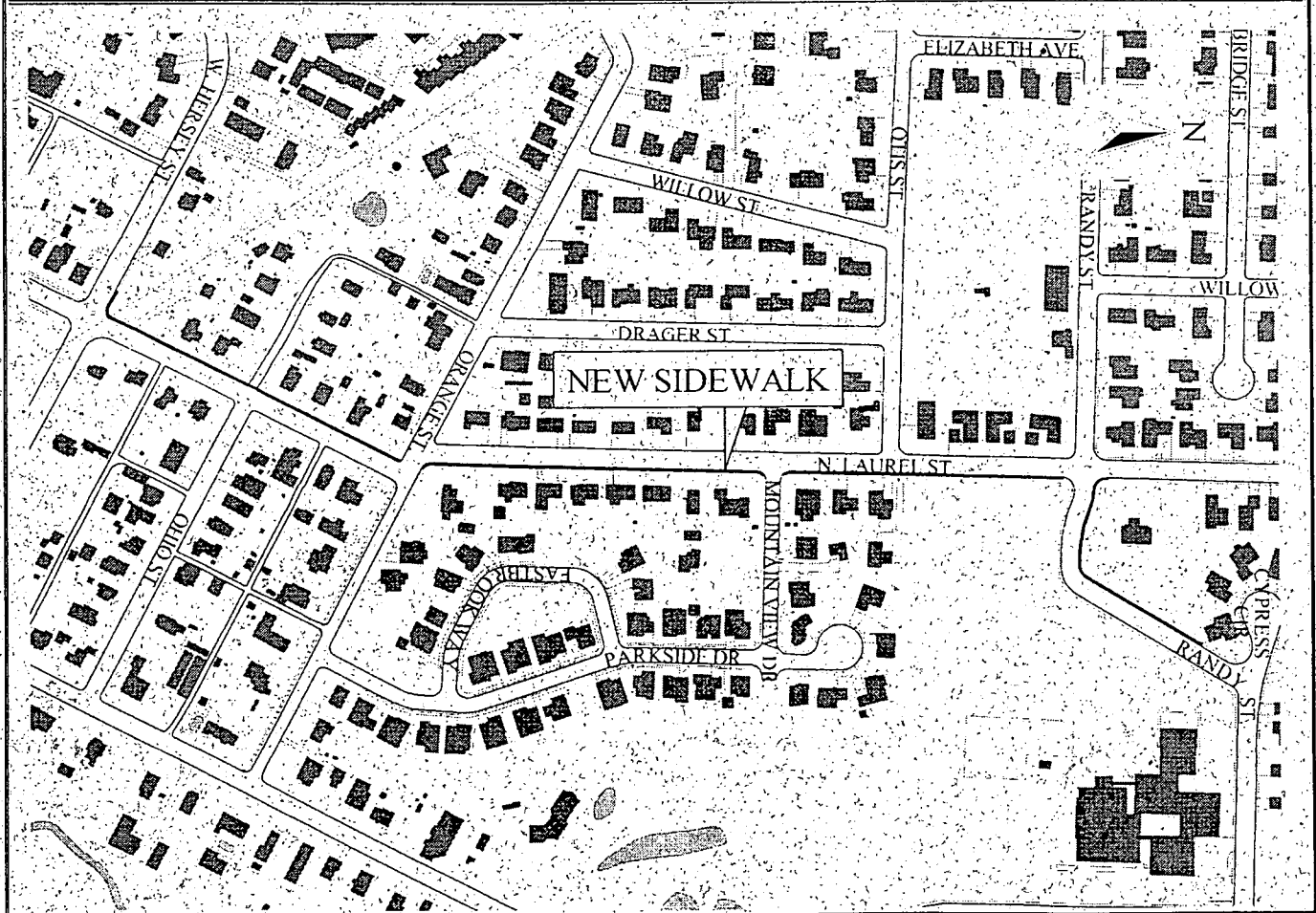
Department of Public Works \ Engineering Division

| Funding Source | Project Cost By Budget Year |
|----------------------|-----------------------------|
| | Prior Years: |
| \$28,750 Street SDCs | 2002 |
| 57,500 Street Fees | 2003 \$115,000 |
| 28,750 LID | 2004 |
| | 2005 |
| | 2006 |
| \$115,000 | Total \$115,000 |

Project Description

Construct sidewalks, driveway improvements and related minor storm drain improvements to North Laurel Street from Randy 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.



Project Title **SIDEWALKS – SCHOOL ROUTES (LINCOLN & WALKER SCHOOLS)**

Project Type **Transportation \ Public Safety**

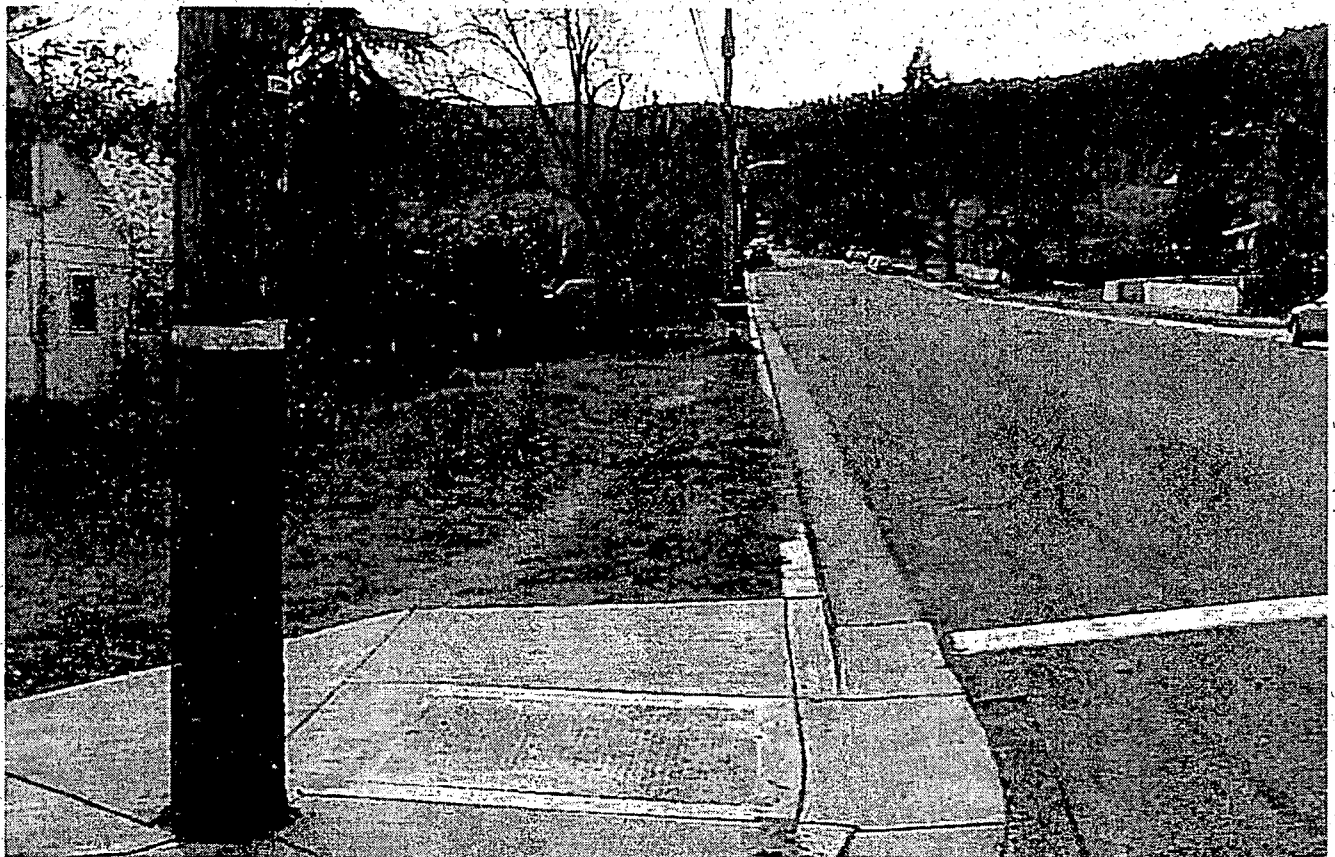
Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|-------------|------------------------------------|------------------|
| | | Prior Years | |
| \$28,750 | Street SDCs | 2002 | |
| 57,500 | Street Fees | 2003 | |
| 57,500 | LID | 2004 | \$115,000 |
| <u>\$115,000</u> | | 2005 | |
| | | 2006 | |
| | | Total | \$115,000 |

Project Description

The Transportation System Plan completed in 1998 identified several important sidewalk connections. This project will construct new sidewalks, complete missing sidewalk links and related minor storm drain improvements along heavily used pedestrian areas with focus on area school routes and other public facilities. This important sidewalk link focuses on sidewalks at Lincoln School on Beach Street and Henry Street, and also a section to Walker School along Homes Avenue from Walker to Hunter.

For a complete list of sidewalks to be constructed, refer to the Transportation System Plan (TSP).



Project Title

SIDEWALKS – SCHOOL ROUTES (NEVADA STREET)

Project Type

Transportation \ Public Safety

Responsible Department

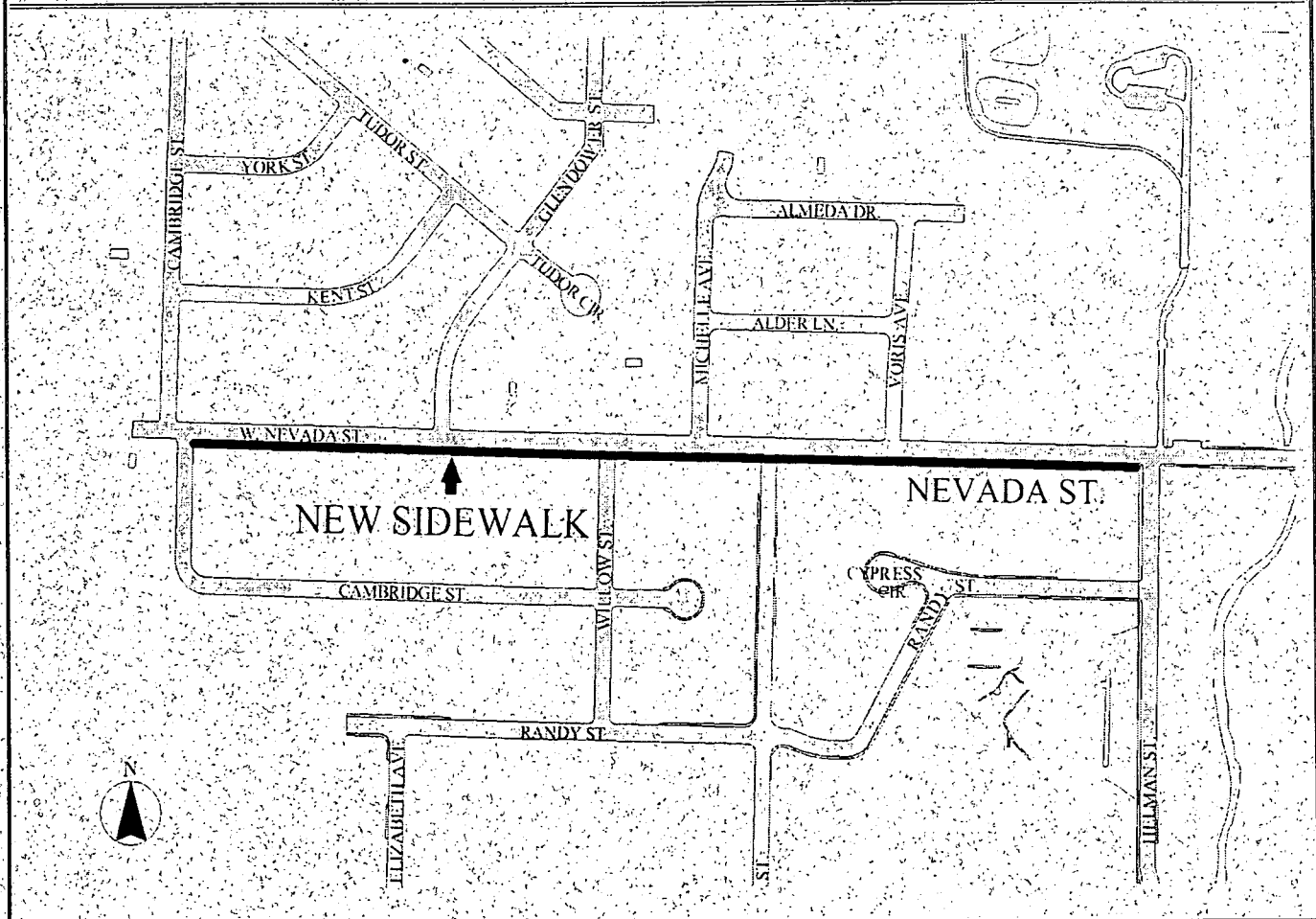
Department of Public Works \ Engineering Division

| Funding Source | Project Cost By Budget Year | |
|----------------------|-----------------------------|------------------|
| | Prior Years | |
| \$57,500 Street SDCs | 2002 | |
| 115,000 Street Fees | 2003 | |
| 57,500 LID | 2004 | |
| \$230,000 | 2005 | \$115,000 |
| | 2006 | \$115,000 |
| | Total | \$230,000 |

Project Description

Construct new sidewalks, complete missing sidewalk links and related minor storm drain improvements along heavily used pedestrian areas with focus on area school routes and other public facilities. This project focuses on sidewalks to Helman School along Nevada Street from Helman Street west to Cambridge Street.

For a complete list of sidewalks to be constructed, refer to the Transportation System Plan (TSP).



Project Title STRAWBERRY LANE PROJECT

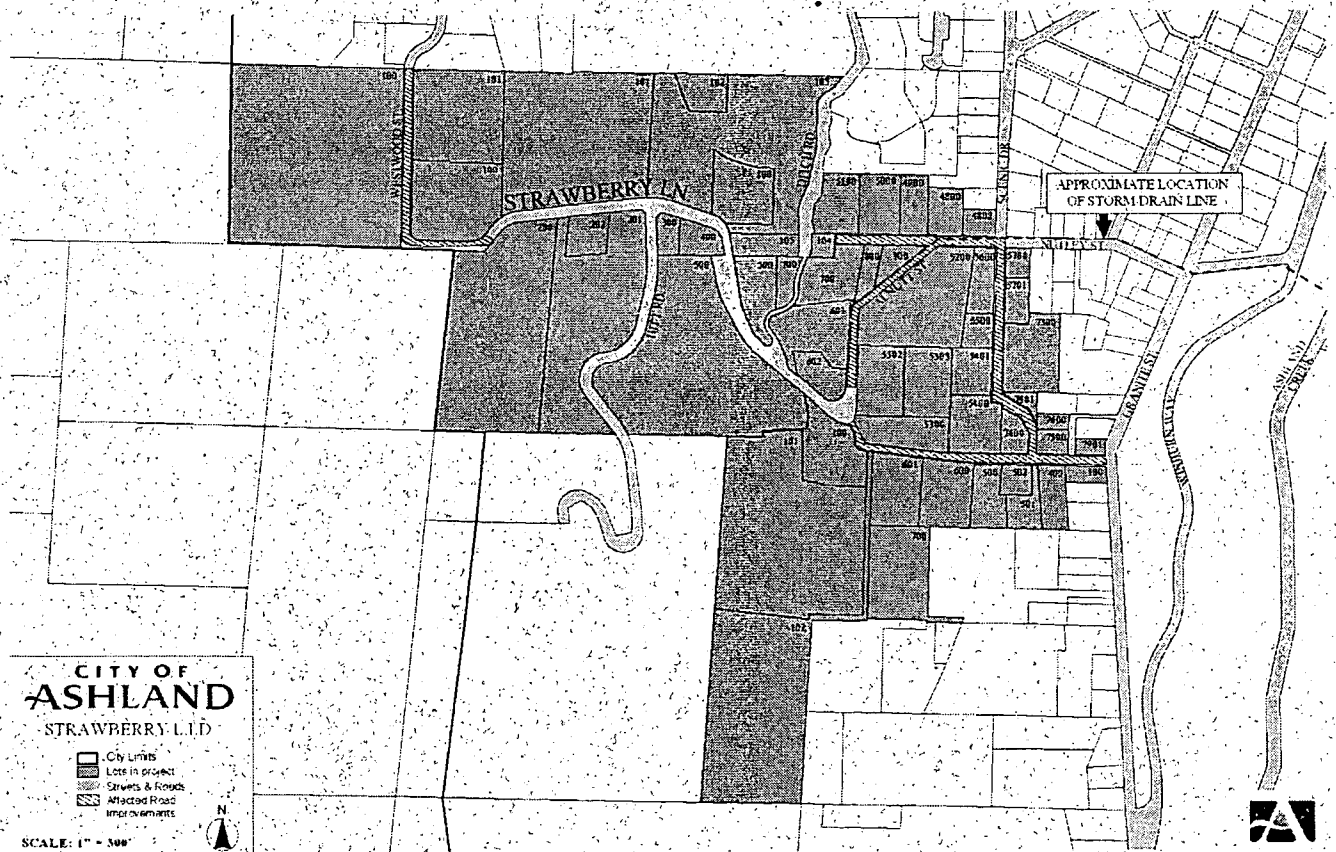
Project Type Transportation \ Public Safety

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|-------------------------------------|-----------------------------|------------------|
| \$153,900 | Street Fees | Prior Years. | \$100,000 |
| 134,400 | Street SDCs | 2002 | \$582,000 |
| 342,600 | LID / Residential Developer Portion | 2003 | \$248,000 |
| 83,100 | Storm Drain SDCs | 2004 | |
| 22,000 | Storm Drain Fees | 2005 | |
| 94,000 | Other City Funds | 2006 | |
| \$830,000 | | Total | \$930,000 |

Project Description

This project will require formation of an LID to construct roadway improvements including re-grading, asphalt paving and pavement overlay, curb and gutter, sidewalks, driveway improvements, and related storm drain system improvements. This project will encompass improvements to Scenic Drive from Nutley to Strawberry Lane; the upper portion of Nutley Street from Scenic Drive west to the end of the right of way; Strawberry Lane from Granite Street to Alnutt; Westwood Street extension; and Alnutt Street improvements. Improvement costs will be shared by the neighbors, developers, parks and the City.



Project Title TOLMAN CREEK ROAD IMPROVEMENTS

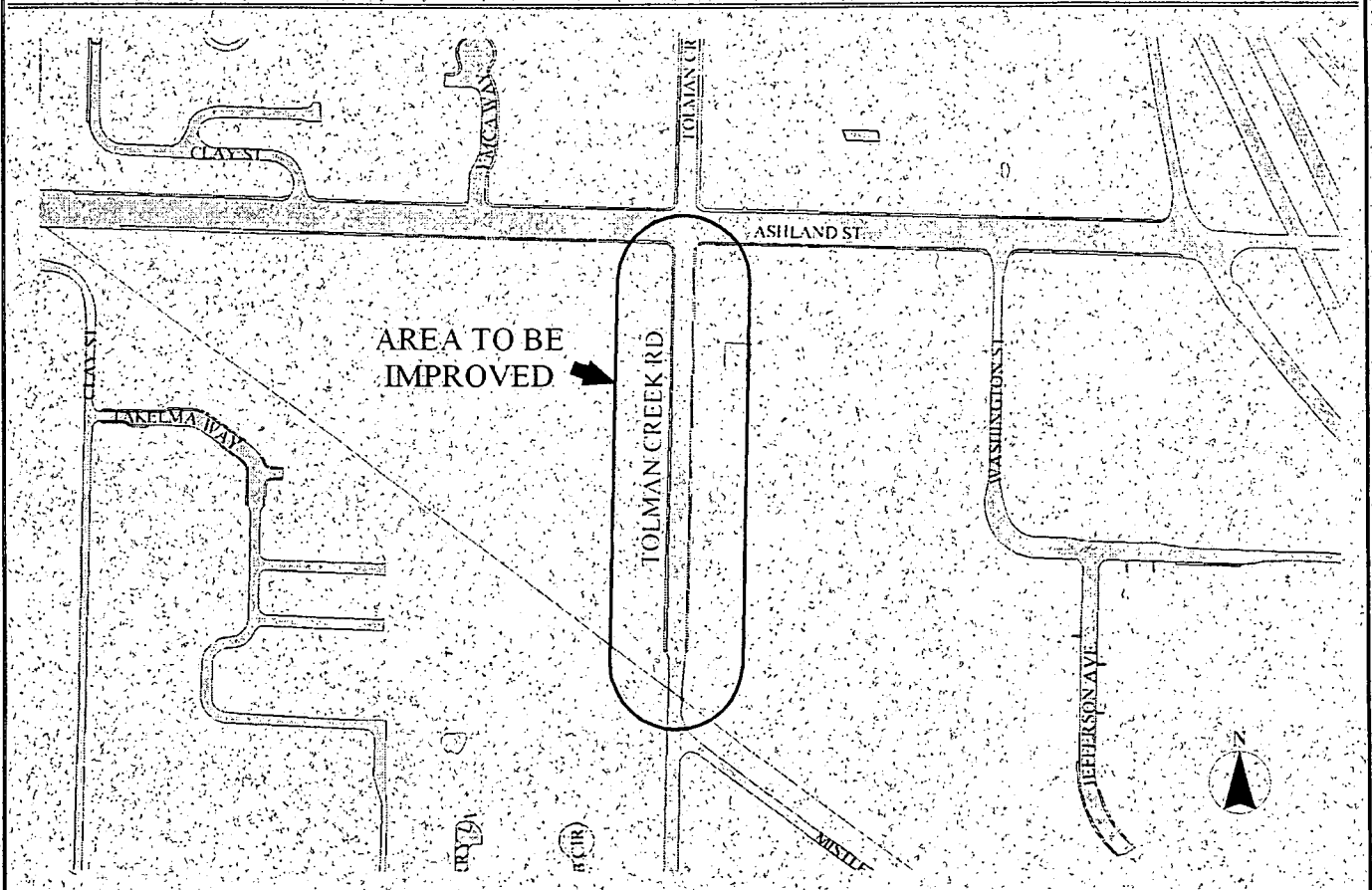
Project Type Transportation \ Public Safety

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|--------------------|------------------|-----------------------------|--------------------|
| | | Prior Years | |
| \$744,266 | Street SDCs | 2002 | \$184,000 |
| 12,287 | Street Fees | 2003 | \$50,000 |
| 512,880 | LID | 2004 | \$150,000 |
| 310,167 | Storm Drain SDCs | 2005 | \$1,325,600 |
| 130,000 | Other Non-City | 2006 | |
| \$1,709,600 | | Total | \$1,709,600 |

Project Description

Tolman Creek Road is the primary transit and pedestrian corridor for the extended neighborhood. This project combines several projects detailed in the Transportation System Plan for Tolman Creek Road, including intersection improvements at Tolman Creek and Siskiyou (FY02) and full street improvements to Tolman Creek from Siskiyou Boulevard to the railroad crossing near Mistletoe Road. The initial portion will be the safety improvements for the intersection at Siskiyou Boulevard. Design of the entire street improvement project will be phased over two years to include public participation. Improvement will include full street reconstruction, curb, gutters, sidewalks, storm drain and traffic calming measures.



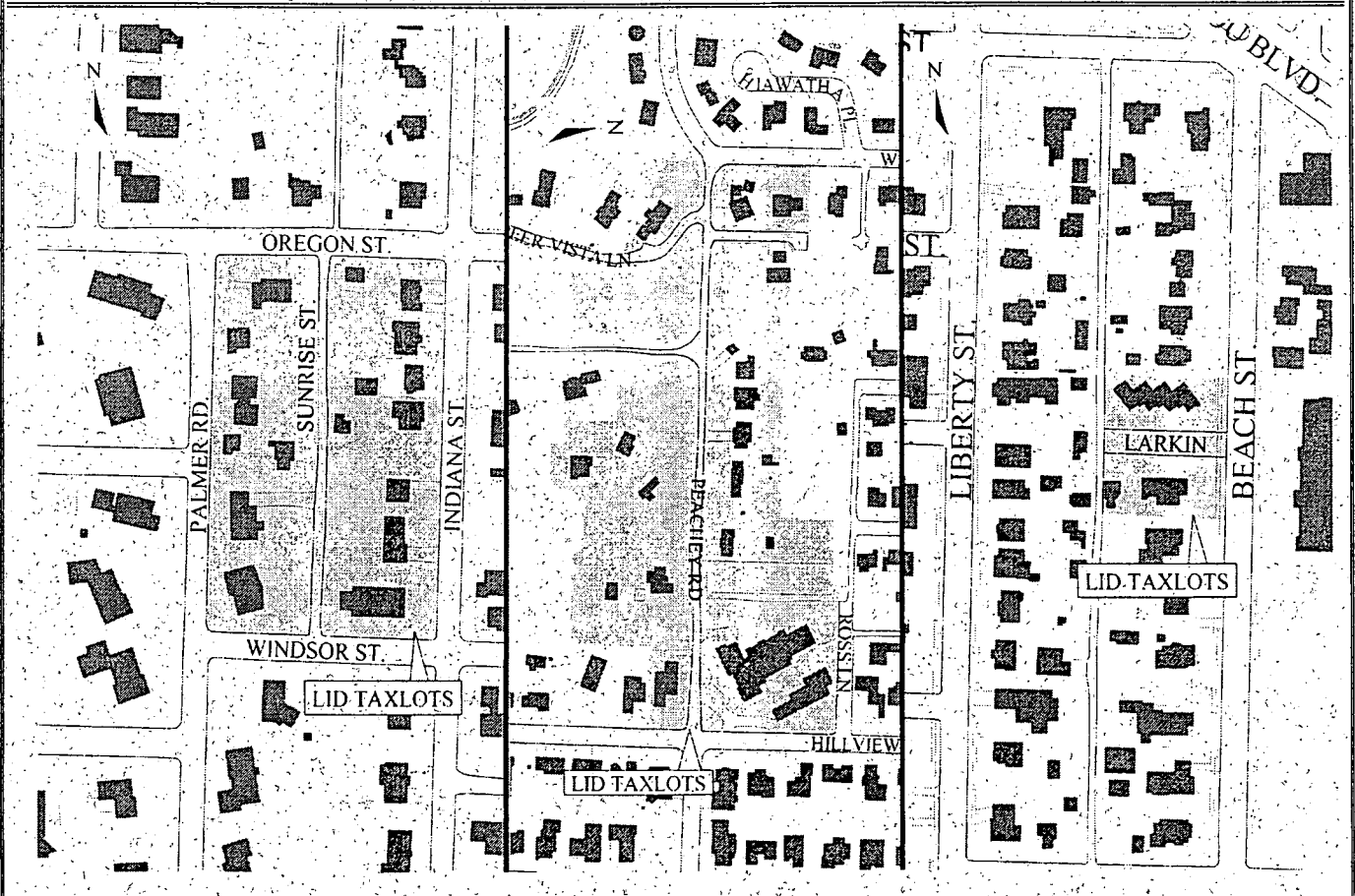
Project Title MISCELLANEOUS LID PROJECTS
Project Type Transportation / Public Safety
Responsible Department Department of Public Works / Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|------------------|-----------------------------|------------------|
| | | Prior Years | |
| \$37,620 | Street SDCs | 2002 | |
| 13,260 | Street Fees | 2003 | \$69,000 |
| 125,400 | LID | 2004 | \$70,000 |
| 16,720 | Storm Drain SDCs | 2005 | \$70,000 |
| 16,000 | Storm Drain Fees | 2006 | |
| \$209,000 | | Total | \$209,000 |

Project Description

One of Council's goals is Water Quality Improvements resulting from paving unpaved streets. Although not yet specifically defined, these projects will require formation of LIDs to construct roadways primarily on dirt or unimproved roads to improve air and water quality. These improvements could include re-grading, asphalt paving, curb and gutter, sidewalks, driveway improvements, and related storm drain system improvements.

Possible street improvements include Peachy, Larkin, Ohio, Sunrise and Glenview.



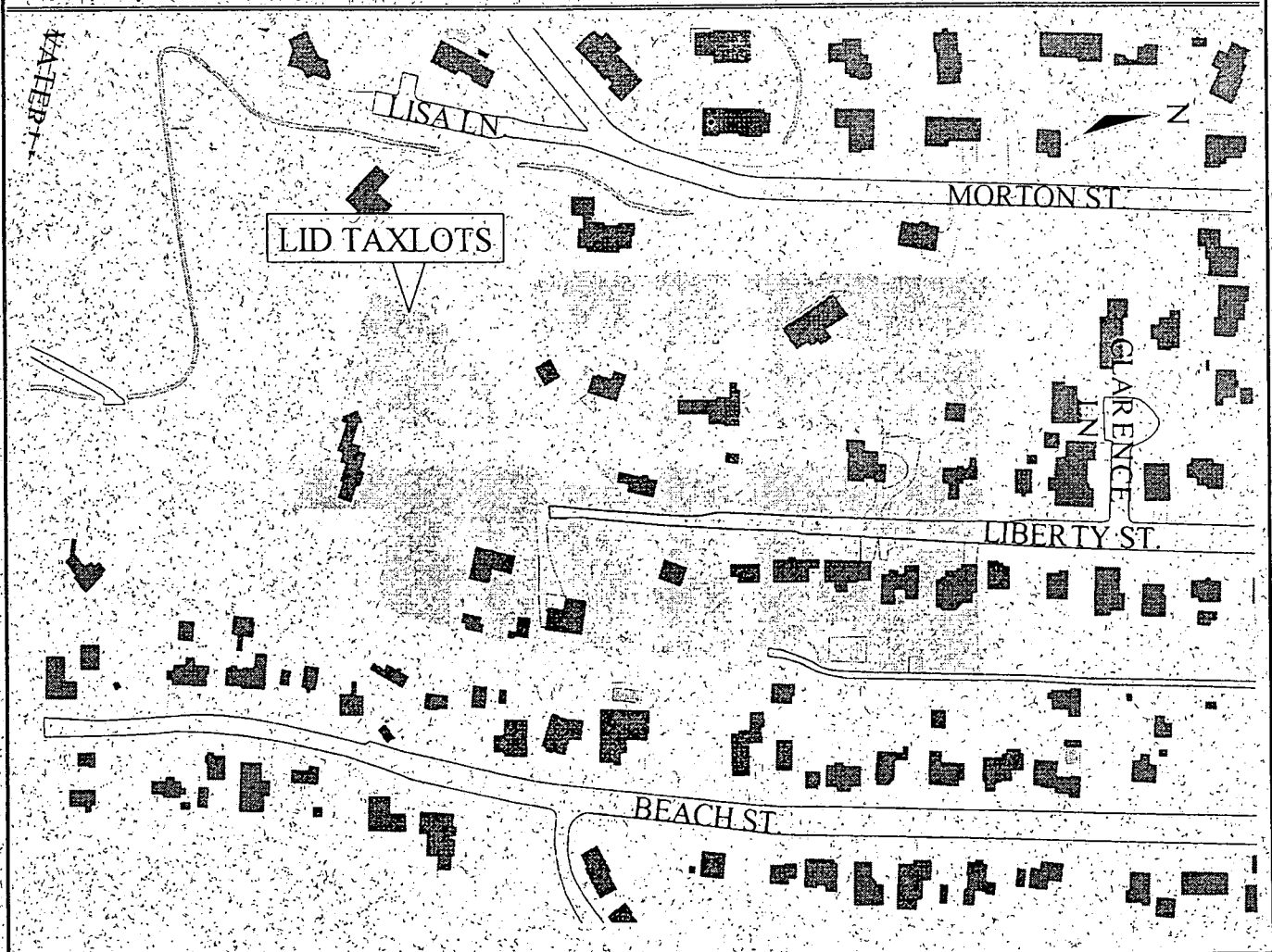
capital improvements plan

Project Title LIBERTY STREET LID
Project Type Transportation \ Public Safety
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|-----------------|------------------|-----------------------------|-----------------|
| \$12,240 | Street SDCs | Prior Years | |
| 5,520 | Street Fees | 2002 | |
| 40,800 | LID | 2003 | \$68,000 |
| 5,440 | Storm Drain SDCs | 2004 | |
| 4,000 | Storm Drain Fees | 2005 | |
| | | 2006 | |
| \$68,000 | | Total | \$68,000 |

Project Description

The upper portion of Liberty is currently an unimproved street from Ashland Street to the south. This project will require formation of an LID to construct roadway improvements including re-grading, asphalt paving, curb and gutter, sidewalks, driveway improvements, and related storm drain system improvements.

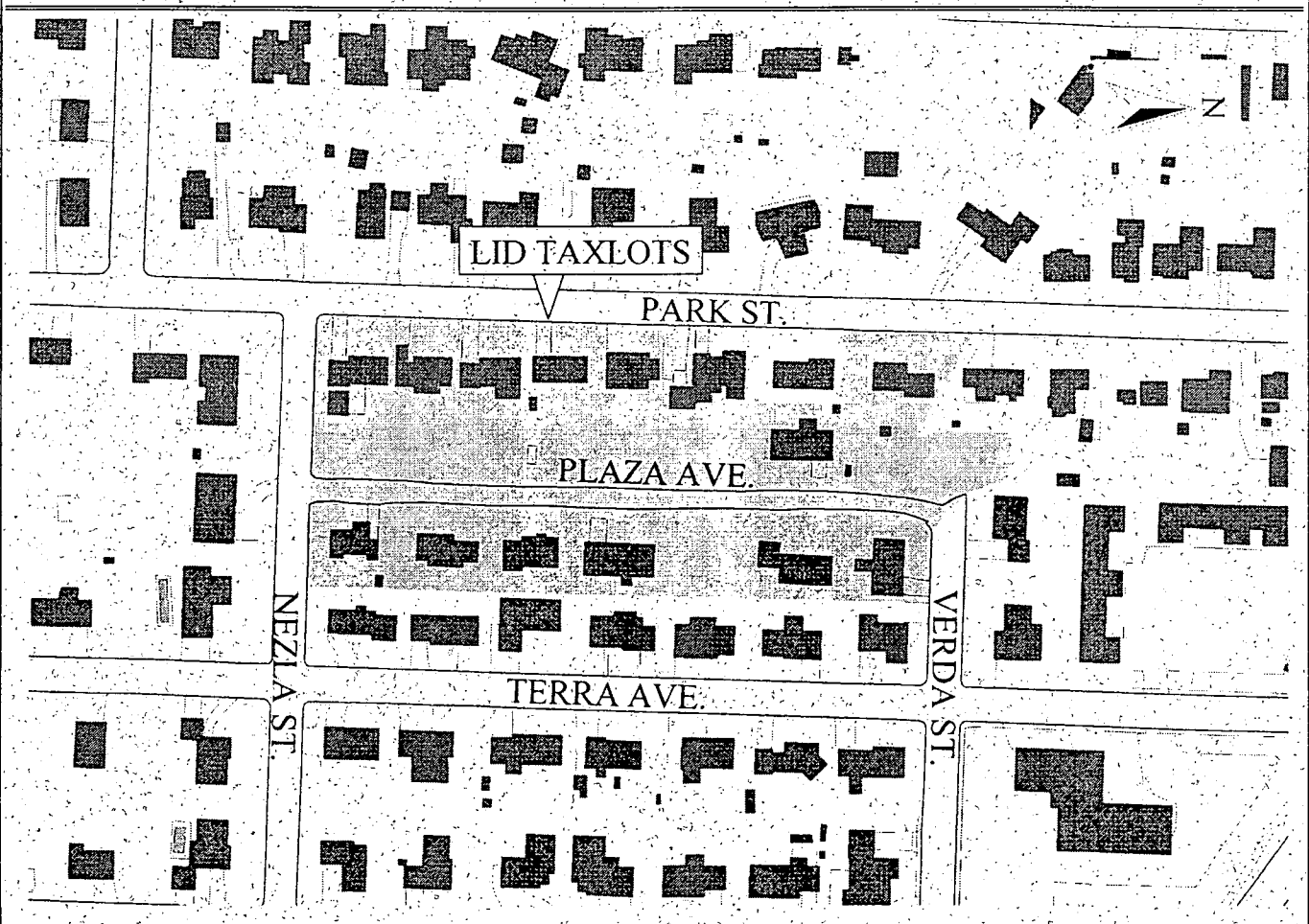


Project Title PLAZA AVENUE LID
Project Type Transportation \ Public Safety
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|-----------------|------------------|-----------------------------|-----------------|
| | | Prior Years | |
| \$12,960 | Street SDCs | 2002 | |
| 6,080 | Street Fees | 2003 | |
| 43,200 | LID | 2004 | \$72,000 |
| 5,760 | Storm Drain SDCs | 2005 | |
| 4,000 | Storm Drain Fees | 2006 | |
| \$72,000 | | Total | \$72,000 |

Project Description

Plaza Avenue is currently an unimproved street. Neighbors have looked at the possibility of forming an LID from Verda Street to Nezia Street several times in the past without success. This project would initiate an LID to construct roadway improvements including re-grading, asphalt paving, curb and gutter, sidewalks, driveway improvements, and related storm drain system improvements.



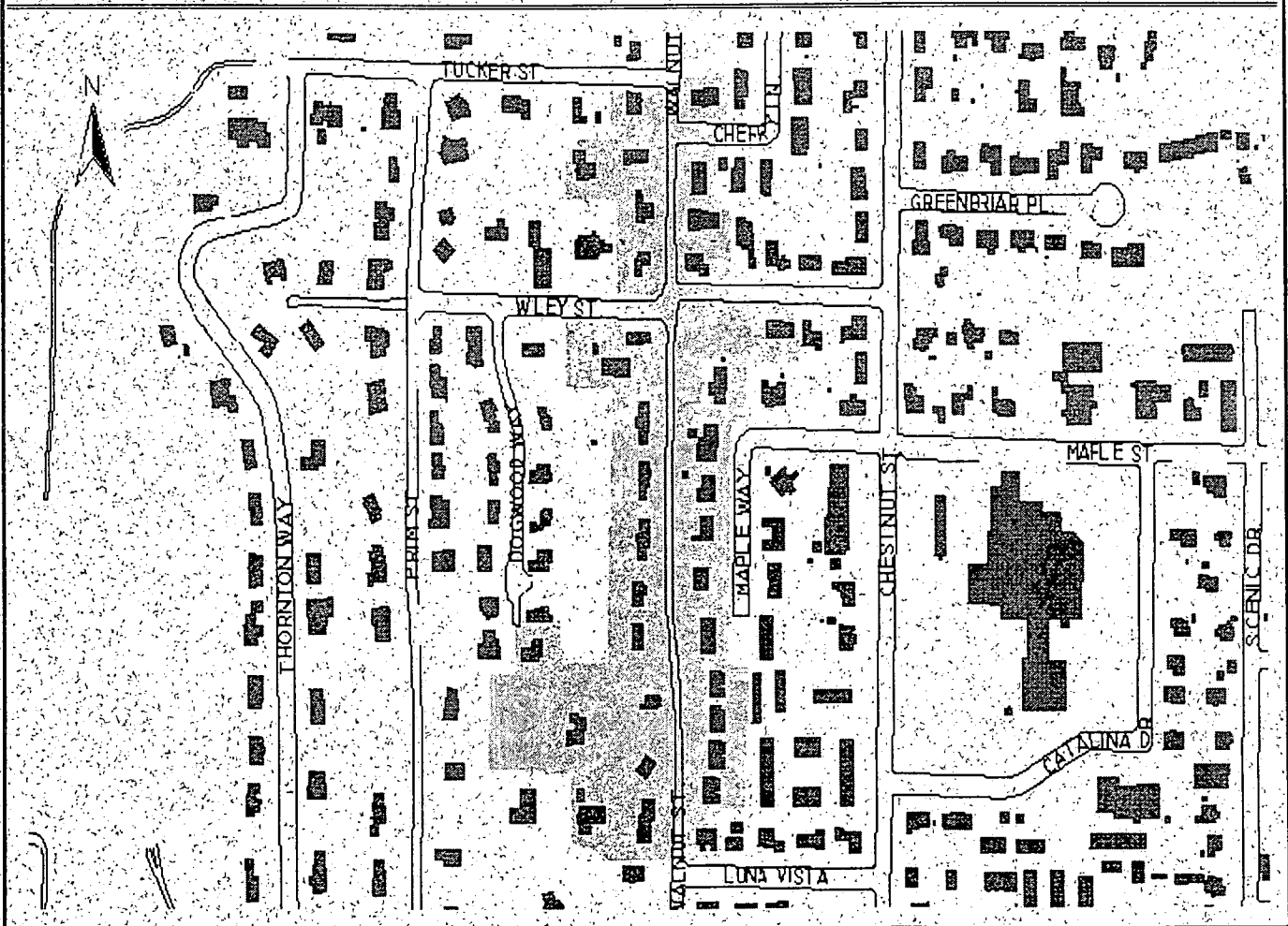
capital improvements plan

Project Title **WALNUT STREET LID**
Project Type **Transportation \ Public Safety**
Responsible Department **Department of Public Works \ Engineering Division**

| Funding Source | Project Cost By Budget Year |
|-------------------------|-----------------------------|
| \$38,520 Street SDCs | Prior Years |
| 19,960 Street Fees | 2002 |
| 128,400 LID | 2003 |
| 17,120 Storm Drain SDCs | 2004 \$214,000 |
| 19,960 Storm Drain Fees | 2005 |
| \$214,000 | 2006 |
| | Total \$214,000 |

Project Description

Walnut Street from Luna Vista Street to Tucker Street is currently an unimproved dirt street. This project will require formation of an LID to construct roadway improvements including re-grading, asphalt paving and pavement overlay, curb and gutter, sidewalks, driveway improvements, and related storm drain system improvements.



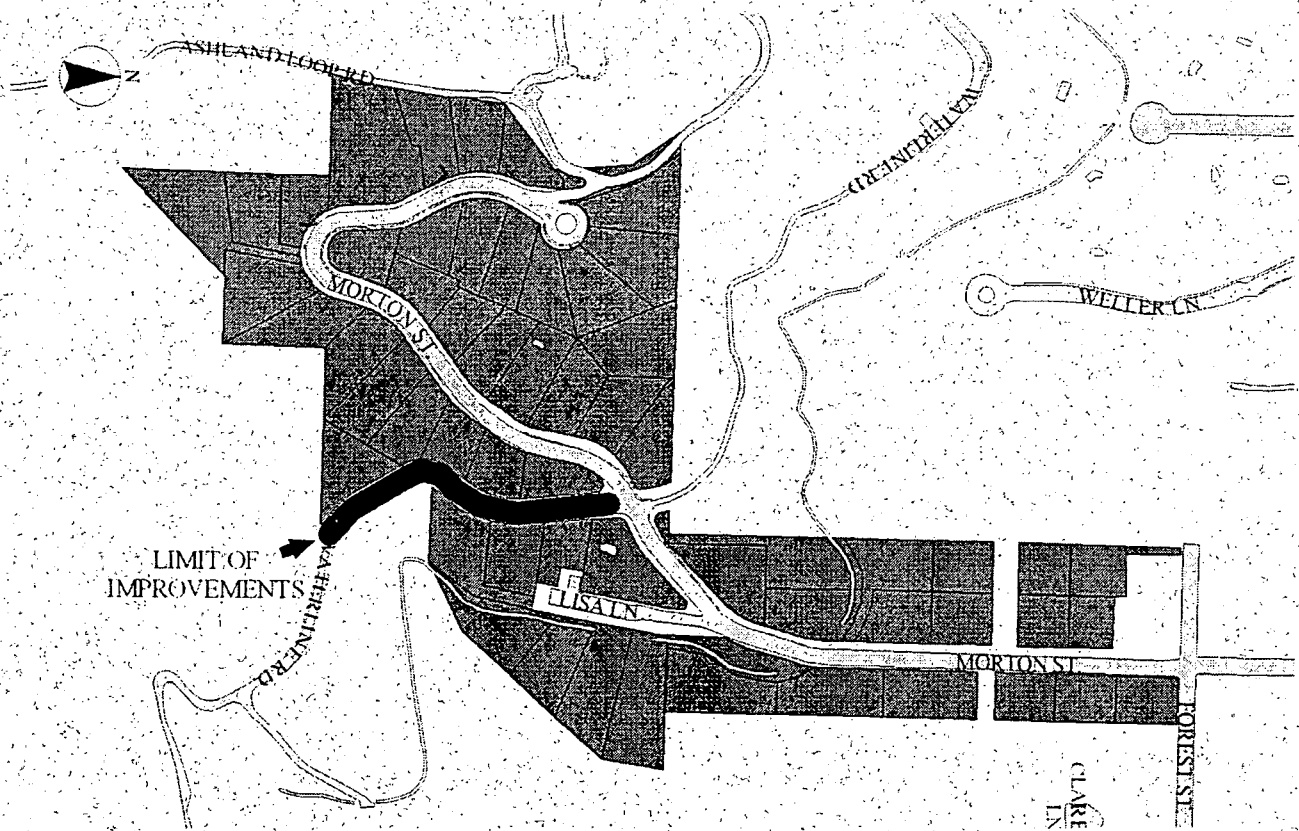
Project Title WATERLINE ROAD LID
Project Type Transportation \ Public Safety
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|------------------|-----------------------------|------------------|
| \$36,720 | Street SDCs | Prior Years | |
| 18,560 | Street Fees | 2002 | |
| 122,400 | LID | 2003 | |
| 16,320 | Storm Drain SDCs | 2004 | |
| 10,000 | Storm Drain Fees | 2005 | \$204,000 |
| | | 2006 | |
| \$204,000 | | Total | \$204,000 |

Project Description

Waterline Road is an unpaved, unimproved local street. City Council has approved the formation of an LID to improve Waterline Road from Morton Street southeasterly dependant upon the approval of a residential development to be accessed from Waterline Road and which would require the improvement of the street. The extent of timing of this project is dependent upon development.

Roadway improvements include re-grading, asphalt paving, retaining walls, curb and gutter, sidewalks, driveway improvements, and related storm drain system improvements.



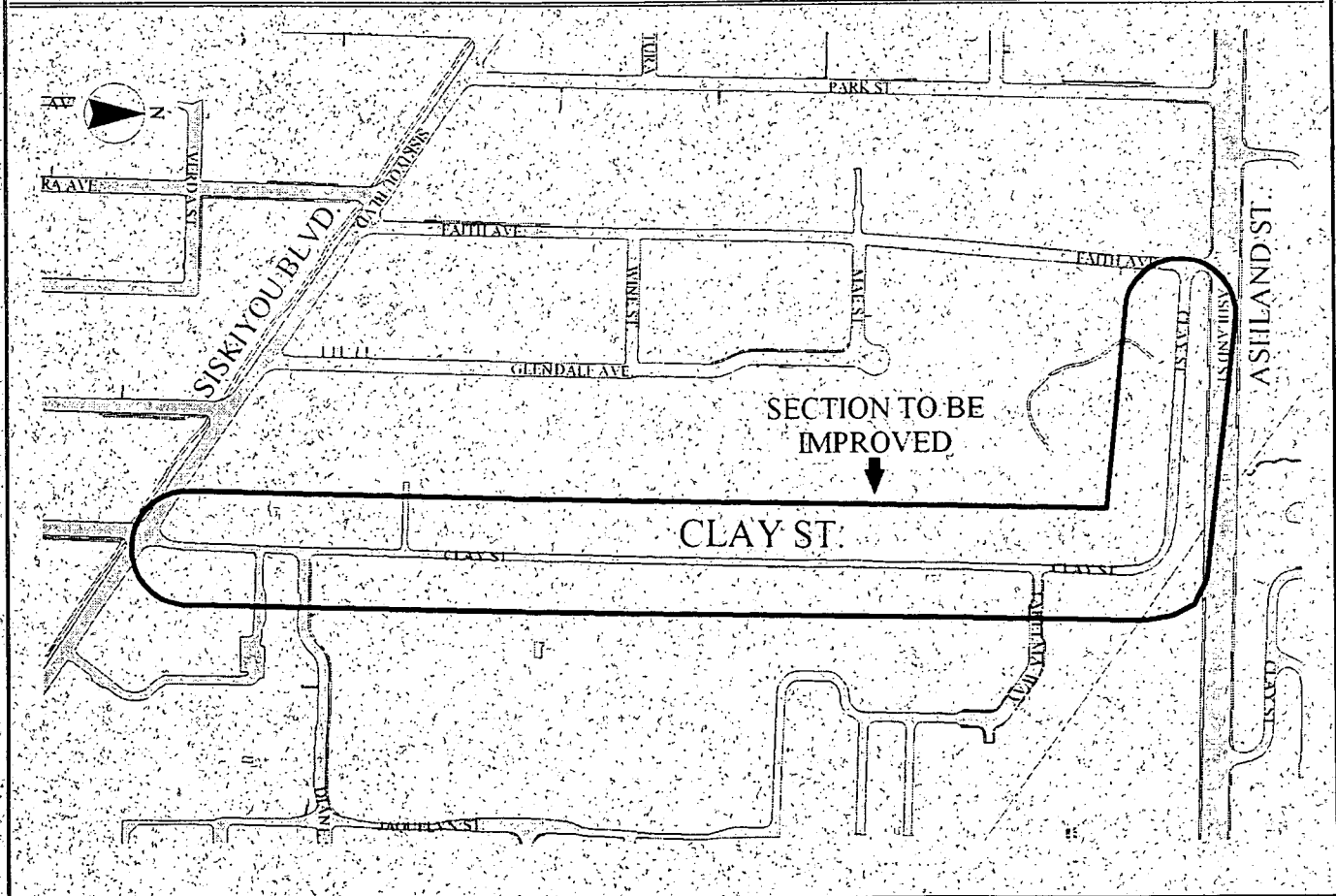
Project Title CLAY STREET IMPROVEMENTS
Project Type Transportation \ Public Safety
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|------------------|-----------------------------|------------------|
| | | Prior Years: | |
| \$231,000 | Street SDCs | 2002 | |
| 54,000 | Street Fees | 2003 | |
| 264,000 | LID | 2004 | |
| 66,000 | Storm Drain SDCs | 2005 | |
| 45,000 | Storm Drain Fees | 2006 | \$660,000 |
| \$660,000 | | Total | \$660,000 |

Project Description

Clay Street north of Siskiyou Boulevard is currently a County road. Improvement of this street to full City standards would require a transfer of jurisdiction requiring the City to maintain this section.

This project looks at improvements between Siskiyou Boulevard to Ashland Street and would require formation of an LID which would partially fund the construction of curb and gutters, paving, sidewalks (both sides) parking bays, storm drainage facilities and traffic calming features.



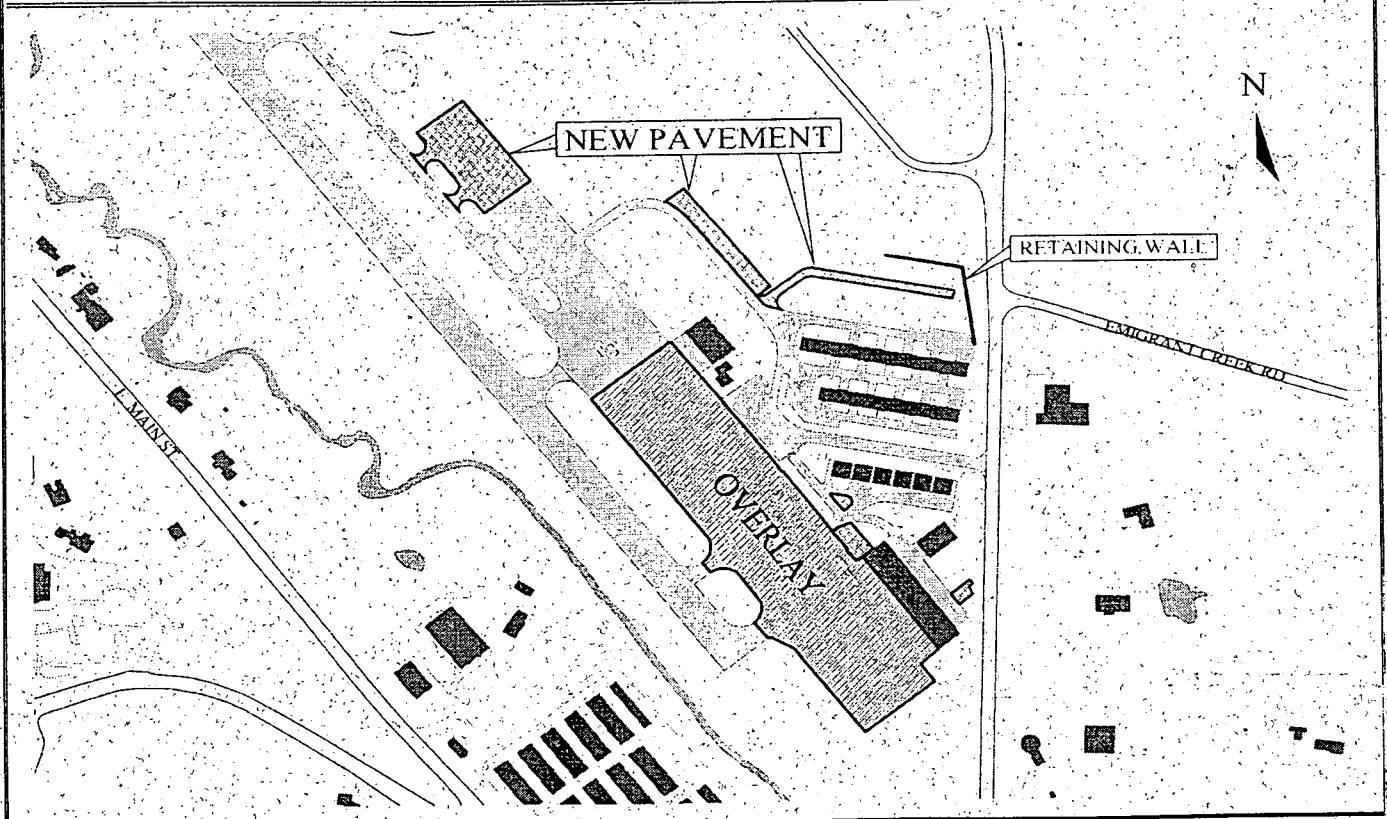
Project Title AIRPORT IMPROVEMENTS
Project Type Transportation \ Public Safety
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|-----------------------------|-----------------------------|------------------|
| \$600,000 | FAA Grant | Prior Years | \$100,000 |
| 50,000 | Local Soft Match Other City | 2002 | \$350,000 |
| | | 2003 | \$200,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| \$650,000 | | Total | \$650,000 |

Project Description

Construct airport improvements including pavement overlay, and related storm drain system improvements.

- Site improvements for taxiway extension.
- Construction of a tie-down apron
- Overlay of existing tie-down aprons
- Construction of a taxiway and site preparation for a future T-hangars
- Upgrade of existing low intensity runway edge lighting to medium intensity lighting
- Acquisition of an approach and clear zone easement at runway 30.
- And may include new automatic weather alert system



Project Title **AIRPORT HANGAR CONSTRUCTION**

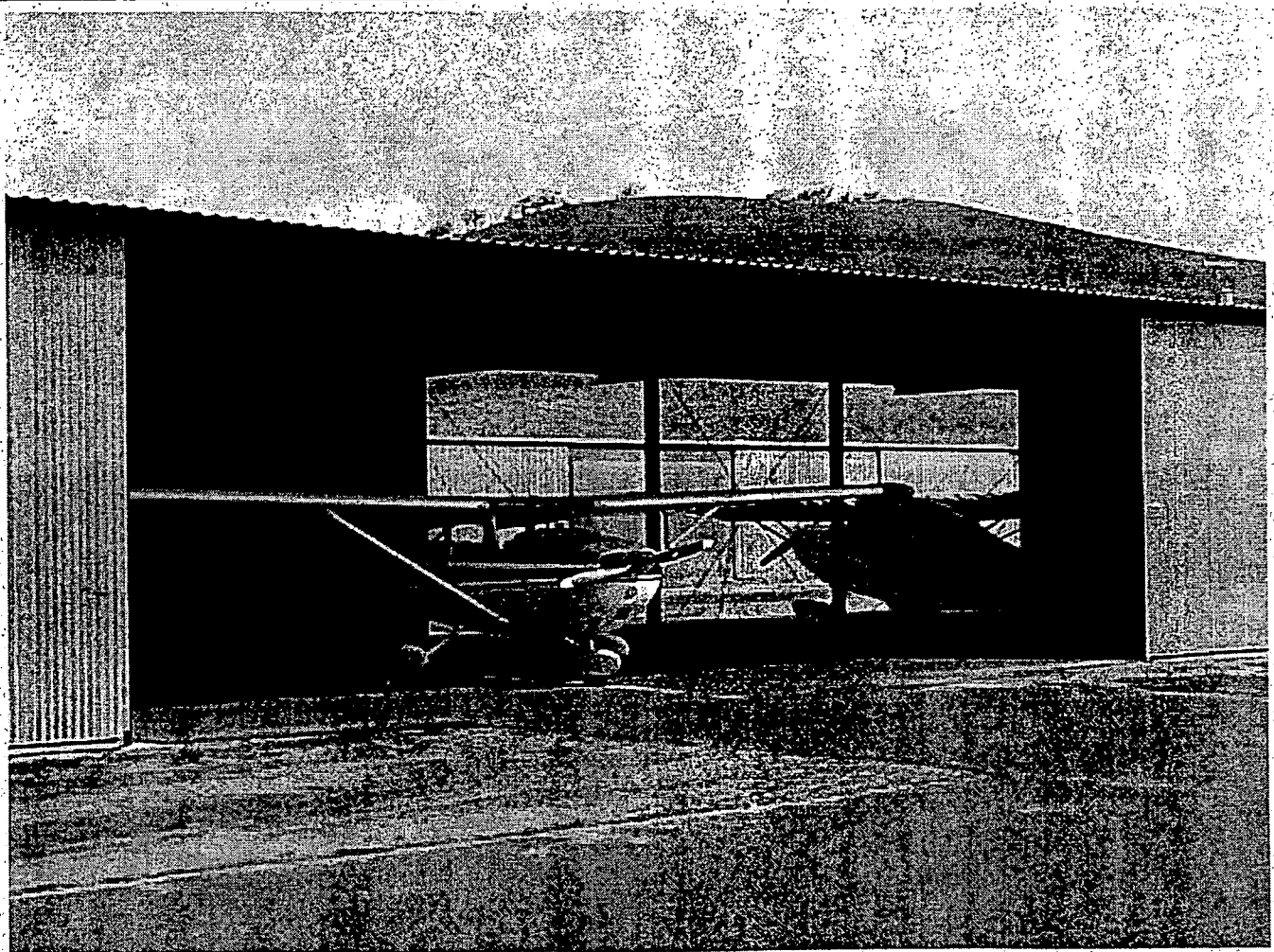
Project Type **Transportation \ Public Safety**

Responsible Department **Department of Public Works \ Engineering**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|---|--|------------------------------------|------------------|
| \$225,000 Privately Funded \$225,000 | | Prior Years: | |
| | | 2002 | \$225,000 |
| | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$225,000 |

Project Description

This project will be built entirely by Private funds for future ownership by the City. Construct eleven new T-hangars to be leased on a monthly basis. Currently there is a waiting list for the existing T-hangars. The additional hangars will provide a needed increase in the activity level at the airport.



Project Title TAP TO TALENT-LOST CREEK WATER RIGHTS

Project Type Water Supply

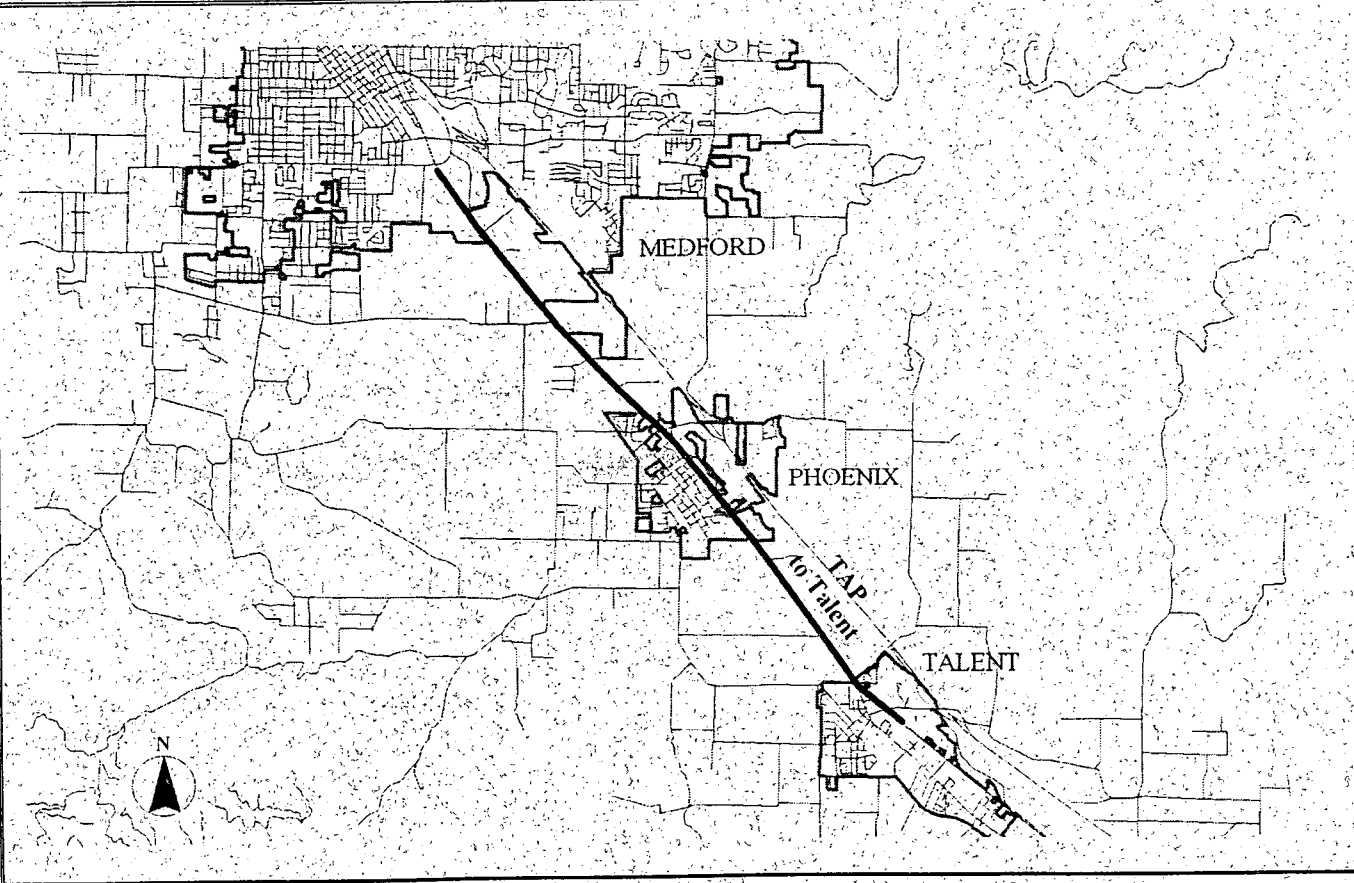
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|--|--|-----------------------------|--------------------|
| \$1,905,750 Water SDC \$1,905,750 | | Prior Years | \$920,000 |
| | | 2002 | \$526,000 |
| | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$1,482,000 |

Project Description

The Talent-Ashland-Phoenix Water Intertie Project (TAP) is a coordinated effort between three communities and the Medford Water Commission. This first phase brings the water pipeline from Medford to the City of Talent, preserving capacity for the City of Ashland to tie in at a future time. This project also provides the basis for water rights purchase in Lost Creek Lake. The total cost of this phase is \$2,321,000, with \$1,065,000 committed prior to the 2001 fiscal year.

The second phase of the project will bring the line from Talent to Ashland. This phase is less than definite and funding is unclear. It is anticipated that water will be needed between 2010-2016.



capital improvements plan

Project Title REPLACE TRANSMISSION LINE FROM REEDER RESERVOIR TO PLANT

Project Type Water Supply

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|--------------------|--------------------|-----------------------------|--------------------|
| | | Prior Years | \$20,000 |
| \$396,000 | Water SDCs | 2002 | \$30,000 |
| 704,000 | Water Fees / Rates | 2003 | \$550,000 |
| \$1,100,000 | | 2004 | \$500,000 |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$1,100,000 |

Project Description

The main transmission line from Reeder Reservoir to the water treatment plant was built in the early 1900s and it is expected this needs to be replaced, given its age. The project replaces the existing one mile length of 24" waterline and supporting structures with 30" ductile iron pipeline, as well as improving drainage related to the support structures.

A detailed evaluation of alternatives is underway (FY01) in conjunction with a detailed study of alternatives for the line to Crowson Reservoir. This analysis and proposed solution will be brought to Council in FY02. Design of the project will begin in 2002/03.

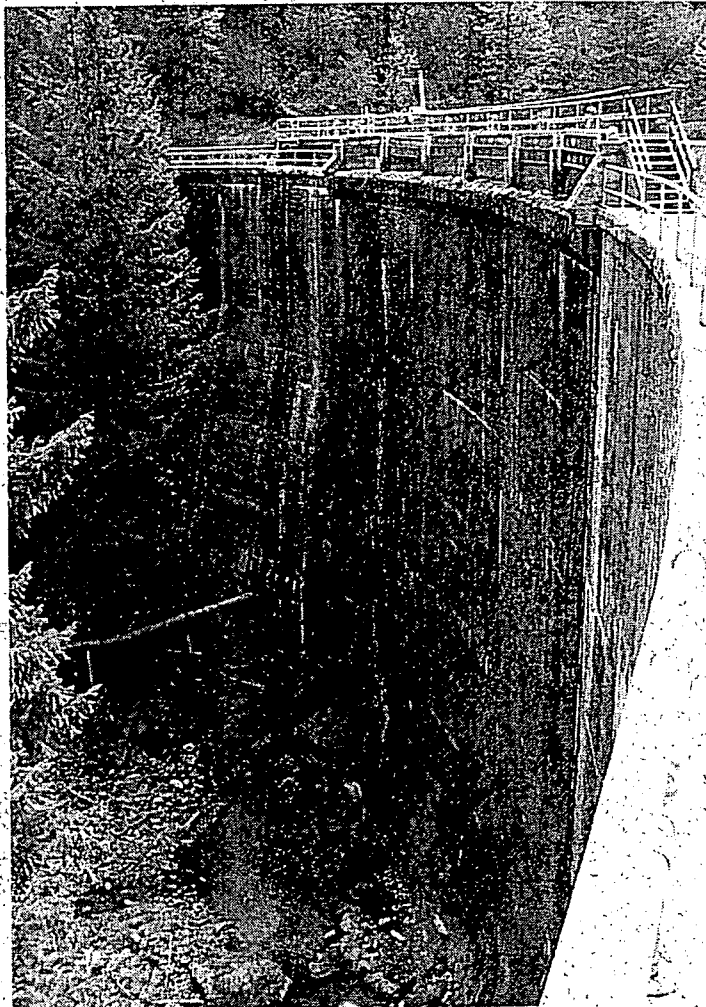


Project Title **HOSLER DAM WARNING SYSTEM**
Project Type **Water Treatment Supply**
Responsible Department **Department of Public Works \ Engineering Division**

| Funding Source | | Project Cost By Budget Year | |
|----------------|-----------------------------|-----------------------------|------------------|
| | | Prior Years | |
| \$100,000 | Water Fees | 2002 | \$200,000 |
| 100,000 | Other City Funds (Electric) | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| \$200,000 | | Total | \$200,000 |

Project Description

Hosler Dam is regulated by the Federal Energy Regulatory Committee as the City operates a power generation plant. Due to the potential inundation area and a very short period of time to notify residences in case of a catastrophic failure of the dam, FERC has required an audible warning system be installed.



TAP TALENT-ASHLAND-PHOENIX INTERTIE (FROM TALENT TO ASHLAND)

Project Title

Project Type

Water Supply

Responsible Department

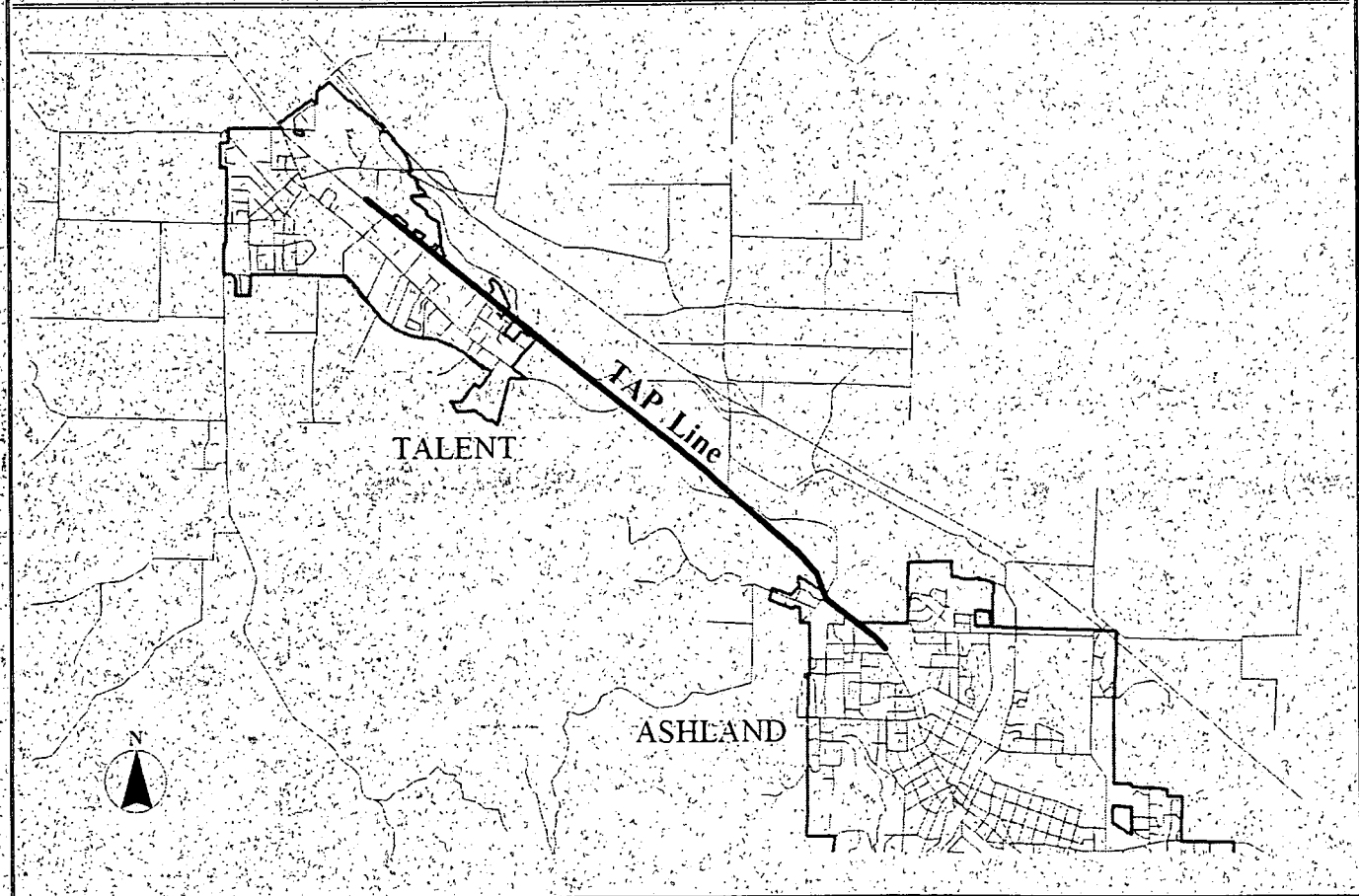
Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|-------------------|-----------------------------|--------------------|
| \$8,000,000 | Water SDC (Bonds) | Prior Years | |
| \$8,000,000 | | 2002 | |
| | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$8,000,000 |

Project Description

The Talent-Ashland-Phoenix Water Intertie Project (TAP) is a coordinated effort between the three communities and the Medford Water Commission. The first phase brings the water pipeline from Medford to the City of Talent, preserving capacity for the City of Ashland to tie in at a future time.

This second phase of the project will bring the line from Talent to Ashland. This phase is less than definite and funding is unclear. It is anticipated that water will be needed between 2010 and 2016. This project is shown in the FY06 budget as a placeholder to acknowledge a big capital project expected within the next 10+ years.

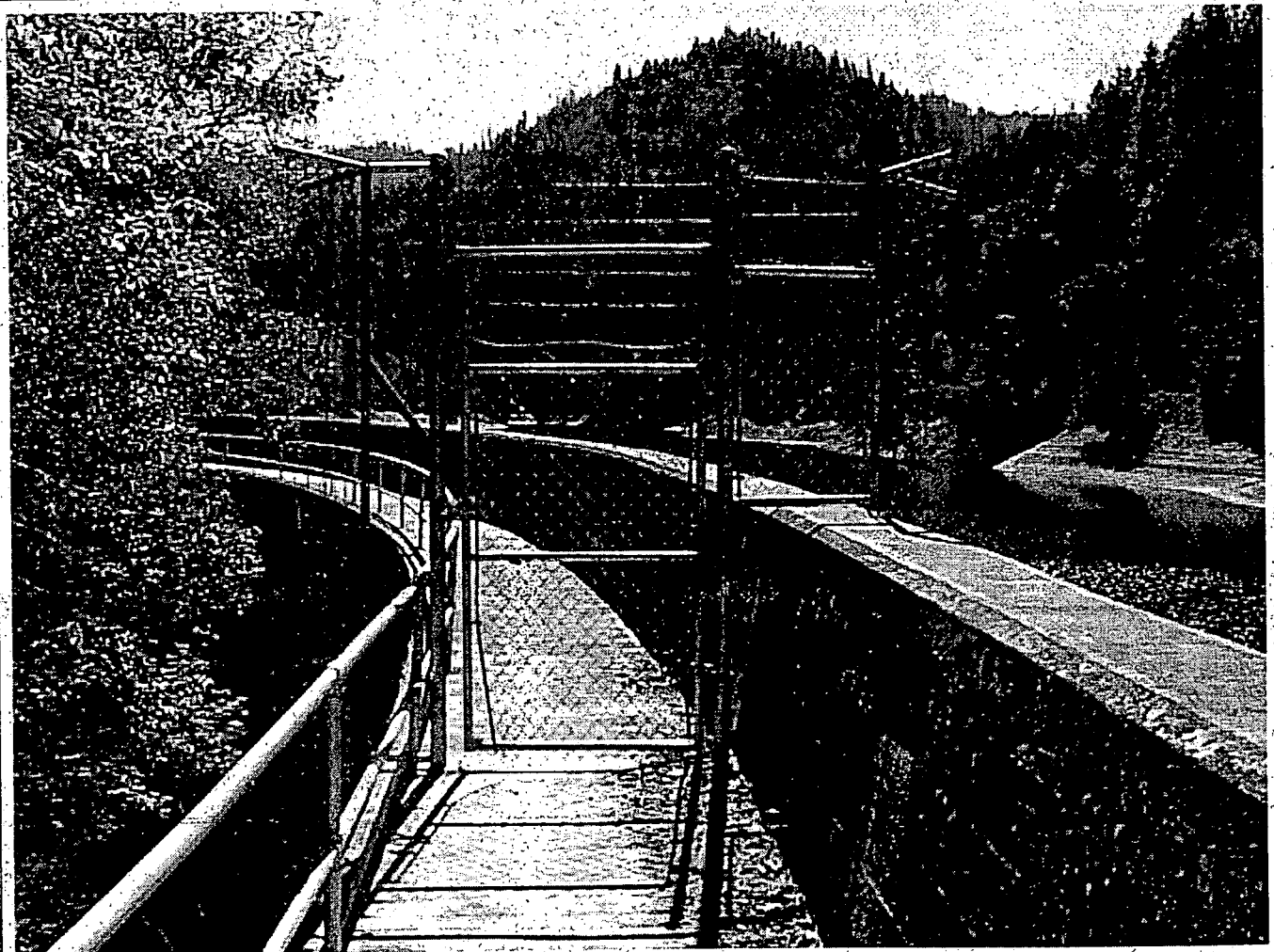


Project Title **HOSLER DAM SECURITY & TELEMTRY**
Project Type **Water Treatment Plant**
Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|------------|------------------------------------|------------------|
| | | Prior Years | \$24,000 |
| \$124,000 | Water Fees | 2002 | |
| \$124,000 | | 2003 | |
| | | 2004 | |
| | | 2005 | \$100,000 |
| | | 2006 | |
| | | Total | \$124,000 |

Project Description

The Water Treatment Plant is facing several improvements over the next few years. This project evaluates and improves the security system at Hosler Dam to reduce vandalism of public facilities in the watershed and replace damage lines.



Project Title BACKWASH SLUDGE LAGOON IMPROVEMENTS

Project Type Water Treatment Plant

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|------------|-----------------------------|------------------|
| \$225,000 | Water Fees | Prior Years | \$5,000 |
| \$225,000 | | 2002 | \$20,000 |
| | | 2003 | \$200,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$225,000 |

Project Description

The Water Treatment Plant is facing several improvements over the next few years. This project evaluates and improves the treatment plant's backwash sludge lagoons to be more protective of water quality in Ashland Creek. Improvements include adjustments to sluice gates and increases of capacity of the lagoon, and piping the backwash water.



Project Title WATER TREATMENT PLANT FILTER IMPROVEMENTS

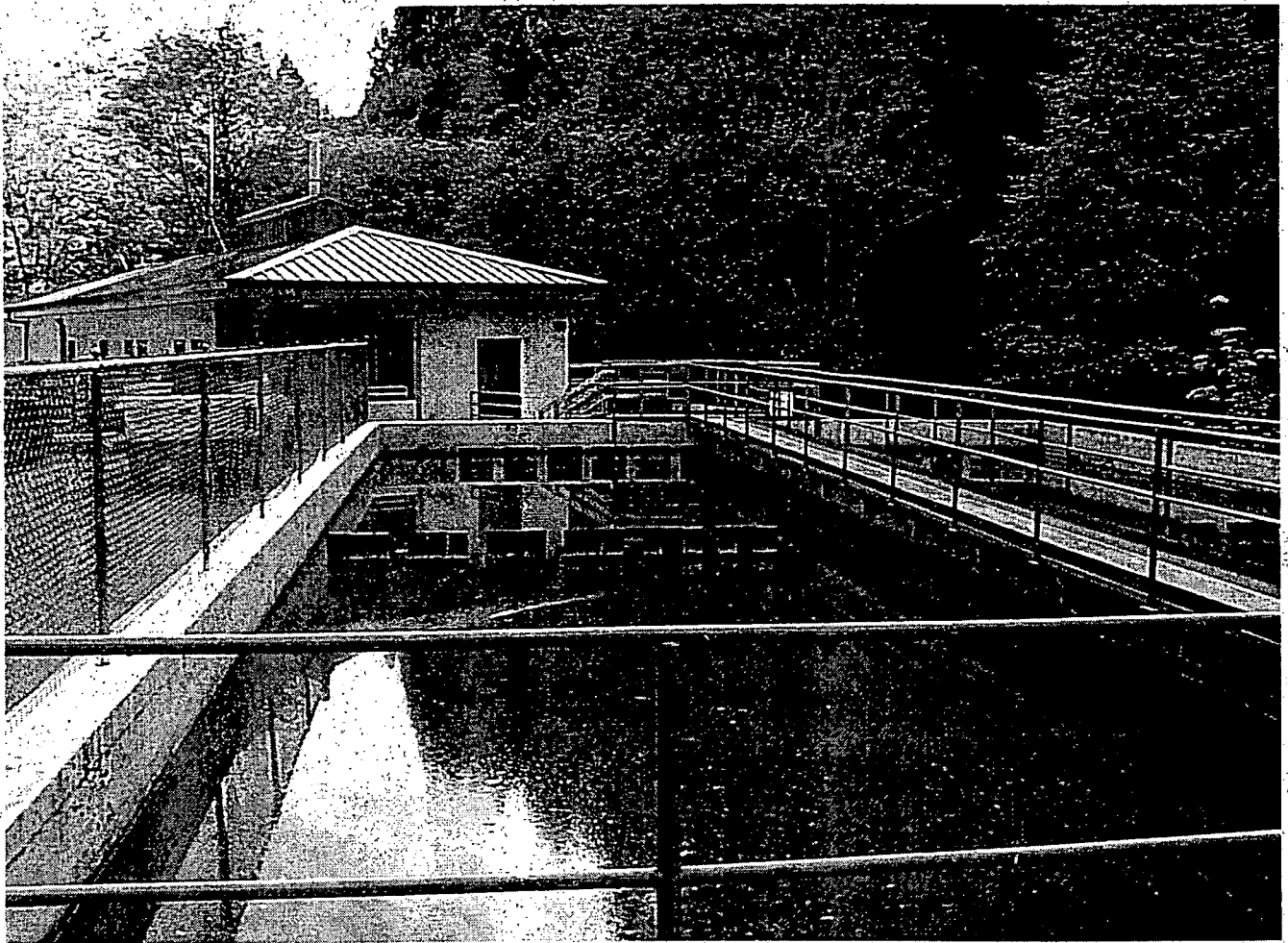
Project Type Water Treatment Plant

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost | Budget Year |
|----------------|------------|--------------|------------------|
| \$205,000 | Water Fees | | Prior Years |
| | | | 2002 |
| | | | 2003 |
| | | | 2004 |
| | | | 2005 |
| | | | 2006 |
| | | | Total |
| | | | \$205,000 |

Project Description

The Water Treatment Plant is facing several improvements over the next few years. This project evaluates and improves the filter aid system of the existing water treatment plant filter system to improve treatment capabilities. The follow-up on projects in FY03 and FY05 are similar improvements including general media replacement.



Project Title **WATER TREATMENT PLANT -NEW FILTERS 7 & 8**

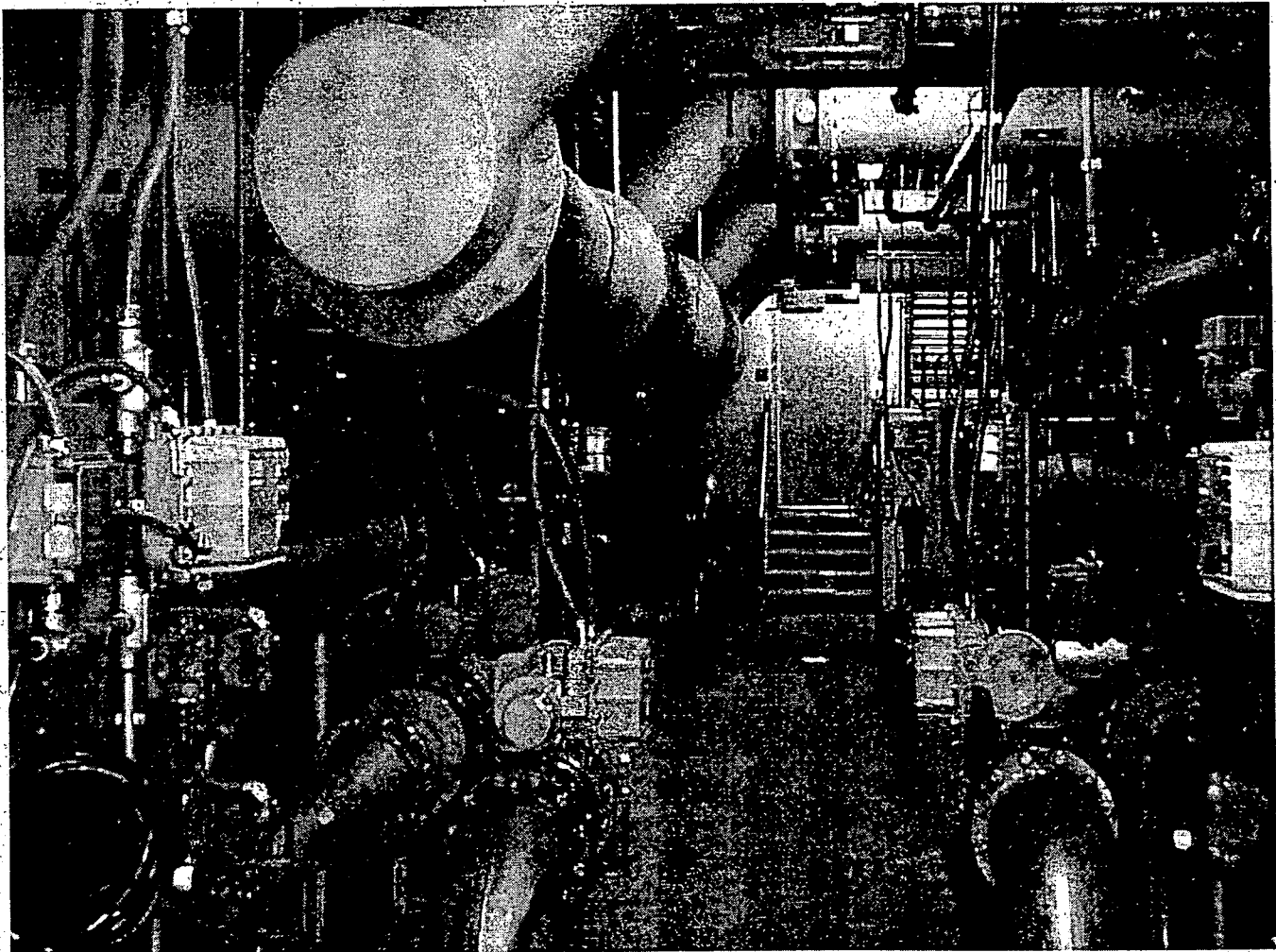
Project Type **Water Treatment Plant**

Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|------------|------------------------------------|------------------|
| | | Prior Years | |
| \$348,750 | Water SDCs | 2002 | |
| 116,250 | Water Fees | 2003 | |
| <u>\$465,000</u> | | 2004 | \$65,000 |
| | | 2005 | |
| | | 2006 | \$400,000 |
| | | Total | \$465,000 |

Project Description

The Water Treatment Plant is facing several improvements over the next few years. This project evaluates the need, feasibility and design of constructing two new filters to add to the plants capacity to treat water.



Project Title MISCELLANEOUS DISTRIBUTION LINES

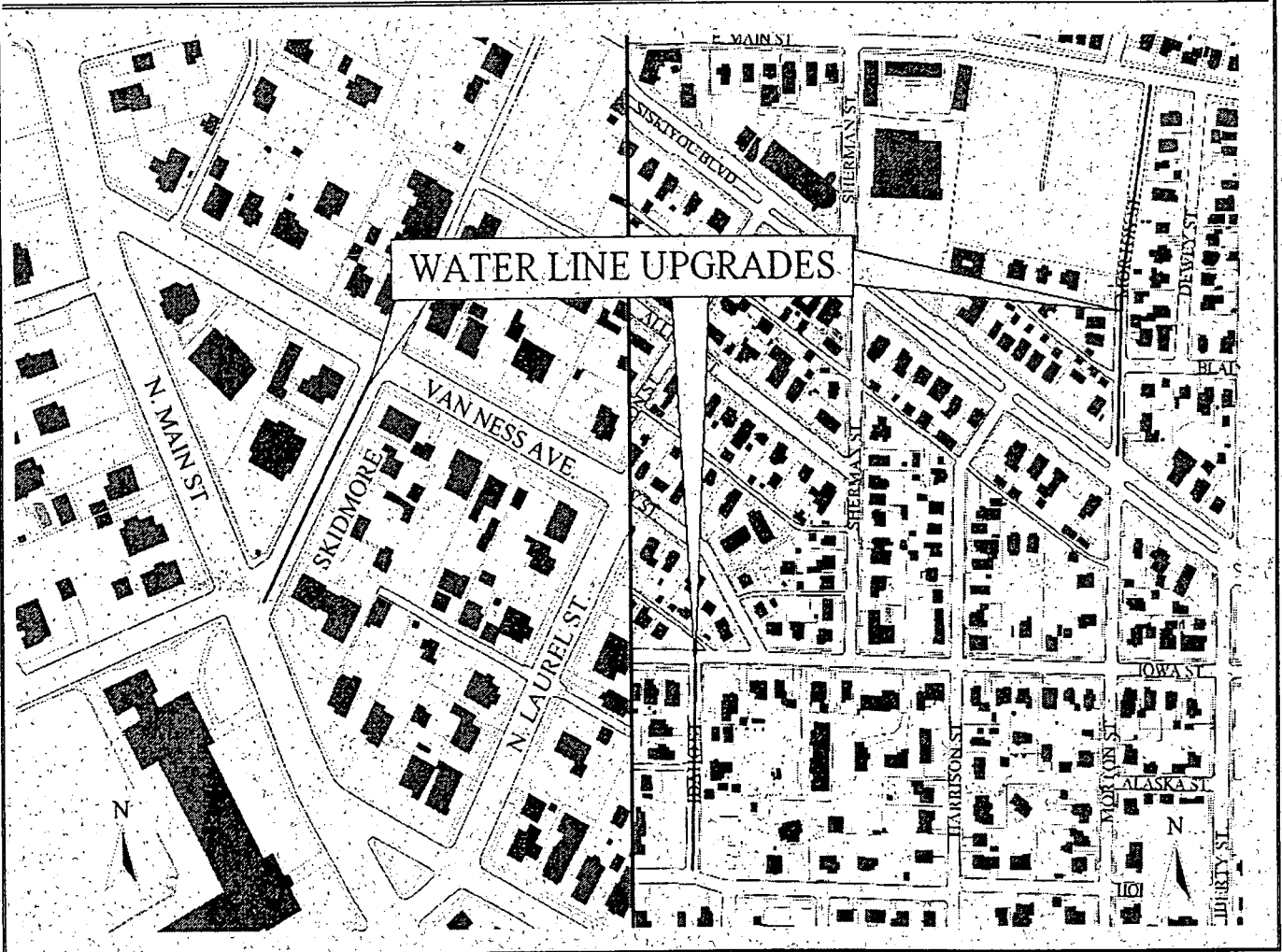
Project Type Water Distribution

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|------------|-----------------------------|------------------|
| \$360,000 | Water Fees | Prior Years | \$50,000 |
| | | 2002 | \$97,000 |
| \$360,000 | | 2003 | \$60,000 |
| | | 2004 | \$50,000 |
| | | 2005 | \$50,000 |
| | | 2006 | \$50,000 |
| | | Total | \$357,000 |

Project Description

Replacement of undersized water lines in various locations. These projects are typically completed annually by the water crew. The City has systematically upgraded old 2" distribution lines and will continue this practice. The water distribution analysis is being completed FY01 and based on that analysis, it is expected there will be some additional line replacements in FY03 and beyond.



REPLACE MAIN FEEDER LINE FROM WATER TREATMENT PLANT TO CROWSON RESERVOIR

Project Title

Project Type

Water Distribution

Responsible Department

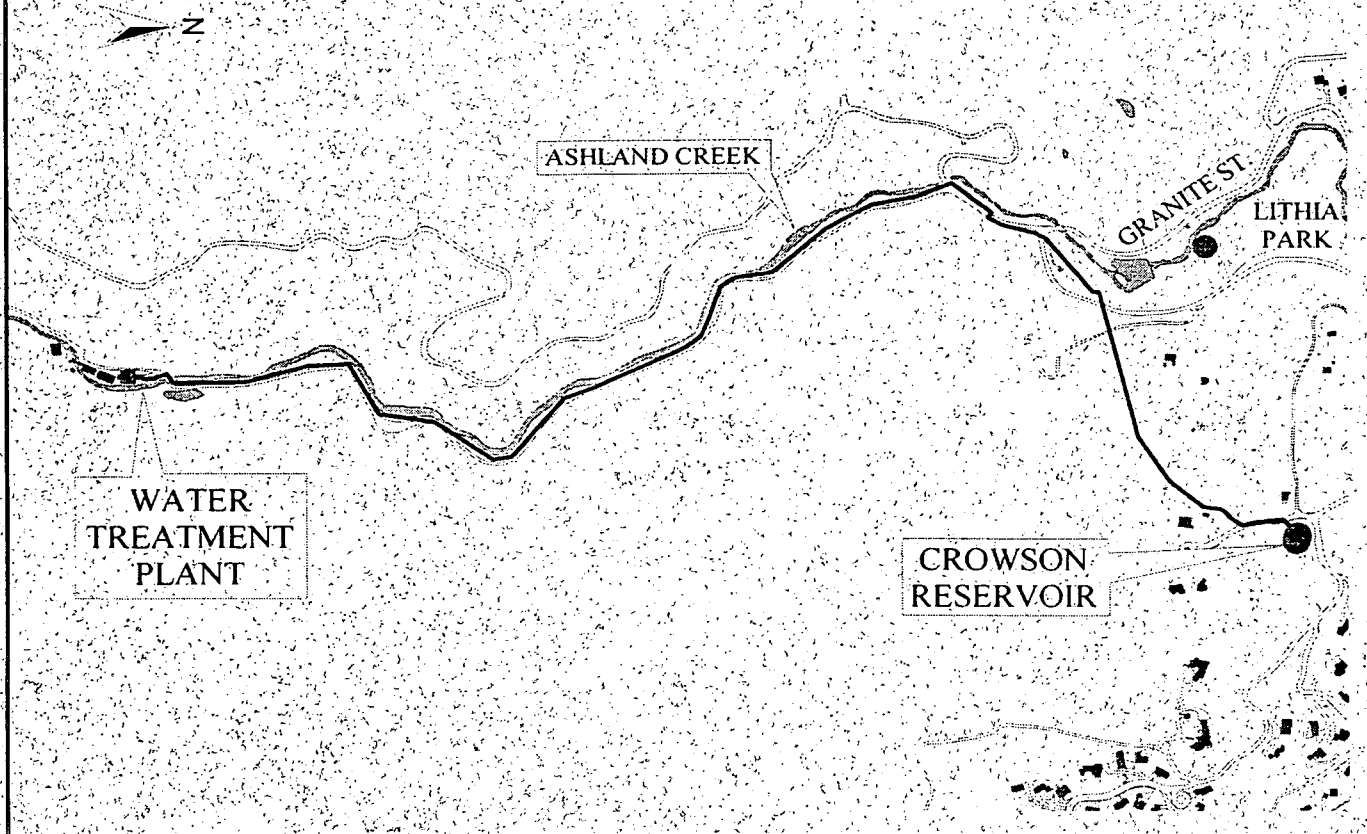
Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|-------------|-----------------------------|------------------|
| | | Prior Years | \$30,000 |
| \$394,800 | Water SDCs | 2002 | \$20,000 |
| 310,200 | Water Rates | 2003 | \$600,000 |
| <u>\$705,000</u> | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$650,000 |

Project Description

The main drinking water feeder line from the water treatment plant to Crowson Reservoir needs to be replaced, given its age and size. The project replaces the existing one mile length of the 24" waterline with a 30" line. This will enhance capacity and improve overall distribution of water to the City.

A detailed evaluation of alternatives is about to begin in conjunction with a detailed study of alternatives for the line from Reeder Reservoir to the Water Treatment Plant.



Project Title UPDATE THE WATER DISTRIBUTION ANALYSIS & CIP PROJECT LIST

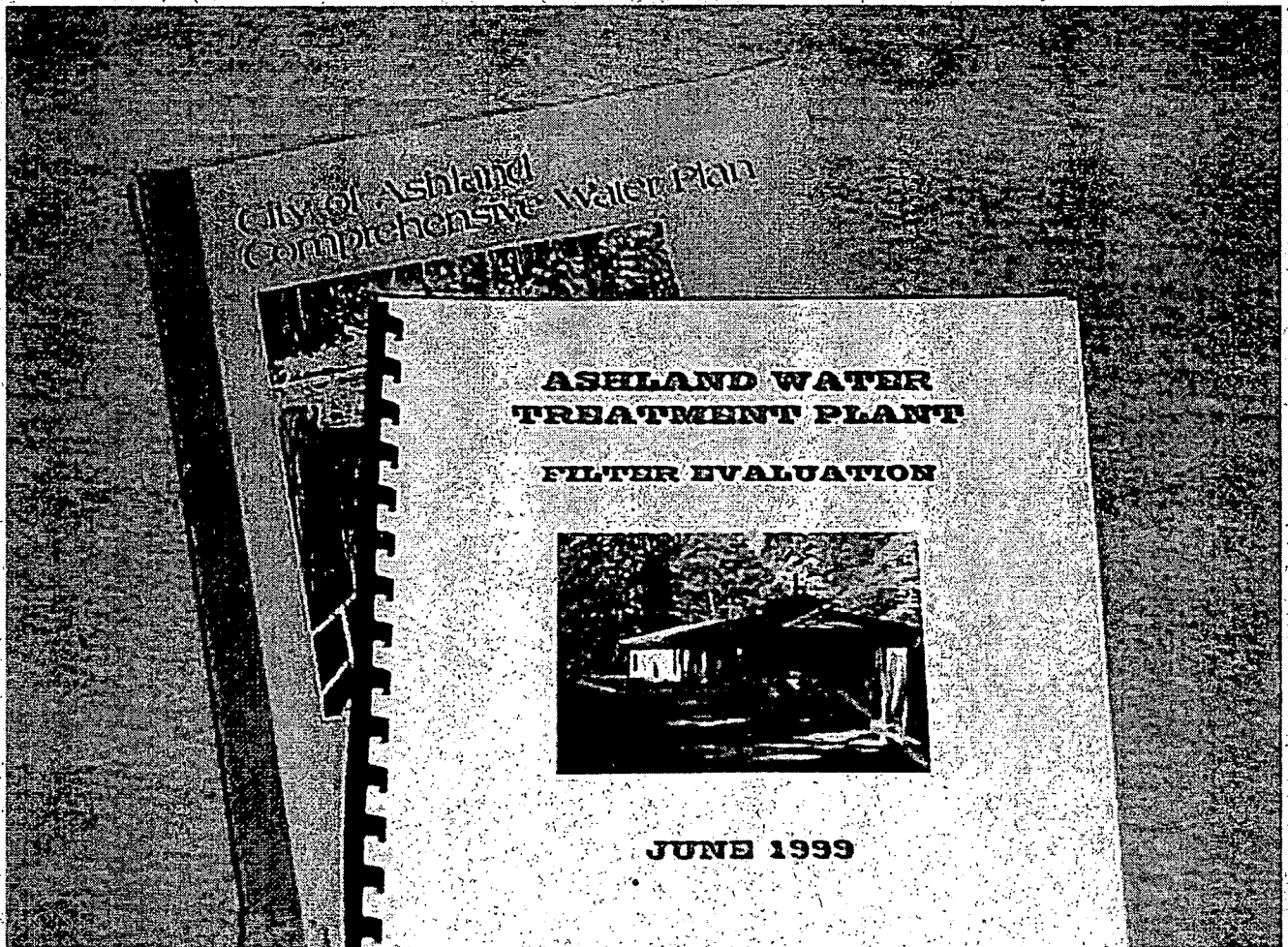
Project Type Water Distribution

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|-----------------|--------------------|-----------------------------|-----------------|
| \$17,500 | Water Fees / Rates | Prior Years | \$30,000 |
| 52,500 | Water SDCs | 2002 | \$40,000 |
| | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| <u>\$70,000</u> | | Total | \$70,000 |

Project Description

The last update to the water distribution system was 20 years ago, and the construction projects list has been nearly exhausted. This will update that plan and provide a new course of action for water distribution projects. This project started in FY01 and will be completed in FY02.



capital improvements plan

Project Title ASHLAND STREET WATER LINE REPLACEMENT PHASE 2

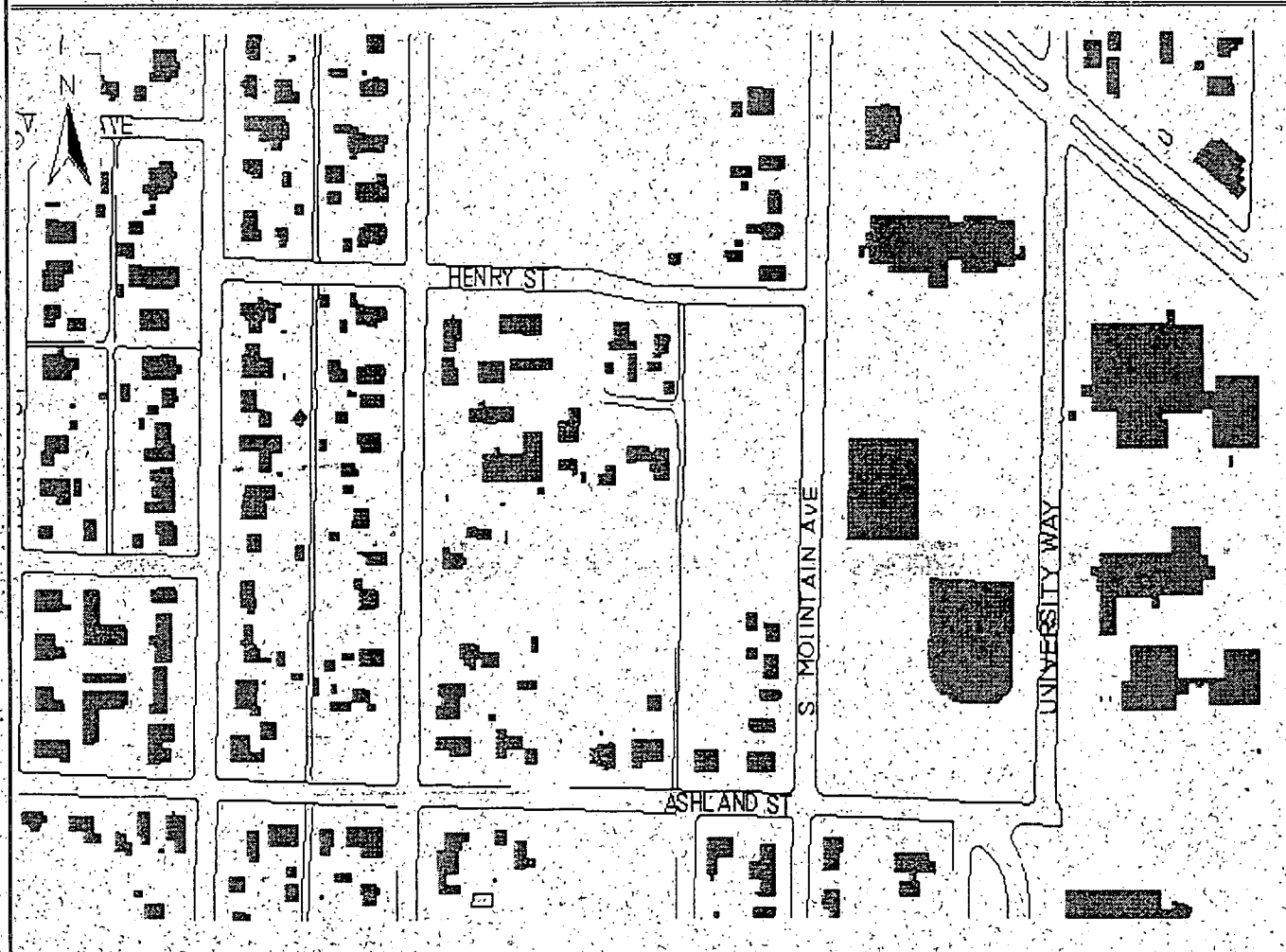
Project Type Water Distribution

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | Project Cost By Budget Year | |
|---------------------------|-----------------------------|------------------|
| \$111,000 Water SDCs | Prior Years | |
| 39,000 Water Fees / Rates | 2002 | \$150,000 |
| \$150,000 | 2003 | |
| | 2004 | |
| | 2005 | |
| | 2006 | |
| | Total | \$150,000 |

Project Description

This project is the second phase of the Ashland Street main line replacement. This portion is from Liberty Street to University Way and on the connection at Siskiyou Boulevard. This project includes construction of water pipe improvements including installation of ductile iron pipe materials, valves, fittings, fire hydrants, trench backfill and pavement patching.



Project Title **LEE & WINBURN STREETS WATER LINE REPLACEMENTS**

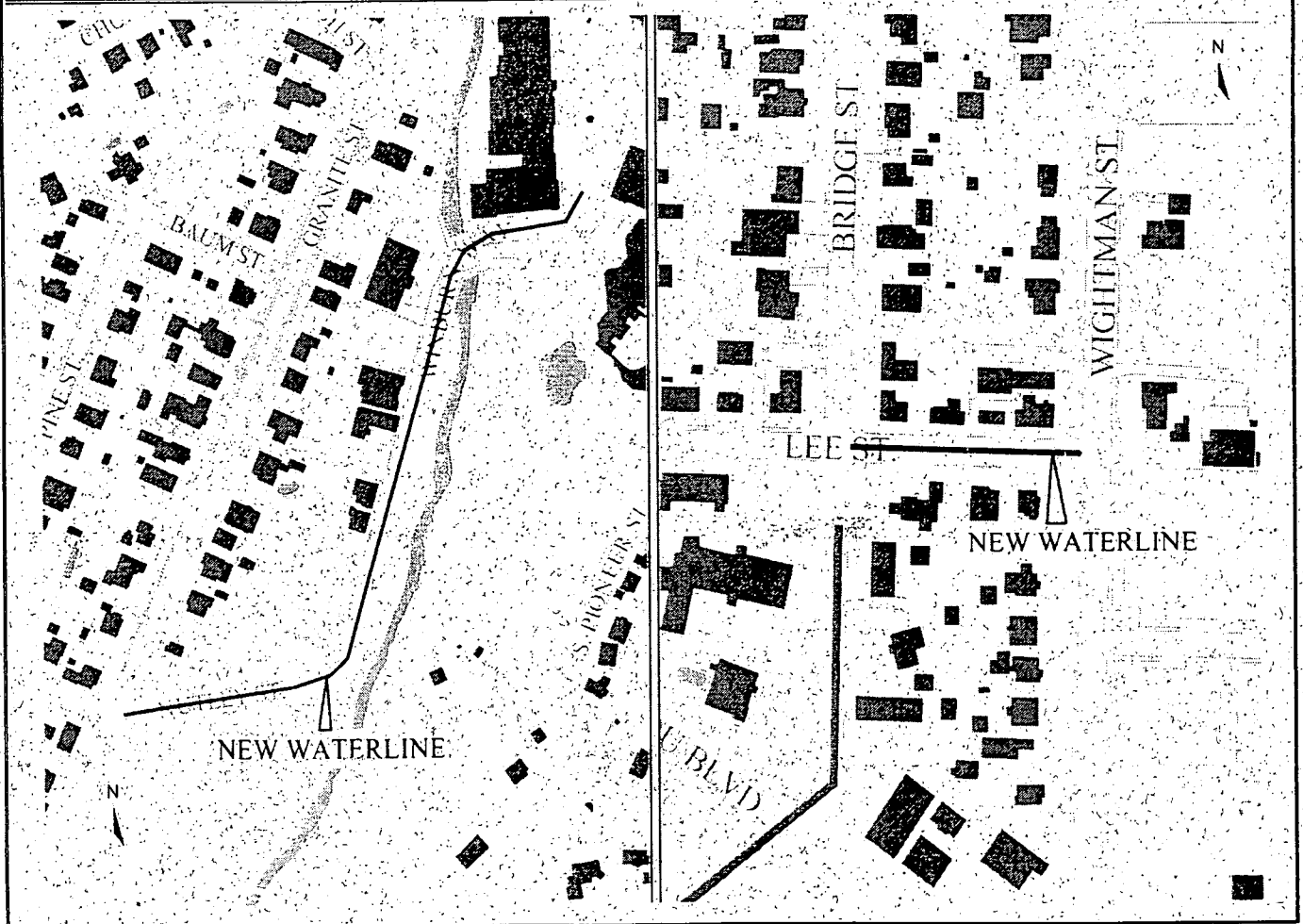
Project Type **Water Distribution**

Responsible Department **Department of Public Works \ Engineering Division**

| Funding Source | | Project Cost By Budget Year | |
|-----------------|------------|-----------------------------|-----------------|
| \$62,900 | Water SDC | Prior Years | |
| 22,100 | Water Fees | 2002 | |
| <u>\$85,000</u> | | 2003 | \$85,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$85,000 |

Project Description

This project completes upgrades to water lines in Lee Street (Bridge to Wightman) and at Winburn Way (from the Plaza to Granite Street). These portions were deferred from prior year's project lists. This project includes construction of water pipe improvements including installation of ductile iron pipe materials, valves, fittings, fire hydrants, trench backfill and pavement patching. It is expected that these projects will be completed by City Water crews.



Project Title WATERLINE REPLACEMENTS – CIP LIST

Project Type Water Distribution

Responsible Department Department of Public Works \ Engineering Department

| Funding Source | | Project Cost By Budget Year | |
|------------------|--------------------|-----------------------------|------------------|
| \$195,000 | Water Fees / Rates | Prior Years | |
| 105,000 | Water SDCs | 2002 | |
| \$300,000 | | 2003 | |
| | | 2004 | \$100,000 |
| | | 2005 | \$100,000 |
| | | 2006 | \$100,000 |
| | | Total | \$300,000 |

Project Description

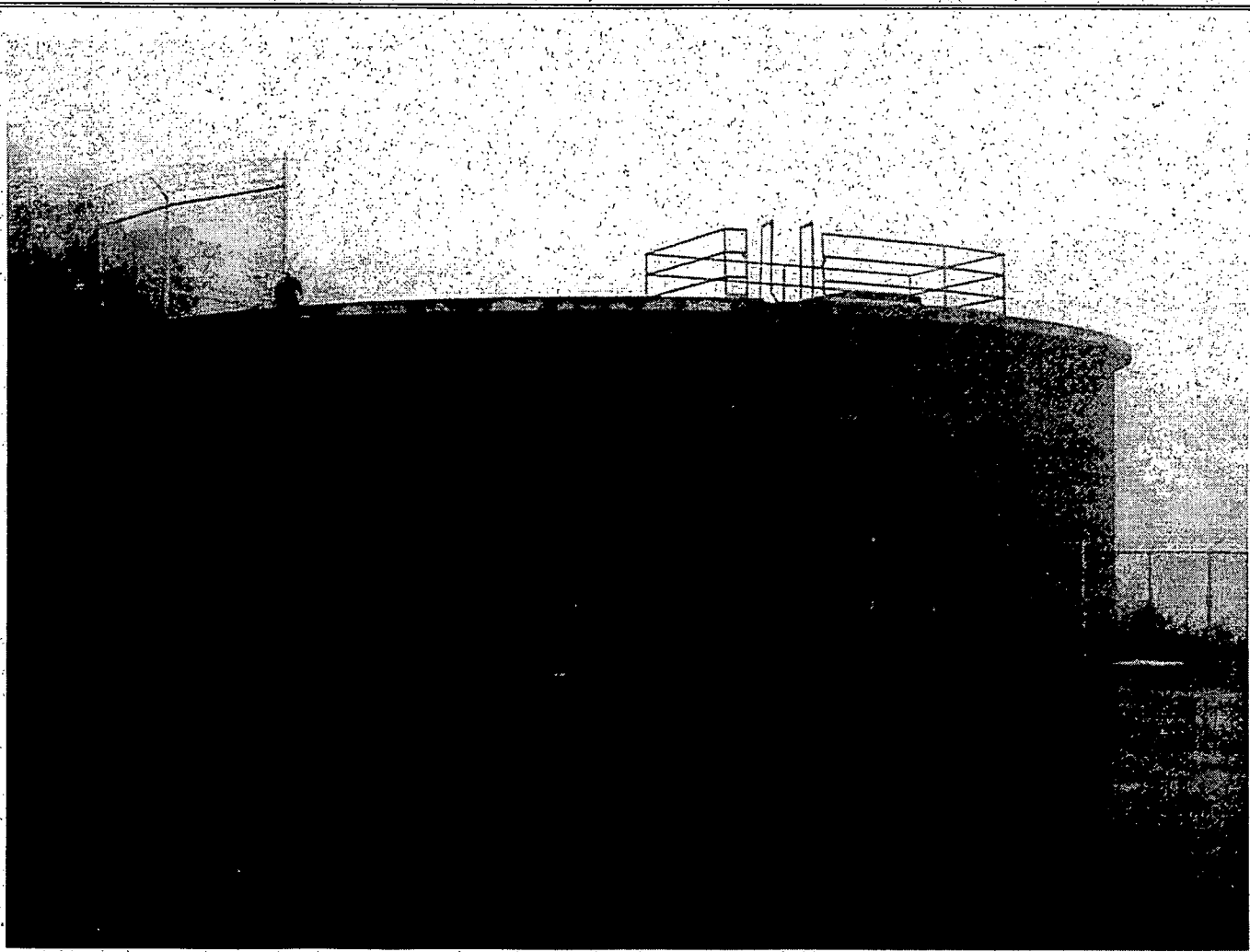
Once the Distribution Analysis is completed and a new master waterline replacement list generated, it is anticipated that the City will need to include \$100,000 per year for several years to complete all of the work recommended by the plan. These unidentified projects are placeholders for that work.



Project Title **NEW DISTRIBUTION RESERVOIR**
Project Type **Water Distribution**
Responsible Department **Department of Public Works / Engineering Division**

| Funding Source | | Project Cost By Budget Year | |
|------------------|--------------------|-----------------------------|------------------|
| \$150,000 | Water SDC | Prior Years | |
| 50,000 | Water Fees / Rates | 2002 | |
| <u>\$200,000</u> | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | \$200,000 |
| | | Total | \$200,000 |

Project Description
 It is anticipated a new Distribution Reservoir will be required as a part of the distribution analysis. This is a placeholder for that project. Although a specific location has not been identified it is expected that this reservoir will be small (100,000-200,000 gallons) and located on a hillside lot similar to the Strawberry Reservoir.



**WASTEWATER TREATMENT PLANT IMPROVEMENTS –
PROCESS & BIOSOLIDS**

Project Title

Project Type

Wastewater Treatment Plant

Responsible Department

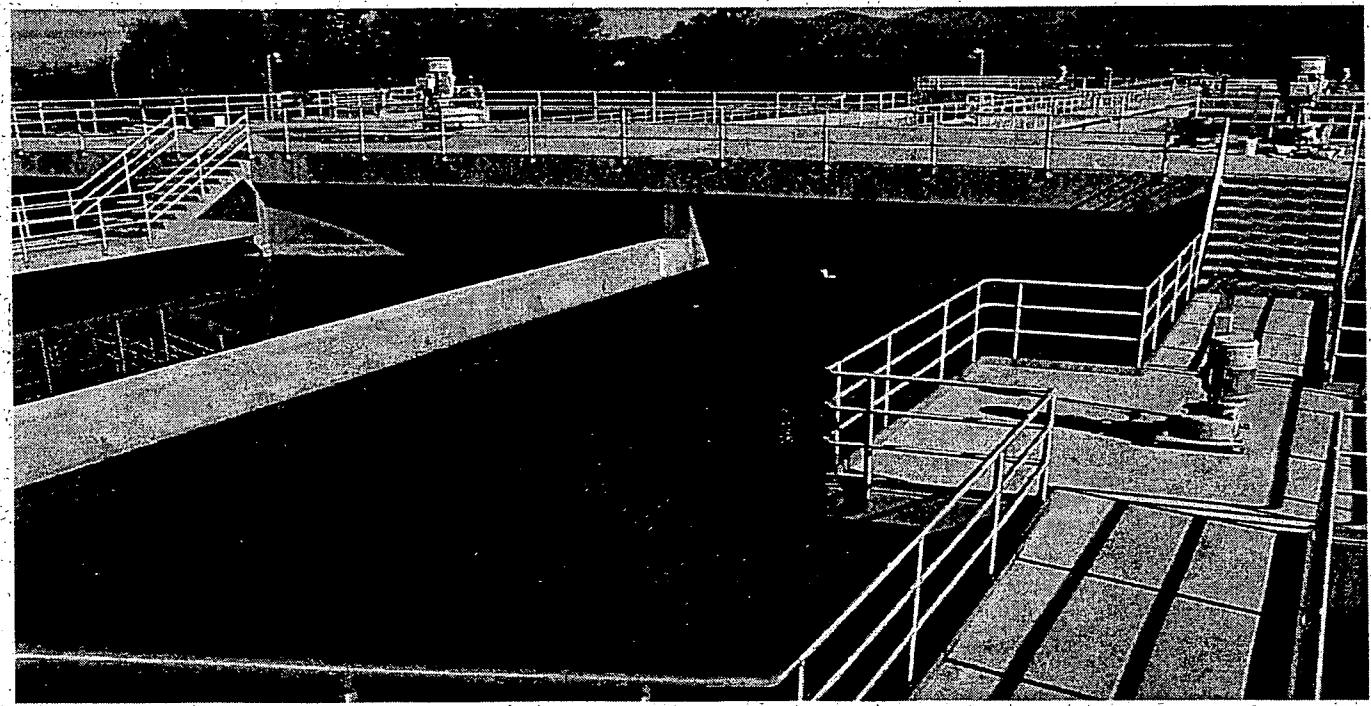
Department of Public Works \ Engineering Division

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|------------------------------|------------------------------------|---------------------|
| | | Prior Years | \$19,660,000 |
| \$250,000 | Wastewater SDCs | 2002 | \$3,000,000 |
| 16,940,000 | Wastewater Fees / Rates | 2003 | \$2,000,000 |
| 7,470,000 | Other City Funds (Meals Tax) | 2004 | |
| | | 2005 | |
| | | 2006 | |
| \$24,660,000 | (Note: Includes Prior Years) | Total | \$24,660,000 |

Project Description

The Wastewater Treatment Plant Improvements have been divided into two sections the Wastewater Treatment Plant – Membrane Facility and the Wastewater Treatment Plant – Process and Biosolids. This later piece finishes the process improvements and landscaping that was started in 1998. Over these next two years, the focus will be on completing the site work, selecting an alternative for the biosolids process and completing the construction on the biosolids de-watering facility. Options remain open on the final process selection for the Biosolids De-watering system and final reuse of the product. It is anticipated that the decision for the biosolids processing will be completed by the fall of 2002. Construction is expected to start in FY02 and be completed in FY03. The remainder of the site work from the original treatment process will be completed in stages.

Costs include engineering design and construction maintenance services. This project is funded in large part by a loan from the Clean Water State Revolving Fund Loan with the Department of Environmental Quality. The loan will be repaid through rates, fees and the City's meals tax.



WASTEWATER TREATMENT PLANT - MEMBRANE FACILITY

Project Title

Project Type

Wastewater Treatment Plant

Responsible Department:

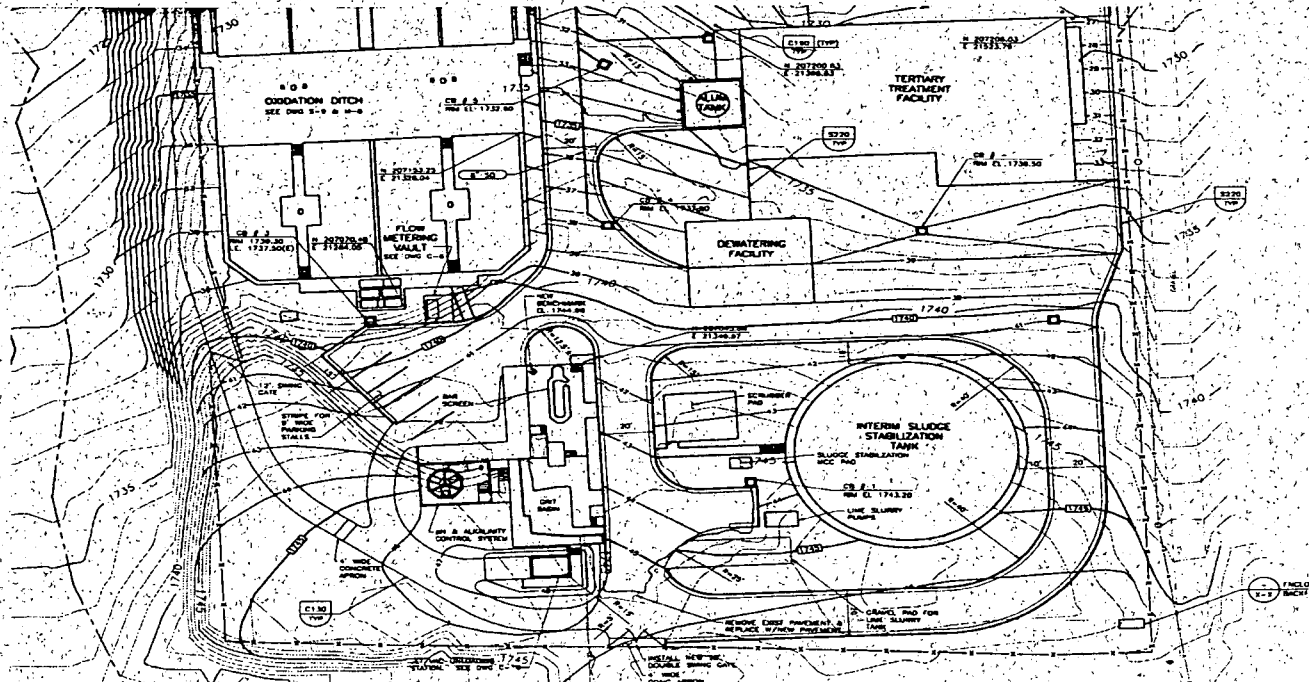
Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|------------------------------|-----------------------------|--------------------|
| | | Prior Years | \$2,870,000 |
| \$572,500 | Wastewater SDC | 2002 | \$4,280,000 |
| 2,049,000 | Other City Funds (Meals Tax) | 2003 | \$300,000 |
| 4,828,500 | Water Fees / Rates | 2004 | |
| \$7,450,000 | | 2005 | |
| | | 2006 | |
| | | Total | \$7,450,000 |

Project Description

The Wastewater Treatment Plant Improvements have been divided into two sections the Wastewater Treatment Plant – Membrane Facility and the Wastewater Treatment Plant – Process and Biosolids. The Membrane Facility is the final tertiary filtration piece that Council chose in 2000. After pilot testing, staff recommended and received Council's support for the Zenon process. Staff is finalizing the design and will have the equipment on site in early FY02. The facility will be state-of-the-art and will provide the necessary treatment level to remove phosphorous levels to meet the DEQ requirements for creek discharge.

Costs include engineering design and construction maintenance services. This project is funded in large part by a loan from the Clean Water State Revolving Fund Loan with the Department of Environmental Quality. The loan will be repaid through rates, fees and the City's meals tax.



| | | | | | | | | | | | |
|---|----------|--|-------|--|---------|--|------|--|--|------------------------|--|
| <table border="1" style="font-size: small;"> <tr><td>DESIGNED</td><td></td></tr> <tr><td>DRAWN</td><td></td></tr> <tr><td>CHECKED</td><td></td></tr> <tr><td>DATE</td><td></td></tr> </table> | DESIGNED | | DRAWN | | CHECKED | | DATE | | <p>CAROLLO INCORPORATED</p> | <p>CITY OF ASHLAND</p> | <p>CITY OF ASHLAND TERTIARY TREATMENT PLANT SOUTH SITE PAVING, GRADING AND DRAINAGE</p> |
| DESIGNED | | | | | | | | | | | |
| DRAWN | | | | | | | | | | | |
| CHECKED | | | | | | | | | | | |
| DATE | | | | | | | | | | | |

GRANITE STREET SEWER REPLACEMENT LITHIA CREEK TO WINBURN WAY

Project Title

Project Type

Wastewater Collection System

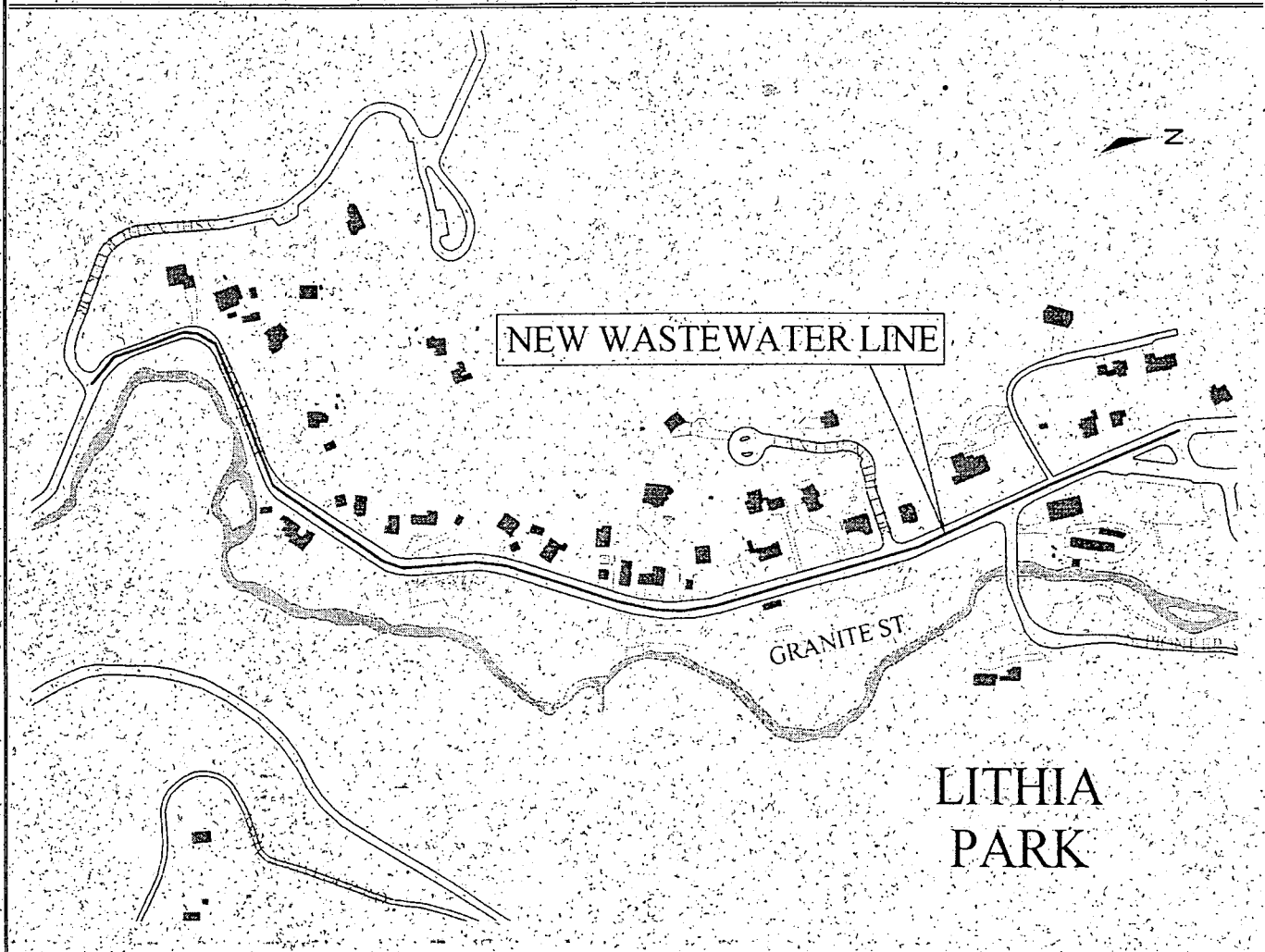
Responsible Department

Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|-----------------|-----------------------------|------------------|
| \$120,000 | Wastewater Fees | Prior Years | \$20,000 |
| | | 2002 | \$100,000 |
| \$120,000 | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$120,000 |

Project Description

This project upgrades the existing line to an 8" sewer collection line in Granite Street from Lithia Creek Way to Winburn Way. Design is being completed in FY01. Construction will begin early in FY02.



Project Title BEAR CREEK INTERCEPTOR UPSIZING

Project Type Wastewater Collection System

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|-----------------|-----------------------------|------------------|
| \$735,000 | Wastewater SDCs | Prior Years | \$50,000 |
| \$735,000 | | 2002 | \$240,000 |
| | | 2003 | \$25,000 |
| | | 2004 | \$220,000 |
| | | 2005 | \$100,000 |
| | | 2006 | \$100,000 |
| | | Total | \$735,000 |

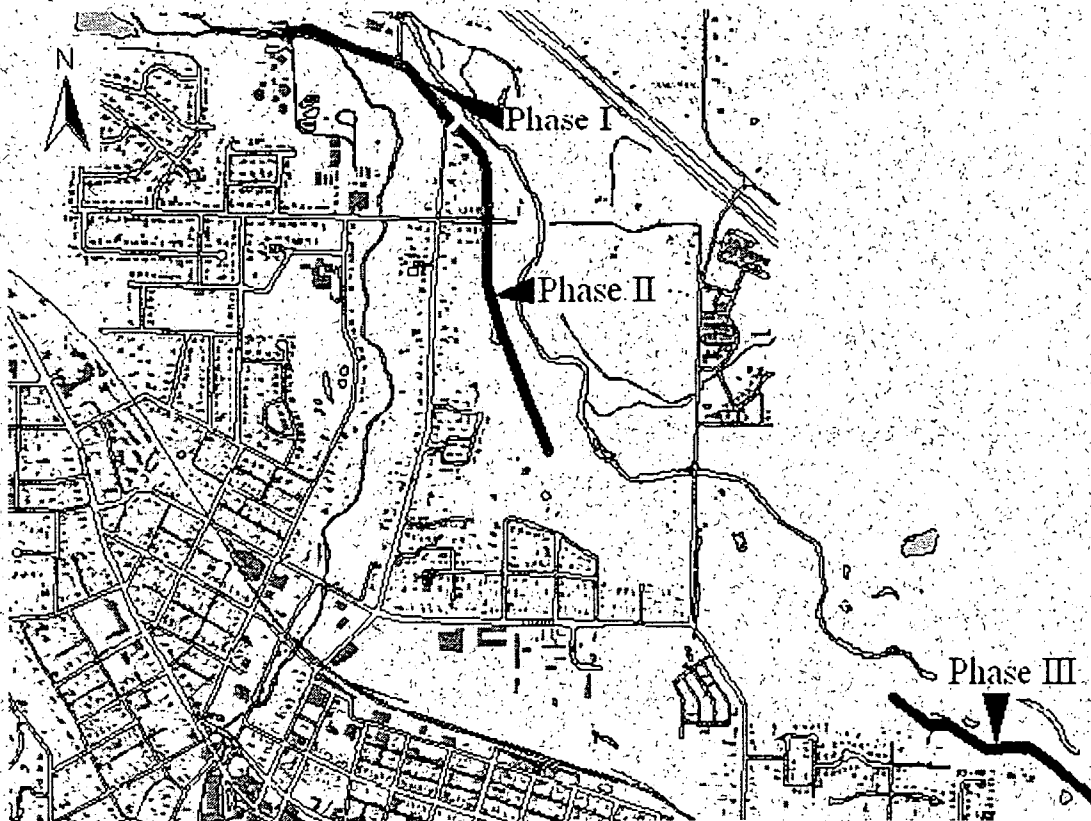
Project Description

Install 24" line parallel to the existing undersized sewer main trunk lines along Bear Creek. The existing lines will be available for use along with the new line, should the need arise. The use of the parallel lines will prevent any interruption in flow throughout the installation process.

Phase III begins near Nevada Street and runs to the area north of Carol Street.

Phase IV is located near the wastewater treatment plant and runs to Oak Street.

Phase V begins near the North Mountain Park and extends to Walker Avenue.



Project Title **COLLECTION SYSTEM MASTER PLAN UPDATE**

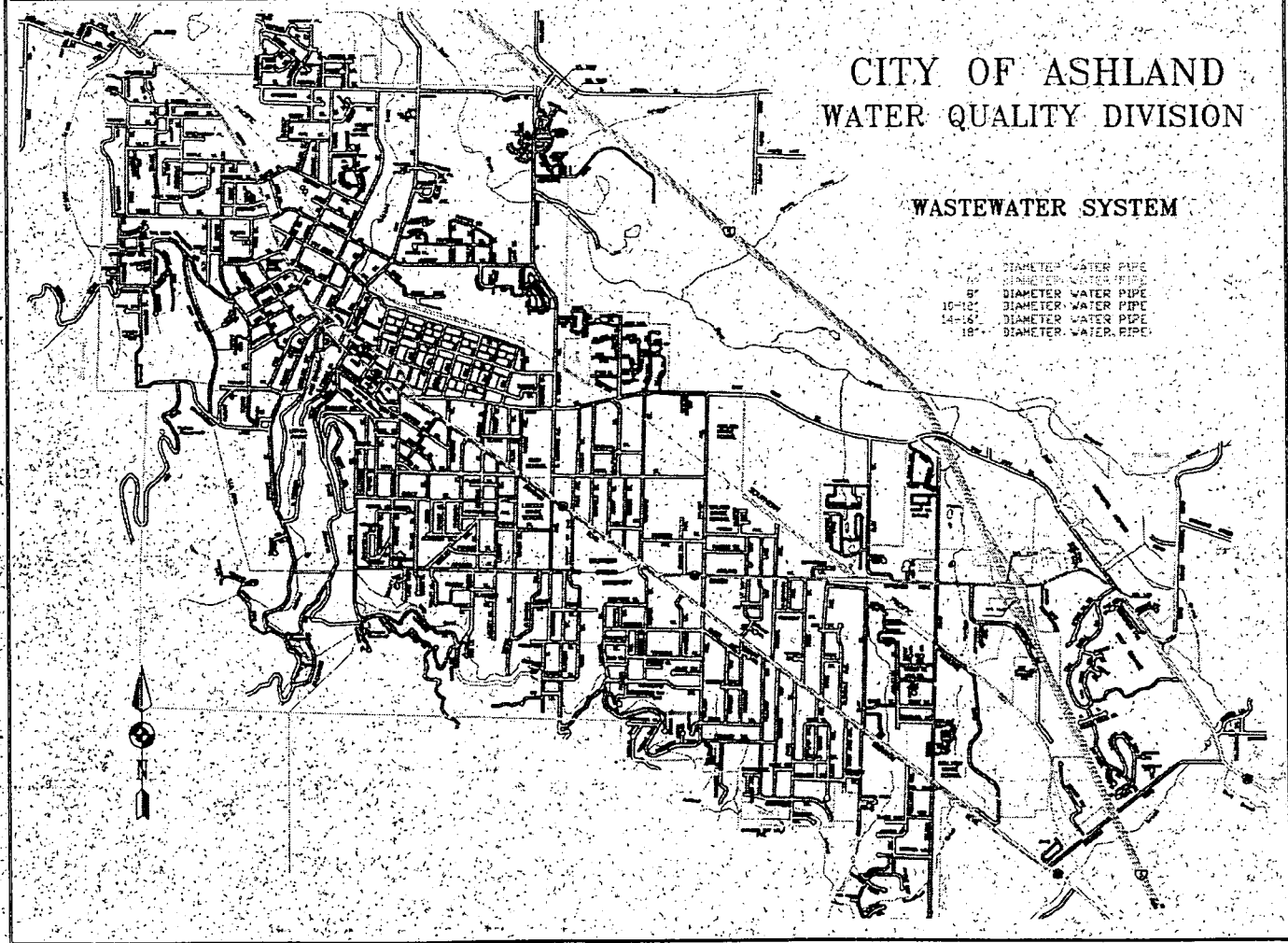
Project Type **Wastewater Collection System**

Responsible Department **Department of Public Works / Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|--|--|------------------------------------|-----------------|
| \$45,000 Wastewater SDCs <hr/> \$45,000 | | Prior Years | |
| | | 2002 | \$45,000 |
| | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$45,000 |

Project Description

The current Wastewater Collection System Master Plan is over 20 years old. Although the system is operating well, staff expect some necessary improvements may be overlooked. This project will revise and update that Master Plan to provide a 20 year list of necessary capital and maintenance projects.



Project Title **COLLECTION SYSTEM MISCELLANEOUS LINE IMPROVEMENTS**

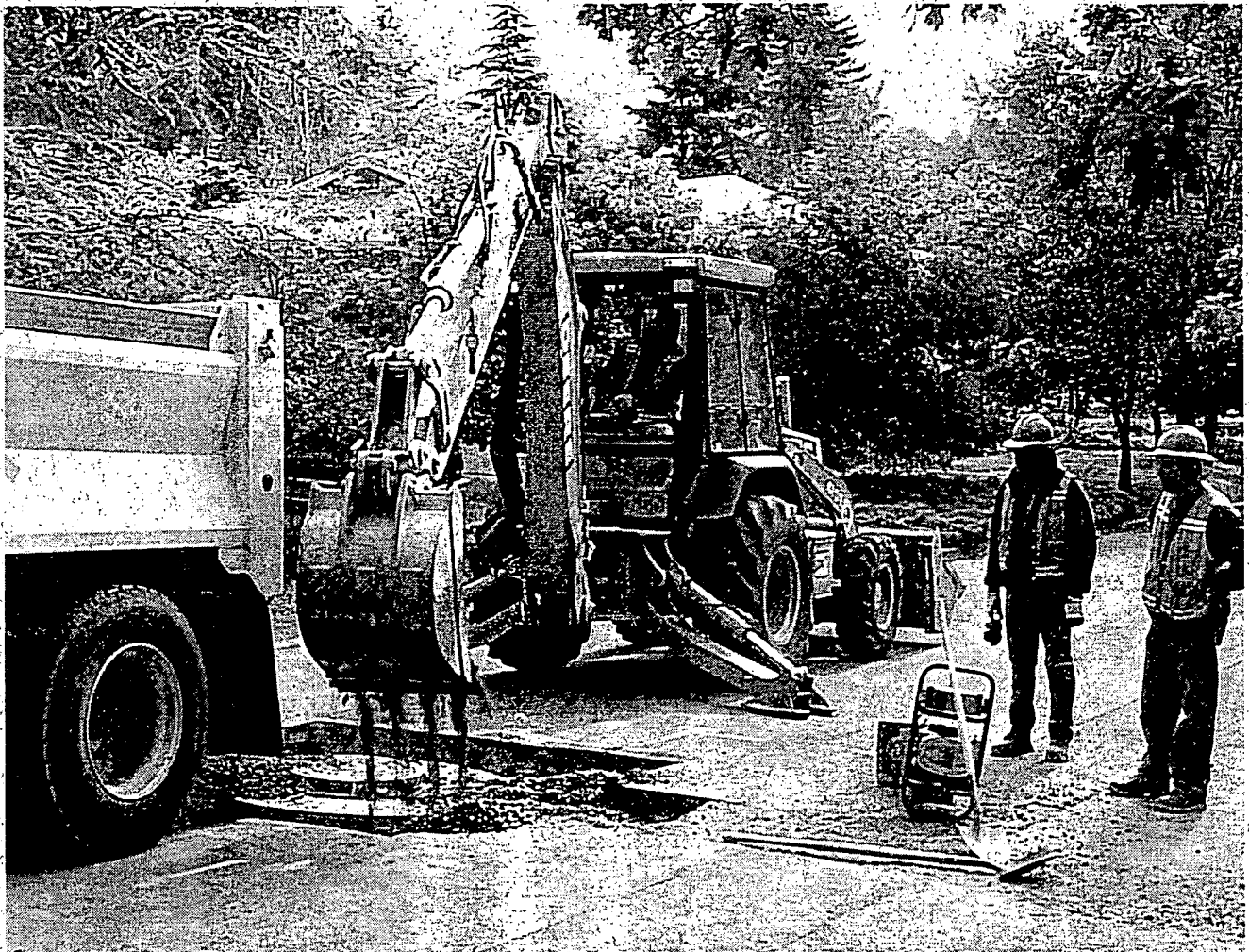
Project Type **Wastewater Collection System**

Responsible Department **Department of Public Works / Engineering Division**

| Funding Source | | Project Cost By Budget Year | |
|----------------|-------------------------|-----------------------------|------------------|
| \$60,000 | Wastewater SDCs | Prior Years | |
| 180,000 | Wastewater Fees / Rates | 2002 | |
| \$240,000 | | 2003 | \$60,000 |
| | | 2004 | \$60,000 |
| | | 2005 | \$60,000 |
| | | 2006 | \$60,000 |
| | | Total | \$240,000 |

Project Description

As a result of completing the Collection System Analysis, a CIP list will be generated. These unidentified projects are placeholders for anticipated sewer line improvements and / or line replacements.



Project Title MISCELLANEOUS STORM DRAIN SECTIONS

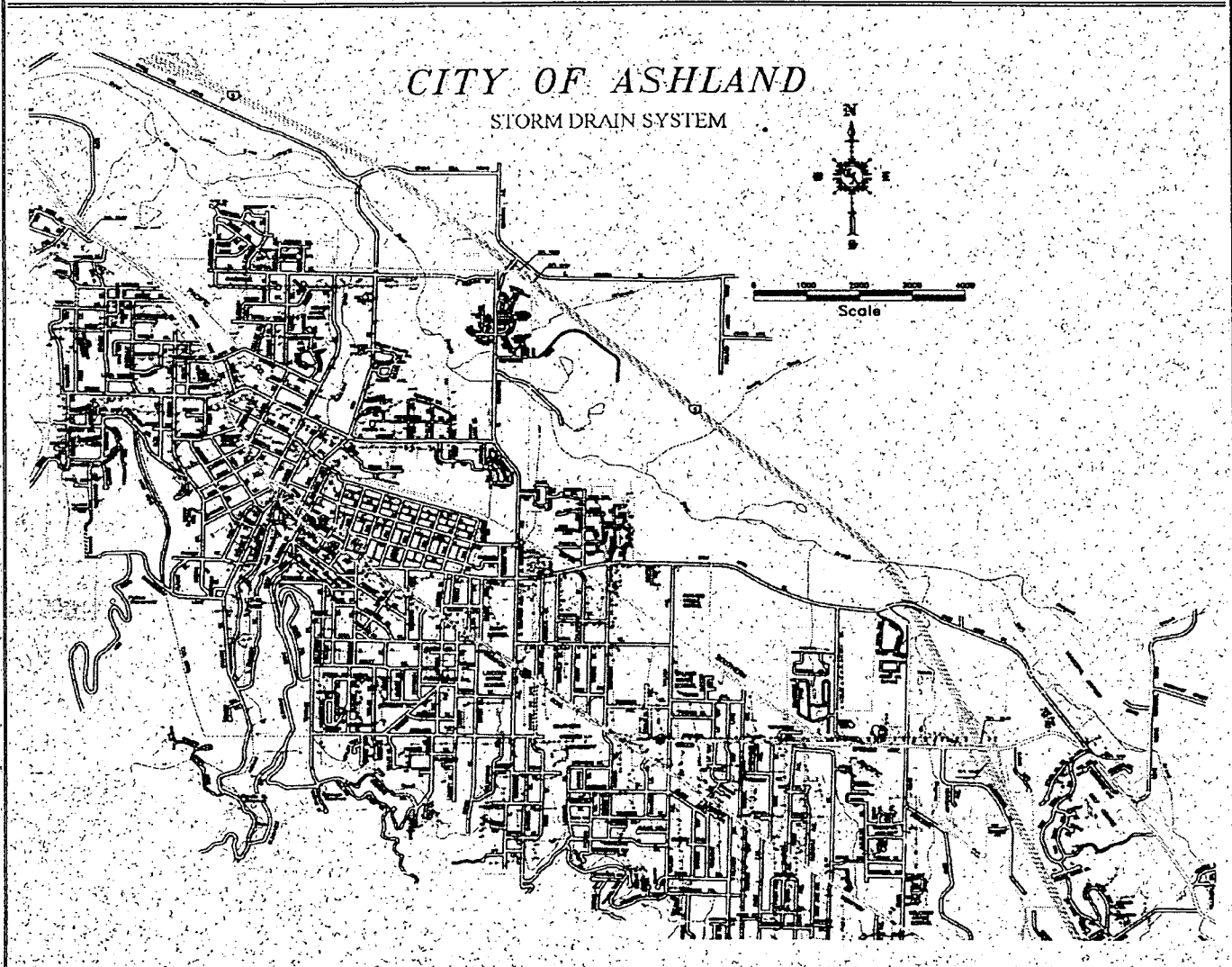
Project Type Storm Drains

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|------------------|-----------------------------|------------------|
| | | Prior Years | \$50,000 |
| \$20,000 | Other Funding | 2002 | \$25,000 |
| 175,000 | Storm Drain Fees | 2003 | \$25,000 |
| <u>\$195,000</u> | | 2004 | \$25,000 |
| | | 2005 | \$25,000 |
| | | 2006 | \$25,000 |
| | | Total | \$175,000 |

Project Description

The City crews replace undersized and aged storm drain sections each year. Budgeting \$25,000 per year allows approximately 1500-2500 lineal feet of pipe to be replaced in various areas throughout the City.



Project Title WALKER AVENUE LINE REPLACEMENT (PARKER TO HOMES)

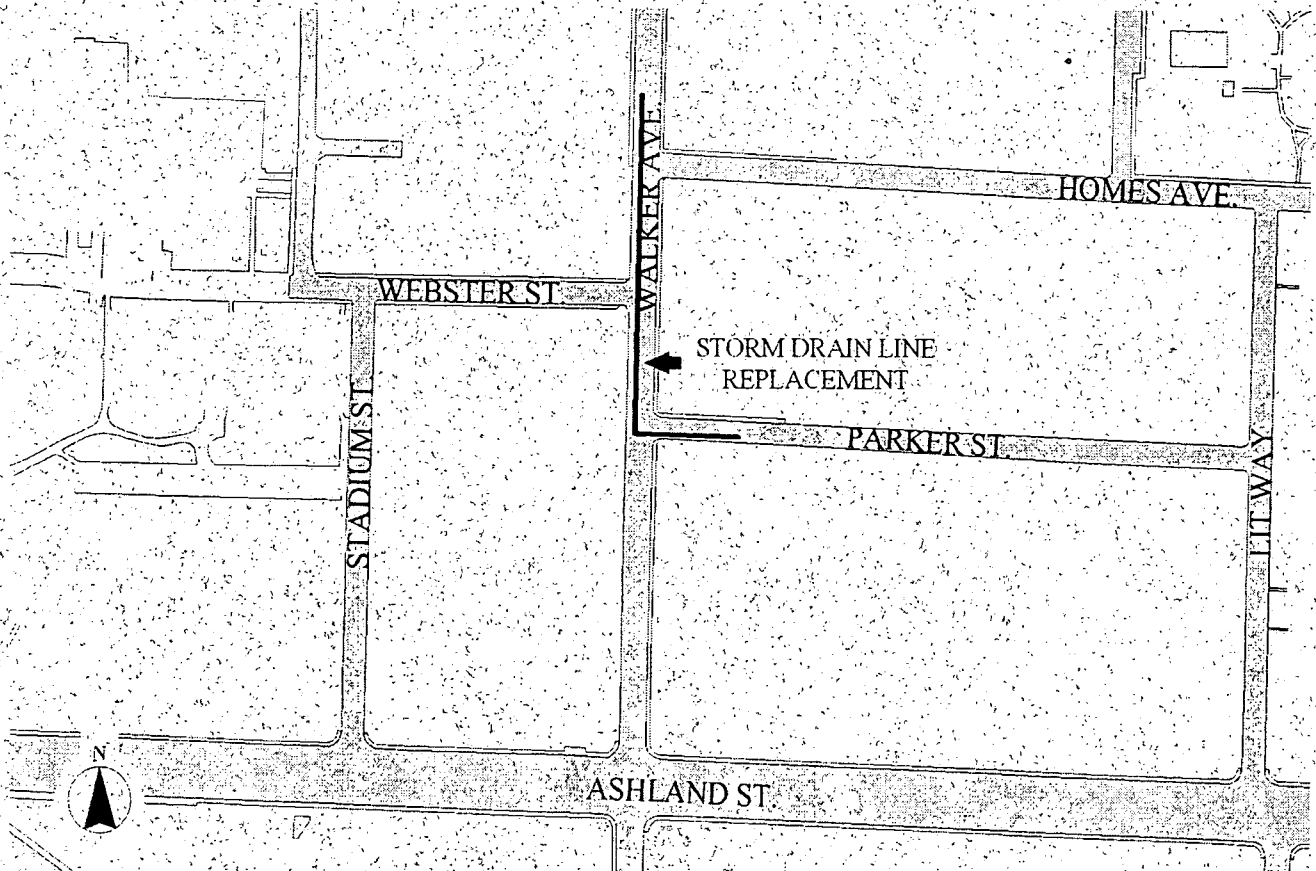
Project Type Storm Drains

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|--------------------------|-----------------------------|------------------|
| \$50,000 | Storm Drain SDC | Prior Years | |
| 200,000 | Storm Drain Utility Fees | 2002 | |
| \$250,000 | | 2003 | \$250,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$250,000 |

Project Description

This project replaces open ditches and undersized storm drains on Walker Avenue. This drain is part of the Roca Creek drainage system and replaces existing 18" pipelines with a 24" line.



capital improvements plan

Project Title BRIDGE STREET – LEE TO SISKIYOU BLVD. SOU EASEMENT

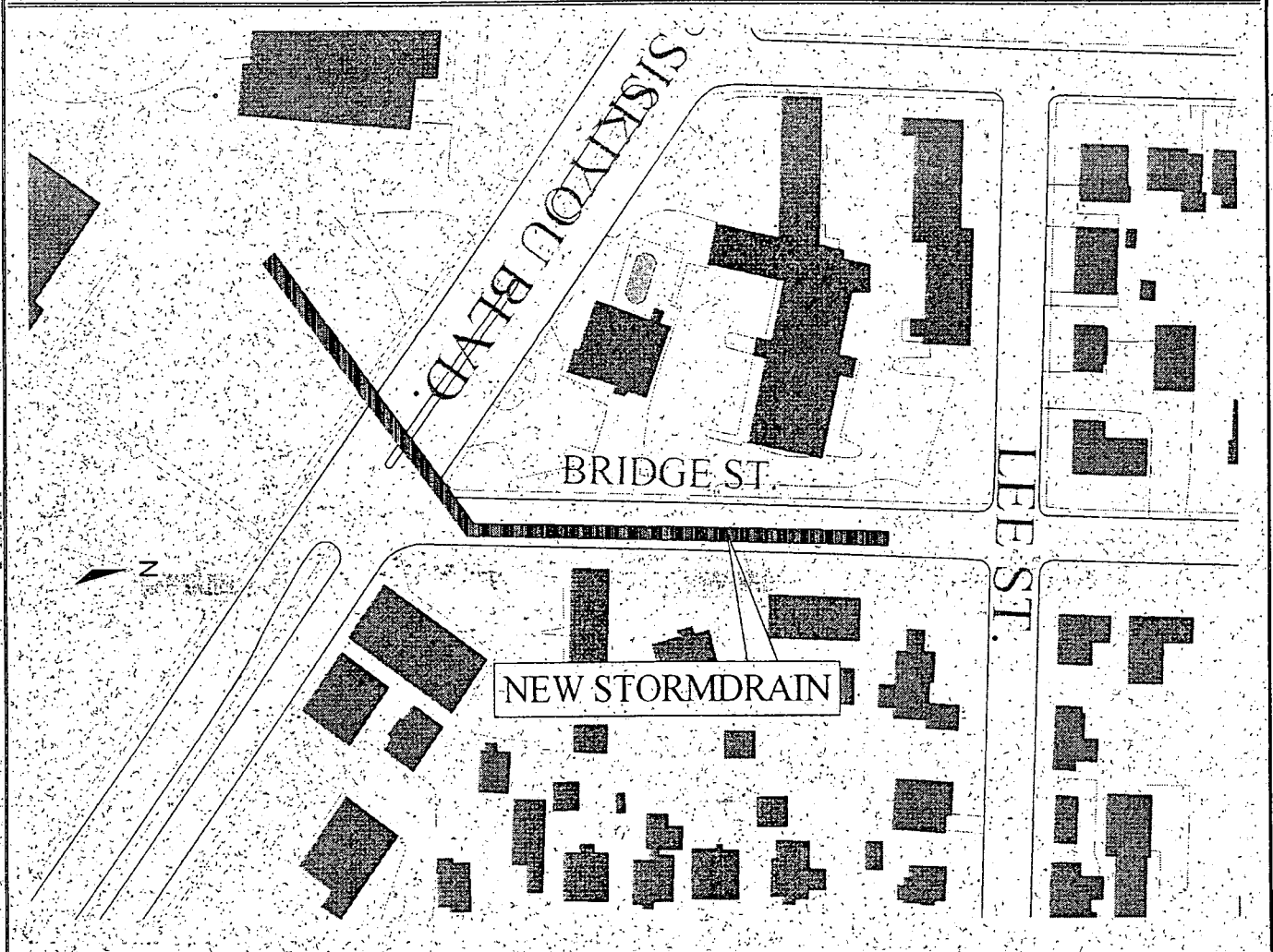
Project Type Storm Drains

Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|----------------------------|-----------------------------|------------------|
| \$39,000 | Storm Drain SDCs | Prior Years | |
| 136,000 | SD Utility Fees | 2002 | |
| 20,000 | Other Non-City Funds (SOU) | 2003 | |
| | | 2004 | \$195,000 |
| \$195,000 | | 2005 | |
| | | 2006 | |
| | | Total | \$195,000 |

Project Description

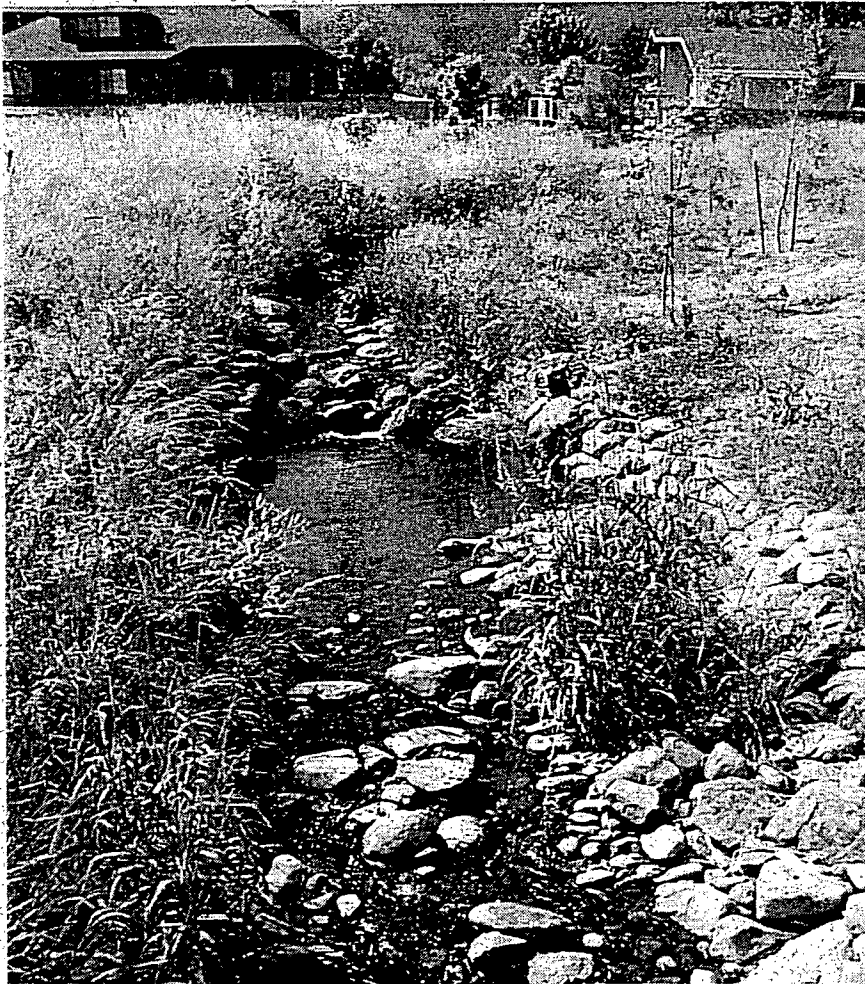
Storm drain improvements on Bridge Street have been identified as a top priority in the 1999 Storm Water and Drainage Master Plan. This phase of the total improvement is to install a new 36" line to adequately accommodate storm water flows from the Roca Creek drainage.



Project Title **ROCA CHANNEL IMPROVEMENTS**
Project Type **Storm Drains**
Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|------------------|------------------------------------|-----------------|
| | | Prior Years | \$35,000 |
| \$15,000 | Storm Drain SDCs | 2002 | \$40,000 |
| 60,000 | Storm Drain Fees | 2003 | |
| \$75,000 | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$75,000 |

Project Description:
 Improvements for Roca Creek from East Main Street to Mill Pond Road. This project completes the Roca Creek Channel Improvements that began in 1998. This will construct the upper settling basin and wetlands treatment area off E. Main Street which will help improve water quality prior to discharge into Bear Creek.



WATER QUALITY IMPROVEMENTS – DRAINAGE BASINS \ RIPARIAN AREAS

Project Title

Storm Drains

Project Type

Responsible Department Department of Public Works \ Engineering Division

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|------------------|------------------------------------|------------------|
| | | Prior Years | |
| \$52,500 | Storm Drain SDCs | 2002 | \$35,000 |
| 122,500 | Storm Drain Fees | 2003 | \$35,000 |
| | | 2004 | \$35,000 |
| | | 2005 | \$35,000 |
| | | 2006 | \$35,000 |
| \$175,000 | | Total | \$175,000 |

Project Description

The Storm Water and Drainage Master Plan recommended that the City complete non-traditional water quality improvements along our creeks and water ways.

These projects will provide water quality enhancements by improving surface water drainage areas, detention basins or landscaping features to retain and treat water prior to discharging into streams. The first project that the City completed was the bioswale at the Elks Parking Lot. Similar projects are planned for additional bioswale or wetlands treatment systems along with detention / retention basins and trees to help cool the water temperatures. Although specific projects have not been identified, \$35,000 per year will be allocated.



Project Title EASEMENT ACQUISITION - BILLINGS PROPERTY

Project Type Storm Drains

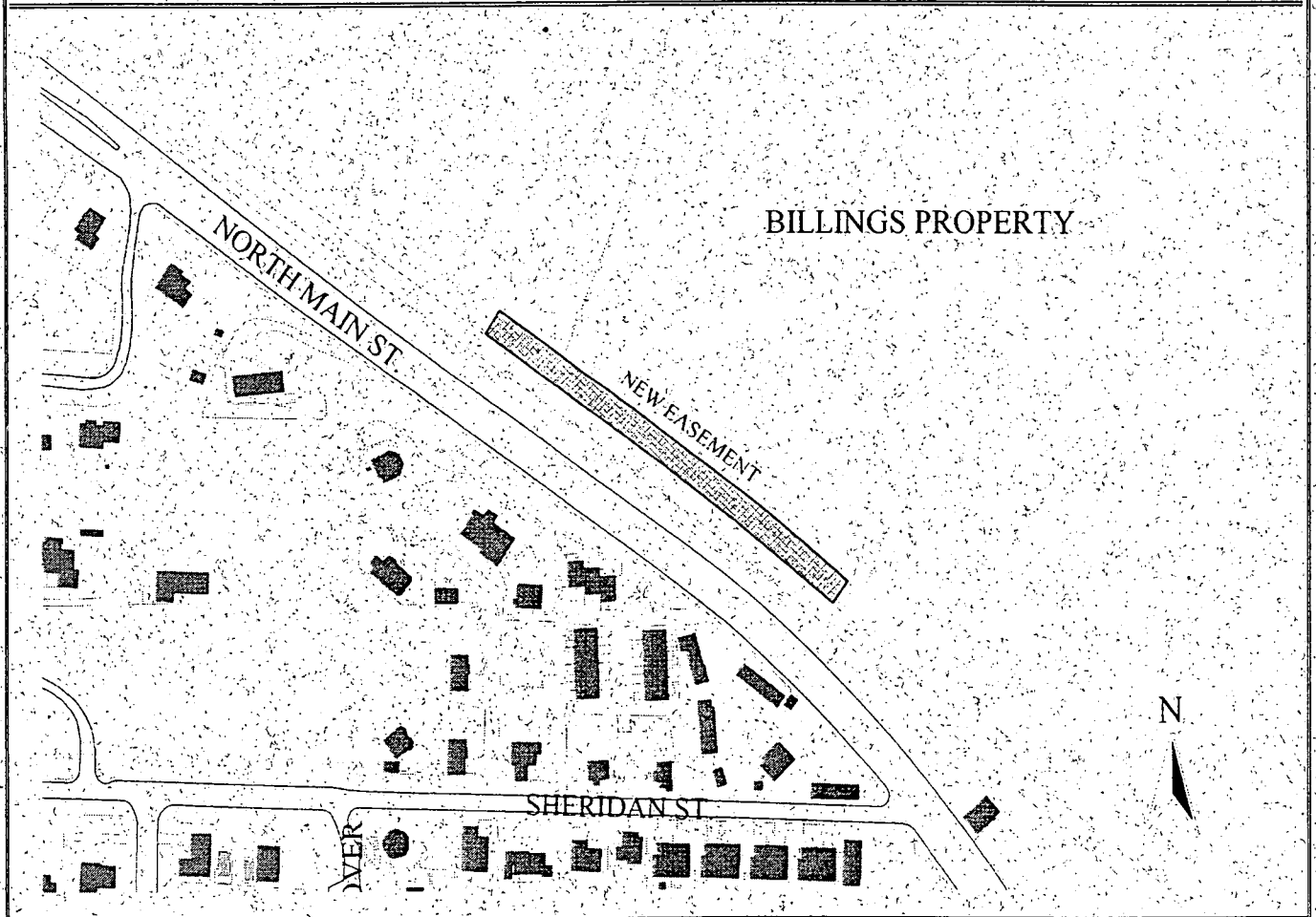
Responsible Department Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|------------------|-------------------------|-----------------------------|------------------|
| \$58,000 | Storm Drain SDCs | Prior Years | |
| 87,000 | Storm Drain Utility Fee | 2002 | \$25,000 |
| \$145,000 | | 2003 | \$120,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$145,000 |

Project Description

This project is the initial phase of necessary upgrades to the City's storm water conveyance system. An existing open storm drain system needs to be piped for efficiency at the northern edge of the City limits. (Billings Property)

This first step in the upgrade process is to acquire an easement for the storm drain line.



STRAWBERRY \ ALNUTT \ NUTLEY STREETS STORM DRAIN REPLACEMENT

Project Title

Project Type **Storm Drains**

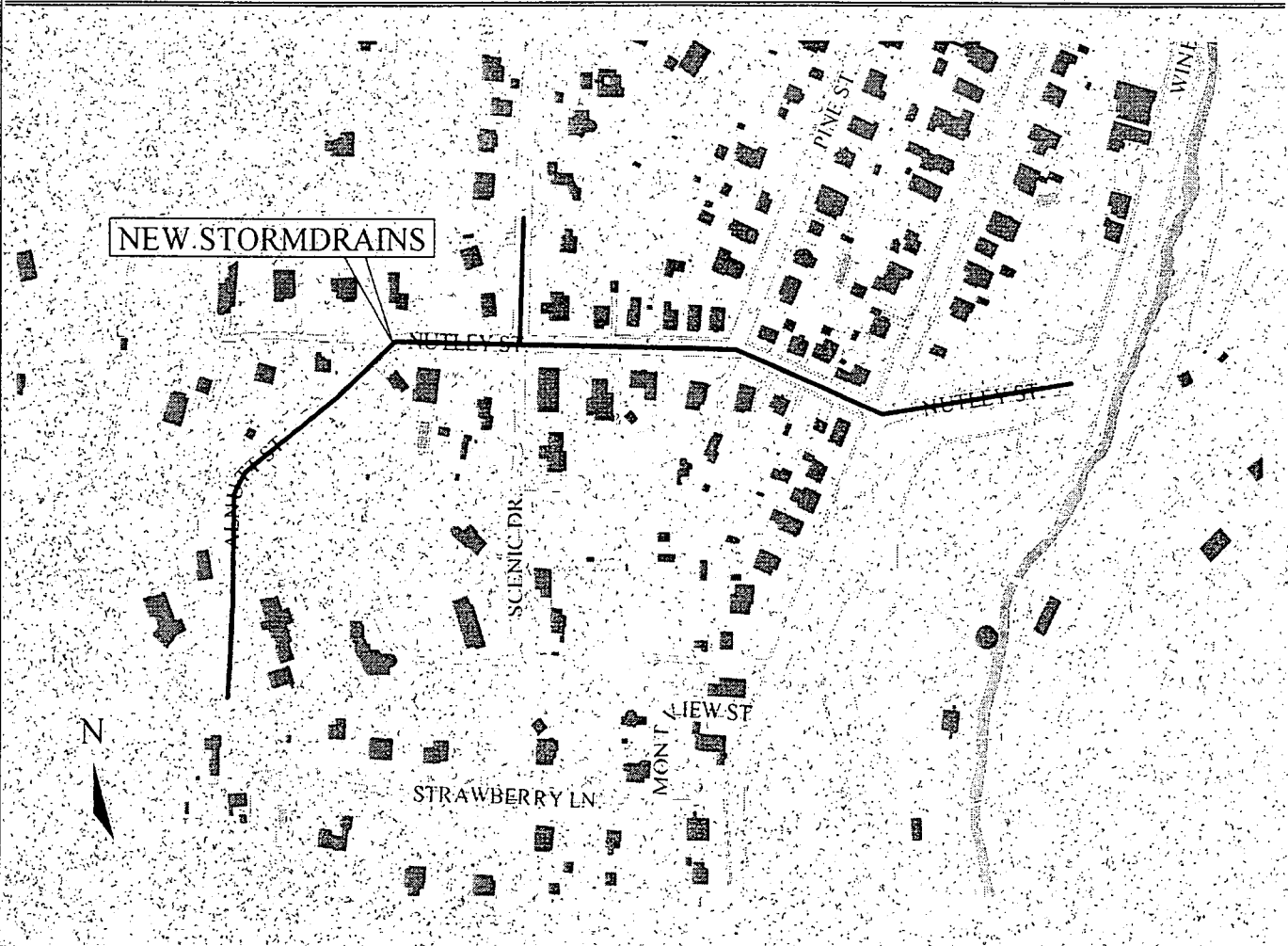
Responsible Department **Department of Public Works \ Engineering Division**

| Funding Source | | Project Cost By Budget Year | |
|------------------|------------------|-----------------------------|------------------|
| \$123,000 | Storm Drain SDC | Prior Years | |
| 123,000 | Storm Drain Fees | 2002 | |
| \$246,000 | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$246,000 |

Project Description

This project will provide new 18" to 30" storm drains within Nutley and Alnut Streets. The lines will replace existing surface flow drains and undersized drain lines that serve the Strawberry / Alnut / Nutley Street area.

This project will be completed as the first step of the Strawberry Lane Project.



Project Title BEACH CREEK & FUTURE STORM DRAIN IMPROVEMENTS

Project Type Storm Drains

Responsible Department Department of Public Works \ Engineering Division

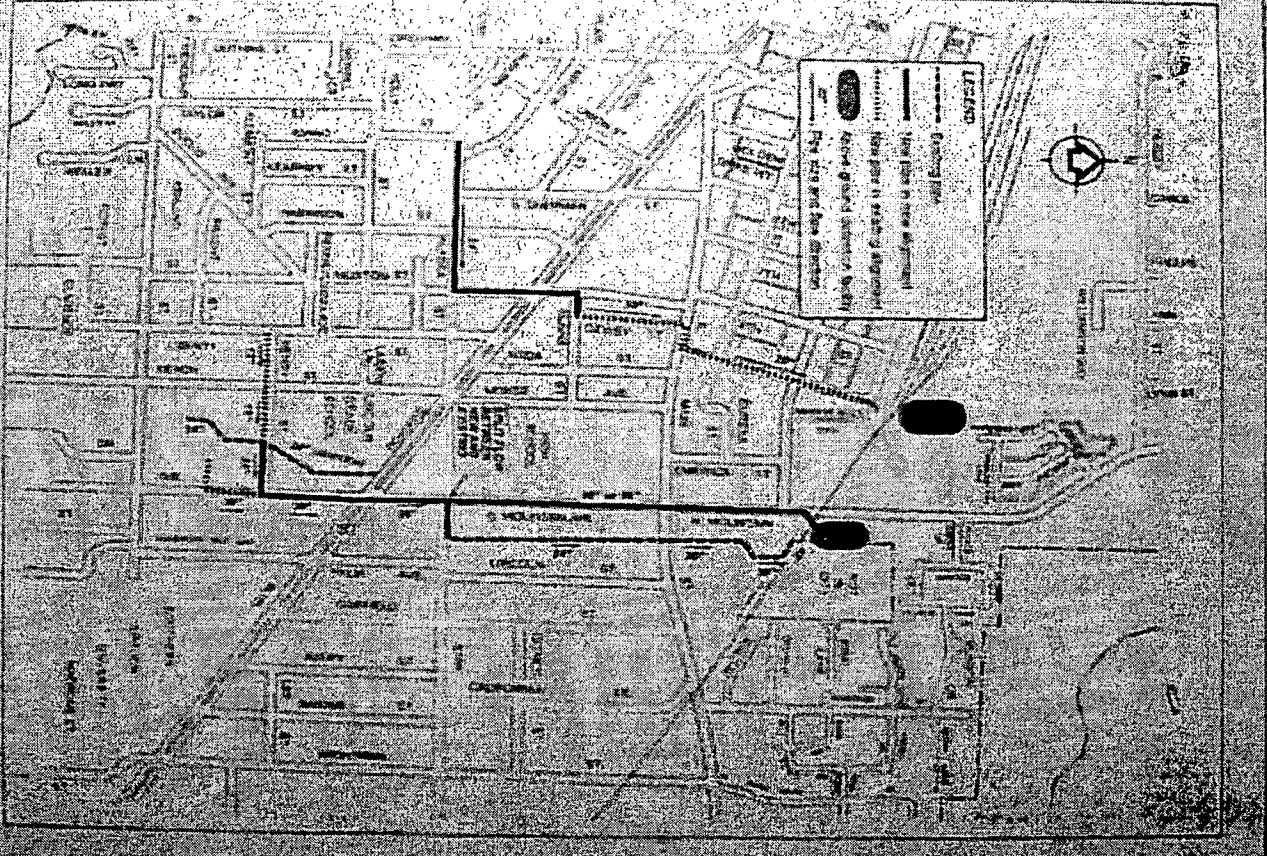
| Funding Source | | Project Cost Budget Year | |
|------------------|-------------------------|--------------------------|------------------|
| \$150,000 | Storm Drain SDCs | Prior Years | |
| 450,000 | Storm Drain Utility Fee | 2002 | |
| <u>\$600,000</u> | | 2003 | |
| | | 2004 | \$200,000 |
| | | 2005 | \$200,000 |
| | | 2006 | \$200,000 |
| | | Total | \$600,000 |

Project Description

The City's storm drain system was reviewed and recommendations made in the Storm Water and Drainage Master Plan.

Major system upgrades are necessary to the Mountain and the Beach Creek drainage areas. Along with these upgrades, water quality enhancements are also needed. This provides planning and a funding mechanism for future upgrades and water quality improvements to our system.

Figure 4.9 Improvement Alternatives 1 for Beach Mountain Basins



capital improvements plan

Project Title **INSTALL NEW SERVICES & TRANSFORMERS UNDERGROUND**

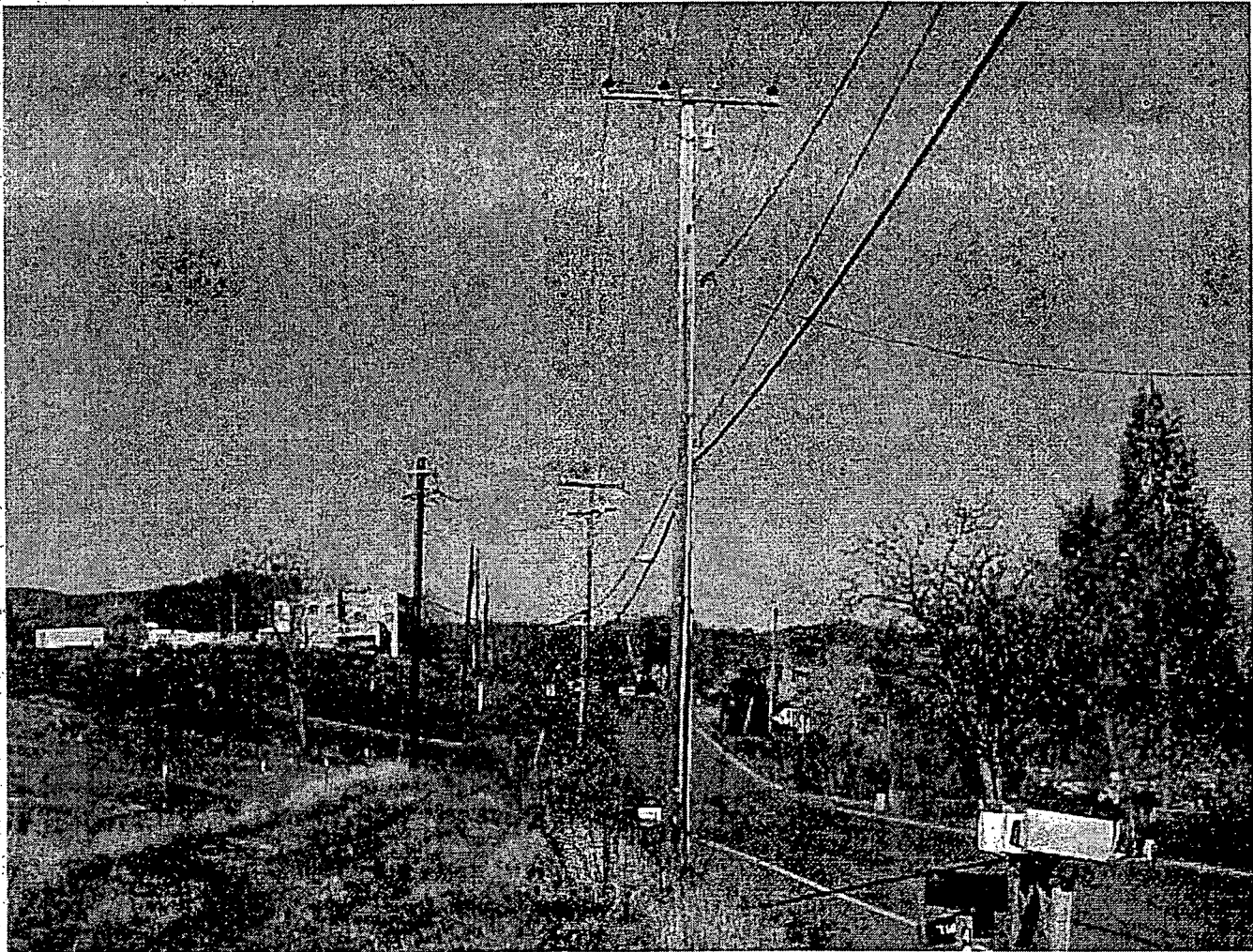
Project Type **Electric Utility Upgrade**

Responsible Department **City of Ashland Electric Utilities**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|--|--|------------------------------------|--------------------|
| \$2,901,000 Electric Revenues \$2,901,000 | | Prior Years | \$401,000 |
| | | 2002 | \$500,000 |
| | | 2003 | \$500,000 |
| | | 2004 | \$500,000 |
| | | 2005 | \$500,000 |
| | | 2006 | \$500,000 |
| | | Total | \$2,901,000 |

Project Description

Install new services and transformers for new subdivisions. Minor replacement of overhead lines to underground lines.



Project Title HIGH SPEED DATA & CABLE DISTRIBUTION EQUIPMENT

Project Type Telecommunications

Responsible Department City of Ashland Electric Utilities

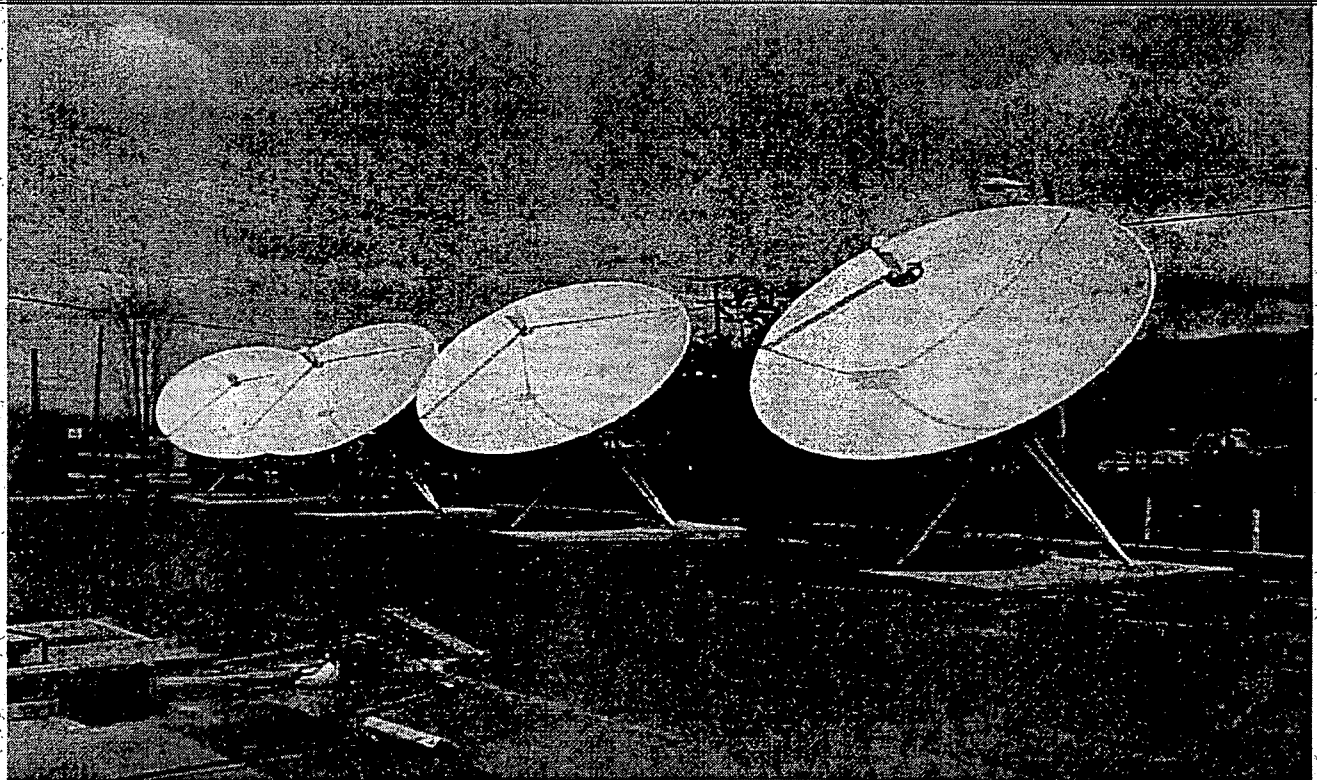
| Funding Source | | Project Cost By Budget Year | |
|--|--|------------------------------------|--------------------|
| \$8,001,465 Loan (repay through AFN fees) <hr/> \$8,001,465 | | Prior Years | \$2,431,190 |
| | | 2002 | \$486,000 |
| | | 2003 | \$247,000 |
| | | 2004 | \$75,000 |
| | | 2005 | \$24,000 |
| | | 2006 | \$550,000 |
| | | Total | \$4,358,190 |

Project Description

The City of Ashland Department of Electric Utilities has recently begun its preparations for providing residents of Ashland with high speed data service (internet) and cable television service through the Ashland Fiber Network (AFN).

A major component of providing these services is the acquisition and connection of specific computer equipment designed to provide the needed switching and data transfer operations that take place constantly to route the data to customers of AFN.

For additional information on the Ashland Fiber Network, refer to the approved AFN Business Plan.



Project Title

HILLAH TEMPLE OFFICE REMODEL

Project Type

Administration

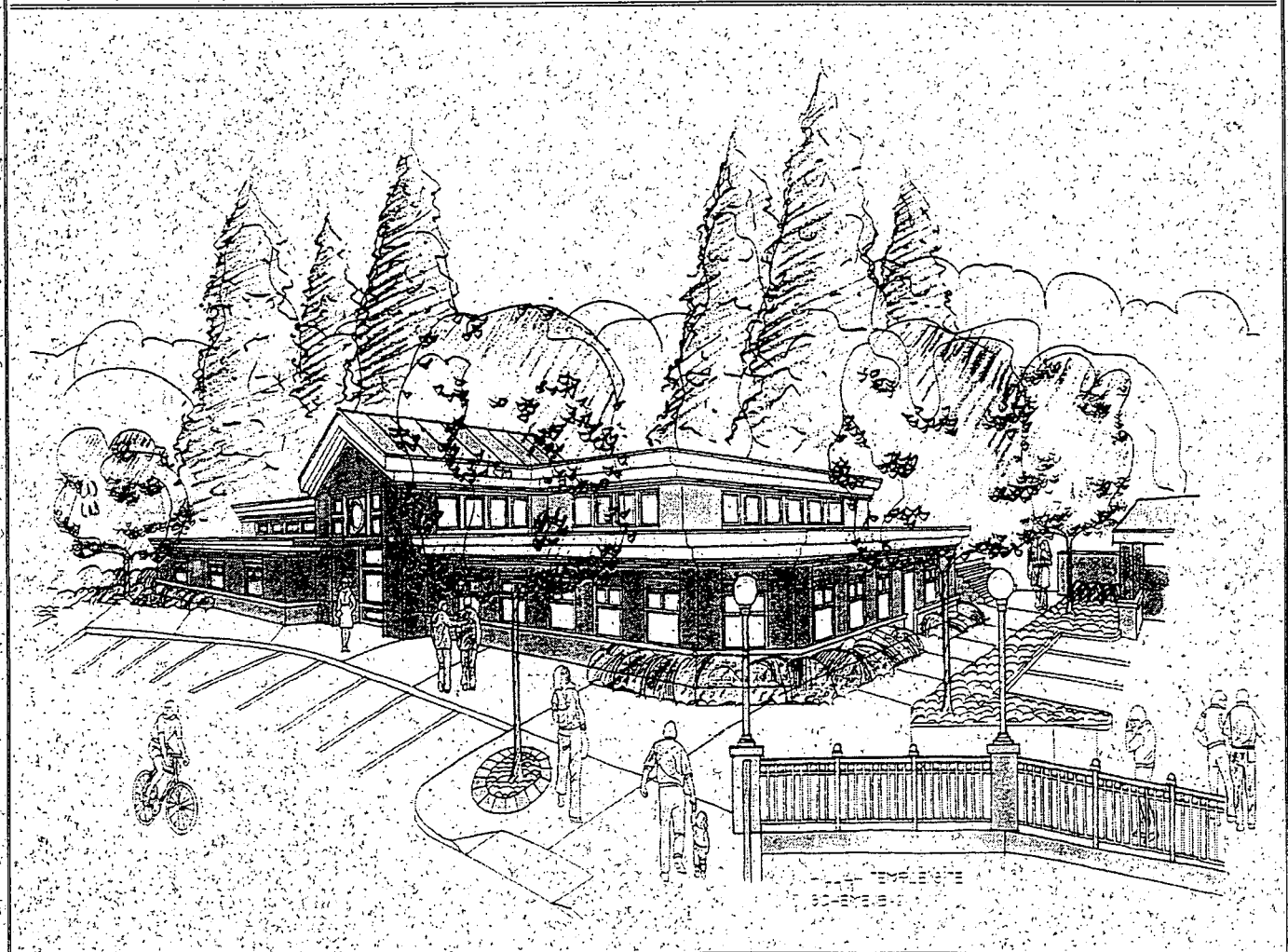
Responsible Department

Department of Public Works \ Engineering Division

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|-----------------------|------------------------------------|--------------------|
| | | Prior Years | \$200,000 |
| \$2,332,000 | Loan / Future Capital | 2002 | \$1,451,000 |
| \$2,332,000 | | 2003 | \$481,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$2,132,000 |

Project Description

The purchase of the property occupied by the former Hillah Temple occurred in 1998. This project includes the re-model and expansion of the existing structure to provide approximately 11,000 sq. feet of new office space for Community Development and Public Works Administration / Engineering. Project also includes the development of a recycling and trash receptacle area, public restrooms and off-street parking.

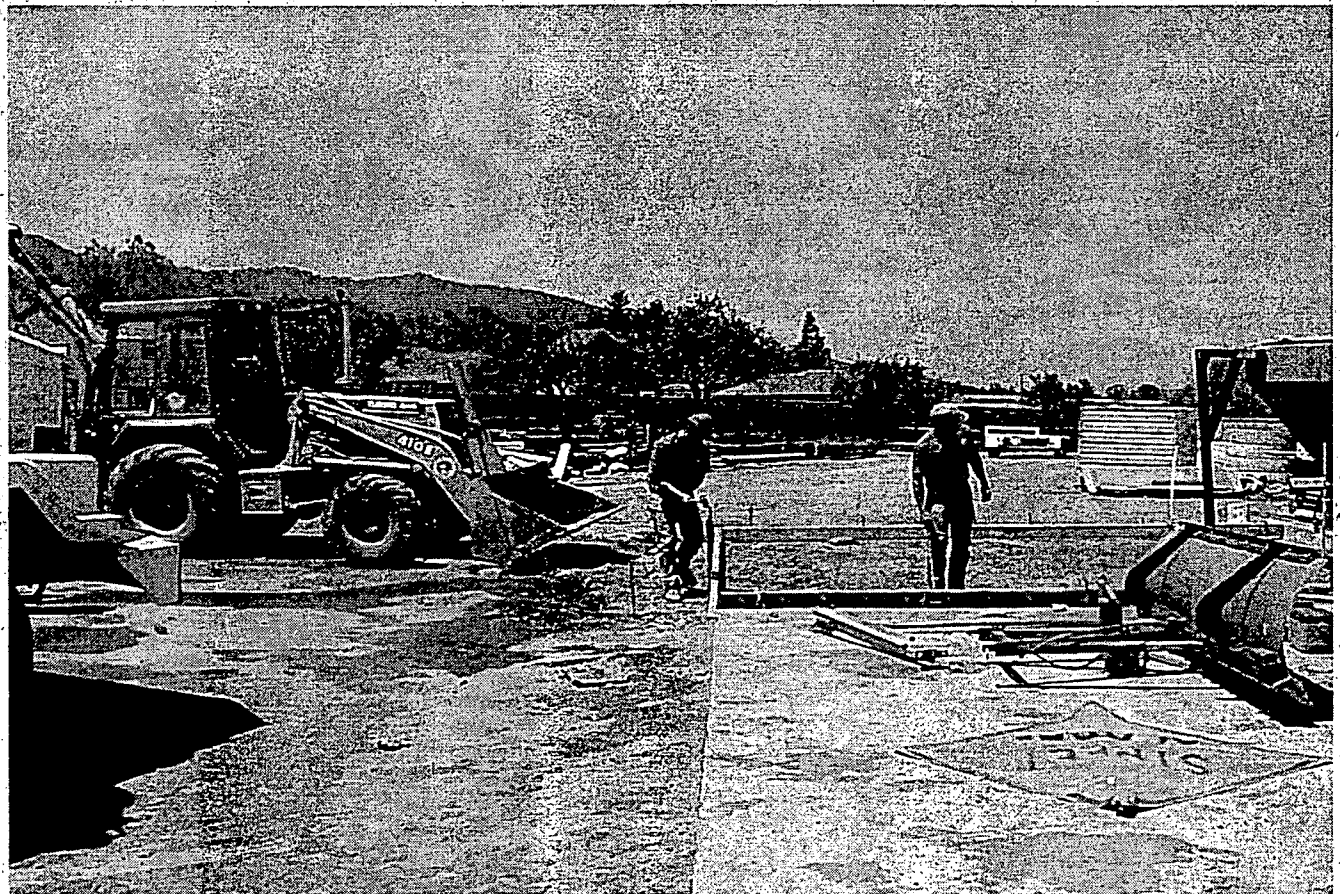


Project Title **B STREET YARD**
Project Type **Administration**
Responsible Department **Department of Public Works \ Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|---|--|------------------------------------|------------------|
| \$255,000 Future Capital All Funds \$255,000 | | Prior Years | \$85,000 |
| | | 2002 | \$35,000 |
| | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$110,000 |

Project Description

This parcel was purchased in 1997 to expand the existing storage and equipment parking area adjacent to the Public Works / Electric Department Warehouse used by the City since purchased in 1985. Site improvements (landscaping, sidewalks, and some lighting) required by the Planning Commission to comply with the zone change process have been completed. The bulk of the improvements will be made in FY01, including site drainage, area paving and a new building. The remaining FY01 expenses will be to finish installation of a new storage building after the Fire Department moves into Fire Station #1.



capital improvements plan

Project Title ASHLAND LIBRARY EXPANSION

Project Type Administration

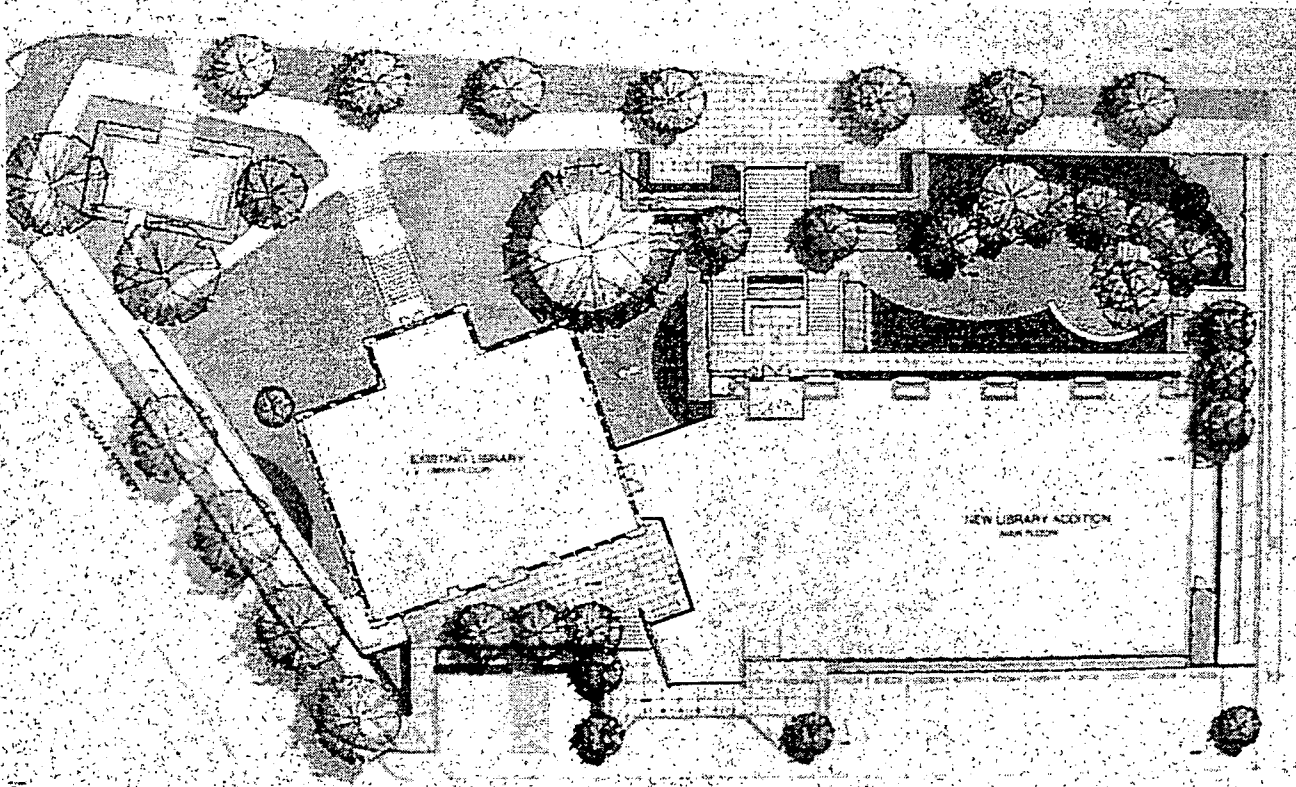
Responsible Department Administration & Department of Public Works \ Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|---|--------------|-----------------------------|--------------------|
| \$6,367,000 Bond proceeds or Grant Funds \$6,367,000 (Note: Repay through property tax) | Prior Years | | \$1,230,000 |
| | 2002 | | \$3,360,000 |
| | 2003 | | \$1,277,000 |
| | 2004 | | |
| | 2005 | | |
| | 2006 | | |
| | Total | | \$5,867,000 |

Project Description

The library is owned by the City of Ashland and is operated by Jackson County, which has a network of fifteen library facilities. County studies indicate that the current facility is in poor repair and in need of expansion from its current 7,000 square feet to over 23,000 square feet.

In November 1998, the City Council approved a request by the Friends of the Library to move forward with a program to expand the Ashland Public Library. The current library facility is historically significant and is one of more than 1,600, which were developed around the country with grant monies from Andrew Carnegie. Ashland voters approved a bond measure during the May 18th, 2000 ballot. This bond measure was later folded into a larger County Bond Measure approved by the County voters.



Project Title FIRE STATION NO. 1

Project Type Administration

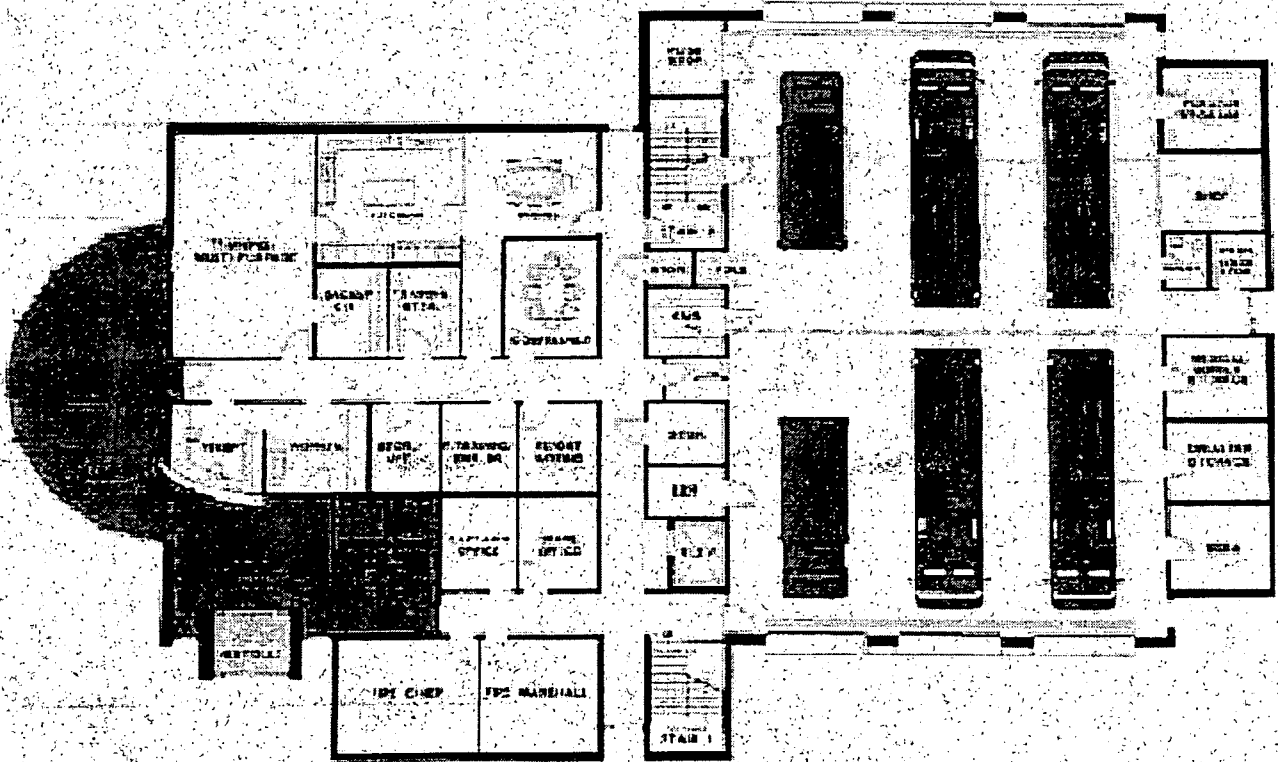
Responsible Department Fire Department

| Funding Source | | Project Cost By Budget Year | |
|--------------------|------------------------------------|-----------------------------|--------------------|
| \$3,900,000 | Bond | Prior Years | \$600,000 |
| | | 2002 | \$1,920,000 |
| \$3,900,000 | (Note: Repay through property tax) | 2003 | \$730,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$3,250,000 |

Project Description

Purchase of the adjacent real property for expansion of Fire Station No. 1. Project is necessary to eliminate the existing sub-standard fire station, which creates operational difficulties. The new facility will consist of approximately 15,000 sq. feet and will provide administrative offices, drive through garaging for up to six vehicles, crew living quarters, back-up 911 center, training and storage space.

Funding for this project is based upon bond approvals gained by Ashland citizens in the 1999 fall election. Total project cost is estimated at \$3,140,000.



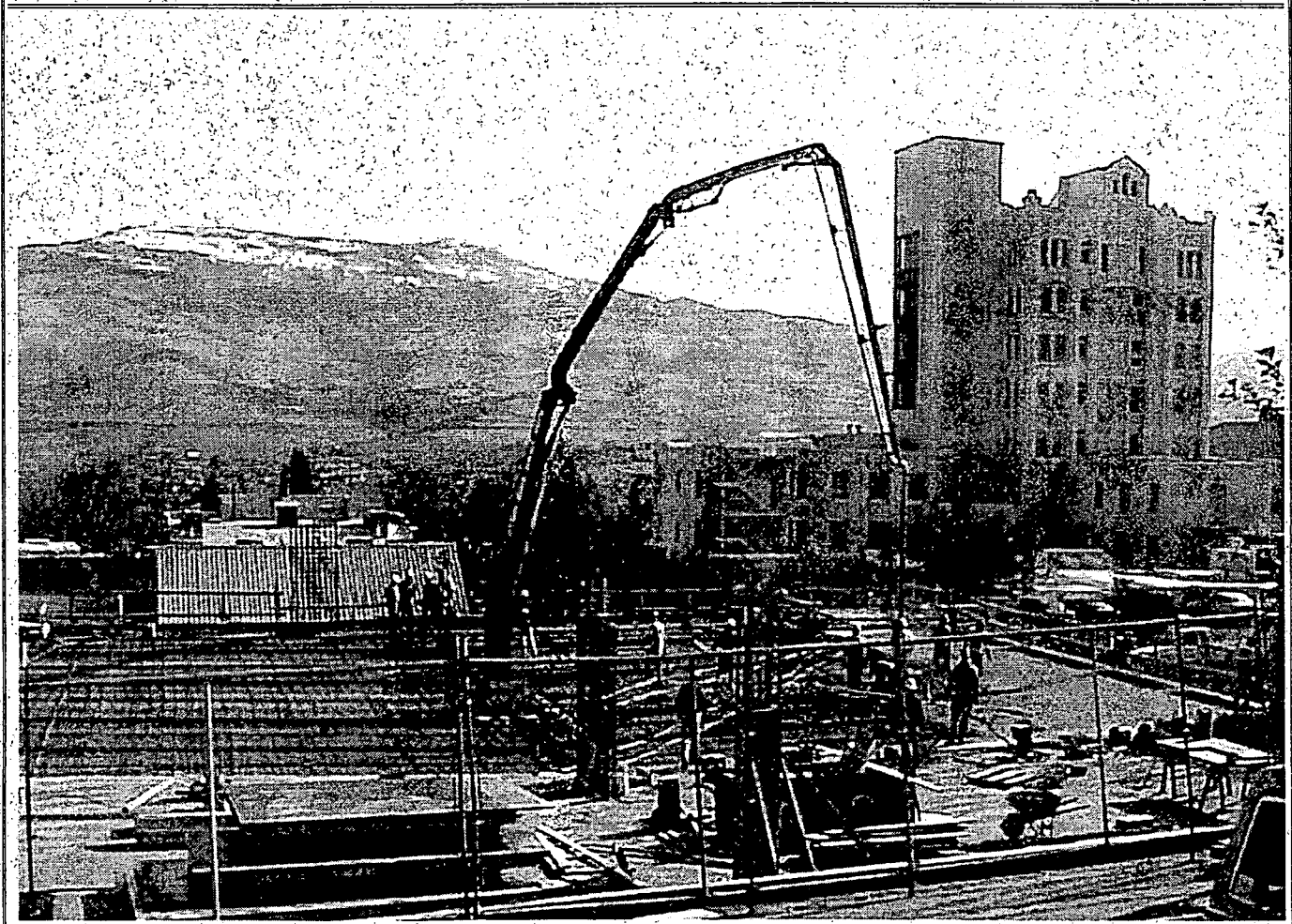
capital improvements plan

Project Title OSF PARKING STRUCTURE
Project Type Administration
Responsible Department Department of Administrative Services

| Funding Source | | Project Cost By Budget Year | |
|--------------------|-------|-----------------------------|--------------------|
| \$250,000 | Grant | Prior Years | |
| 476,000 | Loan | 2002 | \$1,500,000 |
| 774,000 | OSF | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| \$1,500,000 | | Total | \$1,500,000 |

Project Description

The new 145 space parking structure being built by the Oregon Shakespeare Festival, in conjunction with the City of Ashland will add approximately 60 new parking spaces to the Downtown Business District. The parking structure will be located on the corner of Hargadine Street adjacent to the new theater on Pioneer Streets. It is anticipated that grant and loan funds from the Oregon Economic & Community Development Department will be used to off-set some of the City's financial obligation for the project.



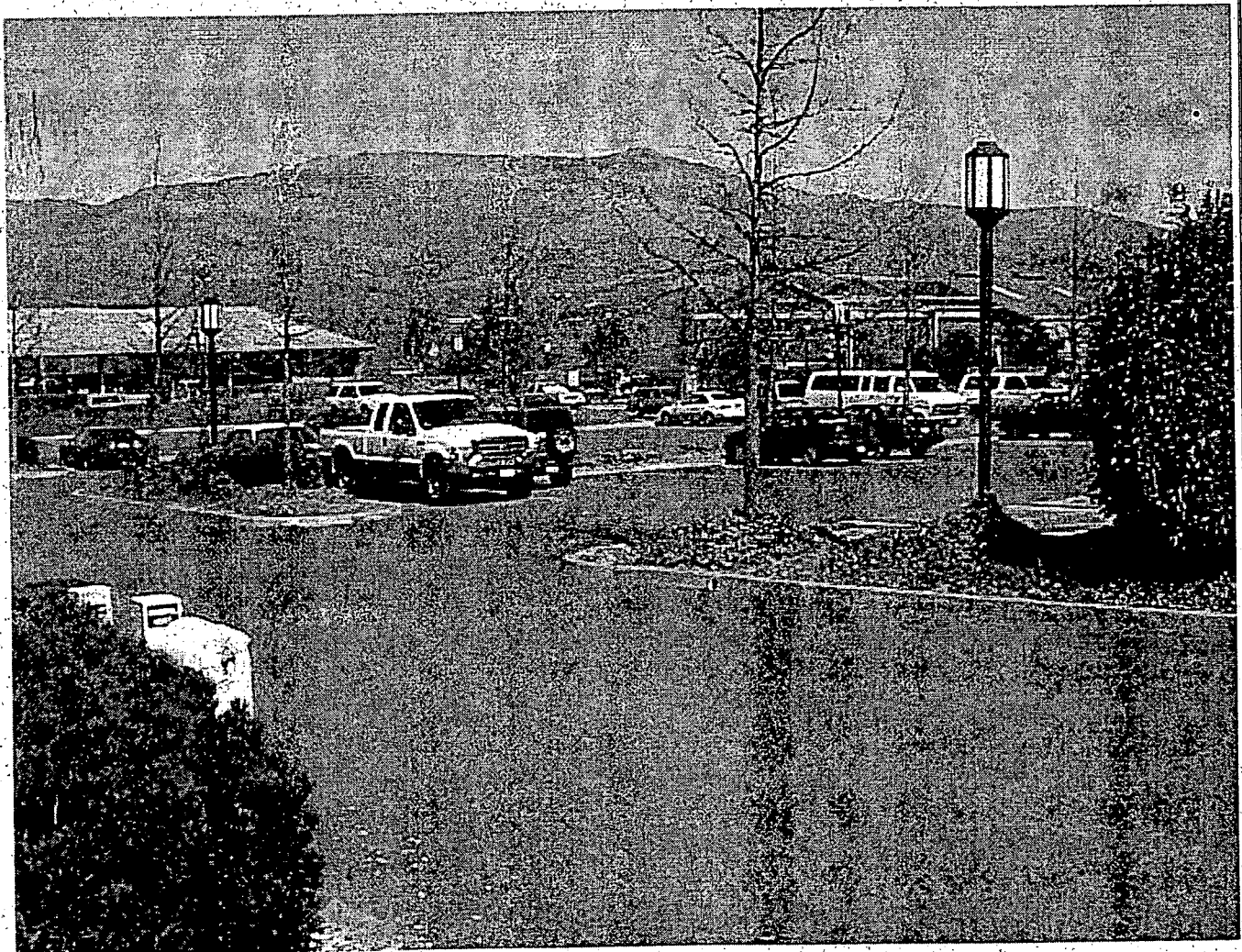
Project Title **POLICE PARKING LOT EXPANSION**

Project Type **Administration**

Responsible Department **Police Department / Public Works / Engineering Division**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|-----------------------|------------------------------------|-----------------|
| \$90,000 | City / Future Capital | Prior Years | |
| | | 2002 | |
| \$90,000 | | 2003 | \$90,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$90,000 |

Project Description
 Additional parking for the Police Department behind the Civic Center lawn area which includes a walkway, storm drain installation and limited covered parking.



**MAINTENANCE YARD ROOF EXTENSION & OIL SEPARATION
WASHRACK FACILITY**

Project Title

Project Type

Administration

Responsible Department

Department of Public Works / Engineering Division

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|--|--------------|------------------------------------|-----------------|
| \$60,000 City / Future Capital \$60,000 | Prior Years | | |
| | 2002 | | \$60,000 |
| | 2003 | | |
| | 2004 | | |
| | 2005 | | |
| | 2006 | | |
| | Total | | \$60,000 |

Project Description

The roof over the washrack facility is being added to meet DEQ requirements for separating oil from wash water to prevent contaminants from entering the storm water system.



Project Title MAINTENANCE YARD ROOF EXTENSION FOR VEHICLE STORAGE

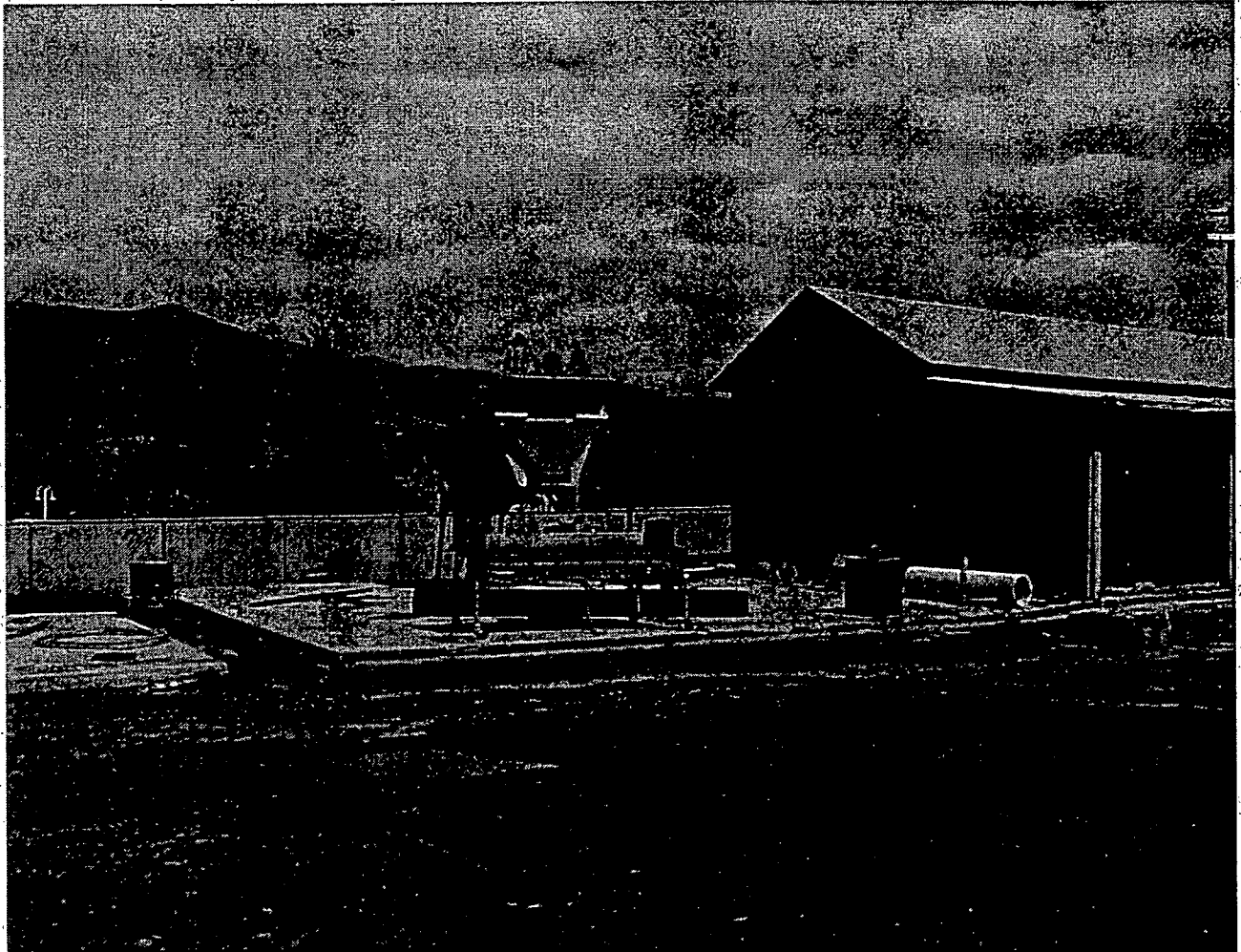
Project Type Administration

Responsible Department Department of Public Works / Engineering Division

| Funding Source | | Project Cost By Budget Year | |
|----------------|----------------|-----------------------------|-----------------|
| \$50,000 | Future Capital | Prior Years | |
| \$50,000 | | 2002 | |
| | | 2003 | \$50,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$50,000 |

Project Description

Covered storage at the City's Maintenance Yard will extend the life of our City vehicles. Currently many of our vehicles are parked in the open and are subjected to dew, frost, rain and snow. The covered storage will remove them from adverse conditions.



Project Title **B STREET YARD COVERED STORAGE**

Project Type **Administration**

Responsible Department **Department of Public Works / Engineering Division**

| Funding Source | Project Cost By Budget Year | |
|--|---|------------------|
| <p>\$100,000 Future Capital</p> <hr/> <p>\$100,000</p> | Prior Years | |
| | 2002 | |
| | 2003 | |
| | 2004 | \$100,000 |
| | 2005 | |
| | 2006 | |
| | Total \$100,000 | |

Project Description

As the Public Works Department moves much of the street vehicles to the B-Street Yard after the fire department moves out, there will be a need for covered vehicle storage. Covered storage will extend the life of our City vehicles. Currently many of our vehicles are parked in the open and are subjected to dew, frost, rain and snow. The covered storage will remove them from adverse conditions.



Project Title **POLICE BUILDING IMPROVEMENTS**

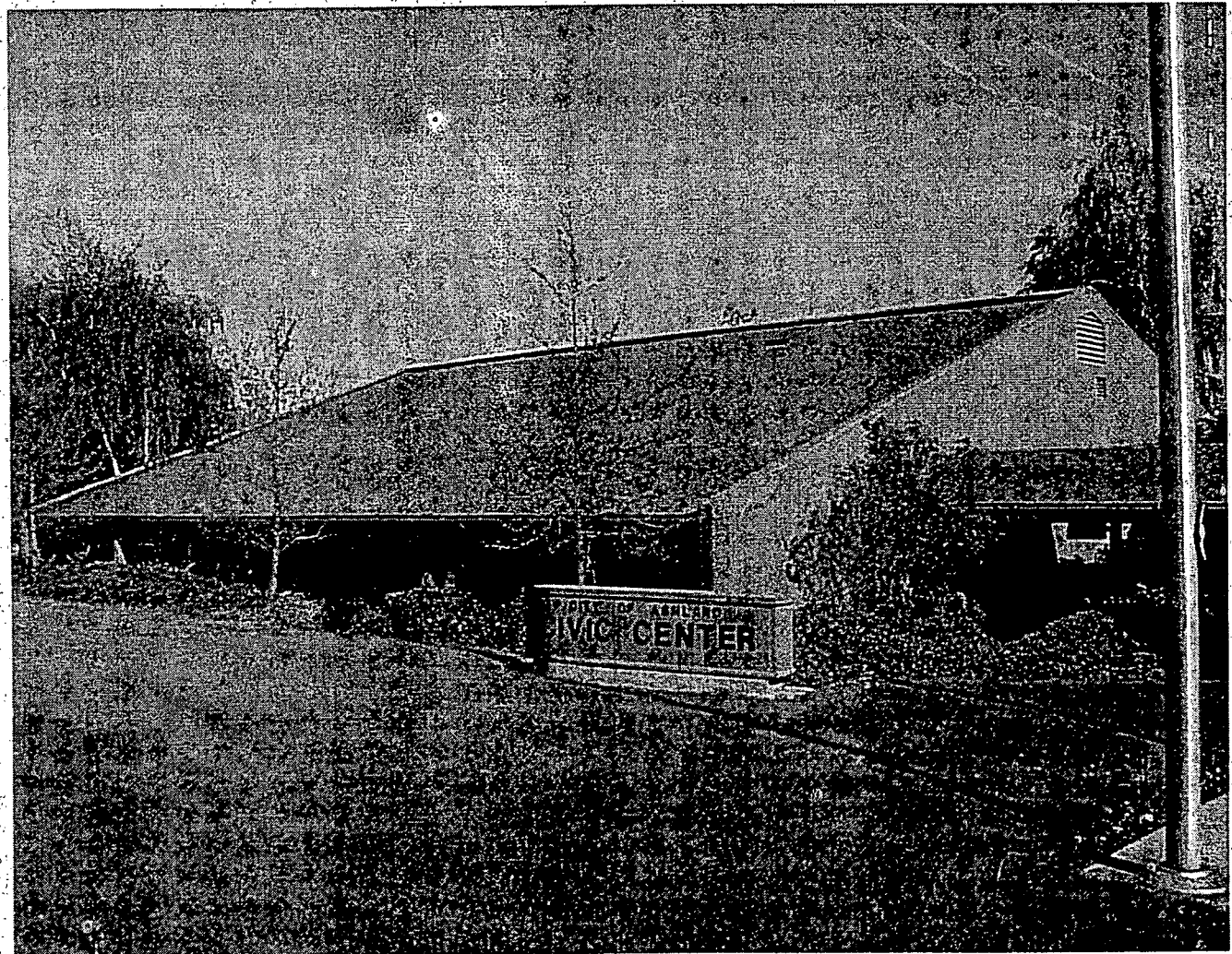
Project Type **Administration**

Responsible Department **Police Department**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|---|--|------------------------------------|------------------|
| \$285,000 Future Capital \$285,000 | | Prior Years | |
| | | 2002 | \$85,000 |
| | | 2003 | |
| | | 2004 | \$200,000 |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$285,000 |

Project Description

The Police Department Building is quickly becoming over crowded. This project is intended to provide a small 1000 SF addition and reconfigure the interior of the existing building layout.



capital improvements plan

Project Title FIRE STATION NO. 2

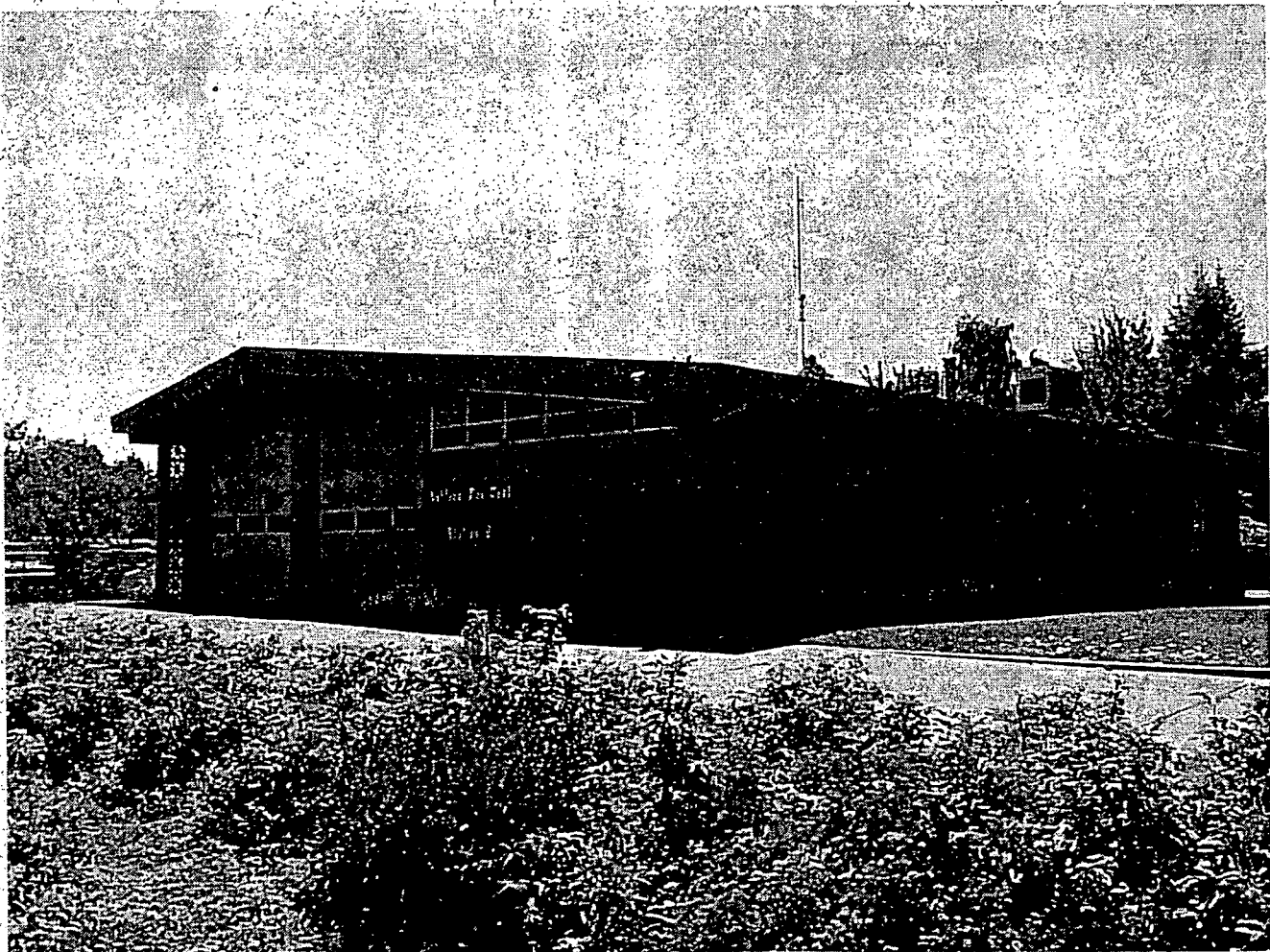
Project Type Administration

Responsible Department Fire Department

| Funding Source | Project Cost By Budget Year |
|------------------------------------|-----------------------------|
| \$2,000,000 Bond | Prior Years |
| \$2,000,000 | 2002 |
| (Note: Repay through property tax) | 2003 |
| | 2004 |
| | 2005 \$2,000,000 |
| | 2006 |
| | Total \$2,000,000 |

Project Description

Project is necessary to eliminate the existing sub-standard fire station, which no longer meets minimum emergency services requirements. The new facility will provide drive-through garaging for up to four emergency vehicles, living quarters, training and storage space.



Project Title **PERMIT TRACKING**

Project Type **Administration**

Responsible Department **Department of Community Development**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|-----------------------|--------------|------------------------------------|-----------------|
| | | Prior Years | \$35,000 |
| \$120,000 | Fees & Rates | 2002 | \$35,000 |
| \$120,000 | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$70,000 |

Project Description

The Department of Community Development is in need of a new planning and building permit tracking software program to replace an aging "in-house" program that no longer meets the needs of the Department.

This is a continuation of a program that began in FY99 to complete the acquisition of software that meets the needs of the department.

capital improvements plan

Project Title MANAGEMENT INFORMATION SYSTEM

Project Type Administration

Responsible Department Finance Department

| Funding Source | | Project Cost By Budget Year | |
|----------------|--------------|-----------------------------|------------------|
| \$200,000 | Fees & Rates | Prior Years | \$100,000 |
| \$200,000 | | 2002 | \$100,000 |
| | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$200,000 |

Project Description

Complete the installation of the financial management information system. The system will provide immediate on-line access to budgetary and financial status to all City Departments. Update customer information system to provide for customer billing and inquiry needs.

Project Title **PHONE SYSTEM CITY WIDE UPGRADE**

Project Type **Technology Upgrade**

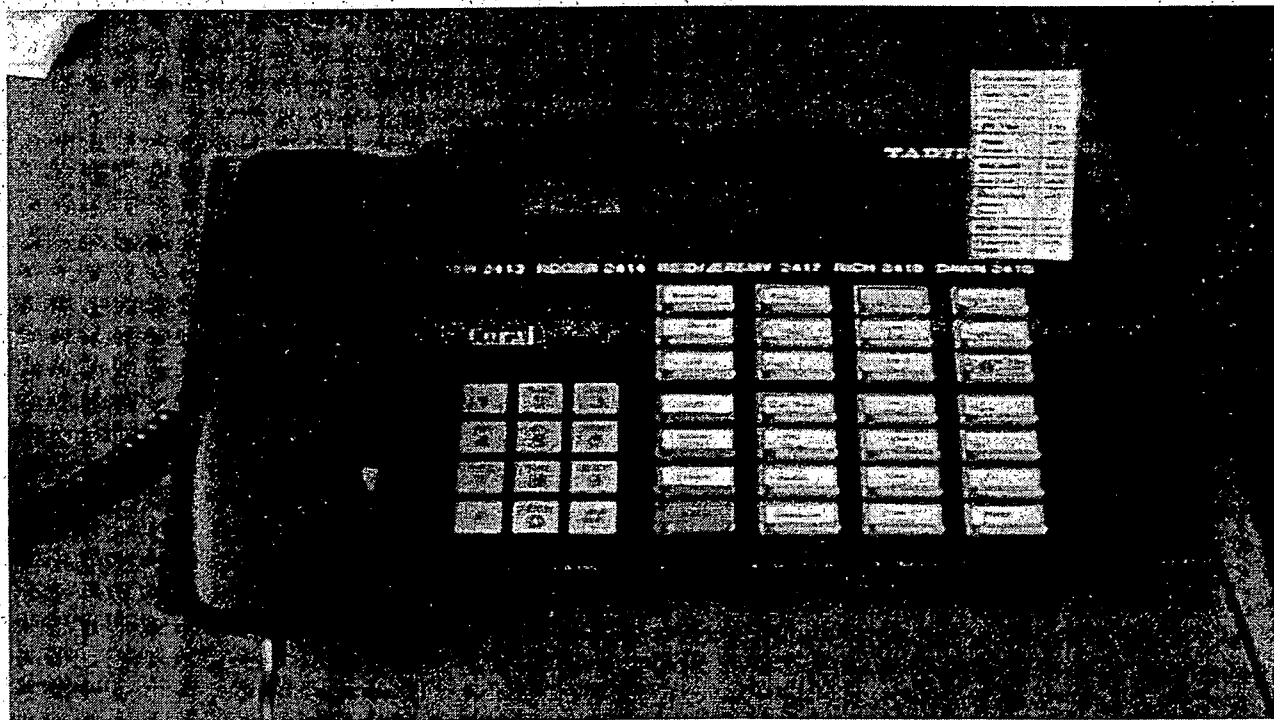
Responsible Department **Department of Public Works**

| <u>Funding Source</u> | | <u>Project Cost By Budget Year</u> | |
|---|--|------------------------------------|-----------------|
| \$20,000 Fees & Rates \$20,000 | | Prior Years | |
| | | 2002 | \$20,000 |
| | | 2003 | |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$20,000 |

Project Description

This is a multi-faceted set of improvements to the City's internal phone system including:

- Caller ID and Malicious Call Trace.
- Enhanced 911 with CAMA Trunk Support - Version 10 software will provide needed updates including the ability to establish the exact location of an internal 911 call. Currently a 911 call shows the call originating at the Police Department.
- Increase Voice-Mail Ports - add four additional ports to the voice mail system to enhance the existing eight ports which were installed four years ago.
- Install 100 pair phone line - supports the growing requirements for telecommunication needs in the Service Center.
- Service and Upgrades - General maintenance and service of equipment, including the replacement of one computer.



capital improvements plan

Project Title **INSTALL AFN & PHONE SYSTEM TO WATER PLANT**

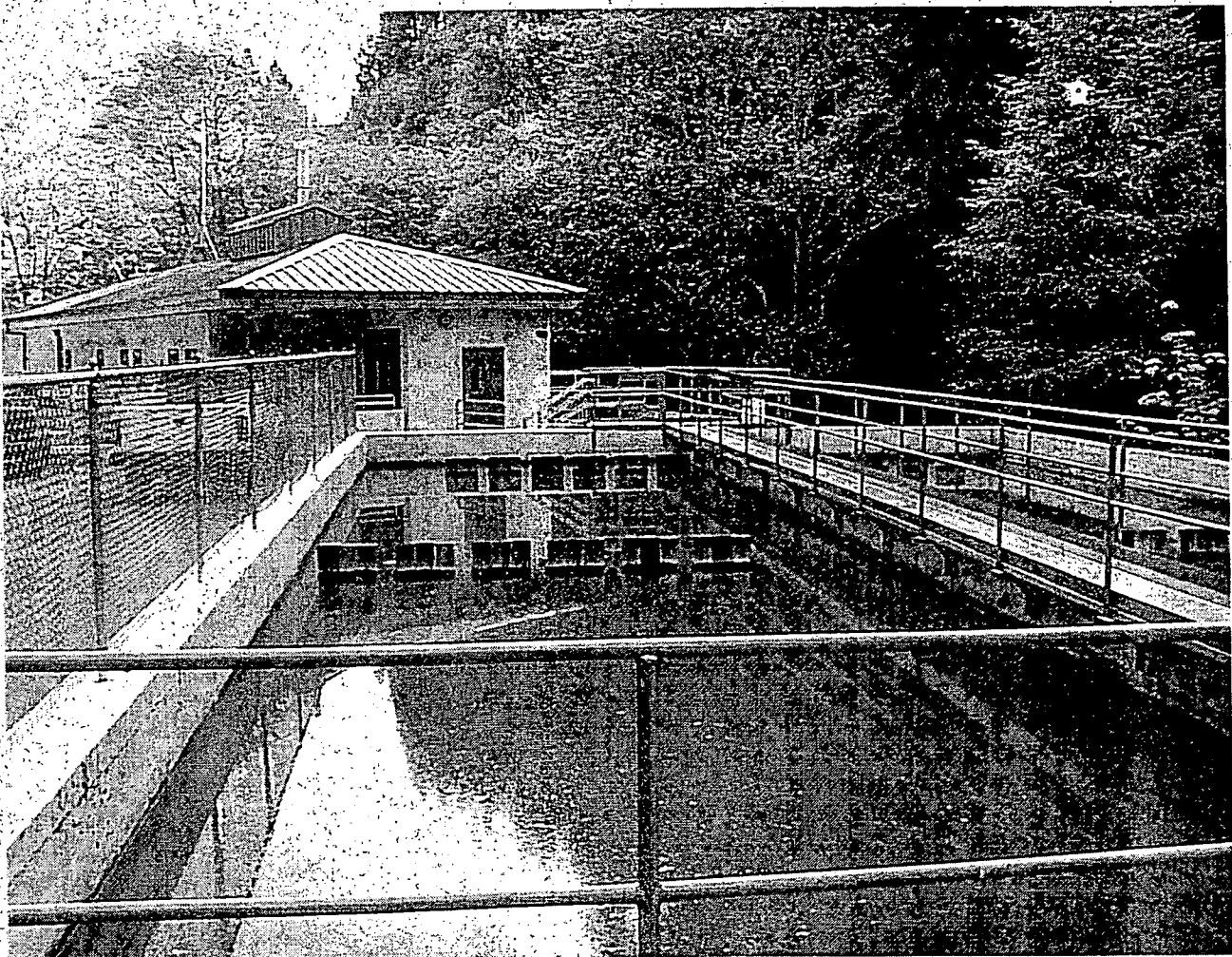
Project Type **Technology Upgrade**

Responsible Department **Department of Public Works**

| Funding Source | Project Cost By Budget Year | |
|---|-----------------------------|-----------------|
| \$30,000 Fees / Rates \$30,000 | Prior Years | |
| | 2002 | \$30,000 |
| | 2003 | |
| | 2004 | |
| | 2005 | |
| | 2006 | |
| | Total | \$30,000 |

Project Description

Due to its location outside of the City, data sharing with the water treatment plant has been difficult. The installation of AFN and the Coral phone system will make personnel and computer information sharing more accessible with the treatment plant.



Project Title **INSTALL AFN & PHONE SYSTEM TO WASTEWATER PLANT**

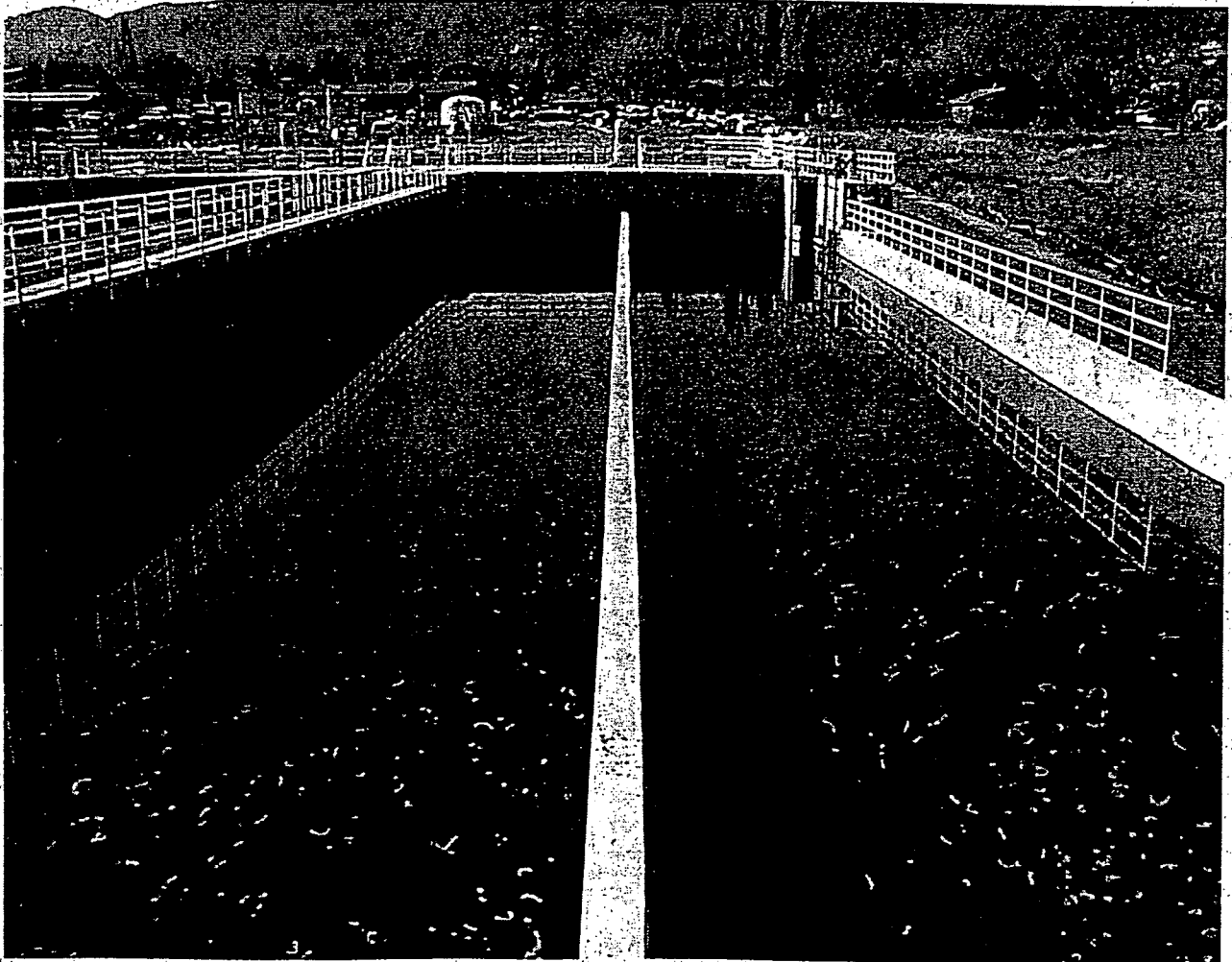
Project Type **Technology Upgrade**

Responsible Department **Department of Public Works**

| <u>Funding Source</u> | <u>Project Cost</u> | <u>By Budget Year</u> |
|---|---------------------|-----------------------|
| \$35,000 Fees / Rates \$35,000 | Prior Years | |
| | 2002 | \$35,000 |
| | 2003 | |
| | 2004 | |
| | 2005 | |
| | 2006 | |
| | Total | \$35,000 |

Project Description

Due to its location, data sharing with the water treatment plant has been difficult. The installation of AFN and the Coral phone system will make personnel and information sharing more accessible with the treatment plant.

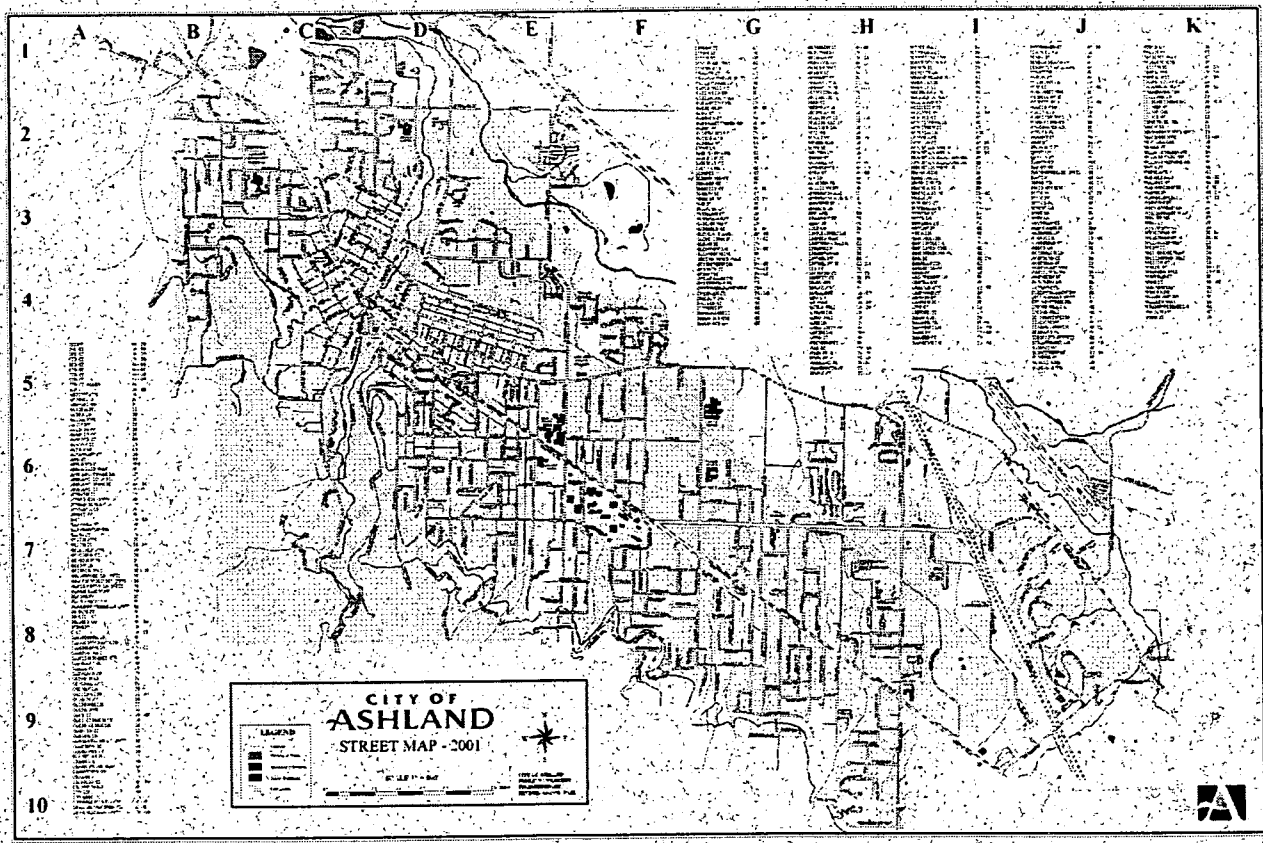


Project Title **GEOGRAPHIC INFORMATION SYSTEM**
Project Type **Technology Upgrade**
Responsible Department **Department of Public Works**

| Funding Source | | Project Cost by Budget Year | |
|-----------------|-----------------|-----------------------------|-----------------|
| \$60,000 | Fees / Rates | Prior Years | |
| | \$60,000 | 2002 | \$45,000 |
| | | 2003 | \$15,000 |
| | | 2004 | |
| | | 2005 | |
| | | 2006 | |
| | | Total | \$60,000 |

Project Description

The GIS & Computing Service Departments, in a joint effort will develop both a Spatial Database Engine (SDE) and a Web-based Interactive Mapping Application (WIM). The SDE will integrate city data, which is currently stored in various formats, and enable departments to access one another's data. The WIM will enable citizens and City Staff to access spatial data via the internet, in a fully interactive mode. The ultimate goal of this project is to facilitate information access while minimizing staff time required to do so.



Project Title **PARKS EQUIPMENT & IMPROVEMENTS**

Project Type **Parks & Recreation**

Responsible Department **Department of Parks & Recreation**

| <u>Funding Source</u> | <u>Prior Years</u> | |
|---------------------------------|--------------------|--------------------|
| \$1,801,700 Fees & Rates | 2002 | \$489,700 |
| \$1,801,700 | 2003 | \$350,000 |
| | 2004 | \$342,000 |
| | 2005 | \$310,000 |
| | 2006 | \$310,000 |
| | Total | \$1,801,700 |

Project Description

The Parks & Recreation Department has developed a five year plan for improving existing parks and purchasing new equipment, landscaping, and other furnishings for new parks. This program focuses on development of newly acquired property for neighborhood parks and ballfield improvements.



capital improvements plan

Project Title SMALL & LARGE ACTIVE PARKS

Project Type Parks & Recreation

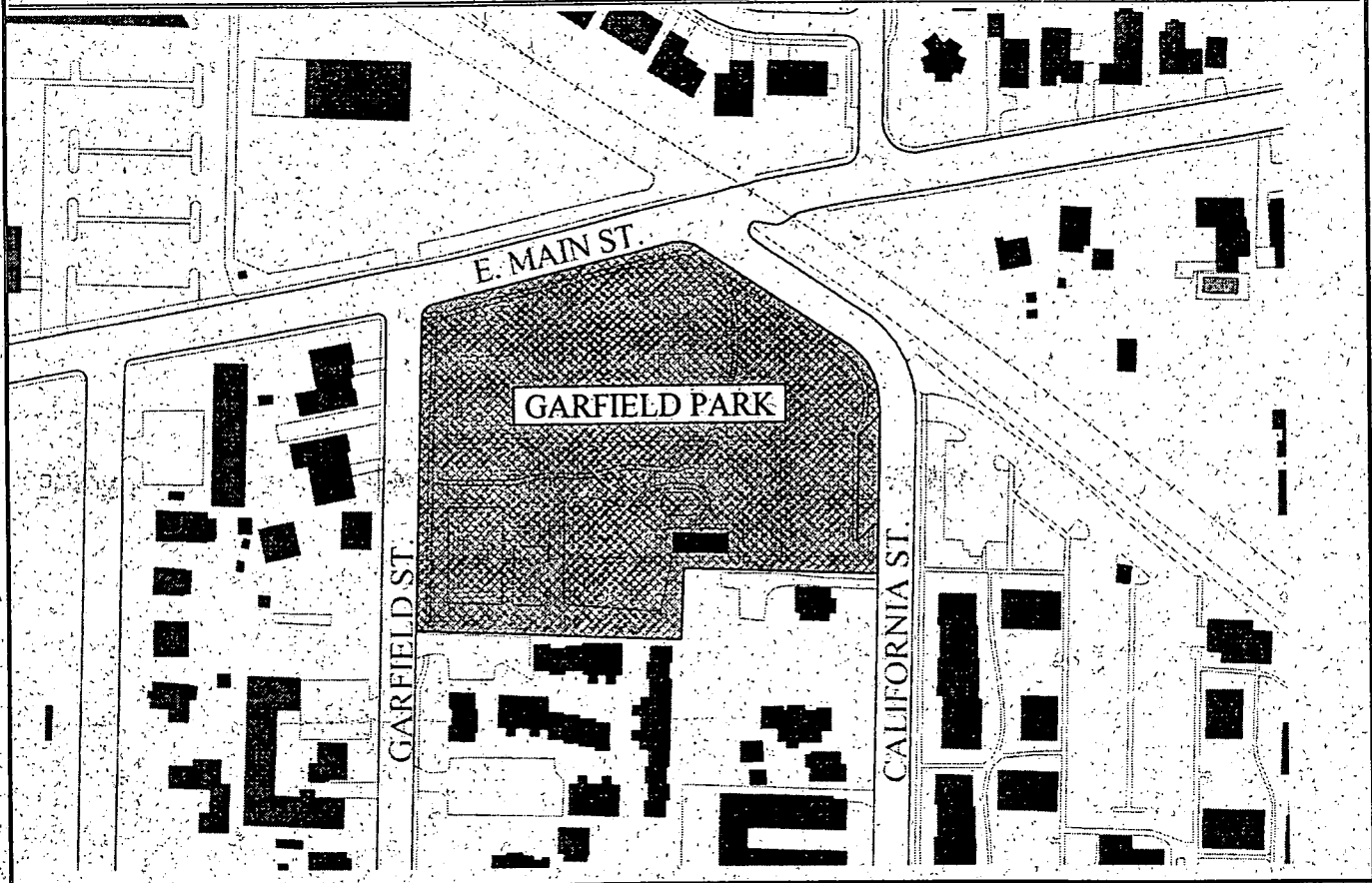
Responsible Department Department of Parks & Recreation

| Budget Source | | Project Cost Estimate | |
|---------------|------------------|-----------------------|--------------------|
| \$2,310,000 | Meals Tax & Fees | Prior Years | \$200,000 |
| \$2,310,000 | | 2002 | \$235,000 |
| | | 2003 | \$175,000 |
| | | 2004 | \$400,000 |
| | | 2005 | \$500,000 |
| | | 2006 | \$500,000 |
| | | Total | \$2,010,000 |

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 Parks budget is devoted to land acquisition for new park space.

A continued commitment to the acquisition of open space parkland is shown in this project. Specific property acquisition is dependent on market factors. The Open Space Plan and corresponding map provides further detail on the types and location of land that has been identified as vital for Ashland's future.



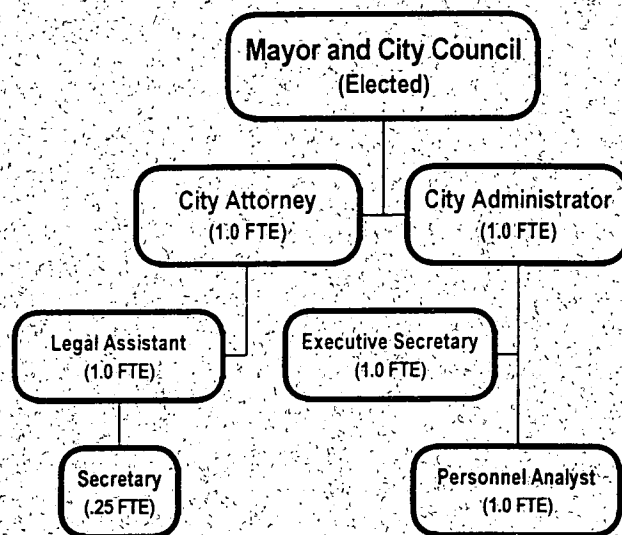
Department Funds

| | |
|--|-------|
| Administration and Legal Departments | 3-3 |
| Administrative Services Department | 3-9 |
| Finance Department | 3-15 |
| City Recorder / Treasurer | 3-25 |
| Municipal Court | 3-29 |
| Police Department | 3-33 |
| Fire and Rescue Department | 3-37 |
| Public Works Department | 3-43 |
| Community Development Department | 3-73 |
| Electric Department | 3-81 |
| Parks and Recreation Department | 3-93 |
| Non-Departmental Activities | 3-110 |



administration and legal departments

5.25 FTE



Administration Department

The Administration Department includes expenditures for the Mayor and Council, City Administration and Personnel. The Mayor and Councilors are elected officials responsible for setting City policy. The City Administrator is responsible for the supervision and coordination of all City departments administering those policies, with the exception of the Parks and Recreation Department.

Strategic Plan Goals

- Implement the City Council's Strategic Plan
- Coordinate public facilities construction: Library, Fire Station, Hillah
- Implement technology master plan.
- Implement organizational effectiveness goals.

Significant Budget Changes

- Delete Assistant City Administrator.

Legal Department

The Legal Department consists of one full-time city attorney, one full-time legal assistant and a .25 secretary position. This department provides legal advice regarding official matters to city elected officials and city officers and employees; prosecutes municipal court cases in which the defendant is represented by legal counsel; represents the City in litigation; and prepares ordinances, resolutions, and contracts. Through this department all tort claims against the City are processed; contempt claims for municipal court are prepared and filed; and collection action is taken against delinquent food and beverage accounts and transient occupancy tax accounts.

Significant Budget Changes

- Contractual Services has been decreased by \$5,000 in the line item *Professional Services* as the major allocation in this line item was for having the Ashland Municipal Code reviewed and updated in its entirety in Fiscal Year 2000-01; in February 2001 the council determined this item to no longer be a priority at this time. Therefore this amount was not needed in the 2000-01 budget and is not being placed in the 2001-02 budget. The remaining \$1,000 in this line item is to cover costs paid to process servers, title companies, and other similar services.
- Contractual Services has been increased by \$9,000 in the line item *Legal Services*. Of this amount \$15,000 is to cover the cost of contracting out the municipal court prosecution and debt collection tasks. This item was listed in Legal's 2000-01 budget but never contracted out. The remaining \$5,000 in this line item is for outside legal counsel on specialized projects or issues.
- Transportation has been increased by \$1,000 under the line item *Personal Vehicle Mileage* bringing this budget item up from \$500 to \$1,500. This amount more realistically represents the amount spent in personal travel throughout the state.
- .25 FTE Secretary position moved from Community Development.

administration and legal departments

ADMINISTRATION DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Department Total By Function | | | | | |
| 500 Personnel Services | 571,703 | 514,245 | 568,345 | 611,000 | 495,700 |
| 600 Materials and Services | 202,410 | 201,975 | 149,655 | 161,000 | 198,673 |
| | 774,113 | 716,220 | 718,000 | 772,000 | 694,373 |
| Department Total By Fund | | | | | |
| 710 Central Services Fund | 774,113 | 716,220 | 718,000 | 772,000 | 694,373 |
| | 774,113 | 716,220 | 718,000 | 772,000 | 694,373 |
| Position Profile | | | | | |
| 710 Mayor (Elected) | | | | | |
| 710 Councilors (6 Elected) | | | | | |
| 710 Administrator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Assistant Administrator | 0.75 | 1.00 | 1.00 | 1.00 | |
| 710 Conservation/Regional Affairs | 1.00 | | | | |
| 710 Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Personnel Assistant | 1.00 | 1.00 | 1.00 | 1.00 | |
| 710 Personnel Analyst | | | | | 1.00 |
| 710 City Attorney | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Legal Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Secretary | | | | | 0.25 |
| | 6.75 | 6.00 | 6.00 | 6.00 | 5.25 |

administration and legal departments

CENTRAL SERVICES FUND
ADMINISTRATION DEPARTMENT
MAYOR AND COUNCIL DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|---------------|---------------|---------------|----------------|---------------|
| Fund# 710 | | | | | |
| Personnel Services | | | | | |
| 510 | | 2,629 | 2,600 | 3,000 | 3,000 |
| 520 | | 33,720 | 38,695 | 42,000 | 35,900 |
| | | 36,349 | 41,295 | 45,000 | 38,900 |
| Total Personnel Services | | | | | |
| 601 | | 540 | 6,275 | 7,000 | 6,400 |
| 603 | | 583 | 500 | 1,000 | 500 |
| 604 | | 2,346 | 6,000 | 6,000 | 5,000 |
| 605 | | | | | |
| 606 | 15,963 | 38,383 | 42,930 | 46,000 | 45,000 |
| 608 | | 5,895 | 1,000 | 1,000 | 1,500 |
| | 15,963 | 47,747 | 56,705 | 61,000 | 58,400 |
| Total Materials and Services | | | | | |
| | 15,963 | 84,096 | 98,000 | 106,000 | 97,300 |

CENTRAL SERVICES FUND
ADMINISTRATION DEPARTMENT
ADMINISTRATION AND HUMAN RESOURCES DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Fund# 710 | | | | | |
| Personnel Services | | | | | |
| 510 | 430,453 | 247,977 | 267,255 | 287,000 | 194,500 |
| 520 | 141,250 | 75,172 | 91,545 | 98,000 | 76,700 |
| | 571,703 | 323,149 | 358,801 | 385,000 | 271,200 |
| Total Personnel Services | | | | | |
| Materials and Services | | | | | |
| 601 | 20,030 | 17,752 | 10,399 | 11,000 | 10,100 |
| 602 | 713 | 2,485 | | | |
| 603 | 7,903 | 5,470 | 3,900 | 4,000 | 4,700 |
| 604 | 81,843 | 52,642 | 26,900 | 30,000 | 58,000 |
| 605 | 6,014 | 4,422 | 1,000 | 1,000 | 6,000 |
| 606 | 69,944 | 53,444 | 19,000 | 20,000 | 24,323 |
| 610 | | | | | |
| | 186,447 | 136,215 | 61,199 | 66,000 | 103,123 |
| Total Materials and Services | | | | | |
| | 758,150 | 459,364 | 420,000 | 451,000 | 374,323 |

CENTRAL SERVICES FUND
ADMINISTRATION DEPARTMENT
LEGAL DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------|----------------|----------------|----------------|----------------|
| Fund# 710 | | | | | |
| Personnel Services | | | | | |
| 510 Salaries and Wages | | 118,743 | 125,498 | 135,000 | 133,400 |
| 520 Fringe Benefits | | 36,004 | 42,752 | 46,000 | 52,200 |
| Total Personnel Services | | 154,747 | 168,250 | 181,000 | 185,600 |
| Materials and Services | | | | | |
| 601 Supplies | | 3,929 | 4,000 | 4,000 | 3,850 |
| 602 Rental, Repair, Maintenance | | 18 | | | |
| 603 Communications | | 4,186 | 1,750 | 2,000 | 1,550 |
| 604 Contractual Services | | 2,502 | 17,000 | 18,000 | 21,000 |
| 605 Misc. Charges and Fees | | | | | |
| 606 Other Purchased Services | | 7,378 | 9,000 | 10,000 | 10,750 |
| 610 Programs | | | | | |
| Total Materials and Services | | 18,013 | 31,750 | 34,000 | 37,150 |
| | | 172,760 | 200,000 | 215,000 | 222,750 |

SERVICE LEVELS

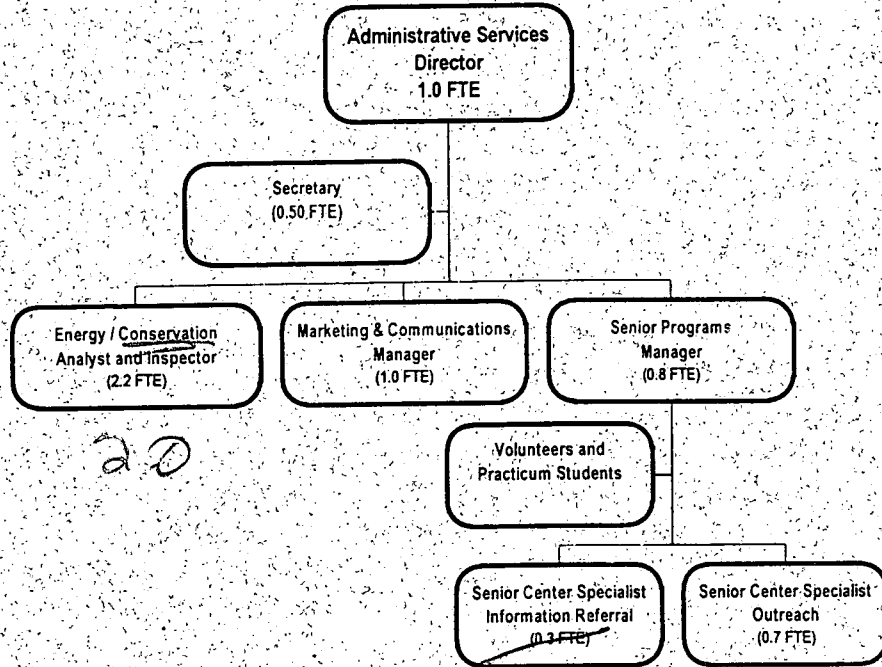
| Services | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Adopted |
|---|---------------|---------------|---------------|---------------|
| Municipal Court Cases w/ Atty. Rep. | 27 | 38 | 30 | 34 |
| Contempt Complaints | 166 | 254 | 250 | 250 |
| F&B and TOT Collection Accounts | 18 | 34 | 18 | 25 |
| Ordinances & Resolutions Prepared | 61 | 65 | 90 | 75 |
| Tort Claims Processed | 29 | 56 | 54 | 54 |
| Total Collected in Claims Against Others | 10,597 | 9,716 | 8,000 | 12,000 |
| Totals Paid Out in Claims Against the City | 23,284 | 61,110 | 45,000 | 48,000 |



administrative services department

6.50 FTE

6 30
25



20

25

Overview

The Administrative Services Department has three divisions: Administrative Services, Conservation and Senior Programs.

Administrative Services Division

The Administrative Services Division comprises Public and Community Relations, Marketing and Communications, Intergovernmental, Legislative and Environmental Affairs, and Customer Service. It publishes the *City Source* newsletter and manages the overall public information efforts of the City.

Strategic Plan Goals

- Continue to identify and evaluate ways to encourage greater citizen involvement. Develop methods to encourage participation by seniors, youth and other identifiable groups.
- Continue to help commissions and committees become more effective. Provide commission/committees additional training opportunities for developing communication skills, how to effectively run meetings and their general authority/mission.
- Continue to provide information to the community on growth and planning issues. Included with this should be a forum for community discussion. In particular, information is needed regarding State land law, infill policy, rate of growth, development standards, development processes and the consequences of increasing urban densities (infill).
- 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 and how it is spent and what services are provided.
- Expand the existing Energy Assistance Program.

Significant Budget Changes

- Move 25 FTE secretary position from Community Development.
- Increased benefit and retirement costs.

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 Tree Commission. The Electric Conservation programs include Residential Weatherization, Super Good Cents, Energy Smart Design, Appliance Efficiency, Wood Stove Rebate, the Heat Pump Retrofit Program, and the Solar Pioneer Program. This division also provides staff support to the City's Conservation Commission.

Strategic Plan Goals

- Consider a city-facilitated program, which encourages homeowners to invest in alternative means of power generation.
- Consider modifying the Super Good Cents and density bonus program to expand and improve incentives for efficient use of all resources.

Significant Budget Changes

- No significant budget changes for the Water Conservation Division.
- The Electric Conservation budget reflects a reduction in funding because last year's budget included \$360,000 for the Solar Pioneer Program.

Senior Programs

The Senior Program Division provides a support system that enables the senior residents of Ashland to remain independent members of the community. Services include:

Outreach/Information and Referral. Major functions are to identify the needs of the elderly and to provide assistance in seeing that appropriate resources meet those needs.

Miscellaneous City Services. Many special services are too small to list as separate programs, but are important services to many Ashland seniors. For example: The City Utility Discount program, blood pressure and foot care clinics, flu shot clinic, scheduling for tax assistance, and the Ashland Heat Program screening.

Senior Activity Center. Social, recreational and health related activities are available for Ashland seniors at no cost. Some examples are line dancing, yoga, computer classes, knotting, card games, drama, discussion groups, writing, educational seminars, old movies and parties.

Transportation. Transportation provides payment for approximately 25 taxi rides per year for Ashland seniors who do not qualify for existing transportation resources.

ADMINISTRATIVE SERVICES DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|------------------|------------------|----------------|------------------|
| Department Total By Function | | | | | |
| 500 Personnel Services | 232,681 | 398,792 | 407,478 | 420,000 | 445,592 |
| 600 Materials and Services | 627,136 | 631,642 | 1,069,522 | 574,000 | 938,355 |
| | 859,816 | 1,030,434 | 1,477,000 | 994,000 | 1,383,947 |

Department Total By Division:

Administrative Services

| | | | | | |
|-----------------------------|----------------|----------------|----------------|----------------|----------------|
| 110 General Fund | 94,353 | 94,054 | 90,000 | 94,000 | 554,350 * |
| 110 General Fund (Senior) | 116,596 | 97,879 | 107,000 | 101,000 | |
| 691 Telecommunications Fund | 202,312 | 124,119 | 127,000 | | |
| 710 Central Services Fund | | 246,305 | 269,000 | 289,000 | 279,807 |
| | 413,261 | 562,357 | 593,000 | 484,000 | 834,157 |

Conservation

| | | | | | |
|-------------------|----------------|------------------|------------------|----------------|------------------|
| 670 Water Fund | 105,741 | 109,109 | 115,000 | 120,000 | 127,900 |
| 690 Electric Fund | 340,814 | 358,968 | 769,000 | 390,000 | 421,890 |
| | 446,555 | 468,077 | 884,000 | 510,000 | 549,790 |
| | 859,816 | 1,030,434 | 1,477,000 | 994,000 | 1,383,947 |

*Includes Senior Program in 2002.

Position Profile:

| | | | | | |
|------------------------------|-------------|-------------|-------------|-------------|-------------|
| 710 Director | | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Marketing Manager | | 1.00 | 1.00 | 1.00 | 1.00 |
| 670 Energy Analyst | 2.40 | 2.40 | 2.20 | 2.20 | 2.20 |
| 690 Secretary | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| 110 Senior Program Director | 1.00 | 1.00 | 0.80 | 0.80 | 0.80 |
| 110 Senior Center Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Transportation | 0.65 | 0.65 | | | |
| | 5.55 | 7.55 | 6.50 | 6.50 | 6.50 |

administrative services department

GENERAL FUND
ADMINISTRATIVE SERVICES DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|---------------|---------------|---------------|---------------|----------------|
| Fund# 110 | | | | | |
| Materials and Services | | | | | |
| 604 Contractual Services | | 90,840 | 86,000 | 90,000 | 440,000 |
| 608 Commissions | 94,353 | 3,214 | 4,000 | 4,000 | 4,000 |
| Total Materials and Services | 94,353 | 94,054 | 90,000 | 94,000 | 444,000 |

GENERAL FUND
SENIOR SERVICES PROGRAM

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|---------------|----------------|----------------|----------------|
| Fund# 110 | | | | | |
| Personnel Services | | | | | |
| 510 Salaries and Wages | 69,382 | 54,907 | 53,480 | 49,000 | 54,000 |
| 520 Fringe Benefits | 22,105 | 18,749 | 17,682 | 15,000 | 20,145 |
| Total Personnel Services | 91,487 | 73,656 | 71,162 | 64,000 | 74,145 |
| Materials and Services | | | | | |
| 601 Supplies | 1,386 | 1,087 | 2,088 | 2,000 | 2,185 |
| 602 Rental, Repair, Maintenance | 2,722 | | 900 | 1,000 | 900 |
| 603 Communications | 1,451 | 1,751 | 2,200 | 2,000 | 800 |
| 604 Contractual Services | | | 10,000 | 10,000 | 10,450 |
| 605 Misc. Charges and Fees | 19,150 | 21,000 | 19,000 | 20,000 | 21,000 |
| 606 Other Purchased Services | 400 | 395 | 1,650 | 2,000 | 870 |
| 610 Programs | | | | | |
| Total Materials and Services | 25,109 | 24,223 | 35,838 | 37,000 | 36,205 |
| | 116,596 | 97,879 | 107,000 | 101,000 | 110,350 |

administrative services department

WATER FUND
ADMINISTRATIVE SERVICES DEPARTMENT
CONSERVATION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Fund# 670 | | | | | |
| Personnel Services | | | | | |
| 510 Salaries and Wages | 39,636 | 41,405 | 43,041 | 45,000 | 46,150 |
| 520 Fringe Benefits | 13,842 | 15,847 | 17,509 | 18,000 | 20,800 |
| Total Personnel Services | 53,479 | 57,252 | 60,550 | 63,000 | 66,950 |
| 601 Supplies | | 698 | 400 | | 400 |
| 602 Rental, Repair, Maintenance | | 289 | 1,500 | 2,000 | 1,600 |
| 603 Communications | | 182 | 500 | 1,000 | 550 |
| 605 Misc. Charges and Fees | 32,210 | 31,000 | 28,000 | 29,000 | 32,000 |
| 606 Other Purchased Services | 4,942 | 5,442 | 3,050 | 3,000 | 3,900 |
| 610 Programs | 15,110 | 14,246 | 21,000 | 22,000 | 22,500 |
| Total Materials and Services | 52,262 | 51,857 | 54,450 | 57,000 | 60,950 |
| | 105,741 | 109,109 | 115,000 | 120,000 | 127,900 |

ELECTRIC FUND
ADMINISTRATIVE SERVICES DEPARTMENT
CONSERVATION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Fund# 690 | | | | | |
| Personnel Services | | | | | |
| 510 Salaries and Wages | 64,699 | 64,223 | 65,656 | 68,000 | 70,390 |
| 520 Fringe Benefits | 23,016 | 27,274 | 27,144 | 28,000 | 32,800 |
| Total Personnel Services | 87,715 | 91,497 | 92,800 | 96,000 | 103,190 |
| Materials and Services | | | | | |
| 601 Supplies | 1,393 | 1,520 | 1,900 | 2,000 | 2,050 |
| 602 Rental, Repair, Maintenance | 3,979 | 3,721 | 4,500 | 5,000 | 3,550 |
| 603 Communications | 1,837 | 1,735 | 1,500 | 2,000 | 1,650 |
| 605 Misc. Charges and Fees | 89,170 | 86,000 | 92,000 | 95,000 | 98,000 |
| 606 Other Purchased Services | 9,536 | 8,316 | 10,700 | 11,000 | 12,800 |
| 610 Programs | 147,185 | 166,179 | 565,600 | 179,000 | 200,650 |
| Total Materials and Services | 253,099 | 267,471 | 676,200 | 294,000 | 318,700 |
| | 340,814 | 358,968 | 769,000 | 390,000 | 421,890 |

administrative services department

TELECOMMUNICATIONS FUND
ADMINISTRATIVE SERVICES DEPARTMENT

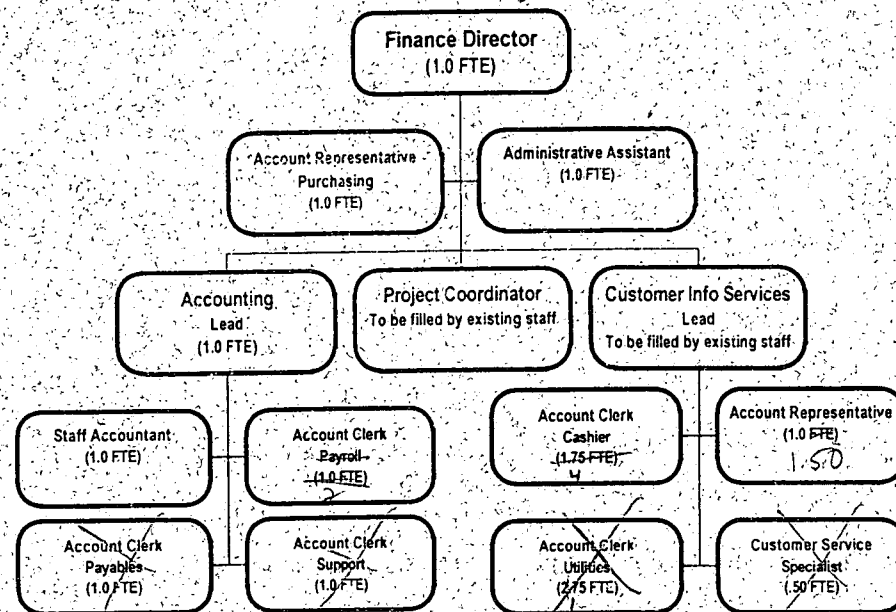
| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|---------------|--------------|
| Fund# 691 | | | | | |
| Materials and Services | | | | | |
| 603 Communications | | 2,284 | 5,000 | | |
| 604 Contractual Services | 63,819 | 116,160 | 100,000 | | |
| 606 Other Purchased Services | 138,492 | 5,675 | 22,000 | | |
| Total Materials and Services | 202,312 | 124,119 | 127,000 | | |

CENTRAL SERVICES FUND
ADMINISTRATIVE SERVICES DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------|----------------|----------------|----------------|----------------|
| Fund# 710 | | | | | |
| Personnel Services | | | | | |
| 510 Salaries and Wages | | 135,062 | 135,510 | 146,000 | 144,640 |
| 520 Fringe Benefits | | 41,325 | 47,456 | 51,000 | 56,667 |
| Total Personnel Services | | 176,387 | 182,966 | 197,000 | 201,307 |
| Materials and Services | | | | | |
| 601 Supplies | | 4,774 | 2,000 | 2,000 | 2,200 |
| 602 Rental, Repair, Maintenance | | | | | |
| 603 Communications | | 771 | 1,000 | 1,000 | 1,050 |
| 604 Contractual Services | | 9,857 | 21,500 | 23,000 | 9,000 |
| 606 Other Purchased Services | | 5,523 | 9,534 | 10,000 | 11,250 |
| 610 Programs | | 48,993 | 52,000 | 56,000 | 55,000 |
| Total Materials and Services | | 69,918 | 86,034 | 92,000 | 78,500 |
| | | 246,305 | 269,000 | 289,000 | 279,807 |

finance department

14.0 FTE



3.5
1.8
4.30

Overview

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

Strategic Plan 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 balanced from property 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 its spent and what services are provided.
- Complete and implement the performance measures program.

Significant Budget Changes

- Increased operational costs like insurance and retirement costs.
- Increase two Account Clerks by .25 FTE each.
***Position change of \$13,000 fully funded by reduction in overtime and temp costs.**

Accounting Division

The Accounting Division is responsible for the annual budget, debt management, accounts payable, payroll, monthly reports, and annual financial reports. The Division assists other finance 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 with the Eden System installation, training and documentation.
- Finance the following projects: Park land, Hillah Temple remodel, and Local Improvement Districts.

- Begin costing services to aid in evaluating divisional effectiveness.
- Bid services, e.g., general insurance, auditor, bond attorney, and financial consultant.
- Evaluate and recommend changes to general service fees and water, sewer and electric rates.
- Prepare water and Parks System Development Charges.

Customer Information Services Division

The Customer Information 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, and collection of Food and Beverage Taxes and Hotel/Motel Taxes. External customer service is the primary focus.

Division Goals

- Evaluate the customer service (utility billing) software options.
- Begin costing services to aid in evaluating divisional effectiveness.
- Implement Ashland Fiber Network customer services and streamline related information processing.

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

- Develop a purchasing manual that includes updated policies and guidelines. Train city staff on the manual and assist them in good purchasing efforts.
- Begin costing services to aid in evaluating divisional effectiveness.
- Maintain the contract database including purchase orders issued and insurance certificate compliance.
- Increased capital costs for remodeling Hillah.
- Increased debt service for capital projects.

FINANCE DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| Department Total By Function | | | | | |
| 500 Personnel Services | 593,880 | 673,603 | 771,322 | 829,000 | 810,300 |
| 600 Materials and Services | 1,197,841 | 1,357,463 | 1,613,278 | 1,660,000 | 1,608,175 |
| 700 Capital Outlay | 644,845 | 168,695 | 7,174,000 | 7,174,000 | 8,533,000 |
| 800 Debt Service | 992,092 | 608,997 | 961,000 | 961,000 | 788,000 |
| | 3,428,658 | 2,808,758 | 10,519,600 | 10,624,000 | 11,739,475 |

Department Total By Division:

Operating Divisions

| | | | | | |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|
| 710 Customer Information Services | 60,176 | 374,740 | 445,482 | 480,000 | 491,100 |
| 710 Accounting | 817,469 | 429,567 | 522,366 | 560,000 | 543,010 |
| 720 Accounting | 487,379 | 622,944 | 719,000 | 758,000 | 649,500 |
| 710 Purchasing \ Acquisition | 9,254 | 132,183 | 125,152 | 135,000 | 138,620 |
| 110 Band | 48,585 | 52,326 | 57,000 | 60,000 | 59,920 |
| | 1,422,861 | 1,611,761 | 1,869,000 | 1,993,000 | 1,882,150 |

Non-operating Divisions

| | | | | | |
|-------------------------------|------------------|------------------|------------------|------------------|------------------|
| 110 Social Services | 86,305 | 89,145 | 97,000 | 104,000 | 100,325 |
| 110 Economic and Cultural | 256,004 | 288,714 | 366,600 | 340,000 | 384,000 |
| 110 Miscellaneous | 8,359 | 7,382 | 8,000 | 8,000 | 8,000 |
| 410 S.D.C. - Parks Open Space | 628,142 | 39,065 | 277,000 | 277,000 | 278,000 |
| 410 Public Buildings | 823,234 | 694,856 | 6,941,000 | 6,941,000 | 8,232,000 |
| 410 Affordable Housing | | | | | 67,000 |
| 530 Bancroft Debt | 163,833 | 97,868 | 207,000 | 207,000 | 107,000 |
| 530 General Obligation Debt | 504,651 | 213,214 | 347,000 | 347,000 | 368,000 |
| 530 Notes and Contracts Debt | 323,608 | 297,915 | 407,000 | 407,000 | 313,000 |
| | 2,794,136 | 1,728,159 | 8,650,600 | 8,631,000 | 9,857,325 |

Position Profile

| | | | | | |
|---------------------------------|--------------|--------------|--------------|--------------|--------------|
| 710 Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Supervising Accountant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Staff Accountant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Customer Service Rep. | 1.00 | 1.00 | 1.50 | 1.50 | 1.50 |
| 710 Account Clerk | 5.75 | 6.25 | 6.25 | 6.25 | 6.75 |
| 710 Clerk I | | 0.75 | 0.75 | 0.75 | 0.75 |
| 710 Purchasing Representative | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Building Maintenance Worker | 0.50 | 0.50 | | | |
| | 12.25 | 13.50 | 13.50 | 13.50 | 14.00 |

finance department

GENERAL FUND
FINANCE DEPARTMENT
BAND DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|---------------|---------------|---------------|---------------|---------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 3,353 | 3,352 | 4,000 | 4,000 | 4,000 |
| 520 Fringe Benefits | 517 | 306 | 1,000 | 1,000 | 1,700 |
| Total Personnel Services | 3,870 | 3,657 | 5,000 | 5,000 | 5,700 |
| Materials and Services | | | | | |
| 601 Supplies | 3,508 | 4,410 | 1,000 | 1,000 | 1,000 |
| 602 Rental, Repair, Maintenance | 1,533 | 2,255 | 7,000 | 7,000 | 7,350 |
| 604 Contractual Services | 30,433 | 31,004 | 31,000 | 33,000 | 32,435 |
| 605 Misc. Charges and Fees | 9,240 | 11,000 | 12,000 | 13,000 | 13,035 |
| 606 Other Purchased Services | | | 1,000 | 1,000 | 400 |
| Total Materials and Services | 44,715 | 48,669 | 52,000 | 55,000 | 54,220 |
| | 48,585 | 52,326 | 57,000 | 60,000 | 59,920 |

GENERAL FUND
FINANCE DEPARTMENT
SOCIAL SERVICES DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|---------------|---------------|---------------|----------------|----------------|
| Materials and Services | | | | | |
| 609 Grants | 86,305 | 89,145 | 97,000 | 104,000 | 100,325 |
| Total Materials and Services | 86,305 | 89,145 | 97,000 | 104,000 | 100,325 |

GENERAL FUND
FINANCE DEPARTMENT
ECONOMIC AND CULTURAL SERVICES DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Materials and Services | | | | | |
| 609 Grants | 256,004 | 288,714 | 366,600 | 340,000 | 384,000 |
| Total Materials and Services | 256,004 | 288,714 | 366,600 | 340,000 | 384,000 |

GENERAL FUND
FINANCE DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|--------------|--------------|--------------|---------------|--------------|
| Materials and Services | | | | | |
| 605 Misc. Charges and Fees | 8,359 | 7,382 | 8,000 | 8,000 | 8,000 |
| Total Materials and Services | 8,359 | 7,382 | 8,000 | 8,000 | 8,000 |

CAPITAL IMPROVEMENTS FUND
FINANCE DEPARTMENT
S.D.C. - PARKS OPEN SPACE DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|---------------|----------------|----------------|----------------|
| Materials and Services | | | | | |
| 604 Contractual Services | | 65 | | | |
| 605 Misc. Charges and Fees | 24,175 | 34,000 | 43,000 | 43,000 | 43,000 |
| Total Materials and Services | 24,175 | 34,065 | 43,000 | 43,000 | 43,000 |
| Capital Outlay | | | | | |
| 701 Land | 603,967 | 5,000 | 234,000 | 234,000 | 235,000 |
| Total Capital Outlay | 603,967 | 5,000 | 234,000 | 234,000 | 235,000 |
| | 628,142 | 39,065 | 277,000 | 277,000 | 278,000 |

CAPITAL IMPROVEMENTS FUND
FINANCE DEPARTMENT
AFFORDABLE HOUSING DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-----------------------------|-------------|-------------|--------------|---------------|---------------|
| Capital Outlay | | | | | |
| 702 Buildings | | | | | 67,000 |
| Total Capital Outlay | | | | | 67,000 |

CAPITAL IMPROVEMENTS FUND
FINANCE DEPARTMENT
MUNICIPAL BUILDING DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|---------------------------------|----------------|----------------|--------------|---------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | | 1,000 | 1,000 | 1,000 |
| Total Personnel Services | | | 1,000 | 1,000 | 1,000 |
| Capital Outlay | | | | | |
| 702 Buildings | 788,340 | 478,299 | | | 6,311,000 |
| 703 Equipment | | 52,862 | | | |
| Total Capital Outlay | 788,340 | 531,161 | | | 6,311,000 |
| | 788,340 | 531,161 | 1,000 | 1,000 | 6,312,000 |

CAPITAL IMPROVEMENTS FUND
FINANCE DEPARTMENT
FIRE STATIONS DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-----------------------------|---------------|----------------|------------------|------------------|------------------|
| Capital Outlay | | | | | |
| 702 Buildings | 34,894 | 163,695 | 6,940,000 | 6,940,000 | 1,920,000 |
| Total Capital Outlay | 34,894 | 163,695 | 6,940,000 | 6,940,000 | 1,920,000 |

DEBT SERVICE FUND
FINANCE DEPARTMENT
BANCROFT DEBT DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------|----------------|---------------|----------------|----------------|----------------|
| Debt Service | | | | | |
| 801 Debt Service - Principal | 140,000 | 80,000 | 155,000 | 155,000 | 93,500 |
| 802 Debt Service - Interest | 23,833 | 17,868 | 52,000 | 52,000 | 13,500 |
| Total Debt Service | 163,833 | 97,868 | 207,000 | 207,000 | 107,000 |

DEBT SERVICE FUND
FINANCE DEPARTMENT
GENERAL OBLIGATION DEBT DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------|----------------|----------------|----------------|----------------|----------------|
| Debt Service | | | | | |
| 801 Debt Service - Principal | 275,000 | 135,000 | 135,000 | 135,000 | 155,000 |
| 802 Debt Service - Interest | 229,651 | 78,214 | 212,000 | 212,000 | 213,000 |
| Total Debt Service | 504,651 | 213,214 | 347,000 | 347,000 | 368,000 |

GENERAL BOND FUND
FINANCE DEPARTMENT
NOTES AND CONTRACTS DEBT DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------|----------------|----------------|----------------|----------------|----------------|
| Debt Service | | | | | |
| 801 Debt Service - Principal | 207,008 | 202,110 | 292,000 | 292,000 | 241,900 |
| 802 Debt Service - Interest | 116,600 | 95,805 | 115,000 | 115,000 | 71,100 |
| Total Debt Service | 323,608 | 297,915 | 407,000 | 407,000 | 313,000 |

CENTRAL SERVICES FUND
FINANCE DEPARTMENT
CUSTOMER INFORMATION SERVICES DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|---------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | 228,090 | 263,738 | 284,000 | 287,600 |
| 520 Fringe Benefits | | 68,989 | 89,934 | 97,000 | 111,300 |
| Total Personnel Services | | 297,079 | 353,672 | 381,000 | 398,900 |
| Materials and Services | | | | | |
| 601 Supplies | 4,753 | 26,704 | 24,350 | 26,000 | 22,800 |
| 602 Rental; Repair, Maintenance | 4,783 | 55 | | | |
| 603 Communications | 44,656 | 26,972 | 41,000 | 44,000 | 43,500 |
| 604 Contractual Services | | 23,342 | 5,400 | 6,000 | 19,500 |
| 606 Other Purchased Services | | 589 | 21,060 | 23,000 | 6,400 |
| Total Materials and Services | 54,192 | 77,662 | 91,810 | 99,000 | 92,200 |
| Capital Outlay | | | | | |
| 703 Equipment | 5,983 | | | | |
| Total Capital Outlay | 5,983 | | | | |
| | 60,176 | 374,740 | 445,482 | 480,000 | 491,100 |

CENTRAL SERVICES FUND
FINANCE DEPARTMENT
ACCOUNTING DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 444,364 | 184,357 | 213,824 | 230,000 | 195,300 |
| 520 Fringe Benefits | 140,239 | 65,176 | 79,194 | 85,000 | 87,400 |
| Total Personnel Services | 584,603 | 249,533 | 293,018 | 315,000 | 282,700 |
| Materials and Services | | | | | |
| 601 Supplies | 37,686 | 14,268 | 22,000 | 23,000 | 23,500 |
| 602 Rental, Repair, Maintenance | 65,000 | 2,188 | 728 | 1,000 | 1,000 |
| 603 Communications | 4,478 | 11,384 | 27,300 | 29,000 | 29,300 |
| 604 Contractual Services | 75,610 | 52,040 | 69,960 | 74,000 | 98,000 |
| 605 Misc. Charges and Fees | 38,531 | 87,666 | 92,000 | 99,000 | 91,000 |
| 606 Other Purchased Services | 11,561 | 12,488 | 17,360 | 19,000 | 17,510 |
| Total Materials and Services | 232,866 | 180,034 | 229,348 | 245,000 | 260,310 |
| Capital Outlay | | | | | |
| 703 Equipment | | | | | |
| Total Capital Outlay | | | | | |
| | 817,469 | 429,567 | 522,366 | 560,000 | 543,010 |

CENTRAL SERVICES FUND
FINANCE DEPARTMENT
PURCHASING \ ACQUISITION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|--------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | 92,242 | 85,805 | 92,000 | 91,200 |
| 520 Fringe Benefits | | 27,145 | 24,827 | 27,000 | 29,800 |
| Total Personnel Services | | 119,387 | 110,632 | 119,000 | 121,000 |
| Materials and Services | | | | | |
| 601 Supplies | 559 | 1,307 | 1,000 | 1,000 | 4,500 |
| 602 Rental, Repair, Maintenance | 8,695 | 4,783 | 5,300 | 6,000 | 4,800 |
| 603 Communications | | 1,818 | 2,700 | 3,000 | 1,900 |
| 604 Contractual Services | | | | | |
| 606 Other Purchased Services | | 4,888 | 5,520 | 6,000 | 6,420 |
| Total Materials and Services | 9,254 | 12,796 | 14,520 | 16,000 | 17,620 |
| Capital Outlay | | | | | |
| 703 Equipment | | | | | |
| Total Capital Outlay | | | | | |
| | 9,254 | 132,183 | 125,152 | 135,000 | 138,620 |

INSURANCE SERVICES FUND
FINANCE DEPARTMENT
ACCOUNTING DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 5,014 | 3,309 | 4,221 | 4,000 | 1,000 |
| 520 Fringe Benefits | 393 | 638 | 3,779 | 4,000 | |
| Total Personnel Services | 5,408 | 3,947 | 8,000 | 8,000 | 1,000 |
| Materials and Services | | | | | |
| 601 Supplies | | | | | |
| 604 Contractual Services | 29,522 | 18,499 | 16,000 | 17,000 | 5,000 |
| 605 Misc. Charges and Fees | 81,650 | 78,000 | 80,000 | 84,000 | 58,500 |
| 606 Other Purchased Services | 65 | | | | |
| 607 Premiums, Claims & Judgmnts. | 370,734 | 522,498 | 555,000 | 586,000 | 585,000 |
| 610 Programs | | | 60,000 | 63,000 | |
| Total Materials and Services | 481,971 | 618,997 | 711,000 | 750,000 | 648,500 |
| | 487,379 | 622,944 | 719,000 | 758,000 | 649,500 |



city recorder / treasurer

1.75 FTE

City Recorder / Treasurer
elected
(1.0 FTE)

Clerk II
(.75 FTE)

Overview

The City Recorder/Treasurer is an elected official and by direction of the City Charter shall act as clerk of the Council and keep plain and correct records of all business proceedings of the City Council. The City Recorder/Treasurer's Office is responsible for maintaining and making available all records and papers of the City. The City Recorder/Treasurer draws all orders for proper payment of monies against the proper funds and may make periodic audits of all city accounting department records.

Strategic Plan Goals

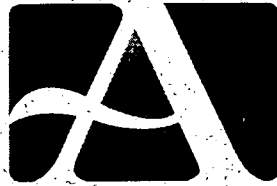
- Establish an efficient and economic City Records Management Program where records can be created, maintained, retrieved, and disposed of easily and where costs can be reduced or kept to a minimum for the program.
- Provide information that will assist in the welfare and positive progression of municipal government.

Significant Budget Changes

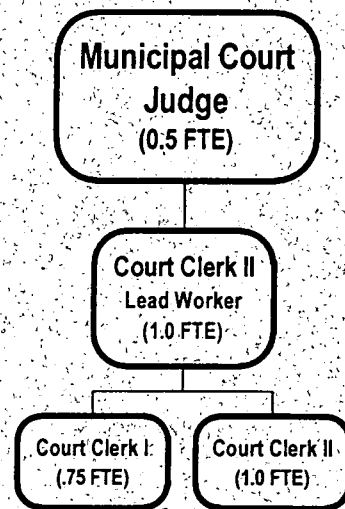
- Banking service charges have increased due to the addition of the Direct Payment service for utility bills and the acceptance of credit cards for payment of city services. However, these charges decrease costs associated with staff time while enhancing services offered by the City.
- Clerk II position has been increased from .50 FTE to .75 FTE to accommodate the implementation of the Records Management Program and assist in the growing demands placed on this office.
*** Clerk II position hired originally in FY01 budget at .75 FTE.**

CENTRAL SERVICE FUND
CITY RECORDER DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|---------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 73,678 | 60,299 | 68,752 | 71,000 | 83,700 |
| 520 Fringe Benefits | 25,057 | 19,617 | 25,495 | 27,000 | 36,000 |
| Total Personnel Services | 98,735 | 79,916 | 94,247 | 98,000 | 119,700 |
| Materials and Services | | | | | |
| 601 Supplies | 2,258 | 1,640 | 4,000 | 4,000 | 8,440 |
| 603 Communications | 637 | 1,199 | 1,100 | 1,000 | 500 |
| 604 Contractual Services | 164 | 2,399 | 1,000 | 1,000 | 1,000 |
| 605 Misc. Charges and Fees | 3,650 | 10,036 | 16,250 | 17,000 | 6,000 |
| 606 Other Purchased Services | 8,862 | 5,402 | 4,403 | 5,000 | 6,060 |
| Total Materials & Services | 15,572 | 20,675 | 26,753 | 28,000 | 22,000 |
| Capital Outlay | | | | | |
| 703 Equipment | | 2,155 | | | |
| | | 2,155 | | | |
| Total Capital Outlay | 114,307 | 102,747 | 121,000 | 126,000 | 141,700 |
| Position Control | | | | | |
| City Recorder /Treasurer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Clerk, II | 1.00 | 0.25 | 0.50 | 0.50 | 0.75 |
| | 2.00 | 1.25 | 1.50 | 1.50 | 1.75 |



municipal court department
3.25 FTE



Overview

The Ashland Municipal Court has jurisdiction of infractions and misdemeanors committed within the City of Ashland. The court adjudicates complaints filed with the court and imposes and enforces sentences imposed by the court.

Strategic Plan Goals

- Expand the use of sentencing options that compel the parents of young adult offenders to participate in the rehabilitation process.
- Expand the use of mandatory notification of the parents of young adult offenders of substance abuse offenses committed by their children.

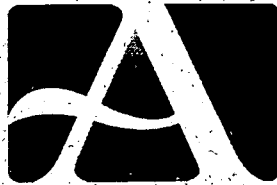
- Expand the use of creative sentencing to promote the rehabilitation of young adult offenders.

Significant Budget Changes

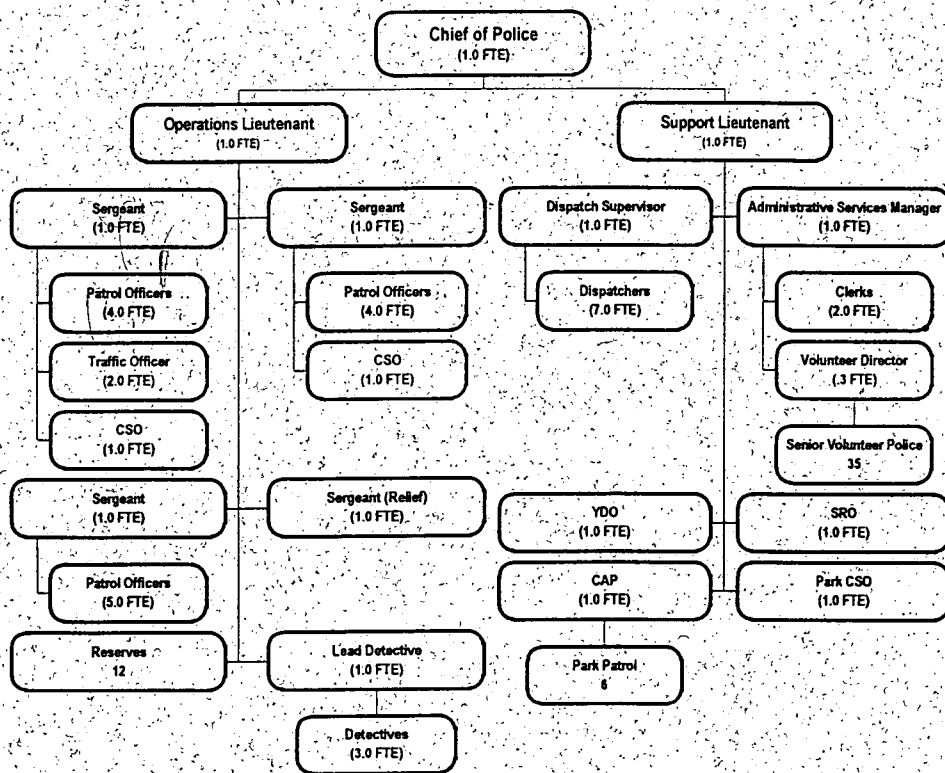
- The Court is in negotiations to promote a senior Court Clerk I to a Court Clerk II, and a senior Court Clerk II to a Court Clerk II Lead Worker. The pay scale for Court Clerk II will be increased to reflect the responsibilities of the position. The court Clerk II Lead Worker will receive 5% more than a Court Clerk II.
- The Court has budgeted for an additional computer, besides the two that will be replaced on the computer list for a unit that malfunctions. Also budgeted is a laser jet printer to replace the old one.

GENERAL FUND
MUNICIPAL COURT DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 106,535 | 111,861 | 113,891 | 119,000 | 125,378 |
| 520 Fringe Benefits | 34,152 | 36,954 | 44,839 | 47,000 | 51,290 |
| Total Personnel Services | 140,687 | 148,815 | 158,730 | 166,000 | 176,668 |
| Materials and Services | | | | | |
| 601 Supplies | 7,482 | 5,195 | 9,300 | 10,000 | 8,400 |
| 602 Rental, Repair, Maintenance | 3,665 | 1,224 | 5,700 | 6,000 | 6,000 |
| 603 Communications | 1,961 | 785 | 1,070 | 1,000 | 900 |
| 604 Contractual Services | 6,950 | 10,674 | 12,500 | 13,000 | 12,000 |
| 605 Misc. Charges and Fees | 45,577 | 43,371 | 49,000 | 51,000 | 54,200 |
| 606 Other Purchased Services | 145 | 201 | 3,700 | 4,000 | 3,300 |
| Total Materials and Services | 65,780 | 61,450 | 81,270 | 85,000 | 84,800 |
| | 206,467 | 210,265 | 240,000 | 251,000 | 261,468 |
| Position Profile | | | | | |
| Municipal Judge | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| Lead Court Clerk II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Court Clerk II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Court Clerk I | 0.40 | 0.50 | 0.75 | 0.50 | 0.75 |
| | 2.90 | 3.00 | 3.25 | 3.00 | 3.25 |
| Service Levels | | | | | |
| Cases Entered | 6,104 | 4,746 | 6,000 | | 6,200 |
| Monies Received | 440,772 | 467,333 | 480,000 | | 500,000 |
| Assessments Paid | 38,968 | 40,947 | 45,000 | | 47,000 |
| Other | 9,074 | 6,070 | 10,000 | | 11,000 |
| Total Revenues | 392,730 | 420,316 | 435,000 | | 442,000 |



police department
43.3 FTE



Overview

The Ashland Police Department is composed of the Operations Division and the Support Division. Our Department mission, goals, projects, and programs serve to enhance many of the citywide priorities identified in the current strategic plan including, but not limited to, the following:

- Citizen participation and involvement
- Transportation and transit
- Regional strategies
- Social and human services
- Organizational effectiveness

Operations Division

The Ashland Police Department Operations Division is responsible for providing most of the "field" services such as patrol, investigations, traffic, community service officers, and reserve police officers. The Operations Division also provides a number of crime prevention and other public education programs to the community.

Division Goals

- Increase our ability to effectively deal with traffic enforcement and education.
- Continue to focus on providing comprehensive training for our personnel in areas such as customer service, interpersonal communication, crisis intervention, and emergency response.
- Utilize the technology of Mobile Data Computers in our vehicles to increase efficiency in regard to calls for service, gathering of data, and documentation of reports (75% funding provided by federal grant).
- Continue with our high visibility programs such as foot patrol, bike patrol, and other projects and programs that increase citizen interaction.

Significant Budget Changes

- Addition of one Patrol Officer 1.0 FTE position to assist in increasing traffic enforcement and education, as well as help meet recommended minimum patrol staffing levels.
* Position cost of \$58,000 not included in proposed budget.

- Elimination of two part-time parking enforcement positions along with the addition of the parking enforcement contract costs incurred by Diamond Parking Services.

Support Division

The Ashland Police Department Support Division includes the Communications Center (911/dispatch), front office/records, the Youth Diversion Officer, Central Area Patrol, School Resource Officer, Park Patrol and Park Community Service Officer, and senior volunteers. The Division also includes administrative services such as the budget, purchasing, facilities, fleet, supplies, and equipment. The Support Division coordinates personnel matters such as the recruitment and hiring of new employees.

Division Goals

- Continue with the Citizens' Academy, development of our website, and other interactive projects and programs.
- Expand the capabilities of our Communications Center to better serve our community as well as attract the business of other local agencies.
- Develop and maintain policies and standards that will meet the criteria for State Accreditation (new to Oregon).

Significant Budget Changes

- Expansion of the existing parking lot behind the Police Department.
- Provide the funding to match a Federal grant for Mobile Data Computers in police vehicles.
- Obtain a "radar reader board" to be used by our volunteers for traffic education.
- Re-model the front office area to meet ADA and security needs.
- Re-locating the emergency alternate dispatch center to the new fire station.

POLICE DEPARTMENT

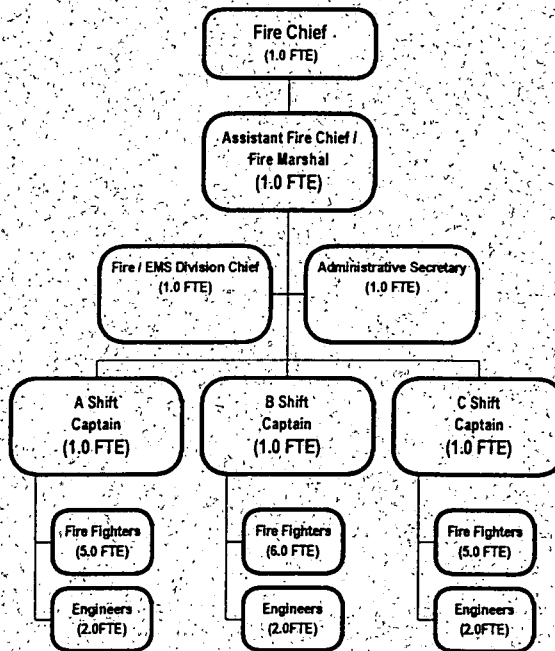
| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Department Total By Function | | | | | |
| 500 Personnel Services | 2,274,569 | 2,347,567 | 2,637,957 | 2,756,000 | 2,928,650 |
| 600 Materials and Services | 700,997 | 901,219 | 876,543 | 917,000 | 965,950 |
| 700 Capital Outlay | 315,042 | 32,589 | 37,500 | 39,000 | 210,650 |
| | 3,290,608 | 3,281,375 | 3,552,000 | 3,712,000 | 4,105,250 |
| Department Total By Fund | | | | | |
| 110 General Fund | 3,290,608 | 3,281,375 | 3,552,000 | 3,712,000 | 4,105,250 |
| Position Profile | | | | | |
| 110 Chief of Police | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Police Captain | 1.00 | 2.00 | 1.00 | 1.00 | - |
| 110 Police Lieutenant | - | - | 1.00 | 1.00 | 2.00 |
| 110 Police Sergeants | 4.00 | 4.00 | 3.00 | 3.00 | 4.00 |
| 110 Admin. Services Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Police Officers | 20.00 | 18.50 | 20.00 | 20.00 | 21.00 |
| 110 Youth Diversion Officer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Community Service Officer | 2.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| 110 Parking Control Officer | 1.00 | 1.00 | 1.00 | 1.00 | - |
| 110 Dispatcher Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Dispatcher | 6.00 | 6.00 | 7.00 | 7.00 | 7.00 |
| 110 Police/Court Clerk I | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| 110 Comm. Ser Volunteer Coordinator | 0.30 | 0.30 | 0.30 | 0.30 | 0.30 |
| | 40.30 | 40.80 | 42.30 | 42.30 | 43.30 |

police department

| Description | GENERAL FUND POLICE DEPARTMENT SUPPORT DIVISION | | | | |
|-------------------------------------|--|------------------|------------------|------------------|------------------|
| | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
| Fund# 110 | | | | | |
| Personnel Services | | | | | |
| 510 Salaries and Wages | 229,598 | 437,736 | 598,952 | 626,000 | 615,800 |
| 520 Fringe Benefits | 72,701 | 149,939 | 222,355 | 232,000 | 267,100 |
| Total Personnel Services | 302,299 | 587,675 | 821,307 | 858,000 | 882,900 |
| Materials and Services | | | | | |
| 601 Supplies | 10,994 | 29,219 | 27,071 | 28,000 | 24,950 |
| 602 Rental, Repair, Maintenance | 4,194 | 45,786 | 20,922 | 22,000 | 24,300 |
| 603 Communications | 13,527 | 30,919 | 13,880 | 15,000 | 7,000 |
| 604 Contractual Services | 5,761 | 187,375 | 198,284 | 207,000 | 172,700 |
| 605 Misc. Charges and Fees | 44,157 | 297,000 | 316,000 | 330,000 | 346,000 |
| 606 Other Purchased Services | 6,318 | 15,389 | 19,297 | 20,000 | 25,900 |
| 610 Programs | | | | | |
| Total Materials and Services | 84,951 | 605,688 | 595,454 | 622,000 | 600,850 |
| Capital Outlay | | | | | |
| 703 Equipment | 288,129 | 23,284 | | | |
| 704 Impr. Other Than Bldngs | | | 37,500 | 39,000 | 210,650 |
| Total Capital Outlay | 288,129 | 23,284 | 37,500 | 39,000 | 210,650 |
| | 675,379 | 1,216,647 | 1,454,261 | 1,519,000 | 1,694,400 |

| Description | GENERAL FUND POLICE DEPARTMENT OPERATIONS DIVISION | | | | |
|-------------------------------------|---|------------------|------------------|------------------|------------------|
| | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
| Fund# 110 | | | | | |
| Personnel Services | | | | | |
| 510 Salaries and Wages | 1,480,310 | 1,300,198 | 1,312,274 | 1,371,000 | 1,416,050 |
| 520 Fringe Benefits | 491,961 | 459,694 | 504,376 | 527,000 | 629,700 |
| Total Personnel Services | 1,972,270 | 1,759,892 | 1,816,649 | 1,898,000 | 2,045,750 |
| Materials and Services | | | | | |
| 601 Supplies | 54,778 | 44,542 | 73,589 | 77,000 | 91,900 |
| 602 Rental, Repair, Maintenance | 155,178 | 148,301 | 148,007 | 156,000 | 154,100 |
| 603 Communications | 36,626 | 46,547 | 27,482 | 29,000 | 30,200 |
| 604 Contractual Services | 27,625 | 21,602 | 5,711 | 6,000 | 3,300 |
| 605 Misc. Charges and Fees | 318,280 | | | | |
| 606 Other Purchased Services | 23,559 | 28,901 | 26,300 | 27,000 | 85,600 |
| 610 Programs | | 5,638 | | | |
| Total Materials and Services | 616,046 | 295,531 | 281,090 | 295,000 | 365,100 |
| Capital Outlay | | | | | |
| 703 Equipment | 26,913 | 9,305 | | | |
| Total Capital Outlay | 26,913 | 9,305 | | | |
| | 2,615,229 | 2,064,728 | 2,097,739 | 2,193,000 | 2,410,850 |

fire and rescue department
29.0 FTE



Overview

The Fire Department comprises two divisions: Fire Operations and Emergency Medical Services. The primary purposes of these divisions are to provide fire and life safety services to the community, to prevent the occurrence of fire and medical emergencies, to promote community emergency preparedness, and to mitigate the effects of natural and technological disasters within the community.

Department Goals

- Reconstruct Fire Station No. 1 during the 2001-2002 fiscal year.
- Meet department performance measurement standards.
- Develop department comprehensive standard operating procedures.
- Computerize department records management program.
- Assist private property owners with wildfire fuel reduction efforts.

Fire Operations Division

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

Division Goals

- Develop technical rescue ability for special rescue situations.
- Enhancement of firefighter safety through improvements in safety equipment.
- Complete Phase II of OSHA Respiratory Program compliance.
- Establish comprehensive training program for department.

Significant Budget Changes

- Addition of one Firefighter at 1.0 FTE.
* **Position addition of \$59,000 fully funded by reduction in overtime.**
- Increased benefit and retirement costs.

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 Community Emergency Response Team (CERT) training to 100 citizens.
- Upgrade Cardiac Monitors to meet new American Heart Association (AHA) guidelines.
- Provide emergency medical response services to all patients within Ambulance Service Area (ASA) response time standards.
- Upgrade drug therapy procedures to comply with AHA guidelines.

Significant Budget Changes

- Increased benefit and retirement costs.

FIRE & RESCUE DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Department Total By Function | | | | | |
| 500 Personnel Services | 1,874,915 | 1,936,536 | 2,070,463 | 2,165,000 | 2,334,400 |
| 600 Materials and Services | 921,179 | 914,219 | 1,085,337 | 1,133,000 | 1,100,300 |
| 700 Capital Outlay | 6,235 | 31,849 | 65,600 | 68,000 | 81,700 |
| | 2,802,329 | 2,882,603 | 3,221,400 | 3,366,000 | 3,516,400 |

| | | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| Department Total By Fund | | | | | |
| 110 General Fund | 2,125,865 | 2,882,603 | 3,221,400 | 3,366,000 | 3,516,400 |
| 610 Ambulance Fund | 676,463 | | | | |
| | 2,802,329 | 2,882,603 | 3,221,400 | 3,366,000 | 3,516,400 |

| Position Profile | | | | | |
|--------------------------|--------------|--------------|--------------|--------------|--------------|
| 110 Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| EMS Fire Training Coord. | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Captain | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Engineer | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Firefighter | 15.00 | 15.00 | 15.00 | 15.00 | 16.00 |
| | 28.00 | 28.00 | 28.00 | 28.00 | 29.00 |

fire and rescue department

| | | GENERAL FUND FIRE & RESCUE DEPARTMENT OPERATIONS DIVISION | | | | |
|-------------------------------|-------------------------------------|--|------------------|------------------|------------------|------------------|
| Description | | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
| Personnel Services | | | | | | |
| 510 | Salaries and Wages | 1,288,026 | 1,355,481 | 1,375,711 | 1,438,000 | 1,497,300 |
| 520 | Fringe Benefits | 423,268 | 447,914 | 519,139 | 543,000 | 652,000 |
| | Total Personnel Services | 1,711,294 | 1,803,395 | 1,894,850 | 1,981,000 | 2,149,300 |
| Materials and Services | | | | | | |
| 601 | Supplies | 55,155 | 53,121 | 76,031 | 79,000 | 68,500 |
| 602 | Rental, Repair, Mtc. | 123,248 | 137,459 | 160,208 | 167,000 | 169,500 |
| 603 | Communications | 23,440 | 22,812 | 19,287 | 20,000 | 23,850 |
| 604 | Contractual Services | 18,885 | 12,793 | 13,000 | 14,000 | 9,400 |
| 605 | Misc. Charges and Fees | 153,799 | 156,085 | 173,600 | 181,000 | 181,000 |
| 606 | Other Purchased Services | 27,404 | 32,579 | 36,656 | 38,000 | 34,500 |
| 610 | Programs | 10,299 | 20,623 | 8,768 | 9,000 | 13,600 |
| | Total Materials and Services | 412,231 | 435,472 | 487,550 | 508,000 | 500,350 |
| Capital Outlay | | | | | | |
| 703 | Equipment | 2,340 | 7,010 | | | 24,700 |
| | Total Capital Outlay | 2,340 | 7,010 | | | 24,700 |
| | | 2,125,865 | 2,245,876 | 2,382,400 | 2,489,000 | 2,674,350 |

| | | GENERAL FUND FIRE & RESCUE DEPARTMENT EMERGENCY SERVICES DIVISION | | | | |
|-------------------------------|-------------------------------------|--|----------------|----------------|----------------|----------------|
| Description | | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
| Personnel Services | | | | | | |
| 510 | Salaries and Wages | 140,882 | 120,903 | 153,845 | 161,000 | 158,700 |
| 520 | Fringe Benefits | 22,738 | 12,238 | 21,768 | 23,000 | 26,400 |
| | Total Personnel Services | 163,620 | 133,141 | 175,613 | 184,000 | 185,100 |
| Materials and Services | | | | | | |
| 601 | Supplies | 29,118 | 25,243 | 12,880 | 13,000 | 9,150 |
| 602 | Rental, Repair, Maintenance | 149,375 | 157,994 | 169,200 | 177,000 | 146,050 |
| 603 | Communications | 1,713 | 17,969 | 21,100 | 22,000 | 19,750 |
| 604 | Contractual Services | 45,372 | 45,329 | 59,000 | 62,000 | 65,400 |
| 605 | Misc. Charges and Fees | 234,110 | 190,826 | 260,000 | 272,000 | 281,100 |
| 606 | Other Purchased Services | 49,259 | 41,385 | 63,607 | 66,000 | 58,400 |
| 610 | Programs | | | 12,000 | 13,000 | 20,100 |
| | Total Materials and Services | 508,948 | 478,747 | 597,787 | 625,000 | 599,950 |
| Capital Outlay | | | | | | |
| 703 | Equipment | 3,895 | 24,839 | 65,600 | 68,000 | 57,000 |
| | Total Capital Outlay | 3,895 | 24,839 | 65,600 | 68,000 | 57,000 |
| | | 676,463 | 636,727 | 839,000 | 877,000 | 842,050 |

Emergency Medical Services Response Times

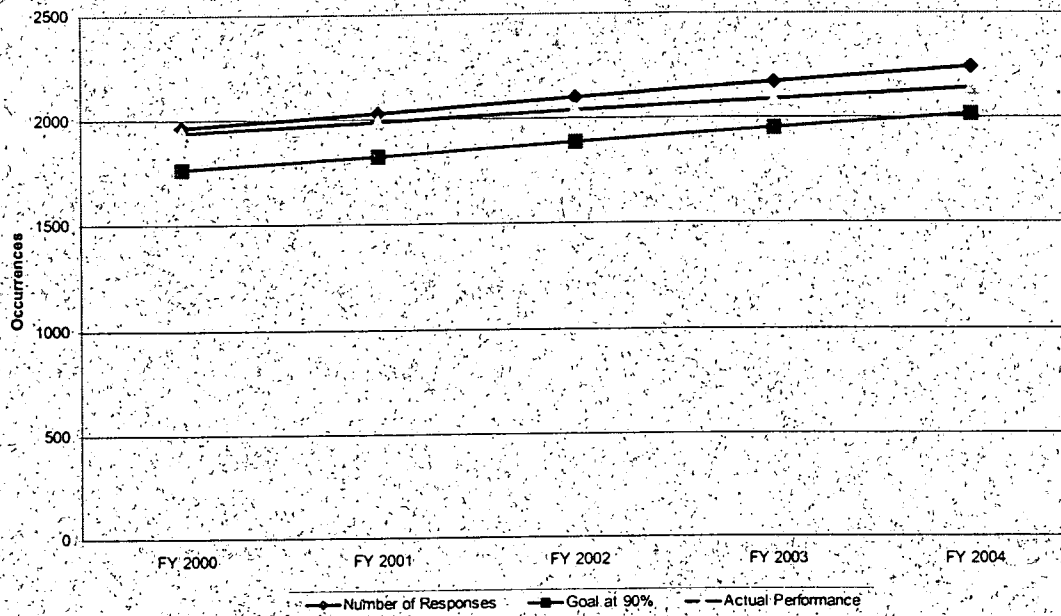
Activity

Goal: Arrive Within ASA Response Time Standards

90% of the time.

| | Actual FY 2000 | Actual FY 2001 | Projected FY 2002 | Projected FY 2003 | Projected FY 2004 |
|---------------------|-------------------|-------------------|----------------------|----------------------|----------------------|
| Number of Responses | 1964 | 2030 | 2100 | 2170 | 2240 |
| Goal at 90% | 1768 | 1827 | 1890 | 1953 | 2016 |
| Actual Performance | 1945 | 1990 | 2045 | 2090 | 2140 |
| Percent of Goal | 110% | 109% | 108% | 107% | 106% |

Emergency Medical Services
Responses Within 5 Minutes of Notification



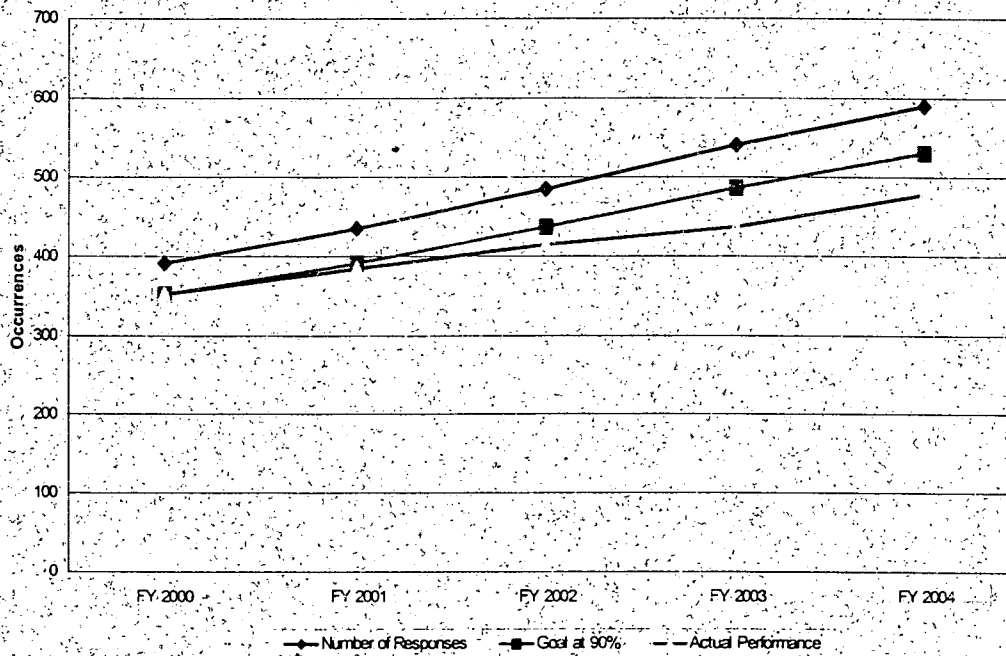
Fire Responses

Activity

Goal: Arrive within 5 minutes of notification 90% of the time.

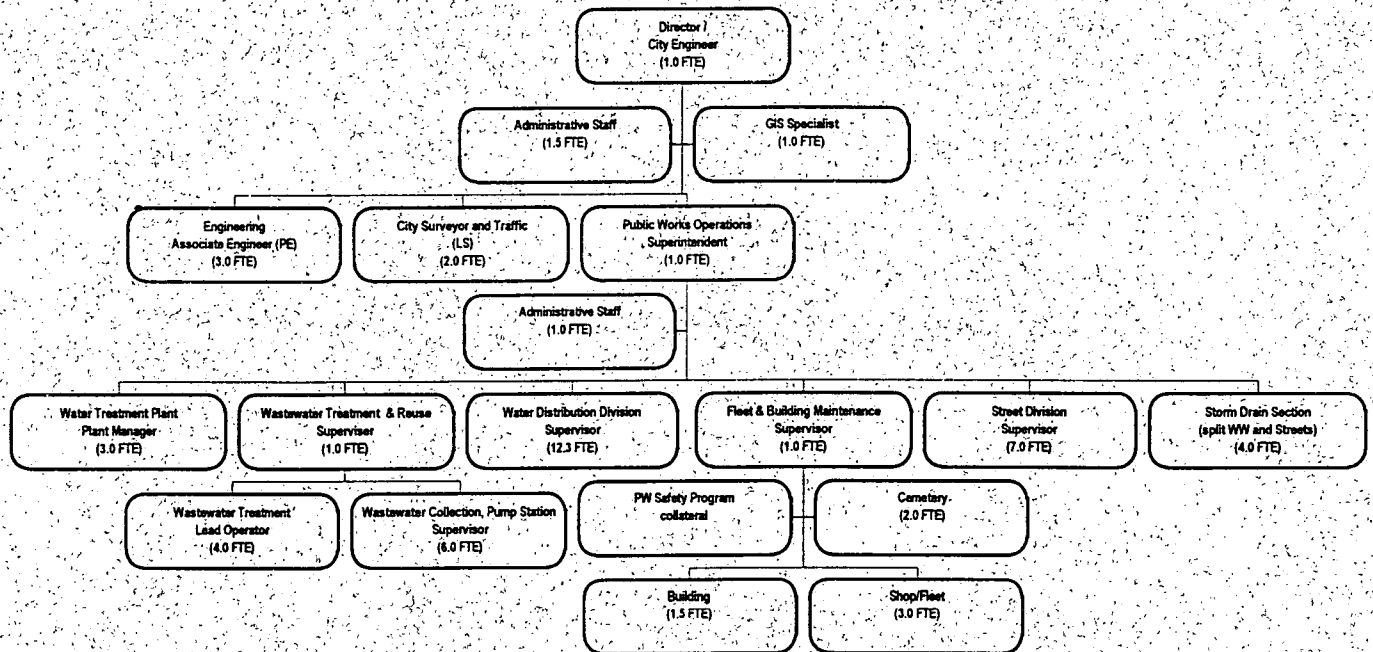
| | Actual FY 2000 | Actual FY 2001 | Projected FY 2002 | Projected FY 2003 | Projected FY 2004 |
|---------------------|-------------------|-------------------|----------------------|----------------------|----------------------|
| Number of Responses | 391 | 436 | 485 | 540 | 590 |
| Goal at 90% | 352 | 392 | 437 | 486 | 531 |
| Actual Performance | 352 | 385 | 415 | 437 | 478 |
| Percent of Goal | 100% | 98% | 95% | 90% | 90% |

Fire Suppression Services Responses Within 5 Minutes of Notification



public works department

55.3 FTE



Overview

The Public Works Department is composed of five Operational Divisions and two non-operational divisions, Engineering and PW Administration. The Operational Divisions consist of Water, Wastewater, Streets, Fleet, and Facilities Maintenance (which includes Cemeteries) and are managed by the PW Operations Superintendent. The Engineering and Administration Divisions comprise the engineering, program development, surveying, and long-range public works planning functions. The Director, PW Superintendent and other shared staff positions are included in the Administration Division.

Strategic Plan Goals

- Complete the Wastewater Treatment Plant Construction to meet water quality permit requirements by May 2002 and also define the long-term biosolids management plan (Wastewater and PW Admin).
- Monitor construction of the TAP Intertie pipeline to Talent. Develop a plan that would consider scheduling the future of the extension of the TAP pipeline to the City of Ashland (Water and PW Admin).
- Complete the final design phase of Siskiyou Boulevard for bike lanes, sidewalks, bus shelters, restrooms, etc. This includes defining and recommending changes to the intersection of Gresham, 3rd Street, Siskiyou, Main and Lithia Way (Streets and PW Admin).
- Adopt Storm Water and Drainage Master Plan, which will address water quality improvements (retention) and riparian area concerns by minimizing the development of impervious surface. Plan should encourage the use of best management practices and should include funding options (PW Admin and Engineering).
- Maintain the City's commitment to implementing the Capital Improvements Plan (CIP). This includes monitoring and providing updates to the City Council (PW Admin).

Significant Program Changes

- Completed the street preventive maintenance system analysis in fiscal year.
- Enhance use of the GIS program and extend service to other departments. Increased workload for our GIS Specialist causing need for temporary paid intern position.
- Continued concentration on storm drain line maintenance by the wastewater collections division to utilize their equipment and line cleaning expertise.

The Street Division is completing the construction of storm drain lines and maintaining open ditches. Increased efforts have shown improvements in reducing sediment loading in the creeks.

Significant Budget Changes

- Many Capital Improvements Program projects are being completed, total overall Public Works budget is down from FY01 figures, but higher than the projected 2002 base year.
- Increased Wastewater Treatment Plant operational budget due to the new Membrane Facility and bringing the Wastewater Treatment Plant on line. Membrane Facility adds \$4.3M to the capital portion of the budget for FY02. Proposed biosolids facility adds another \$3M. Originally, the entire wastewater treatment plant was to be completed during FY01.
- One FTE added as a new operator in baseline and proposed budget.
- Increase in training of our GIS users throughout the department to diversify the use of the ArcView programs.

PUBLIC WORKS DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Department Total By Function | | | | | |
| 500 Personnel Services | 2,759,233 | 2,920,549 | 3,130,870 | 3,285,000 | 3,449,727 |
| 600 Materials and Services | 3,865,747 | 3,899,432 | 4,913,530 | 5,273,000 | 5,701,777 |
| 700 Capital Outlay | 11,977,044 | 6,236,327 | 17,387,600 | 5,634,000 | 12,178,150 |
| 800 Debt Service | 331,277 | 617,775 | 2,064,000 | 2,229,000 | 1,581,200 |
| | 18,933,301 | 13,674,084 | 27,496,000 | 16,421,000 | 22,910,854 |

| | | | | | |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Department Total By Fund | | | | | |
| 110 General Fund | 238,274 | 240,307 | 488,000 | 304,000 | 307,200 |
| 260 Street Fund | 2,325,184 | 1,575,101 | 2,144,000 | 2,774,000 | 4,021,508 |
| 280 Airport Fund | 75,548 | 70,047 | 294,000 | 296,000 | 395,000 |
| 670 Water Fund | 2,711,945 | 2,864,324 | 5,081,000 | 5,404,000 | 4,381,413 |
| 675 Wastewater Fund | 12,213,222 | 7,318,939 | 17,775,000 | 5,846,000 | 10,653,104 |
| 710 Central Services Fund | 712,237 | 1,053,467 | 1,136,000 | 1,193,000 | 1,315,407 |
| 730 Equipment Fund | 656,891 | 551,900 | 578,000 | 604,000 | 1,837,222 |
| | 18,933,301 | 13,674,084 | 27,496,000 | 16,421,000 | 22,910,854 |

Position Profile

| | | | | | |
|-------------------------------|--------------|--------------|--------------|--------------|--------------|
| Director of Public Works | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Public Works Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Engineering Services Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Supervisor | 6.00 | 6.00 | 6.00 | 5.00 | 5.00 |
| Administrative Assistant | | | | | |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Associate Engineer | | | | 1.00 | 1.00 |
| Assistant Engineer | | 1.00 | 1.00 | 1.00 | 1.00 |
| GIS Specialist | | | 1.00 | 1.00 | 1.00 |
| Engineering Tech III/Surveyor | 1.00 | 1.00 | | | |
| Engineering Tech II | 4.00 | 3.00 | 2.00 | 2.00 | 2.00 |
| Engineering Tech I | 1.00 | 1.00 | | | |
| Clerk II | 1.00 | 1.50 | 1.50 | 1.50 | 1.50 |
| Cemetery Sexton | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Treatment Plant Operator | 5.00 | 5.00 | 5.00 | 6.00 | 6.00 |
| Utility Worker IV | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Utility Worker III | 13.00 | 13.00 | 13.00 | 13.00 | 13.00 |
| Utility Worker II | 7.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Utility Worker I | 6.00 | 6.00 | 6.00 | 7.00 | 7.00 |
| Meter Reader/Repair | 0.80 | 0.80 | 0.80 | 0.80 | 0.80 |
| Facilities Maintenance Worker | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Building Maintenance Worker | 0.50 | 0.50 | 1.00 | | |
| Mechanic | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| | 56.30 | 55.80 | 54.30 | 55.30 | 55.30 |

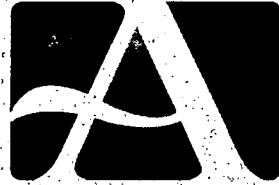
public works department

GENERAL FUND
PUBLIC WORKS DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------|---------------|----------------|---------------|--------------|
| Materials and Services | | | | | |
| 610 Programs | | 10,776 | | | 4,500 |
| Total Materials and Services | | 10,776 | | | 4,500 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | | 200,000 | | |
| Total Capital Outlay | | | 200,000 | | |
| | | 10,776 | 200,000 | | 4,500 |

AIRPORT FUND
PUBLIC WORKS DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|---------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | | 1,000 | 1,000 | 1,000 |
| 520 Fringe Benefits | | | | | |
| Total Personnel Services | | | 1,000 | 1,000 | 1,000 |
| Materials and Services | | | | | |
| 602 Rental, Repair, Maintenance | 51,920 | 44,901 | 39,250 | 40,000 | 43,000 |
| 604 Contractual Services | 1,368 | | | | |
| 605 Misc. Charges and Fees | 22,179 | 24,033 | 28,000 | 29,000 | 34,650 |
| 606 Other Purchased Services | 80 | 40 | 250 | | 850 |
| 608 Commissions | | 50 | 500 | 1,000 | 500 |
| Total Materials and Services | 75,548 | 69,024 | 68,000 | 70,000 | 79,000 |
| Capital Outlay | | | | | |
| 702 Buildings | | | 225,000 | 225,000 | |
| 704 Improvements Other Than Bldgs. | | 1,023 | | | 315,000 |
| Total Capital Outlay | | 1,023 | 225,000 | 225,000 | 315,000 |
| | -75,548 | 70,047 | 294,000 | 296,000 | 395,000 |



Overview

The Street Division has four primary areas of responsibility: street patching, paving and crack sealing, ditch cleaning and street grading, street sweeping and bikepath maintenance, street signs and crossings, and minor storm drain pipeline construction. Street crews are also responsible for unplanned street maintenance and cleanup of accidents, flooding, etc., and continuing to update street condition analysis through the new pavement management system.

There has been an increase in street patching and general street maintenance (slurry or crack sealing programs), a decrease in major construction (major street paving) activities, decrease in grading, but an increase in storm drain ditch maintenance. The Street Division has 9.0 FTE employees, and it maintains almost 81 miles of paved streets, 6 miles of unpaved streets, over 20,000 signs, and over 12 miles of open drainage ditches.

Strategic Plan Goals

- Accelerate the development of bikelanes, bikepaths, and sidewalk construction. Requires a review of funding options for additional sidewalks and bikepaths versus other street improvements. Any new system additions will require additional emphasis on maintenance activities.
- Complete the design phase of Siskiyou Boulevard for bike lanes, sidewalks, bus shelters, restrooms, etc.
- Cooperate with other agencies on the improvement of Highways 99 and 66 with the State, and County roadways with Jackson County and present the findings to the City Council. All feasibility studies should focus on the financial implications of the exchange.

Division Goals

- Maintain a safe, smooth, convenient street system network for all users.
- Respond to street user complaints and safety concerns in a quick and efficient manner.
- Implement the pavement management system.
- 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.

Significant Budget Changes

- FY01 staffing levels were reduced from 10.33 FTE and 1.5 temporaries, to 9.0 FTE and the equivalent of 1 Temporary employee. This reduction has forced our crews to prioritize work load and efficiently work with the other public works departments.
- FY01 the Street Fund was separated into two portions, streets and storm drain "collections". The Division was able to effectively track the costs of storm drain maintenance and new storm drain installation.
- FY02 budget includes significant increases in capital projects in both the street operations and the street (transportation) SDC sections. Increases represent a renewed effort on completing LIDs (Strawberry Lane) and sidewalk construction projects, (completing the Helman Street sidewalks and beginning the sidewalks along Mountain Avenue. These costs also represent the street projects including Siskiyou Boulevard Design, Water Street Bridge design and beginning of construction, and Tolman Creek Road intersection improvements.

Service Levels

- Ensure that the OCI (overall condition index) rating of the street is maintained at 79 with the pavement management system.
- Street miles cleaned (tons of material removed from street sweeping) and man-hours expended (lane miles swept per man/per day/per vehicle).

STREET FUND
PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION

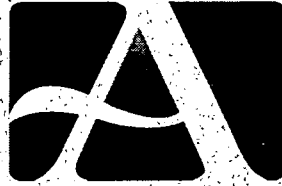
| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 409,350 | 244,411 | 257,920 | 272,000 | 313,174 |
| 520 Fringe Benefits | 154,913 | 116,457 | 108,480 | 114,000 | 147,728 |
| Total Personnel Services | 564,263 | 360,868 | 366,400 | 386,000 | 460,902 |
| Materials and Services | | | | | |
| 601 Supplies | 18,639 | 24,302 | 37,100 | 39,000 | 22,850 |
| 602 Rental, Repair, Maintenance | 469,236 | 187,671 | 247,580 | 261,000 | 457,050 |
| 603 Communications | 5,303 | 5,566 | 2,300 | 2,000 | 5,375 |
| 604 Contractual Services | 164,147 | 100,466 | 125,000 | 239,000 | 236,800 |
| 605 Misc. Charges and Fees | 409,961 | 232,283 | 315,000 | 332,000 | 369,700 |
| 606 Other Purchased Services | 7,520 | 2,654 | 3,200 | 3,000 | 5,540 |
| 608 Commissions | 5,370 | 2,573 | 2,500 | 3,000 | 5,000 |
| Total Materials and Services | 1,080,177 | 555,514 | 732,680 | 879,000 | 1,102,315 |
| Capital Outlay | | | | | |
| 703 Equipment | 6,758 | 5,000 | 15,000 | 16,000 | 20,900 |
| 704 Improvements Other Than Bldgs. | 284,536 | 115,224 | 329,000 | 652,000 | 799,200 |
| Total Capital Outlay | 291,294 | 120,224 | 344,000 | 668,000 | 820,100 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 2,172 | 2,172 | 2,500 | | 2,000 |
| 802 Debt Service - Interest | 404 | 225 | 500 | | 500 |
| Total Debt Service | 2,576 | 2,397 | 3,000 | | 2,500 |
| | 1,938,310 | 1,039,003 | 1,446,080 | 1,933,000 | 2,385,817 |

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

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------------|-------------|--------------|---------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | | | | |
| Total Personnel Services | | | | | |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | 4,508 | 71,000 | 177,000 | 375,200 |
| Total Capital Outlay | | 4,508 | 71,000 | 177,000 | 375,200 |
| | | 4,508 | 71,000 | 177,000 | 375,200 |

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

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 276,085 | 238,415 | 112,000 | 112,000 | 204,900 |
| Total Capital Outlay | 276,085 | 238,415 | 112,000 | 112,000 | 204,900 |



Overview

The Storm Drain "Collections" program is responsible for all of the City's storm drain line maintenance, open ditch and sediment pond cleaning, and storm drain construction. Within the Public Works Department, the Street Division and Wastewater crews share the workload. There are no personnel dedicated solely to this division, but all of the personnel and equipment use associated with work on the storm drain system is charged to this portion of the overall street fund. This is only the second year that we have fully developed this division of labor. It is staff's intent to create a separate fund for the storm water and storm drain management. New regulations will require that the City adopt more stringent storm water and water quality protection standards. Staff (PW Admin) has an updated Storm Water and Drainage Master Plan prepared by KCM that outlines capital projects and water quality management objectives. This plan, along with specific development standards, and a financing plan will be the focus to meet Council goals for water quality improvements. The division maintains over 60 miles of piped storm water lines and over 12 miles of open storm water drainage ditches. In the future, this group will also maintain the new bioswales (like the one the City installed at the Elks/City Parking Lot) and detention basins and wetlands facilities (Roca Ponds and the Wetlands Ponds at the Dog Park).

Strategic Plan Goals

- Adopt Stormwater Master Plan, which will address water quality improvements (retention/detention) and riparian area concerns by minimizing the development of impervious surface. Plan should encourage the use of best management practices and should include funding options.
- Retain commitment to developing an updated riparian area protection ordinance (coordinated with Community Development and Planning).

Division Goals

- 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.
- Continue to focus on water quality benefits and best management techniques for sediment removal. Engineering division staff members are developing new engineering design standards that will include an emphasis on water quality improvements and riparian protection measures.

Significant Budget Changes

- In FY01 the Street Fund was separated into two portions, streets and storm drain "collections". The Division was able to effectively track the costs of storm drain maintenance and new storm drain installation.
- New Storm Water and Drainage Master Plan and more visible storm drain system added. Staff is identifying major project list for the capital program. This program will be implemented in stages. Staff will be bringing a complete financing plan (SDC and fees) to the Council late in FY01.
- Significant increases in the capital program for FY02. Projects include completing the Mountain Avenue storm drain replacement, continuing improvements to Roca Canyon storm drain system, and beginning the Strawberry Lane, Nutley Street storm drain line.

public works-street division - storm drain

STREET FUND
PUBLIC WORKS DEPARTMENT
COLLECTION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | - | 165,764 | 171,080 | 180,000 | 167,685 |
| 520 Fringe Benefits | - | 38,775 | 72,520 | 77,000 | 73,506 |
| Total Personnel Services | - | 204,539 | 243,600 | 257,000 | 241,191 |
| Materials and Services | | | | | |
| 601 Supplies | - | 6,790 | 4,400 | 5,000 | 14,350 |
| 602 Rental, Repair, Maintenance | 9,763 | 93,389 | 164,720 | 174,000 | 127,350 |
| 603 Communications | - | 472 | 200 | - | 300 |
| 604 Contractual Services | - | 2,641 | 3,500 | 4,000 | 3,500 |
| 605 Misc. Charges and Fees | - | 171,800 | 160,000 | 169,000 | 185,700 |
| 606 Other Purchased Services | - | - | 500 | 1,000 | 6,500 |
| Total Materials and Services | 9,763 | 275,091 | 333,320 | 353,000 | 337,700 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 377,111 | 45,468 | 42,750 | 45,000 | 240,300 |
| Total Capital Outlay | 377,111 | 45,468 | 42,750 | 45,000 | 240,300 |
| | 386,874 | 525,097 | 619,670 | 655,000 | 819,191 |

STREET FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - STORM DRAIN DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------------|-------------|--------------|--------------|---------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | - | - | - | - | - |
| Total Personnel Services | - | - | - | - | - |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | - | 6,493 | 7,250 | 9,000 | 236,400 |
| Total Capital Outlay | - | 6,493 | 7,250 | 9,000 | 236,400 |
| | - | 6,493 | 7,250 | 9,000 | 236,400 |

Overview

The Water Division has three areas of responsibility: distribution, treatment plant, and raw water supply. The distribution system includes over 70 miles of water lines, 5 pump stations, 29 pressure reducing stations, 925 fire hydrants, and over 6700 individual services and meters. Division personnel are responsible for new service installations, main line construction, and the maintenance and repair of the existing system. Maintenance and repair of the Lithia water system and the City's irrigation (TID) system are included in the distribution area of responsibility. The Water Treatment Plant treats up to 7.5+ million gallons of water per day and division personnel are responsible for ensuring the water is treated to meet the drinking water standards. The supply area of responsibility includes the water held in Reeder Reservoir before it is treated at the water treatment plant, TID water purchase agreements, as well as the Talent, Ashland, Phoenix (TAP) Intertie project and long-term acquisition of water rights.

The Division is responsible for all water system testing to ensure total compliance with various regulatory requirements. The Water Division is made up of 13.5 FTE with the main emphasis of the upcoming year to be more self-reliant and efficient. The Water Division is looking at the possibility of cross-training employees to meet plant operations and distribution system needs, as well as compensate for necessary warehousing functions.

Strategic Plan Goals

- Monitor construction of the TAP Intertie pipeline to Talent. Construction of this portion of the line is expected to be completed by December 2001.
- Develop plan, which would consider the schedule for the future extension of the TAP Water Project to Ashland. Currently the water supply master plan indicates a need for the TAP line to be constructed by 2015. However, changes in water supply and the TID allocation agreements may necessitate construction of the line to Ashland earlier than originally expected.

Division Goals

- Provide high-quality, clean, safe drinking water to each city customer.
- 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. With a potential for a short water year staff will review conservation responsibilities and regularly update the community on the status of our raw water availability. It is anticipated that we may need to utilize our TID raw water supply to supplement the water stored in Reeder reservoir.

Significant Budget Changes

- Increases in the Capital budget as the TAP project and purchase of water rights are completed, (a two year project which began FY00), completion of the next phase of the Ashland Street main line replacement project. Install an early warning system in case of catastrophic Dam failure.
- Cross training opportunities and costs between the distribution and the treatment plant sides of the division to ensure efficient and effective training and operations.
- Long-term review of capital needs for the water supply, treatment plant, and system improvements.

WATER FUND
PUBLIC WORKS DEPARTMENT
TREATMENT DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | 139,577 | 127,940 | 134,000 | 144,752 |
| 520 Fringe Benefits | | 49,399 | 50,400 | 53,000 | 62,049 |
| Total Personnel Services | | 188,976 | 178,340 | 187,000 | 206,801 |
| Materials and Services | | | | | |
| 601 Supplies | | 77,929 | 72,200 | 76,000 | 77,900 |
| 602 Rental, Repair, Maintenance | 10,482 | 94,469 | 91,200 | 96,000 | 103,300 |
| 603 Communications | | 8,383 | 12,420 | 13,000 | 12,900 |
| 604 Contractual Services | 21,989 | 11,080 | 7,000 | 7,000 | 15,000 |
| 605 Misc. Charges and Fees | | 110,738 | 108,250 | 114,000 | 245,400 |
| 606 Other Purchased Services | | 17,501 | 29,590 | 31,000 | 32,900 |
| Total Materials and Services | 32,471 | 320,100 | 320,660 | 337,000 | 487,400 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | 19,830 | 82,000 | 86,000 | 65,000 |
| Total Capital Outlay | | 19,830 | 82,000 | 86,000 | 65,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 52,083 | 93,284 | 40,000 | 140,000 | 42,000 |
| 802 Debt Service - Interest | 163,609 | 75,896 | 128,000 | 188,000 | 127,900 |
| Total Debt Service | 215,692 | 169,180 | 168,000 | 328,000 | 169,900 |
| | 248,163 | 698,086 | 749,000 | 938,000 | 929,101 |

WATER FUND
PUBLIC WORKS DEPARTMENT
FOREST INTERFACE DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|---------------|---------------|---------------|---------------|---------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 7,056 | 3,585 | 5,000 | 5,000 | 5,500 |
| 520 Fringe Benefits | | 848 | | | |
| Total Personnel Services | 7,056 | 4,432 | 5,000 | 5,000 | 5,500 |
| Materials and Services | | | | | |
| 604 Contractual Services | 52,215 | 58,116 | 71,900 | 73,000 | 72,000 |
| 606 Other Purchased Services | | | 2,600 | 3,000 | 2,000 |
| 608 Commissions | | | 500 | 1,000 | 1,000 |
| Total Materials and Services | 52,215 | 58,116 | 75,000 | 77,000 | 75,000 |
| | 59,271 | 62,548 | 80,000 | 82,000 | 80,500 |

public works-water division

WATER FUND
PUBLIC WORKS DEPARTMENT
CONSTRUCTION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------|---------------|--------------|---------------|--------------|
| Materials and Services | | | | | |
| 604 Contractual Services | | 393 | | | |
| Total Materials and Services | | 393 | | | |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | 250 | | | |
| Total Capital Outlay | | 250 | | | |
| Debt Service | | | | | |
| 801 Debt Service - Principal | | 25,000 | | | |
| 802 Debt Service - Interest | | 36,674 | | | |
| Total Debt Service | | 61,674 | | | |
| | | 62,316 | | | |

WATER FUND
PUBLIC WORKS DEPARTMENT
SUPPLY DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|---------------|----------------|----------------|----------------|----------------|
| Materials and Services | | | | | |
| 602 Rental, Repair, Maintenance | | | | | |
| 604 Contractual Services | | 47,006 | | | 19,500 |
| 606 Other Purchased Services | 46,271 | 41,990 | 45,000 | 47,000 | 55,000 |
| Total Materials and Services | 46,271 | 88,996 | 45,000 | 47,000 | 74,500 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | 25,728 | 362,000 | 380,000 | 345,000 |
| Total Capital Outlay | | 25,728 | 362,000 | 380,000 | 345,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | | 20,000 | 20,000 | 20,000 | 55,000 |
| 802 Debt Service - Interest | | 10,715 | 10,000 | 10,000 | 24,500 |
| Total Debt Service | | 30,715 | 30,000 | 30,000 | 79,500 |
| | 46,271 | 145,438 | 437,000 | 457,000 | 499,000 |

WATER FUND
PUBLIC WORKS DEPARTMENT
DISTRIBUTION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 566,721 | 404,562 | 452,059 | 475,000 | 500,997 |
| 520 Fringe Benefits | 193,790 | 148,259 | 182,291 | 191,000 | 210,815 |
| Total Personnel Services | 760,511 | 552,820 | 634,350 | 666,000 | 711,812 |
| Materials and Services | | | | | |
| 601 Supplies | 93,714 | 19,393 | 22,550 | 24,000 | 23,400 |
| 602 Rental, Repair, Maintenance | 215,515 | 190,048 | 220,000 | 231,000 | 235,600 |
| 603 Communications | 9,980 | 3,553 | 18,050 | 19,000 | 11,200 |
| 604 Contractual Services | 65,585 | 3,939 | 77,000 | 81,000 | 50,000 |
| 605 Misc. Charges and Fees | 478,926 | 408,612 | 468,850 | 492,000 | 440,500 |
| 606 Other Purchased Services | 13,862 | 14,744 | 15,200 | 16,000 | 16,000 |
| 610 Programs | 8,012 | | 2,000 | 2,000 | 2,000 |
| 612 Franchises | 114,707 | 112,000 | 151,000 | 159,000 | 140,000 |
| Total Materials and Services | 1,000,300 | 752,288 | 974,650 | 1,024,000 | 918,700 |
| Capital Outlay | | | | | |
| 703 Equipment | 5,679 | 5,269 | 10,000 | 10,000 | 8,000 |
| 704 Improvements Other Than Bldgs. | 367,124 | 153,815 | 427,000 | 448,000 | 125,000 |
| Total Capital Outlay | 372,803 | 159,084 | 437,000 | 458,000 | 133,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 6,754 | 159,404 | 274,000 | 274,000 | 295,000 |
| 802 Debt Service - Interest | 1,255 | 31,860 | 97,000 | 97,000 | 89,300 |
| Total Debt Service | 8,009 | 191,264 | 371,000 | 371,000 | 384,300 |
| | 2,141,624 | 1,655,456 | 2,417,000 | 2,519,000 | 2,147,812 |

public works-water division

WATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - SUPPLY DIVISION

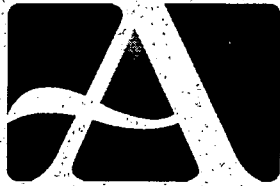
| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|---------------|------------------|------------------|----------------|
| Materials and Services | | | | | |
| 604 Contractual Services | | | 5,000 | 5,000 | 3,000 |
| Total Materials and Services | | | 5,000 | 5,000 | 3,000 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 111,616 | 77,933 | 1,194,000 | 1,194,000 | 411,000 |
| Total Capital Outlay | 111,616 | 77,933 | 1,194,000 | 1,194,000 | 411,000 |
| | 111,616 | 77,933 | 1,199,000 | 1,199,000 | 414,000 |

WATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - TREATMENT DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Materials and Services | | | | | |
| 604 Contractual Services | | | 5,000 | 5,000 | |
| Total Materials and Services | | | 5,000 | 5,000 | |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 48,921 | 89,626 | 108,000 | 113,000 | 108,000 |
| 802 Debt Service - Interest | 56,079 | 72,920 | 52,000 | 55,000 | 52,000 |
| Total Debt Service | 105,000 | 162,546 | 160,000 | 168,000 | 160,000 |
| | 105,000 | 162,546 | 165,000 | 173,000 | 160,000 |

WATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - DISTRIBUTION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|-------------|---------------|---------------|----------------|
| Materials and Services | | | | | |
| 604 Contractual Services | | | 10,000 | 11,000 | 40,000 |
| Total Materials and Services | | | 10,000 | 11,000 | 40,000 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | | 17,000 | 18,000 | 111,000 |
| Total Capital Outlay | 111,616 | | 17,000 | 18,000 | 111,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | | | 7,000 | 7,000 | |
| Total Debt Service | | | 7,000 | 7,000 | |
| | | | 34,000 | 36,000 | 151,000 |



Overview

The Wastewater Division has two primary areas of responsibility: collection system (pipes) and treatment plant operations and reuse. Division staff are also responsible for the storm water pipe network for cleaning and maintenance. The collection system includes over 85+ miles of sanitary sewer lines ranging in size from 4 to 24 inches and 6 pump stations. The first sewer lines were installed in the early 1900s. Personnel continually replace old sewer lines as they fail or become undersized, and install new services for homes and buildings. The system presently serves over 6,600 customers. Maintenance of both the sanitary and storm sewers is accomplished with the following specialized equipment: jet rodder, mechanical rodder, vacuum machines, and video inspection equipment. The Wastewater Treatment Plant (WWTP) treats an average of 2 million gallons of waste per day and division personnel are responsible for ensuring both the effluent and biosolids are treated to meet discharge and reuse standards. The conversion to the new Eimco Carousel process in the oxidation ditches is completed. The effluent quality has significantly improved. The next step is the completion of the Membrane facility and finalizing the Biosolids program.

The division is responsible for all wastewater testing to ensure total compliance with various regulatory requirements. The Wastewater Division has 12.0 FTE employees with the emphasis on improving efficiency and understanding demands of the new treatment plant during the upcoming year. The Wastewater Division will be cross-training employees to meet both plant operations and collection system needs, as well as storm drain cleaning. This will make more efficient use of shared equipment, and will ensure our personnel are better trained for the overall program needs.

Strategic Plan Goals

- Develop a wastewater pre-treatment ordinance, which would establish standards and monitoring program for the discharge of chemicals, greases, etc. from commercial establishments.
- Complete construction of the on-site process work and the new Membrane Treatment facility to meet the DEQ's strict phosphorous reduction limits to return the treated water in the creek.

Division Goals

- Provide high quality treated wastewater effluent and biosolids product that meets or exceeds required state permit requirements.

- Finalize the biosolids treatment and management options.
- Provide high-quality wastewater collection and maintenance system operation that ensures no disruption in services.
- Reintroduce foaming into sewer lines to kill roots that grow into the cracks of pipes and grow into main lines from service lines. The primary source of claims and service lateral plugs are from roots that grow and feed off the water in the lines. Use of foaming agents stops the root growth and does not affect the trees or plants.

Significant Budget Changes

- Significant increases in utilities and chemicals as the new plant becomes fully operational. The chemical is not as high as projected as we are not treating the biosolids for a reusable product. The chemical cost savings are currently offset with high landfill dump costs. These areas will increase again FY02, as the Membrane facility becomes operational.
- January 2002 hire new Treatment Plant Operator (adds 1.0 FTE to our personnel numbers) at the plant as our requirements have increased with the Membrane facility.
 - * Position addition budgeted last year in FY02 baseline.
- Conduct an evaluation of the sewage collection system to determine system needs (deferred from last year).
- Continue the review of illegal cross-connection. This is accomplished by smoke testing the collection system.

Service Levels

- 85+ miles of sewer line
- 30+ miles a year of cleaned (mechanical or jet rodder)
- 20+ miles a year of televised (video)
- 15+ miles a year of smoke testing collection system
- 6 pump stations with weekly preventive maintenance performed
- 695 million gallons of sewage treated annually

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
COLLECTION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|----------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 368,257 | 197,275 | 231,384 | 243,000 | 198,611 |
| 520 Fringe Benefits | 127,921 | 76,764 | 94,594 | 99,000 | 90,492 |
| Total Personnel Services | 496,178 | 274,040 | 325,978 | 342,000 | 289,103 |
| Materials and Services | | | | | |
| 601 Supplies | 22,902 | 7,236 | 31,600 | 33,000 | 84,200 |
| 602 Rental, Repair, Maintenance | 230,883 | 102,054 | 152,230 | 160,000 | 171,300 |
| 603 Communications | 4,314 | 2,299 | 10,532 | 11,000 | 10,400 |
| 604 Contractual Services | 1,371 | 15,286 | 38,000 | 40,000 | 17,000 |
| 605 Misc. Charges and Fees | 500,079 | 367,353 | 304,180 | 319,000 | 431,840 |
| 606 Other Purchased Services | 5,753 | 603 | 4,410 | 5,000 | 5,400 |
| 610 Programs | 5,069 | 1,647 | 550 | 1,000 | 600 |
| 612 Franchises | 97,457 | 87,398 | 80,000 | 84,000 | 125,000 |
| Total Materials and Services | 867,830 | 583,876 | 621,502 | 653,000 | 845,740 |
| Capital Outlay | | | | | |
| 703 Equipment | 4,390 | 5,696 | 10,000 | 11,000 | 25,000 |
| 704 Improvements Other Than Bldgs. | 28,294 | 62,436 | 143,500 | 151,000 | 145,000 |
| Total Capital Outlay | 32,684 | 68,132 | 153,500 | 162,000 | 170,000 |
| | 1,396,692 | 926,048 | 1,100,980 | 1,157,000 | 1,304,843 |

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
CONSTRUCTION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------------|------------------|-------------------|------------------|------------------|
| Materials and Services | | | | | |
| 604 Contractual Services | | 9,541 | | | |
| 605 Misc. Charges and Fees | 258 | | 20,000 | 20,000 | |
| Total Materials and Services | 258 | 9,541 | 20,000 | 20,000 | |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 10,721,617 | 5,539,944 | 11,530,000 | 1,490,000 | 5,280,000 |
| Total Capital Outlay | 10,721,617 | 5,539,944 | 11,530,000 | 1,490,000 | 5,280,000 |
| | 10,721,875 | 5,549,484 | 11,550,000 | 1,510,000 | 5,280,000 |

public works-wastewater division

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
TREATMENT DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|---------------|----------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | 192,021 | 205,571 | 216,000 | 232,432 |
| 520 Fringe Benefits | | 79,880 | 80,829 | 85,000 | 103,069 |
| Total Personnel Services | | 271,900 | 286,400 | 301,000 | 335,501 |
| Materials and Services | | | | | |
| 601 Supplies | 27,881 | 7,099 | 185,100 | 194,000 | 88,400 |
| 602 Rental, Repair, Maintenance | 24,987 | 165,756 | 192,620 | 202,000 | 367,900 |
| 603 Communications | | 2,425 | 3,550 | 4,000 | 3,400 |
| 604 Contractual Services | | 16,352 | 28,000 | 29,000 | 6,000 |
| 605 Misc. Charges and Fees | | 166,240 | 303,820 | 319,000 | 206,560 |
| 606 Other Purchased Services | | 17,604 | 28,030 | 29,000 | 31,000 |
| 610 Programs | | | 500 | 1,000 | 500 |
| 612 Franchises | | 28,320 | 80,000 | 84,000 | |
| Total Materials and Services | 52,868 | 403,795 | 821,620 | 862,000 | 703,760 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | 5,443 | 4,000 | 4,000 | 4,000 |
| Total Capital Outlay | | 5,443 | 4,000 | 4,000 | 4,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | | | 344,000 | 344,000 | 327,000 |
| 802 Debt Service - Interest | | | 981,000 | 981,000 | 458,000 |
| Total Debt Service | | | 1,325,000 | 1,325,000 | 785,000 |
| | 52,868 | 681,138 | 2,437,020 | 2,492,000 | 1,828,261 |

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
S.D.C. - TREATMENT DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------------|-------------|---------------|------------------|---------------|------------------|
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | 17,250 | 2,000,000 | | 2,000,000 |
| Total Capital Outlay | | 17,250 | 2,000,000 | | 2,000,000 |

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

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------------|-------------|---------------|----------------|----------------|----------------|
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | | 99,494 | 200,000 | 200,000 | 240,000 |
| Total Capital Outlay | | 99,494 | 200,000 | 200,000 | 240,000 |

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
FLOOD RESTORATION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|------------------------------------|---------------|---------------|----------------|----------------|--------------|
| Capital Outlay | | | | | |
| 700 Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 41,787 | 45,524 | 487,000 | 487,000 | |
| Total Capital Outlay | 41,787 | 45,524 | 487,000 | 487,000 | |

Overview

The Public Works Administration and Engineering Divisions have two distinct functions: (1) overall public works administration and (2) related city engineering and surveying work.

Administration Division

In addition to being responsible for the entire Public Works program, the Director provides direct management and administration of various commissions and master planning projects that affect the City's infrastructure and future growth. The City is in the process of completing a Water System (distribution) Analysis, the Siskiyou Boulevard Design, and is finalizing the construction of a \$30 million upgrade to the Wastewater Treatment Plant. Staff is also responsible for monitoring the Capital Improvements Program. The Division houses the new Geographic Information Systems (GIS) program that will develop the City's infrastructure and add specialty data layers through coordination with other departments. Staff supports the Airport, Forest, and Traffic Safety Commissions and provides various liaison functions for the Jackson/Josephine Transportation Committee (JJTC), Rogue Valley Area Commission on Transportation (RVACT), Ashland Watershed Partnership, Bear Creek 2050 Committee, TAP Water Intertie Committee, and other local and regional groups.

Engineering Division

The Engineering Division provides the City's engineering and surveying services and technical support to our community as a whole, as well as to other city departments. Staff provides direction, plan-review services, and valuable infrastructure information to consulting engineers, surveyors, and developers within the City. Staff is also responsible for managing project design, survey, and construction management functions for all public works projects. The Engineering Division also maintains and updates utility locations; rights-of-way and easement locations; boundary surveys; land divisions; and changes to maps, roads and property addresses.

Strategic Plan Goals

- Complete the final design phase of Siskiyou Boulevard for bike lanes, sidewalks, bus shelters, restrooms, etc. This includes defining and recommending changes to the intersection of Gresham, 3rd Street, Siskiyou, Main and Lithia Way.
- Complete the Wastewater Treatment Plant (WWTP) construction to meet water quality permit require-

ments by May 2002 and also define the long-term biosolids management plan.

- Monitor construction of the TAP Intertie pipeline to Talent. Develop a plan to that would consider scheduling the future of the extension of the TAP pipeline to the City of Ashland.
- Adopt Storm Water and Drainage Master Plan, which will address water quality improvements (retention/detention) and riparian area, concerns by minimizing development of impervious surface. Plan should encourage use of best management practices and should include funding options.
- Maintain the City's commitment to implementing the Capital Improvements Plan (CIP), including monitoring and providing updates to the City Council.
- Develop standards/incentives, which will encourage the paving of unpaid parking lots and driveways (both public and private). Continue efforts to ensure that unpaved streets are paved through methods such as local improvement districts (LIDs) as identified.
- Evaluate water program financing for capital projects and rate impacts.
- Develop a prioritized strategy for improved traffic safety based on the 3-Es: Education, Enforcement and Engineering. Focus areas should be North Main Street, Ashland Street, and Wimer Street and impacted residential neighborhoods.

Division Goals

- Provide effective review, oversight, and inspection services on all public works projects so that the community receives safe and acceptable infrastructure improvements.
- Provide efficient and effective project management for design consultants, surveying professionals, construction management, and general project management.
- Ensure each construction project meets quality objectives and standards through daily documented construction inspections and weekly supervisory site reviews. Complete the City's engineering design review standards.
- Ensure all programmed Capital Improvement Projects are started within the construction year and completed on schedule with minimal disruption to our community.
- Participate in developing and keeping current on design and construction standards for development of street and traffic safety issues.

- Ensure our staff is trained to meet the needs of a changing technological and environmentally proactive community.
- Develop and use high quality mapping and resource elements (GIS) to better track and manage city infrastructure for all departments.

Significant Budget Changes

- FY01 reorganization reduced the surveying and design component of the engineering division by 2.0 FTE.
- Increased engineering and PW Administration budgets, engineering in contracted services and administration primarily in internal vehicle maintenance and replacement costs for aging vehicles. Overall, the net change in these PW Central Service Funds has increased less than 8%.
- Increased training costs allocated to staff for project management and GIS systems.

CENTRAL SERVICES FUND
PUBLIC WORKS DEPARTMENT
SUPPORT AND ADMINISTRATION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 464,154 | 241,964 | 247,736 | 258,000 | 274,670 |
| 520 Fringe Benefits | 143,241 | 76,490 | 88,499 | 92,000 | 106,707 |
| Total Personnel Services | 607,395 | 318,454 | 336,235 | 350,000 | 381,377 |
| Materials and Services | | | | | |
| 601 Supplies | 25,467 | 7,017 | 10,280 | 11,000 | 14,550 |
| 602 Rental, Repair, Maintenance | 39,555 | 18,532 | 19,555 | 20,000 | 26,650 |
| 603 Communications | 5,334 | 3,667 | 3,900 | 4,000 | 4,650 |
| 604 Contractual Services | | 6,521 | | | 16,200 |
| 605 Misc. Charges and Fees | 22,080 | | | | |
| 606 Other Purchased Services | 12,405 | 3,834 | 6,030 | 6,000 | 8,250 |
| Total Materials and Services | 104,842 | 39,572 | 39,765 | 41,000 | 70,300 |
| | 712,237 | 358,026 | 376,000 | 391,000 | 451,677 |

CENTRAL SERVICES FUND
PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | 277,249 | 244,003 | 254,000 | 261,748 |
| 520 Fringe Benefits | | 94,369 | 94,202 | 98,000 | 103,592 |
| Total Personnel Services | | 371,619 | 338,205 | 352,000 | 365,340 |
| Materials and Services | | | | | |
| 601 Supplies | | 41,175 | 10,375 | 11,000 | 12,500 |
| 602 Rental, Repair, Maintenance | | 17,629 | 38,100 | 40,000 | 42,000 |
| 603 Communications | | 3,159 | 6,400 | 7,000 | 9,150 |
| 604 Contractual Services | | 6,318 | 15,000 | 16,000 | 30,000 |
| 605 Misc. Charges and Fees | | 1,000 | 1,000 | 1,000 | |
| 606 Other Purchased Services | | 6,730 | 6,820 | 7,000 | 9,550 |
| Total Materials and Services | | 76,010 | 77,695 | 82,000 | 103,200 |
| Capital Outlay | | | | | |
| 703 Equipment | | | 8,100 | 7,000 | 5,000 |
| Total Capital Outlay | | | 8,100 | 7,000 | 5,000 |
| | | 447,629 | 424,000 | 441,000 | 473,540 |



Overview

The Facilities Maintenance Division has two areas of responsibility: city facilities and cemeteries. The City facilities include the maintenance, improvements, and janitorial services for all city owned buildings. The City has well over 100 facilities, of which 55 are under this division. These include major buildings such as City Hall, Hilliah Temple, Police Station, Council Chambers, Pioneer Hall, airport hangars and the information kiosk. The Cemetery facilities operates and maintains the City's three cemeteries. Ashland Cemetery (1880), Mountain View Cemetery (1904) and Hargadine Cemetery (1868) are listed in the National Register 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. Including maintaining the grass median strips on Siskiyou Boulevard.

Strategic Plan Goals

- Give attention to preserving historic city properties.

Division Goals

- Reduce cemetery vandalism to the headstones and markers with the addition of appropriate fencing or patrols. Continued periodic episodes of vandalism result in the need to replace markers or re-set headstones.
- Continue efforts to develop and implement a routine maintenance schedule for the cemeteries to address tree trimming, pruning, sprinkler maintenance and other grounds care issues. Staff will solicit help from the Parks Department in better managing water use to ensure proper tree care at the cemeteries.
- Implement cost efficient measures to meet a long-term cemetery restoration and maintenance guide line, with an historic perspective.
- Ensure our community and employees have safe, efficient, clean and contemporary city facilities.
- Provide a safe and efficient shop repair facility.

Significant Budget Changes

- Proposed budget for the cemeteries is slightly less than the baseline budget for FY02.
- Budget for the facilities maintenance portion is higher in materials and services, which basically reflects anticipated increases in utility costs and janitorial services to improve the condition of our buildings.

public works-facilities maintenance & cemeteries

CENTRAL SERVICES FUND
PUBLIC WORKS DEPARTMENT
MAINTENANCE - PROPERTY DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | 67,675 | 79,209 | 85,000 | 85,700 |
| 520 Fringe Benefits | | 26,480 | 34,281 | 37,000 | 40,000 |
| Total Personnel Services | | 94,155 | 113,490 | 122,000 | 125,700 |
| Materials and Services | | | | | |
| 601 Supplies | | 2,716 | 6,000 | 6,000 | 6,000 |
| 602 Rental, Repair, Maintenance | | 138,310 | 193,200 | 208,000 | 230,600 |
| 603 Communications | | 1,739 | 3,760 | 4,000 | 7,840 |
| 604 Contractual Services | | 378 | 3,000 | 3,000 | 3,000 |
| 605 Misc. Charges and Fees | | | 2,000 | 2,000 | |
| 606 Other Purchased Services | | 2,763 | 6,550 | 7,000 | 6,550 |
| 610 Programs | | 7,751 | 8,000 | 9,000 | 10,500 |
| Total Materials and Services | | 153,657 | 222,510 | 239,000 | 264,490 |
| | | 247,812 | 336,000 | 361,000 | 390,190 |

GENERAL FUND
PUBLIC WORKS DEPARTMENT
CEMETERY DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 60,833 | 72,012 | 78,700 | 82,000 | 83,600 |
| 520 Fringe Benefits | 17,522 | 27,108 | 28,300 | 30,000 | 35,400 |
| Total Personnel Services | 78,354 | 99,120 | 107,000 | 112,000 | 119,000 |
| Materials and Services | | | | | |
| 601 Supplies | 16,418 | 16,108 | 16,700 | 17,000 | 18,950 |
| 602 Rental, Repair, Maintenance | 59,382 | 54,045 | 77,775 | 85,000 | 66,250 |
| 603 Communications | 775 | 753 | 625 | 1,000 | 1,400 |
| 604 Contractual Services | 160 | 5,144 | 8,000 | 8,000 | 3,000 |
| 605 Misc. Charges and Fees | 54,304 | 54,200 | 54,000 | 56,000 | 66,000 |
| 606 Other Purchased Services | 750 | 161 | 900 | 1,000 | 2,350 |
| Total Materials and Services | 131,789 | 130,411 | 158,000 | 168,000 | 157,950 |
| Capital Outlay | | | | | |
| 701 Land | | | 1,000 | 1,000 | |
| 703 Equipment | 3,024 | | 7,000 | 7,000 | 5,750 |
| 704 Improvements Other Than Bldgs. | 25,106 | | 15,000 | 16,000 | 20,000 |
| Total Capital Outlay | 28,131 | | 23,000 | 24,000 | 25,750 |
| | 238,274 | 229,531 | 288,000 | 304,000 | 302,700 |

public works-fleet maintenance division

The Fleet Maintenance Division is divided into two areas of responsibility: equipment replacement and equipment shop maintenance. The equipment replacement portion includes a fund to "lease" vehicles and equipment to other divisions and departments that establishes a fund for future replacement purchases. The equipment maintenance and repair function provides for staff time to perform routine maintenance, preventive maintenance, and both major and minor repairs of City vehicles, pumps, equipment and other rolling stock.

Division Goals

- Identify and integrate a fleet maintenance and replacement program (computerized) to better evaluate our fleet vehicles and replacement needs. Concerted effort on ensuring our tracking system meets or exceeds industry standards considering age of vehicle, costs to maintain, typical life, use of the specific vehicle and need for replacement.
- Integrate alternate fuel vehicles (compressed natural gas) into the fleet to encourage alternative fueling systems and to raise environmental awareness.

- Provide adequate training opportunities for service mechanics and equipment users on the new equipment and technology available for diagnostics.
- Provide a high quality and effective City fleet 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.
- Provide a safe and efficient shop repair facility.

Significant Budget Changes

- Addition of the Fire Department's pump engine (\$400,000) to this year's replacement list. Increase in the 2002 baseline budget, as the baseline did not take into consideration actual fleet replacements. Three to five year capital replacement schedule for vehicles and equipment to better forecast the baseline budget figure.

Equipment Purchases and Acquisitions

| | Equipment | Technology | Buildings & Improvements | Total |
|--|-----------|------------|--------------------------|-----------|
| Fleet Replacements: | | | | |
| Police Patrol Sedan | 23,000 | | | 23,000 |
| Police Patrol SUV | 30,000 | | | 30,000 |
| Electric Meter Reader | 23,000 | | | 23,000 |
| Electric Flatbed Truck | 30,000 | | | 30,000 |
| AFN Technician Pickup | 23,000 | | | 23,000 |
| Fire Pumper/Engine | 400,000 | | | 400,000 |
| Ambulance/EMS Dir SUV | 25,000 | | | 25,000 |
| Ambulance | 140,000 | | | 140,000 |
| Street Flusher (from FY01) | 90,000 | | | 90,000 |
| Water Telemetry Tech Pickup | 20,000 | | | 20,000 |
| Public Works SUV | 23,500 | | | 23,500 |
| Building Inspector Pickup | 20,000 | | | 20,000 |
| Building Official Pickup | 20,000 | | | 20,000 |
| Fleet Additions: | | | | |
| Street Crack Sealing Unit | 34,000 | | | 34,000 |
| Technology Acquisitions and Enhancements: | | | | |
| Financial Management Info System | | 100,000 | | 100,000 |
| Permits and Parcels | | 35,000 | | 35,000 |
| Geographic Information System | | 45,000 | | 45,000 |
| Phone Upgrades | | 20,000 | | 20,000 |
| Land and Improvements: | | | | |
| Facilities Improvements | | | 95,000 | 95,000 |
| | 901,500 | 200,000 | 95,000 | 1,196,500 |

public works-fleet maintenance division

EQUIPMENT FUND
PUBLIC WORKS DEPARTMENT
PURCHASING AND ACQUISITION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------|-------------|--------------|---------------|------------------|
| Materials and Services | | | | | |
| 605 Misc. Charges and Fees | | 70 | | | |
| 606 Other Purchased Services | | 375 | | | |
| Total Materials and Services | | 445 | | | |
| Capital Outlay | | | | | |
| 703 Equipment | | 791,059 | 600,000 | 775,000 | 1,101,500 |
| 704 Improvements Other Than Bldgs. | | | | | 95,000 |
| Total Capital Outlay | | | | | 1,196,500 |
| | | 445 | | | 1,196,500 |

EQUIPMENT FUND
PUBLIC WORKS DEPARTMENT
MAINTENANCE - EQUIPMENT DIVISION

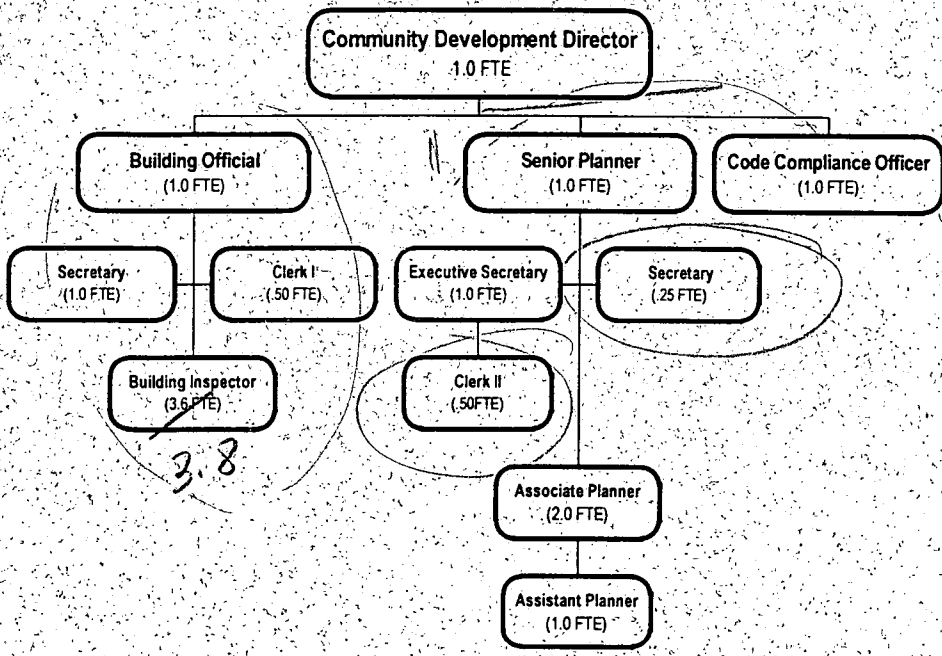
| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 188,305 | 136,721 | 142,228 | 149,000 | 144,500 |
| 520 Fringe Benefits | 57,170 | 42,906 | 52,643 | 55,000 | 62,000 |
| Total Personnel Services | 245,475 | 179,627 | 194,872 | 204,000 | 206,500 |
| Materials and Services | | | | | |
| 601 Supplies | 29,236 | 32,859 | 39,200 | 41,000 | 44,100 |
| 602 Rental; Repair; Maintenance | 257,360 | 199,192 | 188,000 | 196,000 | 214,500 |
| 603 Communications | 3,736 | 4,017 | 6,040 | 6,000 | 4,862 |
| 605 Misc. Charges and Fees | 117,272 | 132,361 | 146,988 | 154,000 | 166,250 |
| 606 Other Purchased Services | 3,812 | 3,398 | 2,900 | 3,000 | 4,510 |
| Total Materials and Services | 411,416 | 371,828 | 383,128 | 400,000 | 434,222 |
| | 656,891 | 551,455 | 578,000 | 604,000 | 640,722 |



community development department

13.85 FTE

14-05



Overview

The Department Community Development is comprised of two divisions: Planning and Building. The Planning Division is responsible for the maintenance and updating of the Comprehensive Plan, developing and implementing new planning programs, and the administration of the land use ordinance, an important component of the Ashland Municipal Code. The Building Division provides a full-inspection program for all building related needs: electrical, mechanical, plumbing, structural, and plan review.

Community Development Mission Statement

To provide innovative, visionary, and quality public service to Ashland's citizens in an efficient and caring manner, while maintaining a dynamic, fun and enjoyable workplace. We will maintain and improve the many desirable qualities of Ashland, while helping our citizens conserve our valuable resources in the development and redevelopment of our community. We further recognize that we are a dedicated and unique group of self-motivated employees who are willing to go the extra mile and learn all sides of an issue as we assist and support all members of our community. Through our daily efforts in Community Development, we will continue to make Ashland a better place to live and work for all its citizens, now and in the future.

Strategic Plan Goals

- Retain commitment to developing an updated riparian area protection ordinance,
- Develop standards/incentives, which will encourage the paving of unpaved parking lots and driveways (both public and private). Also, continue efforts to ensure that unpaved streets are paved through methods such as local improvement districts (LIDs) as identified in the Capital Improvement Program (CIP).
- Consider the adoption of a tree preservation ordinance and appropriate enforcement mechanisms.
- Develop a wildland protection and urban forestry plan.
- Complete the update to the City's economic development Comprehensive Plan element. Develop written materials that outline the City's policies and philosophies on economic development issues.
- Develop and implement a long-range fundable/affordable housing program.
- Revise the density bonus program to provide improved incentives for developing affordable housing units.
- Review the City's land use ordinances to ensure they are meeting, or will meet, the community needs and values for future businesses as they pertain to parking requirements, environmental constraints (ie. trees), structure size, mixed use, landscaping, and promoting alternative transportation.
- Continue to work on the master planning of large undeveloped mixed-use properties such as the Railroad Area and the industrial area east of Hamilton Creek.
- Develop criteria for implementation of a neighborhood livability grant program for neighborhood initiated projects. Coordinate the grant program with existing city programs like LID's and sidewalk construction.
- Evaluate and utilize as appropriate measures identified in the Transportation, Transit and Parking Committee Report.
- Explore options for providing enhanced public transit service (e.g. weekends, evenings, increased frequency and new routes).
- Explore the possibility of acquiring land near the Railroad District for the future development of a transit station.
- Consider modifying the Super Good Cents and density bonus programs to expand and improve incentives for efficient use of all resources.
- With Administrative Services - continue to provide information to the community on growth and planning issues. Included with this should be a forum for community discussion. In particular, information is needed regarding State land use law, infill policy, rate of growth, development standards, the development process and consequences of increasing urban densities.
- Complete the master overlay plan for the undeveloped railroad property. Work to resolve the Brownfield clean-up.
- Complete the update to the Downtown Plan.
- Give attention to properties which have been previously used in providing public service.
- Encourage the Historic Commission to expand their role by providing input on historic priorities and providing historic education programs for the community.
- Collaborate with other cities regarding methods for encouraging the provision of affordable housing.
- Collaborate with other cities for improved regional public transit services.

COMMUNITY DEVELOPMENT DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Department Total By Function | | | | | |
| 500 Personnel Services | 669,396 | 733,727 | 778,978 | 814,000 | 928,039 |
| 600 Materials and Services | 825,878 | 507,594 | 759,022 | 790,000 | 976,743 |
| 700 Capital Outlay | | | | | |
| | 1,495,275 | 1,241,321 | 1,538,000 | 1,604,000 | 1,904,782 |

| | | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| Department Total By Fund | | | | | |
| 110 General Fund | 999,568 | 1,060,507 | 1,224,000 | 1,279,000 | 1,393,739 |
| 250 CD Block Fund | 495,707 | 180,814 | 314,000 | 325,000 | 511,043 |
| | 1,495,275 | 1,241,321 | 1,538,000 | 1,604,000 | 1,904,782 |

Position Profile

| | | | | | |
|-----------------------------|--------------|--------------|--------------|--------------|--------------|
| 110 Director of Comm. Dev. | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Senior Planner | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Building Official | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Associate Planner | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| 110 Building Inspector | 2.20 | 2.40 | 2.60 | 2.60 | 3.60 |
| 110 Assistant Planner | | | 1.00 | 1.00 | 1.00 |
| 110 Code Compliance Officer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Secretary | 1.50 | 1.50 | 1.50 | 1.50 | 1.25 |
| 110 Clerk II | 1.00 | 0.75 | 1.00 | 1.00 | 1.00 |
| | 11.70 | 11.65 | 13.10 | 13.10 | 13.85 |

Building Division

The Ashland Building Division provides a full-service building inspection program for the development community. The traditional responsibilities include plan review, enforcement, and inspection of structural, mechanical, plumbing, and electrical installations. Additionally, the Division provides *educational enforcement* with periodic, timely code education for the development community. The Building Division also staffs the Ashland Building Appeals Board, which provides a forum for code interpretations including sanction of local decisions regarding the Oregon Disabled Access Code (based on the Americans for Disabilities Act) for new construction and alterations.

Significant Budget Changes

- Increase staffing for 1.0 FTE Building Inspector.
* Position cost of \$70,000 in temporary position and funded by permit fees.
- Increase in contracted services to reflect projected increase in need for third-party plan reviews to assist staff during the high construction period.

GENERAL FUND
COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 209,633 | 231,675 | 236,866 | 248,000 | 314,253 |
| 520 Fringe Benefits | 62,702 | 69,951 | 80,934 | 85,000 | 120,002 |
| Total Personnel Services | 272,335 | 301,626 | 317,800 | 333,000 | 434,255 |
| Materials and Services | | | | | |
| 601 Supplies | 4,818 | 6,839 | 11,170 | 12,000 | 10,550 |
| 602 Rental, Repair, Mtc. | 14,335 | 33,405 | 26,755 | 28,000 | 27,150 |
| 603 Communications | 3,542 | 5,782 | 5,300 | 6,000 | 7,050 |
| 604 Contractual Services | 58,980 | 26,633 | 31,000 | 32,000 | 33,000 |
| 605 Misc. Charges and Fees | 70,120 | 61,510 | 97,000 | 100,000 | 108,400 |
| 606 Other Purchased Services | 3,876 | 7,949 | 7,975 | 8,000 | 9,050 |
| Total Materials and Services | 155,671 | 142,118 | 179,200 | 186,000 | 195,200 |
| | 428,005 | 443,744 | 497,000 | 519,000 | 629,455 |

Planning Division

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

The Current Planning program is generally involved with processing applications for building permits and planning approvals. These range from simple sign or fence permits to complex zone changes, subdivisions, and shopping center reviews.

The Long-range Planning Program is project related, often involving multi-year projects. Generally, the projects fall into two broad categories: (1) those that are required for compliance with statewide planning goals and mandates, and (2) those that are local initiatives, either from the Planning Commission, City Council, or local citizen groups. These are frequently the most controversial and most effective planning efforts the City and Open Space Program, the Transportation Plan, and the Downtown Commercial Development Standards.

Significant Budget Changes

- Decrease in .25 FTE secretarial position to reflect transition in operations of the front office. .25 FTE moved to Legal.
- Increase in material and services to reflect needs associated with increased projects from the Strategic Plan.
- Increase of 1.0 FTE to reflect new Urban Forester position and Urban Forestry program.
* Position cost of \$55,000 not included in proposed budget.

Service Levels

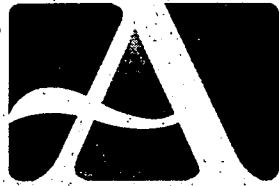
- Planning Revenues
- Planning Actions processed
- Major Long-Range Planning projects

GENERAL FUND
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 263,999 | 290,979 | 305,733 | 319,000 | 315,167 |
| 520 Fringe Benefits | 90,069 | 100,429 | 114,967 | 120,000 | 134,817 |
| Total Personnel Services | 354,068 | 391,408 | 420,700 | 439,000 | 449,984 |
| Materials and Services | | | | | |
| 601 Supplies | 14,091 | 12,911 | 14,100 | 15,000 | 15,000 |
| 602 Rental, Repair, Mtc. | 654 | 11,457 | 13,500 | 14,000 | 7,000 |
| 603 Communications | 6,492 | 5,350 | 4,600 | 5,000 | 3,300 |
| 604 Contractual Services | 22,995 | 26,592 | 58,500 | 61,000 | 62,500 |
| 605 Misc. Charges and Fees | 158,310 | 152,000 | 163,500 | 172,000 | 157,500 |
| 606 Other Purchased Services | 11,710 | 14,144 | 18,100 | 19,000 | 20,950 |
| 608 Commissions | 3,244 | 2,901 | 4,000 | 4,000 | 3,750 |
| 610 Programs | | | 30,000 | 31,000 | 44,300 |
| Total Materials and Services | 217,495 | 225,355 | 306,300 | 321,000 | 314,300 |
| | 571,562 | 616,763 | 727,000 | 760,000 | 764,284 |

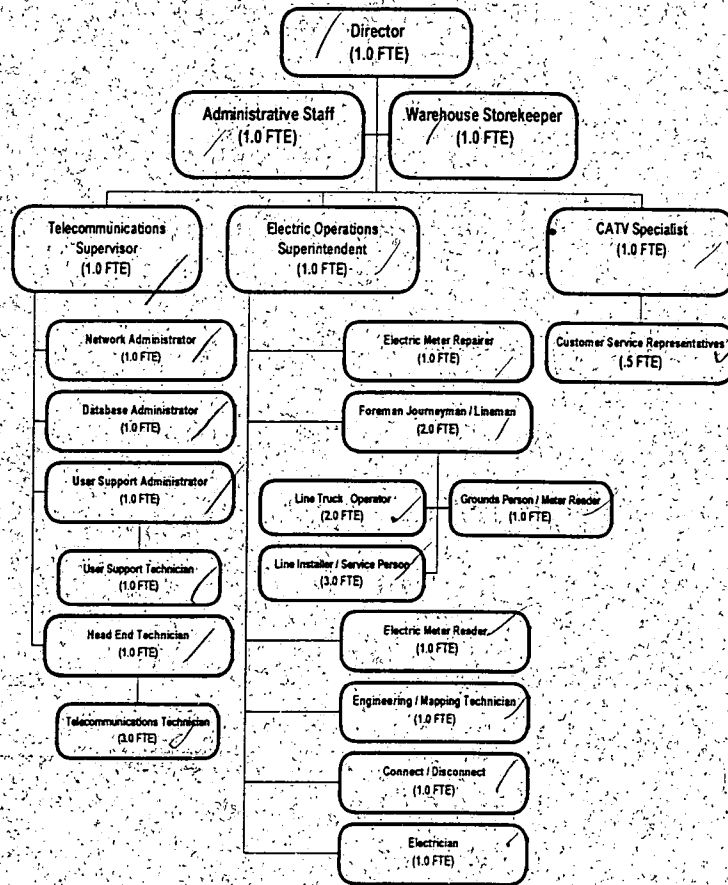
COMMUNITY DEVELOPMENT BLOCK GRANT FUND
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 31,847 | 29,187 | 29,504 | 31,000 | 30,800 |
| 520 Fringe Benefits | 11,147 | 11,506 | 10,975 | 11,000 | 13,000 |
| Total Personnel Services | 42,994 | 40,693 | 40,478 | 42,000 | 43,800 |
| Materials and Services | | | | | |
| 602 Rental, Repair, Mtc. | | | 98,698 | 103,000 | 153,185 |
| 604 Contractual Services | 65,701 | 24,296 | | | |
| 606 Other Purchased Services | | | 1,274 | 1,000 | |
| 609 Grants | 387,012 | 115,825 | 173,550 | 179,000 | 314,058 |
| Total Materials and Services | 452,713 | 140,121 | 273,522 | 283,000 | 467,243 |
| Capital Outlay | | | | | |
| 702 Buildings | | | | | |
| Total Capital Outlay | | | | | |
| | 495,707 | 180,814 | 314,000 | 325,000 | 511,043 |



electric department

27.5 FTE



Overview

The Electric Department is composed of 3 divisions: Electric Utilities, Telecommunications, and Computer Services.

Electric Division

The City of Ashland Electric Department 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 Department is responsible for the engineering, construction and maintenance of the system for distribution of electrical energy. The Operations 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 and water pump stations.
- 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. The Operations Division annually trims trees along 65 miles of overhead power lines to minimize outages during wind storms and maintains approximately 1800 city-owned street lights. The Division also provides community services such as installing and removing Christmas decorations, hanging banners and providing educational services.

The Electric Department operates the Reader Gulch Hydro generator. This generator offsets our wholesale purchases from BPA by approximately \$110,000 a year.

Strategic Plan Goals

- Develop a Green Power alternative for the community.
- Evaluate the leasing of fuel cells to electric customers.
- Overhead to underground power line conversions.

Significant Budget Changes

- Increased BPA power charges effective October 2001.
- Increased personal service costs due to Technician returning to fund from AFN operations.
- Increase Clerk II from .50 to 1.0 FTE.
- Delete Administrative Assistant and add Warehouse Storekeeper. * **Position addition of \$40,000 (net) not included in proposed budget.**

ELECTRIC DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|
| Department Total By Function | | | | | |
| 500 Personnel Services | 1,428,215 | 1,810,685 | 2,044,272 | 1,970,000 | 2,152,388 |
| 600 Materials and Services | 6,398,024 | 6,611,867 | 7,814,622 | 8,769,000 | 10,951,163 |
| 700 Capital Outlay | 1,190,352 | 3,539,695 | 2,810,106 | 473,000 | 1,063,749 |
| 800 Debt Service | 64,175 | 1,236,757 | 456,000 | 2,171,000 | 3,796,150 |
| | 9,080,766 | 13,199,003 | 13,125,000 | 13,383,000 | 17,963,450 |

Department Total By Fund

| | | | | | |
|-----------------------------|------------------|-------------------|-------------------|-------------------|-------------------|
| 690 Electric Fund | 7,755,033 | 7,392,599 | 7,982,000 | 8,506,000 | 11,280,164 |
| 691 Telecommunications Fund | 889,225 | 5,374,859 | 4,637,000 | 4,335,000 | 6,091,586 |
| 710 Central Services | 436,508 | 431,545 | 506,000 | 542,000 | 591,700 |
| | 9,080,765 | 13,199,003 | 13,125,000 | 13,383,000 | 17,963,450 |

Position Profile

| | | | | | |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|
| 690 Electric Utility Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 690 Electric Op. Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 691 Leadworking Line Installer | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| 691 Line Installer/Service Person | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| 691 Line Truck Driver | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| 690 Meter Repair | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 690 Electrician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 690 Connect / Disconnect | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 690 Grounds Person \ Meter Reader | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| 690 Mapping Specialist | 0.75 | 1.00 | 1.00 | 1.00 | 1.00 |
| 690 Administrative Assistant | - | 1.00 | 1.00 | 1.00 | - |
| 690 Marketing | 1.00 | - | - | - | - |
| 690 Telecommunications Eng | 0.10 | 0.20 | 0.20 | 0.20 | 0.20 |
| 690 Clerk II | - | 0.50 | 0.50 | 0.50 | 1.00 |
| 690 Warehouse/Storekeeper | - | - | - | - | 0.40 |
| 690 Administrative Secretary | 1.00 | - | - | - | - |
| 691 Telecommunications Engineer | 0.40 | 0.80 | 0.60 | 0.60 | 0.60 |
| 691 Communications Technician | - | 1.00 | 1.00 | 1.00 | 1.00 |
| 691 Cable TV Specialist | - | 1.00 | 1.00 | 1.00 | 1.00 |
| 691 Account Representative | - | - | 0.50 | 0.50 | 0.50 |
| 691 Network Administrator | - | - | 1.00 | 1.00 | 1.00 |
| 691 Warehouse/Storekeeper | - | - | - | - | 0.40 |
| 691 Telecommunications Technician | - | 3.00 | 3.00 | 3.00 | 3.00 |
| 710 Data Base Administrator | - | - | 1.00 | 1.00 | 1.00 |
| 710 User Support Administrator | - | - | 1.00 | 1.00 | 1.00 |
| 710 Telecommunications Engineer | - | - | 0.20 | 0.20 | 0.20 |
| 710 Warehouse/Storekeeper | - | - | - | - | 0.20 |
| 710 Computer Technician | - | - | 1.00 | 1.00 | 1.00 |
| | 17.25 | 22.50 | 27.00 | 27.00 | 27.50 |

electric department

ELECTRIC FUND
ELECTRIC DEPARTMENT
SUPPLY DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | | | | |
| 520 Fringe Benefits | | | | | |
| Total Personnel Services | | | | | |
| Materials and Services | | | | | |
| 602 Rental, Repair, Maintenance | 63,587 | 480 | 22,000 | 23,000 | 23,500 |
| 606 Other Purchased Services | 4,353,432 | 4,050,596 | 3,725,000 | 4,777,000 | 6,142,000 |
| Total Materials and Services | 4,417,019 | 4,051,076 | 3,747,000 | 4,800,000 | 6,165,500 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 28,068 | | | | |
| Total Capital Outlay | 28,068 | | | | |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 50,000 | 62,350 | 63,000 | 63,000 | 66,000 |
| 802 Debt Service - Interest | | 12,727 | 10,000 | 9,000 | 6,600 |
| Total Debt Service | 50,000 | 75,077 | 73,000 | 72,000 | 72,600 |
| | 4,495,087 | 4,126,153 | 3,820,000 | 4,872,000 | 6,238,100 |

ELECTRIC FUND
ELECTRIC DEPARTMENT
TRANSMISSION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|--------------|-------------|----------------|---------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | | | | | |
| 520 Fringe Benefits | | | | | |
| Total Personnel Services | | | | | |
| Materials and Services | | | | | |
| 602 Rental, Repair, Maintenance | 3,966 | 849 | 4,053 | 4,000 | 4,400 |
| 606 Other Purchased Services | | | 842,000 | | 841,000 |
| Total Materials and Services | 3,966 | 849 | 846,053 | 4,000 | 845,400 |
| Capital Outlay | | | | | |
| 602 Improvements Other Than Bldgs. | 2,632 | | | | |
| Total Capital Outlay | 2,632 | | | | |
| | 6,598 | 849 | 846,053 | 4,000 | 845,400 |

ELECTRIC FUND
ELECTRIC DEPARTMENT
DISTRIBUTION DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 712,165 | 733,555 | 777,347 | 917,000 | 912,115 |
| 520 Fringe Benefits | 218,668 | 227,315 | 287,957 | 367,000 | 355,249 |
| Total Personnel Services | 930,833 | 960,870 | 1,065,303 | 1,284,000 | 1,267,364 |
| Materials and Services | | | | | |
| 601 Supplies | 17,378 | 51,426 | 29,144 | 31,000 | 30,500 |
| 602 Rental, Repair, Maintenance | 211,058 | 232,159 | 286,700 | 301,000 | 264,300 |
| 603 Communications | | 16,134 | 15,300 | 16,000 | 16,600 |
| 604 Contractual Services | 74,720 | 28,796 | 9,000 | 9,000 | 39,400 |
| 605 Misc. Charges and Fees | 577,905 | 573,049 | 637,000 | 669,000 | 655,500 |
| 606 Other Purchased Services | 30,373 | 51,196 | 41,000 | 43,000 | 74,500 |
| 610 Programs | | 16,417 | 15,500 | 16,000 | 2,500 |
| 612 Franchises | 769,508 | 780,548 | 816,000 | 886,000 | 1,338,000 |
| Total Materials and Services | 1,680,943 | 1,749,726 | 1,849,644 | 1,971,000 | 2,421,300 |
| Capital Outlay | | | | | |
| 702 Buildings | 190,864 | 835 | | | |
| 703 Equipment | 34,771 | 28,815 | | | |
| 704 Improvements Other Than Bldgs. | 415,936 | 525,352 | 401,000 | 375,000 | 508,000 |
| Total Capital Outlay | 641,572 | 555,002 | 401,000 | 375,000 | 508,000 |
| | 3,253,348 | 3,265,597 | 3,315,947 | 3,630,000 | 4,196,664 |

Telecommunications Division

The Telecommunications Division manages the fiber optic infrastructure, known as Ashland Fiber Network (AFN). 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.

AFN offers the following services:

- **High-speed data**, which provides connectivity for broadband data, video, conferencing and voice applications at speeds of 10 Mbps or 100 Mbps utilizing a direct fiber link;
- **Internet Access**, which provides high-speed connections of up to 5 Mbps using cable modem technology and allows private Internet Service Providers (ISPs) to utilize our Open Access Network, and
- **Cable Television**, Offering 4 tiers of service at competitive pricing. Featuring 2 lower tier levels of service exclusive to AFN. Channel lineup created for residents, by the appointed Citizens Programming Selection Committee.

Strategic Plan Goals

- The Division will continue to provide the City of Ashland with an advanced telecommunications infrastructure capable of interacting with and supporting private enterprise.
- Implement and provide other telecommunication services to our residents, such as IP telephony, commercial insertion, and video-on-demand.
- Continue to grow customer base.

Significant Budget Changes

- Decreased capital outlay.
- Completing build out of infrastructure.
- Personnel moving back to Electric fund.
- Increased debt service on loans.

electric-telecommunications division

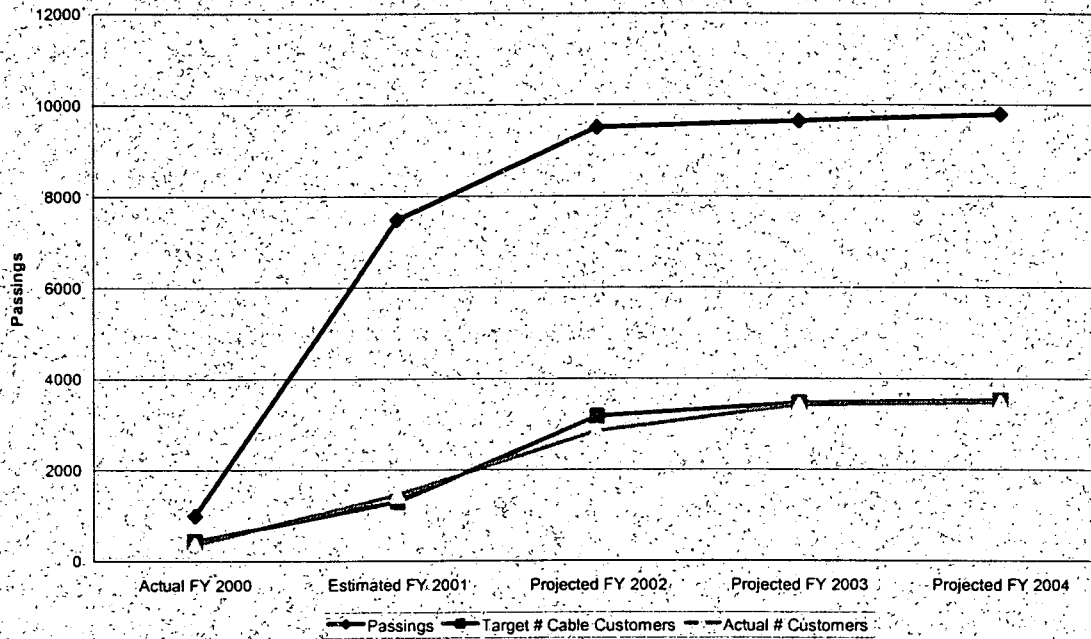
TELECOMMUNICATIONS FUND
ELECTRIC DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|------------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 273,657 | 512,172 | 583,000 | 345,000 | 437,383 |
| 520 Fringe Benefits | 70,457 | 132,756 | 189,982 | 120,000 | 174,326 |
| Total Personnel Services | 344,114 | 644,927 | 772,982 | 465,000 | 611,709 |
| Materials and Services | | | | | |
| 601 Supplies | 11,131 | 17,547 | 40,335 | 46,000 | 126,463 |
| 602 Rental, Repair, Maintenance | 7,156 | 112,999 | 102,140 | 125,000 | 67,000 |
| 603 Communications | 29,430 | 126,766 | 160,662 | 217,000 | 69,500 |
| 604 Contractual Services | | 52,107 | 12,000 | 15,000 | 18,000 |
| 605 Misc. Charges and Fees | 1,897 | 232,340 | 330,342 | 403,000 | 333,000 |
| 606 Other Purchased Services | 16,941 | 22,790 | 387,728 | 662,000 | 399,000 |
| 612 Franchises | 2,000 | 19,010 | 113,705 | 139,000 | 123,000 |
| Total Materials and Services | 68,555 | 583,559 | 1,146,912 | 1,607,000 | 1,135,963 |
| Capital Outlay | | | | | |
| 703 Equipment | | | | | 16,000 |
| 704 Improvements Other Than Bldgs. | 462,382 | 2,984,693 | 2,334,106 | 19,000 | 469,749 |
| Total Capital Outlay | 462,382 | 2,984,693 | 2,334,106 | 19,000 | 485,749 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | | 978,859 | 383,000 | 1,699,000 | 3,200,000 |
| 802 Debt Service - Interest | 14,175 | 182,821 | | 400,000 | 523,550 |
| Total Debt Service | 14,175 | 1,161,680 | 383,000 | 2,099,000 | 3,723,550 |
| | 889,225 | 5,374,859 | 4,637,000 | 4,190,000 | 5,956,971 |

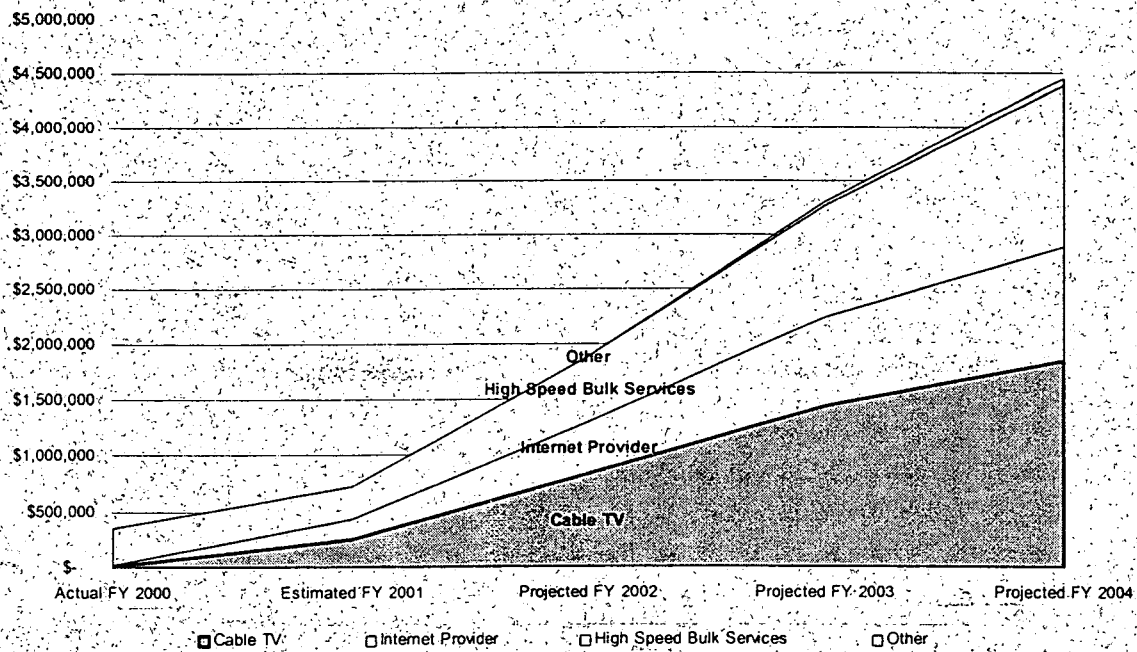
TELECOMMUNICATIONS FUND
CUSTOMER RELATIONS/PROMOTIONS

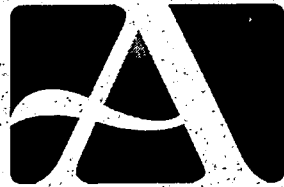
| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|-------------|-------------|--------------|----------------|----------------|
| Fund# 691 | | | | | |
| Personnel Services | | | | | |
| 510 Salaries and Wages | | | | | 10,000 |
| 520 Fringe Benefits | | | | | 1,215 |
| Total Personnel Services | | | | | 11,215 |
| Materials and Services | | | | | |
| 603 Communications | | | | 5,000 | 6,000 |
| 604 Contractual Services | | | | 115,000 | 50,000 |
| 606 Other Purchased Services | | | | 25,000 | 67,400 |
| Total Materials and Services | | | | 145,000 | 123,400 |
| | | | | 145,000 | 134,615 |

AFN Cable TV Connections
Market Share



AFN Revenue - Sales
Actual & Projected





Computer Services Division

The Computer Services Division is responsible for citywide computer operations, including hardware and software purchasing, support, repair and maintenance.

This division is housed in the Electric Department, which also runs the AFN network. This allows efficient use of resources for computing support and the melding of AFN's network into use for citywide applications such as access to Fire Station 2, Parks and the Senior Center.

Strategic Plan Goals

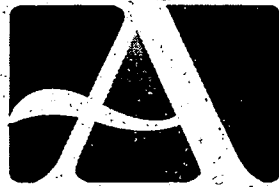
- Improve reliability of systems to 99.99 %.

Significant Budget Changes

- Increased payroll and benefit costs.

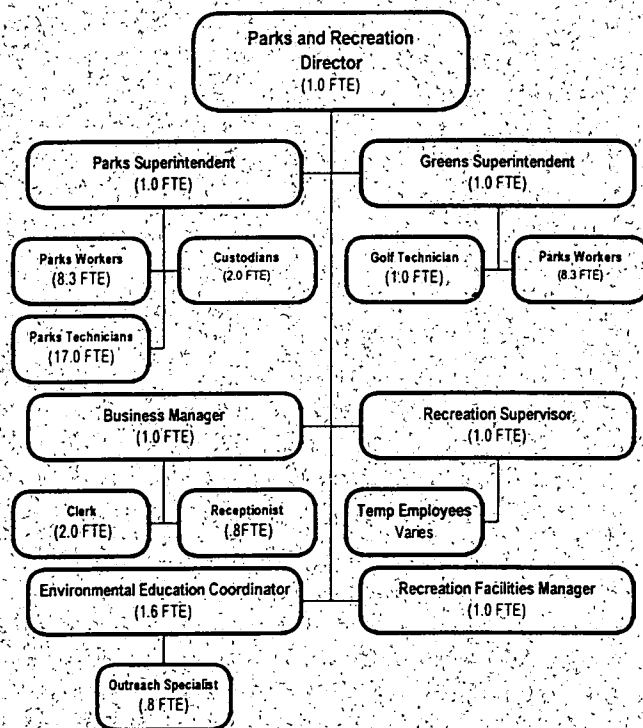
CENTRAL SERVICE FUND
ELECTRIC DEPARTMENT
COMPUTER SERVICES DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 123,779 | 163,184 | 154,912 | 167,000 | 191,300 |
| 520 Fringe Benefits | 29,489 | 41,704 | 51,075 | 54,000 | 70,800 |
| Total Personnel Services | 153,268 | 204,888 | 205,987 | 221,000 | 262,100 |
| Materials and Services | | | | | |
| 601 Supplies | 81,871 | 45,435 | 8,200 | 9,000 | 11,400 |
| 602 Rental, Repair, Maintenance | 10,833 | 3,600 | | | |
| 603 Communications | 8,883 | 116,519 | 53,313 | 57,000 | 80,500 |
| 604 Contractual Services | 112,701 | 41,314 | 128,000 | 138,000 | 130,000 |
| 605 Misc. Charges and Fees | 6,927 | 17,197 | 24,000 | 26,000 | 30,000 |
| 606 Other Purchased Services | 6,328 | 2,591 | 11,500 | 12,000 | 7,700 |
| Total Materials and Services | 227,541 | 226,657 | 225,013 | 242,000 | 259,600 |
| Capital Outlay | | | | | |
| 703 Equipment | 55,698 | | 75,000 | 79,000 | 70,000 |
| Total Capital Outlay | 55,698 | | 75,000 | 79,000 | 70,000 |
| | 436,508 | 431,545 | 506,000 | 542,000 | 591,700 |



parcs and recreation department

40.2 FTE



Overview

Ashland's Parks and Recreation system is comprised of 637 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.

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.

Division Goals and Projects

- Continue development of North Mountain Park.
- Install pumping station at Bear Creek for North Mountain Park.
- Improve water quality in Lithia Park ponds.
- Establish compliance with ADA requirements.
- Siskiyou Mt. Park – "Creek to Crest" trail development
- Resurface tennis courts.
- Re-modeling or replacement of Lithia Park playground restroom.
- Update of the Open Space / Park Plan.
- Establish compliance with GASB 34 ruling related to financial reporting.

Significant Budget Changes

- Materials and services increased by 13% or \$130,000. Of that amount \$110,000 is to provide funding for non-capital projects related to ADA compliance requirements, hillside erosion control, trail development and professional services for updating the Open Space / Park Plan and the GASB 34 ruling. The balance of \$20,000 (2.5%) is due to general cost increases, especially in utilities.
- Capital Outlay decreased by 35% or \$130,000. Included in the proposed budget is a \$100,000 capital project for Lithia Park that would be funded by a bequest the department has received that contains that stipulation.

Future Budget Consideration

The Parks and Recreation Commission will be updating the Open Space / Park Land Acquisition Program that will include updating the Parks and Recreation Department's 5-Year Capital Improvement Plan. In order to accommodate improvements to the current system, to develop lands already acquired and lands that may be acquired, and to meet the mandates of the Comprehensive Plan, an increase in revenues from property taxes or some other revenue source may be required.

parks and recreation department

PARKS & RECREATION DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--------------------------------------|--------------------|--------------------|---------------------|----------------------|---------------------|
| Department Totals by Function | | | | | |
| 500 Personnel Services | 1,737,835 | 1,884,355 | 2,176,000 | 2,278,000 | 2,212,300 |
| 600 Materials and Services | 1,860,864 | 2,102,865 | 2,800,585 | 2,775,400 | 3,151,700 |
| 700 Capital Outlay | 1,355,041 | 1,804,355 | 787,700 | 225,000 | 489,700 |
| 800 Debt Service | 17,929 | 12,131 | 11,000 | 11,000 | 19,000 |
| | 4,971,669 | 5,803,708 | 5,775,285 | 5,289,400 | 5,872,700 |

| | | | | | |
|---------------------------------|------------------|------------------|------------------|------------------|------------------|
| Department Total by Fund | | | | | |
| Parks and Recreation Fund | 3,239,197 | 4,195,839 | 3,729,585 | 3,437,400 | 3,778,700 |
| Youth Activities Levy Fund | 1,039,549 | 1,083,970 | 1,708,000 | 1,752,000 | 1,870,000 |
| Parks Capital Improvements Fund | 240,000 | 523,898 | 337,700 | 100,000 | 224,000 |
| Golf Course Fund - Historic | 452,923 | | | | |
| | 4,971,669 | 5,803,708 | 5,775,285 | 5,289,400 | 5,872,700 |

| | | | | | |
|-------------------------------|--------------|--------------|--------------|--------------|--------------|
| Position Profile | | | | | |
| Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Parks Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Greens Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Business Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Recreation Supervisor | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Recreation Facilities Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Clerk Specialists | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Receptionist / EE Outreach | 1.30 | 1.50 | 1.60 | 1.60 | 1.60 |
| Environmental Ed Coordinator | 1.00 | 1.00 | 1.60 | 1.60 | 1.60 |
| Park Technician III | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Park Technician II | 6.00 | 6.00 | 7.00 | 7.00 | 7.00 |
| Park/Golf Technician I | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 |
| Park/Golf Maintenance Worker | 8.00 | 9.00 | 9.00 | 9.00 | 9.00 |
| Lead Custodian | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Custodian | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | 37.30 | 38.50 | 40.20 | 40.20 | 40.20 |

parks and recreation department

PARKS & RECREATION FUND
 PARKS & RECREATION DEPARTMENT
 PARKS DIVISION

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 981,798 | 1,072,156 | 1,175,000 | 1,210,000 | 1,218,000 |
| 520 Fringe Benefits | 349,230 | 391,469 | 496,000 | 545,000 | 540,000 |
| Total Personnel Services | 1,331,028 | 1,463,625 | 1,671,000 | 1,755,000 | 1,758,000 |
| Materials and Services | | | | | |
| 601 Supplies | 32,104 | 24,120 | 31,000 | 42,500 | 42,000 |
| 602 Rental, Repair, Maintenance | 365,379 | 488,293 | 457,205 | 431,000 | 439,000 |
| 603 Communications | 8,383 | 17,217 | 47,800 | 53,400 | 60,000 |
| 604 Contractual Services | 78,244 | 69,385 | 53,000 | 73,000 | 73,000 |
| 605 Misc. Charges and Fees | 63,100 | 158,000 | 160,000 | 164,000 | 170,000 |
| 606 Other Purchased Services | 108,412 | 111,813 | 140,000 | 145,000 | 152,000 |
| 609 Grants | | | 81,235 | | 157,000 |
| 606 Programs | | | 11,845 | | 24,300 |
| Total Materials and Services | 655,622 | 868,827 | 982,085 | 908,900 | 1,117,300 |
| Capital Outlay | | | | | |
| 702 Buildings | 132,755 | 52,919 | 200,000 | | |
| 703 Equipment | 66,550 | 25,010 | 9,000 | | |
| 704 Improvements | 739,621 | 1,183,190 | 171,000 | 125,000 | 245,000 |
| Total Capital Outlay | 938,926 | 1,261,119 | 380,000 | 125,000 | 245,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 2,129 | 2,129 | 2,000 | 2,000 | 8,000 |
| 802 Debt Service - Interest | 810 | 664 | 2,000 | 2,000 | 4,000 |
| Total Debt Service | 2,939 | 2,792 | 4,000 | 4,000 | 12,000 |
| | 2,928,515 | 3,596,364 | 3,037,085 | 2,792,900 | 3,132,300 |

PERFORMANCE MEASURES – One method the department utilized to examine effectiveness, efficiency and customer satisfaction is performance measures. Performance measurements for the past three years are outlined below for two of the primary services provided by the Parks Division:

DIVISION PERFORMANCE GOALS – To maintain parks that provide leisure opportunities placing an emphasis on quality of experience, user satisfaction and cost efficiency.

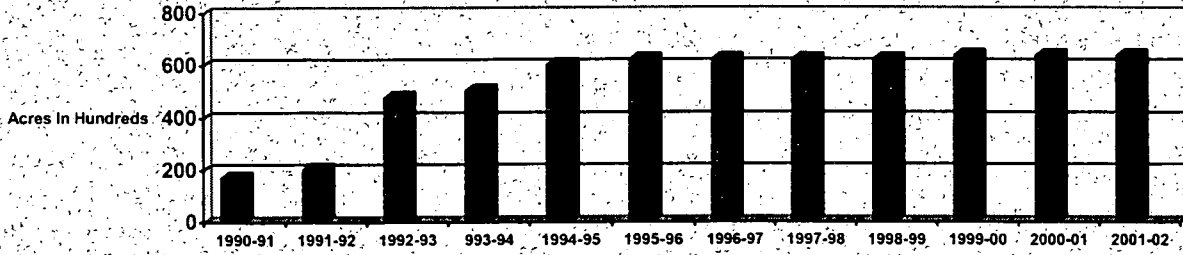
Custodial Maintenance

- ◆ **Desired Outcomes** – Clean, safe and sanitary parks and recreation facilities that provide high user satisfaction every day of the year.
- ◆ **Resources Provided**
 1. Labor and supplies to clean and sanitize all restrooms seven days a week; minimum twice daily with heavily used facilities up to four times a day.
 2. Labor and supplies to clean and provide routine maintenance for all recreation facilities daily seven days a week. Highly utilized facilities are cleaned several times a day.
 3. Labor and supplies to keep parks free of trash and litter.
- ◆ **Performance Measures**
 1. Inspections – Restrooms are clean and sanitized as scheduled; no health issues have been reported. Recreation facilities are clean and ready for public use daily. Trash containers are emptied before they are filled and the parks are free of litter.
 2. User Satisfaction – Many compliments, very few complaints.
 3. Response to Problems – If a problem is reported related to safety of a facility or cleanliness of a restroom, staff responds within 15 –30 minutes.
 4. Efficiency – Budget Impact
 - 1998-99 – 1.8 FTE
 - 1999-00 – 2.0 FTE
 - 2000-01 – 3.0 FTE
 - 2001-02 – 3.0 FTE
- ◆ **Program Summary** – Key performance indicators are expected to remain constant over the next several budget years. Workload will increase with the addition of two major restrooms. Currently the program is meeting performance standards. However, a reduction in resources or facilities being added to the system would create an inability to maintain standards.

Mowing Athletic Turf Areas

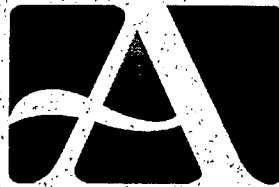
- ◆ **Desired Outcomes** – To efficiently mow 44 acres of athletic turf in such a manner as to insure healthy, high quality turf and to provide user safety and satisfaction.
- ◆ **Resources Provided**
 1. Equipment to mow areas efficiently covering maximum acreage in a minimum amount of time.
 2. Labor to mow turf areas according to seasonal demand from once a week up to three times per week.
- ◆ **Performance Measures**
 1. Inspections – Mowing schedules are assisting in promoting healthy turf. Playing surfaces are of consistent high quality.
 2. User Satisfaction – Many compliments, very few complaints.
 3. Safety – No injuries have been reported related to insufficient or inadequate mowing.
 4. Efficiency – Budget Impact
 - 1998-99 – 1.0 FTE
 - 1999-00 – 1.0 FTE
 - 2000-01 – 1.0 FTE
 - 2001-02 – 1.0 FTE
- ◆ **Program Summary** – Key performance indicators are expected to remain constant over the next several budget years. Currently performance standards are being met. In 2001, major athletic facilities were developed at North Mountain Park. In future years, a reduction in resources or additional facilities being added to the system would create an inability to maintain standards.

Current Total Park Acres - 637



Current Facilities Within The System

| | |
|----------------------------------|----|
| Athletic Sports Fields | 12 |
| Tennis Courts | 12 |
| Playgrounds & Recreational sites | 19 |
| Public Restrooms | 21 |
| Aquatic Facility | 2 |
| Skateboard Facility | 1 |
| Ice Skating Facility | 1 |



Recreation Division

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

Division Goals

- To provide high quality recreation programs for the community at an affordable cost.
- To expand opportunities for recreational and educational activities.

Significant Budget Changes

- The proposed budget includes an increase in fees for swimming pool programs: 25 cents for recreational swimming, 50 cents for lap swimming and \$3.00 for swimming lessons. The fee increase is to help offset the cost of operating these programs. This is the first increase in fees in eight (8) years.

**PARKS & RECREATION FUND
PARKS & RECREATION DEPARTMENT
RECREATION DIVISION**

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|--------------------|--------------------|---------------------|----------------------|---------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 159,911 | 136,530 | 176,000 | 183,000 | 173,400 |
| 520 Fringe Benefits | 37,268 | 41,037 | 52,500 | 56,500 | 52,500 |
| Total Personnel Services | 197,179 | 177,567 | 228,500 | 239,500 | 225,900 |
| Materials and Services | | | | | |
| 601 Supplies | 5,733 | 3,487 | 6,000 | 6,200 | 6,000 |
| 602 Rental, Repair, Maintenance | 66,098 | 7,806 | 11,000 | 11,200 | 11,000 |
| 603 Communications | 1,222 | 1,647 | 2,500 | 2,600 | 3,000 |
| 605 Misc. Charges and Fees | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| 606 Other Purchased Services | 617 | 6,000 | 4,000 | 4,000 | 4,000 |
| 606 Programs | 38,833 | 50,615 | 51,500 | 53,000 | 55,000 |
| Total Materials and Services | 113,503 | 70,555 | 76,000 | 78,000 | 80,000 |
| | 310,682 | 248,122 | 304,500 | 317,500 | 305,900 |

PERFORMANCE MEASURES – One method the department utilizes to examine effectiveness, efficiency and customer satisfaction is with performance measures. Performance measurements for the past three years are outlined below for two of the primary services provided by the Recreation Division.

DIVISION PERFORMANCE GOALS – The Department consistently seeks ways to increase efficiency so that it can continue to provide quality recreational and educational opportunities at the lowest cost while maintaining customer satisfaction.

Aquatic Programs

◆ **Desired Outcome** – To achieve high customer satisfaction by providing and promoting a variety of recreational opportunities in aquatics and to provide instructional opportunities for young people to learn how to swim at an affordable cost.

◆ **Resources Provided**

1. A safe, clean and attractive facility.
2. Qualified and experienced labor to allow for 1 lifeguard per 25 recreational swimmers and one (1) swim instructor for every six (6) students.
3. Labor and supplies to clean the facility twice daily.
4. Labor and supplies to maintain optimal pool chemistry.

◆ **Performance Measures**

| <u>Effectiveness & Efficiency</u> | <u>1999</u> | <u>2000</u> | <u>Targeted 2001</u> | <u>Targeted 2002</u> |
|---------------------------------------|-------------|-------------|----------------------|----------------------|
| 1. Recreational Swimmers | 26,056 | 22,439 | 21,036 | 22,000 |
| 2. Lesson Participants | 1,183 | 1,202 | 894 | 940 |
| 3. % Passing Lessons | 70% | 73% | 71% | 73% |
| 4. Accidents per season | 2 | 3 | 3 | 2 |
| 5. Complaints per season | 5 | 4 | 3 | 3 |
| 6. # of Seasonal Employees | 23 | 23 | 21 | 21 |

◆ **Program Summary**

Key performance indicators for the program are expected to remain constant over the next several budget years. Currently standards are being met. The decrease in attendance in 2000 is due to the YMCA opening its aquatic facility. A reduction in resources would reduce the ability for the program to maintain standards resulting in lower customer satisfaction and creating a potential for an unsafe aquatic environment.

Darex Family Ice Rink Program

◆ **Desired Outcome** – To provide high customer satisfaction when ice-skating and exercising in a safe, clean facility at an affordable cost.

◆ **Resources Provided**

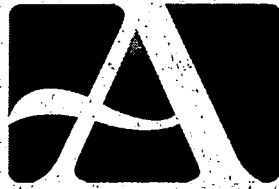
1. Labor and supplies to clean the facility and maintain its effectiveness.
2. Labor and materials to operate the admissions booth and to provide "rink" guards to maximize safety on the ice.

◆ **Performance Measures**

| <u>Effectiveness & Efficiency</u> | <u>1999</u> | <u>2000</u> | <u>Targeted 2001</u> | <u>Targeted 2002</u> |
|---------------------------------------|-------------|-------------|----------------------|----------------------|
| 1. # of Admissions | 15,027 | 18,078 | 16,000 | 16,250 |
| 2. Accidents per season | 10 | 8 | 5 | 5 |
| 3. Complaints per season | 5 | 3 | 2 | 2 |
| 4. # of Season Employees | 12 | 8 | 6 | 6 |

◆ **Program Summary**

Key performance indicators for the program 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.



Golf Division

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

Division Goals

- Provide a quality municipal golfing experience.
- Complete needed improvements to the course.
- Increase revenues by increasing the number of rounds played.
- Develop a marketing strategy.

Significant Budget Changes

- The proposed budget includes increased fees for annual passes, monthly passes and daily fees. The reason for the increase is to provide additional revenues to offset expenses for course operation, maintenance and improvements. This is the first fee increase in four (4) years.
- The proposed budget reflects the first full year of operation of the new practice range and clubhouse facility.

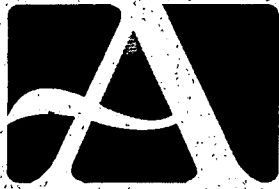
**PARKS & RECREATION FUND
PARKS & RECREATION DEPARTMENT
GOLF DIVISION**

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|--------------------|--------------------|---------------------|----------------------|---------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 87,920 | 99,322 | 102,500 | 105,500 | 104,900 |
| 520 Fringe Benefits | 22,783 | 28,872 | 36,000 | 38,000 | 39,500 |
| Total Personnel Services | 110,703 | 128,194 | 138,500 | 143,500 | 144,400 |
| Materials and Services | | | | | |
| 602 Rental, Repair, Maintenance | 36,412 | 114,508 | 77,000 | 80,500 | 71,500 |
| 603 Communications | 1,952 | 1,673 | 1,500 | 1,500 | 1,500 |
| 604 Contractual Services | 57,279 | 61,440 | 75,000 | 75,500 | 80,400 |
| 605 Misc. Charges and Fees | 55,472 | 16,862 | 19,000 | 19,000 | 15,000 |
| Total Materials and Services | 151,115 | 194,483 | 172,500 | 176,500 | 168,400 |
| Capital Outlay | | | | | |
| Buildings | 25,000 | - | 40,000 | - | - |
| Improvements | - | 19,338 | 30,000 | - | 20,700 |
| Total Capital Outlay | 176,115 | 19,338 | 70,000 | - | 20,700 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 12,478 | 6,435 | 5,000 | 5,000 | 5,000 |
| 802 Debt Service - Interest | 2,512 | 2,904 | 2,000 | 2,000 | 2,000 |
| Total Debt Service | 14,990 | 9,339 | 7,000 | 7,000 | 7,000 |
| | 452,923 | 351,354 | 388,000 | 327,000 | 340,500 |

PERFORMANCE MEASURES – One method the department utilizes to examine effectiveness, efficiency and customer satisfaction is performance measures. Performance measurements for the past three years are outlined below for golf course operation.

Golf Course Operations and Services

- ◆ **Desired Outcomes** – To provide customer satisfaction by offering a full service, high quality facility that encourages increased use of the facility and rounds played.
- ◆ **Resources Provided**
 1. A PGA professional to provide customer service through the Pro Shop.
 2. Labor, equipment and supplies necessary to maintain the course.
 3. Amenities to provide a full service facility.
- ◆ **Performance Measures**
 1. Rounds Played by Calendar Year
 - 1998 – 28,361
 - 1999 – 24,562
 - 2000 – 27,038
 2. Customer Satisfaction – Numerous complaints are received about the condition of the greens, tee boxes and sand traps.
 3. Efficiency – Budget Impact
 - 1998-99 – 2.5 FTE
 - 1999-00 – 2.5 FTE
 - 2000-01 – 2.5 FTE
 - 2001-02 – 2.5 FTE
- ◆ **Program Summary** – Key performance indicators are expected to remain constant over the next several budget years. Concerning maintenance, the Golf Division is not meeting performance standards necessary to provide a high quality facility and, therefore, does not provide a high level of customer satisfaction. The obsolete irrigation system that cannot be adequately repaired is the primary reason for the poor quality of the greens. In order to meet performance standards, a significant amount of money will need to be invested in the course for capital improvements as well as an increased level of on-going maintenance.



Youth Activities Levy Fund

By contractual agreement with the Ashland School District, provides monies for a wide variety of extra-curricular activities for students in the district's elementary, middle, and high schools. Of the fund's resources, \$119,000 is used to enhance recreational opportunities throughout the community.

Fund Goals

- To provide the Ashland School District with the resources to offer a variety of extra-curricular, recreational activities.
- To enhance community recreational activities.

Significant Budget Changes

This is a three-year levy. Fiscal year 2002-2003 is the final year of the levy.

YOUTH ACTIVITIES LEVY FUND PARKS & RECREATION DEPARTMENT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Personnel Services | | | | | |
| 510 Salaries and Wages | 94,226 | 101,317 | 135,000 | 131,000 | 78,800 |
| 520 Fringe Benefits | 4,699 | 13,654 | 3,000 | 9,000 | 5,200 |
| Total Personnel Services | 98,925 | 114,970 | 138,000 | 140,000 | 84,000 |
| Materials and Services | | | | | |
| 601 Supplies | 22,480 | 13,268 | 43,000 | 43,000 | 35,000 |
| 604 Contractual Services | 918,144 | 955,732 | 1,527,000 | 1,569,000 | 1,751,000 |
| Total Materials and Services | 940,624 | 969,000 | 1,570,000 | 1,612,000 | 1,786,000 |
| | 1,039,549 | 1,083,970 | 1,708,000 | 1,752,000 | 1,870,000 |

Parks Capital Improvement Fund

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

Fund Goals

- To replace vehicles and equipment as needed.
- To fund long-term development projects.

Significant Budget Changes

- There are no significant budget changes.

**PARKS CAPITAL IMPROVEMENTS FUND
PARKS & RECREATION DEPARTMENT**

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-----------------------------|----------------|----------------|----------------|----------------|----------------|
| Capital Outlay | | | | | |
| Buildings | 213,380 | 146,630 | 150,000 | | |
| Equipment | 26,620 | 138,549 | 133,100 | 50,000 | 50,000 |
| Improvements | | 238,719 | 54,600 | 50,000 | 174,000 |
| Total Capital Outlay | 240,000 | 523,898 | 337,700 | 100,000 | 224,000 |
| | 240,000 | 523,898 | 337,700 | 100,000 | 224,000 |

non-departmental activities

Interfund Loans

All intervened operating loans, which are not paid back by the end of the fiscal year, are budgeted in the following fiscal year. The loans shown here are for the operations of the telecommunication fund.

Operating Transfer Out

Transfers from one fund to another are shown on this page as expenditure and also in each fund as revenue. The 2001 proposed column represent the normal reoccurring transfers. The adopted 2000 were unusually high with the close out of several funds

non-departmental activities

INTERFUND LOANS

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-----------------------------|----------------|------------------|------------------|------------------|------------------|
| Other Financing Uses | | | | | |
| 901 Electric Fund | | 195,589 | 599,000 | 599,000 | |
| Water Fund | | | | | 2,000,000 |
| Wastewater Fund | | | | | 1,400,000 |
| Equipment Fund | 978,859 | 1,000,000 | 1,000,000 | 1,000,000 | 500,000 |
| Cemetery Trust Fund | | | | | 600,000 |
| Total City | 978,859 | 1,195,589 | 1,599,000 | 1,599,000 | 4,500,000 |

OPERATING TRANSFERS OUT

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-----------------------------------|----------------|------------------|----------------|----------------|----------------|
| Other Financing Uses | | | | | |
| 902 General Fund | 500 | 500 | 1,000 | 1,000 | 1,000 |
| Street Fund | | | | | |
| General Operations | | 125,000 | 13,480 | 63,000 | |
| S.D.C. - Storm Drains | | 8,000 | 11,000 | 53,000 | |
| S.D.C. - Transportation | 80,000 | 12,000 | 20,000 | 95,000 | |
| Airport Fund | | | | | |
| Capital Improvements Fund | | | | | |
| S.D.C. - Parks | 266,000 | 222,000 | 369,000 | 315,000 | 268,000 |
| LID's and Transportation | | | | | 364,000 |
| Affordable Housing | | | 30,000 | 30,000 | 30,000 |
| Bancroft Bond Fund | 40,000 | 215,823 | 40,000 | | |
| General Bond Fund | | 306,885 | | | |
| Debt Service Fund | | | | 40,000 | 40,000 |
| Ambulance Fund | 15,000 | 342,279 | | | |
| Cemetery Trust Fund | 41,000 | 25,929 | 43,000 | 73,000 | 41,000 |
| Total City | 442,500 | 1,258,415 | 527,480 | 670,000 | 744,000 |
| Parks and Recreation Funds | | | | | |
| Parks Division | 20,000 | 135,000 | 50,000 | 50,000 | 100,000 |
| Golf Division | | | 20,000 | 20,000 | 20,000 |
| Youth Activities Levy Fund | 20,000 | 30,000 | | | |
| Total Parks | 40,000 | 165,000 | 70,000 | 70,000 | 120,000 |
| | 482,500 | 1,423,415 | 597,480 | 740,000 | 864,000 |

Operating Contingencies

The operating contingencies meet policy requirements. Overall the contingencies have decreased \$313,520 or 7% from the previous year. During 1999 and 2000 no monies are shown as being spent from the contingencies. Instead a transfer of appropriations resolution to the category moves the contingency appropriation where actual expenditures are incurred.

OPERATING CONTINGENCIES

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|---------------------------------|-------------|-------------|------------------|------------------|------------------|
| 909 General Fund | - | - | 261,000 | 200,000 | 399,000 |
| Street Fund | - | - | 257,520 | 107,000 | 120,000 |
| Airport Fund | - | - | 5,000 | 5,000 | 5,000 |
| Capital Improvements Fund | - | - | 500,000 | 200,000 | |
| Water Fund | - | - | 300,000 | 247,000 | 1,250,000 |
| Wastewater Fund | - | - | 1,694,000 | 300,000 | 1,000,000 |
| Electric Fund | - | - | 500,000 | 500,000 | 500,000 |
| Telecommunications Fund | - | - | 295,000 | 200,000 | 250,000 |
| Central Services fund | - | - | 80,000 | 124,000 | 124,000 |
| Insurance Services Fund | - | - | 160,000 | 160,000 | 200,000 |
| Equipment Fund | - | - | 250,000 | 255,000 | 200,000 |
| Total City | - | - | 4,302,520 | 2,298,000 | 4,048,000 |
| Parks and Recreation Fund | - | - | 40,000 | 40,000 | 70,000 |
| Youth Activities Levy Fund | - | - | | | |
| Parks Capital Improvements Fund | - | - | | | |
| Total Parks | - | - | 40,000 | 40,000 | 70,000 |
| Total | - | - | 4,342,520 | 2,338,000 | 4,118,000 |

Unappropriated Ending Fund Balance

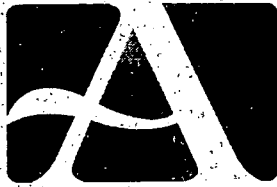
With expenditures for capital projects, ending Fund Balance is in a decline from the actual balance of \$27.6 million at June 30, 2000. The 2001 Adopted Balance of \$13.8 million was a reduction of 50%, while the Proposed Budget of \$10.4 million reflects an additional reduction of 24.6%.

The reserved or restricted portion \$6.3 million reflects an increase of 14.5%, that can be attributed to SDC revenues held for future projects.

The Operating Balance \$4 million decreased 51.87% from the \$8.3 anticipated in the 2001 Adopted Budget.

UNAPPROPRIATED ENDING FUND BALANCE

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 909 General Fund | 1,823,171 | 1,907,243 | 1,152,000 | 934,000 | 1,079,348 |
| Community Black Grant Fund | 2 | 3,744 | | | |
| Street Fund | | | | | |
| General Operations | (81,661) | 526,894 | (181,002) | 281,676 | 344,308 |
| S.D.C. - Storm Drain | 235,444 | 282,750 | 438,085 | 514,085 | 268,194 |
| S.D.C. - Transportation | 64,880 | 139,250 | 547,239 | 749,239 | 764,890 |
| Airport Fund | 32,771 | 22,382 | 23,000 | 25,000 | 8,000 |
| Capital Improvements Fund | | | | | |
| S.D.C. - Parks | (201,467) | 382,928 | (119,000) | 272,909 | 235,000 |
| Affordable Housing | 81,221 | 86,665 | 62,000 | 62,000 | |
| L.I.D.'S And Transportation | (36,058) | 140,838 | 600,000 | 100,000 | |
| Public Buildings | 695,308 | 2,990,245 | 3,068,000 | 1,023,091 | 1,547,000 |
| Debt Service Fund | 625,737 | 225,841 | 293,000 | 124,000 | 238,000 |
| Water Fund | | | | | |
| Construction | 333,897 | 333,897 | 334,000 | 334,000 | 1,515,000 |
| S.D.C. - Supply | 777,785 | 715,080 | (169,000) | 136,000 | (811,920) |
| S.D.C. - Treatment | 95,365 | 188,658 | 113,000 | 108,000 | 54,031 |
| S.D.C. - Distribution | 964,808 | 1,664,031 | 2,216,000 | 2,489,000 | 2,814,031 |
| General Operations | 1,038,063 | 1,806,367 | 538,000 | 1,761,000 | (2,123,132) |
| Wastewater Fund | | | | | |
| S.D.C. - Treatment | 971,882 | 1,581,364 | 223,000 | 255,882 | 318,364 |
| S.D.C. - Collection | 397,092 | 528,170 | 623,000 | 693,092 | 727,170 |
| Flood Monies | 416,877 | | | | |
| General Operations | 4,787,054 | 8,345,167 | 2,190,000 | 2,090,026 | 959,362 |
| Electric Fund | 1,613,655 | 735,236 | 108,000 | 529,000 | 989,946 |
| Telecommunications Fund | (112,678) | 1,902,118 | | | 38,130 |
| Central Services Fund | 68,154 | 96,610 | | | 119,283 |
| Insurance Services Fund | 630,294 | 502,001 | 230,000 | 278,000 | 110,500 |
| Equipment Fund | 370,942 | 253,017 | 72,000 | 11,000 | 121,778 |
| Cemetery Trust Fund | 660,698 | 666,415 | 685,000 | 700,500 | 89,000 |
| Total City | 16,253,234 | 26,026,910 | 13,046,322 | 13,471,500 | 9,406,283 |
| Parks & Recreation Fund | 1,966,644 | 1,196,510 | 589,415 | 433,600 | 805,300 |
| Ashland Youth Activities Fund | 133,768 | 125,192 | 9,000 | 9,000 | 9,000 |
| Parks Capital Improvement Fund | 536,494 | 295,000 | 137,300 | 237,300 | 148,000 |
| Golf Course Fund | 202,782 | | | | |
| Parks and Recreation Funds | 2,839,688 | 1,616,702 | 735,715 | 679,900 | 962,300 |
| | 19,092,922 | 27,643,612 | 13,782,037 | 14,151,400 | 10,368,583 |
| Reserved or Restricted | 6,054,513 | 7,300,794 | 5,476,324 | 6,716,707 | 6,322,260 |
| Operating | 13,038,409 | 20,342,818 | 8,305,713 | 7,434,693 | 4,046,323 |
| | 19,092,922 | 27,643,612 | 13,782,037 | 14,151,400 | 10,368,583 |



Resources and Long-Term Plan

| | |
|---|------|
| Resources Summary Long-Term Plan | 4-2 |
| Long-Term Plan Fund Totals | 4-4 |
| General Fund | 4-7 |
| Community Development Block Grant | 4-12 |
| Street Fund | 4-16 |
| Airport Fund | 4-20 |
| Capital Improvements Plan | 4-24 |
| Debt Service Fund | 4-28 |
| Water Fund | 4-32 |
| Wastewater Fund | 4-36 |
| Electric Fund | 4-40 |
| Telecommunication Fund | 4-44 |
| Central Services Fund | 4-48 |
| Insurance Services Fund | 4-52 |
| Equipment Fund | 4-56 |
| Cemetery Trust Fund | 4-60 |
| Parks and Recreation Fund | 4-64 |
| Parks Capital Improvement Fund | 4-68 |
| Youth Activities Levy Fund | 4-72 |
| Ambulance Fund | 4-76 |
| Cemetery Fund | 4-77 |
| Band Fund | 4-78 |
| Golf Course | 4-79 |
| Bancroft Bond Fund | 4-80 |
| General Bond Fund | 4-81 |

resources summary long-term plan

| RESOURCE SUMMARY | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Revenues: | | | | | | |
| Taxes | 11,012,055 | 11,072,287 | 12,196,000 | 12,694,000 | 13,719,000 | 13,709,000 |
| Licenses and Permits | 735,657 | 780,708 | 859,000 | 829,000 | 826,000 | 1,089,000 |
| Intergovernmental Revenues | 2,551,874 | 1,821,753 | 7,897,235 | 6,853,500 | 2,372,000 | 3,265,043 |
| Charges for Services | 22,025,597 | 23,818,775 | 26,161,265 | 25,055,341 | 29,116,500 | 29,217,516 |
| Fines and Forfeitures | 163,872 | 163,949 | 169,000 | 165,000 | 173,000 | 175,000 |
| Assessment Payments | 803,317 | 259,002 | 300,000 | 280,000 | 300,000 | 217,900 |
| Interest on Investments | 983,097 | 1,420,234 | 1,739,500 | 1,757,000 | 1,252,700 | 1,526,200 |
| Miscellaneous Revenues | 445,465 | 4,874,391 | 346,000 | 527,000 | 468,000 | 262,000 |
| Total Revenues | 38,720,934 | 44,211,099 | 49,668,000 | 48,160,841 | 48,227,200 | 49,461,659 |
| Budgetary Resources: | | | | | | |
| Working Capital Carryover | 21,818,519 | 21,803,161 | 24,945,520 | 26,394,232 | 17,946,300 | 27,545,323 |
| Other Financing Sources | 10,121,838 | 7,250,962 | 11,700,000 | 3,825,000 | 4,501,000 | 4,819,000 |
| Interfund Loan | 978,859 | 1,195,589 | 3,099,000 | 4,296,000 | 2,684,000 | 7,600,000 |
| Operating Transfers In | 1,974,169 | 1,462,666 | 597,480 | 1,808,500 | 613,800 | 959,000 |
| Total Budgetary Resources | 34,893,385 | 31,712,378 | 40,342,000 | 36,323,732 | 25,745,100 | 40,923,323 |
| Total Resources | 73,614,319 | 75,923,477 | 90,010,000 | 84,484,573 | 73,972,300 | 90,384,982 |

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget |
|-------------------|-------------------|-------------------|-------------------|-------------------|
| 15,093,100 | 13,914,300 | 14,062,200 | 14,688,000 | 15,151,000 |
| 1,076,000 | 1,092,000 | 1,108,000 | 1,124,000 | 1,142,000 |
| 3,081,000 | 2,100,000 | 2,082,000 | 2,260,000 | 1,843,000 |
| 33,202,900 | 35,378,700 | 35,302,800 | 36,203,000 | 37,472,000 |
| 181,000 | 187,000 | 194,000 | 201,000 | 208,000 |
| 138,000 | 449,000 | 392,000 | 711,000 | 437,000 |
| 986,000 | 906,000 | 828,000 | 723,000 | 755,000 |
| 494,000 | 500,000 | 506,000 | 512,000 | 520,000 |
| 54,252,000 | 54,527,000 | 54,475,000 | 56,422,000 | 57,528,000 |
| 14,062,000 | 10,961,000 | 10,140,000 | 9,490,000 | 11,055,000 |
| 3,100,000 | - | 1,429,000 | - | - |
| 9,400,000 | 9,300,000 | 7,700,000 | 5,500,000 | 2,200,000 |
| 764,000 | 500,000 | 416,000 | 399,000 | 393,000 |
| 27,326,000 | 20,761,000 | 19,685,000 | 15,389,000 | 13,648,000 |
| 81,578,000 | 75,288,000 | 74,160,000 | 71,811,000 | 71,176,000 |

long-term plan fund totals

| FUND TOTALS | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|------------------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|------------------------|
| General Fund | 9,026,922 | 10,575,441 | 10,869,000 | 11,014,000 | 10,846,000 | 12,170,000 |
| Community Block Grant Fund | 495,710 | 184,557 | 314,000 | 100,744 | 221,000 | 511,043 |
| Street Fund | 2,623,849 | 2,907,929 | 3,685,000 | 4,059,078 | 4,619,000 | 5,518,900 |
| Airport Fund | 108,318 | 92,339 | 322,000 | 176,792 | 326,000 | 408,000 |
| Capital Improvements Fund | 2,539,292 | 4,795,013 | 11,840,000 | 10,137,000 | 5,296,000 | 11,021,000 |
| Debt Srvce Fund | 426,639 | 834,838 | 1,309,000 | 1,043,000 | 1,909,000 | 1,066,000 |
| Water Fund | 6,557,119 | 7,444,709 | 8,528,000 | 8,667,951 | 11,563,000 | 9,207,323 |
| Wastewater Fund | 20,706,977 | 15,454,076 | 22,505,000 | 16,016,755 | 9,185,000 | 15,058,000 |
| Electric Fund | 10,921,361 | 9,507,456 | 9,958,000 | 10,702,301 | 9,959,000 | 13,232,000 |
| Telecommunications Fund | | 7,513,885 | 5,799,000 | 5,768,914 | 4,535,000 | 6,379,716 |
| Central Services Fund | 3,035,722 | 3,585,384 | 3,923,000 | 3,995,609 | 4,223,000 | 4,439,000 |
| Insurance Services Fund | 1,418,497 | 1,124,944 | 1,109,000 | 958,000 | 1,196,000 | 960,000 |
| Equipment Fund | 3,516,262 | 2,595,978 | 2,500,000 | 2,504,019 | 2,640,000 | 2,659,000 |
| Cemetery Trust Fund | 701,698 | 689,069 | 728,000 | 719,000 | 1,273,000 | 730,000 |
| Cemetery Fund | 233,923 | | | | | |
| Band Fund | 99,743 | | | | | |
| Ambulance Fund | 1,033,743 | 342,279 | | | | |
| Bacnroft Fund | 419,656 | 215,823 | | | | |
| General Bond Fund | 811,533 | 306,882 | | | | |
| Total by Fund | 64,676,964 | 68,170,602 | 83,389,000 | 75,863,163 | 67,791,000 | 83,359,982 |
| Parks and Recreation Fund | 5,205,839 | 5,496,350 | 4,429,000 | 6,328,410 | 4,103,000 | 4,774,000 |
| Ashland Youth Activities Levy Fund | 1,193,318 | 1,239,162 | 1,717,000 | 1,808,000 | 1,761,000 | 1,879,000 |
| Parks Capital Imp Fund | 776,494 | 818,898 | 475,000 | 485,000 | 317,300 | 372,000 |
| Golf Course Fund | 530,512 | 198,464 | | | | |
| Total Parks | 7,706,163 | 7,752,874 | 6,621,000 | 8,621,410 | 6,181,300 | 7,025,000 |
| Grand total | 72,383,127 | 75,923,476 | 90,010,000 | 84,484,573 | 73,972,300 | 90,384,982 |

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget |
|-------------------|-------------------|-------------------|-------------------|-------------------|
| 12,641,000 | 13,089,000 | 12,586,000 | 12,185,000 | 11,784,000 |
| 221,000 | 221,000 | 221,000 | 221,000 | 221,000 |
| 6,101,000 | 5,512,000 | 5,119,000 | 4,352,000 | 4,542,000 |
| 279,000 | 105,000 | 110,000 | 114,000 | 117,000 |
| 4,071,000 | 1,577,000 | 2,975,000 | 864,000 | 790,000 |
| 1,292,000 | 1,216,000 | 1,208,000 | 1,439,000 | 1,476,000 |
| 8,657,000 | 7,505,000 | 7,533,000 | 7,982,000 | 7,977,000 |
| 10,269,000 | 7,874,000 | 7,718,000 | 7,691,000 | 7,674,000 |
| 14,291,000 | 14,770,000 | 13,110,000 | 12,958,000 | 13,306,000 |
| 8,246,000 | 8,922,000 | 8,472,000 | 8,021,000 | 6,386,000 |
| 4,587,000 | 4,744,000 | 4,922,000 | 5,101,000 | 5,281,000 |
| 1,017,000 | 1,122,000 | 1,235,000 | 1,357,000 | 1,476,000 |
| 2,224,000 | 2,410,000 | 2,646,000 | 2,938,000 | 3,368,000 |
| 746,000 | 764,000 | 781,000 | 798,000 | 816,000 |
| 74,642,000 | 69,831,000 | 68,636,000 | 66,021,000 | 65,214,000 |
| 4,709,000 | 4,878,000 | 4,944,000 | 5,154,000 | 5,255,000 |
| 1,889,000 | 151,000 | 62,000 | 28,000 | 9,000 |
| 338,000 | 428,000 | 518,000 | 608,000 | 698,000 |
| 6,936,000 | 5,457,000 | 5,524,000 | 5,790,000 | 5,962,000 |
| 81,578,000 | 75,288,000 | 74,160,000 | 71,811,000 | 71,176,000 |



General Fund Narrative

Ashland's diverse tax revenues are emphasized in this General Fund budget with five classifications of taxes, none bearing more than 16 percent of total revenues.

Taxes represent 56 percent of the proposed revenues, with current property taxes and electrical utility users tax each comprising 15 percent 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 split between the General fund and the Parks fund. The General fund tax rate remains at \$1.502 with revenues increasing \$176,000 over budget 2001 due to higher assessed property values and growth.

Electric Utility Users Tax. The Electric Utility Users Tax is equal to 25 percent of the electric bill. This line item's increase was held to 11.3% over the present budget by excluding a majority of the purchased power costs from calculations.

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 60-cent per account Public Education and Government (PEG) access fee. This fee is dedicated to the public access channel.

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 increase because of the prior year credit given to Qwest. Revenues will stabilize in the following years.

Water Occupation Tax. The Water Occupation Tax is equal to 5 percent of water revenues. Water revenues are expected to decrease due to conservation and potential water shortages. Water sales will return to a 3% per year increase in 2003.

Hotel-Motel Tax. Included in this document is a 19 percent increase in the total Hotel-Motel Tax over the present budget. Hotel-Motel Tax collections are projected to increase by an average of 7.0% in the future.

Building Permits. The present year actual is near budget. Increased building fees are being considered and have been budgeted accordingly. Building activity is expected to remain at the \$500,000 level.

Planning and Zoning Fees. The proposed 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. The 2002 budget generates an additional \$122,000 in planning fees.

State Liquor Tax, Cigarette Tax, and State Revenue Sharing. Estimates are based on per capita information compiled by the League of Oregon Cities. Total Intergovernmental Revenues have leveled off and are trending 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 3%.
- Property tax rate will not exceed \$1.50 City, \$2.12 Parks, \$3.62 combined. (Total authorized is \$4.29).
- Electric Utility Users Tax revenue will increase or decrease in proportion to the Electric Fund revenue.
- Electric Utility Users Tax revenue will increase an average of 3.9%.
- Electric Utility franchise revenue will increase 6% on average.
- Natural gas franchise revenue will increase 3% on average.
- Telephone Franchise revenue will increase 6% on average.
- Water franchise revenue will increase 3% on average after 2002.
- Wastewater franchise revenue will increase 1.5% on average.
- Transit occupancy revenue will increase at 7% on average.
- Planning fees will increase from \$200,000 to \$300,000 to \$400,000 to \$450,000.
- Building permits will increase 3.6% on average.
- Intergovernmental revenues will grow at 2% on average.
- Court fees will grow at 5% on average.
- Ambulance revenues will grow at 3% per year.
- The City will comply with Federal and State requirements.

general fund resources

GENERAL FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2001 Baseline | 2002 Adopted |
|--|------------------|------------------|------------------|------------------|------------------|
| 400 Working Capital Carryover | 1,147,196 | 1,480,892 | 1,845,000 | 1,152,000 | 1,880,000 |
| Taxes | | | | | |
| Property Taxes: | | | | | |
| Current | 1,466,430 | 1,618,842 | 1,640,000 | | 1,776,000 |
| Prior | 96,116 | 93,285 | 154,000 | | 114,000 |
| Electric Utility User Tax | 1,652,030 | 1,594,163 | 1,656,000 | | 1,843,000 |
| Franchises: | 1,296,064 | 1,260,068 | 1,347,000 | | 1,848,000 |
| Hotel/Motel Tax | 840,390 | 934,314 | 970,000 | | 1,159,000 |
| 410 Total Taxes | 5,351,031 | 5,500,671 | 5,767,000 | 6,488,000 | 6,740,000 |
| Licenses and Permits | | | | | |
| License: | 141,588 | 148,294 | 159,000 | | 160,000 |
| Planning and Zoning Fees | 63,133 | 58,787 | 200,000 | | 300,000 |
| Building Permits: | 530,936 | 573,628 | 500,000 | | 629,000 |
| 420 Total Licenses and Permits | 735,656 | 780,708 | 859,000 | 826,000 | 1,089,000 |
| Intergovernmental Revenues | | | | | |
| Federal: | 51,713 | 50,599 | 23,000 | | 23,000 |
| State: | 384,265 | 406,922 | 395,000 | | 424,000 |
| 430 Total Intergovernmental | 435,979 | 457,521 | 418,000 | 410,000 | 447,000 |
| Charges for Services | | | | | |
| Police: | 134,931 | 157,389 | 165,000 | | 219,000 |
| Court: | 312,535 | 340,169 | 355,000 | | 355,000 |
| Fire and Rescue: | 2,373 | 524,663 | 836,000 | | 824,000 |
| Cemetery: | 36,721 | 39,417 | 45,000 | | 40,000 |
| Planning Division Services | 90,499 | 138,924 | 121,000 | | 117,000 |
| Building Division Services | 5,257 | 2,014 | | | 1,000 |
| Rent: | 3,109 | 2,243 | 4,000 | | 4,000 |
| Parking Utility Fee | 19,071 | 9,549 | | | |
| 440 Total Charges for Services | 604,495 | 1,214,368 | 1,526,000 | 1,581,000 | 1,560,000 |
| | (4,720) | | | | |
| Fines | | | | | |
| Court Fines | 163,872 | 163,949 | 169,000 | | 175,000 |
| 450 Total Fines | 163,872 | 163,949 | 169,000 | 173,000 | 175,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 89,440 | 117,212 | 113,000 | | 103,000 |
| 470 Total Interest on Investments | 89,440 | 117,212 | 113,000 | 69,000 | 103,000 |
| Miscellaneous Revenues | | | | | |
| Donations: | 24,077 | 4,466 | 4,000 | | 5,000 |
| Miscellaneous Income | 11,537 | 16,193 | 6,000 | | 10,000 |
| Notes Receivable Payments | 48,972 | 48,972 | 49,000 | | 50,000 |
| 480 Total Miscellaneous Revenues | 84,586 | 69,631 | 59,000 | 65,000 | 65,000 |

| Description | 1999 Actuals | 2000 Actuals | 2001 Adopted | 2001 Baseline | 2002 Adopted |
|--|------------------|-------------------|-------------------|-------------------|-------------------|
| Other Financing Sources | | | | | |
| Operating Transfers In: | | | | | |
| From Cemetery Fund | 233,923 | | | | |
| From Band Fund | 99,743 | | | | |
| From Capital Improvements | | | 30,000 | | 30,000 |
| From Debt Fund | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| From Cemetery Trust | 41,000 | 25,929 | 43,000 | 41,000 | 41,000 |
| From Ambulance Fund | | 342,279 | | | |
| 490 Total Other Financing Sources | 414,667 | 408,208 | 113,000 | 81,000 | 111,000 |
| Total General Fund | 9,026,921 | 10,193,161 | 10,869,000 | 10,845,000 | 12,170,000 |

general fund long-term plan

Fund Balance This fund is expected to maintain it's fund balance at the 10% of fund revenues.

| GENERAL FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|------------------|------------------|------------------|------------------|------------------|-------------------|
| Revenues | | | | | | |
| Taxes | 5,350,032 | 5,500,672 | 5,767,000 | 6,045,000 | 6,488,000 | 6,740,000 |
| Licenses and Permits | 735,657 | 780,709 | 859,000 | 829,000 | 826,000 | 1,089,000 |
| Intergovernmental Revenue | 435,978 | 457,521 | 418,000 | 410,000 | 410,000 | 447,000 |
| Charges for Services | 604,496 | 1,214,368 | 1,526,000 | 1,431,000 | 1,581,000 | 1,560,000 |
| Court Fines and Forfeitures | 163,872 | 163,949 | 169,000 | 165,000 | 173,000 | 175,000 |
| Interest on Investments | 89,440 | 117,212 | 113,000 | 100,000 | 69,000 | 103,000 |
| Miscellaneous Revenues | 84,586 | 69,631 | 59,000 | 65,000 | 65,000 | 65,000 |
| Operating Transfers In | 414,669 | 408,208 | 113,000 | 81,000 | 81,000 | 111,000 |
| Total Revenues | 7,878,730 | 8,712,270 | 9,024,000 | 9,126,000 | 9,693,000 | 10,290,000 |
| Expenditures | | | | | | |
| Administrative Services | | 94,054 | 90,000 | 90,000 | 94,000 | 444,000 |
| Band | 48,585 | 52,326 | 57,000 | 52,000 | 60,000 | 59,920 |
| Social Services Grant | 86,305 | 89,145 | 97,000 | 97,000 | 104,000 | 100,325 |
| Economic and Cultural Grants | 256,000 | 288,714 | 366,600 | 386,600 | 340,000 | 384,000 |
| Miscellaneous | 102,713 | 7,382 | 8,000 | 8,000 | 8,000 | 8,000 |
| Debt Service | 75,102 | | | | | |
| Municipal Court | 206,467 | 210,265 | 240,000 | 240,000 | 251,000 | 261,468 |
| Police | 3,290,055 | 3,281,375 | 3,552,000 | 3,552,000 | 3,712,000 | 4,105,250 |
| Fire | 2,125,865 | 2,882,604 | 3,221,400 | 3,125,000 | 3,366,000 | 3,516,400 |
| Public Works | | 10,776 | 200,000 | 200,000 | | 4,500 |
| Cemetery | 238,274 | 229,531 | 291,000 | 250,000 | 304,000 | 302,700 |
| Planning Division | 571,563 | 616,763 | 727,000 | 727,000 | 760,000 | 764,284 |
| Building Division | 428,006 | 443,743 | 497,000 | 497,000 | 519,000 | 629,455 |
| Senior Program | 116,595 | 97,879 | 107,000 | 107,000 | 101,000 | 110,350 |
| Operating Transfers Out | 500 | 500 | 1,000 | 1,000 | 1,000 | 1,000 |
| Operating Contingency | | | 261,000 | | 291,000 | 399,000 |
| Total Expenditures | 7,546,030 | 8,305,057 | 9,716,000 | 9,332,600 | 9,911,000 | 11,090,652 |
| Excess (Deficiency) of Revenues over Expenditures | 332,700 | 407,213 | (692,000) | (206,600) | (218,000) | (800,652) |
| Working Capital Carryover | 1,148,195 | 1,480,892 | 1,845,000 | 1,888,000 | 1,152,000 | 1,880,000 |
| Ending Fund Balance | 1,480,895 | 1,888,105 | 1,153,000 | 1,681,400 | 934,000 | 1,079,348 |
| Fund Balance Policy Requirement | 788,000 | 871,000 | 902,000 | 913,000 | 969,000 | 1,029,000 |
| Fund Balance and Contingency | 1,480,895 | 1,888,105 | 1,414,000 | 1,681,400 | 1,225,000 | 1,478,348 |
| Excess (deficiency) | 692,895 | 1,017,105 | 512,000 | 768,400 | 256,000 | 449,348 |

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|-------------------|-------------------|-------------------|--------------------|--------------------|-----------------------------------|----------|
| 7,614,000 | 8,006,000 | 8,115,000 | 8,361,000 | 8,706,000 | | |
| 1,076,000 | 1,092,000 | 1,108,000 | 1,124,000 | 1,142,000 | | |
| 453,000 | 459,000 | 466,000 | 473,000 | 480,000 | | |
| 1,614,000 | 1,670,000 | 1,727,000 | 1,788,000 | 1,850,000 | | |
| 181,000 | 187,000 | 194,000 | 201,000 | 208,000 | | 103.500% |
| 81,000 | 82,000 | 45,000 | 7,000 | (37,000) | | 5.500% |
| 65,000 | 65,000 | 65,000 | 65,000 | 65,000 | | |
| 79,000 | 43,000 | 44,000 | 45,000 | 47,000 | | |
| 11,163,000 | 11,604,000 | 11,764,000 | 12,064,000 | 12,461,000 | | |
| 460,000 | 476,000 | 493,000 | 510,000 | 528,000 | | 103.500% |
| 62,000 | 64,000 | 66,000 | 68,000 | 70,000 | | 103.500% |
| 111,000 | 105,000 | 115,000 | 109,000 | 120,000 | Calculated | |
| 406,000 | 426,000 | 447,000 | 470,000 | 493,000 | Calculated 33.34% of Hotel Tax | |
| 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | | 103.500% |
| 271,000 | 280,000 | 290,000 | 300,000 | 311,000 | | 103.500% |
| 4,307,000 | 4,610,000 | 4,564,000 | 4,724,000 | 4,889,000 | Add 2003 Officer; 2004 Dispatcher | 103.500% |
| 3,752,000 | 4,492,000 | 4,649,000 | 4,812,000 | 4,980,000 | Add Employee in 2004 | 103.500% |
| 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | | |
| 307,000 | 312,000 | 317,000 | 322,000 | 327,000 | | 101.500% |
| 745,000 | 756,000 | 767,000 | 779,000 | 791,000 | | 101.500% |
| 609,000 | 618,000 | 627,000 | 636,000 | 646,000 | | 101.500% |
| 112,000 | 114,000 | 116,000 | 118,000 | 120,000 | | 101.500% |
| 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | Per charter | |
| 335,000 | 348,000 | 353,000 | 362,000 | 374,000 | | |
| 11,491,000 | 12,615,000 | 12,818,000 | 13,224,000 | 13,663,000 | | |
| (328,000) | (1,011,000) | (1,054,000) | (1,160,000) | (1,202,000) | | |
| 1,478,000 | 1,485,000 | 822,000 | 121,000 | (677,000) | Assumes contingency is not used | |
| 1,150,000 | 474,000 | (232,000) | (1,039,000) | (1,879,000) | | |
| 1,116,000 | 1,160,000 | 1,176,000 | 1,206,000 | 1,246,000 | | |
| 1,485,000 | 822,000 | 121,000 | (677,000) | (1,505,000) | | |
| 369,000 | (338,000) | (1,055,000) | (1,883,000) | (2,751,000) | | |

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 seventh 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 \$511,000. 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. The majority of the funds are set aside for community projects to be awarded via a *Request for Proposal* process. Past grants have included the purchase of a site for the Interfaith Care Community of Ashland (ICCA) to operate a homeless resources 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.

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 BLOCK FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|---|----------------|----------------|----------------|----------------|----------------|
| 400 Working Capital Carryover | 4,001 | 2 | | | |
| Intergovernmental Revenues | | | | | |
| Federal: | 491,709 | 184,522 | 314,000 | 221,000 | 511,043 |
| 430 Total Intergovernmental | 491,709 | 184,522 | 314,000 | 221,000 | 511,043 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | | 32 | | | |
| 470 Total Interest on Investments | | 32 | | | |
| Total Community Block Grant Fund | 495,709 | 184,557 | 314,000 | 221,000 | 511,043 |

community development block grant long-term plan

| COMMUNITY BLOCK GRANT FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|----------------|----------------|----------------|-----------------|-----------------|----------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Intergovernmental Revenue | 491,708 | 184,522 | 314,000 | 97,000 | 221,000 | 511,043 |
| Interest on Investments | | 32 | | | | |
| Total Revenues | 491,708 | 184,554 | 314,000 | 97,000 | 221,000 | 511,043 |
| Expenditures | | | | | | |
| Personnel Services | 42,994 | 40,813 | 40,478 | 40,478 | 42,000 | 43,800 |
| Materials and Services | 452,713 | 140,000 | 273,522 | 60,266 | 179,000 | 467,243 |
| Personnel Services | | | | | | |
| Total Expenditures | 495,707 | 180,813 | 314,000 | 100,744 | 221,000 | 511,043 |
| Excess (Deficiency) of Revenues over Expenditures | (3,998) | 3,741 | | (3,744) | | |
| Working Capital Carryover | 4,001 | 3 | | 3,744 | | |
| Ending Fund Balance | 3 | 3,744 | | | | |

community development block grant long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|----------------|----------------|----------------|----------------|----------------|--------------|---------|
| 221,000 | 221,000 | 221,000 | 221,000 | 221,000 | Assumed flat | |
| 221,000 | 221,000 | 221,000 | 221,000 | 221,000 | | |
| 44,000 | 44,000 | 44,000 | 44,000 | 44,000 | | |
| 177,000 | 177,000 | 177,000 | 177,000 | 177,000 | | |
| 221,000 | 221,000 | 221,000 | 221,000 | 221,000 | | |
| | | | | | | |
| | | | | | | |

Street Fund Narrative

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-Electric Utility Franchise. A portion of the Electric Utility Franchise Fee is used to fund street maintenance in the Street Fund. Previously set at \$300,000, an additional \$100,000 was allocated here to fund needed projects for the coming year.

Intergovernmental Revenues. The primary source of Intergovernmental Revenue, the State Gasoline Tax is budgeted at \$41.84 per capita, a decrease of 85 cents, partially offset by Ashland's growth. Also included in this budget are the State and Federal grants and the amounts co-funded by various local governmental agencies for City Transportation projects.

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. The Transportation Utility fee was last increased on April 1, 1999.

Long-Term Assumptions

- > Transportation Utility fees and Storm Drain fees are expected to increase by 1.5% annually based on growth
- > Transportation Utility Fees and Storm Drain fees will increase by 6% in July 1, 2002, and 2004.
- > May require debt financing on future large projects
- > Operating transfers from CIP fund anticipated in 2002 and 2003.

Fund Balance

The fund balance policy requires a balance of 10 percent of revenues. The long-term budget shows that maintaining this balance will be difficult.

STREET FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--|------------------|------------------|------------------|------------------|------------------|
| 400 Working Capital Carryover | 478,797 | 218,663 | 699,000 | 1,063,000 | 1,698,000 |
| Taxes | | | | | |
| Franchises: | 337,164 | 334,028 | 334,000 | - | 434,000 |
| 410 Total Taxes | 337,164 | 334,028 | 334,000 | 334,000 | 434,000 |
| Intergovernmental Revenues | | | | | |
| Federal: | - | 7,510 | - | - | - |
| State: | 918,952 | 872,497 | 831,000 | - | 847,000 |
| County and Other: | - | 36,000 | 178,000 | - | 388,000 |
| 430 Total Intergovernmental | 918,952 | 916,007 | 1,009,000 | 1,516,000 | 1,235,000 |
| Charges for Services | | | | | |
| Public Works Services: | - | 53,643 | - | - | - |
| System Development Charges: | 182,651 | 384,968 | 554,000 | - | 560,000 |
| Sales: | - | - | 25,000 | - | - |
| Storm Drain Utility: | 224,160 | 246,330 | 250,000 | - | 232,000 |
| Transportation Utility Fee: | 464,771 | 734,003 | 747,000 | - | 781,000 |
| 440 Total Charges for Services | 871,582 | 1,418,945 | 1,576,000 | 1,642,000 | 1,573,000 |
| Assessments and Consortiums | | | | | |
| Developer Co-involvement: | - | - | - | - | 90,900 |
| 460 Total Interest on Investments | 10,815 | - | 42,000 | 64,000 | 90,900 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments: | 5,908 | 18,342 | 42,000 | - | 93,000 |
| Interest on Proprietary: | 4,907 | 1,944 | - | - | - |
| 470 Total Interest on Investments | 10,815 | 20,287 | 42,000 | 64,000 | 93,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income: | 6,538 | (11,750) | 25,000 | - | 31,000 |
| 480 Total Miscellaneous Revenues | 6,538 | (11,750) | 25,000 | - | 31,000 |
| Other Financing Sources | | | | | |
| Operating Transfers In: | | | | | |
| From Capital Improvements Fund: | - | - | - | - | 364,000 |
| 490 Total Other Financing Sources | - | - | - | - | 364,000 |
| Total Street Fund | 2,623,847 | 2,896,179 | 3,685,000 | 4,619,000 | 5,518,900 |

street fund long-term plan

| STREET FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|---|------------------|------------------|------------------|------------------|------------------|------------------|
| Revenues | | | | | | |
| Taxes | 337,164 | 334,027 | 334,000 | 334,000 | 334,000 | 334,000 |
| Increase in Electric Franchise Tax | | | | | | 100,000 |
| Intergovernmental Revenue | 918,952 | 916,007 | 831,000 | 845,000 | 856,000 | 847,000 |
| Intergovernmental Revenue Grant | | | 178,000 | 100,000 | 660,000 | 388,000 |
| Charges for Services | 688,931 | 1,418,945 | 1,022,000 | 998,000 | 1,037,000 | 1,013,000 |
| Rate Inc 6% TUF; Storm Dr July 2 | | | | | 31,000 | |
| Rate Inc 6% TUF; Storm Dr July 2 | | | | | | |
| Personnel Services | 182,652 | | 554,000 | 511,000 | 574,000 | 560,000 |
| Assessment Revenues | | | | | | 90,900 |
| Interest on Investments | 10,815 | 20,287 | 42,000 | 65,000 | 64,000 | 93,000 |
| Miscellaneous Revenues | 6,538 | | 25,000 | 30,000 | | 31,000 |
| Operating Transfers In | | | | | | 364,000 |
| Total Revenues | 2,145,052 | 2,689,266 | 2,986,000 | 2,883,000 | 3,556,000 | 3,820,900 |
| Expenditures | | | | | | |
| Street Operations | 1,935,734 | 1,048,355 | 1,935,810 | 1,388,575 | 2,756,000 | 2,588,217 |
| Storm Water Operations | 386,874 | 525,098 | 454,368 | 864,614 | | 819,191 |
| Storm Drains - SDC | | 6,493 | 9,000 | 92,000 | | 236,400 |
| Transportation - SDC | | 4,508 | 177,000 | 55,000 | | 375,200 |
| Debt Service | 2,576 | 2,397 | 2,500 | 1,697 | | 2,500 |
| Operating Transfers Out | 80,000 | 145,000 | 44,480 | | 211,000 | |
| Operating Contingency | | | 257,520 | | 107,000 | 120,000 |
| Total Expenditures | 2,405,184 | 1,731,851 | 2,880,678 | 2,401,886 | 3,074,000 | 4,141,508 |
| Excess (Deficiency) of Revenues over Expenditures | (260,132) | 957,415 | 105,322 | 481,114 | 482,000 | (320,608) |
| Working Capital Carryover | 478,795 | 218,663 | 699,000 | 1,176,078 | 1,063,000 | 1,698,000 |
| Ending Fund Balance | 218,663 | 1,176,078 | 804,322 | 1,657,192 | 1,545,000 | 1,377,392 |
| SDC Transportation Balance | 10,744 | 65,239 | 547,239 | 721,190 | 749,239 | 910,190 |
| SDC Storm Balance | 195,855 | 235,085 | 438,085 | 361,594 | 514,085 | 474,594 |
| Operations Fund Balance | 12,064 | 875,754 | (181,002) | 574,408 | 281,676 | (7,392) |
| Total Fund Balance | 218,663 | 1,176,078 | 804,322 | 1,657,192 | 1,545,000 | 1,377,392 |
| Fund Balance Policy Requirement | 196,000 | 230,000 | 243,000 | 237,000 | 298,000 | 343,000 |
| Excess (deficiency) | (183,936) | 645,754 | (424,002) | 337,408 | (16,324) | (350,392) |

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|---------------------------------|----------|
| 339,000 | 344,000 | 349,000 | 354,000 | 359,000 | | 101.500% |
| 102,000 | 104,000 | 106,000 | 108,000 | 110,000 | | 101.500% |
| 853,000 | 866,000 | 879,000 | 892,000 | 905,000 | | 101.500% |
| 1,299,000 | 462,000 | 466,000 | 624,000 | 187,000 | | |
| 1,028,000 | 1,043,000 | 1,059,000 | 1,075,000 | 1,091,000 | | 101.500% |
| 62,000 | 63,000 | 64,000 | 65,000 | 66,000 | | 101.500% |
| | | 67,000 | 68,000 | 69,000 | | 101.500% |
| 579,000 | 599,000 | 620,000 | 642,000 | 664,000 | | 103.500% |
| | 350,000 | 260,000 | 513,000 | 212,000 | Calculated for projects | |
| 82,000 | 86,000 | 63,000 | (1,000) | 44,000 | | 5.500% |
| 32,000 | 33,000 | 34,000 | 35,000 | 36,000 | | |
| 228,000 | | | | | | |
| 4,604,000 | 3,950,000 | 3,967,000 | 4,375,000 | 3,743,000 | | |
| 3,075,000 | 2,921,000 | 3,654,000 | 2,628,000 | 1,859,000 | Calculated for projects | |
| 897,000 | 936,000 | 800,000 | 820,000 | 842,000 | Calculated for projects | |
| 81,000 | 86,000 | 47,000 | 47,000 | 47,000 | | |
| 486,000 | 417,000 | 641,000 | 58,000 | 58,000 | | |
| 120,000 | 120,000 | 120,000 | 120,000 | 120,000 | 3% of Annual rev | |
| 4,659,000 | 4,480,000 | 5,262,000 | 3,673,000 | 2,926,000 | | |
| (55,000) | (530,000) | (1,295,000) | 702,000 | 817,000 | | |
| 1,497,000 | 1,562,000 | 1,152,000 | (23,000) | 799,000 | Assumes contingency is not used | |
| 1,442,000 | 1,032,000 | (143,000) | 679,000 | 1,616,000 | | |
| 926,190 | 1,028,190 | 928,190 | 1,422,190 | 1,422,190 | | |
| 546,594 | 621,594 | 744,594 | 879,594 | 879,594 | | |
| (30,784) | (617,784) | (1,815,784) | (1,622,784) | (685,784) | | |
| 1,442,000 | 1,032,000 | (143,000) | 679,000 | 1,616,000 | | |
| 403,000 | 335,000 | 335,000 | 373,000 | 308,000 | | |
| (433,784) | (952,784) | (2,150,784) | (1,995,784) | (993,784) | | |

Airport Fund Narrative

This special fund is used to account for Airport operations and revenues from service charges, rental, and lease fees.

Intergovernmental Revenues. This budget shows a FAA grant for improvements to the airport of \$350,000. The soft match of \$35,000 will come from Public Works Central Services Fund costs.

Rental Income. The 2002 budget calls for an increase in lease and rental fees of 6% to generate the necessary revenues for operations.

Long-Term Assumptions

- Rental rates or new revenues will increase by 6% in 2002.
- Rental rates will increase 2.5% in the Long-term.
- Operational expenses will increase at 3.5% per year.

Fund Balance

The fund balance policy requires a balance of 16 percent of revenues. The Long-term budget shows that this balance will be maintained.

AIRPORT FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--|----------------|---------------|----------------|----------------|----------------|
| 400 Working Capital Carryover | 46,856 | 32,771 | 26,000 | 28,000 | 19,000 |
| Intergovernmental Revenues | | | | | |
| Federal: | | | 225,000 | | 315,000 |
| 430 Total Intergovernmental | | | 225,000 | 225,000 | 315,000 |
| Charges for Services | | | | | |
| Rent: | 60,037 | 58,494 | 69,000 | | 73,000 |
| 440 Total Charges for Services | 60,037 | 58,494 | 69,000 | 71,000 | 73,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 1,425 | 1,073 | 2,200 | | 1,000 |
| 470 Total Interest on Investments | 1,425 | 1,073 | 2,200 | 2,000 | 1,000 |
| Other Financing Sources | | | | | |
| 490 Total Other Financing Sources | | | | | |
| Total Airport Fund | 108,319 | 92,338 | 322,000 | 326,000 | 408,000 |

airport fund long-term plan

| AIRPORT FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|----------------|----------------|----------------|------------------|------------------|----------------|
| Revenues | | | | | | |
| Intergovernmental Revenue | | | 225,000 | 90,000 | 225,000 | 315,000 |
| Charges for Services | 60,037 | 58,494 | 69,000 | 63,000 | 71,000 | 69,000 |
| Rate Increase July 2001 of 6% | | | | | | 4,000 |
| Interest on Investments | 1,425 | 1,074 | 2,000 | 1,500 | 2,000 | 1,000 |
| Total Revenues | 61,462 | 59,568 | 296,000 | 154,500 | 298,000 | 389,000 |
| Expenditures | | | | | | |
| Personnel Services | | | 1,000 | | 1,000 | 1,000 |
| Materials and Services | 75,548 | 69,024 | 68,000 | 68,000 | 70,000 | 79,000 |
| Capital Outlay | | 1,023 | 225,000 | 100,000 | 225,000 | 350,000 |
| Capital soft match | | | | (10,000) | | (35,000) |
| Debt Service Interfund loan-Capital | | | | | | |
| Operating Transfers Out | | | | | | |
| Operating Contingency | | | 5,000 | | 5,000 | 5,000 |
| Total Expenditures | 75,548 | 70,047 | 299,000 | 158,000 | 301,000 | 400,000 |
| Excess (Deficiency) of Revenues over Expenditures | (14,086) | (10,479) | (3,000) | (3,500) | (3,000) | (11,000) |
| Working Capital Carryover | 46,857 | 32,771 | 26,000 | 22,292 | 28,000 | 19,000 |
| Ending Fund Balance | 32,771 | 22,292 | 23,000 | 18,792 | 25,000 | 8,000 |
| Fund Balance Policy Requirement | 10,000 | 10,000 | 47,000 | 25,000 | 48,000 | 62,000 |
| Excess (deficiency) | 36,857 | 12,292 | (24,000) | (6,208) | (23,000) | (54,000) |

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|----------------|----------------|----------------|----------------|----------------|-------------------------------------|----------|
| 180,000 | | | | | | |
| 81,000 | 83,000 | 85,000 | 87,000 | 89,000 | | 102.500% |
| 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | | 1.060% |
| | 1,000 | 1,000 | 1,000 | 1,000 | | |
| 266,000 | 89,000 | 91,000 | 93,000 | 95,000 | | |
| 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | | |
| 82,000 | 85,000 | 88,000 | 91,000 | 94,000 | | 103.500% |
| 200,000 | | | | | 2002-Soft Match in Central Services | |
| (20,000) | | | | | | |
| 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | | |
| 268,000 | 91,000 | 94,000 | 97,000 | 100,000 | | |
| (2,000) | (2,000) | (3,000) | (4,000) | (5,000) | | |
| 13,000 | 16,000 | 19,000 | 21,000 | 22,000 | | |
| 11,000 | 14,000 | 16,000 | 17,000 | 17,000 | | |
| 43,000 | 14,000 | 15,000 | 15,000 | 15,000 | | |
| (32,000) | | 1,000 | 2,000 | 2,000 | | |

CIP Fund Narrative

Prepared Food and Beverage Tax. In March of 1993 the citizens approved a prepared food and beverage tax. One percent of the tax (\$300,000) is dedicated to purchasing park and open space properties. The other 4 percent of the tax are dedicated to the Wastewater Treatment Plant upgrade and are shown in the Wastewater Fund. This is expected to grow 5% percent per year.

System Development Charges. The City revised System Development Charges for water, wastewater, 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.

Other financing Sources. This represents the proceeds from borrowing to finance the various projects identified in the program. \$500,000 used to finance various local improvement district projects.

Long-Term Assumptions

- Food and Beverage Taxes will increase at 4% annually
- System Development Charges will grow at 3.5%
- Upgrade to the Hillah will cost \$1,451,000, with \$481,000 in 2003.
- Construction of Fire station one will cost \$2.650 million with remaining budget of \$730,000 in 2003.
- Transfer \$30,000 general fund monies for an affordable housing program
- Opens Space land acquisition of \$235,000
- Local improvement district construction \$112,000

Fund Balance

There is no fund balance policy for this fund.

capital improvements plan fund resources

CAPITAL IMPROVEMENTS FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--|------------------|------------------|-------------------|------------------|-------------------|
| 400 Working Capital Carryover | 935,363 | 539,004 | 2,824,520 | 4,111,000 | 8,111,000 |
| Taxes | | | | | |
| Franchises: | 19,130 | 19,130 | 20,000 | | 20,000 |
| Food and Beverage Tax | 261,700 | 287,954 | 275,000 | | 300,000 |
| 410 Total Taxes | 280,830 | 307,084 | 295,000 | 270,000 | 320,000 |
| Intergovernmental Revenues | | | | | |
| Federal: | | 100,000 | | | |
| State: | | | | | 600,000 |
| Local: | | | 5,850,000 | | |
| 430 Total Intergovernmental | - | 100,000 | 5,850,000 | - | 600,000 |
| Charges for Services | | | | | |
| Rent: | 5,650 | 6,600 | | | |
| System Development Charges: | 224,796 | 298,718 | 279,000 | | 242,000 |
| Use of Facilities Fee: | 65,000 | 65,000 | 65,000 | | 127,000 |
| 440 Total Charges for Services | 295,446 | 370,318 | 344,000 | 289,000 | 369,000 |
| Assessments | | | | | |
| Unbonded Assessments: | 206,209 | 137,611 | 100,000 | | 20,000 |
| 460 Total Assessment Payments | 206,209 | 137,611 | 100,000 | 100,000 | 20,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments: | 29,987 | 18,895 | 514,000 | 18,895 | 257,000 |
| 470 Total Interest on Investments | 29,987 | 18,895 | 514,000 | 18,895 | 257,000 |
| Miscellaneous Revenues | | | | | |
| Donations: | 7,900 | 12,732 | | 12,732 | |
| Loan Proceeds: | 11,100 | 16,987 | 20,000 | 16,987 | 20,000 |
| Miscellaneous Income: | 2,207 | 132 | | 132 | |
| Notes Receivable Payments: | 7,250 | 7,250 | 8,000 | 7,250 | 8,000 |
| 480 Total Miscellaneous Revenues | 28,457 | 37,101 | 28,000 | 37,101 | 28,000 |
| Other Financing Sources | | | | | |
| Proceeds from Debt Issuance: | | 3,140,000 | 1,840,000 | 3,140,000 | 1,266,000 |
| Operating Transfers In: | 15,000 | | | | |
| From Street Fund: | 80,000 | 145,000 | 44,480 | 145,000 | |
| From Wastewater Fund: | 135,000 | | | | |
| From Electric Fund: | 233,000 | | | | |
| From Insurance Services: | 300,000 | | | | |
| From Parks and Recreation: | | | | | 50,000 |
| 490 Total Other Financing Sources | 763,000 | 3,285,000 | 1,884,480 | 3,285,000 | 1,316,000 |
| Total Capital Improvements Fund | 2,539,292 | 4,795,012 | 11,840,000 | 8,110,996 | 11,021,000 |

capital improvements plan fund long-term plan

| CAPITAL IMPROVEMENTS FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|------------------|------------------|------------------|------------------|--------------------|--------------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Taxes | 280,830 | 307,084 | 295,000 | 307,000 | 270,000 | 320,000 |
| Intergovernmental Revenues | - | 100,000 | 5,850,000 | 5,236,000 | - | 600,000 |
| Charges for Services | 295,446 | 370,318 | 344,000 | 329,000 | 289,000 | 369,000 |
| Assessment Payments | 206,209 | 137,611 | 100,000 | 122,000 | 100,000 | 20,000 |
| Interest on Investments | 29,987 | 18,895 | 514,000 | 448,000 | 249,000 | 257,000 |
| Miscellaneous Revenues | 28,457 | 37,101 | 28,000 | 70,000 | - | 28,000 |
| Other Financing Sources | - | 3,140,000 | 1,840,000 | 25,000 | 100,000 | 1,266,000 |
| Personnel Services | 763,000 | 145,000 | 44,480 | - | 147,000 | 50,000 |
| Total Revenues | 1,603,929 | 4,256,009 | 9,015,480 | 6,537,000 | 1,155,000 | 2,910,000 |
| | | | | | | (600,000) |
| Expenditures | | | | | | |
| Personnel Services | - | - | 1,000 | - | 1,000 | 1,000 |
| Materials and Services | 78,302 | 34,065 | 43,000 | 44,000 | 43,000 | 43,000 |
| Capital Outlay | 1,655,986 | 938,272 | 7,286,000 | 1,768,000 | 3,219,000 | 8,533,000 |
| Operating Transfers to General Fund | - | - | - | - | - | 30,000 |
| Operating Transfers Out | 266,000 | 222,000 | 399,000 | 214,000 | - | 268,000 |
| Operating Transfers to Street | - | - | - | - | 345,000 | 364,000 |
| Operating Contingency | - | - | 500,000 | - | 200,000 | - |
| Total Expenditures | 2,000,288 | 1,194,337 | 8,229,000 | 2,026,000 | 3,808,000 | 9,239,000 |
| Excess (Deficiency) of Revenues over Expenditures | (396,359) | 3,061,672 | 786,480 | 4,511,000 | (2,653,000) | (6,329,000) |
| Working Capital Carryover | 935,363 | 539,004 | 2,824,520 | 3,600,000 | 4,111,000 | 8,111,000 |
| Ending Fund Balance | 539,004 | 3,600,676 | 3,611,000 | 8,111,000 | 1,458,000 | 1,782,000 |
| No Fund Balance required | | | | | | |

capital improvements plan fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|----------------|------------------|----------------|----------------|------------------------|----------|
| 311,000 | 323,000 | 336,000 | 349,000 | 363,000 | Food tax ends Dec 2010 | 104.000% |
| 251,000 | 260,000 | 269,000 | 278,000 | 288,000 | | 103.500% |
| 77,000 | 49,000 | 49,000 | 12,000 | 7,000 | | |
| 1,600,000 | | 1,429,000 | | | | |
| 50,000 | 50,000 | | | | From Parks | |
| 2,289,000 | 682,000 | 2,083,000 | 639,000 | 658,000 | | |
| 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | | |
| 43,000 | 43,000 | 43,000 | 43,000 | 43,000 | | |
| 2,663,000 | 400,000 | 2,500,000 | 500,000 | 500,000 | | |
| 241,000 | 241,000 | 206,000 | 188,000 | 180,000 | | |
| 228,000 | | | | | | |
| 3,176,000 | 685,000 | 2,750,000 | 732,000 | 724,000 | | |
| (887,000) | (3,000) | (667,000) | (93,000) | (66,000) | | |
| 1,782,000 | 895,000 | 892,000 | 225,000 | 132,000 | | |
| 895,000 | 892,000 | 225,000 | 132,000 | 66,000 | | |

Debt Service Fund Narrative

This fund accounts for most long-term indebtedness, both bonded and unbonded. The Bancroft bond fund, General Obligation Bond Fund were merged with the Debt service fund. All enterprise debt is found in the appropriate fund.

Property Taxes. The proposed budget calls for the following property tax levies:

| | |
|-----------------------------------|------------------|
| 1997 Flood Restoration Bond issue | \$ 95,000 |
| 2000 Flood Restoration Bond issue | 15,000 |
| 2000 Fire Station Bond issue | <u>285,000</u> |
| Total | \$395,000 |

Assessment Payments. Benefited property owners are eligible to pay for their assessments over a ten-year period at an interest rate of from 6.95 percent to 10.5 percent.

Operating Transfers In. This budget proposes a transfer of up to \$268,000 from open space monies and parks SDC for the notes on 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

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Basseline | 2002 Adopted |
|--|------------------|----------------|------------------|------------------|------------------|
| 400 Total Working Capital Carryover | 520,985 | 103,031 | 307,000 | 293,000 | 258,000 |
| Taxes | | | | | |
| Property Taxes: | | | | | |
| Current | 201,947 | 116,296 | 366,000 | - | 352,000 |
| Prior | 14,577 | 4,106 | 12,000 | - | 31,000 |
| 410 Total Taxes | 216,524 | 120,402 | 378,000 | 878,000 | 383,000 |
| Charges for Services | | | | | |
| Rent: | 36,183 | 33,167 | 36,000 | - | 36,000 |
| 440 Total Charges for Services | 36,183 | 33,167 | 36,000 | 36,000 | 36,000 |
| Assessments | | | | | |
| Principle Assessments: | 261,118 | 121,391 | 200,000 | - | 107,000 |
| Interest Assessments: | 37,436 | - | - | - | - |
| 460 Total Assessment Payments | 298,554 | 121,391 | 200,000 | 200,000 | 107,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 39,468 | 18,060 | 19,000 | - | 14,000 |
| 470 Total Interest on Investments | 39,468 | 18,060 | 19,000 | 16,700 | 14,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | - | - | - | - | - |
| Notes Receivable Payments | 25,115 | - | - | - | - |
| 480 Total Miscellaneous Revenues | 25,115 | - | - | 170,000 | - |
| Operating Transfers In: | | | | | |
| From Capital Improvements Fund | 266,000 | 222,000 | 369,000 | 315,300 | 268,000 |
| From General Bond Fund | - | 55,963 | - | - | - |
| From Bancroft Bond Fund | - | 160,823 | - | - | - |
| From Water Fund | 255,000 | - | - | - | - |
| 490 Total Other Financing Sources | 521,000 | 438,786 | 369,000 | 315,300 | 268,000 |
| Total Debt Service Fund | 2,578,148 | 834,837 | 1,309,000 | 1,909,000 | 1,066,000 |

debt service fund long-term plan

| DEBT SERVICE FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|------------------|----------------|------------------|------------------|------------------|----------------|
| Revenues | | | | | | |
| Taxes | 216,524 | 120,402 | 378,000 | 393,000 | 878,000 | 383,000 |
| Charges for Services | 36,183 | 33,167 | 36,000 | 36,000 | 36,000 | 36,000 |
| Assessment Payments | 298,554 | 121,391 | 200,000 | 158,000 | 200,000 | 107,000 |
| Interest on Investments | 39,468 | 18,060 | 19,000 | 16,000 | 16,700 | 14,000 |
| Miscellaneous Revenues | 25,115 | | | | 170,000 | |
| Additional Parking-Related fees | | | | | | |
| Operating Transfers In | 521,000 | 222,000 | 369,000 | 214,000 | 315,300 | 268,000 |
| Personnel Services | 1,136,844 | 515,020 | 1,002,000 | 817,000 | 1,616,000 | 808,000 |
| Expenditures | | | | | | |
| Bancroft | 163,833 | 97,868 | | 158,000 | | 107,000 |
| General Obligation | 504,650 | 213,214 | | 353,306 | | 368,000 |
| Notes and Contracts | 323,608 | 297,915 | | 233,366 | | 313,000 |
| Debt Service | | | 976,000 | | 1,745,000 | |
| Operating Transfers Out | 40,000 | 305,920 | 40,000 | 40,000 | 40,000 | 40,000 |
| Total Expenditures | 1,032,091 | 914,917 | 1,016,000 | 784,672 | 1,785,000 | 828,000 |
| Excess (Deficiency) of Revenues over Expenditures | 104,753 | (399,897) | (14,000) | 32,328 | (169,000) | (20,000) |
| Working Capital Carryover | 520,985 | 625,738 | 307,000 | 226,000 | 293,000 | 258,000 |
| Ending Fund Balance | 625,738 | 225,841 | 293,000 | 258,328 | 124,000 | 238,000 |

debt service fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|------------------|---------|
| 372,000 | 374,000 | 374,000 | 555,000 | 555,000 | | |
| 36,000 | 36,000 | 36,000 | 36,000 | 36,000 | | |
| 138,000 | 99,000 | 132,000 | 198,000 | 225,000 | | |
| 13,000 | 11,000 | 11,000 | 11,000 | 12,000 | | |
| 179,000 | 179,000 | 179,000 | 179,000 | 179,000 | Hillah Rev | |
| 75,000 | 75,000 | 75,000 | 75,000 | 75,000 | OSF Parking Lot | |
| 241,000 | 241,000 | 206,000 | 188,000 | 180,000 | Open Space Notes | |
| 1,054,000 | 1,015,000 | 1,013,000 | 1,242,000 | 1,262,000 | | |
| 138,000 | 99,000 | 132,000 | 198,000 | 225,000 | | |
| 375,000 | 382,000 | 374,000 | 540,000 | 540,000 | | |
| 540,000 | 540,000 | 505,000 | 487,000 | 475,000 | | |
| 38,000 | | | | | | |
| 1,091,000 | 1,021,000 | 1,011,000 | 1,225,000 | 1,240,000 | | |
| (37,000) | (6,000) | 2,000 | 17,000 | 22,000 | | |
| 238,000 | 201,000 | 195,000 | 197,000 | 214,000 | | |
| 201,000 | 195,000 | 197,000 | 214,000 | 236,000 | | |

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.

Property Taxes: Shown in this budget are the property taxes that support the general obligation water debt. The property taxes levy remained at \$183,000. This property tax levy is expected to stay at this level for several years.

Water Sales. The proposed budget shows an 8.6 percent decrease in water rates and in water sales due to conservation and limited water availability.

Bond Sale Proceeds. Shown in the 2002 budget year is a proposed bond issue of \$1,900,000. This proposed revenue bond would be used to finance the TAP project, water treatment plant filter improvements, and other projects. Exact details of this proposal, as well as an update to the water rate model, will be prepared prior to issuing these bonds.

Long-Term Assumptions

- Water revenues are expected to increase by 1.5% annually based on growth after returning to normal level in 2003.
- Water rates are expected to increase 6% in July 2002 and July 2004 by 6%.
- Issue revenue bonds of \$1,900,0000 after Jan 2002.
- Annual Interfund loans of \$1.1 million - \$2.0 million to Telecommunications Fund.

Fund Balance

The fund balance policy requires a balance of 20 percent of revenues. The long-term budget shows that this balance will be maintained.

water fund resources

WATER FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--|------------------|------------------|------------------|-------------------|------------------|
| 400 Working Capital Carryover | 2,973,162 | 3,209,917 | 4,471,000 | 3,332,000 | 2,028,323 |
| Taxes | | | | | |
| Property Taxes: | | | | | |
| Current | - | 142,346 | 163,000 | - | 163,000 |
| Prior | - | 17,993 | 12,000 | - | 14,000 |
| 410 Total Taxes | - | 160,340 | 175,000 | 163,000 | 177,000 |
| Charges for Services | | | | | |
| Public Works Services | 798 | | | | |
| System Development Charges: | | | | | |
| Sales: | 718,942 | 1,017,664 | 832,000 | - | 802,000 |
| | 2,693,771 | 2,856,988 | 2,850,000 | - | 2,605,000 |
| 440 Total Charges for Services | 3,413,510 | 3,874,652 | 3,682,000 | 3,886,000 | 3,407,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 128,368 | 210,492 | 200,000 | - | 194,000 |
| 470 Total Interest on Investments | 128,368 | 210,492 | 200,000 | 182,000 | 194,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 42,079 | 2,028 | | | |
| 480 Total Miscellaneous Revenues | 42,079 | 2,028 | | | |
| Other Financing Sources | | | | | |
| Interfund Loans | | | | | 1,501,000 |
| Proceeds from Debt Issuance | | | | 4,000,000 | 1,900,000 |
| Operating Transfers In: | | | | | |
| From Debt Fund | | 224,036 | | | |
| 490 Total Other Financing Sources | - | 224,036 | - | 4,000,000 | 3,401,000 |
| Total Water Fund | 6,557,119 | 7,681,464 | 8,528,000 | 11,563,000 | 9,207,323 |

water fund long-term plan

| WATER FUND. | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|------------------|------------------|--------------------|--------------------|------------------|------------------|
| Revenues | | | | | | |
| Taxes | | 160,338 | 175,000 | 179,000 | 163,000 | 177,000 |
| Intergovernmental Revenue | | | | 33,000 | | |
| Charges for services non Ub | 122,754 | 70,512 | 79,000 | 147,000 | 3,021,000 | 115,000 |
| Charges for services SDC | 718,941 | 1,017,664 | 832,000 | 726,000 | 865,000 | 802,000 |
| Charges for Services | 2,571,815 | 2,788,506 | 2,771,000 | 2,771,000 | | 2,490,000 |
| Rate increase 6% July 2002 | | | | | | |
| Rate increase 6% July 2004 | | | | | | |
| Interest on Investments | 128,368 | 210,491 | 200,000 | 304,000 | 182,000 | 194,000 |
| Miscellaneous Revenues | 42,079 | | | | | |
| Interfund Loan | | | | | | 1,501,000 |
| Bond Issue | | | | | 4,000,000 | 1,900,000 |
| Operating Transfers in | | 224,036 | | | | |
| Total Revenues | 3,583,957 | 4,471,547 | 4,057,000 | 4,160,000 | 8,231,000 | 7,179,000 |
| Expenditures | | | | | | |
| Conservation | 105,741 | 109,111 | 115,000 | 117,000 | 120,000 | 127,900 |
| Supply | 46,271 | 145,439 | 437,000 | 327,000 | 2,552,000 | 499,000 |
| Distribution | 2,026,915 | 1,655,452 | 2,417,000 | 2,167,941 | 2,510,000 | 2,147,812 |
| Treatment | 248,163 | 698,086 | 749,000 | 690,687 | | 929,101 |
| Forest Interface | 60,062 | 62,548 | 80,000 | 70,000 | 82,000 | 80,500 |
| Construction | 334,284 | 25,643 | | | | |
| SDC Supply | 111,616 | 77,933 | 1,199,000 | 1,557,000 | | 411,000 |
| SDC Treatment Debt | 105,000 | 162,546 | 165,000 | 160,000 | | 160,000 |
| SDC Distribution Cap | 275,717 | | 27,000 | 42,000 | | 144,000 |
| SDC Distribution Debt | | | 7,000 | 7,000 | | 10,000 |
| SDC | 492,333 | 240,479 | 1,398,000 | 1,766,000 | | 725,000 |
| Interfund Loan | | | | 1,501,000 | | 2,000,000 |
| Contingency | | | 300,000 | | 247,000 | 1,250,000 |
| Total Expenditures | 3,313,769 | 2,936,758 | 5,496,000 | 6,639,628 | 5,511,000 | 7,759,313 |
| Excess (Deficiency) of Revenues over Expenditures | 270,188 | 1,534,789 | (1,439,000) | (2,479,629) | 2,720,000 | (580,313) |
| Working Capital Carryover | 2,973,162 | 2,973,162 | 4,471,000 | 4,507,951 | 3,332,000 | 2,028,323 |
| Ending Fund Balance | 3,243,350 | 4,507,951 | 3,032,000 | 2,028,323 | 6,052,000 | 1,448,010 |
| SDC Water Supply Fund Balance | 777,785 | 895,080 | (169,000) | (497,920) | 1,360,000 | (811,920) |
| SDC Water Treatment Fund Balance | 95,364 | 104,031 | 113,000 | 76,031 | 108,000 | 54,031 |
| SDC Water Distribution Fund Balance | 964,808 | 1,717,031 | 2,216,000 | 2,293,031 | 2,489,000 | 2,814,031 |
| Bond Reserves Fund Balance | 333,897 | 333,897 | 334,000 | 334,000 | 334,000 | 334,000 |
| Water Bond Proceeds Balance | | | (150,000) | (549,000) | 750,000 | 1,181,000 |
| Water Operations Fund Balance | 1,071,496 | 1,457,912 | 688,000 | 372,181 | 1,011,000 | (2,123,133) |
| Total Fund Balance | 3,243,350 | 4,507,951 | 3,032,000 | 2,028,323 | 6,052,000 | 1,448,010 |
| Fund Balance Policy Requirement | 573,000 | 691,000 | 645,000 | 687,000 | 673,000 | 975,000 |
| Excess (deficiency) in loan | 498,496 | 766,912 | 343,000 | (314,820) | 585,000 | (1,848,133) |
| adjusted Excess (Deficiency) | 498,496 | 766,912 | 343,000 | (314,820) | 585,000 | 151,868 |

water fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|---------------------------|----------|
| 181,000 | 183,000 | 183,000 | 183,000 | 183,000 | per tax summary | |
| 117,000 | 116,000 | 128,000 | 122,000 | 120,000 | | 101.500% |
| 489,000 | 510,000 | 532,000 | 555,000 | 574,000 | | 103.500% |
| 2,813,000 | 2,855,000 | 2,898,000 | 2,941,000 | 2,985,000 | | 101.500% |
| 169,000 | 171,000 | 174,000 | 176,000 | 179,000 | | 101.500% |
| 190,000 | 176,000 | 184,000 | 187,000 | 190,000 | | 101.500% |
| | | 163,000 | 183,000 | 180,000 | | 5.500% |
| 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | 1,100,000 | | |
| | | | | | | 105.000% |
| 5,959,000 | 6,011,000 | 6,262,000 | 6,347,000 | 5,511,000 | | |
| 132,000 | 137,000 | 142,000 | 147,000 | 152,000 | | 103.500% |
| 558,000 | 533,000 | 214,000 | 216,000 | 218,000 | | |
| 2,518,000 | 2,120,000 | 2,141,000 | 2,291,000 | 2,354,000 | | |
| 1,168,000 | 978,000 | 1,119,000 | 1,366,000 | 994,000 | | |
| 83,000 | 86,000 | 89,000 | 92,000 | 95,000 | | 103.500% |
| 198,000 | 180,000 | | | | per CIP | |
| 160,000 | 160,000 | 152,000 | 162,000 | 162,000 | | |
| 336,000 | | | 100,000 | | per CIP | |
| 10,000 | 40,000 | 41,000 | 42,000 | 42,000 | | |
| 704,000 | 380,000 | 193,000 | 304,000 | 204,000 | | |
| 2,000,000 | 2,000,000 | 2,000,000 | 1,100,000 | | | |
| 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | | |
| 7,463,000 | 6,534,000 | 6,198,000 | 5,816,000 | 4,317,000 | | |
| (1,504,000) | (523,000) | 64,000 | 531,000 | 1,194,000 | | |
| 2,698,000 | 1,494,000 | 1,271,000 | 1,635,000 | 2,466,000 | | |
| 1,194,000 | 971,000 | 1,335,000 | 2,166,000 | 3,660,000 | | |
| (808,920) | (777,920) | (556,920) | (314,920) | (314,920) | | |
| 40,031 | 34,031 | 46,031 | 60,031 | 60,031 | | |
| 2,723,031 | 2,936,031 | 3,162,031 | 3,303,031 | 3,303,031 | | |
| 334,000 | 334,000 | 334,000 | 334,000 | 334,000 | | |
| 430,000 | | | | | | |
| (1,524,142) | (1,555,142) | (1,650,142) | (1,216,142) | 277,858 | | |
| 1,194,000 | 971,000 | 1,335,000 | 2,166,000 | 3,660,000 | | |
| 694,000 | 700,000 | 746,000 | 758,000 | 767,000 | Did not include SDC or AF | |
| (1,918,142) | (1,955,142) | (2,096,142) | (1,674,142) | (189,142) | | |
| 2,000,000 | 2,000,000 | 2,000,000 | 1,100,000 | | | |
| 81,858 | 44,858 | (96,142) | (574,142) | (189,142) | | |

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. Charges for Wastewater services are expected to decrease by 6.2% over the present year due to reduction in water sales. This plan reflects a 6% increase in rates in FY2005 to cover debt service.

The residential wastewater rates are based on winter consumption, while commercial rates are based on year-round water consumption. Although we have increased commercial rates faster than residential rates, our current rate study points out that commercial users were not paying for full cost of service.

Long-Term Budget Assumptions

- Wastewater revenues are expected to increase by 1.5% annually based on growth after 2002.
- Rate increase planned in Wastewater fees for July 2004.
- Food and Beverage taxes are expected to increase by 4% annually.
- Upgrade to the Wastewater Plant totals \$33.
- Estimated WWTP Project cost is \$28 million at June 30, 2001.
- Committed WWTP SRF Loan is \$21 million.

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 will be maintained.

wastewater fund resources

WASTEWATER FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-----------------------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| 400 Working Capital Carryover | 6,039,191 | 8,358,755 | 8,518,000 | 4,730,000 | 8,949,000 |
| Taxes | | | | | |
| Food and Beverage Tax | 1,047,311 | 1,151,356 | 1,099,000 | | 1,199,000 |
| 410 Total Taxes | 1,047,311 | 1,151,356 | 1,099,000 | 1,154,000 | 1,199,000 |
| Intergovernmental Revenues | | | | | |
| Grants: | 573,391 | 25,000 | | | |
| 430 Total Intergovernmental | 573,391 | 25,000 | | | |
| Charges for Services | | | | | |
| Public Works Services | | 9,000 | | | |
| System Development Charges: | 571,995 | 857,305 | 745,000 | | 676,000 |
| Sales: | 2,087,135 | 2,164,939 | 2,227,000 | | 2,089,000 |
| 440 Total Charges for Services | 2,659,130 | 3,031,243 | 2,972,000 | 3,017,000 | 2,765,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 265,910 | 435,139 | 446,000 | | 492,000 |
| 470 Total Interest on Investments | 265,910 | 435,139 | 446,000 | 284,000 | 492,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income: | 206 | 7,853 | | | |
| 480 Total Miscellaneous Revenues | 206 | 7,853 | | | |
| Other Financing Sources | | | | | |
| Bond Sale Proceeds | | | | | |
| Loan Proceeds: | 10,121,838 | 4,594,293 | 9,300,000 | | 1,653,000 |
| Interfund Loans: | | 170,000 | 170,000 | | |
| 490 Total Other Financing Sources | 10,121,838 | 4,764,293 | 9,470,000 | | 1,653,000 |
| Total Wastewater Fund | 20,706,977 | 17,773,640 | 22,505,000 | 9,185,000 | 15,058,000 |

wastewater fund long-term plan

| WASTEWATER FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|-------------------|------------------|-------------------|------------------|------------------|-------------------|
| Revenues | | | | | | |
| Taxes | 1,047,311 | 1,151,356 | 1,099,000 | 1,153,000 | 1,154,000 | 1,199,000 |
| Intergovernmental Revenue | 573,391 | 25,000 | - | - | - | - |
| Charges for Services other | 30,351 | 54,923 | 52,000 | 44,000 | - | 45,000 |
| Charges for Services SDC | 571,994 | 857,304 | 745,000 | 653,000 | - | 676,000 |
| Charges for Services UB | 2,056,785 | 2,119,016 | 2,175,000 | 2,152,000 | 3,017,000 | 2,044,000 |
| Rate Increase of 6% In July 2004 | - | - | - | - | - | - |
| Interest on Investments | 265,910 | 435,139 | 446,000 | 447,000 | 284,000 | 492,000 |
| Personnel Services | 206 | 7,854 | - | - | - | - |
| Interfund Loan | - | - | - | - | - | - |
| Bond Proceeds | - | 170,000 | 170,000 | - | - | - |
| Other Financing Resources | 10,121,838 | 4,594,293 | 9,300,000 | 3,209,000 | - | 1,653,000 |
| Total Revenues | 14,667,786 | 9,414,885 | 13,987,000 | 7,658,000 | 4,455,000 | 6,109,000 |
| Expenditures | | | | | | |
| Collection | 1,396,950 | 954,367 | 1,100,980 | 907,583 | 703,000 | 1,304,843 |
| Treatment | 52,868 | 652,823 | 1,112,020 | 909,924 | 1,536,000 | 1,043,261 |
| WWTP Debt Service | - | - | 1,325,000 | - | 1,857,000 | 327,000 |
| WWTP Construction | 10,721,617 | 5,549,485 | 11,550,000 | 4,520,000 | 1,337,000 | 5,280,000 |
| SDC Treatment | - | 17,250 | 2,000,000 | - | - | 2,458,000 |
| SDC Collection | - | 99,494 | 200,000 | 50,000 | - | 240,000 |
| Flood Restoration Capital | 41,787 | 45,524 | 487,000 | 680,000 | - | - |
| Operating Transfers Out | 135,000 | - | - | - | - | - |
| AFN Loan | - | - | - | - | 413,000 | 1,400,000 |
| Contingency | - | - | 1,694,000 | - | 300,000 | 1,000,000 |
| Total Expenditures | 12,348,222 | 7,318,943 | 19,469,000 | 7,067,507 | 6,146,000 | 13,053,104 |
| Excess (Deficiency) of Revenues over Expenditures | 2,319,564 | 2,095,942 | (5,482,000) | 590,493 | (1,691,000) | (6,944,104) |
| Working Capital Carryover | 6,039,191 | 6,039,191 | 8,518,000 | 8,358,755 | 4,730,000 | 8,949,000 |
| Ending Fund Balance | 8,358,755 | 8,135,133 | 3,036,000 | 8,949,248 | 3,039,000 | 2,004,896 |
| SDC Collection | 397,092 | 550,170 | 623,000 | 725,170 | 963,092 | 727,170 |
| SDC Treatment | 971,882 | 1,634,364 | 223,000 | 2,182,364 | 255,882 | 318,364 |
| Flood monies | 416,877 | 657,414 | 587,000 | - | - | - |
| Operations | 6,572,904 | 5,293,185 | 1,603,000 | 6,041,714 | 2,090,026 | 959,362 |
| Total Fund Balance | 8,358,755 | 8,135,133 | 3,036,000 | 8,949,248 | 3,309,000 | 2,004,896 |
| Fund Balance Policy Requirement | 1,074,000 | 1,074,000 | 1,074,000 | 1,074,000 | 1,800,000 | 1,800,000 |
| Excess (deficiency) | 7,284,755 | 7,061,133 | 1,962,000 | 7,875,248 | - | 204,896 |
| AFN Loan | - | - | - | - | - | 1,400,000 |
| Excess (deficiency) after AFN | 7,284,755 | 7,061,133 | 1,962,000 | 7,875,248 | 590,026 | 1,604,896 |

wastewater fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|------------------------|----------|
| 1,247,000 | 1,297,000 | 1,349,000 | 1,403,000 | 1,459,000 | Food tax ends Dec 2010 | 104.000% |
| 46,000 | 47,000 | 48,000 | 49,000 | 50,000 | | 101.500% |
| 700,000 | 724,000 | 750,000 | 776,000 | 803,000 | | |
| 2,184,000 | 2,217,000 | 2,250,000 | 2,284,000 | 2,318,000 | | 101.500% |
| | | 135,000 | 137,000 | 139,000 | | 101.500% |
| 187,000 | 171,000 | 156,000 | 149,000 | 144,000 | Assume 5.5 % | 101.500% |
| 1,400,000 | 1,800,000 | 1,300,000 | 200,000 | | | |
| 1,000,000 | | | | | | |
| 500,000 | | | | | | |
| 7,264,000 | 6,256,000 | 5,988,000 | 4,998,000 | 4,913,000 | | |
| 1,351,000 | 1,398,000 | 1,447,000 | 1,498,000 | 1,550,000 | | 103.500% |
| 1,080,000 | 1,118,000 | 1,157,000 | 1,197,000 | 1,239,000 | | 103.500% |
| 1,621,000 | 1,617,000 | 1,613,000 | 1,609,000 | 1,605,000 | | |
| 2,300,000 | | | | | per Cip | |
| 474,000 | 491,000 | 508,000 | 526,000 | 526,000 | per cip | |
| 25,000 | 220,000 | 100,000 | 100,000 | | per Cip | |
| 1,800,000 | 1,300,000 | 200,000 | | | | |
| 318,000 | 188,000 | 180,000 | 150,000 | 147,000 | | |
| 8,969,000 | 6,332,000 | 5,205,000 | 5,080,000 | 5,067,000 | | |
| (1,705,000) | (76,000) | 783,000 | (82,000) | (154,000) | | |
| 3,005,000 | 1,618,000 | 1,730,000 | 2,693,000 | 2,761,000 | | |
| 1,300,000 | 1,542,000 | 2,513,000 | 2,611,000 | 2,607,000 | | |
| 951,170 | 999,170 | 1,178,170 | 1,375,170 | 1,375,170 | | |
| 353,364 | 389,364 | 428,364 | 470,364 | 470,364 | | |
| (4,534) | 153,466 | 906,466 | 765,466 | 761,466 | | |
| 1,300,000 | 1,542,000 | 2,513,000 | 2,611,000 | 2,607,000 | | |
| 1,621,000 | 1,617,000 | 1,613,000 | 1,609,000 | 1,605,000 | Min Bond Requirement | |
| (321,000) | (75,000) | 900,000 | 1,002,000 | 1,002,000 | | |
| 1,800,000 | 1,300,000 | 200,000 | | | | |
| 1,479,000 | 1,225,000 | 1,100,000 | 1,002,000 | 1,002,000 | | |

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. The City of Ashland electrical rates and electric users tax combined is slightly lower than the rates of other service providers in our area.

Electrical Sales. Electric sales are proposed to increase to \$10,894,000 which is an increase of 34% over the current year. This is based upon a 20% increase on part of costs and contract renewal and approximately 30% increase due to BPA supply charges.

Long-Term Assumptions

- Assumes an overall rate increase of 20% in July and 30% in October, 2001.
- Assumes a second rate increase of 12% in July of 2002.
- Anticipated wholesale power purchases from BPA for 2001-2002 are 75% higher than previous year.
- Power sales are expected to decrease 5% for 2002 and 2003.
- BPA power usage is expected to increase by 5% and then 1.5% per year.
- BPA rate increase of 1.5% for energy and demand and 30% for transmission in October of 2001.
- Includes green power purchase of \$135,000 in 2001 budget.
- Continues with a green power purchase of \$135,000 and billing credit of \$70,000 in 2002.
- The 3-person construction crew working for telecommunication will move to Electric on December 2001.

Fund Balance

The fund balance policy requires a balance of 12% of revenues. The long-term budget shows that the fund is \$500,000 short of the requirement, because of the \$500,000 loan to the telecommunications fund. After this loan is repaid the fund balance policy will be met.

ELECTRIC FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Proposed | 2002 Adopted |
|--|-------------------|------------------|------------------|-------------------|-------------------|
| 400 Working Capital Carryover | 1,875,563 | 1,613,655 | 915,000 | 608,000 | 1,505,000 |
| Taxes | | | | | |
| Property Taxes: | | | | | |
| Prior | | 1,152 | | | |
| 410 Total Taxes | | 1,152 | | | |
| Intergovernmental Revenues | | | | | |
| Grants: | 73,976 | | | | |
| 430 Total Intergovernmental | 73,976 | | | | |
| Charges for Services | | | | | |
| Sales: | | | | | |
| Miscellaneous Services | 69,026 | 27,931 | 38,000 | | 50,000 |
| 440 Total Charges for Services | 7,886,092 | 7,698,621 | 7,961,000 | 8,646,000 | 10,944,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 53,144 | 65,570 | 60,000 | | 84,000 |
| 470 Total Interest on Investments | 53,144 | 65,570 | 60,000 | 66,000 | 84,000 |
| Miscellaneous Revenues | | | | | |
| Donations: | 5,778 | 4,410 | 5,000 | | 5,000 |
| Loan Proceeds: | 27,902 | 40,395 | 47,000 | | 50,000 |
| Miscellaneous Income | 20,047 | 56,767 | 80,000 | | 45,000 |
| 480 Total Miscellaneous Revenues | 1,032,586 | 101,572 | 132,000 | 139,000 | 100,000 |
| Other Financing Sources | | | | | |
| Interfund Loans | 978,859 | | 890,000 | 599,000 | 599,000 |
| From Debt Fund | | 26,886 | | | |
| 490 Total Other Financing Sources | 978,859 | 26,886 | 890,000 | 599,000 | 599,000 |
| Total Electric Fund | 10,921,361 | 9,507,456 | 9,958,000 | 10,058,000 | 13,232,000 |

electric fund long-term plan

| ELECTRIC FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|------------------------|------------------------|------------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| Taxes | | 1,152 | | | | |
| Intergovernmental Revenue | 73,976 | | | | | |
| Charges for Services | 7,886,092 | 7,698,622 | 7,961,000 | 8,260,000 | 8,080,000 | 7,530,000 |
| Rate increase July 2001 | | | | | 566,000 | 1,685,000 |
| Surcharge increase October 2001 | | | | | | 1,729,000 |
| Rate increase July 2002 | | | | | | |
| Interest on Investments | 53,144 | 65,570 | 60,000 | 70,000 | 66,000 | 84,000 |
| Personnel Services | 53,727 | 101,572 | 132,000 | 25,000 | 139,000 | 100,000 |
| Other Financing Sources | | | 390,000 | 591,000 | | |
| Operating Transfers In | | 26,886 | | | | |
| Interfund Loan Proceeds | 978,859 | | 500,000 | 196,000 | 599,000 | 599,000 |
| Total Revenues | 9,045,798 | 7,893,802 | 9,043,000 | 9,142,000 | 9,450,000 | 11,727,000 |
| Expenditures | | | | | | |
| Conservation | 340,814 | 358,968 | 769,001 | 840,000 | 390,000 | 421,890 |
| Existing BPA power costs | 4,353,432 | 4,050,596 | 4,567,000 | 4,344,000 | 4,570,000 | 3,996,000 |
| Additional BPA power costs | | | | | 207,000 | 2,987,000 |
| Supply | 63,587 | 480 | 22,000 | 23,500 | 1,119,000 | 23,500 |
| Distribution | 3,287,109 | 3,265,596 | 3,315,948 | 3,317,000 | 1,050,000 | 4,236,664 |
| Transmission | 905 | 849 | 4,051 | 1,000 | 1,536,000 | 4,400 |
| Debt Service | 50,000 | 75,077 | 73,000 | 73,000 | 72,000 | 72,600 |
| Operating Transfers Out | 233,000 | | | | | |
| Interfund Loan | | 195,589 | 599,000 | 599,000 | 85,000 | |
| Operating Contingency | | | 500,000 | | 500,000 | 500,000 |
| Telecommunications | 1,091,538 | (112,678) | | | | |
| Total Expenditures | 9,420,385 | 7,834,477 | 9,850,000 | 9,197,500 | 9,529,000 | 12,242,054 |
| Excess (Deficiency) of Revenues over Expenditures | (374,587) | 59,325 | (807,000) | (55,500) | (79,000) | (515,054) |
| Working Capital Carryover | 1,875,563 | 1,500,976 | 915,000 | 1,560,301 | 608,000 | 1,505,000 |
| Ending Fund Balance | 1,500,976 | 1,560,301 | 108,000 | 1,504,801 | 529,000 | 989,946 |
| Fund Balance Policy Requirement | 1,085,000 | 947,000 | 1,085,000 | 1,097,000 | 1,134,000 | 1,407,000 |
| Fund Balance and Contingency | 1,500,976 | 1,560,301 | 608,000 | 1,504,801 | 1,029,000 | 1,489,946 |
| Excess (deficiency) | 415,976 | 613,301 | (477,000) | 407,801 | (105,000) | 82,946 |

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------|----------|
| 7,829,000 | 8,141,000 | 8,270,000 | 8,402,000 | 8,528,000 | | 101.500% |
| 1,492,000 | 1,552,000 | 1,575,000 | 1,599,000 | 1,623,000 | | 101.500% |
| 2,276,000 | 2,367,000 | 2,505,000 | | | | |
| 1,075,000 | 1,118,000 | 1,135,000 | 1,152,000 | 1,169,000 | | 101.500% |
| 79,000 | 72,000 | 68,000 | 72,000 | 89,000 | Assume 5.5 | |
| 104,000 | 108,000 | 112,000 | 116,000 | 122,000 | | 105.000% |
| | | | | | | 100.000% |
| 12,855,000 | 13,358,000 | 11,665,000 | 11,341,000 | 11,531,000 | | |
| 437,000 | 452,000 | 468,000 | 485,000 | 502,000 | | 103.500% |
| 4,156,000 | 4,323,000 | 4,387,000 | 4,453,000 | 4,520,000 | | |
| 3,933,000 | 4,091,000 | 2,259,000 | 1,782,000 | 1,809,000 | | |
| 24,000 | 25,000 | 26,000 | 27,000 | 27,000 | | 103.500% |
| 4,248,000 | 4,406,000 | 4,348,000 | 4,431,000 | 4,486,000 | | 103.500% |
| 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | | |
| 76,000 | 23,000 | | | | | |
| 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | | |
| 13,379,000 | 13,825,000 | 11,993,000 | 11,683,000 | 11,849,000 | | |
| (524,000) | (467,000) | (328,000) | (342,000) | (318,000) | | |
| 1,436,000 | 1,412,000 | 1,445,000 | 1,617,000 | 1,775,000 | | |
| 912,000 | 945,000 | 1,117,000 | 1,275,000 | 1,457,000 | | |
| 1,543,000 | 1,603,000 | 1,400,000 | 1,361,000 | 1,384,000 | | |
| 1,412,000 | 1,445,000 | 1,617,000 | 1,775,000 | 1,957,000 | | |
| (131,000) | (158,000) | 217,000 | 414,000 | 573,000 | | |

Telecommunication Fund Narrative

CATV. This budget assumes that the City will have 2860 CATV (Cable Television) customers by the end of 2002.

Internet. This budget assumes that the City will have 3319 residential Internet customers and business Internet by the end of the fiscal year.

High Speed Data Service. This budget assumes that the City will have 95 High-Speed Data customers by the end of the fiscal year.

Interfund Loan. Although the most recent Ashland Fiber Network (AFN) business plan assumes that the division will be self-supporting, it will be some years before a positive cash flow is achieved. Consequently, the division will borrow \$4.5 million for operations in 2002. The internal loan will be refinanced annually until paid in full in FY 2008.

Bank Loan. The 5.8 million-dollar loan was obtained in August of 1999. Telecommunications and Electric revenues were pledged as security.

Long-Term Assumptions

Refer to the business plan for updated service levels and fund performance.

Fund Balance

There is no fund balance Policy. Currently revenues do not support operational expenses.

telecommunication fund resources

TELECOMMUNICATION FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--------------------------------------|-------------|------------------|------------------|------------------|------------------|
| 400 Working Capital Carryover | - | (3) | 2,454,000 | 394,000 | - |
| Charges for Services | | | | | |
| Sales: | - | 344,985 | 1,663,000 | - | 1,876,716 |
| 440 Total Charges for Services | - | 344,985 | 1,663,000 | 3,056,000 | 1,876,716 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | - | 172,290 | 83,000 | - | 3,000 |
| 470 Total Interest on Investments | - | 172,290 | 83,000 | - | 3,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | - | 910 | - | - | - |
| 480 Total Miscellaneous Revenues | - | 910 | - | - | - |
| Other Financing Sources | | | | | |
| Interfund Loans | - | 1,195,589 | 1,599,000 | 1,085,000 | 4,500,000 |
| Proceeds from Debt Issuance | - | 5,800,000 | - | - | - |
| 490 Total Other Financing Sources | - | 6,995,589 | 1,599,000 | 1,085,000 | 4,500,000 |
| Total Telecommunications Fund | - | 7,513,771 | 5,799,000 | 4,535,000 | 6,379,716 |

telecommunication fund long-term plan

| TELECOMMUNICATIONS FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|----------------|------------------|------------------|------------------|------------------|------------------|
| Revenues | | | | | | |
| Charges for Services | - | 346,007 | 1,663,000 | 720,931 | 3,056,000 | 1,876,716 |
| Interest on Investments | - | 172,290 | 83,000 | 45,000 | - | 3,000 |
| Other Financing Sources | - | 5,800,000 | - | - | - | - |
| Interfund Loan | - | 1,195,588 | 1,599,000 | 3,100,000 | 1,085,000 | 4,500,000 |
| Total Revenues | - | 7,513,885 | 3,345,000 | 3,865,931 | 4,141,000 | 6,379,716 |
| Personnel Services | | | | | | |
| Personnel Services | - | 644,926 | 772,980 | 952,053 | 465,000 | 622,924 |
| Materials and Services | - | 707,677 | 1,015,795 | 765,092 | 1,752,000 | 1,259,363 |
| Capital Outlay | - | 2,984,693 | 1,821,225 | 2,429,191 | 19,000 | 485,749 |
| Debt Service | - | 124,217 | 295,000 | 298,120 | 396,000 | 395,550 |
| Debt Service Interfund Loan | - | 1,037,463 | 1,599,000 | 1,324,458 | 1,703,000 | 3,328,000 |
| Interfund Transfers In | - | 111,926 | - | - | - | - |
| Contingency | - | - | 295,000 | - | 200,000 | 250,000 |
| Total Expenditures | - | 5,610,902 | 5,799,000 | 5,768,914 | 4,535,000 | 6,341,586 |
| Excess (Deficiency) of Revenues over Expenditures | - | - | (2,454,000) | (1,902,983) | (394,000) | 38,130 |
| Working Capital Carryover | - | - | 2,454,000 | 1,902,983 | 394,000 | - |
| Ending Fund Balance | - | 1,902,983 | - | - | - | 38,130 |

telecommunication fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|-------------|---------|
| 3,308,000 | 4,459,000 | 5,128,000 | 5,806,000 | 6,352,000 | | |
| 4,900,000 | 4,400,000 | 3,300,000 | 2,200,000 | - | | |
| 8,208,000 | 8,859,000 | 8,428,000 | 8,006,000 | 6,352,000 | | |
| 596,000 | 567,000 | 586,000 | 605,000 | 625,000 | | |
| 1,714,523 | 1,957,644 | 2,112,070 | 2,248,930 | 2,349,978 | | |
| 246,207 | 75,098 | 23,940 | 549,567 | 20,843 | | |
| 585,270 | 831,258 | 826,990 | 831,503 | 827,179 | | |
| 4,782,000 | 5,179,000 | 4,631,000 | 3,465,000 | 2,266,000 | | |
| 259,000 | 268,000 | 277,000 | 287,000 | 297,000 | | |
| 8,183,000 | 8,878,000 | 8,457,000 | 7,987,000 | 6,386,000 | | |
| 25,000 | (19,000) | (29,000) | 19,000 | (34,000) | | |
| 38,000 | 63,000 | 44,000 | 15,000 | 34,000 | | |
| 63,000 | 44,000 | 15,000 | 34,000 | | | |

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 six departments: Administration, Administrative Services, Finance, City Recorder, Public Works, and Electric.

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 has increased by \$181,800 or 4.7% are primarily increases in personnel costs. Costs are expected to increase between 6 to 7 percent each year in the future.

Long-Term Assumptions

- Charges for services will increase at 6 to 7% per year
- Expenditures are expected to increase between 6 to 7% 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 with the exception of 2001.

CENTRAL SERVICE FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--|------------------|------------------|------------------|------------------|------------------|
| 400 Working Capital Carryover | 117,282 | 68,153 | 28,000 | 80,000 | 365,000 |
| Charges for Services | | | | | |
| Finance Department Services | 13,606 | 16,849 | 15,000 | - | 10,000 |
| Lien Search | 25,090 | 17,360 | 20,000 | - | 20,000 |
| Public Works Services | 90,432 | 79,160 | 90,000 | - | 90,000 |
| Interdepartmental: | 2,772,976 | 3,350,000 | 3,747,000 | - | 3,933,800 |
| 440 Total Charges for Services | 2,902,103 | 3,463,369 | 3,872,000 | 4,120,000 | 4,053,800 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 10,124 | 18,612 | 18,000 | - | 20,200 |
| 470 Total Interest on investments | 10,124 | 18,612 | 18,000 | 18,000 | 20,200 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 6,213 | 20,249 | 5,000 | - | - |
| 480 Total Miscellaneous Revenues | 6,213 | 20,249 | 5,000 | 5,000 | - |
| Other Financing Sources | | | | | |
| Operating Transfers In: | | | | | |
| From Debt Fund | - | 15,000 | - | - | - |
| 490 Total Other Financing Sources | - | 15,000 | - | - | - |
| Total Central Services Fund | 3,035,722 | 3,585,384 | 3,923,000 | 4,223,000 | 4,439,000 |

central services fund long-term plan

| CENTRAL SERVICES FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Charges for Services | 2,902,103 | 3,463,369 | 3,872,000 | 3,872,000 | 4,120,000 | 4,053,800 |
| Interest on Investments | 10,124 | 18,612 | 18,000 | 21,000 | 18,000 | 20,200 |
| Miscellaneous Revenues | 6,213 | 20,249 | 5,000 | 6,000 | 5,000 | - |
| Operating Transfers In | | 15,000 | | | | |
| Total Revenues | 2,918,440 | 3,517,230 | 3,895,000 | 3,899,000 | 4,143,000 | 4,074,000 |
| Expenditures | | | | | | |
| Personnel Services | 774,113 | 716,220 | 718,000 | 625,000 | 772,000 | 694,373 |
| Administrative Services | | 246,305 | 269,000 | 269,000 | 289,000 | 279,807 |
| Finance | 910,646 | 938,491 | 1,093,000 | 980,000 | 1,175,000 | 1,172,730 |
| City Recorder | 114,307 | 102,747 | 121,000 | 110,000 | 126,000 | 141,700 |
| Public Works | 731,996 | 805,655 | 800,000 | 800,000 | 832,000 | 925,217 |
| Facilities and Safety | | 247,812 | 336,000 | 336,000 | 361,000 | 390,190 |
| Computer Services | 436,506 | 431,545 | 506,000 | 506,000 | 544,000 | 591,700 |
| Contingency | | | 80,000 | | 124,000 | 124,000 |
| Total Expenditures | 2,967,568 | 3,488,775 | 3,923,000 | 3,626,000 | 4,223,000 | 4,319,717 |
| Excess (Deficiency) of Revenues over Expenditures | (49,128) | 28,455 | (28,000) | 273,000 | (80,000) | (245,717) |
| Working Capital Carryover | 117,282 | 68,154 | 28,000 | 96,609 | 80,000 | 365,000 |
| Ending Fund Balance | 68,154 | 96,609 | | 369,609 | | 119,283 |
| Fund Balance Policy Requirement | 88,000 | 106,000 | 117,000 | 117,000 | 124,000 | 122,000 |
| Fund Balance and Contingency | 68,154 | 96,609 | 80,000 | 369,609 | 124,000 | 243,283 |
| Excess (deficiency) | (19,846) | (9,391) | (37,000) | 252,609 | - | 121,283 |

central services fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|---------------------------------|----------|
| 4,331,000 | 4,488,000 | 4,659,000 | 4,817,000 | 4,980,000 | Calculated | 5.500% |
| 13,000 | 13,000 | 14,000 | 15,000 | 16,000 | | 103.500% |
| 4,344,000 | 4,501,000 | 4,673,000 | 4,832,000 | 4,996,000 | | |
| 719,000 | 744,000 | 770,000 | 797,000 | 825,000 | | 103.500% |
| 290,000 | 300,000 | 311,000 | 322,000 | 333,000 | | 103.500% |
| 1,214,000 | 1,256,000 | 1,300,000 | 1,346,000 | 1,393,000 | | 103.500% |
| 147,000 | 152,000 | 157,000 | 162,000 | 168,000 | | 103.500% |
| 958,000 | 992,000 | 1,027,000 | 1,063,000 | 1,100,000 | | 103.500% |
| 404,000 | 418,000 | 433,000 | 448,000 | 464,000 | | 103.500% |
| 612,000 | 633,000 | 655,000 | 678,000 | 702,000 | | 103.500% |
| 130,000 | 135,000 | 140,000 | 145,000 | 150,000 | 3% of rev | |
| 4,474,000 | 4,630,000 | 4,793,000 | 4,961,000 | 5,135,000 | | |
| (130,000) | (129,000) | (120,000) | (129,000) | (139,000) | | |
| 243,000 | 243,000 | 249,000 | 269,000 | 285,000 | Assumes contingency is not used | |
| 113,000 | 114,000 | 129,000 | 140,000 | 146,000 | | |
| 130,000 | 135,000 | 140,000 | 145,000 | 150,000 | | |
| 243,000 | 249,000 | 269,000 | 285,000 | 296,000 | | |
| 113,000 | 114,000 | 129,000 | 140,000 | 146,000 | | |

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 will increase dramatically in the future years to pay for the increased claims activity and premium increases.

Fund Balance

The proposed 2002 budgeted fund balance is \$127,500 less than the current fund balance policy. With the increased charges through 2004 the fund will be able to return to a minimum fund balance as required by Policy.

insurance services fund resources

INSURANCE SERVICE FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--------------------------------------|------------------|------------------|------------------|------------------|----------------|
| 400 Working Capital Carryover | 952,593 | 630,294 | 530,000 | 390,000 | 300,000 |
| Charges for Services | | | | | |
| Interdepartmental: | 343,679 | 379,059 | 444,000 | | 595,000 |
| Rebates | 75,635 | 54,938 | 15,000 | | 15,000 |
| 440 Total Charges for Services | 419,314 | 433,996 | 459,000 | 683,000 | 610,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 46,570 | 58,625 | 60,000 | | 50,000 |
| 470 Total Interest on Investments | 46,570 | 58,625 | 60,000 | 60,000 | 50,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 20 | 2,030 | 60,000 | | |
| 480 Total Miscellaneous Revenues | 20 | 2,030 | 60,000 | 63,000 | |
| Total Insurance Services Fund | 1,418,496 | 1,124,946 | 1,109,000 | 1,196,000 | 960,000 |

insurance services fund long-term plan

| INSURANCE SERVICES FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|----------------|----------------|----------------|-----------------|-----------------|----------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Charges for Services | 343,680 | 433,996 | 459,000 | 406,000 | 683,000 | 610,000 |
| Interest on Investments | 46,570 | 58,625 | 60,000 | 50,000 | 60,000 | 50,000 |
| Miscellaneous Revenues | 75,655 | 2,030 | 60,000 | | 63,000 | |
| Total Revenues | 465,905 | 494,651 | 579,000 | 456,000 | 806,000 | 660,000 |
| Expenditures | | | | | | |
| Personnel Services | 6,011 | 3,947 | 8,000 | | 8,000 | 1,000 |
| Materials and Services | 482,192 | 618,997 | 711,000 | 658,000 | 750,000 | 648,500 |
| Transfers | 300,000 | | | | | |
| Operating Contingency | | | 160,000 | | 160,000 | 200,000 |
| Total Expenditures | 788,203 | 622,944 | 879,000 | 658,000 | 918,000 | 849,500 |
| Excess (Deficiency) of Revenues over Expenditures | (322,298) | (128,293) | (300,000) | (202,000) | (112,000) | (189,500) |
| Working Capital Carryover | 952,592 | 630,293 | 530,000 | 502,000 | 390,000 | 300,000 |
| Ending Fund Balance | 630,294 | 502,000 | 230,000 | 300,000 | 278,000 | 110,500 |
| Fund Balance Policy Requirement | 395,000 | 395,000 | 419,000 | 431,000 | 438,000 | 438,000 |
| Fund Balance and Contingency | 630,294 | 502,000 | 390,000 | 300,000 | 438,000 | 310,500 |
| Excess (deficiency) | 235,294 | 107,000 | (29,000) | (131,000) | | (127,500) |

insurance services fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|----------------|----------------|----------------|----------------|------------------|------------------|----------|
| 652,000 | 691,000 | 732,000 | 775,000 | 810,000 | Calculated | |
| 55,000 | 56,000 | 59,000 | 63,000 | 67,000 | Interest at 5.5% | |
| 707,000 | 747,000 | 791,000 | 838,000 | 877,000 | | 104.500% |
| 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | flat | |
| 641,000 | 677,000 | 715,000 | 757,000 | 800,000 | calculated | |
| 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | flat | |
| 842,000 | 878,000 | 916,000 | 958,000 | 1,001,000 | | |
| (135,000) | (131,000) | (125,000) | (120,000) | (124,000) | | |
| 310,000 | 375,000 | 444,000 | 519,000 | 599,000 | | |
| 175,000 | 244,000 | 319,000 | 399,000 | 475,000 | | |
| 453,000 | 469,000 | 485,000 | 502,000 | 520,000 | | 103.500% |
| 375,000 | 444,000 | 519,000 | 599,000 | 675,000 | | |
| (78,000) | (25,000) | 34,000 | 97,000 | 155,000 | | |

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 5.5% per year.
- Interfund Loans to Telecommunications are between \$500,000 - \$1,000,000 through 2007.

Fund Balance

No minimum fund balance is required.

equipment fund resources

EQUIPMENT FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|
| 400 Working Capital Carryover | 2,030,508 | 1,349,801 | 287,000 | 322,000 | 326,000 |
| Charges for Services | | | | | |
| Interdepartmental: | 1,338,109 | 1,133,810 | 1,164,000 | - | 1,234,000 |
| 440 Total Charges for Services | 1,338,109 | 1,133,810 | 1,164,000 | 1,228,000 | 1,234,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 89,208 | 93,867 | 24,000 | - | 73,000 |
| 470 Total Interest on Investments | 89,208 | 93,867 | 24,000 | 64,000 | 73,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 1,857 | 768 | - | - | 26,000 |
| Sale of Equipment | 56,580 | 5,838 | 25,000 | - | - |
| 480 Total Miscellaneous Revenues | 58,437 | 6,606 | 25,000 | 26,000 | 26,000 |
| Other Financing Sources | | | | | |
| Interfund Loans | - | 990,751 | 1,000,000 | - | 1,000,000 |
| 490 Total Other Financing Sources | - | 990,751 | 1,000,000 | 1,000,000 | 1,000,000 |
| Total Equipment Fund | 3,516,261 | 3,574,836 | 2,500,000 | 2,640,000 | 2,659,000 |

equipment fund long-term plan

| EQUIPMENT FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Charges for Services | 1,338,109 | 1,133,810 | 1,164,000 | 1,164,000 | 1,228,000 | 1,234,000 |
| Interest on Investments | 89,208 | 105,759 | 24,000 | 40,000 | 64,000 | 73,000 |
| Miscellaneous Revenues | 58,437 | 6,606 | 25,000 | 47,000 | 26,000 | 26,000 |
| Interfund Loan | | 978,859 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| Total Revenues | 1,485,754 | 2,225,034 | 2,213,000 | 2,251,000 | 2,318,000 | 2,333,000 |
| Expenditures | | | | | | |
| Personnel Services | 245,475 | 179,627 | 194,872 | 194,500 | 204,000 | 206,500 |
| Materials and Services | 495,424 | 372,273 | 383,128 | 383,128 | 400,000 | 434,222 |
| Capital Outlay | 1,425,560 | 791,059 | 600,000 | 600,000 | 775,000 | 1,196,500 |
| Interfund Loan | 978,859 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 500,000 |
| Operating Contingency | | | 250,000 | | 250,000 | 200,000 |
| Total Expenditures | 3,145,318 | 2,342,959 | 2,428,000 | 2,177,628 | 2,629,000 | 2,537,222 |
| Excess (Deficiency) of Revenues over Expenditures | (1,659,564) | (117,925) | (215,000) | 73,372 | (311,000) | (204,222) |
| Working Capital Carryover | 2,030,508 | 370,944 | 287,000 | 253,019 | 322,000 | 326,000 |
| Ending Fund Balance | 370,944 | 253,019 | 72,000 | 326,391 | 11,000 | 121,778 |

equipment fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|-----------------------------|----------|
| 1,308,000 | 1,386,000 | 1,469,000 | 1,557,000 | 1,650,000 | | 105.500% |
| 67,000 | 45,000 | 54,000 | 65,000 | 84,000 | 5.5% of Fund & Loan Balance | |
| 27,000 | 28,000 | 29,000 | 30,000 | 31,000 | | 103.500% |
| 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | | |
| 1,902,000 | 1,959,000 | 2,052,000 | 2,152,000 | 2,265,000 | | |
| 214,000 | 221,000 | 229,000 | 237,000 | 245,000 | | 103.500% |
| 449,000 | 465,000 | 481,000 | 498,000 | 515,000 | | 103.500% |
| 610,000 | 630,000 | 650,000 | 600,000 | 730,000 | | 103.500% |
| 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | | |
| 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | | |
| 1,973,000 | 2,016,000 | 2,060,000 | 2,035,000 | 1,690,000 | | |
| (71,000) | (57,000) | (8,000) | 117,000 | 575,000 | | |
| 322,000 | 451,000 | 594,000 | 786,000 | 1,103,000 | | |
| 251,000 | 394,000 | 586,000 | 903,000 | 1,678,000 | | |

Cemetery Trust Fund Narrative

This fund accounts for trust monies derived from bequests and perpetual care given 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 quarterly 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 at 6%.

Interfund Loans. This is the annual repayment of the Telecommunications loan for operations.

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 slightly at the same time as demand decreases.
- Interfund Loan to Telecommunication fund ceases in 2006, repaid in 2007.

Fund Balance

With the repayment of the Telecommunications Fund loan, this fund should perform as expected. No minimum fund balance is required.

cemetery trust fund resources

CEMETERY TRUST FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|
| 400 Working Capital Carryover | 651,276 | 660,698 | 669,500 | 685,000 | 684,000 |
| Charges for Services | | | | | |
| Sales: | 11,052 | 3,560 | 14,500 | | 4,000 |
| 440 Total Charges for Services | 11,052 | 3,560 | 14,500 | 14,500 | 4,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 38,870 | 24,311 | 43,000 | | 41,000 |
| 470 Total Interest on Investments | 38,870 | 24,311 | 43,000 | 73,000 | 41,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | | | | | |
| 480 Total Miscellaneous Revenues | | | | | |
| Other Financing Sources | | | | | |
| Operating Transfers In: | | | | | |
| From General Fund | 500 | 500 | 1,000 | | 1,000 |
| 490 Total Other Financing Sources | 500 | 500 | 1,000 | 1,000 | 1,000 |
| Total Cemetery Trust Fund | 701,698 | 689,069 | 728,000 | 773,500 | 730,000 |

cemetery trust fund long-term plan

| CEMETERY TRUST FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|----------------|----------------|----------------|-----------------|-----------------|----------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Charges for Services | 11,052 | 3,560 | 14,500 | 3,500 | 14,500 | 4,000 |
| Interest on Investments | 38,870 | 24,311 | 43,000 | 35,000 | 73,000 | 41,000 |
| Interfund Loan | | | | | | |
| Operating Transfers In | 500 | 500 | 1,000 | 500 | 1,000 | 1,000 |
| Total Revenues | 50,422 | 28,371 | 58,500 | 39,000 | 88,500 | 46,000 |
| Expenditures | | | | | | |
| Interfund Loan | | | | | | 600,000 |
| Operating Transfers Out | 41,000 | 25,929 | 43,000 | 35,000 | 73,000 | 41,000 |
| Total Expenditures | 41,000 | 25,929 | 43,000 | 35,000 | 73,000 | 641,000 |
| Excess (Deficiency) of Revenues over Expenditures | 9,422 | 2,442 | 15,500 | 4,000 | 15,500 | (595,000) |
| Working Capital Carryover | 651,276 | 660,698 | 669,500 | 680,000 | 685,000 | 684,000 |
| Ending Fund Balance | 660,698 | 663,140 | 685,000 | 684,000 | 700,500 | 89,000 |

cemetery trust fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|----------------|----------------|----------------|----------------|----------------|--------------------------------------|---------|
| 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | Rate offset = to decline in services | |
| 41,000 | 43,000 | 44,000 | 45,000 | 47,000 | Interest at 6% fund balance | |
| 600,000 | 600,000 | 600,000 | 600,000 | 600,000 | | |
| 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | Per charter | |
| 657,000 | 659,000 | 660,000 | 661,000 | 663,000 | | |
| 600,000 | 600,000 | 600,000 | 600,000 | | | |
| 41,000 | 43,000 | 44,000 | 45,000 | 47,000 | = to interest earnings | |
| 641,000 | 643,000 | 644,000 | 645,000 | 47,000 | | |
| 16,000 | 16,000 | 16,000 | 16,000 | 616,000 | | |
| 89,000 | 105,000 | 121,000 | 137,000 | 153,000 | | |
| 105,000 | 121,000 | 137,000 | 153,000 | 769,000 | | |

Parks and Recreation Fund Narrative

The Parks and Recreation fund includes the general activities of the Parks program. Revenues include taxes, grants, charges for service and donations.

Taxes. The tax rate remains the same as the prior year at \$2.1222, but provides \$249,000 more to growth in property value.

Intergovernmental Revenues. A grant for \$157,000 is anticipated for 2002.

Charges for Services. Rents and program fees account for \$712,000 in 2002, remaining consistent with the prior year budget except for a reduction of \$24,7000 or 10.5% in Contracted Services Revenue.

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

No minimum fund balance policy established.

parcs and recreation fund resources

PARKS & RECREATION FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|-------------------------------------|--------------------|--------------------|---------------------|----------------------|---------------------|
| Working Capital Carryover | 2,077,455 | 1,966,645 | 991,500 | 568,354 | 1,125,000 |
| Taxes | | | | | |
| Property Taxes | | | | | |
| Current | 2,276,996 | 2,286,845 | 2,318,000 | | 2,526,000 |
| Prior | 128,440 | 125,720 | 223,000 | | 165,000 |
| Total Taxes | 2,405,436 | 2,412,565 | 2,541,000 | 2,695,000 | 2,691,000 |
| Intergovernmental Revenues | | | | | |
| FEMA | 131,845 | 56,796 | | | |
| Grants | | 81,907 | 81,235 | | 157,000 |
| Total Intergovernmental | 131,845 | 138,703 | 81,235 | | 157,000 |
| Charges for Service | | | | | |
| Community Center Rent | 36,412 | 33,564 | 35,000 | 36,000 | 35,000 |
| Contract Service Fees | 255,536 | 133,847 | 235,704 | 243,000 | 211,000 |
| Golf Course Fees | | 289,931 | 336,000 | 350,000 | 350,000 |
| Park Fees | 13,980 | 13,400 | 10,000 | 10,000 | 10,000 |
| Recreation Program Fees | 126,489 | 121,869 | 111,000 | 113,000 | 106,000 |
| Total Charges for Services | 432,417 | 592,611 | 727,704 | 752,000 | 712,000 |
| Interest on Investments | 80,780 | 114,296 | 75,500 | 75,000 | 76,000 |
| Miscellaneous | | | | | |
| Donations | 54,345 | 43,526 | 9,000 | 9,000 | 9,000 |
| Miscellaneous Income | 3,562 | 540 | 3,000 | 3,000 | 3,000 |
| Total Miscellaneous Income | 57,907 | 44,067 | 12,000 | 12,000 | 12,000 |
| Operating Transfers In | | | | | |
| From Golf Course Fund | | 198,464 | | | |
| From Youth Activities Levy Fund | 20,000 | 30,000 | | | |
| Total Operating Transfers | 20,000 | 228,464 | | | |
| Total Parks & Recreation | 5,205,840 | 5,497,351 | 4,428,939 | 4,102,354 | 4,773,000 |

parks and recreation fund long-term plan

| PARKS AND RECREATION FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Taxes | 2,405,436 | 2,412,565 | 2,541,000 | 2,614,000 | 4,432,000 | 2,692,000 |
| Intergovernmental Revenues | 131,845 | 138,703 | 81,235 | 42,500 | | 157,000 |
| Charges for Service | 432,417 | 592,611 | 727,765 | 767,910 | 847,000 | 712,000 |
| Interest on Investments | 80,780 | 114,296 | 75,500 | 75,500 | 105,000 | 76,000 |
| Miscellaneous | 57,907 | 44,067 | 12,000 | 284,000 | | 12,000 |
| Transfers In | 20,000 | 228,464 | | 1,348,000 | 70,000 | |
| Total Revenues | 3,128,385 | 3,530,706 | 3,437,500 | 5,131,910 | 5,454,000 | 3,649,000 |
| Expenditures | | | | | | |
| Personnel Services | 1,528,207 | 1,769,385 | 2,038,000 | 2,014,449 | 2,278,000 | 2,128,300 |
| Materials and Services | 769,125 | 1,133,865 | 1,230,585 | 1,185,976 | 2,775,400 | 1,365,700 |
| Capital Outlay | 938,926 | 1,280,457 | 450,000 | 2,080,000 | 338,000 | 265,700 |
| Debt Service | 2,939 | 12,131 | 11,000 | 11,000 | - | 19,000 |
| Transfers Out | | 105,000 | 70,000 | 70,000 | 70,000 | 120,000 |
| Contingency | | | 40,000 | | 40,000 | 70,000 |
| Total Expenditures | 3,239,197 | 4,300,838 | 3,839,585 | 5,361,425 | 5,501,400 | 3,968,700 |
| Excess (Deficiency) of Revenues over Expenditures | (110,812) | (770,132) | (402,085) | (229,515) | (47,400) | (319,700) |
| Working Capital Carryover | 2,077,455 | 1,966,643 | 991,500 | 1,196,500 | 727,300 | 1,125,000 |
| Ending Fund Balance | 1,966,643 | 1,196,511 | 589,415 | 966,985 | 679,900 | 805,300 |
| Budget Fund Balance Policy Requirem | 583,000 | 755,000 | 671,000 | 952,000 | 970,000 | 680,000 |
| Fund Balance and Contingency | 1,966,643 | 1,196,511 | 629,415 | 966,985 | 719,900 | 875,300 |
| Excess (deficiency) | 1,383,643 | 441,511 | (41,585) | 14,985 | (250,100) | 195,300 |

parcs and recreation fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------------|------------------------|------------------------|------------------------|------------------------|--|----------------|
| 3,047,100 | 3,141,300 | 3,197,200 | 3,356,000 | 3,416,000 | Growth plus \$.21 increase over yr 5's | |
| 75,000 | 92,000 | 50,000 | 50,000 | 50,000 | | |
| 742,900 | 762,700 | 783,800 | 809,000 | 829,000 | | |
| 76,000 | 76,000 | 76,000 | 76,000 | 76,000 | | |
| 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | | |
| 3,953,000 | 4,084,000 | 4,119,000 | 4,303,000 | 4,383,000 | | |
| 2,243,700 | 2,357,000 | 2,479,000 | 2,627,000 | 2,777,000 | 3% increase | |
| 1,282,300 | 1,315,000 | 1,315,000 | 1,356,000 | 1,396,000 | 3% increase | |
| 250,000 | 242,000 | 210,000 | 210,000 | 210,000 | | |
| 19,000 | 19,000 | 19,000 | 19,000 | 19,000 | | |
| 120,000 | 120,000 | 70,000 | 70,000 | 70,000 | | |
| 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | | |
| 3,950,000 | 4,088,000 | 4,128,000 | 4,317,000 | 4,507,000 | | |
| 3,000 | (4,000) | (9,000) | (14,000) | (124,000) | | |
| 756,000 | 794,000 | 825,000 | 851,000 | 872,000 | | |
| 759,000 | 790,000 | 816,000 | 837,000 | 748,000 | | |
| 683,000 | 708,000 | 724,000 | 758,000 | 792,000 | | |
| 794,000 | 825,000 | 851,000 | 872,000 | 783,000 | | |
| 111,000 | 117,000 | 127,000 | 114,000 | (9,000) | | |

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 \$165,000 or \$95,000 more than the prior year to support projects.

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.

parcs capital improvement fund resources

PARKS CAPITAL IMPROVEMENTS FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|--|--------------------|--------------------|---------------------|----------------------|---------------------|
| Working Capital Carryover | 684,105 | 536,494 | 285,000 | 137,300 | 182,000 |
| Charges for Service | | | | | |
| Funded Depreciation | 10,000 | 95,000 | 95,000 | 95,000 | |
| Lease Payments | 48,000 | 52,000 | | | |
| Total Charges for Service | 58,000 | 147,000 | 95,000 | 95,000 | |
| Interest on Investments | 34,389 | 30,404 | 25,000 | 15,000 | 25,000 |
| Transfers In | | | | | |
| From Parks & Recreation | | 105,000 | 70,000 | 70,000 | 165,000 |
| Total Parks Capital Improvement | 776,494 | 818,898 | 475,000 | 317,300 | 372,000 |

parcs capital improvement fund long-term plan

PARKS CAPITAL IMPROVEMENTS FUND

| | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|----------------|----------------|----------------|-----------------|-----------------|----------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Charges for Service | 58,000 | 147,000 | 95,000 | - | - | - |
| Interest on Investments | 34,389 | 30,404 | 25,000 | 25,000 | - | 25,000 |
| Transfers In | - | 105,000 | 70,000 | 165,000 | - | 165,000 |
| Total Revenues | 92,389 | 282,404 | 190,000 | 190,000 | - | 190,000 |
| Expenditures | | | | | | |
| Capital Outlay | 240,000 | 523,898 | 337,700 | 302,700 | - | 224,000 |
| Total Expenditures | 240,000 | 523,898 | 337,700 | 302,700 | - | 224,000 |
| Excess (Deficiency) of Revenues over Expenditures | (147,611) | (241,494) | (147,700) | (112,700) | - | (34,000) |
| Working Capital Carryover | 684,105 | 536,494 | 285,000 | 295,000 | - | 182,000 |
| Ending Fund Balance | 536,494 | 295,000 | 137,300 | 182,300 | - | 148,000 |

parcs capital improvement fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------------|------------------------|------------------------|------------------------|------------------------|--------------------|----------------|
| 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | | |
| 165,000 | 165,000 | 165,000 | 165,000 | 165,000 | | |
| 190,000 | 190,000 | 190,000 | 190,000 | 190,000 | | |
| 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | | |
| 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | | |
| 90,000 | 90,000 | 90,000 | 90,000 | 90,000 | | |
| 148,000 | 238,000 | 328,000 | 418,000 | 508,000 | | |
| 238,000 | 328,000 | 418,000 | 508,000 | 598,000 | | |

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 expires in 2003 with revenues trailing off through 2006.

Long-Term Assumptions

- Levy expires in 2003 and renewal has not been included in this plan.
- Activities will be consistent with revenues.

Fund Balance

No fund balance requirement.

YOUTH ACTIVITIES LEVY FUND

| Description | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Baseline | 2002 Adopted |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|
| Working Capital Carryover | 92,498 | 133,768 | 95,000 | 9,000 | 115,000 |
| Taxes | | | | | |
| Property Taxes | | | | | |
| Current | 1,019,264 | 1,023,405 | 1,508,000 | 1,583,000 | 1,669,000 |
| Prior | 64,994 | 60,920 | 99,000 | 154,000 | 95,000 |
| Total Taxes | 1,084,258 | 1,084,325 | 1,607,000 | 1,737,000 | 1,764,000 |
| Charges for Service | 380 | | | | |
| Interest on Investments | 16,182 | 21,069 | 15,000 | 15,000 | |
| Total Youth Activities | 1,193,318 | 1,239,162 | 1,717,000 | 1,761,000 | 1,879,000 |

youth activities levy fund long-term plan

| YOUTH ACTIVITIES LEVY FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|------------------------|------------------------|------------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| Taxes | 1,084,258 | 1,084,325 | 1,607,000 | 1,669,000 | | 1,764,000 |
| Charges for Service | 380 | | | | | |
| Interest on Investments | 16,182 | 21,069 | 15,000 | 14,000 | | |
| Total Revenues | 1,100,820 | 1,105,394 | 1,622,000 | 1,683,000 | | 1,764,000 |
| Expenditures | | | | | | |
| Personnel Services | 98,925 | 114,970 | 138,000 | 76,000 | | 84,000 |
| Materials and Services | 940,624 | 969,000 | 1,570,000 | 1,617,000 | | 1,786,000 |
| Transfers Out | 20,000 | 30,000 | | | | |
| Total Expenditures | 1,059,549 | 1,113,970 | 1,708,000 | 1,693,000 | | 1,870,000 |
| Excess (Deficiency) of Revenues over Expenditures | 41,271 | (8,576) | (86,000) | (10,000) | | (106,000) |
| Working Capital Carryover | 92,498 | 133,769 | 95,000 | 125,000 | | 115,000 |
| Ending Fund Balance | 133,769 | 125,193 | 9,000 | 115,000 | | 9,000 |

youth activities levy fund long-term plan

| 2003 Budget | 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | Assumptions | Percent |
|------------------|----------------|----------------|----------------|----------------|----------------------|---------|
| 1,880,000 | 142,000 | 53,000 | 19,000 | | Levy expires in 2003 | |
| 1,880,000 | 142,000 | 53,000 | 19,000 | | | |
| 84,000 | | | | | | |
| 1,796,000 | 142,000 | 53,000 | 19,000 | 9,000 | | |
| 1,880,000 | 142,000 | 53,000 | 19,000 | 9,000 | | |
| | | | | (9,000) | | |
| 9,000 | 9,000 | 9,000 | 9,000 | 9,000 | | |
| 9,000 | 9,000 | 9,000 | 9,000 | 9,000 | | |

ambulance fund

| AMBULANCE FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|----------------|----------------|---------------|-----------------|-----------------|---------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Charges for Services | 827,582 | | | | | |
| Interest on Investments | 4,540 | | | | | |
| Miscellaneous | 2,695 | | | | | |
| Total Revenues | 834,817 | | | | | |
| Expenditures | | | | | | |
| Personnel Services | 163,620 | | | | | |
| Materials and Services | 508,948 | | | | | |
| Capital Outlay | 3,895 | | | | | |
| Operating Transfers Out | 15,000 | 342,279 | | | | |
| Total Expenditures | 691,463 | 342,279 | | | | |
| Excess (Deficiency) of Revenues over Expenditures | 143,354 | (342,279) | | | | |
| Working Capital Carryover | 198,926 | 342,279 | | | | |
| Ending Fund Balance | 342,280 | | | | | |

| CEMETERY FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|----------------|----------------|----------------|------------------|------------------|----------------|
| Revenues | | | | | | |
| Taxes | | | | | | |
| Charges for Services | | | | | | |
| Interest on Investments | | | | | | |
| Miscellaneous | | | | | | |
| Operating Transfers In | | | | | | |
| Total Revenues | | | | | | |
| Expenditures | | | | | | |
| Personnel Services | | | | | | |
| Materials and Services | | | | | | |
| Capital Outlay | | | | | | |
| Operating Transfers Out | 233,923 | | | | | |
| Total Expenditures | 233,923 | | | | | |
| Excess (Deficiency) of Revenues over Expenditures | (233,923) | | | | | |
| Working Capital Carryover | 233,923 | | | | | |
| Ending Fund Balance | | | | | | |

band fund

| BAND FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|------------------------|------------------------|------------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| Taxes | | | | | | |
| Charges for Services | | | | | | |
| Interest on Investments | | | | | | |
| Operating Transfers In | | | | | | |
| Total Revenues | | | | | | |
| Expenditures | | | | | | |
| Personnel Services | | | | | | |
| Materials and Services | | | | | | |
| Operating Transfers Out | 99,743 | | | | | |
| Total Expenditures | 99,743 | | | | | |
| Excess (Deficiency) of Revenues over Expenditures | (99,743) | | | | | |
| Working Capital Carryover | 99,743 | | | | | |
| Ending Fund Balance | | | | | | |

| GOLF COURSE FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|------------------------|------------------------|------------------------|--------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| Charges for Service | 285,797 | | | | | |
| Interest on Investments | 17,391 | | | | | |
| Miscellaneous | 3,850 | | | | | |
| Total Revenues | 307,038 | | | | | |
| Expenditures | | | | | | |
| Personnel Services | 110,703 | | | | | |
| Materials and Services | 181,355 | | | | | |
| Transfers Out | 25,000 | 198,464 | | | | |
| Debt Service | 14,990 | | | | | |
| Total Expenditures | 332,048 | 198,464 | | | | |
| | (25,010) | (198,464) | | | | |
| Excess (Deficiency) of Revenues over Expenditures | | | | | | |
| Working Capital Carryover | 223,474 | 198,464 | | | | |
| Ending Fund Balance | 198,464 | | | | | |

bancroft bond fund

| BANCROFT BOND FUND | 1999 | 2000 | 2001 | 2001 | 2002 | 2002 |
|--|----------------|----------------|---------------|-----------------|-----------------|---------------|
| | Actual | Actual | Budget | Estimate | Baseline | Budget |
| Revenues | | | | | | |
| Assessment Payments | 298,554 | | | | | |
| Interest on Investments | 7,907 | | | | | |
| Miscellaneous Revenues | | | | | | |
| Total Revenues | 306,461 | | | | | |
| Expenditures | | | | | | |
| Debt Service | 163,833 | | | | | |
| Operating Transfers Out | 40,000 | 215,823 | | | | |
| Total Expenditures | 203,833 | 215,823 | | | | |
| Excess (Deficiency) of Revenues over Expenditures | 102,628 | (215,823) | | | | |
| Working Capital Carryover | 113,195 | 215,823 | | | | |
| Ending Fund Balance | 215,823 | | | | | |

| GENERAL BOND FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2001 Estimate | 2002 Baseline | 2002 Budget |
|--|----------------|----------------|----------------|------------------|------------------|----------------|
| Revenues | | | | | | |
| Taxes | 216,524 | | | | | |
| Interest on Investments | 18,579 | | | | | |
| Operating Transfers In | 255,000 | | | | | |
| Total Revenues | 490,103 | | | | | |
| Expenditures | | | | | | |
| Debt Service | 504,651 | | | | | |
| Operating Transfers Out | | 306,882 | | | | |
| Total Expenditures | 504,651 | 306,882 | | | | |
| Excess (Deficiency) of Revenues over Expenditures | (14,548) | (306,882) | | | | |
| Working Capital Carryover | 321,430 | 306,882 | | | | |
| Ending Fund Balance | 306,882 | | | | | |



Appendix

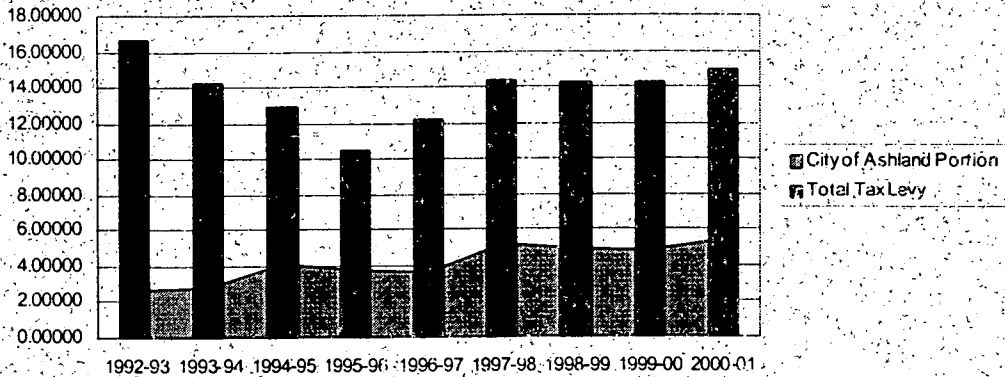
| | |
|---|------|
| History of Combined Property Rates and Tax Levies | A-2 |
| History of Property Tax Levies | A-3 |
| History of Property Tax Rates | A-4 |
| Future Debt Requirements | A-5 |
| Financial Management Policies | A-6 |
| Accounting Methods | A-12 |
| Salary Schedule | A-14 |
| History of Positions | A-17 |
| Summary of Union Affiliation | A-18 |
| Chart of Accounts Descriptions | A-20 |
| Glossary | A-24 |
| Index | A-28 |

history of combined property rates and tax levies

The table below shows combined city and county property tax rates per thousand dollars of assessed value.

| | 1992-93 | 1993-94 | 1994-95 | 1995-96 | 1996-97 | 1997-98 | 1998-99 | 1999-00 | 2000-01 |
|-----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| | Tax Rate | Tax Rate | Tax Rate | Tax Rate | Tax Rate | Tax Rate | Tax Rate | Tax Rate | Tax Rate |
| City of Ashland | 2.59772 | 2.77422 | 4.05819 | 3.75047 | 3.65863 | 5.18340 | 4.91850 | 4.81387 | 5.46150 |
| County | 1.06690 | 1.00630 | 0.93950 | 1.36360 | 1.90040 | 2.00240 | 2.20550 | 2.25340 | 2.55500 |
| Vector | 0.05220 | 0.05130 | 0.04920 | 0.04280 | 0.04250 | 0.04280 | 0.04270 | 0.04270 | 0.04290 |
| RVTD | 0.19990 | 0.19480 | 0.18660 | 0.17620 | 0.17590 | 0.17740 | 0.17720 | 0.17720 | 0.00000 |
| Schools-ESD-Rogue | 12.50000 | 10.00000 | 7.50000 | 5.00000 | 5.00000 | 5.00000 | 5.00000 | 5.02530 | 5.02530 |
| School Debt | 0.22140 | 0.21390 | 0.20900 | 0.23370 | 1.46970 | 1.94430 | 1.94340 | 1.94560 | 1.83760 |
| Total Tax Rate | 16.63812 | 14.24052 | 12.94249 | 10.56677 | 12.24713 | 14.35030 | 14.28730 | 14.25807 | 14.92230 |

Combined Property Tax Rates

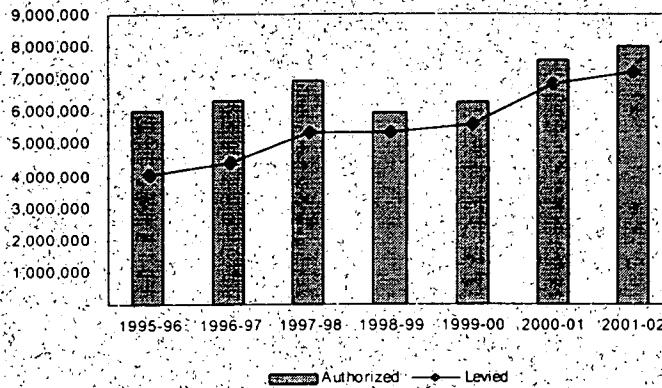


This chart shows the combined property tax rates per thousand dollars of assessed valuation from fiscal year 1992-93 through fiscal year 2000-01.

The table below shows the total property taxes levied from 1995-96 fiscal year through the adopted 2001-02.

| | 1995-96 | 1996-97 | 1997-98 | 1998-99 | 1999-00 | 2000-01 | Adopted 2001-02 |
|--|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|
| | Tax Levy | Tax Levy | Tax Levy | Tax Levy | Tax Levy | Tax Levy | Tax Levy |
| General Fund | 1,081,091 | 1,145,956 | 1,215,059 | 1,583,000 | 1,740,000 | 1,862,656 | 1,935,000 |
| Parks Continuing Levy | 1,548,000 | 1,826,100 | 2,316,029 | 2,458,000 | 2,458,000 | 2,631,773 | 2,751,000 |
| Ashland Youth Activity | 970,000 | 970,000 | 1,100,000 | 1,100,000 | 1,100,000 | 1,712,104 | 1,814,000 |
| Recreation Serial Levy | 64,000 | 56,800 | 112,623 | | | | |
| Cemetery Continuing Levy | 135,000 | 173,904 | 251,404 | | | | |
| Band Continuing Levy | 47,000 | 41,300 | 69,999 | | | | |
| 1982 Water Bond Levy | 55,000 | 52,200 | 53,291 | 53,000 | 53,000 | 83,000 | 83,000 |
| 1992 Water Bond Levy | 90,909 | 79,300 | 187,968 | 50,000 | 100,000 | 100,000 | 100,000 |
| Hydro Bond Levy | 68,000 | 62,000 | | | | | |
| 1997 Flood Restoration Bonds | | | 61,989 | 115,000 | 125,000 | 100,000 | 95,000 |
| 2000 Fire Station/ Flood Restoration Bonds | | | | | | 311,000 | 300,000 |
| 2000 Fire Station Bonds | | | | | | | |
| | 4,059,000 | 4,407,560 | 5,368,362 | 5,359,000 | 5,576,000 | 6,800,533 | 7,078,000 |
| Authorized | 6,017,915 | 6,310,856 | 6,974,228 | 5,963,000 | 6,239,000 | 7,557,000 | 8,027,000 |

Authorized Property Tax Levies



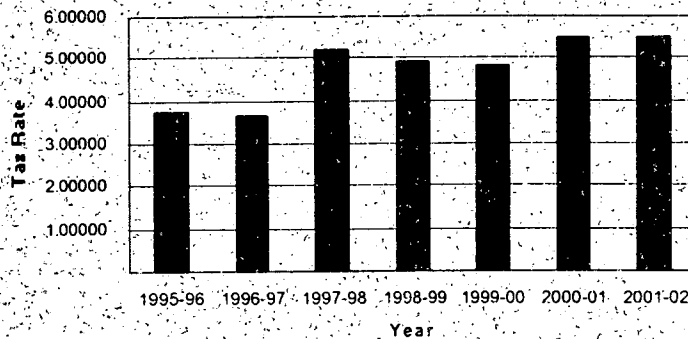
The above graph shows that the City does not levy property taxed to the extent of its authority.

history of property tax rates

The table below shows the property tax rates per thousand dollars of assessed value from fiscal year 1995-96 through the adopted rates for 2001-02.

| | 1995-96 Tax Rate | 1996-97 Tax Rate | 1997-98 Tax Rate | 1998-99 Tax Rate | 1999-00 Tax Rate | 2000-01 Tax Rate | Adopted 2001-02 Tax Rate |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------------------|
| General Fund | 0.99892 | 0.95124 | 1.17320 | 1.45291 | 1.50224 | 1.50200 | 1.47170 |
| Parks | 1.43034 | 1.51581 | 2.23623 | 2.25600 | 2.12202 | 2.12220 | 2.09250 |
| Ashland Youth Activities Levy | 0.89627 | 0.80518 | 1.06210 | 1.00960 | 0.94960 | 1.38000 | 1.38000 |
| Recreation Serial Levy | 0.05914 | 0.04715 | 0.10874 | | | | |
| Cemetery Continuing Levy | 0.12474 | 0.14435 | 0.24274 | | | | |
| Band Continuing Levy | 0.04343 | 0.03428 | 0.06759 | | | | |
| 1982 Water Bond Levy | 0.05082 | 0.04333 | 0.05145 | 0.04864 | 0.04576 | 0.06760 | 0.06310 |
| 1992 Water Bond Levy | 0.08400 | 0.06583 | 0.18149 | 0.04589 | 0.08634 | 0.08150 | 0.07610 |
| Hydro Bond Levy | 0.06283 | 0.05147 | | | | | |
| 1997 Flood Restoration Bonds | | | 0.05985 | 0.10555 | 0.10792 | 0.08150 | 0.07230 |
| 2000 Flood Restoration Bonds | | | | | | 0.01300 | |
| Fire Station Bonds | | | | | | 0.24050 | 0.22820 |
| | 3.75047 | 3.65863 | 5.18340 | 4.91859 | 4.81387 | 5.48830 | 5.38390 |
| Valuation | 1,082,263,880 | 1,204,700,940 | 1,035,683,650 | 1,089,540,390 | 1,158,273,600 | 1,227,000,000 | 1,314,500,000 |

History of Property Taxes



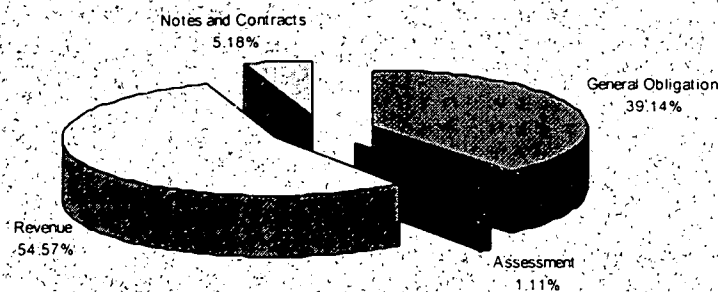
The proposed property tax rate for fiscal year 2001-02 decreased to 5.38 dollars per thousand of assessed value.

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.

| | Joint Revenue & Tax Supported | | Assessment Supported | | Revenue Supported | | Joint Revenue & Tax Supported | |
|---------------|-------------------------------|------------------|------------------------------|----------------|-------------------|------------------|-------------------------------|----------------|
| | General Obligation Bonds | | Limited Tax Assessment Bonds | | Revenue Bonds | | Notes and Contracts Payable | |
| | Interest | Principal | Interest | Principal | Interest | Principal | Interest | Principal |
| 2001-02 | 308,741 | 515,000 | 13,400 | 75,000 | 478,008 | 250,000 | 55,659 | 134,518 |
| 2002-03 | 283,378 | 555,000 | 9,343 | 55,000 | 464,707 | 455,000 | 47,317 | 103,434 |
| 2003-04 | 260,643 | 405,000 | 6,312 | 35,000 | 440,565 | 733,000 | 40,722 | 82,428 |
| 2004-05 | 243,214 | 340,000 | 4,349 | 15,000 | 402,020 | 769,000 | 35,122 | 88,030 |
| 2005-06 | 227,168 | 355,000 | | | 361,357 | 815,000 | 29,506 | 58,738 |
| 2006-07 | 210,272 | 370,000 | | | 317,904 | 854,000 | 26,047 | 42,016 |
| 2007-08 | 192,575 | 390,000 | | | 272,129 | 893,000 | 23,282 | 40,268 |
| 2008-09 | 174,378 | 385,000 | | | 224,165 | 934,000 | 20,562 | 38,474 |
| 2009-10 | 155,675 | 405,000 | | | 173,571 | 982,000 | 17,754 | 41,282 |
| 2010-11 | 135,703 | 430,000 | | | 99,772 | 1,035,000 | 14,751 | 44,286 |
| 2011-12 | 114,267 | 455,000 | | | 63,688 | 260,000 | 11,524 | 47,634 |
| 2012-13 | 98,460 | 180,000 | | | 46,831 | 275,000 | 8,569 | 27,614 |
| 2013-14 | 88,560 | 190,000 | | | 28,892 | 290,000 | 6,277 | 29,906 |
| 2014-15 | 78,110 | 200,000 | | | 9,842 | 310,000 | 3,794 | 32,388 |
| 2015-16 | 66,910 | 210,000 | | | | | 1,118 | 29,674 |
| 2016-17 | 55,150 | 220,000 | | | | | | |
| 2017-18 | 42,720 | 235,000 | | | | | | |
| 2018-19 | 29,325 | 250,000 | | | | | | |
| 2019-20 | 14,948 | 260,000 | | | | | | |
| Totals | 2,780,194 | 6,350,000 | 33,404 | 180,000 | 3,383,451 | 8,855,000 | 342,003 | 840,688 |

2001-2002 Debt Requirements



This graph shows principal debt by type of debt service as a percentage of total debt.

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, Senior Program, 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.

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.
- 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.

- 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.

Telecommunications Fund. The Telecommunications Fund accounts for the revenues and expenditures of the Ashland Fiber Network.

- No fund balance policy has been established.

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, Administrative Services, 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.

financial management policies

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 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 purposes.

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 Personnel 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 to be 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, Senior Program, 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 are 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, Administrative Services, 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 personnel, 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 cemetery 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
Effective January 1, 2001

| <u>Classification:</u> | <u>Minimum</u> | <u>Maximum</u> |
|--|----------------|----------------|
| <u>Elected and Appointed:</u> | | |
| Mayor | 500 | 500 |
| Council | 350 | 350 |
| City Recorder/Treasurer | 55,188 | 55,188 |
| Municipal Judge | 37,584 | 37,584 |
| | | |
| <u>Management and Confidential:</u> | | |
| City Administrator | 92,268 | 108,936 |
| City Attorney | 77,328 | 86,976 |
| Assistant City Administrator | 71,520 | 80,400 |
| Chief of Police | 71,520 | 80,400 |
| Director of Electric Utilities | 69,780 | 78,444 |
| Director of Finance | 69,780 | 78,444 |
| Fire Chief | 69,780 | 78,444 |
| Director of Public Works/City Engineer | 69,780 | 78,444 |
| Administrative Services Director | 68,796 | 77,328 |
| Director of Community Development | 67,116 | 77,328 |
| Electric Operations Superintendent | 61,020 | 70,692 |
| Assistant Fire Chief/Fire Marshall | 61,380 | 69,024 |
| EMS Fire Training Coordinator | 58,716 | 65,988 |
| Police Lieutenant | 52,368 | 61,068 |
| Public Works Superintendent | 56,736 | 64,152 |
| Telecommunications Engineer | 56,736 | 64,152 |
| Engineering Services Manager | 52,368 | 61,068 |
| Marketing and Communications Manager | 51,780 | 58,188 |
| Network Administrator | 51,780 | 58,188 |
| Database Administrator | 51,780 | 58,188 |
| Supervising Accountant | 49,092 | 55,236 |
| Senior Planner | 48,972 | 55,044 |
| Police Sergeant | 48,840 | 54,888 |
| Building Official | 46,464 | 52,236 |
| Water Plant Supervisor | 44,952 | 50,532 |
| Water Quality Supervisor(Collection/Plant) | 44,952 | 50,532 |
| Associate Engineer | 42,336 | 47,604 |
| Water Quality Supervisor(Distribution) | 42,348 | 47,616 |
| Maintenance & Safety Supervisor | 42,348 | 47,616 |
| Street Supervisor | 42,348 | 47,616 |
| Police Administrative Services Manager | 42,336 | 47,604 |
| User Support Administrator | 41,340 | 46,488 |
| Cable TV Specialist | 57,780 | 58,188 |
| Personnel Analyst | 41,340 | 46,488 |
| Senior Program Director | 33,144 | 37,248 |
| Administrative Assistant | 32,184 | 36,168 |
| Communications Supervisor Dispatch | 32,184 | 36,168 |
| Legal Assistant | 27,900 | 33,852 |
| Personnel Assistant | 27,900 | 33,852 |
| Executive Secretary | 27,900 | 33,852 |
| Administrative Secretary | 24,252 | 29,436 |
| Secretary | 21,000 | 25,476 |

| <u>Classification:</u> | <u>Minimum</u> | <u>Maximum</u> |
|--|----------------|----------------|
| <u>General City Services Staff:</u> | | |
| Electrical Inspector | 39,994 | 48,635 |
| Engineering Tech III | 39,103 | 47,527 |
| Building Inspector | 37,214 | 47,040 |
| Staff Accountant/EDP | 35,857 | 45,230 |
| Associate Planner | 34,133 | 42,127 |
| Engineering Assistant | 34,133 | 42,127 |
| Account Representative | 33,422 | 41,783 |
| Energy Analyst & Inspector | 26,790 | 41,329 |
| Facility Maintenance Worker | 31,284 | 41,059 |
| Engineering Tech II | 32,021 | 40,554 |
| GIS Specialist | 32,011 | 40,559 |
| Computer Technician | 29,473 | 35,859 |
| Assistant Planner | 26,828 | 33,982 |
| Engineering Tech I | 25,750 | 32,624 |
| Code Enforcement Specialist | 26,203 | 32,193 |
| Court Clerk II | 24,242 | 30,599 |
| Account Clerk | 23,703 | 29,866 |
| Court Clerk I | 23,703 | 29,866 |
| Secretary | 22,583 | 28,573 |
| Bldg. Maintenance/Warehouse Worker II | 22,302 | 28,358 |
| Administrative Secretary (Planning) | 21,311 | 27,043 |
| Clerk II | 21,031 | 26,548 |
| Building Maintenance Worker | 20,212 | 25,470 |
| Clerk I | 18,187 | 22,863 |
| <u>Fire and Rescue Personnel:</u> | | |
| Captain/EMT P | 52,632 | 57,720 |
| Captain/EMT I | 50,856 | 55,968 |
| Captain/EMT B | 49,632 | 54,744 |
| Engineer/EMT P | 43,980 | 47,640 |
| Engineer/EMT I | 42,228 | 45,864 |
| Engineer/EMT B | 40,980 | 44,616 |
| Firefighter/EMT P | 35,652 | 44,280 |
| Firefighter/EMT I | 33,924 | 42,468 |
| Firefighter/EMT B | 32,652 | 41,256 |
| <u>Police Personnel:</u> | | |
| Police Officer | 32,412 | 41,172 |
| Youth Diversion Officer | 31,092 | 39,264 |
| Clerk/Dispatcher | 27,552 | 34,092 |
| Community Services Officer | 24,732 | 30,348 |
| Parking Control Officer | 20,940 | 26,484 |
| <u>General Labor:</u> | | |
| Utility Worker IV/Water Quality Tech | 31,547 | 39,046 |
| Cemetery Sexton | 31,547 | 39,046 |
| Utility Worker III | 29,866 | 37,430 |
| Water Plant Operator 3 | 31,439 | 38,917 |
| Treatment Plant Operator-Water | 28,552 | 36,805 |
| Chief Mechanic | 32,150 | 41,502 |
| Mechanic | 26,892 | 36,740 |
| Utility Worker II | 24,684 | 33,831 |
| Meter Reader/Repair | 24,910 | 32,197 |
| Utility Worker I | 23,078 | 30,146 |
| Treatment Plant Operator-Wastewater | 29,349 | 37,667 |

salary schedule

| <u>Classification:</u> | <u>Minimum</u> | <u>Maximum</u> |
|--|----------------|----------------|
| <u>Electric Staff:</u> | | |
| Lead Working Line Installer | 59,664 | 59,664 |
| Line Installer/Service Person | 55,164 | 55,164 |
| Line Installer | 55,164 | 55,164 |
| Electric Meter Repairer | 55,164 | 55,164 |
| Electrician | 55,164 | 55,164 |
| Apprentice Line Installer | 38,616 | 49,644 |
| Line Truck Driver | 43,632 | 43,632 |
| Mapping Specialist | 33,720 | 41,520 |
| Connect-Disconnect | 17,568 | 39,540 |
| Meter Reader | 17,568 | 37,536 |
| Grounds Person | 17,568 | 17,568 |
| Telecommunications Technician | 17,568 | 17,568 |
| | | |
| <u>Parks and Recreation Staff:</u> | | |
| Parks and Recreation Director | 63,600 | 80,900 |
| Park Superintendent | 46,100 | 59,700 |
| Greens Superintendent | 43,200 | 45,600 |
| Business/Personnel Manager | 35,000 | 42,900 |
| Park Technician III | 33,200 | 41,000 |
| Environmental Education Coordinator | 25,500 | 38,100 |
| Environmental Education Assistant | 17,700 | 24,800 |
| Recreation Supervisor | 25,500 | 37,500 |
| Park Technician II | 29,300 | 35,700 |
| Head Custodian | 26,600 | 33,300 |
| Recreation Facilities Manager | 25,500 | 32,400 |
| Accounts/Payroll Clerk | 25,500 | 31,700 |
| Park/Golf Technician I | 25,500 | 31,700 |
| Park/Golf Worker | 17,800 | 24,800 |
| Park Custodian | 18,700 | 25,500 |
| Receptionist | 17,600 | 23,200 |
| | | |
| <u>Regular Part-time employees:</u> | | |
| Comm. Services Volunteer Coordinator | 34,867 | 39,317 |
| Senior Center Specialist | 20,712 | 23,292 |
| Bailiff | 16,179 | 20,369 |

| Department | 1999 Actual | 2000 Actual | 2001 Adopted | 2002 Adopted |
|-----------------------------------|---------------|---------------|---------------|---------------|
| Administration and Legal | 9.75 | 10.00 | 6.00 | 5.25 |
| Administrative Services | 2.90 | 4.90 | 4.70 | 6.50 |
| Finance | 12.25 | 13.50 | 13.50 | 14.00 |
| City Recorder | 2.00 | 1.25 | 1.50 | 1.75 |
| Municipal Court | 2.90 | 3.00 | 3.50 | 3.25 |
| Police | 40.30 | 40.80 | 42.30 | 43.30 |
| Fire and Rescue | 28.00 | 28.00 | 28.00 | 29.00 |
| Public Works | 56.30 | 55.80 | 54.30 | 55.30 |
| Community Development | 11.70 | 11.65 | 13.10 | 13.85 |
| Senior | 2.65 | 2.65 | 1.80 | 0.00 |
| Electric | 17.25 | 22.50 | 27.00 | 27.50 |
| Subtotal | 186.00 | 194.05 | 195.70 | 199.70 |
| Parks and Recreation | 36.00 | 39.00 | 40.20 | 40.20 |
| Total Staffing Requirement | 222.00 | 233.05 | 235.90 | 239.90 |

summary of union affiliation

| | Non-represented | IBEW Clerical | IBEW Electrical | Laborers | Teamsters | Ashland Firefighters | Total |
|------------------------------------|-----------------|---------------|-----------------|--------------|--------------|----------------------|---------------|
| Administration Department | 5.00 | 0.25 | | | | | 5.25 |
| Administrative Services Department | 3.80 | 2.70 | | | | | 6.50 |
| Finance Department | 3.00 | 11.00 | | | | | 14.00 |
| City Recorder | 1.00 | 0.75 | | | | | 1.75 |
| Municipal Court | 0.50 | 2.75 | | | | | 3.25 |
| Police Department | 8.30 | 2.00 | | | 33.00 | | 43.30 |
| Fire and Rescue Department | 4.00 | | | | | 25.00 | 29.00 |
| Public Works Department | 9.00 | 6.30 | | 40.00 | | | 55.30 |
| Community Development | 4.00 | 9.85 | | | | | 13.85 |
| Electric Department | 8.00 | 2.50 | 17.00 | | | | 27.50 |
| Parks Department | 40.20 | | | | | | 40.20 |
| | 86.80 | 38.10 | 17.00 | 40.00 | 33.00 | 25.00 | 239.90 |

| | By Resolution | Settled | Settled | Settled | Settled | Settled |
|------------------|---------------|------------|------------|------------|------------|------------|
| Contract Status | | | | | | |
| Termination Date | N/A | 06/30/2001 | 06/30/2002 | 06/30/2001 | 06/30/2003 | 06/30/2003 |

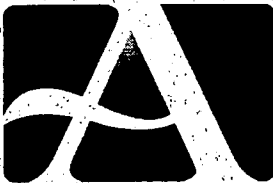


chart of accounts descriptions

The following descriptions include the types of Materials and Services 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.

MATERIALS & SERVICES (600)

The term used in an operating budget to designate a classification of expenditures. Refers to planned purchases other than Personnel 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.

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)

All monies spent for purchases by the city for land, buildings, internal and contracted improvement projects, 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 one 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 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. For loans made to the City including interest for land, buildings, internal and contracted improvement projects equipment with a minimum value of \$5,000 as per the Fixed Asset Capitalization Policy.

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.

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 by transfer.

chart of accounts descriptions

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: A method of budgetary 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.

ADA: Americans with Disabilities Act.

Adopted budget: The budget as finally adopted by the city council. It represents the financial plan of the City that forms the basis and limits for appropriations for the fiscal year.

AFN: Ashland Fiber Network is the state-of-the-art telecommunications infrastructure of fiber that weaves through the City's neighborhoods. AFN provides citizens of Ashland with three innovative 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.

APD: Ashland Police Department.

Appropriation: The legal authorization granted by the city council to make expenditures and incur obligations.

Appropriation Resolution: The legal document passed by the city council authorizing expenditures.

Assessed Value: The value set by the county assessor on real and personal taxable property as a basis for levying taxes. The value can only be raised three percent per year on existing property, or by new construction or annexation.

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.

Budget Message: A message prepared by the city administrator explaining the annual proposed budget, articulating the strategies and budgets to achieve the City's goals, and identifying budget impacts and changes.

Budget Officer: The person appointed by the city council to be responsible for assembling the budget. For the City of Ashland, the city administrator serves this role.

C CAP: Central Area Patrol.

Capital Improvement Funds: These funds account for resources to be used for the acquisition or construction of major capital facilities.

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.

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.
- 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.
- CPI:** Consumer Price Index.
- CSV:** Community Service Volunteers.
- CWSRF:** Clean Water State Revolving Fund.
- D DARE:** Drug Awareness Resistance Education.
- Debt Service:** Payment of interest and principal related to long term debt.
- Debt Service Funds:** These funds account for the accumulation of resources to pay the debt on capital projects.
- DEQ:** The Oregon Department of Environmental Quality works to restore, enhance, and maintain the quality of Oregon's air, water and land.
- E EDP:** Electronic Data Processing.
- EMS:** Emergency Medical Services.
- EMT:** Emergency Medical Technician.
- Enterprise Funds:** These account for operations that are financed and operated in a manner similar to private business enterprise. The intent is to finance or recover costs of providing goods and services through user charges.
- 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.
- 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.
- Fixed Assets:** Assets of a long-term character such as land, buildings, furniture, and other equipment.
- 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:** The fund used to account for operational expenses of a governmental unit financed by taxes and other general revenues.
- I IBEW:** International Brotherhood of Electrical Workers.
- ICCA:** Interfaith Care Community of Ashland is an organization that is under the auspices of CERVS. 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/CERVS.
- 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 broken down 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.

glossary

M Materials and Services: The term used in an operating budget to designate a classification of expenditures. Refers to planned purchases other than Personnel 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.

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.

Personnel Services: Payroll expenses, such as wages, overtime pay, Social Security, insurance benefits and retirement contributions.

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 will cover water, sewer, transportation, storm drains, and parks and recreation.

SOU: Southern Oregon University is 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.

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.

A

Accounting Division 3-16
Accounting Methods A-12
 Capital Projects Fund A-12
 Debt Service Fund A-12
 Discrete Component Unit A-13
 Enterprise Funds A-12
 General Fund A-12
 Internal Service Funds A-13
 Special Revenue Funds A-12
 Trust and Agency Funds A-13
Administration and Legal Departments 3-3
 Administration Department 3-4
Administrative Services Department 3-9
Administrative Services Division 3-10
Airport Fund 4-20
Airport Fund Long-Term Plan 4-22
Airport Fund Resources 4-21
Ambulance Fund 4-76
Appendix A-1

B

Bancroft Bond Fund 4-80
Band Fund 4-78
Budget Addendum 1-15
Budget Amendment Process 1-28
Budget Committee 1-28
Budget Committee Recommendations and Council Action 1-17
Budget Considerations 1-13
Budget Message 1-6
Budget Process 1-28
 Budget Amendment Process 1-28
 Budget Basis 1-28
 Budget Committee 1-28
Building Division 3-76

C

Capital Improvements Plan 2-1
Capital Improvements Plan Fund Long-Term Plan 4-26
Capital Improvements Plan Fund Resources 4-25
CDBG 4-12
Cemetery Fund 4-77
Cemetery Trust Fund 4-60
Cemetery Trust Fund Long-Term Plan 4-62
Cemetery Trust Fund Resources 4-61
Central Services Fund 4-48
Central Services Fund Long-Term Plan 4-50
Central Services Fund Resources 4-49
Chart of Accounts Descriptions A-20
CIP Fund 4-24
City at a Glance 1-2
City Charter 3-26
City of Ashland Organizational Chart 1-1

City Recorder / Treasurer 3-25
Community Development Block Grant Fund Resources 4-13
Community Development Block Grant Long-Term Plan 4-14
Community Development Department 3-73
Community Development Mission Statement 3-74
Community Values Statement 1-23
Computer Services Division 3-90
Conservation Division 3-10
Customer Information Services Division 3-16

D

Debt Service Fund 4-28
Debt Service Fund Long-Term Plan 4-30
Debt Service Fund Resources 4-29
Debt Summary 1-36
Debt Summary by Type 1-38
Departments 3-1

E

Electric Department 3-81
Electric Division 3-82
Electric Fund 4-40
Electric Fund Long-Term Plan 4-42
Electric Fund Resources 4-41
Emergency Medical Services Division 3-38
Equipment Fund 4-56
Equipment Fund Long-Term Plan 4-58
Equipment Fund Resources 4-57

F

Finance Department 3-15
Financial Management 1-26
Financial Management Policies A-6
 Accounting A-6
 Discrete Components Unit A-10
 Capital A-11
 Debts A-11
 Expenditures A-11
 Parks A-10
 Purchasing A-11
 Revenues A-10
Fund Balance Policy A-7
 Capital Projects Funds A-8
 Debt Service Funds A-8
 Enterprise Funds A-8
 General Fund A-7
 Internal Service Funds A-9
 Trust and Agency Funds A-10
Investments A-6
Objectives A-6
Operating Budgetary Policies A-6
 Special Revenue Funds A-7
Fire and Rescue Department 3-37
Fire Operations Division 3-38

Future Debt Requirements A-5

G

General Bond Fund 4-81
 General Fund 4-7
 General Fund Long-Term Plan 4-10
 General Fund Resources 4-8
 Glossary A-24
 Golf Course Fund 4-79
 Golf Division 3-104

H

Historical Sites and Structures 1-26
 History of Combined Property Rates and Tax Levies A-2
 History of Positions A-17
 History of Property Tax Levies A-3
 History of Property Tax Rates A-4
 Housing 1-24

I

Index A-28
 Insurance Services Fund 4-52
 Insurance Services Fund Long-Term Plan 4-54
 Insurance Services Fund Resources 4-53
 Interfund Loans 3-110

L

Legal Compliance L-1
 Legal Department 3-4
 Long-Term Plan Fund Totals 4-4

M

Municipal Court 3-29

N

Non-Departmental Activities 3-110
 Interfund Loans 3-110
 Operating Contingencies 3-112
 Operating Transfer Out 3-110
 Unappropriated Ending Fund Balance 3-114

O

Operating Contingencies 3-112
 Operating Transfer Out 3-110

P

Parks and Recreation Department 3-93
 Parks and Recreation Fund 4-64
 Parks and Recreation Fund Long-Term Plan 4-66
 Parks and Recreation Fund Resources 4-65
 Parks Capital Improvement Fund 3-109, 4-68
 Parks Capital Improvement Fund Long-Term Plan 4-70

Parks Capital Improvement Fund Resources 4-69
 Parks Division 3-94
 Planning Division 3-78
 Police Department 3-33
 Police Operations Division 3-34
 Police Support Division 3-34
 Property Tax Summary 1-40
 Public Works Department 3-43
 Purchasing Division 3-16

R

Recreation Division 3-100
 Requirements Summary by Classification 1-33
 Requirements Summary by Department 1-34
 Resources Summary by Classification 1-32
 Resources Summary Long-Term Plan 4-2

S

Salary Schedule A-14
 Senior Programs 3-10
 Strategic Plan 1-24
 Economic Strategy 1-24
 Energy, Air and Water Conservation 1-25
 Environmental Resources 1-24
 Financial Management 1-26
 Historical Sites and Structures 1-26
 Housing 1-24
 Parks, Open Space and Aesthetics 1-26
 Public Services 1-25
 Regional Strategies 1-26
 Social and Human Services 1-27
 Transportation & Transit 1-25
 Urbanization 1-26
 Street Fund 4-16
 Street Fund Long-Term Plan 4-18
 Street Fund Resources 4-17
 Summary by Fund 1-30
 Summary of Union Affiliation A-18

T

Telecommunication Fund 4-44
 Telecommunication Fund Long-Term Plan 4-46
 Telecommunication Fund Resources 4-45
 Telecommunications Division 3-86

U

Unappropriated Ending Fund Balance 3-114

W

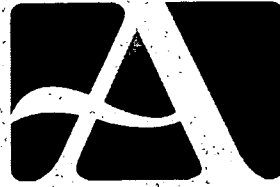
Wastewater Fund 4-36
 Wastewater Fund Long-Term Plan 4-38
 Wastewater Fund Resources 4-37
 Water Fund 4-32

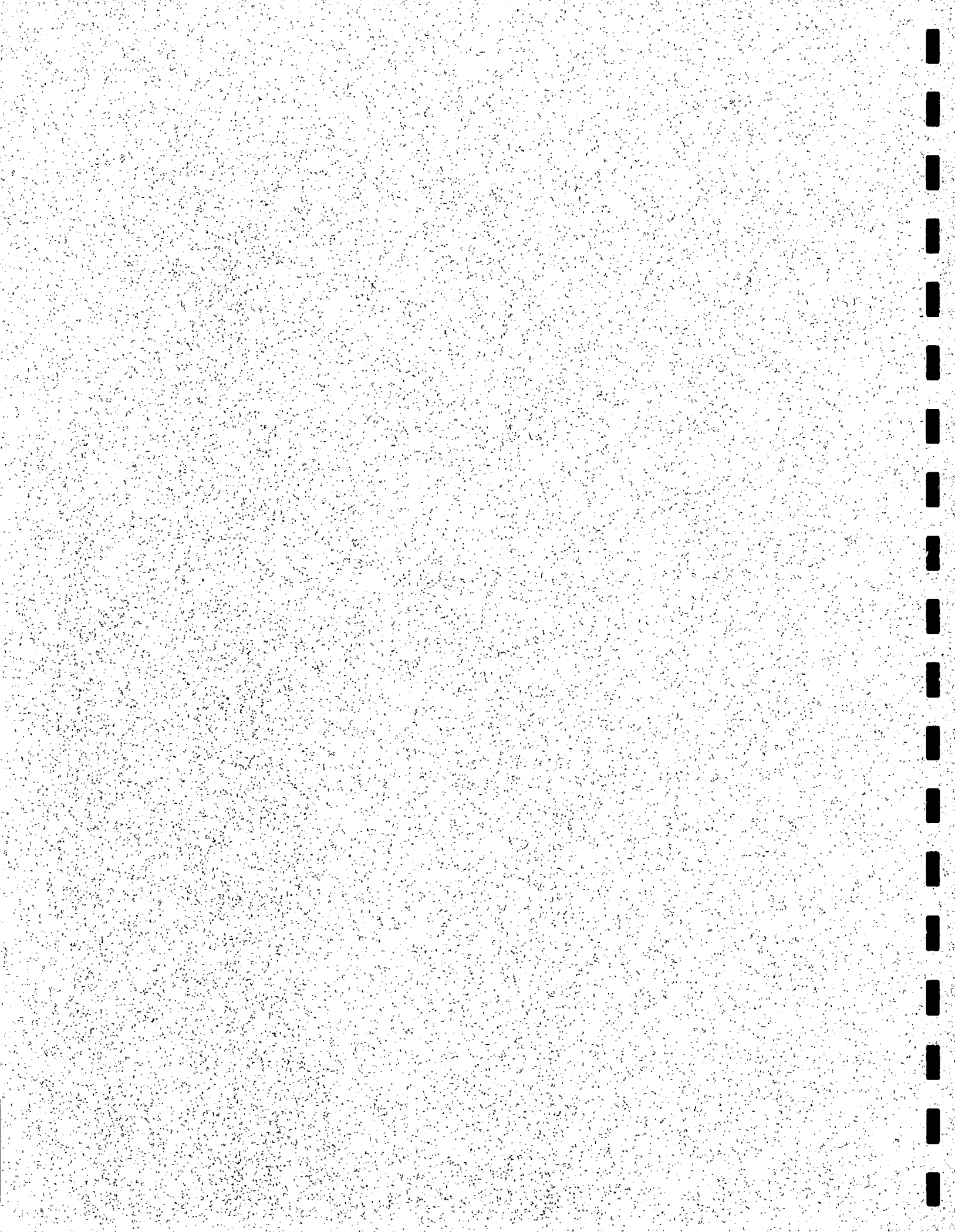
index

Water Fund Long-Term Plan 4-34
Water Fund Resources 4-33

Y

Youth Activities Levy Fund 3-108; 4-72
Youth Activities Levy Fund Long-Term Plan 4-74
Youth Activities Levy Resources 4-73





**BUDGET CALENDAR
FY 2001-2002**

- 01/18/2001 **BUDGET COMMITTEE - Introduction**
- 03/07/2001 Budget Subcommittee - Economic Devel. Grant Presentations/Recommendations
7 p.m. Council Chambers
- 03/08/2001 Budget Subcommittee - Economic Grants continued if necessary
7 p.m. Council Chambers
- 03/14/2001 Budget subcommittee - CDBG Grant Presentations/Recommendations
7 p.m. Council Chambers
- 03/15/2001 Budget subcommittee - CDBG Grants continued if necessary
4 p.m. Council Chambers
- 03/19/2001 Budget subcommittee - Social Services Grant Presentations/Recommendations
7 p.m. Council Chambers
- 03/20/2001 Budget subcommittee - Social Services Grants continued if necessary
3 p.m. Council Chambers
- 05/03/2001 **FULL BUDGET COMMITTEE MEETING - Budget Message**
Budget subcommittee: Public Works/ CIP
7 p.m. Council Chambers
- 05/07/2001 Budget subcommittee - Parks, Finance, Community Development
3 p.m. Council Chambers
- 05/10/2001 Budget subcommittee: Electric/AFN
7 p.m. Council Chambers
- 05/14/2001 Budget subcommittee: Admin/Admin Services/Senior/Recorder/Legal
3 p.m. Council Chambers
- 05/15/2001 Budget subcommittee: Court/Police & Fire
3 p.m. Council Chambers
- 05/17/2001 **FULL BUDGET COMMITTEE MEETING: Wrap up/Budget approval**
Notice of June 5th Public Hearing - publish 5/25
7 p.m. Council Chambers
- 05/21/2001 Budget Committee 5/17 meeting - Continuance if necessary
3 p.m. Council Chambers
- 06/05/2001 **Public Hearing**
First Reading of Ordinance
Resolution on appropriations
- 06/19/2001 Second Reading of Ordinance
- 07/13/2001 Submit Budget Document and LB50

Ashland Daily Tidings

Since 1875

1661 Siskiyou Blvd. • P.O. Box 7 • Ashland, Oregon 97520

AFFIDAVIT OF PUBLICATION


STATE OF OREGON

ss

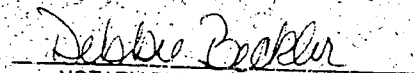
County of Jackson

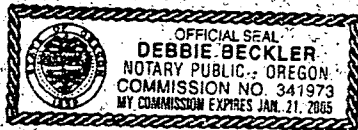
I, MICHAEL D. THORPE, being duly sworn, depose and say that I am the printer of ASHLAND DAILY TIDINGS, a daily newspaper of general circulation, printed and published in Ashland, in the aforesaid county and state; that such newspaper is made up of at least four pages of five columns of at least 17 3/4 inches in depth, or if smaller pages, than said comprising an equivalent amount of type matter; that said newspaper was regularly and uninterruptedly published for at least one year immediately preceding the first publication of the attached notice, and has more than 200 bona fide subscribers within the county in which it is published; that the notice of which the one hereto attached is a true and correct copy, viz:

Was published in the regular and entire issue of said newspaper commencing with the issue dated the 17th day of February, 2001, and ending with the issue dated 3rd day of March, 2001.


MICHAEL D. THORPE

That the price actually charged for this notice was \$ 220.50 Subscribed and sworn to before me this 2nd day of March, 2001.


NOTARY PUBLIC OF OREGON



(541) 482-3456 • FAX (541) 482-3688

Ashland Daily Tidings
 P.O. Box 7
 Ashland, OR 97520
LEGAL PUBLICATIONS, INSERTION ORDER
No. 020121

Account No. 88005

CITY OF ASHLAND

Description: PO# 37988 (BUDGET NOTICE PUBLICATION)
 Notice of Budget Committee Meetings
 For the fiscal year July 1, 2001 to June 30, 2001

Placed by: Kirsten Bakke

Size
 3x6
18
 Space Ran
252

Taken by: Mel
 Date: 2/15/01

| NOTICE OF BUDGET COMMITTEE MEETINGS | | | |
|--|--------|------------------|---|
| The meetings of the Budget Committee of the City of Ashland, Jackson County, State of Oregon, to discuss the budget for the fiscal year, July 1, 2001, to June 30, 2002, will be held in the Council Chambers at the Ashland Civic Center, 1175 East Main Street. The purpose of these meetings is to discuss the budget calendar assumptions. The meetings will take place on the dates and times listed below. | | | |
| When | Time | Where | What |
| 1/18/01 | 7 p.m. | Hillah Temple | BUDGET COMMITTEE - Introduction |
| 3/7/01 | 7 p.m. | Council Chambers | Budget subcommittee - Economic Development Grant Presentations/Recommendations |
| 3/8/01 | 7 p.m. | Council Chambers | Budget subcommittee - Economic Grants continued if necessary |
| 3/14/01 | 7 p.m. | Council Chambers | Budget subcommittee - CDBG Grant Presentations/Recommendations |
| 3/15/01 | 4 p.m. | Council Chambers | Budget subcommittee - CDBG Grants continued if necessary |
| 3/19/01 | 7 p.m. | Council Chambers | Budget subcommittee - Social Services Grant Presentations/Recommendations |
| 3/20/01 | 3 p.m. | Council Chambers | Budget subcommittee - Social Services Grants continued if necessary |
| 4/19/01 | 7 p.m. | Council Chambers | FULL BUDGET COMMITTEE MEETING - Budget Message |
| 4/24/01 | 3 p.m. | Council Chambers | Budget subcommittee - Parks, Finance, Community Development |
| 4/26/01 | 3 p.m. | Council Chambers | Budget subcommittee: Admin/Admin Services/Senior/Recorder/Legal |
| 4/30/01 | 7 p.m. | Council Chambers | Budget subcommittee: Court/Police & Fire |
| 5/3/01 | 7 p.m. | Council Chambers | Budget subcommittee: Public Works/ CIP |
| 5/10/01 | 7 p.m. | Council Chambers | Budget subcommittee: Electric/AFN |
| 5/17/01 | 7 p.m. | Council Chambers | FULL BUDGET COMMITTEE MEETING - Wrap up/Budget approval |
| 6/5/01 | 7 p.m. | Council Chambers | Public Hearing First Reading of Ordinance Resolution on appropriations |
| 6/19/01 | 7 p.m. | Council Chambers | Second Reading of Ordinance |

The Budget committee will receive questions and comments from the public at these meetings.

These are public meetings where deliberation of the Budget Committee takes place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. The Budget document will be available on April 20th at City Hall.

No. 020121
 Publish 2/17, 3/3 2001

Ashland Daily Tidings

1661 Siskiyou Blvd. • P.O. Box 7 • Ashland, Oregon 97520

Since 1876

AFFIDAVIT OF PUBLICATION

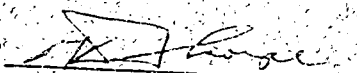
STATE OF OREGON

ss

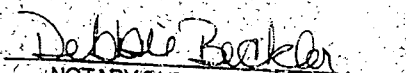
County of Jackson

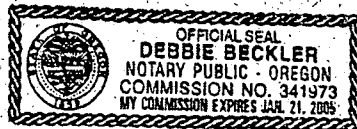
I, MICHAEL D. THORPE, being duly sworn, depose and say that I am the printer of ASHLAND DAILY TIDINGS, a daily newspaper of general circulation, printed and published in Ashland, in the aforesaid county and state; that such newspaper is made up of at least four pages of five columns of at least 17 3/4 inches in depth, or if smaller pages, than said comprising an equivalent amount of type matter; that said newspaper was regularly and uninterruptedly published for at least one year immediately proceeding the first publication of the attached notice, and has more than 200 bona fide subscribers within the county in which it is published; that the notice of which the one hereto attached is a true and correct copy, viz:

Was published in the regular and entire issue of said newspaper commencing with the issue dated the 9th day of April, 2001, and ending with the issue dated 21st day of April, 2001.


MICHAEL D. THORPE

That the price actually charged for this notice was \$ 250.00 me this 30th day of April, 2001. Subscribed and sworn to before


NOTARY PUBLIC OF OREGON



(541) 482-3456 • FAX (541) 482-3688

Ashland Daily Tidings
 P.O. Box 7
 Ashland, OR 97520
LEGAL PUBLICATIONS, INSERTION ORDER
No. 040115

Account No. 88005

CITY OF ASHLAND

Description: PO# 46801

BUDGET NOTICE PUBLICATION UPDATE

For the fiscal year July 1, 2001 to June 30, 2001

Placed by: Kirsten Bakka

Size
 3x6
 1.8
 Taken by: Mel
 Space Ran
 Date: 4/6/01
 252

Public Notices Public Notices Public Notices

| NOTICE OF BUDGET COMMITTEE MEETING CHANGES | | | |
|--|--------|------------------|--|
| The meetings of the Budget Committee of the City of Ashland, Jackson County, State of Oregon, to discuss the budget for the fiscal year, July 1, 2001, to June 30, 2002, will be held in the Council Chambers at the Ashland Civic Center, 1175 East Main Street. The purpose of these meetings is to discuss the budget calendar assumptions. The meetings will take place on the dates and times listed below. | | | |
| When | Time | Where | What |
| 1/18/01 | 7 p.m. | Hittah Temple | BUDGET COMMITTEE - Introduction |
| 3/7/01 | 7 p.m. | Council Chambers | Budget subcommittee - Economic Development Grant Presentations/Recommendations |
| 3/8/01 | 7 p.m. | Council Chambers | Budget subcommittee - Economic Grants continued if necessary |
| 3/14/01 | 7 p.m. | Council Chambers | Budget subcommittee - CDBG Grant Presentations/Recommendations |
| 3/15/01 | 4 p.m. | Council Chambers | Budget subcommittee - CDBG Grants continued if necessary |
| 3/19/01 | 7 p.m. | Council Chambers | Budget subcommittee - Social Services Grant Presentations/Recommendations |
| 3/20/01 | 3 p.m. | Council Chambers | Budget subcommittee - Social Services Grants continued if necessary |
| 5/3/01 | 7 p.m. | Council Chambers | FULL BUDGET COMMITTEE MEETING- Budget Message Budget subcommittee: Public Works/ CIP |
| 5/7/01 | 3 p.m. | Council Chambers | Budget subcommittee - Parks, Finance, Community Development |
| 5/10/01 | 7 p.m. | Council Chambers | Budget subcommittee: Electric/APN |
| 5/14/01 | 3 p.m. | Council Chambers | Budget subcommittee: Admin/Adm in Services/Senior/Recruit & Eval |
| 5/15/01 | 3 p.m. | Council Chambers | Budget subcommittee: Court/Police & Fire |
| 5/17/01 | 7 p.m. | Council Chambers | FULL BUDGET COMMITTEE MEETING- Wrap up/Budget approval |
| 5/21/01 | 3 p.m. | Council Chambers | Budget Committee 5/17 meeting Continuance if necessary |
| 6/5/01 | 7 p.m. | Council Chambers | Public Hearing First Reading of Ordinance Resolution on appropriations |
| 6/19/01 | 7 p.m. | Council Chambers | Second Reading of Ordinance |

The Budget committee will receive questions and comments from the public at these meetings.

These are public meetings where deliberation of the Budget Committee takes place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. The Budget documents will be available on May 4th at City Hall.

No. 040115 Publish 4/9, 4/21 2001

Ashland Daily Tidings

Since 1876

1661 Siskiyou Blvd. • P.O. Box 7 • Ashland, Oregon 97520

AFFIDAVIT OF PUBLICATION

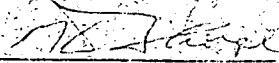
STATE OF OREGON

ss

County of Jackson

I, MICHAEL D. THORPE, being duly sworn, depose and say that I am the printer of ASHLAND DAILY TIDINGS, a daily newspaper of general circulation, printed and published in Ashland, in the aforesaid county and state; that such newspaper is made up of at least four pages of five columns of at least 17 3/4 inches in depth, or if smaller pages, than said comprising an equivalent amount of type matter; that said newspaper was regularly and uninterruptedly published for at least one year immediately proceeding the first publication of the attached notice, and has more than 200 bona fide subscribers within the county in which it is published; that the notice of which the one hereto attached is a true and correct copy, viz:

Was published in the regular and entire issue of said newspaper commencing with the issue dated the 29th day of May 2001, and ending with the issue dated 29th day of May 2001.

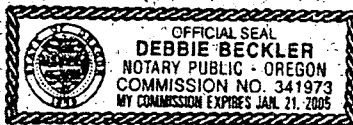


MICHAEL D. THORPE

That the price actually charged for this notice was \$ 504.00 subscribed and sworn to before me this 31st day of May 2001.



NOTARY PUBLIC OF OREGON



(541) 482-3456 • FAX (541) 482-3688

Ashland Daily Tidings
 P.O. Box 7
 Ashland, OR 97520
LEGAL PUBLICATIONS, INSERTION ORDER
No. 050130

Account No. 88005

CITY OF ASHLAND

Description: PO#46810

Budget Notice Publication

Public Notices Public Notices Public Notices Public Notices

A meeting of the Ashland City Council will be held on June 5, 2001, at 7:00 p.m. at the Civic Center, 1178 East Main Street, Ashland, Oregon. The purpose of the meeting is to discuss the budget for the fiscal year beginning July 2001 as approved by the Ashland Budget Commission. A summary of the budget is presented below. A copy of the budget may be reviewed or obtained at Ashland City Hall between the hours of 8:30 a.m. and 5:00 p.m. This notice that the budget was prepared on a basis of accounting that is consistent with the basis of accounting used in the preceding year. Major changes, if any, and their effect on the budget are explained below.

City of Ashland, Jackson County, May 17, 2001; Alan DeRosier, Mayor, 498-6002

| | This Year Adopted 2000-2001 | Next Year Approved 2001-2002 |
|---|--------------------------------|---------------------------------|
| ANTICIPATED REQUIREMENTS | | |
| Personnel Services | \$ 14,810,076 | \$ 14,003,464 |
| Materials and Services | 21,128,302 | 23,096,838 |
| Capital Outlay | 28,828,086 | 22,548,948 |
| Debt Service | 4,821,200 | 4,184,200 |
| Transfers | 897,200 | 894,000 |
| Other Financing Uses (Intrafund Loans) | 1,508,000 | 4,500,000 |
| Contingencies | 4,342,020 | 4,118,000 |
| Unappropriated Ending Fund Balance | 13,782,037 | 10,468,583 |
| Total Requirements | \$60,016,000 | \$60,854,962 |
| ANTICIPATED RESOURCES | | |
| Resources Except Property Taxes | \$3,517,000 | \$3,384,862 |
| Property Taxes Required to Balance | 4,893,000 | 6,500,000 |
| Total Resources | \$8,410,000 | \$9,884,862 |
| ANTICIPATED TAX LEVY | | |
| Property Taxes Required to Balance | 4,493,000 | 6,500,000 |
| Loan Due to Constitutional Limitations | | |
| Plus: Estimated Property Taxes not to be Received | | |
| Discounts Allowed, Other Uncollected Amounts | 802,000 | 578,000 |
| Total Levy | 7,295,000 | 7,078,000 |
| TAX LEVIES BY TYPE | | |
| Permanently Rate Limit | 4,447,000 | 4,988,000 |
| Local Option Levies | 1,694,000 | 1,814,000 |
| Levy for Bonded Debt Obligations | 154,000 | 276,000 |
| Total Levies | 7,295,000 | 7,078,000 |
| LONG TERM DEBT | | |
| Bonds | 42,568,008 | 38,148,041 |
| Other | 1,838,675 | 1,794,012 |
| Anticipated Debt Not Incurred | \$ 46,406,683 | \$ 39,942,053 |

Substantial health is the City of Ashland's approved budget for the 2001-2002 fiscal year. This budget represents the efforts of many staff members to present a balanced budget in the challenges that face local government continue to grow. The budget presented here is a compromise of the City's needs, the City's ability to pay, and the City's ability to raise revenues. The budget represents the City's best effort to balance the budget, and maintaining core services levels while considering existing city services. The budget represents the City's best effort to balance the budget, and maintaining core services levels while considering existing city services.

MAJOR CHALLENGES

There are a number of significant issues that will impact the City's "bottom line" during this and coming years. These are well documented throughout the budget document. The electrical power crisis has forced the City to budget for record-breaking increases in power prices with the starting Bonneville Power Administration's wholesale power rates. These increases must then be passed on to our customers. The budget also anticipates reduced water sales due to temporary shortages in supply. Another factor impacting the budget is the constitutional increase in employee benefit costs associated with health care and retirement, both of which greatly surpassed previously anticipated levels. A final issue is new capital projects, which are designed to meet the Council's Strategic Plan Priorities and capital projects, which have been delayed and now must be re-budgeted this year. All of these above factors serve to increase the total budget requirements for fiscal year 2001-2002. The Strategic Plan is included in the budget document for reference. The broad goal areas identified in the plan are:

- Citizen Participation and Involvement
- Environmental Protection
- Housing
- Economic Strategy
- Public Services
- Transportation and Transit
- Energy, Air and Water Resources
- Parks, Open Space and Aesthetics
- Urbanization
- Historical Sites and Structures
- Regional Strategies
- Financial Management
- Social and Human Services

In addition to the major issues other current issues impact the proposed budget and will reflect into the future. They include accounting water rights on Lost Creek, developing an alternate source of water via the LAP project, completing construction and market penetration for participation in APN, taking steps to further reduce employee benefit costs and protecting the city against property loss and other "tail" areas. The City has faced several delays in the implementation of the Ashland Five Year Action Plan. These delays have resulted in a need to borrow more short-term funds than were projected last year. As part of this year's process staff presented information for committee consideration that identifies potential changes to the proposed budget.

regarding staff and activities and funding alternatives. Some of these items directly to issues identified in the Strategic Plan Priorities. This year should the departments to address their areas regarding operational and fiscal impact directly with the committee.

BUDGET SUMMARY

The expenditure level for all funds for the 2001-2002 budget is \$60,854,962, a decrease of 6.14% from last year's budget. The \$60 million includes all appropriations, transfers, contingencies and unappropriated fund balances. Significant changes can be seen in all but the Water, Equipment and Cemetery Trust funds. Parks and Recreation funds continued increased by 7.0% while the remaining city funds decreased 1.0% in total. Significant changes in fund totals can be traced to capital project cost reduction or completion (increases in CP and Wastewater) and new projects or carryover requiring re-budgeting in the next year (processes in CDWG and Sewer). The other most significant increase is in Electric where purchase of wholesale power projected to rise \$3,000,000. General Fund's increase is mostly due to added personnel and 20% higher benefit costs to both health care and retirement costs.

BUDGET ASSUMPTIONS

- The following assumptions were approved by the Budget Committee to be used in the preparation of the approved budget:
- Inflation will be less than 3.5% for 2001-2002.
 - Population growth will be 1.2%.
 - Property tax rates will not exceed \$1.30 City, \$2.12 Parks, \$3.82 combined.
 - Property tax adjustment (valuation growth) will be 2% plus the local growth allowed under Measure 50.
 - Staff will ensure efficient and effective operations prior to recommending the level increases.
 - Union contract provisions will be met and agreements reached with Laborers' and Charcoal unions.
 - The budget will implement the City Council's strategic plan goals and objectives.
 - The revenue distribution between City and Parks will be consistent with prior years.
 - User fees will continue to support enterprise operations.
 - Existing physical assets of the City will be maintained.
 - The revenue distribution between City and Parks will be consistent with prior years.
 - The City will comply with Federal and State requirements.

REVENUES

Taxes - The tax category makes up 28% of the total revenues. This is a higher portion of total revenues primarily due to growth in property value and other taxes. Taxes include property taxes, Electric Utility (user fee), 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 bond indebtedness. The estimated tax rate for 2002 is \$8.3845. The property tax increase for the General Fund is slightly higher due to property value increases.

Charges For Service - Charges for services account for 60% of Ashland's revenues. Some of the charges are for public works services, transportation utility fees, storm drain utility fees, airport rental fees, water services, wastewater services, electric services and telecommunications services, system development charges and internet services charges.

The approved budget includes an increase in building fees to better balance the costs associated with development costs that should be paid for by users other than the general utility and property tax payer. Staff has budgeted for a 10% increase. The 2002 budget generated an additional \$100,000 in planning fees and \$78,000 in engineering fees. In addition the airport will need to increase their rental fees to cover maintenance and operational costs.

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 preparation staff has identified needed changes in certain SDCs to better match the contribution to the type of project being constructed or otherwise being done. Financial planning for the storm drain portion of the Street Fund indicates a need to increase SDC fee 30.6% in 2002 to fund anticipated projects in the coming years. Analysis of capital projects indicates a need to add the amount charged for water supply SDCs to user distribution SDCs in the Water Fund by 2003. The overall impact will be a slight decrease in total water system development charges.

OPERATIONAL EXPENSES

The total budget comparison is one measure of the City's financial condition but looking at it on an operational basis provides better information for spending. The budget assumptions identified 3.3% as the default inflation factor to be used in calculating annual expenses. In many cases such as purchased goods, health care, retirement and others the actual rate was different.

EXPENDITURES

Personnel Services - Personnel services cost increased 16% of the total proposed budget and 37% of the operational budget. These projected costs are based on an increase of 6% over the previous operational budget. It is important to note that personnel services health care and employee retirement costs are projected to increase 25% each in the coming year.

The long-term budget plan includes the following year number of positions:

| | 2001-02 | 2002-03 | 2003-04 | 2004-05 | 2005-06 |
|----------------|---------|---------|---------|---------|---------|
| Staffing (FTD) | 235.65 | 236.65 | 236.4 | 237.4 | 238.4 |

Materials And Services - This category represents 28.0% of the total budget. The largest increase is in the Wastewater, Electric and Telecommunications funds for additional operating costs and in the Parks Fund for operational and maintenance costs of North Mountain Park. Overall this category represents an 19% increase over the previous budget.

Capital Outlay - Capital outlay costs are decreasing from a record high budget of \$28.8 million to \$22.8 million. Included in the document is a complete description on each project in the Capital Improvement Plan for the current budget year.

Debt Service - The budget includes the repayment of all current debt obligations of the City. The City will be financing \$1,800,000 in water revenue bonds, \$1,800,000 in additional Water Revenue Loan financing, \$300,000 in assessment financing and possibly \$500,000 in general revenue financing. By the end of the fiscal year in 2002 the city will need to finance \$1.8 million for the period. Also included in this budget is \$4.3 million in bonded loans for the continued start up operating costs of the Telecommunications fund. The long-term budget calls for adding a capital improvement financing, transportation-related debt, local improvement district debt and the state 62 improvement debt.

The 2002 Budget is respectfully submitted for your attention.

PO50130 Publish 6/29

RESOLUTION 2001- 16

RESOLUTION CERTIFYING CITY PROVIDES SUFFICIENT MUNICIPAL SERVICES TO QUALIFY FOR STATE SUBVENTIONS

RECITALS:

A. ORS 221.760 provides the City of Ashland may disburse funds from the State 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

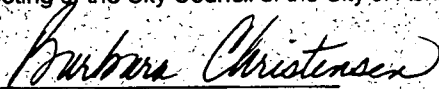
B. City officials recognize the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with 221.760.

THE CITY OF ASHLAND RESOLVES AS FOLLOWS:

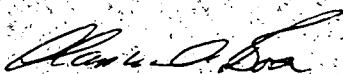
The City of Ashland certifies that it provides the following municipal services enumerated in ORS 221.760(1):

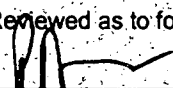
1. Police Protection
2. Fire Protection
3. Street construction, maintenance, lighting
4. Sanitary Sewer
5. Storm Sewer
6. Planning
7. Electric Distribution
8. Water

This Resolution was READ BY TITLE ONLY and DULY ADOPTED at a regular meeting of the City Council of the City of Ashland on the 5 day of June, 2001.


Barbara Christensen, City Recorder

SIGNED AND APPROVED this 6 day of June, 2001.


Alan W. DeBoer, Mayor

Reviewed as to form:

Paul Nolte, City Attorney

RESOLUTION 2001- 15

**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 tax imposed on the sale of liquor as part of State Revenue Sharing.

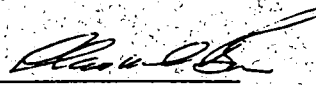
THE CITY OF ASHLAND RESOLVES AS FOLLOWS:

Pursuant to ORS 221.770, the City elects to receive state revenues for fiscal year 2001-2002.


This resolution was read by title only and duly adopted at a regular meeting of the City Council of the City of Ashland on this 5 day of June, 2001.


Barbara Christensen, City Recorder

SIGNED AND APPROVED this 6 day of June, 2001.


Alan W. DeBoer, Mayor

Reviewed as to form:


Paul Nolte, City Attorney

RESOLUTION NO. 2001-14

A RESOLUTION ADOPTING THE ANNUAL BUDGET AND MAKING APPROPRIATIONS

BE IT RESOLVED that the Ashland City Council hereby adopts the 2001-2002 Fiscal Year Budget, now on file in the office of the City Recorder.

BE IT FURTHER RESOLVED, that the amounts for the fiscal year beginning July 1, 2001, and for the purposes shown below are hereby appropriated as follows:

| | |
|---|-------------------|
| GENERAL FUND | |
| Administrative Services | \$ 444,000 |
| Finance - Social Services Grants | 100,325 |
| Finance - Economic & Cultural Grants | 384,000 |
| Finance - Miscellaneous | 8,000 |
| Finance - Band | 59,920 |
| Municipal Court | 261,468 |
| Police Department | 4,105,250 |
| Fire and Rescue Department | 3,516,400 |
| Public Works - Miscellaneous Division | 4,500 |
| Public Works - Cemetery Division | 302,700 |
| Senior Program | 110,350 |
| Community Development - Planning Division | 764,284 |
| Community Development - Building Division | 629,455 |
| Transfers | 1,000 |
| Contingency | 399,000 |
| TOTAL GENERAL FUND | 11,090,652 |
| COMMUNITY DEVELOPMENT BLOCK GRANT | |
| Personnel Services | 43,800 |
| Materials and Services | 467,243 |
| TOTAL CDBG FUND | 511,043 |
| STREET FUND | |
| Public Works - Street Operations | 2,588,217 |
| Public Works - Storm Water Operations | 819,191 |
| Public Works - System Development Charges | 611,600 |
| Debt Service | 2,500 |
| Contingency | 120,000 |
| TOTAL STREET FUND | 4,141,508 |
| AIRPORT FUND | |
| Personnel Services | 1,000 |
| Materials and Services | 79,000 |
| Capital Outlay | 315,000 |
| Contingency | 5,000 |
| TOTAL AIRPORT FUND | 400,000 |
| CAPITAL IMPROVEMENTS FUND | |
| Personnel Services | 1,000 |
| Materials and Services | 43,000 |
| Capital Outlay | 8,533,000 |
| Transfers | 662,000 |
| TOTAL CAPITAL IMPROVEMENTS | 9,239,000 |

DEBT SERVICE FUND

| | |
|--------------|----------------|
| Debt Service | 788,000 |
| Transfers | 40,000 |
| | <u>828,000</u> |

WATER FUND

| | |
|---|------------------|
| Administrative Services - Conservation Division | 127,900 |
| Public Works -Forest Lands Management Division | 80,500 |
| Public Works -Water Division | 2,942,213 |
| Public Works -System Development Charges | 565,000 |
| Debt Services | 793,700 |
| Other Financing Uses (Interfund Loan) | 2,000,000 |
| Contingency | 1,250,000 |
| | <u>7,759,313</u> |

WASTEWATER FUND

| | |
|--|-------------------|
| Public Works -Wastewater Division | 2,348,104 |
| Public Works -Construction | 5,280,000 |
| Public Works -System Development Charges | 2,698,000 |
| Other Financing Uses (Interfund Loan) | 1,400,000 |
| Debt Services | 327,000 |
| Contingency | 1,000,000 |
| | <u>13,053,104</u> |

TOTAL WASTEWATER FUND

ELECTRIC FUND

| | |
|---|-------------------|
| Administrative Services - Conservation Division | 421,890 |
| Electric - Operations | 11,247,564 |
| Debt Service | 72,600 |
| Contingency | 500,000 |
| | <u>12,242,054</u> |

TOTAL ELECTRIC FUND

TELECOMMUNICATIONS FUND

| | |
|--|------------------|
| Electric - Customer Relations/Promotions | 134,615 |
| Electric - Operations | 2,233,421 |
| Debt Services | 3,723,550 |
| Contingency | 250,000 |
| | <u>6,341,586</u> |

TOTAL TELECOMMUNICATIONS FUND

CENTRAL SERVICES FUND

| | |
|---|------------------|
| Administration Department | 694,373 |
| Administrative Services Department | 279,807 |
| Finance Department | 1,172,730 |
| City Recorder Division | 141,700 |
| Public Works - Administration and Engineering | 925,217 |
| Public Works - Facilities and Safety Division | 390,190 |
| Electric - Computer Services Division | 591,700 |
| Contingency | 124,000 |
| | <u>4,319,717</u> |

TOTAL CENTRAL SERVICES FUND


INSURANCE SERVICES FUND

| | |
|------------------------|----------------|
| Personnel Services | 1,000 |
| Materials and Services | 648,500 |
| Contingency | 200,000 |
| | <u>849,500</u> |

TOTAL INSURANCE SERVICES FUND

| | |
|---|----------------------|
| EQUIPMENT FUND | |
| Personnel Services | 206,500 |
| Materials and Services | 434,222 |
| Capital Outlay | 1,196,500 |
| Other Financing Uses (Interfund Loan) | 500,000 |
| Contingency | 200,000 |
| TOTAL EQUIPMENT FUND | <u>2,537,222</u> |
| CEMETERY TRUST FUND | |
| Other Financing Uses (Interfund Loan) | 600,000 |
| Transfers | 41,000 |
| | <u>641,000</u> |
| PARKS AND RECREATION FUND | |
| Parks Division | 3,120,300 |
| Recreation Division | 305,900 |
| Golf Division | 333,500 |
| Debt Service | 19,000 |
| Transfers | 120,000 |
| Contingency | 70,000 |
| TOTAL PARKS AND RECREATION FUND | <u>3,968,700</u> |
| ASHLAND YOUTH ACTIVITIES LEVY FUND | |
| Personnel Services | 84,000 |
| Materials and Services | 1,786,000 |
| TOTAL ASHLAND YOUTH ACTIVITIES LEVY FUND | <u>1,870,000</u> |
| PARKS CAPITAL IMPROVEMENTS FUND | |
| Capital Outlay | 224,000 |
| TOTAL APPROPRIATIONS | <u>\$ 80,016,399</u> |

This Resolution was READ BY TITLE ONLY and DULY ADOPTED at a regular meeting of the City Council of the City of Ashland on this 5 day of June, 2001.


Barbara Christensen, City Recorder

Signed and Approved on this 6 day of June, 2001.


Alan W. DeBoer, Mayor

Approved as to form:


Paul Nolte, City Attorney

FORM
LB-50

Notice of Property Tax
and Certification of Intent to Impose a
Tax, Fee, Assessment or Charge on Property

2001-2002

To assessor of Jackson County

Check here if this is an amended form.

Be sure to read instructions in the 2001-2002 Notice of Property Tax Levy Forms and Instructions booklet.

The City of Ashland has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Jackson County. The property tax, fee, charge or assessment is categorized as stated by this form.

20 East Main Street Ashland Oregon 97520
Mailing Address of District City State ZIP
D.L. Tuneberg Finance Director (541) 552-2003 6/19/01
Contact Person Title Daytime Telephone Date

PART I: TOTAL PROPERTY TAX LEVY

| | Rate or Dollar Amount | Subject to General Government Limits | |
|--|-----------------------|--------------------------------------|----------------------------|
| | | Excluded from Measure 5 Limits | Dollar Amount of Bond Levy |
| 1. Permanent rate limit tax (per \$1000) | 3.5642 | | |
| 2. Local option operating tax | 1.3800 | | |
| 3. Local option capital project tax | | | |
| 4. Levy for "Gap Bonds" | | | |
| 5. Levy for pension and disability obligations | | | |
| 6. Levy for bonded indebtedness not subject to Measure 5 or Measure 50 | | | 578,000 |

Certification—Check one box.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
 The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.435.

PART II: RATE LIMIT CERTIFICATION

| | |
|--|--------|
| 7. Permanent rate limit in dollars and cents per \$1,000 | 4.2865 |
| 8. Date received voter approval for rate limit if new district | |
| 9. Estimated permanent rate limit for newly merged/consolidated district | |

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 | Tax amount or rate authorized per year by voters |
|--|--|-------------------|-------------------------|--|
| Operating | May 16, 2000 | 7/1/2000 | 6/30/2003 | 1.3800 |
| | | | | |
| | | | | |

PART IV: SPECIAL ASSESSMENTS, FEES AND CHARGES

| Description | Subject to General Government Limitation | Excluded from Measure 5 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).

150-564-050 (Rev. 12-00)

File with your assessor no later than JULY 15, unless granted an extension in writing.

ORDINANCE NO. 2870

AN ORDINANCE LEVYING TAXES FOR THE PERIOD OF JULY 1, 2001 TO AND INCLUDING JUNE 30, 2002, SUCH TAXES IN THE SUM OF \$7,078,000.00 UPON ALL THE REAL AND PERSONAL PROPERTY SUBJECT TO ASSESSMENT AND LEVY WITHIN THE CORPORATE LIMITS OF THE CITY OF ASHLAND, JACKSON COUNTY, OREGON

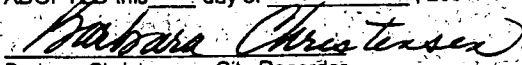
THE PEOPLE OF THE CITY OF ASHLAND ORDAIN AS FOLLOWS:

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 \$3.5642 per thousand an amount estimated to be \$4,686,000.00, voter authorized Local Option in the rate of \$1.3800 an amount estimated to be \$1,814,000.00, as well as \$578,000.00 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, 2001, 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:

| | General Government Limitation | | Rate Per \$1,000 |
|-----------------------------------|-------------------------------|--|---------------------|
| | Subject to Permanent Rate | Excluded from Local Option Bonded Debt | |
| General Fund | \$ 1,935,000.00 | | 1.4717 |
| Parks and Recreation Fund | 2,751,000.00 | | 2.0925 |
| Youth Activities Levy | | \$ 1,814,000.00 | 1.3800 |
| 1982 Water Bond Levy | | \$ 83,000.00 | |
| 1992 Water Bond Levy | | 100,000.00 | |
| 1997 Flood Restoration Bond Levy | | 95,000.00 | |
| 2000 Flood and Fire Station Bonds | | 300,000.00 | |
| | \$ 4,686,000.00 | \$ 1,814,000.00 | \$ 578,000.00 |

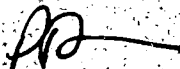
The foregoing ordinance was first READ on the 5 day of June, 2001, and duly PASSED and ADOPTED this day of June, 2001.


Barbara Christensen, City Recorder

SIGNED and APPROVED this 19 day of June, 2001


Alan W. DeBoer, Mayor

Reviewed as to form:


Paul Nolte, City Attorney

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:

**Finance Department
City of Ashland
20 East Main Street
Ashland, Oregon 97520**

The Finance Department maintains a file of past documents.
Your cooperation will help us save copying costs.

