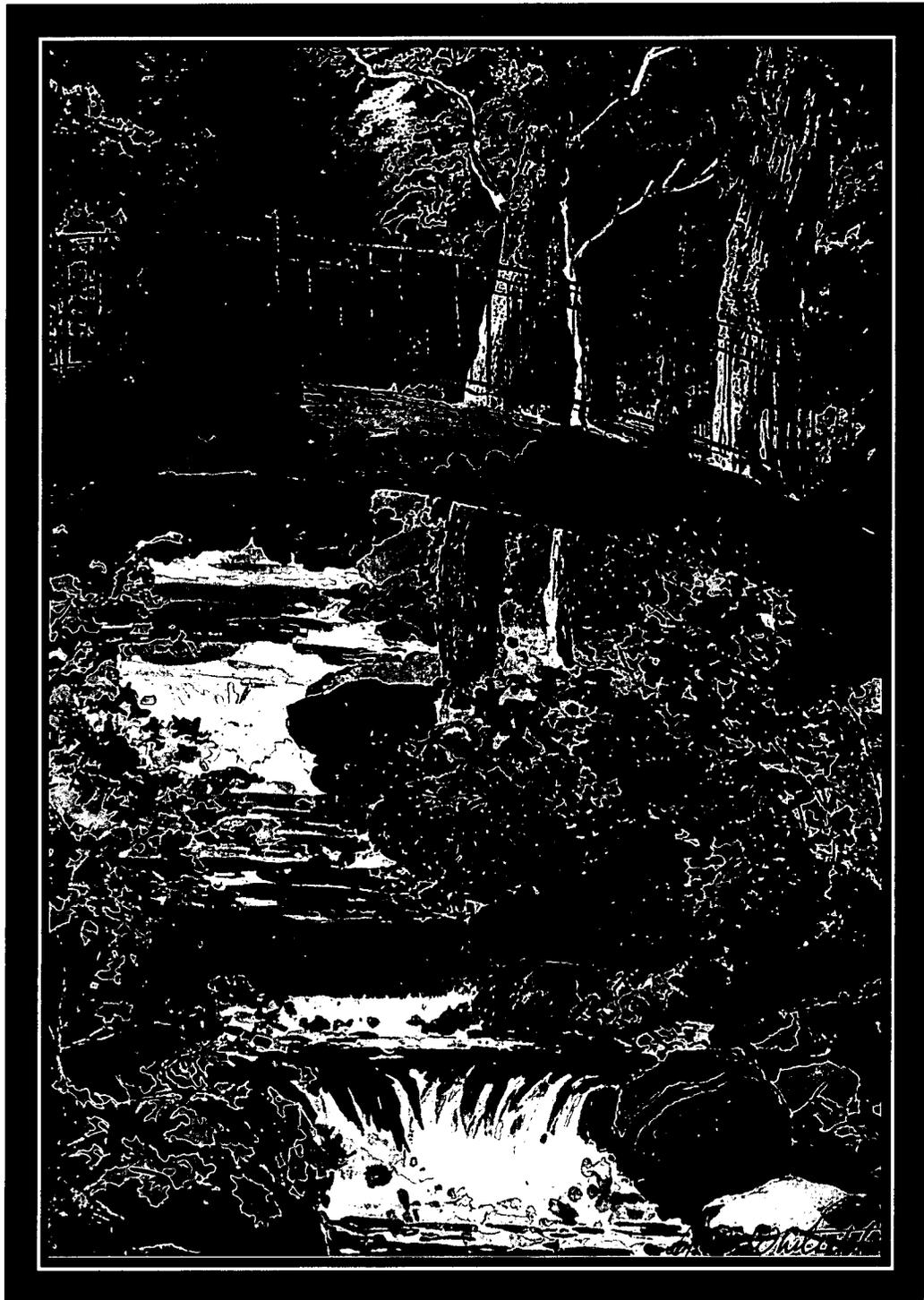


**CITY OF
ASHLAND**
Oregon



2002-2003 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

The New Bridge - Jerry Whitsett

Jerry Whitsett, a native of Southern Oregon, has lived in Ashland for 38 years. He retired as a stockbroker six years ago and now paints exclusively in watercolors frequently depicting familiar scenes of Ashland and the surrounding area. Jerry also enjoys painting wildlife and subjects based on his extensive travel. He exhibits locally and in many galleries throughout the Northwest.

Back

Historic photo of the Ashland Creek circa early 1900's before Lithia Park.

~ 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
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CITY OF ASHLAND



Adopted 2002-2003 Budget

CITIZENS' BUDGET COMMITTEE

ELECTED MEMBERS:

Alan DeBoer, Mayor
Cameron Hanson, Councilor
Cate Hartzell, Councilor
Chris Hearn, Councilor
Don Laws, Councilor
John Morrison, Councilor
Susan Reid, Councilor

APPOINTED MEMBERS:

Martin Levine, Chair
Diana Goodwin-Shavey
James Moore, Jr.
Raymond Olsen
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, 2001

Janet A. Brown
President

Jeffrey R. Egan
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, 2001.

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 1-15
 Budget Addendum 1-17
 Budget Committee Recommendations and Council Action 1-18
 Community Values Statement 1-21
 Strategic Plan 1-22
 The Budget Process 1-26
 Summary by Fund 1-28
 Resources Summary by Classification 1-30
 Requirements Summary by Classification 1-31
 Requirements Summary by Department 1-32
 Debt Summary 1-34
 Debt Summary by Type 1-36
 Property Tax Summary 1-38

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
 Police Department 3-29
 Fire and Rescue Department 3-33
 Public Works Department 3-41
 Community Development Department 3-71
 Electric Department 3-79
 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 Tax Rates | 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 |
|------------------------|-----|

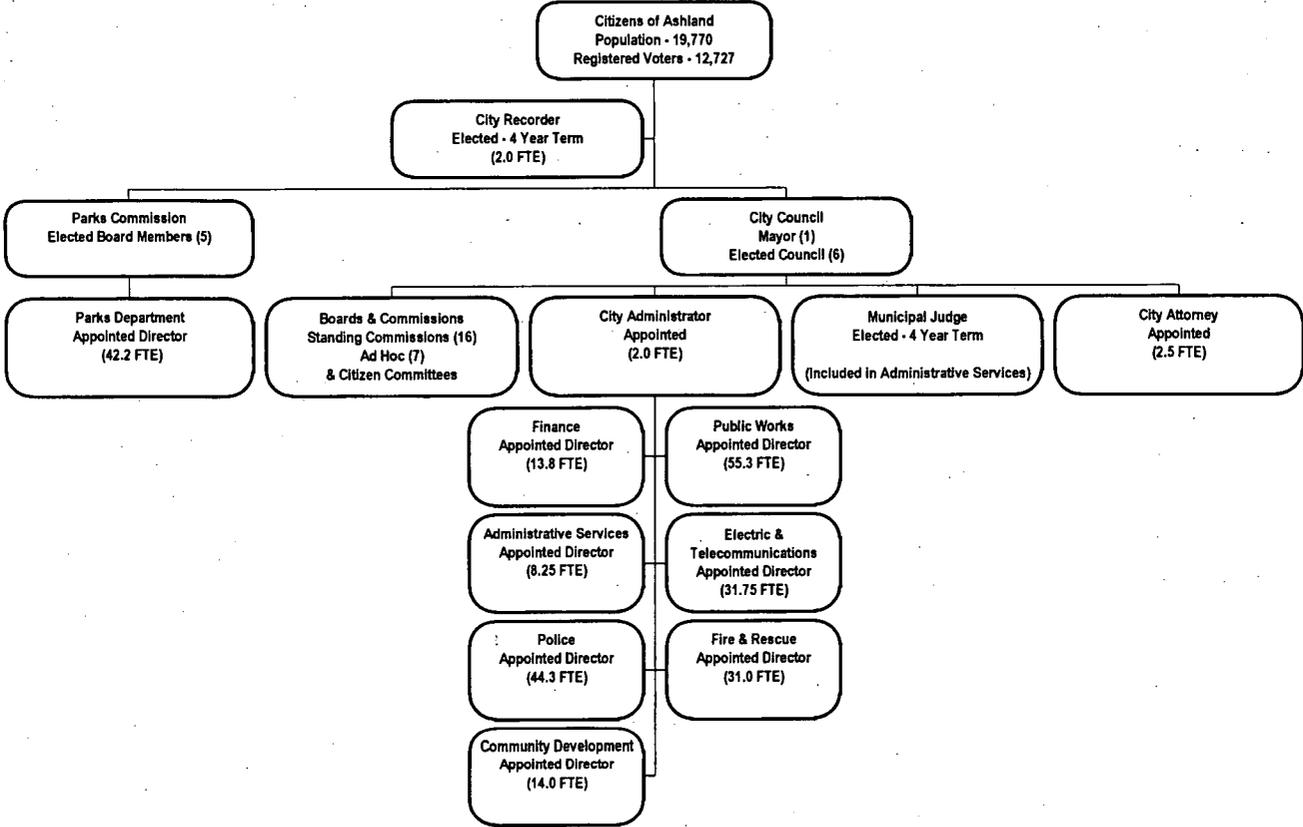




City of Ashland

247.1 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 19,770 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, Administrative Services Director, Public Works Director, Community Development Director, Finance Director, Electric and Telecommunications Director, 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.

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

| | |
|--------------------------------|-------|
| Stations | 1 |
| Patrol Units | 8 |
| Sworn Officers | 29 |
| Physical Arrests (non-traffic) | 300 |
| Traffic Violations | 4,358 |

Fire

| | |
|--|-------|
| Stations | 2 |
| Fire Fighters | 28 |
| Fire Alarm Responses | 272 |
| Emergency Medical Responses | 2,404 |
| Non-emergency Public Service Responses | 78 |
| Code Enforcement Plans Review | 475 |
| Public Education Programs | 295 |

Streets

| | |
|-------------------------|-----|
| Miles of Paved Streets | 168 |
| Miles of Gravel Streets | 20 |
| Miles of Storm Sewers | 60 |

Water

| | |
|--|-------|
| Miles of Water Mains | 94 |
| Service Connections | 7,214 |
| Hydrants | 987 |
| Daily Average Consumption in Million Gallons | 3.31 |
| Maximum Daily Capacity of Plant in Million Gallons | 10.00 |

Sewer

| | |
|--|-------|
| Miles of Sanitary Sewers | 86 |
| Treatment Plants | 1 |
| Service Connections | 7,091 |
| Daily Average Treatment in Million Gallons | 2.12 |
| Maximum Daily Capacity in Million Gallons | 6.00 |

| | | |
|-------------------------------|--|--------|
| Hospital | | 1 |
| Hospital Beds | | 49 |
| Electric | | |
| Street Lights | | 1,276 |
| Electrical Transformers | | 2,030 |
| Service Connections | | 10,490 |
| Poles | | 2,501 |
| Substations | | 3 |
| Telecommunications | | |
| Miles of Fiber | | 30 |
| 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

| Year | Assessed Valuation | Population | School Enrollment |
|---------|--------------------|------------|-------------------|
| 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 |
| 2001-02 | 1,333,040,730 | 19,770 | 3,393 |

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 | | 200 |
| Police Department | | 100 |
| Police Parking Till | | 50 |
| Fire and Rescue Department | | 200 |
| Municipal Court Till | | 100 |
| Senior Center | | 25 |
| Warehouse | | 150 |
| | \$ | <u>2,215</u> |

Principal Property Tax Payers

| Tax Payer | Type of Business | 2001 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 | Status |
|---------------------------------|----------------------|------------|--------------|
| Southern Oregon University | Higher Education | 724 | Exempt |
| Oregon Shakespeare Festival | Entertainment | 416 | 501c3 |
| Ashland Public Schools | Public Education | 438 | Exempt |
| City of Ashland | Municipal Government | 269 | Exempt |
| Ashland Community Hospital | Health Care | 264 | 501c3 |
| Prestige Care (dba Linda Vista) | Health Care | 75 | Close Corp. |
| Albertsons | Retail\Grocery | 71 | Public Corp. |
| Windmill Inn of Ashland | Motel | 60 | Public Corp. |
| Ashland Springs Hotel | Hotel | 60 | Close Corp. |
| Ashland Community Food Store | Retail\Grocery | 55 | Close Corp. |



CITY OF ASHLAND



DATE: April 11, 2002

TO: Ashland Budget Committee

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

RE: 2003 Budget Message

OVERVIEW

Submitted herein is the City of Ashland's proposed budget for the 2002-2003 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 service levels is becoming 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. 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 Goals 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 2002-2003.

PROCESS

Again, 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 1-26.

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.

Throughout the document are tables and charts presenting preliminary performance measurements. Departmental narratives speak directly to the impact of these measures on the proposed budget and strategic goals. Enhancements in these presentations will require a concerted effort over the coming years as the departments identify those measures and statistics most meaningful to the citizens and management.

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 are:

- Fire Station #1 Construction
- Completion of wastewater treatment plant
- Siskiyou street improvements
- Ashland street improvements
- Completion of the Library expansion
- Completion of the Hillah Building Remodel
- Completion of the Ashland Fiber Network
- Enhanced cooperative efforts with the Parks department in accounting and human resources

In addition to the electrical power crisis other 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 increasing market penetration for AFN;
- expanding AFN's services within and outside Ashland;
- taking steps to control employee benefit costs; and
- protecting the city against property loss and other "risk" areas.

the budget message

Over the last few years 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 over those projected last year. Market share has lagged with construction but recent concentrated sales efforts are helping to improve penetration, neighborhood participation and cash flow. In response to last year's Budget Committee interest for more information, an ad hoc committee assisted staff in updating the business plan in 2001 creating new operational targets for AFN. A comparison can be seen in the Electric Departments budget presentation.

As part of this year's process staff will present information for committee consideration that identifies potential changes to the proposed budget relating to staff increases, activities and funding alternatives. Some of these will relate directly to issues identified in the Strategic Plan Goals. 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. One enhancement is a third prior year of actual data within the Long-term section to provide more historical comparison. The expenditure portion of the document is organized by departments and not by fund for reader ease and to provide a different perspective than by fund. 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 this document and its major components are used, the city will refine the information and how it is presented to benefit the reader and staff. The 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-20 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 2002-2003 budget is \$91,256,514, within 1% of last year's budget. The \$91.3 million includes all appropriations, transfers, contingencies and unappropriated fund balances.

Below is a total budget comparison by fund. Significant dollar changes can be seen in all of the funds that include capital project contribution and financing. Increases are primarily due to new or held-over projects and related borrowing. Decreases come from certain capital projects being completed or nearing completion such as the wastewater treatment plant, library and Hillah remodel. Electric's decrease was also impacted by budgeting for increased wholesale power costs that are still lower than included in last year's budget.

Other fund changes include less Community Development Block Grant monies, increased employee costs (General & Central Services funds) and less operational costs or capital outlay (Airport, Insurance, Equipment and Cemetery Trust funds).

| Proposed 2002-2003 Budget Comparison | | | | |
|--------------------------------------|---------------------|-----------------------|----------------------|-----------------------|
| Fund | 2001-2002 Budget | 2002-2003 Proposed | Dollar Difference | Percent Difference |
| General | 12,170,000 | 12,969,300 | 799,300 | 6.6% |
| CDBG | 511,043 | 221,000 | -290,043 | -56.8% |
| Street | 5,518,900 | 7,958,450 | 2,439,550 | 44.2% |
| Airport | 408,000 | 233,290 | -174,710 | -42.8% |
| Capital Improvements | 11,021,000 | 5,221,300 | -5,799,700 | -52.6% |
| Debt | 1,066,000 | 1,362,000 | 296,000 | 27.8% |
| Water | 9,207,323 | 11,048,980 | 1,841,657 | 20.0% |
| Wastewater | 15,058,000 | 15,000,300 | -57,700 | -0.4% |
| Electric | 13,232,000 | 11,999,800 | -1,232,200 | -9.3% |
| Telecommunications | 6,379,716 | 8,740,000 | 2,360,284 | 37.0% |
| Central Services | 4,439,000 | 5,322,900 | 883,900 | 19.9% |
| Insurance Services | 960,000 | 815,500 | -144,500 | -15.1% |
| Equipment | 2,659,000 | 2,497,250 | -161,750 | -6.1% |
| Cemetery Trust | 730,000 | 694,000 | -36,000 | -4.9% |
| Total by Fund | 83,359,982 | 84,084,070 | 724,088 | 0.9% |
| Parks | 7,025,000 | 7,172,444 | 147,444 | 2.1% |
| Total Requirements | \$90,384,982 | \$91,256,514 | \$871,532 | 1.0% |

The Parks funds remain very consistent with the prior year.

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 2.5% for 2002-2003.
- Population growth will be 1.0%.
- Property tax rate will not exceed \$1.47 City, \$2.09 Parks, \$3.56 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 bargaining units.
- The budget will implement the City Council's Strategic Plan Goals.
- 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.

FUND BALANCES

Estimated Ending Fund Balances become the following year's working capital carry over. Results of a fund's performance impact the ensuing year's resources and ability to fund programs. The table and graph following show how each fund's budget and projection for FY2001-2002 compares to the targeted balance.

Not all funds have a minimum requirement. Others have targets that include capital project resources carried forward, bond coverage requirements or other restrictions.

the budget message

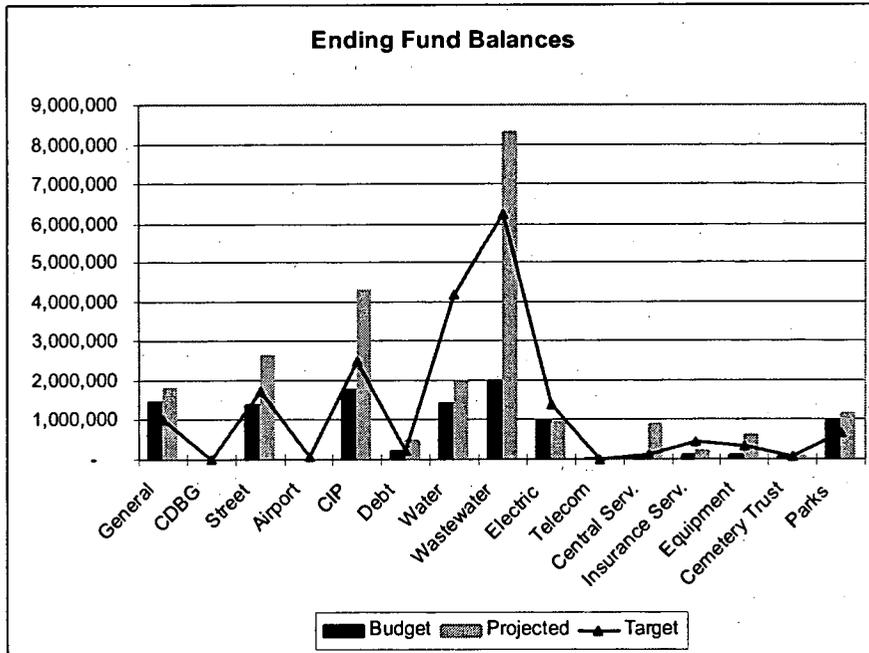
The table indicates high carry over for projects in enterprise and capital funds. In the budget process, any amounts exceeding targets are reallocated to needs within the fund the next year.

The table and pie chart located on page 3-114 and 3-115 in the back of the departmental budget section provide an overview of restricted fund balances.

| 2001-2002 Ending Fund Balance Performance * | | | | | |
|---|----------------------|----------------------|----------------------|---------------------|--------------------|
| Fund | 2001-2002 Budget | 2001-2002 Projection | 2001-2002 Target | Dollar Difference | Percent Difference |
| General | 1,079,348 | 1,822,674 | 1,029,000 | 793,674 | 43.5% |
| CDBG | 0 | 0 | 0 | 0 | 0.0% |
| Street | 1,377,392 | 2,645,050 | 1,727,784 | 917,266 | 34.7% |
| Airport | 8,000 | 14,640 | 62,000 | -47,360 | -323.5% |
| CIP | 1,782,000 | 4,285,456 | 2,488,000 | 1,797,456 | 41.9% |
| Debt | 238,000 | 471,904 | 238,000 | 233,904 | 49.6% |
| Water | 1,448,010 | 1,991,680 | 4,177,062 | -2,185,382 | -109.7% |
| Wastewater | 2,004,896 | 8,316,149 | 6,245,534 | 2,070,615 | 24.9% |
| Electric | 989,946 | 923,517 | 1,407,000 | -483,483 | -52.4% |
| Telecom | 38,130 | 0 | 0 | 0 | 0.0% |
| Central Serv. | 119,283 | 886,644 | 122,000 | 764,644 | 86.2% |
| Insurance Serv. | 110,500 | 213,058 | 438,000 | -224,942 | -105.6% |
| Equipment | 121,778 | 647,173 | 322,000 | 325,173 | 50.2% |
| Cemetery Trust | 89,000 | 66,610 | 89,000 | -22,390 | -33.6% |
| Parks | 962,300 | 1,170,400 | 680,000 | 490,400 | 41.9% |
| Total | \$ 10,368,583 | \$ 23,454,955 | \$ 19,025,380 | \$ 4,429,575 | 18.9% |

Target includes capital projects, SDC and bond coverage requirements.

* Projection includes unused contingency.



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 28.5% 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 2003 is \$5.35740, reduced through Budget Committee deliberation the prior year. 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 1-39.

CHARGES FOR SERVICE - Charges for services account for 60% 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 an additional \$100,000 in planning and building fees. In addition the airport will need to increase their rental fees to cover maintenance and operational cost.

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 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.

| Proposed Increases | 2003 | 2004 | 2005 |
|----------------------------|------|-------|--------|
| Transportation Utility Fee | | 6.0% | |
| Storm Drain Utility Fee | | 6.0% | |
| Building Fees | | 10.0% | |
| Airport Fees | 5.0% | | 5.0% |
| Water Fees | 5.0% | 5.0% | 5.0% |
| Wastewater Fees | | | |
| Electric Rate Increase | 6.0% | 5.0% | 10.0% |
| Electric Surcharge * | 6.0% | | -25.0% |
| AFN Cable TV Fees | 6.0% | | 6.0% |

Electric rate changes remain volatile. The table above gives our best estimates as to what could happen based upon what is known today. As BPA adjusts wholesale power costs each March and October, Ashland will inform the public and take necessary steps. In July 2001 an anticipated 50% increase was replaced by a 10% rate change and a 10% surcharge. It is our intent to minimize the impact on customers and to continue not charging a franchise fee or electric utility tax on the surcharge. The above table shows the City transitioning away from the total estimated 16% surcharge 4% at a time over the coming years.

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. 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.

the budget message

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

| | 2003 | 2004 | 2005 |
|------------------------|--------|--------|--------|
| | Change | Change | Change |
| Water Supply SDC | 100.0% | | |
| Water Distribution SDC | -80.0% | | |
| Wastewater SDC | | 20.0% | |
| Transportation SDC | | | 3.0% |

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% 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 personal services, materials & services (excluding capital expenditures) and debt service is as follows:

| Proposed Operational Budget Comparison | | | | |
|--|---------------------|---------------------|----------------------|-----------------------|
| Category | 2001-2002 Budget | 2002-2003 Budget | Dollar Difference | Percent Difference |
| Personal Services | 16,093,464 | 17,118,755 | 1,025,291 | 6.4% |
| Materials and Services | 25,699,636 | 25,503,313 | -196,323 | -0.7% |
| Debt Service | 6,184,350 | 10,826,820 | 4,642,470 | 75.1% |
| Total | \$47,977,450 | \$53,448,888 | \$5,471,438 | 11.4% |

EXPENDITURES

PERSONAL SERVICES - Personal services cost represent 18.8% of the total proposed budget and 32% of the operational budget. These projected costs are equal to an increase of 6.4% over the previous operational budget. It is important to note that personal services health care costs are projected to increase 25% each in the coming year. Included in the 2003 budget are the following changes in staffing.

| Department | 2002 (FTE) | 2003 (FTE) |
|-------------------------|---------------|---------------|
| Administration & Legal | 5.25 | 4.50 |
| Administrative Services | 6.25 | 8.00 |
| Finance | 14.00 | 13.80 |
| City Recorder | 1.75 | 2.00 |
| Municipal Court | 3.25 | * |
| Police | 43.30 | 44.30 |
| Fire | 29.00 | 29.00 |
| Public Works | 55.30 | 55.30 |
| Community Development | 14.05 | 14.00 |
| Electric | 27.50 | 31.00 |
| City Subtotal | 199.65 | 201.90 |
| Parks | 40.20 | 40.20 |
| Total FTE | 239.85 | 242.10 |

Net Change (FTE): +2.25

* Reductions are due to moving staff to other departments. Municipal Court moved to Administrative Services

Contract negotiations were completed for Laborers and IBEW Clerical. The required expenditure for health insurance continues to rise at nearly ten 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 | 2002 | Baseline | 2003 | 2004 | 2005 |
|----------------|--------|----------|-------|-------|-------|
| Staffing (FTE) | 239.85 | 240.85 | 242.1 | 244.1 | 245.1 |

MATERIALS AND SERVICES - This category represents 30% of the total budget. The decreases are in the budgeted electrical wholesale power accounts for the -0.7%.

DEBT SERVICE - The proposed budget includes the payment of all current debt obligations of the City. The City will be financing \$2,943,000 in water revenue bonds, \$500,000 in additional State Revolving Loan financing and \$366,000 in assessment financing. By the end of the Hillah remodel in 2003 the city will need to finance \$1.5 million for the project. Also included in this budget is \$6.25 million in interfund loans for the continued start up operating costs of the Telecommunications fund and staff is working on alternatives to internal borrowings for total construction. The long-term budget calls for added wastewater improvement financing, transportation-related debt, local improvement district debt and fire station #2 improvement debt.

CAPITAL OUTLAY

Capital outlay and project costs are decreasing from \$22.6 million to \$15.2 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 | 3,010,400 |
| Local Improvement District Projects | 805,000 |
| Airport Projects | 150,000 |
| Water Projects | 680,000 |
| Wastewater Projects | 3,565,000 |
| Storm Drain Projects | 606,000 |
| Administration Projects | 3,405,000 |
| Telecommunication Projects | 250,000 |
| Electric Projects | 508,000 |
| Technology Projects | 15,000 |
| Parks Projects | 440,000 |
| Total | \$ 13,434,400 |

TRANSFERS WWTP

It is anticipated that during the current budget year (01/02) the council will approve a supplemental budget that will provide for transferring \$200,000 from the General Fund to the Wastewater Fund. This transfer would be to pay back 1/3 of a \$600,000 debt generated by the flood improvements associated with the recent reconstruction of the Calle Guanajuato. An additional \$200,000 transfer to the Wastewater Fund is included in the proposed budget (02/03) with the final \$200,000 transfer planned for fiscal year 03/04 to retire the debt.

ACKNOWLEDGEMENTS

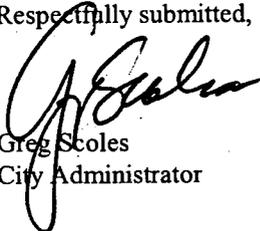
We want to acknowledge the creative energy of staff and their dedication to the City of Ashland. Special thanks to the finance staff and others who have helped prepare this document. We look forward to your ongoing input and participation as we work toward continual improvement of the budget process.

SUMMARY AND CONCLUSION

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

It is our hope and belief that this budget protects the capacity of the city 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

**CITY OF
ASHLAND**

MEMORANDUM

DATE: June 5, 2002
TO: Ashland Budget Committee
FROM: Greg Scoles, City Administrator
Lee Tuneberg, Budget Officer
RE: 2003 Budget Considerations

2002-2003 Budget Considerations - Staff

OVERVIEW

As part of developing a proposed budget several departments identified positions and programs that are outside of the baseline budget that they would like the committee to consider during the review of the 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.

Administration Department, Legal Division, Add 0.5 FTE Assistant City Attorney.

This Assistant City Attorney would provide additional support to the legal division by assisting in municipal court claims and other general issues handled by the city attorney.

Impact: Increases Central Services charges to other funds by \$40,000 and will impact rates and fees.

Finance Department, Accounting Division, Add 1.0 FTE Accounting Clerk II.

The Accounting Clerk will provide increased accounting services for miscellaneous receivables such as Food & Beverage Tax, Transient Occupancy Tax, grants and licensing.

Impact: Increases Central Service charges to other funds by \$50,000 and will impact rates and fees.

Fire Department, Fire Suppression Division, Add 2.0 FTE Firefighters.

The addition of 2 firefighters would result in a reduction in budgeted overtime, improve staffing coverage and decrease emergency response times. The request is to add the 2 positions at midyear to minimize the budget impact to the equivalent of adding one employee this year. The addition would provide for 6 firefighters per shift.

Impact: Increases the General Fund by \$60,000. Funded by an increase in property taxes.

Public Works Department, Engineering Division, Add 1.0 FTE Transportation Coordinator.

The Transportation Coordinator will coordinate special transportation programs and support the efforts of the Transportation, Transit & Parking Committee and the Bicycle & Pedestrian Commission. The coordinator will also work with RVTD and assist with educational efforts of the Traffic Safety Commission.

Impact: Increase the Street Fund by \$60,000. Funded by an increase in the transportation fee.

budget considerations

Community Development, Planning Division, Add 1.0 FTE Urban Forester.

The Urban Forester will provide for the coordination of work with street tree work, inspections for tree removal, education, review of planning applications, coordination with other departments and the tree commission, serve as a liaison to the Department of Forestry Urban and Community Forestry Assistance Program and coordinate the Tree City USA certification process.

Impact: Increases the General Fund by \$55,000. Funded by an increase in property taxes.

Electric Department, Operation Division, Add 1.0 FTE Estimator.

The Estimator will provide expertise in costing new services for proposed electric installations, will coordinate with contractors on design, will provide job analysis and field observation along with assistance in underground locates.

Impact: Increase Electric Fund by \$60,000. Funded by electric rates.

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 requirements during their individual presentations.

2002-2003 Budget Non-staff Considerations

Listed below are programs, which are 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.

City Recorder, Web Link Project.

Project provides improved public access to City records and information via a web page link that allows access to existing documentation.

Impact: Increases Central Service charges to other funds by \$24,000 and will impact rates and fees.

Administrative Services Department, RVTV video production.

Project includes the development of public education videos not budgeted by the departments.

Impact: Increases Central Service charges to other funds by \$10,000 and will impact rates and fees.

We submit these 2003 Proposed Budget considerations for your review.

Respectfully submitted,



Greg Scoles
City Administrator



Lee Tuneberg
Budget Officer

**CITY OF
ASHLAND**

Memo

DATE: June 5, 2002
TO: Ashland City Council
FROM: Lee Tuneberg, Budget Officer
RE: Fiscal Year 2002-2003 Budget Message Addendum

Overview

I am pleased to submit the approved Fiscal year 2002/2003 Budget in the amount of \$91,740,514. The approved budget differs from that proposed in total by \$484,000. A detailed accounting of the changes to the expenditure classifications follows this narrative. There were no structural revisions made to those originally proposed by management.

General Fund

Administrative Services – Senior Program expenditures were increased \$31,210 at the suggestion of management. Fire and Rescue expenditures were increased \$60,000 by action of the Budget Committee, increasing department FTE's from 29.0 to 31.0. No new sources of revenue were found to support the increases, resulting in a decrease of Unappropriated Ending Fund Balance of \$91,210.

Community Development Block Grant Fund

Recognition of carryover of unspent prior years grant proceeds was proposed by management, resulting in an increase in Materials and Services of \$279,000. Recognition of the grant resources increased revenues to match appropriations.

Electric Fund

Electric – Conservation expenditures were increased \$55,000 at the suggestion of management, recognizing a position authorized by council midway through the current fiscal year not previously budgeted. This increased Electric Department FTE's from 30.75 to 31.75. No new sources of revenue were found to support the increases, resulting in a decrease of Unappropriated Ending Fund Balance of \$55,000.

Central Services Fund

An Interfund Transfer of \$205,000 to the Parks and Recreation Fund was authorized by the Budget Committee. No new sources of revenue were found to support the increases, resulting in a decrease of Unappropriated Ending Fund Balance of \$205,000.

Parks and Recreation Fund

Parks Division expenditures were increased by \$205,000 by authorization of the Budget Committee to reflect increased ground maintenance support to School District 5 in return for greater public access to school grounds. This action increased Parks FTE's from 40.2 to 42.2. Recognition of the Interfund Transfer from the Central Service Fund offset this appropriation.

There were no changes to the Property Tax levies proposed by the Budget Committee. Total personnel were increased by 5.0 full time equivalent by action of the Budget Committee.

budget committee recommendations and council action

| | Proposed | Revisions | Approved | Revisions | Adopted |
|---|-------------------|----------------|-------------------|---------------|-------------------|
| GENERAL FUND | | | | | |
| Administrative Services | 94,000 | - | 94,000 | - | 94,000 |
| Administrative Services - Municipal Court | 271,300 | - | 271,300 | - | 271,300 |
| Administrative Services - Senior Program | 76,990 | 31,210 | 108,200 | - | 108,200 |
| Finance - Social Services Grants | 111,000 | - | 111,000 | - | 111,000 |
| Finance - Economic & Cultural Grants | 388,000 | - | 388,000 | - | 388,000 |
| Finance - Miscellaneous | 8,000 | - | 8,000 | - | 8,000 |
| Finance - Band | 59,225 | - | 59,225 | - | 59,225 |
| Police Department | 4,244,566 | - | 4,244,566 | - | 4,244,566 |
| Fire and Rescue Department | 3,996,845 | 60,000 | 4,056,845 | - | 4,056,845 |
| Public Works - Cemetery Division | 302,350 | - | 302,350 | - | 302,350 |
| Community Development - Planning Division | 818,900 | - | 818,900 | 40,000 | 858,900 |
| Community Development - Building Division | 692,100 | - | 692,100 | - | 692,100 |
| Transfers | 201,000 | - | 201,000 | - | 201,000 |
| Contingency | 335,000 | - | 335,000 | - | 335,000 |
| Ending Fund Balance | 1,370,024 | (91,210) | 1,278,814 | (40,000) | 1,238,814 |
| TOTAL GENERAL FUND | 12,969,300 | - | 12,969,300 | - | 12,969,300 |
| COMMUNITY DEVELOPMENT BLOCK GRANT FUND | | | | | |
| Personal Services | 41,100 | - | 41,100 | - | 41,100 |
| Materials and Services | 179,900 | 279,000 | 458,900 | - | 458,900 |
| Contingency | - | - | - | - | - |
| TOTAL CDBG FUND | 221,000 | 279,000 | 500,000 | - | 500,000 |
| STREET FUND | | | | | |
| Public Works - Street Operations | 4,567,010 | - | 4,567,010 | 35,000 | 4,602,010 |
| Public Works - Storm Water Operations | 1,021,850 | - | 1,021,850 | - | 1,021,850 |
| Public Works - Transportation SDC's | 267,900 | - | 267,900 | - | 267,900 |
| Public Works - Storm Water SDC's | 171,900 | - | 171,900 | - | 171,900 |
| Public Works - Local Improvement Districts | 45,000 | - | 45,000 | - | 45,000 |
| Contingency | 120,000 | - | 120,000 | - | 120,000 |
| Ending Fund Balance | 1,764,790 | - | 1,764,790 | - | 1,764,790 |
| TOTAL STREET FUND | 7,958,450 | - | 7,958,450 | 35,000 | 7,993,450 |
| AIRPORT FUND | | | | | |
| Materials and Services | 77,150 | - | 77,150 | - | 77,150 |
| Capital Outlay | 145,000 | - | 145,000 | - | 145,000 |
| Contingency | 5,000 | - | 5,000 | - | 5,000 |
| Ending Fund Balance | 6,140 | - | 6,140 | - | 6,140 |
| TOTAL AIRPORT FUND | 233,290 | - | 233,290 | - | 233,290 |
| CAPITAL IMPROVEMENTS FUND | | | | | |
| Personal Services | 1,000 | - | 1,000 | - | 1,000 |
| Materials and Services | 41,000 | - | 41,000 | - | 41,000 |
| Capital Outlay | 3,470,000 | - | 3,470,000 | - | 3,470,000 |
| Transfers | 459,000 | - | 459,000 | - | 459,000 |
| Contingency | 100,000 | - | 100,000 | - | 100,000 |
| Ending Fund Balance | 1,150,300 | - | 1,150,300 | - | 1,150,300 |
| TOTAL CAPITAL IMPROVEMENTS | 5,221,300 | - | 5,221,300 | - | 5,221,300 |
| DEBT SERVICE FUND | | | | | |
| Debt Service | 782,000 | - | 782,000 | - | 782,000 |
| Transfers | 40,000 | - | 40,000 | - | 40,000 |
| Ending Fund Balance | 540,000 | - | 540,000 | - | 540,000 |
| TOTAL DEBT SERVICE FUND | 1,362,000 | - | 1,362,000 | - | 1,362,000 |

budget committee recommendations and council action

WATER FUND

| | | | | | |
|---|-------------------|----------|-------------------|----------|-------------------|
| Electric Department - Conservation Division | 139,500 | - | 139,500 | - | 139,500 |
| Public Works - Forest Lands Management Division | 241,000 | - | 241,000 | - | 241,000 |
| Public Works - Water Supply | 288,500 | - | 288,500 | - | 288,500 |
| Public Works - Water Treatment | 800,950 | - | 800,950 | - | 800,950 |
| Public Works - Water Distribution | 2,008,830 | - | 2,008,830 | - | 2,008,830 |
| Public Works - Supply SDC's | - | - | - | - | - |
| Public Works - Treatment SDC's | 24,000 | - | 24,000 | - | 24,000 |
| Public Works - Distribution SDC's | 129,000 | - | 129,000 | - | 129,000 |
| Debt Services | 838,520 | - | 838,520 | - | 838,520 |
| Other Financing Uses (Interfund Loans) | 2,000,000 | - | 2,000,000 | - | 2,000,000 |
| Contingency | 100,000 | - | 100,000 | - | 100,000 |
| Ending Fund Balance | 4,478,680 | - | 4,478,680 | - | 4,478,680 |
| TOTAL WATER FUND | 11,048,980 | - | 11,048,980 | - | 11,048,980 |

WASTEWATER FUND

| | | | | | |
|--|-------------------|----------|-------------------|----------|-------------------|
| Public Works - Wastewater Collection | 1,391,020 | - | 1,391,020 | - | 1,391,020 |
| Public Works - Wastewater Treatment | 1,211,980 | - | 1,211,980 | - | 1,211,980 |
| Public Works - Construction | 3,300,000 | - | 3,300,000 | - | 3,300,000 |
| Public Works - Collection SDC's | 148,000 | - | 148,000 | - | 148,000 |
| Public Works - Treatment SDC's | - | - | - | - | - |
| Debt Services | 3,251,500 | - | 3,251,500 | - | 3,251,500 |
| Other Financing Uses (Interfund Loans) | 4,625,000 | - | 4,625,000 | - | 4,625,000 |
| Contingency | 318,000 | - | 318,000 | - | 318,000 |
| Ending Fund Balance | 754,800 | - | 754,800 | - | 754,800 |
| TOTAL WASTEWATER FUND | 15,000,300 | - | 15,000,300 | - | 15,000,300 |

ELECTRIC FUND

| | | | | | |
|----------------------------------|-------------------|----------|-------------------|----------|-------------------|
| Electric - Conservation Division | 532,105 | 55,000 | 587,105 | - | 587,105 |
| Electric - Supply | 5,489,088 | - | 5,489,088 | - | 5,489,088 |
| Electric - Distribution | 3,933,964 | - | 3,933,964 | - | 3,933,964 |
| Electric - Transmission | 970,510 | - | 970,510 | - | 970,510 |
| Debt Service | 75,600 | - | 75,600 | - | 75,600 |
| Contingency | 500,000 | - | 500,000 | - | 500,000 |
| Ending Fund Balance | 498,533 | (55,000) | 443,533 | - | 443,533 |
| TOTAL ELECTRIC FUND | 11,999,800 | - | 11,999,800 | - | 11,999,800 |

TELECOMMUNICATIONS FUND

| | | | | | |
|--|------------------|----------|------------------|----------|------------------|
| Electric - Customer Relations\Promotions | 144,664 | - | 144,664 | - | 144,664 |
| Electric - Operations | 2,578,600 | - | 2,578,600 | - | 2,578,600 |
| Debt Services | 5,844,700 | - | 5,844,700 | - | 5,844,700 |
| Contingency | 75,000 | - | 75,000 | - | 75,000 |
| Ending Fund Balance | 97,036 | - | 97,036 | - | 97,036 |
| TOTAL TELECOMMUNICATIONS FUND | 8,740,000 | - | 8,740,000 | - | 8,740,000 |

CENTRAL SERVICES FUND

| | | | | | |
|---|------------------|-----------|------------------|----------|------------------|
| Administration Department | 610,200 | - | 610,200 | - | 610,200 |
| Administrative Services Department | 362,150 | - | 362,150 | - | 362,150 |
| Finance Department | 1,420,585 | - | 1,420,585 | - | 1,420,585 |
| City Recorder Division | 162,190 | - | 162,190 | - | 162,190 |
| Public Works - Administration and Engineering | 1,107,030 | - | 1,107,030 | - | 1,107,030 |
| Public Works - Facilities and Safety Division | 432,920 | - | 432,920 | - | 432,920 |
| Electric - Computer Services Division | 750,150 | - | 750,150 | - | 750,150 |
| Transfers | - | 205,000 | 205,000 | - | 205,000 |
| Contingency | 130,000 | - | 130,000 | - | 130,000 |
| Ending Fund Balance | 347,675 | (205,000) | 142,675 | - | 142,675 |
| TOTAL CENTRAL SERVICES FUND | 5,322,900 | - | 5,322,900 | - | 5,322,900 |

INSURANCE SERVICES FUND

| | | | | | |
|--------------------------------------|----------------|----------|----------------|----------|----------------|
| Personal Services | 1,000 | - | 1,000 | - | 1,000 |
| Materials and Services | 723,000 | - | 723,000 | - | 723,000 |
| Contingency | - | - | - | - | - |
| Ending Fund Balance | 91,500 | - | 91,500 | - | 91,500 |
| TOTAL INSURANCE SERVICES FUND | 815,500 | - | 815,500 | - | 815,500 |

budget committee recommendations and council action

EQUIPMENT FUND

| | | | | | |
|-----------------------------|------------------|---|------------------|---|------------------|
| Personal Services | 225,500 | - | 225,500 | - | 225,500 |
| Materials and Services | 448,110 | - | 448,110 | - | 448,110 |
| Capital Outlay | 1,171,000 | - | 1,171,000 | - | 1,171,000 |
| Contingency | 200,000 | - | 200,000 | - | 200,000 |
| Ending Fund Balance | 452,640 | - | 452,640 | - | 452,640 |
| TOTAL EQUIPMENT FUND | 2,497,250 | - | 2,497,250 | - | 2,497,250 |

CEMETERY TRUST FUND

| | | | | | |
|----------------------------------|----------------|---|----------------|---|----------------|
| Transfers | 41,000 | - | 41,000 | - | 41,000 |
| Ending Fund Balance | 653,000 | - | 653,000 | - | 653,000 |
| TOTAL CEMETERY TRUST FUND | 694,000 | - | 694,000 | - | 694,000 |

PARKS AND RECREATION FUND

| | | | | | |
|--|------------------|----------------|------------------|---|------------------|
| Parks Division | 3,251,400 | 205,000 | 3,456,400 | - | 3,456,400 |
| Recreation Division | 290,750 | - | 290,750 | - | 290,750 |
| Golf Division | 344,000 | - | 344,000 | - | 344,000 |
| Debt Service | 32,000 | - | 32,000 | - | 32,000 |
| Transfers | 120,000 | - | 120,000 | - | 120,000 |
| Contingency | 35,000 | - | 35,000 | - | 35,000 |
| Ending Fund Balance | 782,294 | - | 782,294 | - | 782,294 |
| TOTAL PARKS AND RECREATION FUND | 4,855,444 | 205,000 | 5,060,444 | - | 5,060,444 |

YOUTH ACTIVITIES LEVY FUND

| | | | | | |
|---|------------------|---|------------------|---|------------------|
| Personal Services | 87,000 | - | 87,000 | - | 87,000 |
| Materials and Services | 1,812,000 | - | 1,812,000 | - | 1,812,000 |
| Contingency | - | - | - | - | - |
| Ending Fund Balance | 9,000 | - | 9,000 | - | 9,000 |
| TOTAL YOUTH ACTIVITIES LEVY FUND | 1,908,000 | - | 1,908,000 | - | 1,908,000 |

PARKS CAPITAL IMPROVEMENTS FUND

| | | | | | |
|-----------------------------|-------------------|----------------|-------------------|---------------|-------------------|
| Capital Outlay | 224,000 | - | 224,000 | - | 224,000 |
| Ending Fund Balance | 185,000 | - | 185,000 | - | 185,000 |
| TOTAL PARKS CIP FUND | 409,000 | - | 409,000 | - | 409,000 |
| TOTAL APPROPRIATIONS | 91,256,514 | 484,000 | 91,740,514 | 35,000 | 91,775,514 |

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.”

2002-2003 Strategic Plan Goals 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.

2002 – 2003 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 with adequate resources and 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.

2002 – 2003 Goals

- ✓ Establish protection for riparian and wetland areas.
- ✓ Improve the coordination of the management of natural resources.
- ✓ Develop a tree preservation ordinance and appropriate enforcement mechanisms.
- ✓ Develop a wastewater pre-treatment ordinance, which would establish standards for the discharge of 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, cost and density.

2002 – 2003 Goals

- ✓ Develop and implement a long-range fundable/affordable-housing program. Strategies for development of the program include:
 - Complete a housing needs assessment.
 - Prepare an affordable housing action plan.
 - Develop implementation measures.

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.

2002 – 2003 Goals

- ✓ 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.
- ✓ 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.

2002 – 2003 Goals

- ✓ 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.
- ✓ Maintain the City's commitment to implementing the CIP. Specific attention should be paid to:
 - Fire Station No 1 should be bid by spring and under construction by mid 2002.
 - Complete construction of new office space for the Community Development and Public Works Administration Departments (Hillah) by fall 2002.
 - Complete the expansion of the Library by the summer of 2002.
 - Begin construction of the Siskiyou Blvd. and Ashland St. improvements in the summer of 2002 with completion by winter of 2003.
 - Begin design of sidewalks for Tolman Creek Rd.
- ✓ Develop a plan for more efficient use of City Hall office space, prior to the Community Development Department moving to new office space.
- ✓ Continue with efforts to improve the viability of AFN by expanding services to Medford, Talent and Phoenix as soon as practical. Efforts should not detract from completing services within the City limits of 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.

2002 - 2003 Goals

- ✓ Evaluate the safety of existing at grade RR crossings and develop a plan to improve the Hersey Street/North Laurel Street crossing.
- ✓ Develop a prioritized strategy for improved pedestrian and traffic safety based on the 3-Es - Education, Enforcement and Engineering. Focus areas should include: Siskiyou Blvd., Downtown, North Main Street, Ashland Street, Wimer Street and impacted residential neighborhoods. Consideration should be given to improving the safety of pedestrian crosswalks.

- ✓ Explore and develop ways to increase use and available options for alternative transportation within the City.

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.

2002 – 2003 Goals

- ✓ Conduct a feasibility study of the potential to maximize the City's energy independence by utilizing alternative energy sources.
- ✓ Develop a plan for the future extension of the TAP water line. Plan should include a priority for conservation and should address timing, conceptual engineering and funding alternatives.

Parks, Open Space and Aesthetics

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

2002 - 2003 Goals

- ✓ Develop a public art policy.
- ✓ Finalize the update of the Open Space Plan.
- ✓ Improve public trail system by developing a comprehensive trails master plan, which addresses minimizing public/private conflicts. Plan should include the Bear Creek Greenway (Dog Park to Mountain Avenue Park).

Urbanization

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

2002 – 2003 Goals

- ✓ Continue to provide information to the community and foster discussion on growth and planning issues. In particular, information is needed regarding: historic preservation, annexation requirements, State land use law, infill policy, rate of growth, development standards, development processes and the consequences of increasing urban densities (infill).
- ✓ 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.

2002 - 2003 Goals

- ✓ 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.

2002 – 2003 Goals

- ✓ Coordinate with other agencies in the region to improve the delivery of service. Types of coordination efforts should include:
 - ✓ 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..
 - ✓ 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.

2002 – 2003 Goals

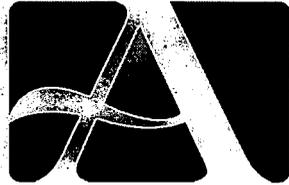
- ✓ A plan shall be developed to provide for better coordination between the Parks Department and the City. The plan should provide for reducing operational redundancy and increasing financial efficiency.
- ✓ Provide comprehensive information to the community on city budget and financial issues to promote 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.

2002 – 2003 Goals

- ✓ Implement and fund the Health and Human Services Plan.
- ✓ 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.

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.

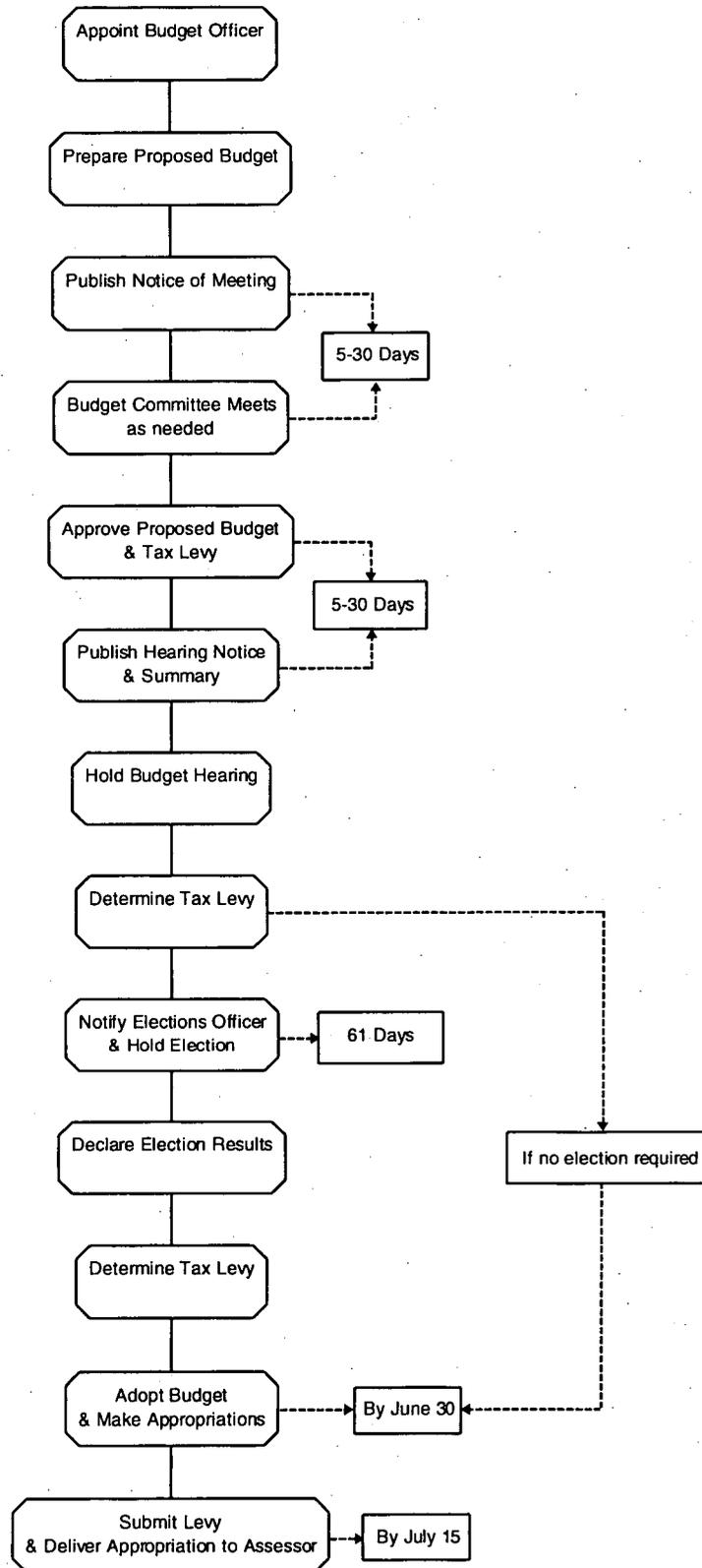
The Budget Process

January to April

April through May

June

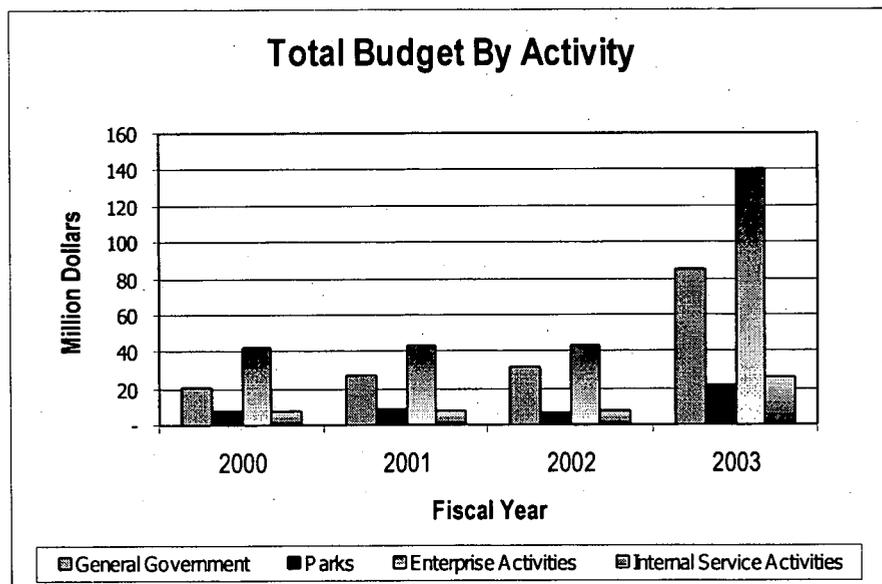
July



Overview

The 2003 budget Summary by Fund is on the following page. The City portion increased 1.2% or \$1,038,008, while the Parks portion increased 5% or \$352,444. The City's largest dollar increase of \$2.4 million in the Street fund is directly related to capital projects as is the large decrease of \$5.8 million in the Capital Improvements Fund.

The Long-Term budget includes a summary by fund from 1999 through 2008.

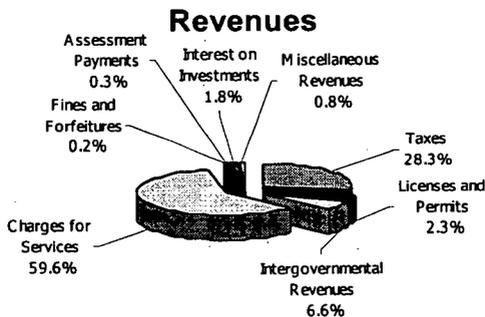


summary by fund

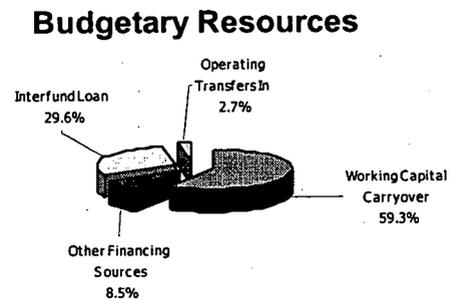
| REQUIREMENTS BY FUND | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Proposed | 2003 Approved | 2003 Adopted |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| City Component | | | | | | |
| General Fund | \$ 10,193,162 | \$ 10,976,688 | \$ 12,170,000 | \$ 12,969,300 | \$ 12,969,300 | \$ 12,969,300 |
| Community Development Block Grant Fund | 184,557 | 20,403 | 511,043 | 221,000 | 500,000 | 500,000 |
| Street Fund | 2,907,929 | 4,129,688 | 5,518,900 | 7,958,450 | 7,958,450 | 7,993,450 |
| Airport Fund | 92,339 | 89,580 | 408,000 | 233,290 | 233,290 | 233,290 |
| Capital Improvements Fund | 4,795,013 | 10,213,569 | 11,021,000 | 5,221,300 | 5,221,300 | 5,221,300 |
| Bancroft Bond Fund | 215,823 | - | - | - | - | - |
| General Bond Fund | 306,882 | - | - | - | - | - |
| Debt Service Fund | 1,140,758 | 944,840 | 1,066,000 | 1,362,000 | 1,362,000 | 1,362,000 |
| Ambulance Fund | 342,279 | - | - | - | - | - |
| Water Fund | 7,681,464 | 8,955,712 | 9,207,323 | 11,048,980 | 11,048,980 | 11,048,980 |
| Wastewater Fund | 17,773,644 | 18,262,696 | 15,058,000 | 15,000,300 | 15,000,300 | 15,000,300 |
| Electric Fund | 9,394,778 | 10,561,725 | 13,232,000 | 11,999,800 | 11,999,800 | 11,999,800 |
| Telecommunications Fund | 7,513,775 | 5,706,739 | 6,379,716 | 8,740,000 | 8,740,000 | 8,740,000 |
| Central Services Fund | 3,585,384 | 4,126,194 | 4,439,000 | 5,322,900 | 5,322,900 | 5,322,900 |
| Insurance Services Fund | 1,124,944 | 1,010,414 | 960,000 | 815,500 | 815,500 | 815,500 |
| Equipment Fund | 2,595,978 | 2,556,264 | 2,659,000 | 2,497,250 | 2,497,250 | 2,497,250 |
| Cemetery Trust Fund | 689,069 | 712,517 | 730,000 | 694,000 | 694,000 | 694,000 |
| Total City Components | 70,537,778 | 78,267,029 | 83,359,982 | 84,084,070 | 84,363,070 | 84,398,070 |
| Parks and Recreation Component | | | | | | |
| Parks and Recreation Fund | 5,497,349 | 6,080,254 | 4,774,000 | 4,855,444 | 5,060,444 | 5,060,444 |
| Ashland Youth Activities Levy Fund | 1,239,163 | 1,771,705 | 1,879,000 | 1,908,000 | 1,908,000 | 1,908,000 |
| Parks Capital Improvements Fund | 818,898 | 458,000 | 372,000 | 409,000 | 409,000 | 409,000 |
| Golf Course Fund | 198,464 | - | - | - | - | - |
| Total Parks Components | 7,753,874 | 8,309,959 | 7,025,000 | 7,172,444 | 7,377,444 | 7,377,444 |
| Total City | \$ 78,291,652 | \$ 86,576,988 | \$ 90,384,982 | \$ 91,256,514 | \$ 91,740,514 | \$ 91,775,514 |

resources summary by classification

| RESOURCE SUMMARY | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Proposed | 2003 Approved | 2003 Adopted |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Revenues: | | | | | | |
| Taxes | \$ 11,071,923 | \$ 12,545,394 | \$ 13,709,000 | \$ 14,654,244 | \$ 14,654,244 | \$ 14,654,244 |
| Licenses and Permits | 780,709 | 865,019 | 1,089,000 | 1,203,100 | 1,203,100 | 1,203,100 |
| Intergovernmental Revenues | 1,821,753 | 8,010,323 | 3,265,043 | 3,160,900 | 3,439,900 | 3,439,900 |
| Charges for Services | 23,819,141 | 24,996,542 | 29,217,516 | 30,813,355 | 30,813,355 | 30,848,355 |
| Fines and Forfeitures | 163,949 | 121,919 | 245,000 | 108,000 | 108,000 | 108,000 |
| Assessment Payments | 259,002 | 164,263 | 127,000 | 150,200 | 150,200 | 150,200 |
| Interest on Investments | 1,432,126 | 2,311,832 | 1,526,200 | 909,400 | 909,400 | 909,400 |
| Miscellaneous Revenues | 292,052 | 1,056,237 | 262,000 | 430,125 | 430,125 | 430,125 |
| Total Revenues | 39,640,655 | 50,071,529 | 49,440,759 | 51,429,324 | 51,708,324 | 51,743,324 |
| Budgetary Resources: | | | | | | |
| Working Capital Carryover | 21,397,162 | 28,673,355 | 27,545,323 | 23,723,190 | 23,723,190 | 23,723,190 |
| Other Financing Sources | 13,704,293 | 3,178,874 | 4,839,900 | 3,393,000 | 3,393,000 | 3,393,000 |
| Interfund Loan | 2,174,448 | 4,246,250 | 7,600,000 | 11,850,000 | 11,850,000 | 11,850,000 |
| Operating Transfers In | 1,375,094 | 406,980 | 959,000 | 861,000 | 1,066,000 | 1,066,000 |
| Total Budgetary Resources | 38,650,997 | 36,505,459 | 40,944,223 | 39,827,190 | 40,032,190 | 40,032,190 |
| Total Resources | \$ 78,291,652 | \$ 86,576,988 | \$ 90,384,982 | \$ 91,256,514 | \$ 91,740,514 | \$ 91,775,514 |



Charges for Services are 59.6% 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% of all Charges for Services. The second largest category is Taxes or 28.3% of total revenues. Property Taxes, \$7 million accounts for 48% of tax revenues.

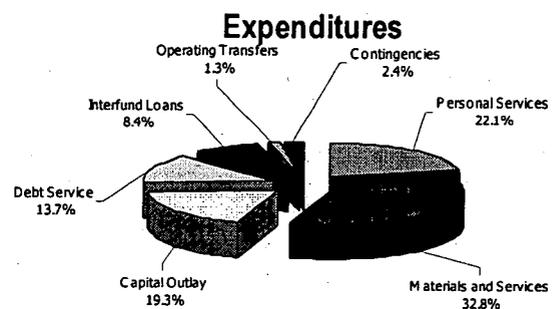


Budgetary Resources consist of Carryover, Loans and Transfers between funds, and Borrowings from outside sources. These categories account for \$40 million or 43.6% of \$91.8 million budget. Working Capital Carryover (the beginning equity of the City) accounts for 59.3% of Resources, while borrowings both Interfund and from outside entities accounted for most of the remainder.

requirements summary by classification

| REQUIREMENTS BY CLASSIFICATION | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Proposed | 2003 Approved | 2003 Adopted |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Operating Expenditures | | | | | | |
| Personal Services | \$ 13,243,903 | \$ 14,378,942 | \$ 16,093,464 | \$ 17,118,755 | \$ 17,425,965 | \$ 17,425,965 |
| Materials and Services | 16,968,470 | 20,591,916 | 25,699,636 | 25,503,313 | 25,841,313 | 25,916,313 |
| Debt Service | 2,475,661 | 3,208,732 | 6,184,350 | 10,826,820 | 10,826,820 | 10,826,820 |
| Total Operating Expenditures | 32,688,034 | 38,179,590 | 47,977,450 | 53,448,888 | 54,094,098 | 54,169,098 |
| Capital Construction | | | | | | |
| Capital Outlay | 12,972,827 | 14,431,240 | 22,556,949 | 15,222,214 | 15,207,214 | 15,207,214 |
| Budgetary Requirements | | | | | | |
| Interfund Loans | 1,195,589 | 3,050,661 | 4,500,000 | 6,625,000 | 6,625,000 | 6,625,000 |
| Operating Transfers | 1,423,415 | 406,980 | 864,000 | 861,000 | 1,066,000 | 1,066,000 |
| Contingencies | - | - | 4,118,000 | 1,918,000 | 1,918,000 | 1,918,000 |
| Unappropriated Ending Fund | 30,011,787 | 30,508,517 | 10,368,583 | 13,181,412 | 12,830,202 | 12,790,202 |
| Total Budgetary Requirements | 32,630,791 | 33,966,158 | 19,850,583 | 22,585,412 | 22,439,202 | 22,399,202 |
| Total Requirements | \$ 78,291,652 | \$ 86,576,988 | \$ 90,384,982 | \$ 91,256,514 | \$ 91,740,514 | \$ 91,775,514 |

Personal Services increased 8.2%. An increase of positions and health care cost are reflected in the budget. Materials and Services increased .8%, reflecting the reduction in wholesale power costs. Capital Outlay, while accounting for 19.3% of the current budget decreased by 33% over the prior budget.



Overview

The total budget of \$91.8 million increased \$1.4 million over last year's total budget of \$90.4 million.

The Requirement Summary by Department totals \$69.3 million on the following page. The Summary shows that the largest increase in requirements is \$2.5 million in the Electric Department. The largest decrease in requirements is \$4.3 million in Finance and is associated with debt service and capital projects.

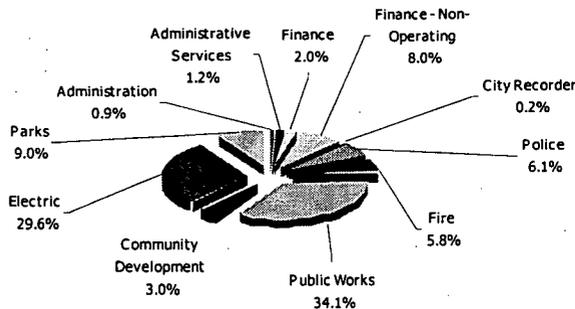
Fund related requirements totaling \$22.4 million are segregated at the bottom of the presentation. The most significant changes are the increase in interfund loans for operational purposes and fund balance for projects.

requirements summary by department

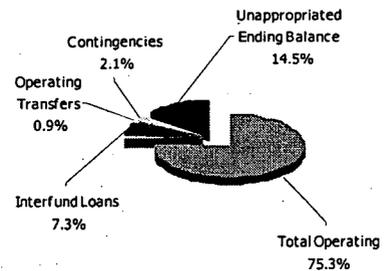
| REQUIREMENTS BY DEPARTMENT | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Proposed | 2003 Approved | 2003 Adopted |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Administration and Legal | \$ 716,220 | \$ 624,806 | \$ 694,373 | \$ 610,200 | \$ 610,200 | \$ 610,200 |
| Administrative Services (3) | 908,332 | 1,359,110 | 1,383,947 | 804,440 | 835,650 | 835,650 |
| Finance (5) | 1,611,761 | 1,799,086 | 1,882,150 | 1,420,585 | 1,420,585 | 1,420,585 |
| Finance - Non-Operating (5) | 1,728,159 | 2,380,492 | 9,857,325 | 5,584,225 | 5,584,225 | 5,584,225 |
| City Recorder | 102,747 | 113,158 | 141,700 | 162,190 | 162,190 | 162,190 |
| Municipal Court (4) | 210,265 | 216,467 | 261,468 | - | - | - |
| Police | 3,281,375 | 3,409,014 | 4,105,250 | 4,244,566 | 4,244,566 | 4,244,566 |
| Fire | 2,882,603 | 3,198,047 | 3,516,400 | 3,996,845 | 4,056,845 | 4,056,845 |
| Public Works (2) | 13,838,237 | 17,167,831 | 22,910,854 | 23,616,020 | 23,616,020 | 23,651,020 |
| Community Development | 1,241,321 | 1,386,495 | 1,904,782 | 1,732,000 | 2,011,000 | 2,051,000 |
| Senior (1) | 97,879 | 86,931 | - | - | - | - |
| Electric | 13,199,003 | 13,925,871 | 18,003,450 | 20,458,881 | 20,513,881 | 20,513,881 |
| Subtotal | 39,817,902 | 45,667,308 | 64,661,699 | 62,629,952 | 63,055,162 | 63,130,162 |
| Parks | 5,803,708 | 6,943,524 | 5,872,700 | 6,041,150 | 6,246,150 | 6,246,150 |
| Total Operating | 45,621,610 | 52,610,832 | 70,534,399 | 68,671,102 | 69,301,312 | 69,376,312 |
| Interfund Loans | 1,195,589 | 3,050,661 | 4,500,000 | 6,625,000 | 6,625,000 | 6,625,000 |
| Operating Transfers | 1,462,666 | 406,980 | 864,000 | 841,000 | 1,066,000 | 1,066,000 |
| Contingencies | - | - | 4,118,000 | 1,918,000 | 1,918,000 | 1,918,000 |
| Unappropriated Ending Balance | 30,011,787 | 30,508,517 | 10,368,583 | 13,201,412 | 12,830,202 | 12,790,202 |
| Total Non-departmental | 32,670,042 | 33,966,158 | 19,850,583 | 22,585,412 | 22,439,202 | 22,399,202 |
| Total Requirements by Department | \$ 78,291,652 | \$ 86,576,990 | \$ 90,384,982 | \$ 91,256,514 | \$ 91,740,514 | \$ 91,775,514 |

- (1) Senior Program reclassified as a part of Administrative Services.
- (2) LID's and Transportation reclassified as a part of Public Works.
- (3) Conservation Divisions reclassified as a part of Electric.
- (4) Municipal Court reclassified as a part of Administrative Services.
- (5) Band Division and Insurance Services reclassified as a part of Finance - Non-Operating.

Total Operating Budget



Total Budget



Overview

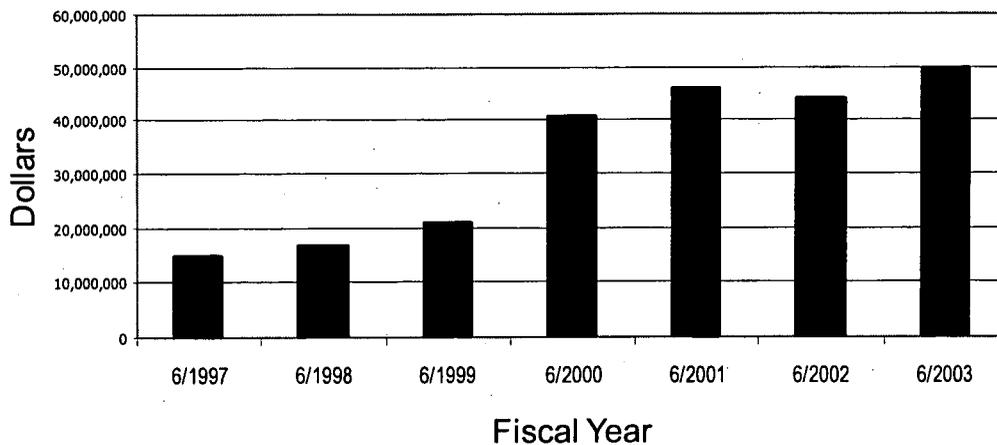
The proposed budget includes the payment of all current debt obligations of the City. Included are the financing of \$400,000 in Local Improvement District bonds, \$2.94 million in water revenue bonds for projects, \$500,000 for additional wastewater treatment plant improvements. Also included in this budget is \$6.625 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 \$1,432,928,280 on June 30, 2002, this computes to a limit of \$42,987,848. The City has \$39,787,480 of available Legal Debt Margin.

DEBT SUMMARY

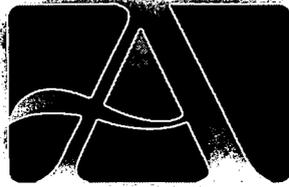
| Fund | Debt Instrument | June 30, 2002 | Retirements | New Debt | June 30, 2003 |
|------------------------------|-----------------------------------|----------------------|---------------------|----------------------|----------------------|
| City Component | | | | | |
| Debt Service Fund | 1996 Limited Tax Assessment Bonds | \$ 55,000 | \$ 55,000 | \$ - | \$ - |
| Debt Service Fund | 2001 Limited Tax Assessment Bonds | - | - | 386,900 | 386,900 |
| Debt Service Fund | 1997 Flood Restoration Bonds | 810,000 | 60,000 | - | 750,000 |
| Debt Service Fund | 2000 Flood & Fire Station Bonds | 3,035,000 | 110,000 | - | 2,925,000 |
| Debt Service Fund | Parking Lot Notes | 30,400 | 6,346 | - | 24,054 |
| Debt Service Fund | Open Space Land Notes | 539,453 | 143,635 | - | 395,818 |
| Debt Service Fund | Open Space Land Assessments | 38,800 | 19,800 | - | 19,000 |
| Debt Service Fund | Hospital Land Notes | 285,359 | 13,473 | - | 271,886 |
| Debt Service Fund | OSF Parking Structure | 900,000 | 12,446 | - | 887,554 |
| Debt Service Fund | Hillah Financing | 1,500,000 | - | - | 1,500,000 |
| Water Fund | 1977 Water Bonds | 145,000 | 20,000 | - | 125,000 |
| Water Fund | 1992 Water Refunding Bond | 230,050 | 177,500 | - | 52,550 |
| Water Fund | 1994 Water Revenue Bonds | 2,910,000 | 155,000 | - | 2,755,000 |
| Water Fund | 1997 Water Refunding Bond | 1,440,000 | 115,000 | - | 1,325,000 |
| Water Fund | 2002 Water Revenue Bonds | - | 150,000 | 2,943,000 | 2,793,000 |
| Wastewater Fund | State Revolving Fund | 23,420,068 | 426,859 | 500,000 | 23,493,209 |
| Electric Fund | 1992 Electric Refunding Bond | 94,950 | 72,500 | - | 22,450 |
| Telecommunications Fund | Interfund Loan | 4,500,000 | 4,500,000 | 6,625,000 | 6,625,000 |
| Telecommunications Fund | Capital Loan | 5,700,000 | 100,000 | - | 5,600,000 |
| Total City Component | | 45,634,080 | 6,137,559 | 10,454,900 | 49,951,421 |
| Parks Component | | | | | |
| Golf | Assessment Payments | 13,400 | 7,000 | - | 6,400 |
| Total Parks Component | | 13,400 | 7,000 | - | 6,400 |
| Total Budget | | \$ 45,647,480 | \$ 6,144,559 | \$ 10,454,900 | \$ 49,957,821 |

Budgeted Indebtedness



debt summary by type

| Summary by Type | June 30, 2002 | Retirements | New Debt | June 30, 2003 |
|--------------------------------|----------------------|--------------------|-------------------|----------------------|
| External Obligations: | | | | |
| General Obligation Bonds | 5,755,000 | 555,000 | | 5,200,000 |
| Revenue Bonds, Loans and Notes | 33,530,068 | 831,859 | 3,443,000 | 36,141,209 |
| Notes Payable | 1,755,212 | 175,900 | | 1,579,312 |
| Limited Tax Obligation Bonds | 55,000 | 55,000 | 386,900 | 386,900 |
| | 41,095,280 | 1,617,759 | 3,829,900 | 43,307,421 |
| Internal Obligations: | | | | |
| Interfund Loans | 4,500,000 | 4,500,000 | 6,625,000 | 6,625,000 |
| Assessment Payments | 52,200 | 26,800 | - | 25,400 |
| Total Obligations | 45,647,480 | 6,144,559 | 10,454,900 | 49,957,821 |



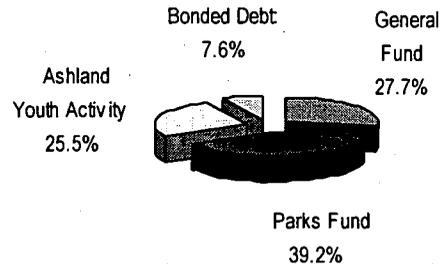
Overview

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 2003 is \$5.35740, which is the same as the prior year. The proposed property tax rate for the General Fund and Parks Fund portion is equal to last year's rate.

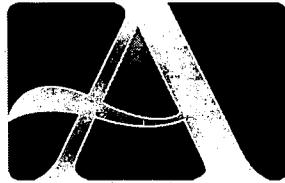
The City of Ashland levies property taxes for the funds and activities in the amounts shown in the table below.

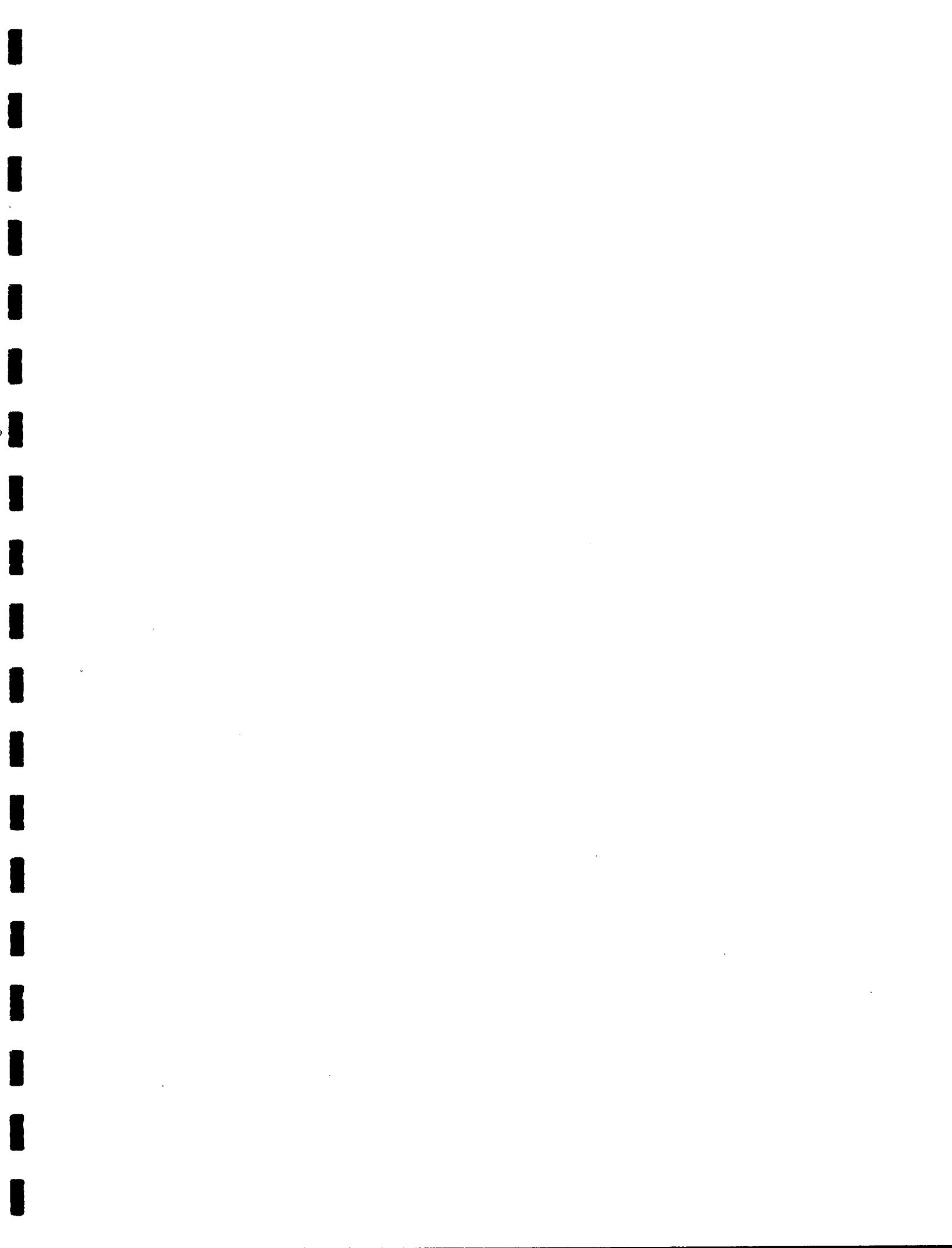
| | Amount Authorized 02-03 | Unused Authority | Proposed Levy 02-03 | Estimated Uncollectable | Estimated Current Year Taxes | Estimated Tax Rate |
|------------------------------------|-------------------------------|---------------------|---------------------------|----------------------------|------------------------------------|-----------------------|
| Permanent: | | | | | | |
| General Fund | 2,825,000 | 673,000 | 2,152,000 | 172,000 | 1,980,000 | 1.47170 |
| Parks Fund | 3,440,000 | 399,000 | 3,041,000 | 325,056 | 2,715,944 | 2.09250 |
| | 6,265,000 | 1,072,000 | 5,193,000 | 497,056 | 4,695,944 | 3.56420 |
| Local Option Levies: | | | | | | |
| Ashland Youth Activity | 1,977,000 | | 1,977,000 | 189,000 | 1,788,000 | 1.38000 |
| Bonded Debt: | | | | | | |
| 1982 Water Bond Levy | 132,000 | 49,000 | 83,000 | 7,000 | 76,000 | 0.05790 |
| 1992 Water Bond Levy | 261,000 | 161,000 | 100,000 | 8,000 | 92,000 | 0.06980 |
| 1997 Flood Restoration Bonds | 107,000 | 2,000 | 105,000 | 8,000 | 97,000 | 0.07330 |
| 2000 Fire Station\Flood Bonds Bond | 304,000 | - | 304,000 | 24,000 | 280,000 | 0.21220 |
| | 804,000 | 212,000 | 592,000 | 47,000 | 545,000 | 0.41320 |
| Total | 9,046,000 | 1,284,000 | 7,762,000 | 733,056 | 7,028,944 | 5.35740 |
| Estimated Valuation | 1,432,928,280 | | | | | |

Distribution of 2002-03 Property Taxes



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.







CITY OF
ASHLAND

2003- 2008 CONSTRUCTION YEARS
 CAPITAL IMPROVEMENTS PLAN

TRANSPORTATION

| | |
|--|------|
| Siskiyou Boulevard | 2-7 |
| Siskiyou Boulevard, Gresham Street, Third Street, Lithia Way Intersection Way Redesign | 2-8 |
| Highway 66 - Siskiyou Boulevard to Faith Avenue Pedestrian Improvements | 2-9 |
| Rogue Valley Transit District Bus Shelters | 2-10 |
| Railroad Crossing Improvements at Hersey & Laurel Street | 2-11 |
| Water Street Bridge Flood Restoration | 2-12 |
| East Main Street - 7th Street to N. Mountain Avenue Per PMS | 2-13 |
| A Street - 1st Street to 3rd Street Per PMS | 2-14 |
| Central Ashland Bikeway Phase 2 | 2-15 |
| North Tolman Creek Road Bikelane Improvements | 2-16 |
| Oak Street - Lithia Way to Railroad Tracks Per PMS | 2-17 |
| Granite Street - Nutley Street to Parks Office Per PMS | 2-18 |
| Tolman Creek Road & Siskiyou Boulevard Intersection Safety Improvements | 2-19 |
| Oak & Hersey Streets Intersection Signal | 2-20 |
| North Main Street & Wimer Street Safety Improvements | 2-21 |
| Downtown Plan Phase II | 2-22 |
| Nevada Street Extension & Bridge Construction Bear Creek To Mountain Avenue | 2-23 |
| Sidewalks - Mountain Avenue | 2-24 |
| Downtown Safety Improvements | 2-25 |
| Sidewalks - Laurel Street | 2-26 |
| Sidewalks - Schools Routes (Nevada Street) | 2-27 |
| Miscellaneous Concrete Improvements | 2-28 |
| Strawberry Lane Project | 2-29 |
| Tolman Creek Road Improvements | 2-30 |
| Walnut Street Improvements | 2-31 |
| Liberty Street Improvements | 2-32 |
| Plaza Avenue Improvements | 2-33 |
| Waterline Road Improvements | 2-34 |
| Clay Street Improvements | 2-35 |
| Miscellaneous Local Improvement District Projects | 2-36 |
| Entitlement Grant FAA/ODA | 2-37 |
| Airport Improvements Projects | 2-38 |
| Airport Hangar Construction | 2-39 |

**CITY OF
ASHLAND**

**2003- 2008 CONSTRUCTION YEARS
CAPITAL IMPROVEMENTS PLAN**

WATER

| | |
|---|------|
| Hosler Dam Warning System | 2-40 |
| Hosler Dam Transmission Line - Immediate Repairs | 2-41 |
| Hosler Dam Transmission Line Replacement From Reeder to Plant | 2-42 |
| Additional Lost Creek Water Rights | 2-43 |
| Water Treatment Plant Filter Improvements | 2-44 |
| Water Treatment Plant New Filters 7 & 8 | 2-45 |
| Sludge Lagoon Improvements | 2-46 |
| Hosler Dam Security & Telemetry | 2-47 |
| Ashland Street Main Line Replacement Phase 2 | 2-48 |
| Granite Street From Nutley to Parks Department Waterline Replacement | 2-49 |
| Main Feeder Line Replacement Water Treatment Plant to Crowson Reservoir | 2-50 |
| New Fire Flow Distribution Reservoir | 2-51 |
| Miscellaneous Waterline Replacements Per the Water Master Plan | 2-52 |

WASTEWATER

| | |
|--|------|
| Wastewater Treatment Plant - Membrane Facility | 2-53 |
| Wastewater Treatment Plant - Biosolids Centrifuge | 2-54 |
| Collection System Master Plan Update | 2-55 |
| Granite Street - Pioneer to Parks Office Wastewater Line Replacement | 2-56 |
| Bear Creek Inteceptor | 2-57 |
| Pump Station Telemetry Updates | 2-58 |
| North Main Pump Station Replacement | 2-59 |
| Collection System Main Line Upsizing | 2-60 |

STORM DRAIN

| | |
|--|------|
| Bridge Street - Lee to Siskiyou (SOU Easement) | 2-61 |
| Strawberry, Nutley, Alnutt Storm Drain Improvements | 2-62 |
| Upsize Friendship Circle Storm Drain | 2-63 |
| Install Storm Drain at the North End of Ashland at the Billings Property | 2-64 |
| Water Quality Improvements - Basins/ Riparians | 2-65 |
| Beach Creek Drainage Improvements | 2-66 |
| Walker Avenue Storm Drain Parker Street to Homes Avenue | 2-67 |

ELECTRIC/ AFN

| | |
|--|------|
| Install New Services & Transformers | 2-68 |
| Underground Electric & AFN Utility Line Installation | 2-69 |
| Distribution and Cable Equipment | 2-70 |

**CITY OF
ASHLAND**

**2003- 2008 CONSTRUCTION YEARS
CAPITAL IMPROVEMENTS PLAN**

ADMINISTRATION

| | |
|--|------|
| Community Development & Engineering Services Building Reconstruction (Hillah Temple) | 2-71 |
| Ashland Public Library Expansion Project | 2-72 |
| Police Parking Lot | 2-73 |
| Maintenance Yard Roof Extension/ Sweeper Washdown | 2-74 |
| Fire Station No. 1 Reconstruction | 2-75 |
| Police Department Building Improvements | 2-76 |
| B Street Yard Covered Storage | 2-77 |
| Fire Station No. 2 Reconstruction | 2-78 |
| Geographic Information System Updates | 2-79 |
| Water Plant Phone/ Computer /AFN Connections | 2-80 |

PARKS & RECREATION

| | |
|--|------|
| Open Space Acquisition | 2-81 |
| Calle Stairway Improvements | 2-82 |
| Neighborhood Park Development | 2-83 |
| Athletic Field Development | 2-84 |
| Park Infrastructure Improvements | 2-85 |

City of Ashland

Capital Improvements Plan 2003-2008

Construction Years

| Project Description | 2002-03 | 2003-04 | 2004-05 | 2005-06 | 2006-07 | 2007-08 | FY03-08 TOTAL Cost |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| | FY03 | FY04 | FY05 | FY06 | FY07 | FY08 | FY03-08 Totals |
| TRANSPORTATION | | | | | | | |
| Siskiyou Blvd | \$1,315,000 | \$692,000 | | | | | \$2,007,000 |
| Siskiyou, Gresham, 3rd, Lithia Way Intersection | \$500,000 | \$150,000 | | | | | \$650,000 |
| Ashland Street (Hwy 66) Improv; Siskiyou to Faith | \$415,400 | | | | | | \$415,400 |
| Bus Shelters (combine with Siskiyou) | | \$240,000 | | | | | \$240,000 |
| RR Crossing Improvements - Hersey and Laurel | \$230,000 | | | | | | \$230,000 |
| Water Street Bridge - Flood Restoration (FAU) | \$250,000 | | | | | | \$250,000 |
| E. Main Street- 7th to N. Mt (per PMS) | \$90,000 | | | | | | \$90,000 |
| A Street - 1st to 3rd (per PMS) | | \$30,000 | | | | | \$30,000 |
| Central Ashland Bikeway | | \$60,000 | \$600,000 | | | | \$660,000 |
| North Tolman Ck Road - Bikepath Improvements | | \$65,000 | | | | | \$65,000 |
| Oak Street; Lithia Way to RR Tracks (STP) | | \$75,000 | | | | | \$75,000 |
| Granite Street - Nutley to Parks Office (STP PMS) | | | | \$116,000 | | | \$116,000 |
| Tolman & Siskiyou Intersection Safety Imp (ODOT STIP) | | | | \$225,000 | | | \$225,000 |
| Signal Oak St\Hersey St Intersection | | | | | \$150,000 | | \$150,000 |
| N. Main/Wimer Intersection Safety Improvements (ODOT) | | | | | \$700,000 | | \$700,000 |
| Downtown Plan Phase II (ODOT STIP) | | | | | \$750,000 | \$750,000 | \$1,500,000 |
| Nevada Bridge Extension (Bear Ck to Mountain) (ODOT) | | | | | | \$2,200,000 | \$2,200,000 |
| Sidewalk - Mountain Av (East Main to Village Green) | \$45,000 | | | | | | \$45,000 |
| Downtown Safety Improvements | \$125,000 | | | | | | \$125,000 |
| Sidewalk - Laurel St (Hersey to Randy) | | \$125,000 | | | | | \$125,000 |
| Sidewalk - Nevada Street; Cambridge to Oak | | | \$200,000 | | | | \$200,000 |
| Misc Concrete - Sidewalk connections | \$40,000 | \$40,000 | | \$50,000 | \$50,000 | \$50,000 | \$230,000 |
| Subtotal | \$3,010,400 | \$1,477,000 | \$800,000 | \$391,000 | \$1,650,000 | \$3,000,000 | \$10,328,400 |
| Local Improvement Districts | | | | | | | |
| Note: Costs shown are total project costs, City portion varies (avg. 40%) | | | | | | | |
| Strawberry Lane Project (City - street piece only) | \$655,000 | | | | | | \$655,000 |
| Tolman Creek Road | \$150,000 | \$350,000 | | | | | \$500,000 |
| Walnut Street (paving) | | \$214,000 | | | | | \$214,000 |
| Liberty Street | | | \$75,000 | | | | \$75,000 |
| Plaza Avenue | | | \$72,000 | | | | \$72,000 |
| Waterline Road | | | \$204,000 | | | | \$204,000 |
| Clay Street (Siskiyou to Ashland) | | | | \$660,000 | | | \$660,000 |
| Misc. Projects (Larkin, Ohio, Peachy, Sunrise...) | | | | \$69,000 | \$70,000 | \$70,000 | \$209,000 |
| Subtotal | \$805,000 | \$564,000 | \$351,000 | \$729,000 | \$70,000 | \$70,000 | \$2,589,000 |
| TOTAL TRANSPORTATION | \$3,815,400 | \$2,041,000 | \$1,151,000 | \$1,120,000 | \$1,720,000 | \$3,070,000 | \$12,917,400 |

capital improvements plan

| Project Description | 2002-03 | 2003-04 | 2004-05 | 2005-06 | 2006-07 | 2007-08 | FY03-08 |
|---|--------------------|--------------------|--------------------|--------------------|------------------|------------------|------------------------------|
| | FY03 | FY04 | FY05 | FY06 | FY07 | FY08 | TOTAL Cost FY03-08 Totals |
| Water Supply | | | | | | | |
| Hosler Dam Warning System | \$75,000 | | | | | | \$75,000 |
| Transmission Line Foot of Dam | \$50,000 | | | | | | \$50,000 |
| Transmission Line (Reeder to Plant) | | \$550,000 | \$550,000 | | | | \$1,100,000 |
| Additional Lost Creek Water Rights | | | | \$450,000 | | | \$450,000 |
| TAP beyond Talent (to Ashland) | | | | | | | \$0 |
| subtotal supply | \$125,000 | \$550,000 | \$550,000 | \$450,000 | \$0 | \$0 | \$1,675,000 |
| Water Plant | | | | | | | |
| Water Treatment Plant Filter Improvements | \$80,000 | | \$80,000 | | | | \$160,000 |
| Filters 7 & 8 New | | \$65,000 | | \$400,000 | | | \$465,000 |
| Sludge Lagoon Improvements | | | \$200,000 | | | | \$200,000 |
| Hosler Dam security and telemetry | | | \$100,000 | | | | \$100,000 |
| subtotal plant | \$80,000 | \$65,000 | \$380,000 | \$400,000 | \$0 | \$0 | \$925,000 |
| Water Distribution | | | | | | | |
| Ashland Street Main Line Replacement Ph2 | \$360,000 | | | | | | \$360,000 |
| Waterline Replace - Granite; Nutley to Parks Office | | \$100,000 | | | | | \$100,000 |
| Main Feeder Line Plant to Crowson | | \$60,000 | \$600,000 | \$400,000 | | | \$1,060,000 |
| New Fire Flow Distribution Reservoir | \$115,000 | \$1,150,000 | \$1,000,000 | | | | \$2,265,000 |
| Waterline Replace - per Master Plan | | | \$100,000 | | | | \$100,000 |
| Waterline Replace - per Master Plan | | | | \$100,000 | | | \$100,000 |
| Crowson / Airport / E.Main Loop | | | | | \$100,000 | | \$100,000 |
| Benson Loop | | | | | | \$100,000 | \$100,000 |
| subtotal distribution | \$475,000 | \$1,310,000 | \$1,700,000 | \$500,000 | \$100,000 | \$100,000 | \$4,185,000 |
| TOTAL WATER | \$680,000 | \$1,925,000 | \$2,630,000 | \$1,350,000 | \$100,000 | \$100,000 | \$6,785,000 |
| WASTEWATER | | | | | | | |
| Wastewater Treatment Plant | | | | | | | |
| Treatment Plant - Membrane Facility | \$100,000 | | | | | | \$100,000 |
| Treatment Plant - Biosolids Centrifuge | \$3,200,000 | | | | | | \$3,200,000 |
| subtotal plant | \$3,300,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$3,300,000 |
| Wastewater Collection System | | | | | | | |
| Collection System Master Plan Update | \$25,000 | | | | | | \$25,000 |
| Granite Street (Pioneer to Parks Office) | \$75,000 | | | | | | \$75,000 |
| Bear Creek Interceptor-Nevada to Carol | \$60,000 | | | | | | \$60,000 |
| Bear Creek Interceptor-Fordyce to Walker | \$45,000 | \$230,000 | | | | | \$275,000 |
| Pump Station Telemetry Upgrades | \$60,000 | \$50,000 | | | | | \$110,000 |
| N. Main Pump Station Replacement | | \$85,000 | | | | | \$85,000 |
| Collection System Main Line Upsizing | | | | \$85,000 | \$85,000 | \$85,000 | \$255,000 |
| Bear Creek Interceptor-Tolman to Walker | | | | | \$30,000 | \$125,000 | \$155,000 |
| subtotal collection | \$265,000 | \$365,000 | \$0 | \$85,000 | \$115,000 | \$210,000 | \$1,040,000 |
| TOTAL WASTEWATER | \$3,565,000 | \$365,000 | \$0 | \$85,000 | \$115,000 | \$210,000 | \$4,340,000 |
| STORM DRAINS | | | | | | | |
| Bridge Street - Lee to Siskiyou (SOU Easement) | \$250,000 | | | | | | \$250,000 |
| Strawberry, Nutley, Alnutt Storm Drain Improvements | \$246,000 | | | | | | \$246,000 |
| Upsize Friendship Circle | \$50,000 | | | | | | \$50,000 |
| New SD line RR tracks at Billings Ranch | \$25,000 | \$120,000 | | | | | \$145,000 |
| Water Quality Improvements - Basins/Riparian | \$35,000 | \$35,000 | \$35,000 | \$35,000 | \$35,000 | \$35,000 | \$210,000 |
| Beach Creek Drainage Improvements - (Master Plan) | | \$200,000 | \$200,000 | \$200,000 | \$200,000 | \$200,000 | \$1,000,000 |
| Walker Avenue SD (Parker to Holmes) | | \$30,000 | \$250,000 | | | | \$280,000 |
| TOTAL STORM DRAINS | \$606,000 | \$385,000 | \$485,000 | \$235,000 | \$235,000 | \$235,000 | \$2,181,000 |

capitol improvements plan

| Project Description | 2002-03 | 2003-04 | 2004-05 | 2005-06 | 2006-07 | 2007-08 | FY03-08 TOTAL Cost |
|---|--------------------|------------------|------------------|--------------------|--------------------|------------------|--------------------|
| ELECTRIC | | | | | | | |
| | FY03 | FY04 | FY05 | FY06 | FY07 | FY08 | FY03-08 Totals |
| Install New Services & Transformers | \$508,000 | \$325,000 | \$325,000 | \$325,000 | \$325,000 | \$325,000 | \$2,133,000 |
| Underground Elec/AFN - Strawberry Lane | | \$210,000 | | | | | \$210,000 |
| Underground Elec/AFN - Siskiyou Blvd | | | \$180,000 | | | | \$180,000 |
| Underground Elec/AFN - Tolman Cr Road | | | | \$630,000 | | | \$630,000 |
| Underground Elec/AFN - Oak Street | | | | | \$112,000 | | \$112,000 |
| Underground Elec/AFN - Oak Knoll | | | | | | \$175,000 | \$175,000 |
| Subtotal Electric | \$508,000 | \$535,000 | \$505,000 | \$955,000 | \$437,000 | \$500,000 | \$3,440,000 |
| TELECOMMUNICATIONS | | | | | | | |
| Distribution / Cable Equipment | \$250,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$500,000 |
| Subtotal Telecommunications | \$250,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$50,000 | \$500,000 |
| TOTAL ELECTRIC/TELECOMMUNICATION | \$758,000 | \$585,000 | \$555,000 | \$1,005,000 | \$487,000 | \$550,000 | \$3,940,000 |
| ADMINISTRATION | | | | | | | |
| | FY03 | FY04 | FY05 | FY06 | FY07 | FY08 | FY03-08 Totals |
| City Facilities | | | | | | | |
| Hillah Temple | \$650,000 | | | | | | \$650,000 |
| Library Expansion | \$700,000 | | | | | | \$700,000 |
| Police Parking Lot | \$85,000 | | | | | | \$85,000 |
| Maint Yard Roof Sweeper Washdown | \$50,000 | | | | | | \$50,000 |
| Fire Station #1 | \$1,920,000 | \$730,000 | | | | | \$2,650,000 |
| Police Building Improvements | | | \$180,000 | | | | \$180,000 |
| B Street Yard Covered Storage | | | \$100,000 | | | | \$100,000 |
| Fire Station #2 | | | | \$1,000,000 | \$1,000,000 | | \$2,000,000 |
| Subtotal Facilities | \$3,405,000 | \$730,000 | \$280,000 | \$1,000,000 | \$1,000,000 | \$0 | \$6,415,000 |
| Technology | | | | | | | |
| GIS | \$15,000 | \$15,000 | \$15,000 | \$65,000 | \$15,000 | \$15,000 | \$140,000 |
| Phone/Computer/AFN to Water Plant | | \$30,000 | | | | | \$30,000 |
| Subtotal Technology | \$15,000 | \$45,000 | \$15,000 | \$65,000 | \$15,000 | \$15,000 | \$170,000 |
| TOTAL ADMINISTRATION | \$3,420,000 | \$775,000 | \$295,000 | \$1,065,000 | \$1,015,000 | \$15,000 | \$6,585,000 |
| AIRPORT | | | | | | | |
| Entitlement Grants FAA/ODA | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$900,000 |
| Taxiway Improvements (AIP Grant - 10% City match) | | \$500,000 | | | | | \$500,000 |
| Hangar Construction - PRIVATE | | | | | | | \$0 |
| Subtotal | \$150,000 | \$650,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$1,400,000 |
| TOTAL AIRPORT | \$150,000 | \$650,000 | \$150,000 | \$150,000 | \$150,000 | \$150,000 | \$1,400,000 |
| PARKS & RECREATION | | | | | | | |
| | FY03 | FY04 | FY05 | FY06 | FY07 | FY08 | FY03-08 Totals |
| Open Space Acquisition | \$200,000 | \$200,000 | \$200,000 | \$200,000 | \$200,000 | \$200,000 | \$1,200,000 |
| Calle Stairway Improvements | \$50,000 | | | | | | \$50,000 |
| Neighborhood Park Development | \$100,000 | \$162,000 | | | | | \$262,000 |
| Athletic Field Development | \$90,000 | \$70,000 | \$245,000 | | | | \$405,000 |
| Park Infrastructure Improvements | | | | \$125,000 | \$75,000 | | \$200,000 |
| TOTAL PARKS & RECREATION | \$440,000 | \$432,000 | \$445,000 | \$325,000 | \$275,000 | \$200,000 | \$2,117,000 |

Project Title: SISKIYOU BOULEVARD

Project Type: Transportation \ Public Safety

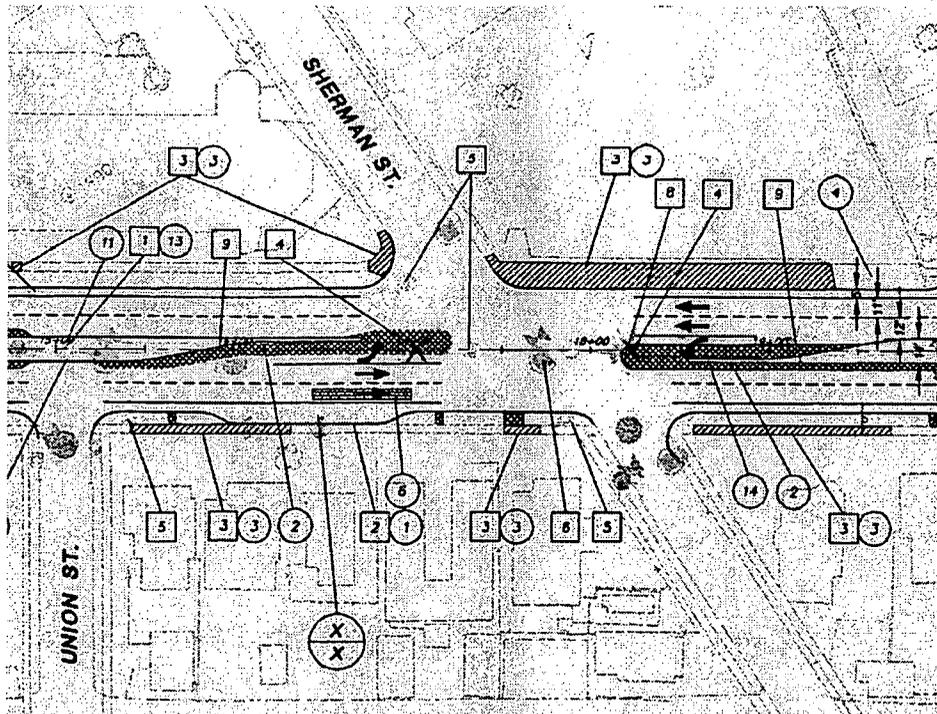
Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|----------------|---------------------|-----------------------------|--------------------|-------------|
| Funding Source | \$1,785,000 | ODOT Grant | Project Cost by Budget Year | Prior Years | \$300,000 |
| | <u>615,000</u> | Transportation SDCs | | 2003 | \$1,315,000 |
| | \$2,307,000 | | | 2004 | \$692,000 |
| | | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$2,307,000 | |

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 began in FY01 and completed at the end of FY02. Construction will begin in 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 addressed.

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



capitol improvements plan

Project Title: SISKIYOU BOULEVARD, GRESHAM STREET, THIRD STREET, LITHIA WAY INTERSECTION REDESIGN
Project Type: Transportation/ Public Safety
Department Responsible: Public Works Department / Engineering Division

| | | | | | |
|----------------|----------------|---------------|-----------------------------|------------------|-----------|
| Funding Source | \$500,000 | Grants (ODOT) | Project Cost by Budget Year | Prior Years | \$20,000 |
| | <u>170,000</u> | Street Fees | | 2003 | \$500,000 |
| | \$670,000 | | | 2004 | \$150,000 |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$670,000 | |

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. The project will be linked with Siskiyou Boulevard for design and construction. The design includes options for changing travel patterns at Gresham and Third, and will likely include a new traffic signal at E. Main Street. This project is being funded through a \$500,000 project grant from Oregon Transportation Initiative Act (2001).



| | |
|--------------------------------|--|
| Project Title: | HIGHWAY 66 - SISKIYOU BOULEVARD TO FAITH AVENUE PEDESTRIAN IMPROVEMENTS |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works \ Engineering Division |

| | | | |
|-----------------------|------------------------------|------------------------------------|------------------------|
| Funding Source | <u>\$450,000</u> ODOT Grants | Project Cost by Budget Year | Prior Years |
| | \$450,000 | | 2003 \$415,400 |
| | | | 2004 |
| | | | 2005 |
| | | | 2006 |
| | | | 2007 |
| | | | 2008 |
| | | | Total \$450,000 |

Project Description:

This project is being funded from the ODOT Access Management Grant Program. It includes median islands and left turn pockets in various locations throughout the project. The project also looks to address safety concerns and options to avoid conflicts in this area by combining and closing driveway accesses in a few locations. The project will also improve pedestrian crosswalks and if warranted, adds a signal with Normal Avenue being the most likely location.

Design began in FY02 and due to the expediency in which this project must be completed, the construction will be included in the Siskiyou Boulevard Improvement construction scheduled to begin in July 2002 and completed by March 2003.



capitil improvements plan

Project Title: ROGUEVALLEY TRANSIT DISTRICT BUS SHELTERS

Project Type: Transportation \ Public Safety

Department Responsible: Public Works \ Engineering Division

| | | | | | |
|----------------|----------------|-----------------|-----------------------------|------------------|-----------|
| Funding Source | \$60,000 | Street SDCs | Project Cost by Budget Year | Prior Years | |
| | 2,000 | Street Fees | | 2003 | \$240,000 |
| | <u>178,000</u> | FTA/ RVTD Grant | | 2004 | |
| | \$240,000 | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | 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 amenities such as 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: RAILROAD CROSSING IMPROVEMENTS AT HERSEY & LAUREL STREET

Project Type: Transportation \ Public Safety

Department Responsible: Public Works \ Engineering Division

| | | | | | |
|----------------|-----------|-------------|-----------------------------|--------------|------------------|
| Funding Source | \$230,000 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | \$230,000 | | | 2003 | \$230,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$230,000 |

Project Description:

This project includes the installation of automatic crossing gates on Laurel Street and Hersey Street at the railroad crossing. The angle of the railroad crossing through the center of a four way street intersection makes this crossing unusual in need of additional safety measures. Staff anticipates a review of safety for all railroad crossings. Staff will also look for funding opportunities from the Rail Division of ODOT.



Project Title: WATER STREET BRIDGE FLOOD RESTORATION

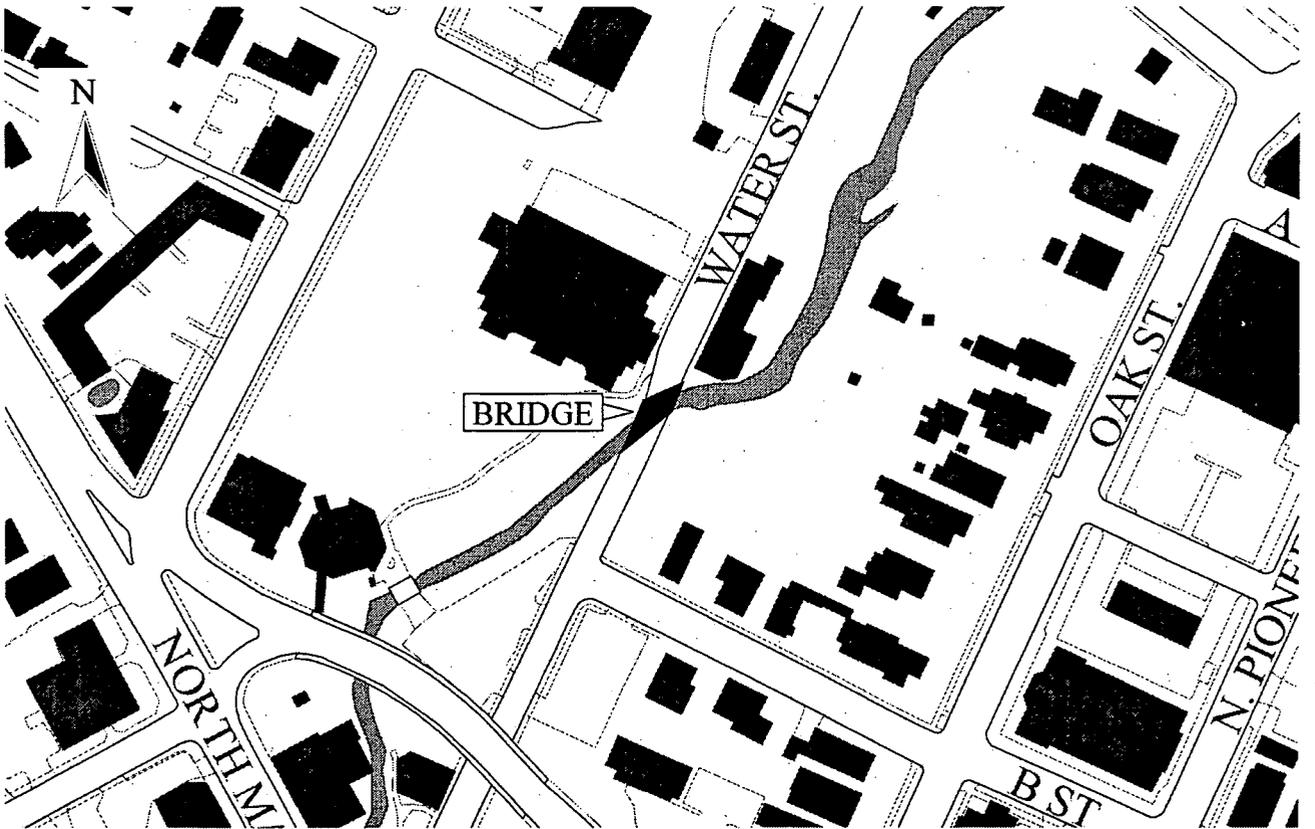
Project Type: Transportation \ Pulbic Safety

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|-----------|------------------|-----------------------------|------------------|-----------|
| Funding Source | \$330,000 | ODOT - STP Grant | Project Cost by Budget Year | Prior Years | |
| | 62,500 | Street SDCs | | 2003 | \$250,000 |
| | 7,500 | Street Fees | | 2004 | |
| | \$400,000 | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$400,000 | |

Project Description:

The Water Street Bridge is much undersized for the volume of water that must pass through for the 100 year flood volumes in Ashland Creek. Replace existing bridge including asphalt approaches, sidewalks, fish passage improvements and related storm drain system improvements. This project was identified in the 1998 OTAK report for post January 1997 flood improvement along Ashland Creek. Staff began design in FY02 using OTAK as the design engineer and secured agreements with ODOT for State Transportation Program (STP) funding through the fund exchange program. Construction may begin as early as Summer 2002.



Project Title: EAST MAIN STREET- 7TH STREET TO N. MOUNTAIN AVENUE PER PAVEMENT MANAGEMENT SYSTEM

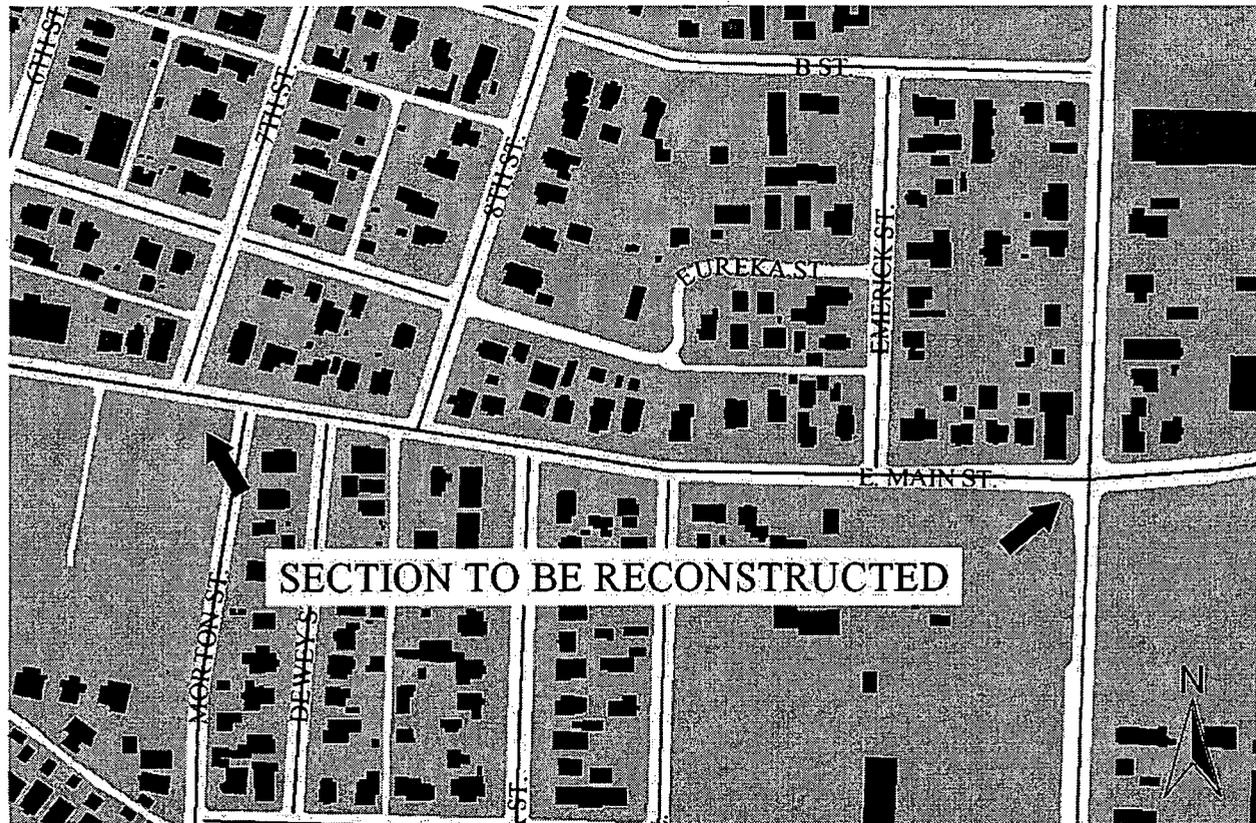
Project Type: Transportation \ Public Safety

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|----------|-------------|-----------------------------|--------------|-----------------|
| Funding Source | \$90,000 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | \$90,000 | | | 2003 | \$90,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$90,000 |

Project Description:

With the completion of the pavement management system (PMS) plan, the condition of all streets within Ashland has been evaluated. Staff has prioritized East Main Street based on its need for significant improvements and the fact that the use of East Main Street will increase with the work being completed on Siskiyou Boulevard. In essence, this street has failed and needs a complete pavement reconstruction and related curb, gutter and storm drain improvements. Work on this project began in FY02 with a different section of East Main and will be completed in FY03. It is anticipated that the City's street crew will complete the majority of this work.



capitol improvements plan

| | |
|-------------------------|--|
| Project Title: | A STREET- 1ST STREET TO 3RD STREET PER PAVEMENT MANAGEMENT SYSTEM |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|----------------|----------|-------------|-----------------------------|--------------|-----------------|
| Funding Source | \$30,000 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | \$30,000 | | | 2003 | |
| | | | | 2004 | \$30,000 |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$30,000 |

Project Description:

With the completion of the pavement management system (PMS) plan, the condition of all streets within Ashland has been evaluated. Staff prioritized A Street based on its need for significant improvements. In essence, this street needs major maintenance including crack sealing and an overlay, and may also include curb, gutter and storm drain improvements.



| | |
|--------------------------------|--|
| Project Title: | CENTRAL ASHLAND BIKEWAY PHASE 2 |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

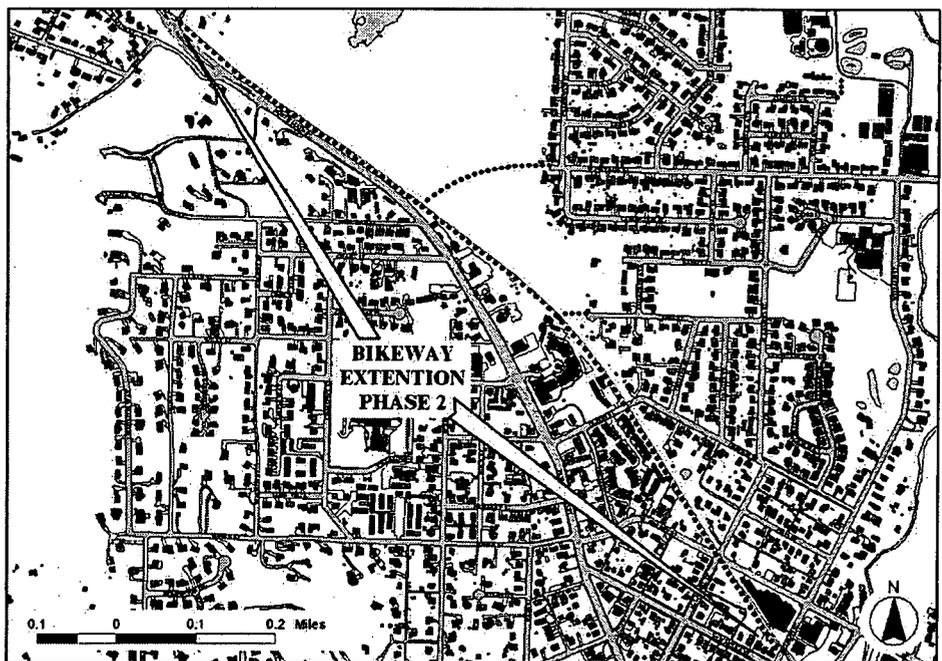
| | | | | | |
|-----------------------|-----------|-------------|------------------------------------|------------------|-----------|
| Funding Source | \$160,000 | Street SDCs | Project Cost by Budget Year | Prior Years | \$100,000 |
| | 100,000 | Street Fees | | 2003 | |
| | 500,000 | Grants | | 2004 | \$60,000 |
| | \$760,000 | | | 2005 | \$600,000 |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$760,000 | |

Project Description:

The Central Ashland Bikeway project began in 1997 and the first phase was completed in 1999, with a path constructed from the corner of Eighth and A Street to Tolman Creek Road near Mistletoe Road.

This second phase of the project is to extend the length of the bikepath to both the southeast and northwest 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 was to acquire needed rights of way along the railroad.

In FY02 staff completed negotiations with Central Oregon and Pacific Railroad to purchase an easement along the railroad right of way from Laurel Street to Jackson. The easement was purchased for \$100,000. Engineering design for this section is anticipated in 2004 with construction scheduled in 2005.



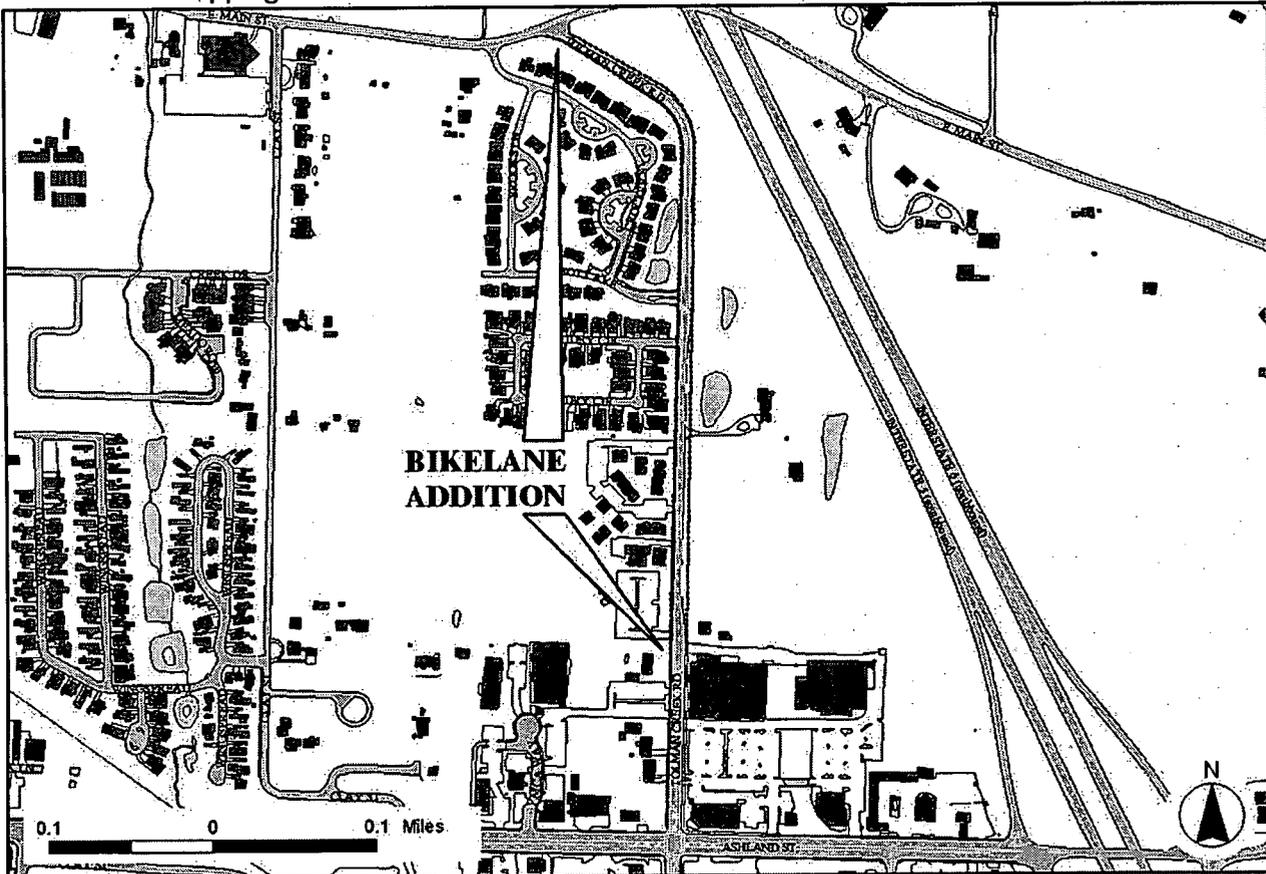
capitol improvements plan

| | |
|--------------------------------|--|
| Project Title: | NORTH TOLMAN CREEK ROAD BIKELANE IMPROVEMENTS |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|---------------|--|------------------------------------|-----------------|----------|
| Funding Source | \$42,000 | Jackson County (Jurisdiction Transfer Fee) | Project Cost by Budget Year | Prior Years | |
| | 6,000 | Street Fees | | 2003 | |
| | <u>17,000</u> | Street SDCs | | 2004 | \$65,000 |
| | \$65,000 | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$65,000 | |

Project Description:

With the completion of the improvements on the west side of Tolman Creek Road south of East Main Street the jurisdictional responsibility of that section of Tolman Creek Road was transferred from Jackson County to the City. The county paid a fee to help defray the costs of improving Tolman Creek Road to City Standards. This project would construct curbs, gutters and storm drains on the east side and construct bikelanes on both sides of Tolman Creek Road between East Main Street and the Albertson's Shopping area.



Project Title: OAK STREET - LITHIA WAY TO RAILROAD TRACKS PER PAVEMENT MANAGEMENT SYSTEM

Project Type: Transportation \ Public Safety

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|----------|-------------------|-----------------------------|-----------------|----------|
| Funding Source | \$25,000 | STP Funds (grant) | Project Cost by Budget Year | Prior Years | |
| | 50,000 | Street Fees | | 2003 | |
| | \$75,000 | | | 2004 | |
| | | | | 2005 | \$75,000 |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$75,000 | |

Project Description:

With the completion of the pavement management system (PMS) plan, the condition of all streets within Ashland has been evaluated. Staff has prioritized Oak 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.



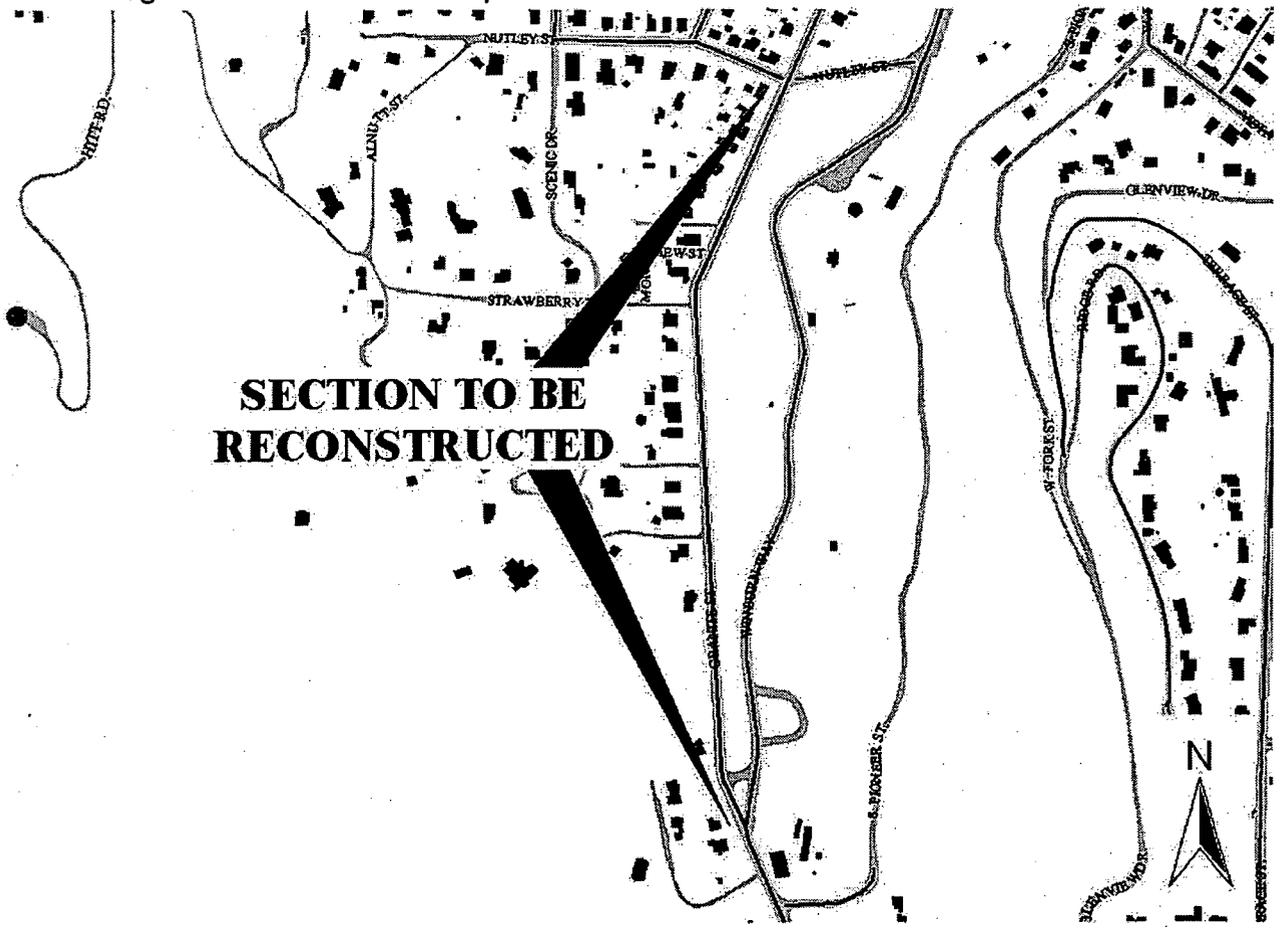
capitol improvements plan

| | |
|-------------------------|---|
| Project Title: | GRANITE STREET - NUTLEY TO PARKS OFFICE PER PAVEMENT MANAGEMENT SYSTEM |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|----------------|---------------|-------------------|-----------------------------|------------------|-----------|
| Funding Source | \$100,000 | STP Funds (Grant) | Project Cost by Budget Year | Prior Years | |
| | <u>16,000</u> | Street SDCs | | 2003 | |
| | \$116,000 | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | \$116,000 |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$116,000 | |

Project Description:

With the completion of the pavement management system (PMS) plan, the condition of all streets within Ashland has been evaluated. 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.

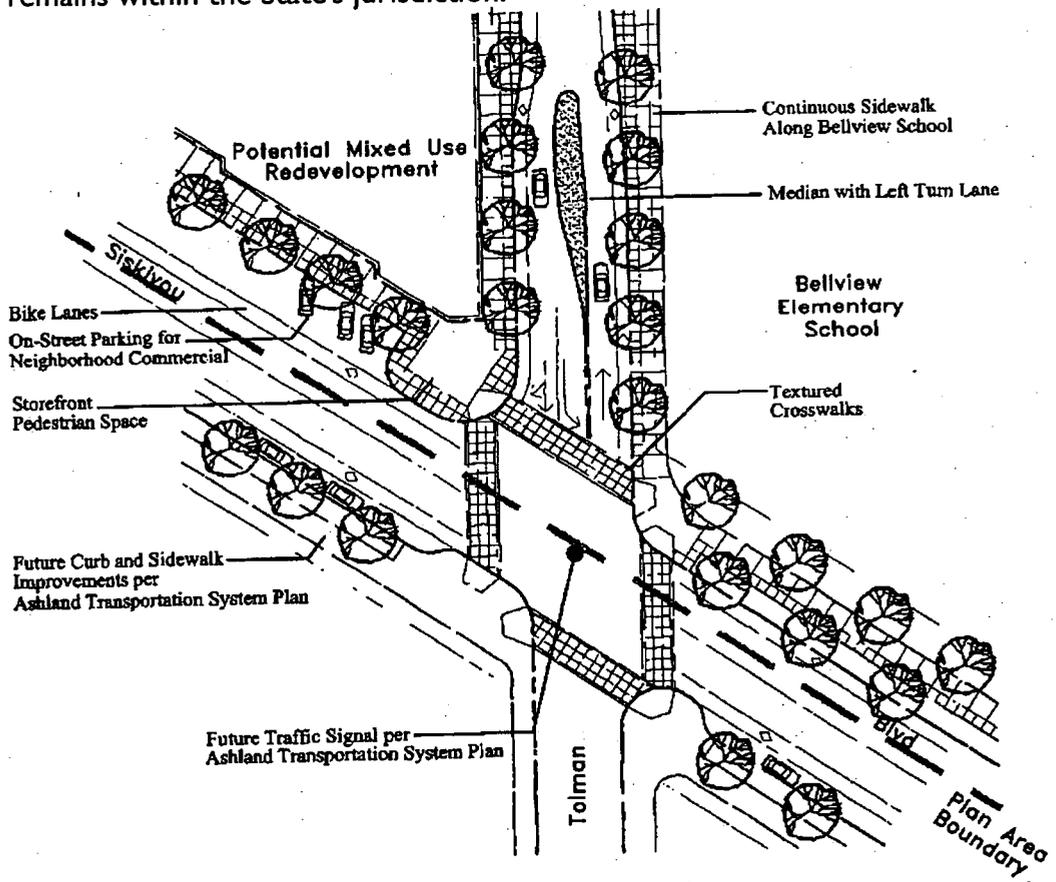


| | |
|--------------------------------|--|
| Project Title: | TOLMAN CREEK ROAD & SISKIYOU BOULEVARD INTERSECTION SAFETY IMPROVEMENTS |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|------------------|--------------|------------------------------------|--------------------|-----------|
| Funding Source | \$50,000 | Street SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>175,000</u> | Grants | | 2003 | |
| | \$225,000 | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | \$225,000 |
| | | | | 2007 | |
| | | | | 2008 | |
| | | Total | \$225,000 | | |

Project Description:

The intersection of Tolman Creek Road and Siskiyou Boulevard is scheduled for partial improvement with the Tolman Creek Local Improvement District. The full intersection improvements including a possible traffic signal is scheduled for 2006. The partial improvements which include lane channelization on Tolman Creek Road is scheduled to begin construction in late 2003. Staff has applied for funding for this project through the State Transportation Improvement Program (STIP). This section of Siskiyou Boulevard remains within the State's jurisdiction.

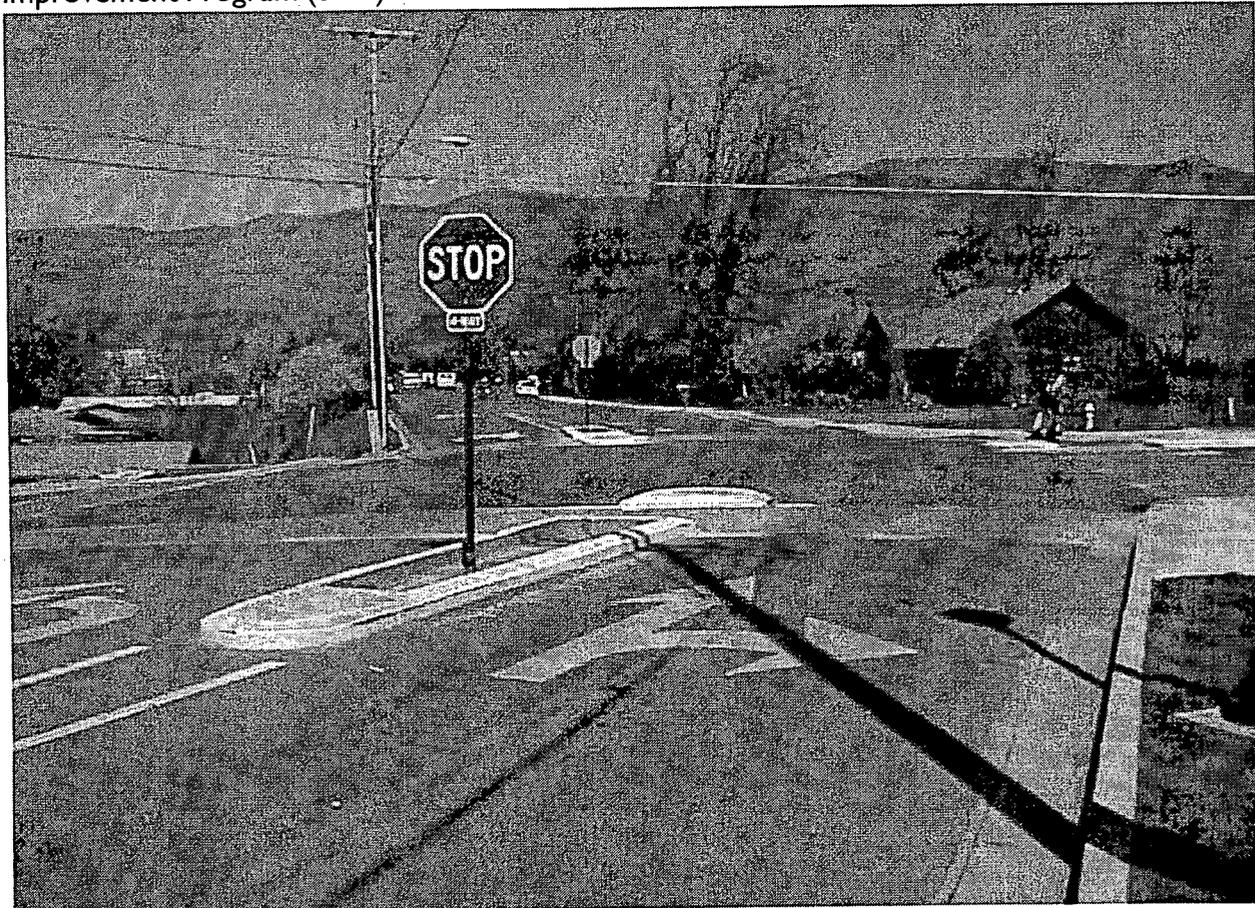


Project Title: OAK & HERSEY STREETS INTERSECTION SIGNAL
Project Type: Transportation \ Public Safety
Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|-----------|------------------|-----------------------------|--------------|------------------|
| Funding Source | \$60,000 | Street SDCs | Project Cost by Budget Year | Prior Years | |
| | 90,000 | Street Fees SDCs | | 2003 | |
| | \$150,000 | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | \$150,000 |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$150,000 |

Project Description:

This project is planned as the traffic on both Oak Street and Hersey Street increase 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. Staff has applied for ODOT funding for this project under the State Transportation Improvement Program (STIP).



Project Title: NORTH MAIN STREET & WIMER STREET
INTERSECTION SAFETY IMPROVEMENTS

Project Type: Transportation \ Public Safety

Department Responsible: Public Works Department \ Engineering Division

Funding Source

\$105,000 Street SDCs
 45,000 Street Fees/Rates
550,000 ODOT Grant
 \$700,000

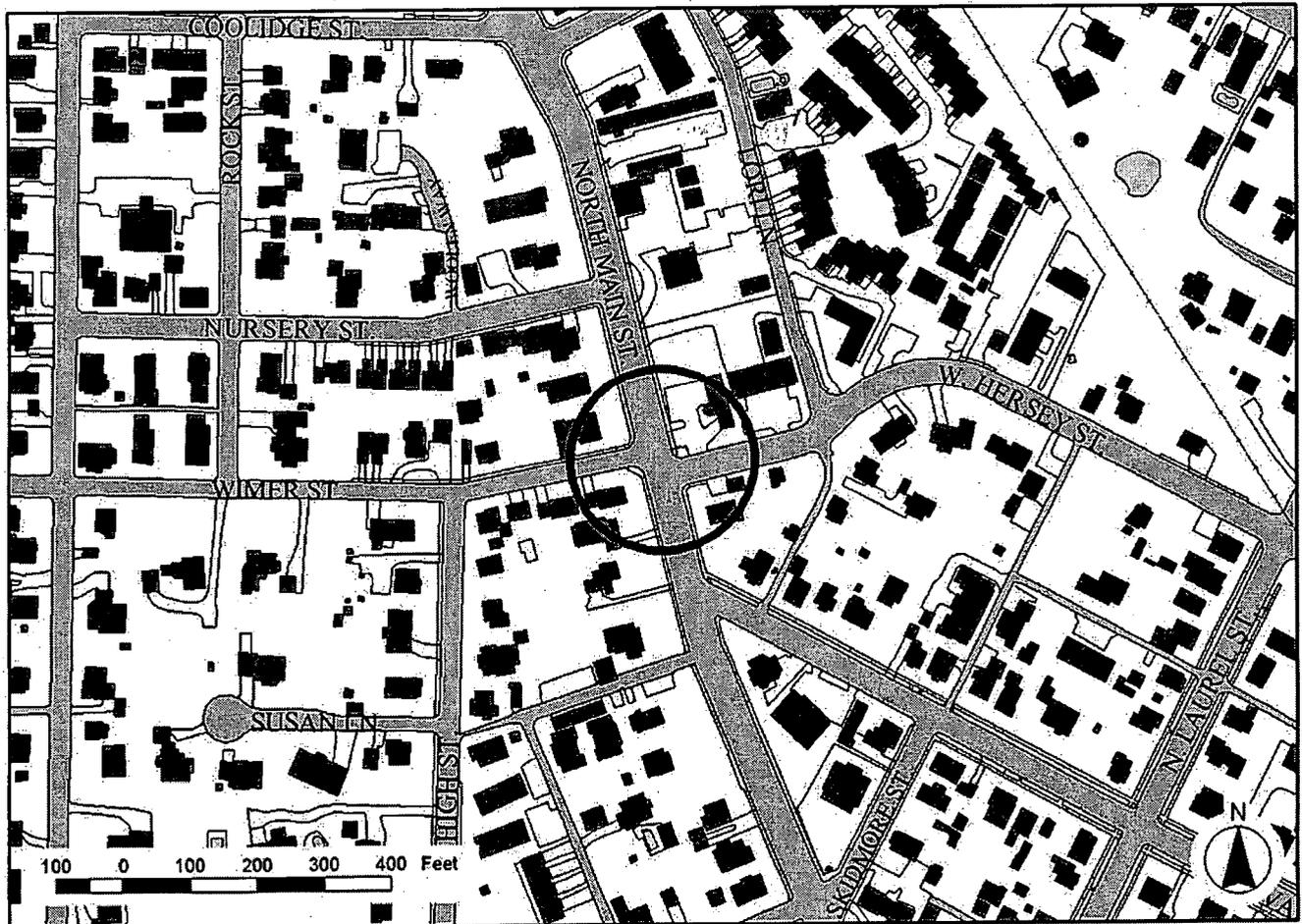
Project Cost by Budget Year

Prior Years

| | |
|--------------|------------------|
| 2003 | |
| 2004 | |
| 2005 | |
| 2006 | |
| 2007 | \$700,000 |
| 2008 | |
| Total | \$700,000 |

Project Description:

Because of the offset design of the Hersey Street, Wimer Street, N. Main Street intersection, it has become one of our most accident prone intersections. This project will realign the two minor streets to form a standard four leg intersection. This portion of North Main Street is within State jurisdiction.



capital improvements plan

| | |
|--------------------------------|--|
| Project Title: | DOWNTOWN PLAN PHASE II |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|------------------|-------------|------------------------------------|--------------------|--|
| Funding Source | \$500,000 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | <u>1,000,000</u> | Grant | | 2003 | |
| | \$1,500,000 | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | \$750,000 | |
| | | | 2008 | \$750,000 | |
| | | | Total | \$1,500,000 | |

Project Description:

This project would provide for the completion of the Ashland Downtown Plan Phase II which began in 2002 and will include numerous pedestrian and traffic safety improvements. The Ashland Downtown Plan is currently in draft form and will be reviewed and approval prior to final design and engineering drawings. Work on final approvals will be completed in FY03 - FY06.

Staff has applied for ODOT funding for this project under the State Transportation Improvement Program (STIP). Sections of East Main, North Main Street and Lithia Way remain within State jurisdiction

Intersection Map Key



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

Project Type: Transportation \ Public Safety

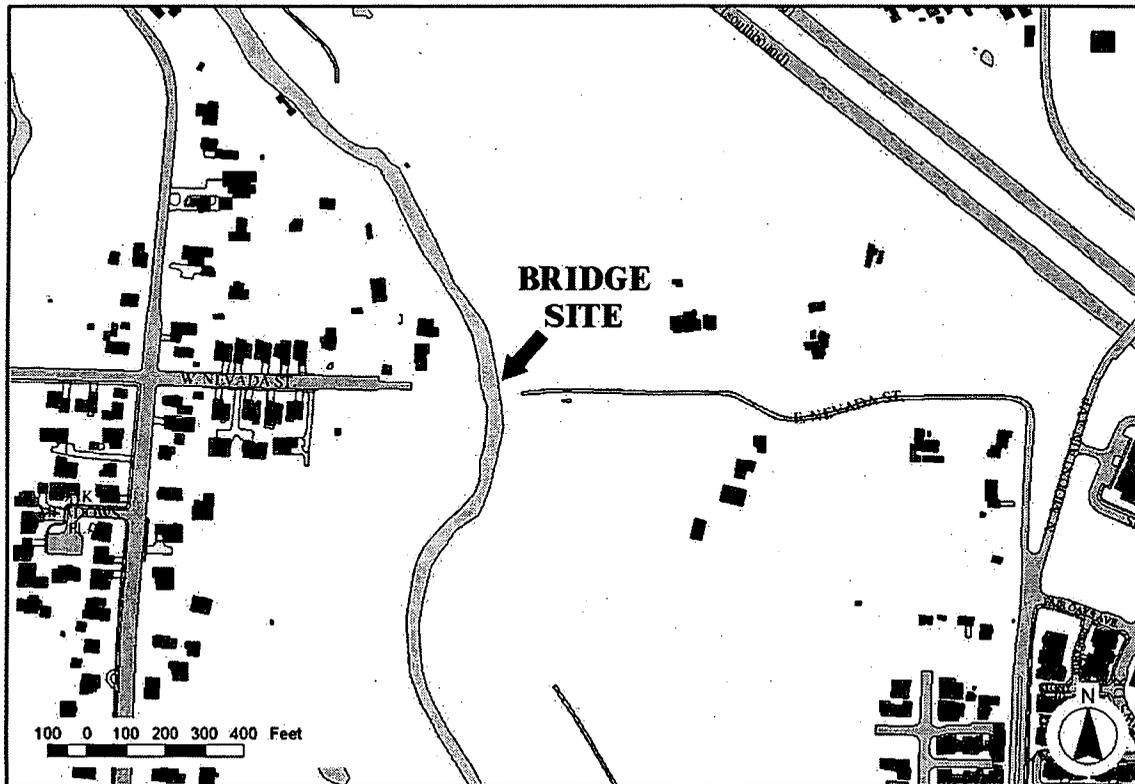
Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|-----------------------|--------------------|-------------|------------------------------------|--------------------|--|
| Funding Source | \$770,000 | Street SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>1,430,000</u> | Grant | | 2003 | |
| | \$2,200,000 | | | 2004 | |
| | | | 2005 | | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | \$2,200,000 | |
| | | | Total | \$2,200,000 | |

Project Description:

The 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 Southern Oregon University 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. Staff continues to pursue ODOT grant funding for a portion of this project as it will provide significant "off-system" improvements to the State's Transportation System.



capitol improvements plan

| | |
|--------------------------------|--|
| Project Title: | SIDEWALKS - MOUNTAIN AVENUE |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

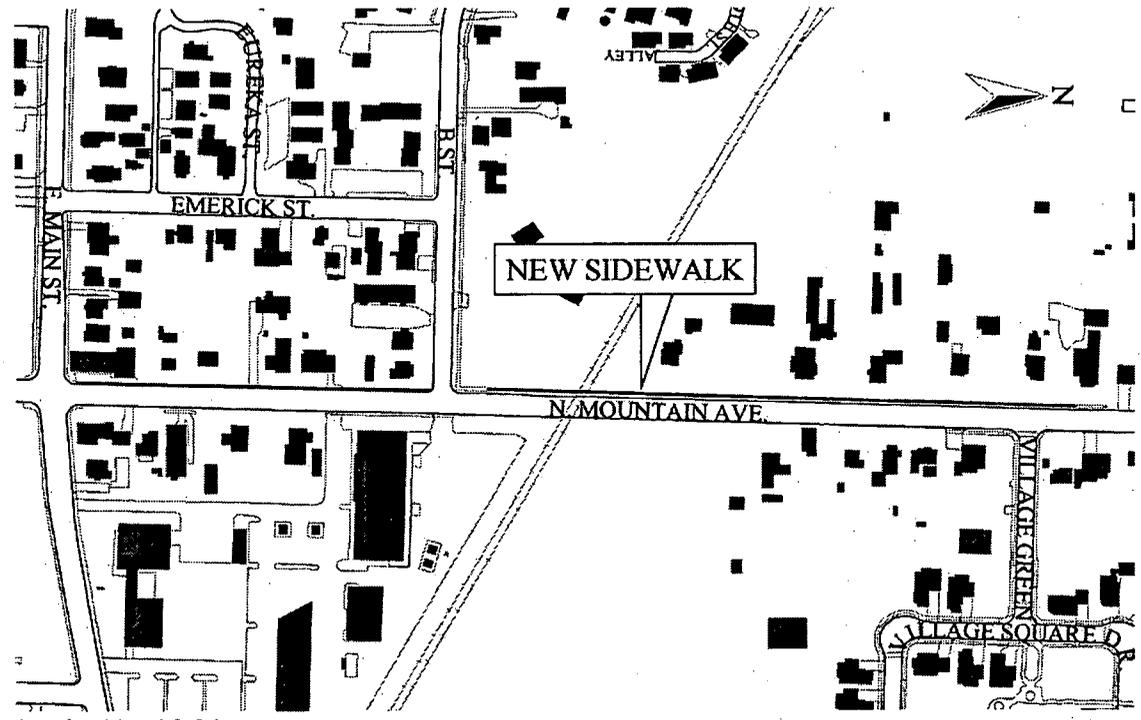
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|-----------------------|------------------|-------------|------------------------------------|--------------------|----------|
| Funding Source | \$11,250 | Street SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>133,750</u> | Street Fees | | 2003 | \$45,000 |
| | \$145,000 | | | 2004 | |
| | | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | 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 City approved Transportation System Plan due to its proximity to the new bike path and new developments.

Sidewalk projects in the Capital Improvements Plan are prioritized based on the proximity to area schools and their designation as collector, arterial and local streets. The Mountain Avenue sidewalk provides connection to the high school, Lincoln School and to North Mountain Park.

This project will be started in late FY02 and finished during the early part of FY03.



| | |
|--------------------------------|--|
| Project Title: | DOWNTOWN SAFETY IMPROVEMENTS |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|-----------|-------------|------------------------------------|--------------------|------------------|
| Funding Source | \$125,000 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | \$125,000 | | | 2003 | \$125,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$125,000 |

Project Description:

This project would fast track pedestrian safety improvements to five intersections in the Central Business District. The improvements include construction of curb extensions and a lighted crosswalk. All improvements are designed to improve pedestrian safety in the downtown district. Full implementation of the Downtown Plan Phase II has been submitted for an ODOT State Transportation Improvement Program (STIP) modernization project in FY06 for a total of \$1,500,000.



capital improvements plan

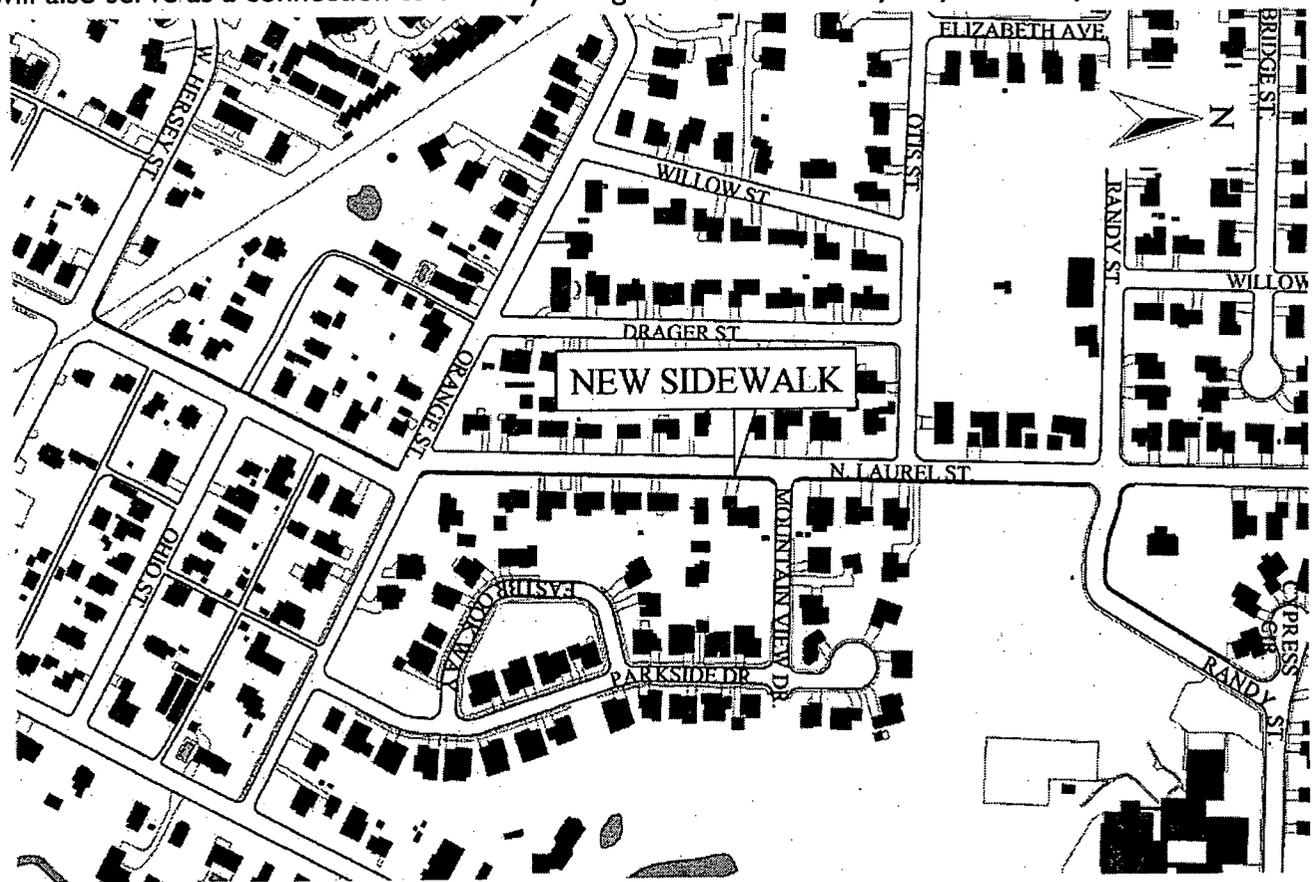
| | |
|--------------------------------|--|
| Project Title: | SIDEWALKS - LAUREL STREET |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|---------------|-------------|------------------------------------|------------------|-----------|
| Funding Source | \$25,750 | Street SDCs | Project Cost by Budget Year | Prior Years | |
| | 45,500 | Street Fees | | 2003 | |
| | <u>55,000</u> | LID | | 2004 | \$125,000 |
| | \$125,000 | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$125,000 | |

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 and generally will also support connections to Briscoe School. This will also serve as a connection to the City's Dog Park and Greenway bicycle trail system.



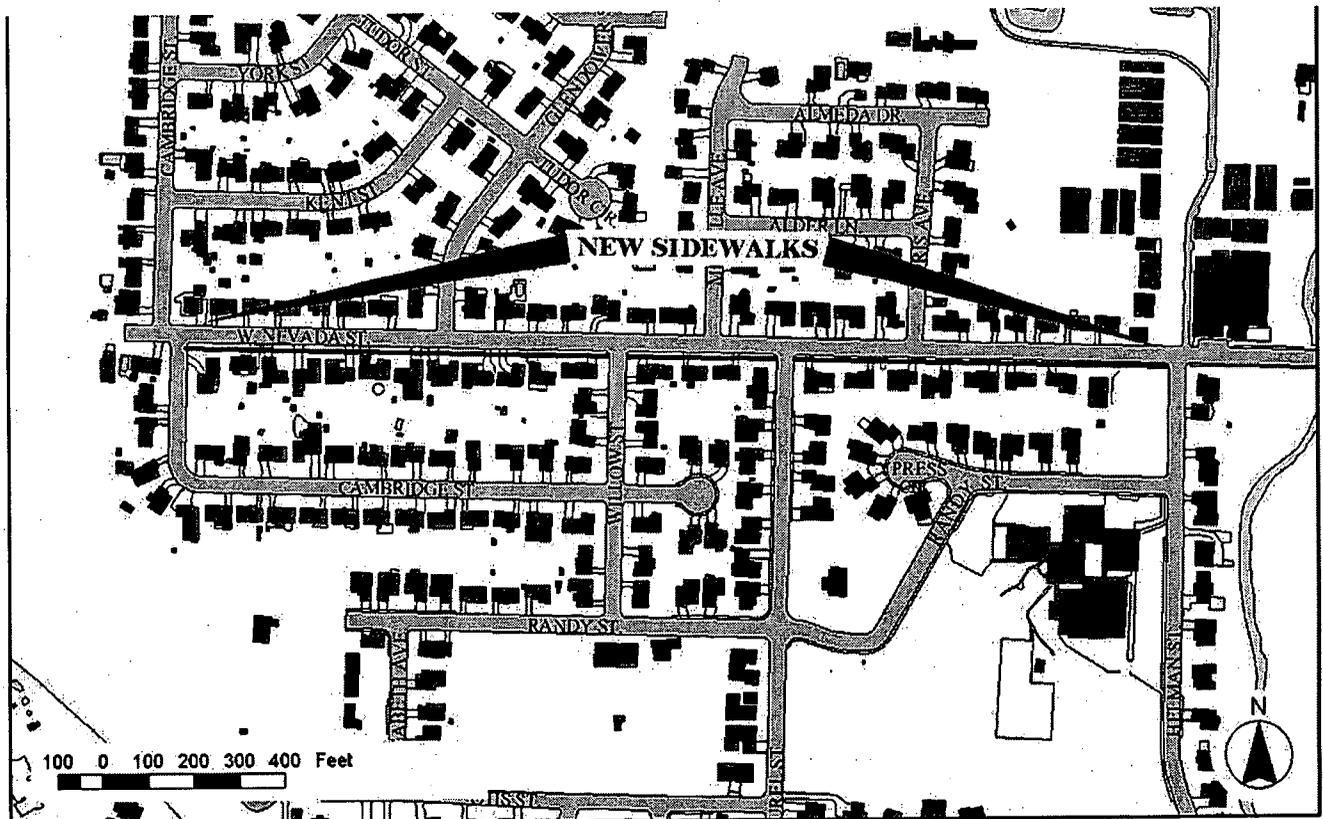
| | |
|--------------------------------|---|
| Project Title: | SIDEWALKS - SCHOOLS ROUTES (NEVADA STREET) |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|---------------|--------------|------------------------------------|--------------------|-----------|
| Funding Source | \$140,000 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | <u>60,000</u> | LID | | 2003 | |
| | \$200,000 | | | 2004 | |
| | | | | 2005 | \$200,000 |
| | | | | 2006 | |
| | | | | 2007 | |
| | | 2008 | | | |
| | | Total | \$200,000 | | |

Project Description:

Construct new sidewalks, complete missing sidewalk links and related 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 Street along Nevada Street from Helman Street west to Cambridge Street.

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



capitla improvements plan

Project Title: MISCELLANEOUS CONCRETE IMPROVEMENTS

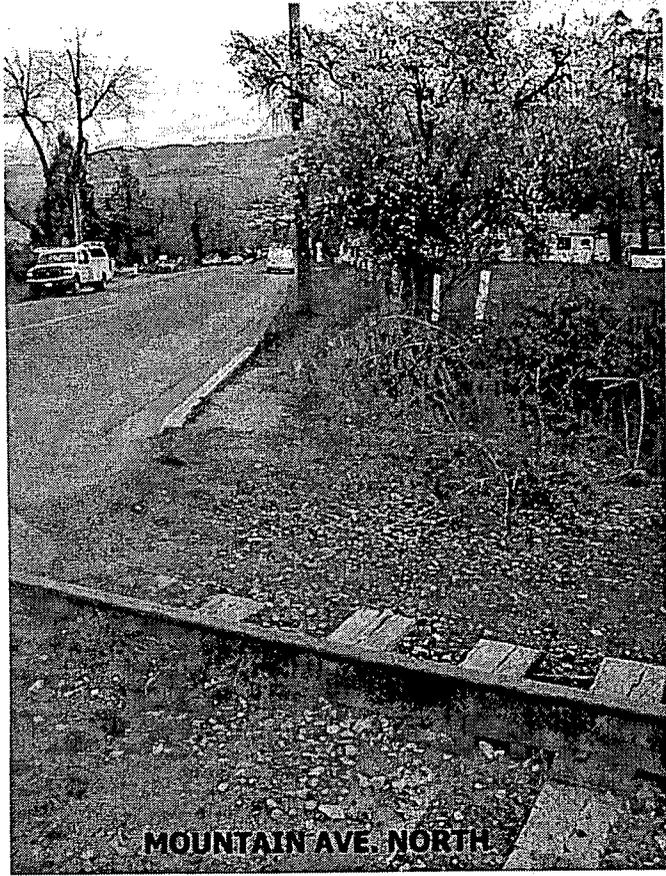
Project Type: Transportation \ Public Safety

Department Responsible: Public Works Department \ Engineering Division

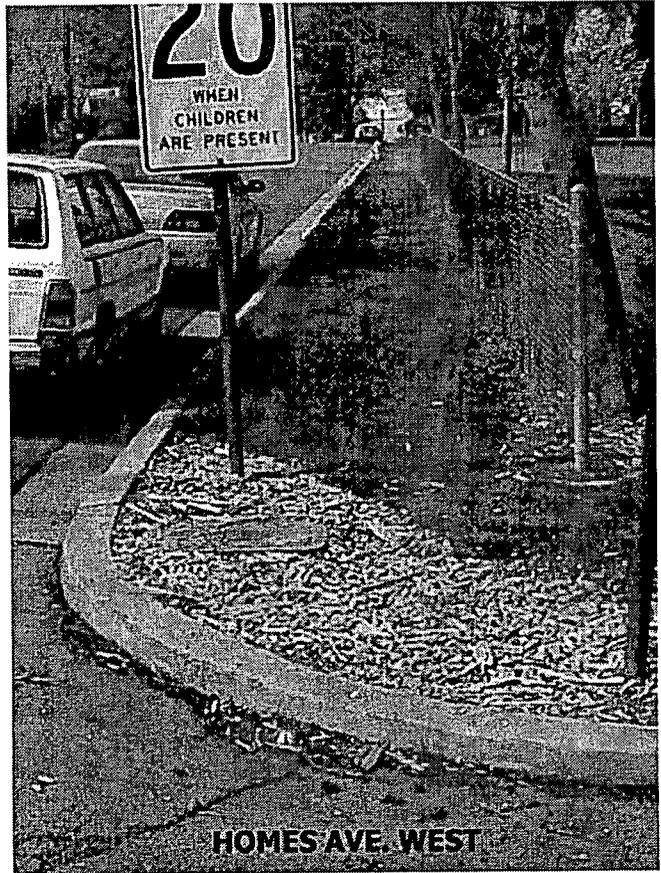
| | | | | | |
|----------------|-----------|-------------|-----------------------------|--------------|------------------|
| Funding Source | \$230,000 | Other Funds | Project Cost by Budget Year | Prior Years | |
| | \$230,000 | | | 2003 | \$40,000 |
| | | | | 2004 | \$40,000 |
| | | | | 2005 | |
| | | | | 2006 | \$50,000 |
| | | | | 2007 | \$50,000 |
| | | | | 2008 | \$50,000 |
| | | | | Total | \$230,000 |

Project Description:

This is an annual and ongoing project which provides for the construction of new sidewalks and repair of existing concrete structures. Under this project, approximately one mile of new sidewalks are constructed each year with replacement of curbs and handicapped accesses. The locations of new sidewalk construction are in response to Transportation System Plan recommendations with emphasis on school routes.



MOUNTAIN AVE. NORTH



HOMES AVE. WEST

| | |
|--------------------------------|--|
| Project Title: | STRAWBERRY LANE PROJECT |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

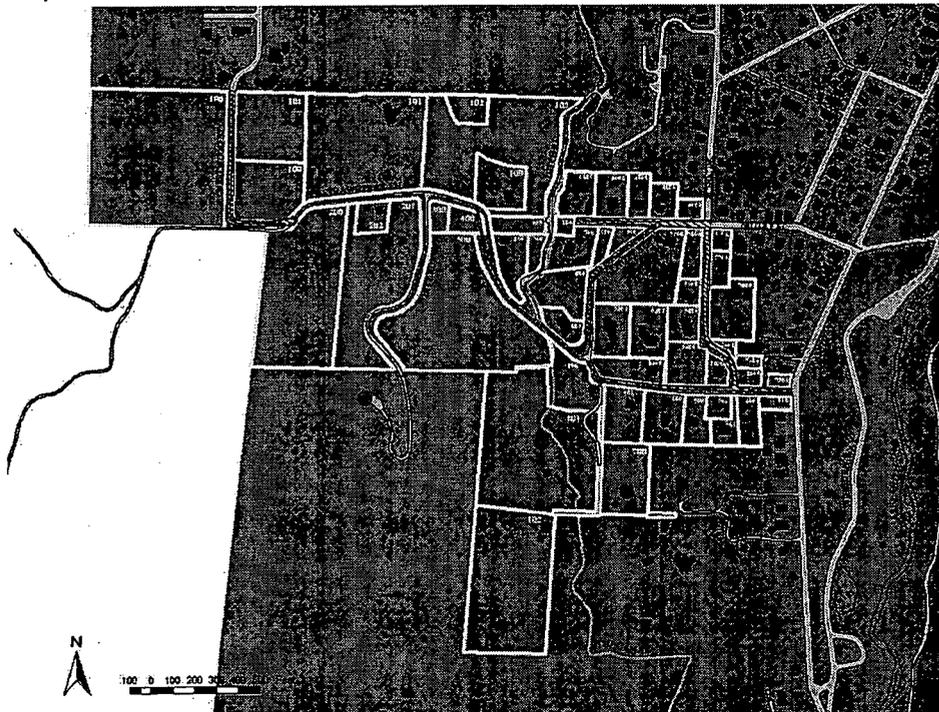
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|-----------------------|------------------|------------------------------------|------------------------------------|------------------|-----------|
| Funding Source | \$145,000 | Street Fees | Project Cost by Budget Year | Prior Years | \$75,000 |
| | 148,400 | Street SDCs | | 2003 | \$655,000 |
| | 342,600 | LID/ Residential Developer Portion | | 2004 | |
| | 94,000 | Other City Funds | | 2005 | |
| | <u>\$730,000</u> | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$730,000 | |

Project Description:

In November 2001 the Strawberry LID was formed to construct roadway improvements in the Strawberry Lane area. The improvements would include grading and paving, curb and gutter, sidewalk and storm drain improvements to the following streets:

- Strawberry Lane - from Granite Street to Alnutt and from Hitt Road to Westwood Street
- Nutley Street - from Scenic Drive to the end of the right of way
- Alnutt Street - from Nutley Street to Strawberry Lane
- Scenic Drive - from Nutley Street to Strawberry Lane
- Westwood Street- from Strawberry Lane to the end of the pavement

Improvement costs will be shared by the neighbors, developers, Parks Department and City.



capitol improvements plan

Project Title: TOLMAN CREEK ROAD IMPROVEMENTS

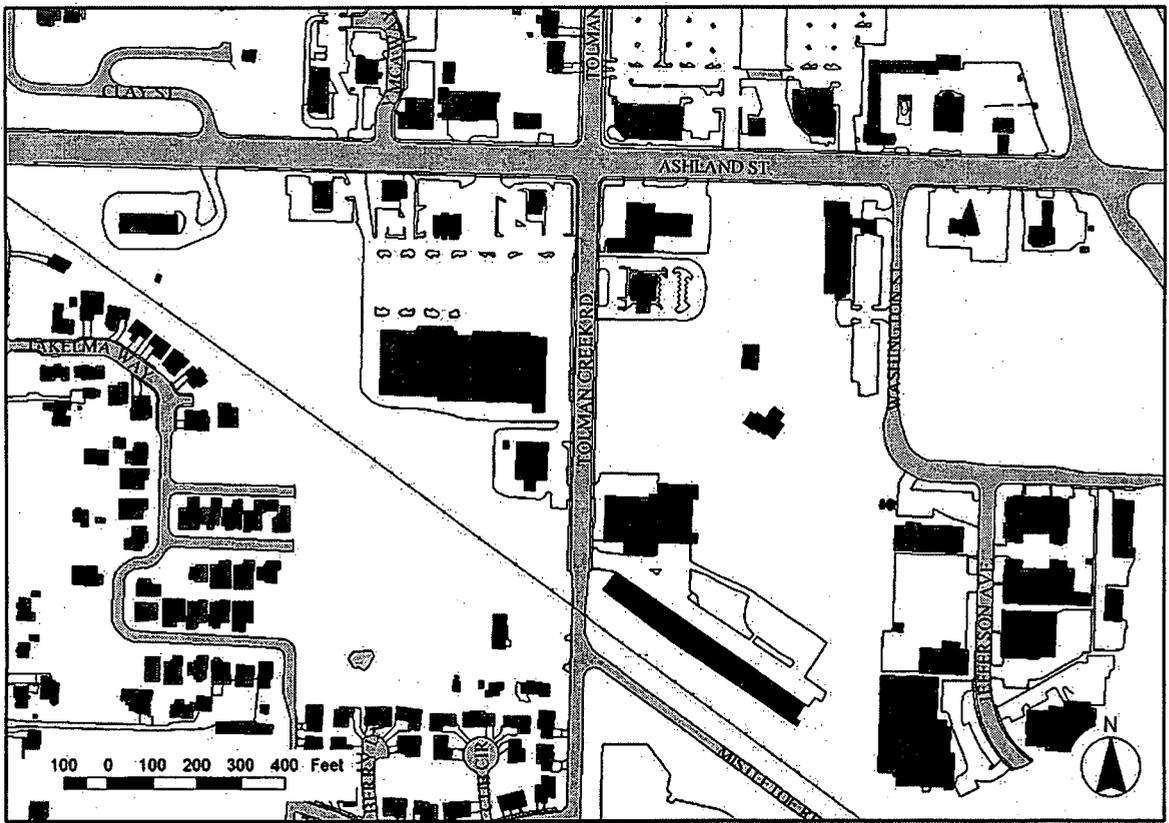
Project Type: Transportation \ Public Safety

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|----------------|-------------|-----------------------------|------------------|-----------|
| Funding Source | \$130,000 | Street Fees | Project Cost by Budget Year | Prior Years | \$70,000 |
| | 140,000 | Street SDCs | | 2003 | \$150,000 |
| | <u>300,000</u> | LID | | 2004 | \$350,000 |
| | \$570,000 | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$570,000 | |

Project Description:

Tolman Creek Road is a primary transit and pedestrian corridor for the extended neighborhood. This project combines several projects detailed in the Transportation 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. 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. This project will be funded as an Local Improvement District.

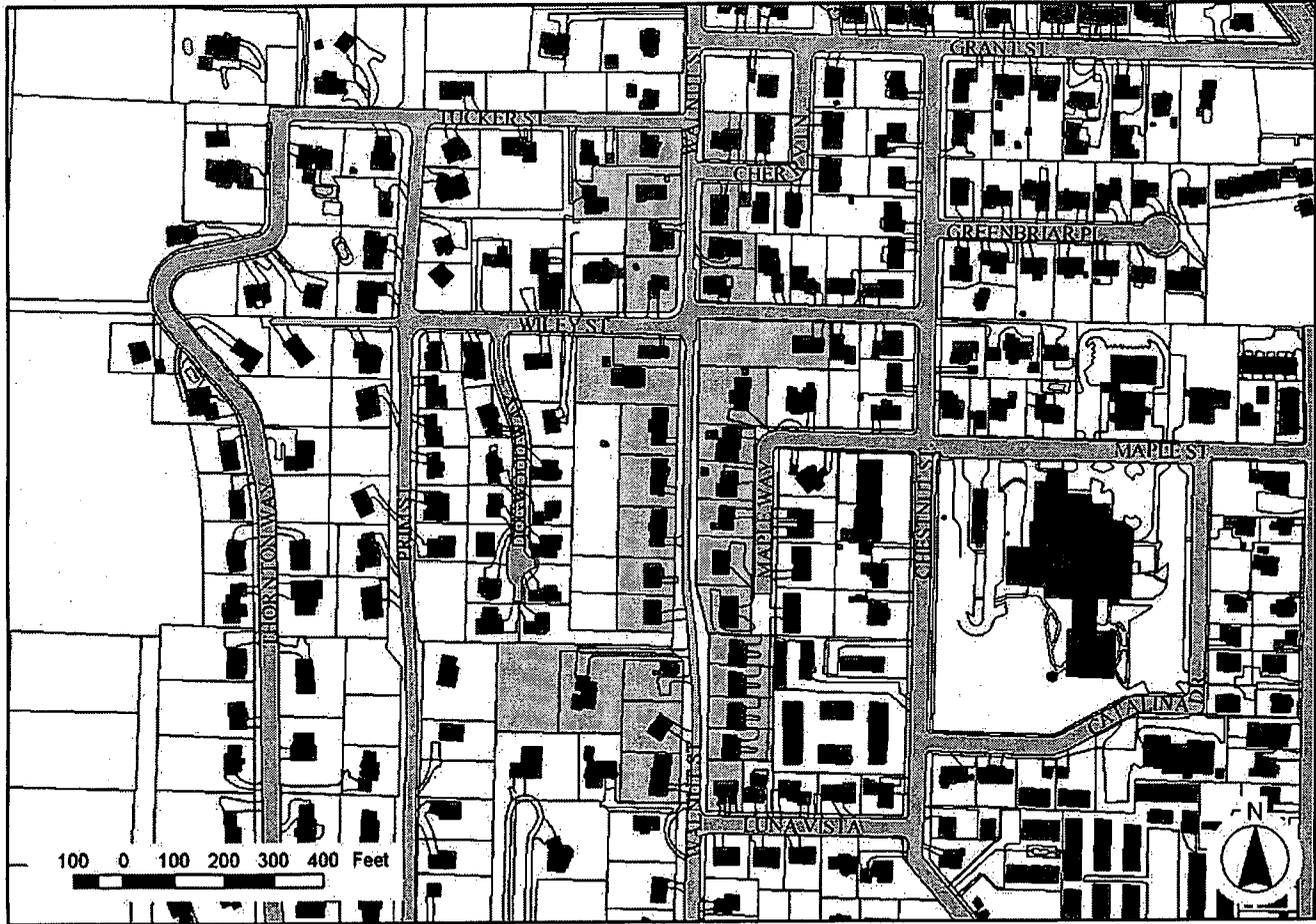


Project Title: WALNUT STREET IMPROVEMENTS
Project Type: Transportation \ Public Safety
Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|----------------|-------------|-----------------------------|------------------|-----------|
| Funding Source | \$25,680 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | 59,920 | Street SDCs | | 2003 | |
| | <u>128,400</u> | LID | | 2004 | \$214,000 |
| | \$214,000 | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | 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 a Local Improvement District to construct roadway improvements including re-grading, asphalt paving and pavement overlay, curb and gutter, sidewalks, driveway improvements, and related storm drain system improvements.



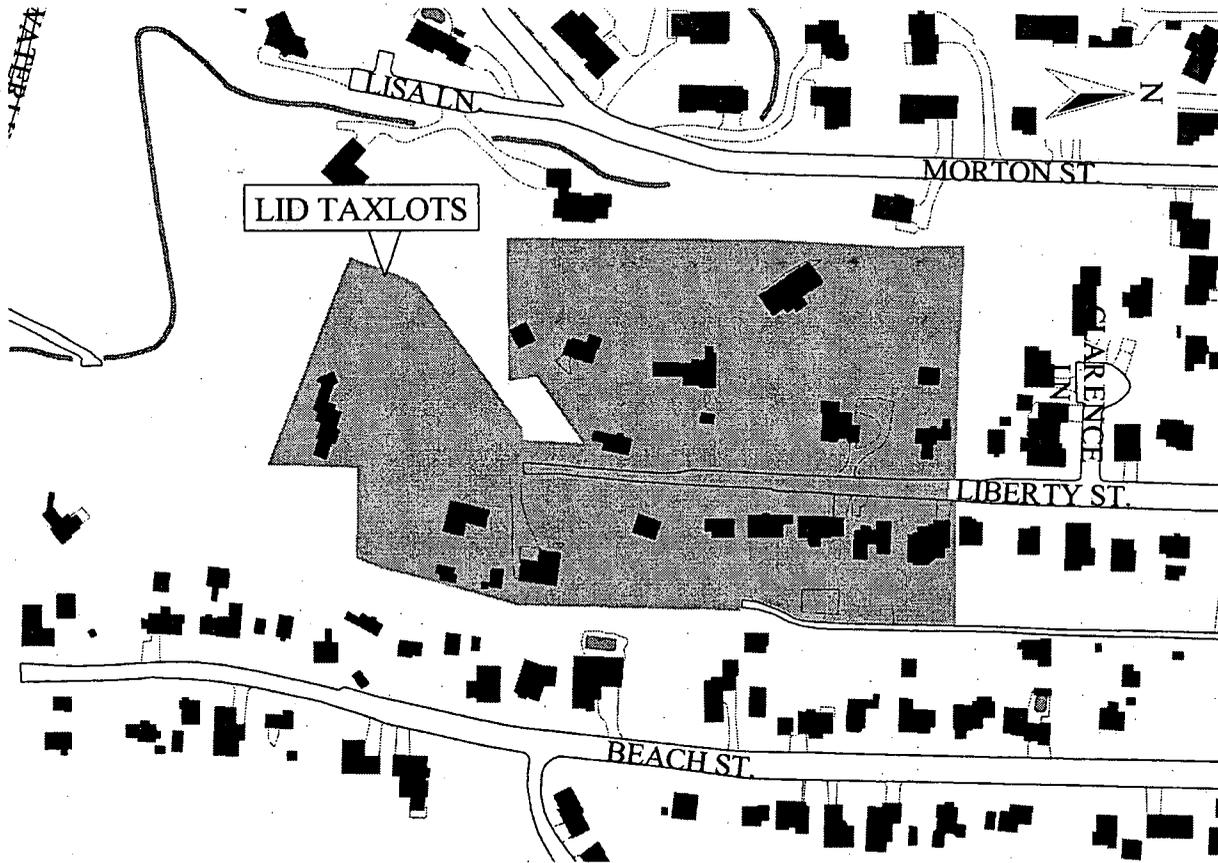
capitol improvements plan

| | |
|-------------------------|--|
| Project Title: | LIBERTY STREET IMPROVEMENTS |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|----------------|----------|-------------|-----------------------------|-----------------|----------|
| Funding Source | \$9,000 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | 21,000 | Street SDCs | | 2003 | |
| | 45,000 | LID | | 2004 | |
| | \$75,000 | | | 2005 | \$75,000 |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$75,000 | |

Project Description:

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

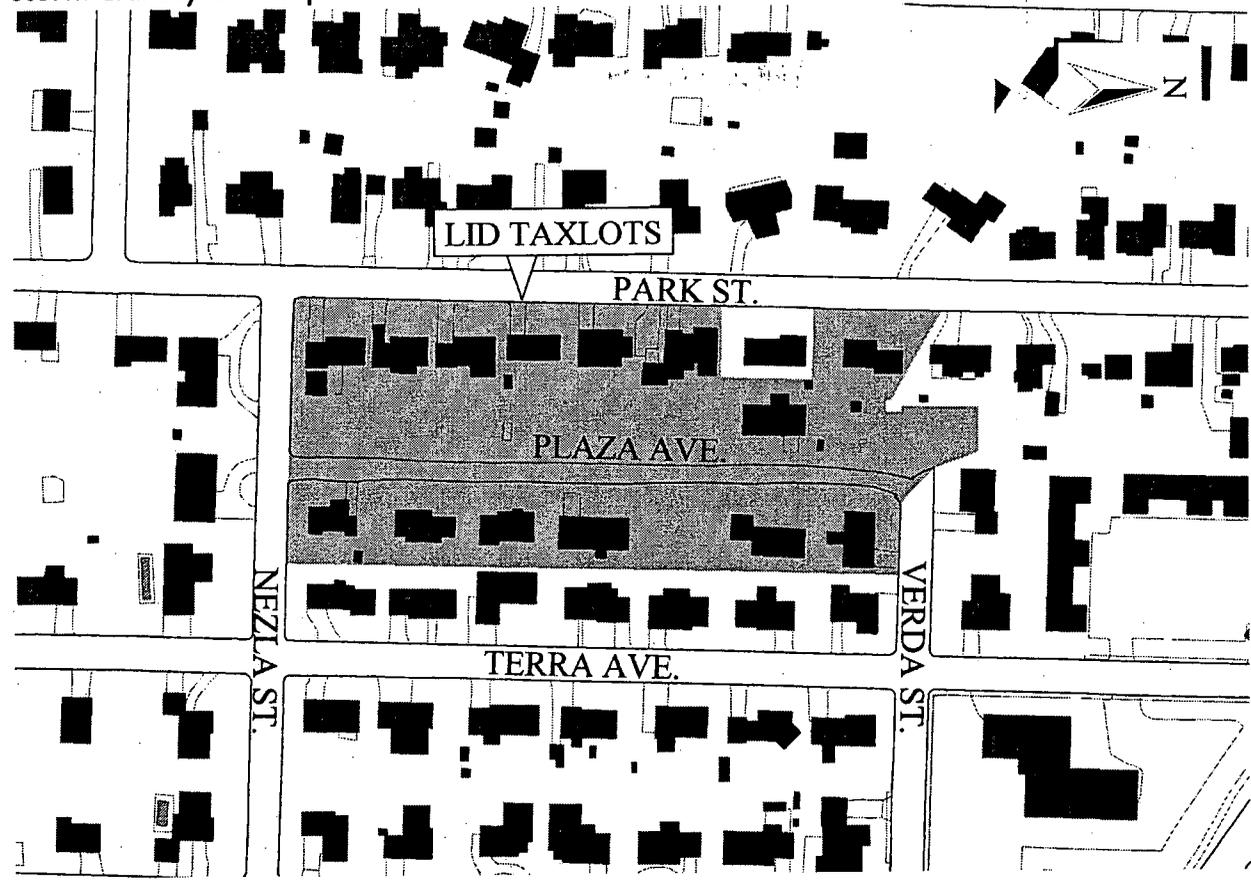


| | |
|--------------------------------|--|
| Project Title: | PLAZA AVENUE IMPROVEMENTS |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|---------------|-------------|------------------------------------|--------------------|----------|
| Funding Source | \$8,640 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | 20,160 | Street SDCs | | 2003 | |
| | <u>43,200</u> | LID | | 2004 | |
| | \$72,000 | | | 2005 | \$72,000 |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$72,000 | |

Project Description:

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



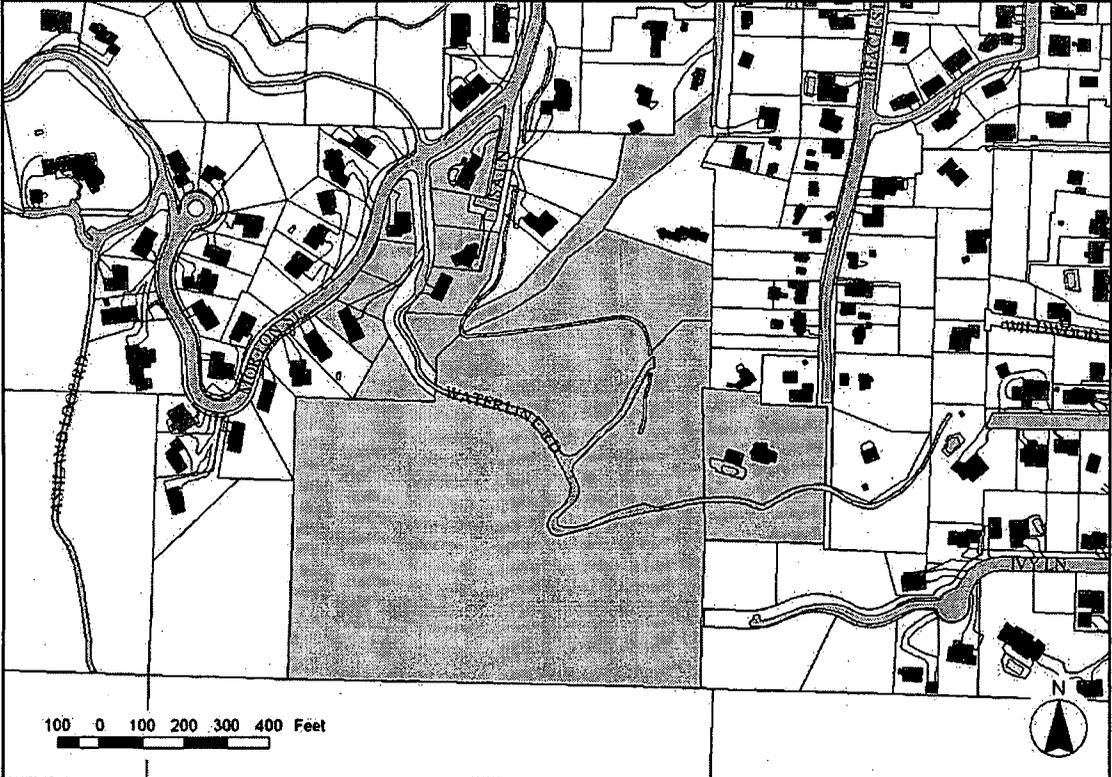
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|--------------------------------|--|
| Project Title: | WATERLINE ROAD IMPROVEMENTS |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|------------------|-------------|------------------------------------|--------------------|-----------|
| Funding Source | \$24,480 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | 57,120 | Street SDCs | | 2003 | |
| | <u>122,400</u> | LID | | 2004 | |
| | \$204,000 | | | 2005 | \$204,000 |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$204,000 | |

Project Description:

Waterline Road is an unpaved, unimproved local street. City Council has approved the formation of a Local Improvement District to improve Waterline Road from Morton Street southeasterly dependent 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 |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|------------------|-------------|------------------------------------|--------------------|-----------|
| Funding Source | \$37,200 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | 184,800 | Street SDCs | | 2003 | |
| | 363,000 | LID | | 2004 | |
| | <u>75,000</u> | Other Funds | | 2005 | \$660,000 |
| | \$660,000 | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | 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 and Ashland Street and would require formation of a Local Improvement District which would partially fund the construction of curb and gutters, paving, sidewalks (both sides) parking bays, storm drainage facilities and traffic calming features.



capitol improvements plan

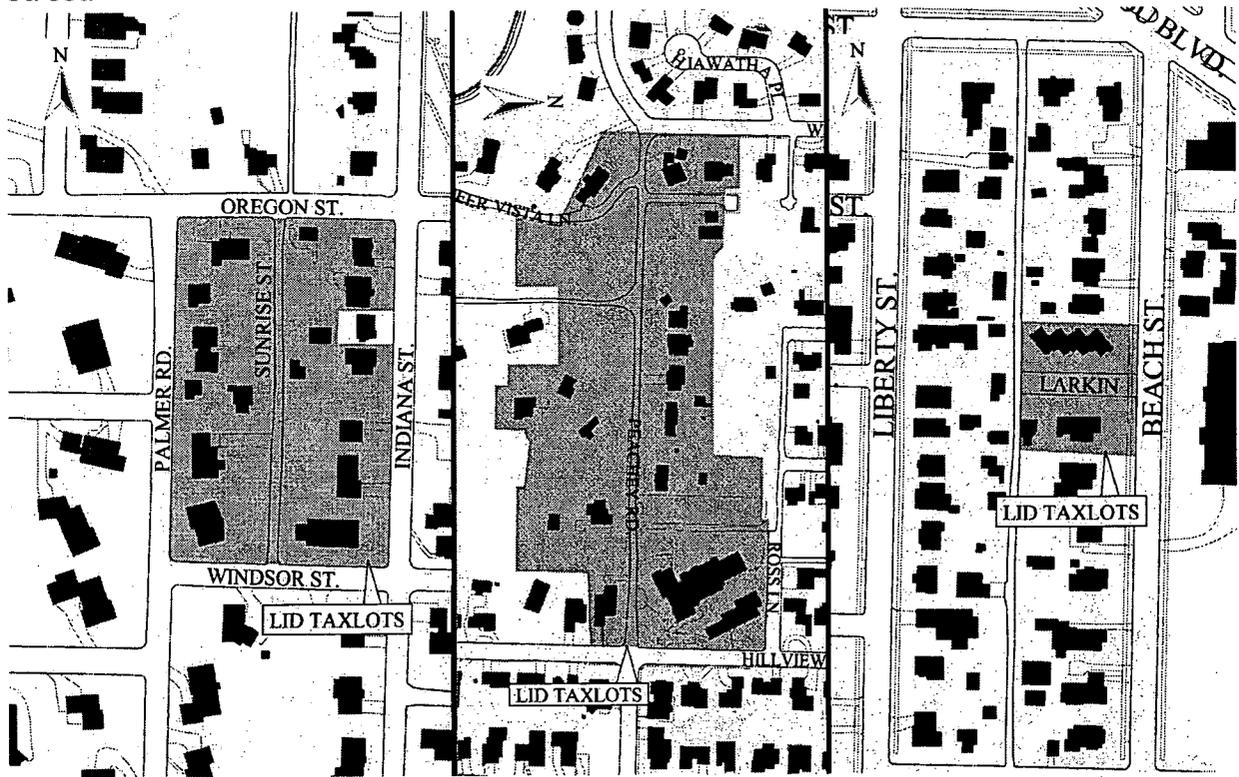
Project Title: MISCELLANEOUS LOCAL IMPROVEMENT DISTRICT PROJECTS
Project Type: Transportation \ Public Safety
Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|-----------------------|-----------|-------------|------------------------------------|--------------------|----------|
| Funding Source | \$25,080 | Street Fees | Project Cost by Budget Year | Prior Years | |
| | 58,520 | Street SDCs | | 2003 | |
| | 125,400 | LID | | 2004 | |
| | \$209,000 | | | 2005 | |
| | | | | 2006 | \$69,000 |
| | | | 2007 | \$70,000 | |
| | | | 2008 | \$70,000 | |
| | | | 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 Local Improvement Districts 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, Glenview Streets and Granite Street.

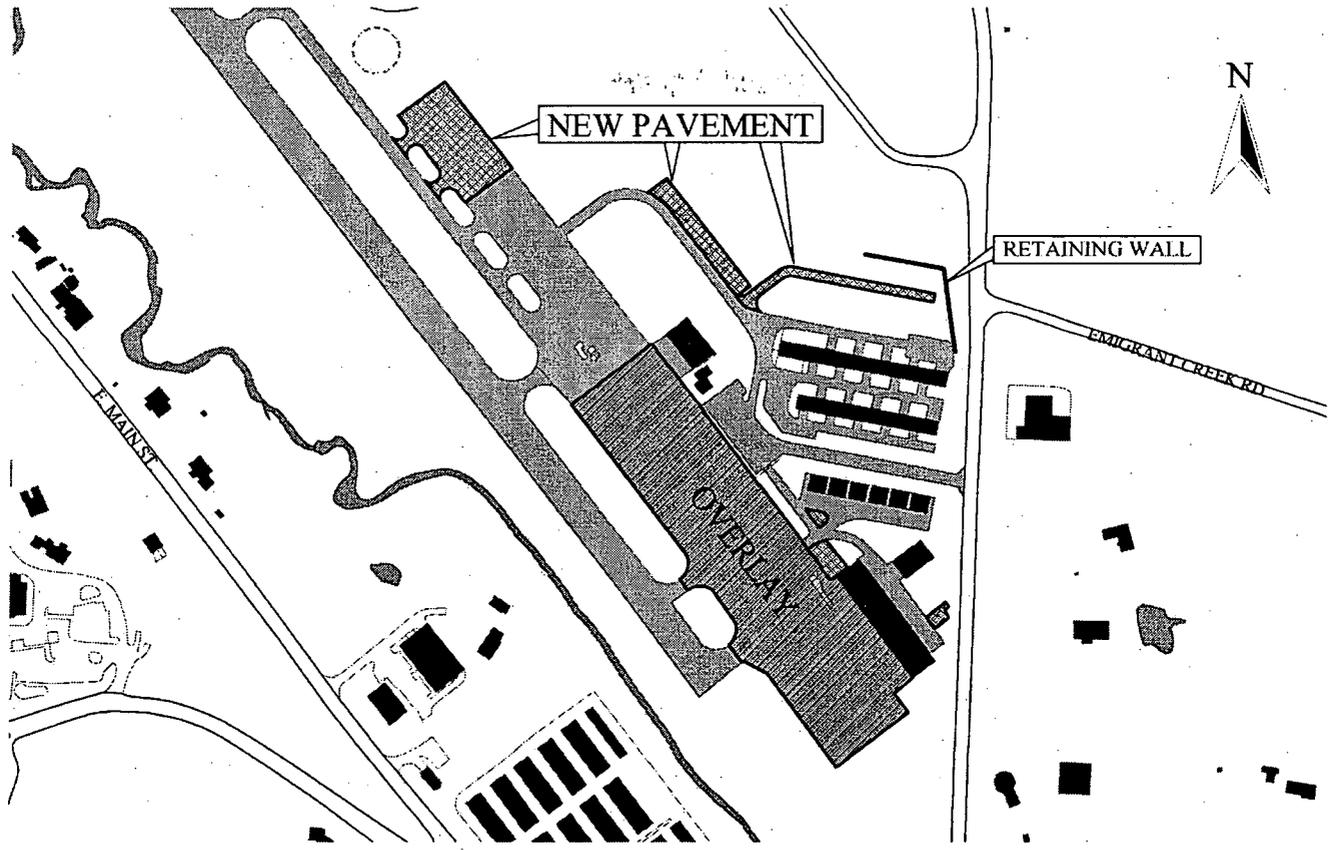


| | |
|--------------------------------|--|
| Project Title: | ENTITLEMENT GRANT FAA/ODA |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|---------------|------------|------------------------------------|--------------------|-----------|
| Funding Source | \$840,000 | FAA Grant | Project Cost by Budget Year | Prior Years | |
| | 10,000 | FAM Grant | | 2003 | \$150,000 |
| | <u>50,000</u> | Soft Match | | 2004 | \$150,000 |
| | \$900,000 | | | 2005 | \$150,000 |
| | | | | 2006 | \$150,000 |
| | | | 2007 | \$150,000 | |
| | | | 2008 | \$150,000 | |
| | | | Total | \$900,000 | |

Project Description:

This project provides construction of an additional taxilane and site development for T hangars, (which will be privately constructed) airplane tie-down hangars, and additional enclosed airplane hangars at Ashland Municipal Airport. The work will include excavation and base preparation, grading and paving and storm drain construction.



capitla improvements plan

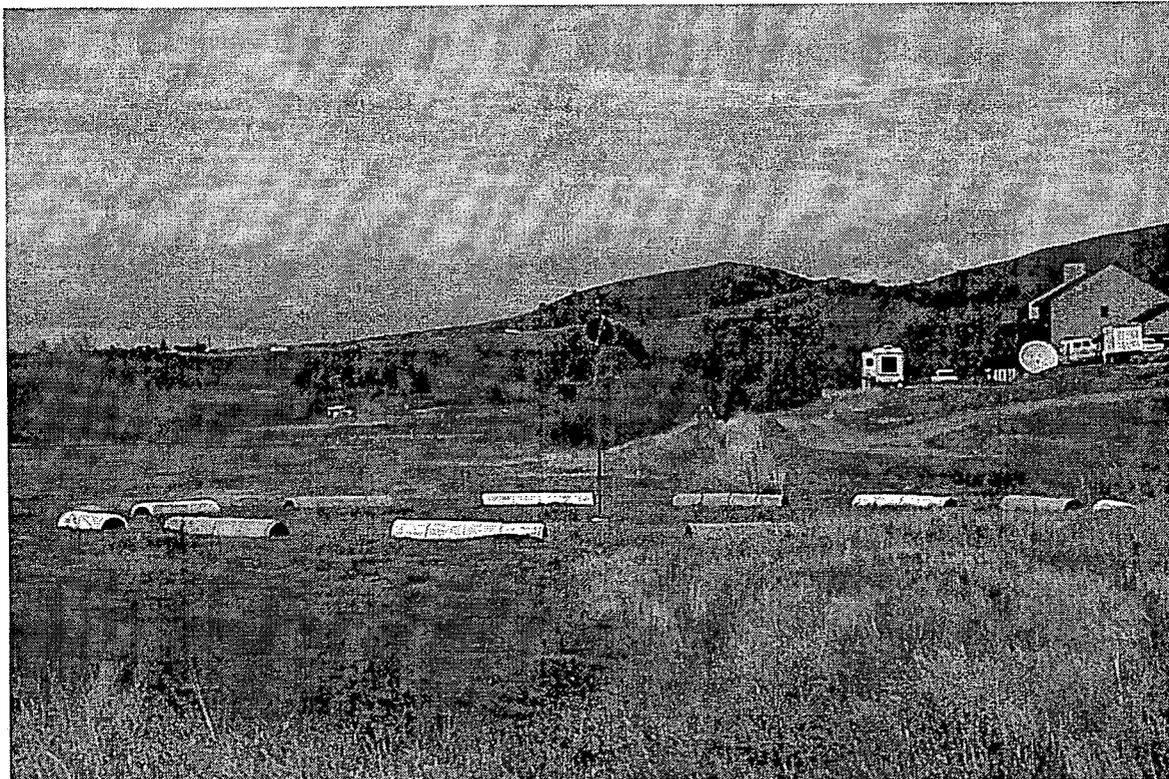
| | |
|--------------------------------|--|
| Project Title: | AIRPORT IMPROVEMENTS PROJECTS |
| Project Type: | Transportation \ Public Safety |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|-----------|-----------------------------------|------------------------------------|--------------------|-----------|
| Funding Source | \$450,000 | FAA Grant | Project Cost by Budget Year | Prior Years | |
| | 50,000 | Local Soft Match Other City Funds | | 2003 | |
| | \$500,000 | | | 2004 | \$500,000 |
| | | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$500,000 | |

Project Description:

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

- Update Airport Master Plan
- Construction of tie-down apron
- Overlay of existing tie-down aprons
- Installation of retroreflectors along the taxiway
- Upgrade of existing low intensity runway edge lighting to medium intensity lighting



Project Title: AIRPORT HANGAR CONSTRUCTION

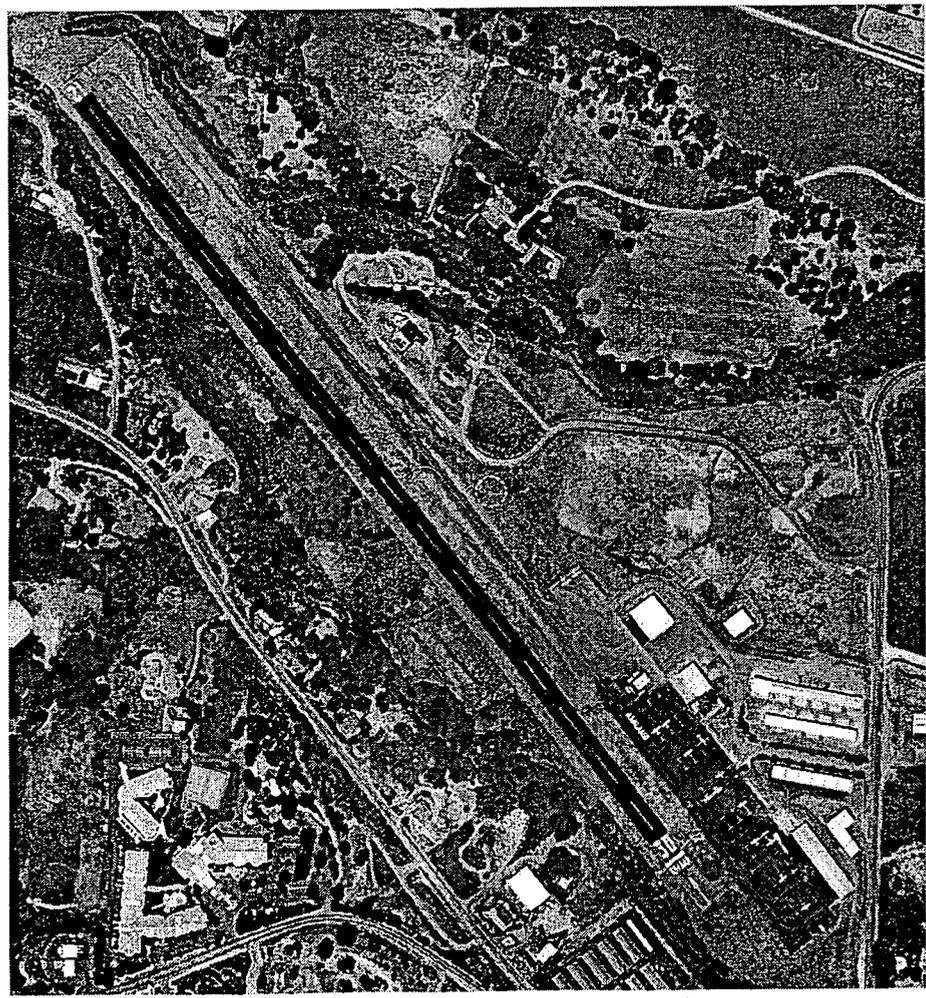
Project Type: Transportation \ Public Safety

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|-----------|------------------|-----------------------------|--------------|------------------|
| Funding Source | \$225,000 | Privately Funded | Project Cost by Budget Year | Prior Years | |
| | \$225,000 | | | 2003 | |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | 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 montly basis. Currently, there is a waiting list for the existing hangars. The additional hangars will provide a needed increase in the activity level at the airport.

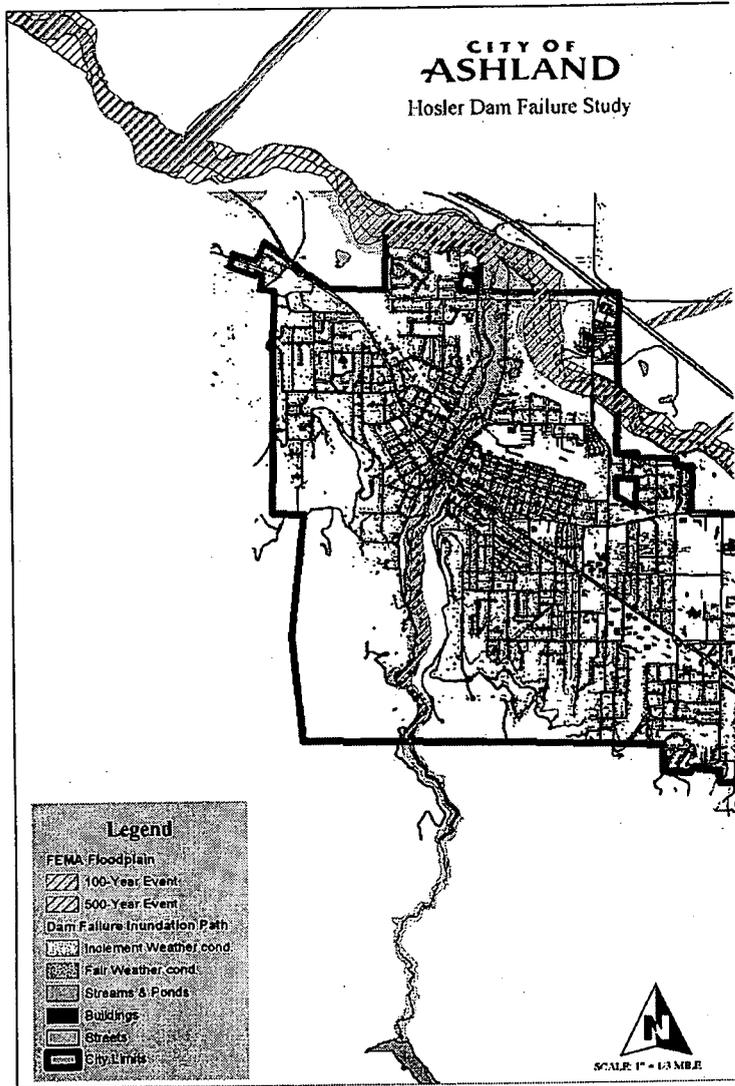


capitol improvements plan

| | |
|--------------------------------|--|
| Project Title: | HOSLER DAM WARNING SYSTEM |
| Project Type: | Water Supply |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|----------------|-------------------|------------------------------------|------------------|-----------|
| Funding Source | \$117,000 | Water Fees/ Rates | Project Cost by Budget Year | Prior Years | \$159,000 |
| | <u>117,000</u> | Other Funding | | 2003 | \$75,000 |
| | \$234,000 | | | 2004 | |
| | | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$234,000 | |

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. This project is a design/build project being completed by Squire Associates. Design and initial implementation began in FY02 and will be completed in early FY03.

| | |
|--------------------------------|---|
| Project Title: | HOSLER DAM TRANSMISSION LINE - IMMEIDATE REPAIRS |
| Project Type: | Water Supply |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | |
|-----------------------|-----------------------------------|------------------------------------|--------------------|
| Funding Source | <u>\$50,000</u> Water Fees/ Rates | Project Cost by Budget Year | Prior Years |
| | \$50,000 | | 2003 \$50,000 |
| | | | 2004 |
| | | | 2005 |
| | | | 2006 |
| | | | 2007 |
| | | | 2008 |
| | Total \$50,000 | | |

Project Description:

The transmission line was analyzed in FY02. This project corrects immediate deficiencies of the pipeline at the dam face. The main transmission line rerouting and replacement will be completed in FY04.



capitla improvements plan

| | |
|--------------------------------|--|
| Project Title: | HOSLER DAM TRANSMISSION LINE REPLACEMENT FROM REEDER TO PLANT |
| Project Type: | Water Supply |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|-------------|--------------------|------------------------------------|--------------------|-----------|
| Funding Source | \$396,000 | Water SDCs | Project Cost by Budget Year | Prior Years | \$20,000 |
| | 734,000 | Water Fees / Rates | | 2003 | |
| | \$1,130,000 | | | 2004 | \$550,000 |
| | | | | 2005 | \$550,000 |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$1,100,000 | |

Project Description:

The main transmission line from Reeder Reservoir to the water treatment plat was built in the early 1900s and given its age it needs to be replaced. The project replaces the existing one mile length of 24 inch waterline and supporting strucutres with 30 inch cast iron pipeline, as well as improving drainage related to the support structures. The evaluation of the system was completed in FY02 and recommended relocating the line to the roadway.

Design of the project will begin in FY04 with construction spanning two years FY04/05.



| | |
|--------------------------------|--|
| Project Title: | ADDITIONAL LOST CREEK WATER RIGHTS |
| Project Type: | Water Supply |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | |
|-----------------------|-----------------------------|------------------------------------|--------------------|------------------|
| Funding Source | <u>\$450,000</u> Water SDCs | Project Cost by Budget Year | Prior Years | |
| | \$450,000 | | 2003 | |
| | | | 2004 | |
| | | | 2005 | |
| | | | 2006 | \$450,000 |
| | | | 2007 | |
| | | | 2008 | |
| | | | Total | \$450,000 |

Project Description:

In FY01, the City purchased the intial portion of Lost Creek Water from the US Army Corps of Engineers. The Carollo Water Supply Master Plan completed in December 1998 identified a deficit of 1420 acre feet. The initial purchase of water rights did not include interest charges that is now being considered by the Corp of Engineers. This remaining amout will fully purchase the deficit water needs.



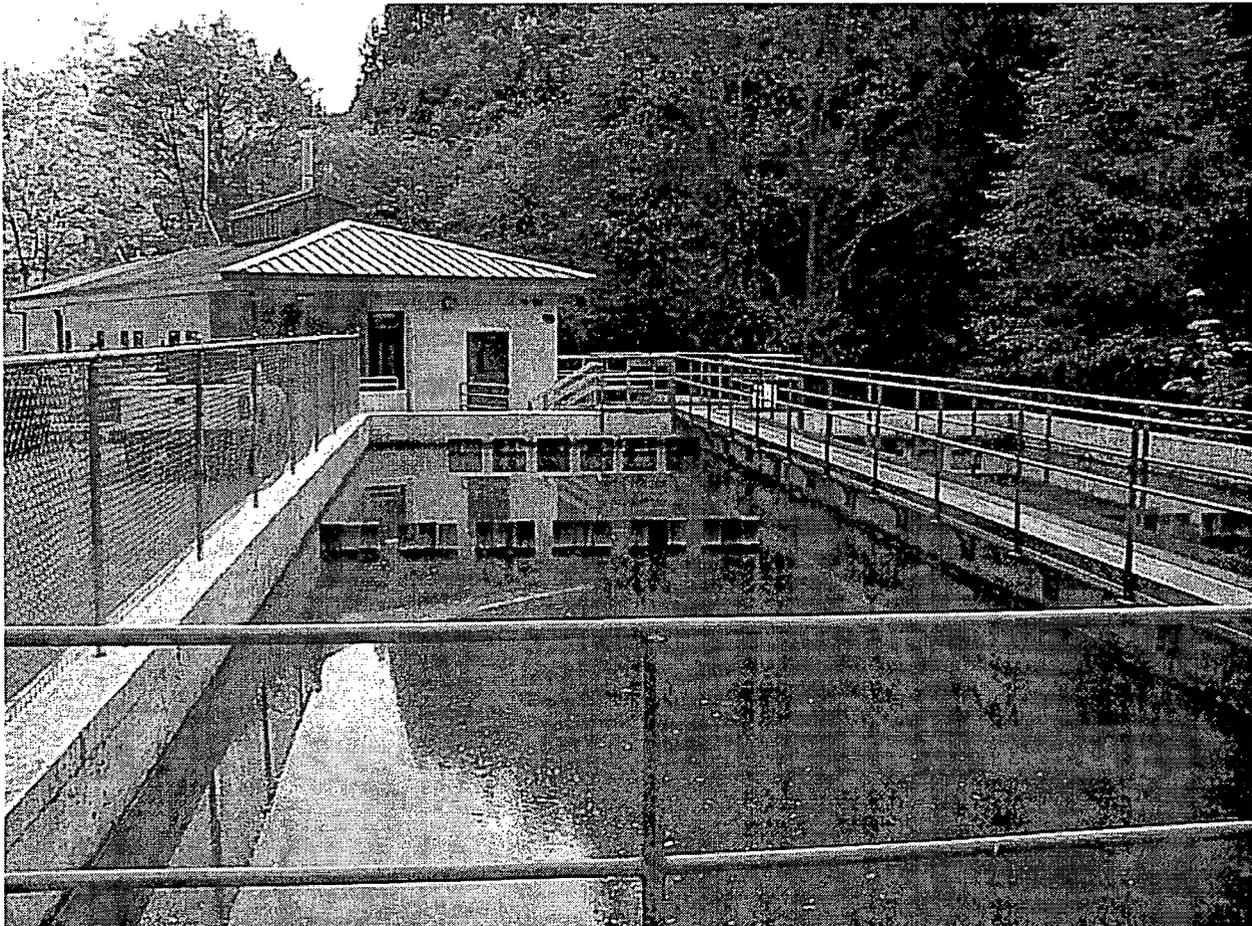
capital improvements plan

| | |
|--------------------------------|--|
| Project Title: | WATER TREATMENT PLANT FILTER IMPROVEMENTS |
| Project Type: | Water Treatment Plant |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|-----------|-------------------|------------------------------------|------------------|----------|
| Funding Source | \$140,000 | Water Fees/ Rates | Project Cost by Budget Year | Prior Years | \$40,000 |
| | 60,000 | Water SDC (30%) | | 2003 | \$80,000 |
| | \$200,000 | | | 2004 | |
| | | | | 2005 | \$80,000 |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$200,000 | |

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 ongoing projects scheduled in FY03 and FY05 implement the recommended improvements including filter media replacement.

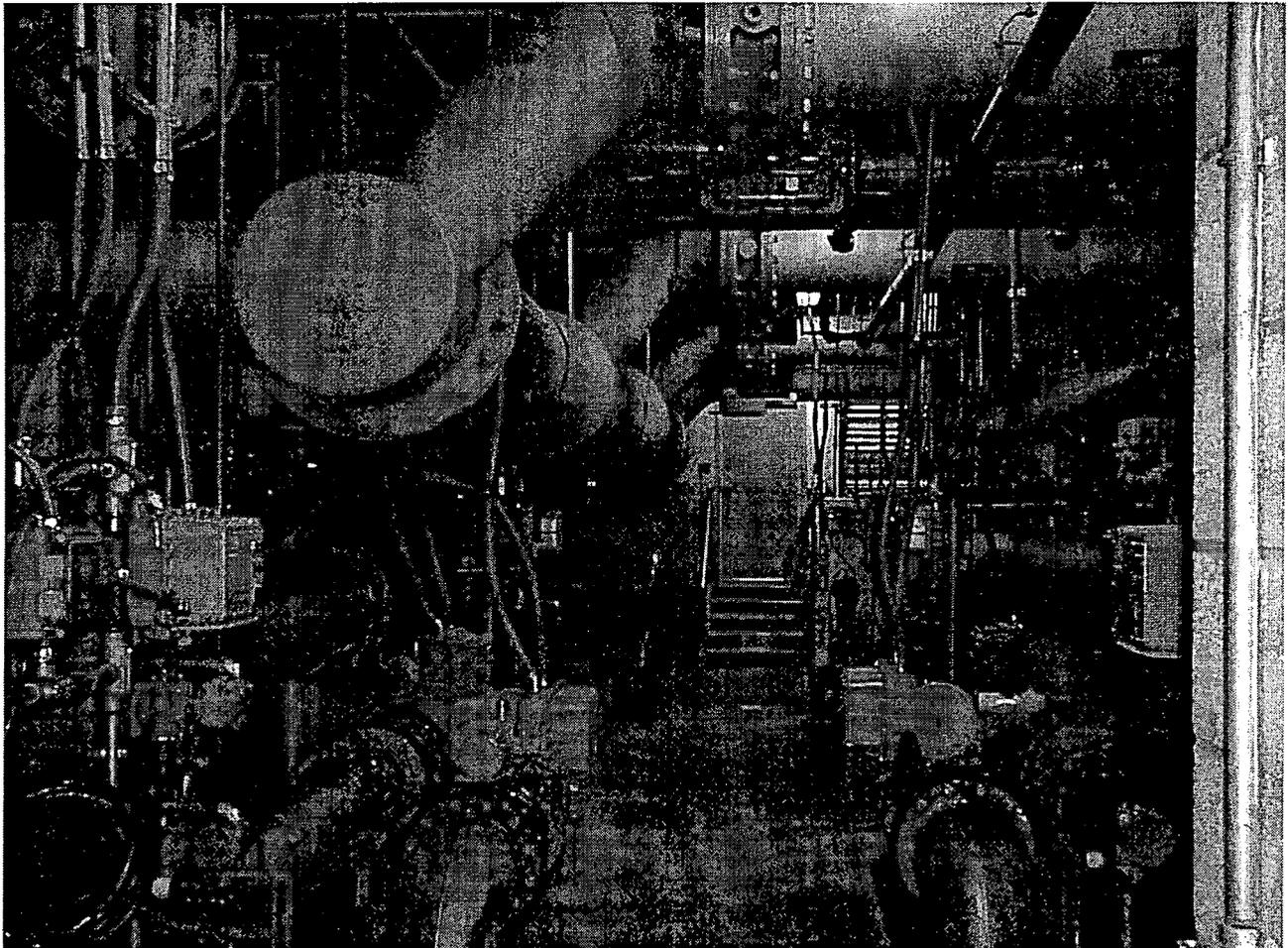


| | |
|--------------------------------|--|
| Project Title: | WATER TREATMENT PLANT NEW FILTERS 7 & 8 |
| Project Type: | Water Treatment Plant |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|----------------|------------------|------------------------------------|--------------------|----------|
| Funding Source | \$348,750 | Water SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>116,250</u> | Water Fees/Rates | | 2003 | |
| | \$465,000 | | | 2004 | \$65,000 |
| | | | | 2005 | |
| | | | 2006 | \$400,000 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$465,000 | |

Project Description:

The Water Treatment Plant is facing several improvements over the next few years. This project designs and constructs two new filter systems to add to the plant's capacity to treat water.



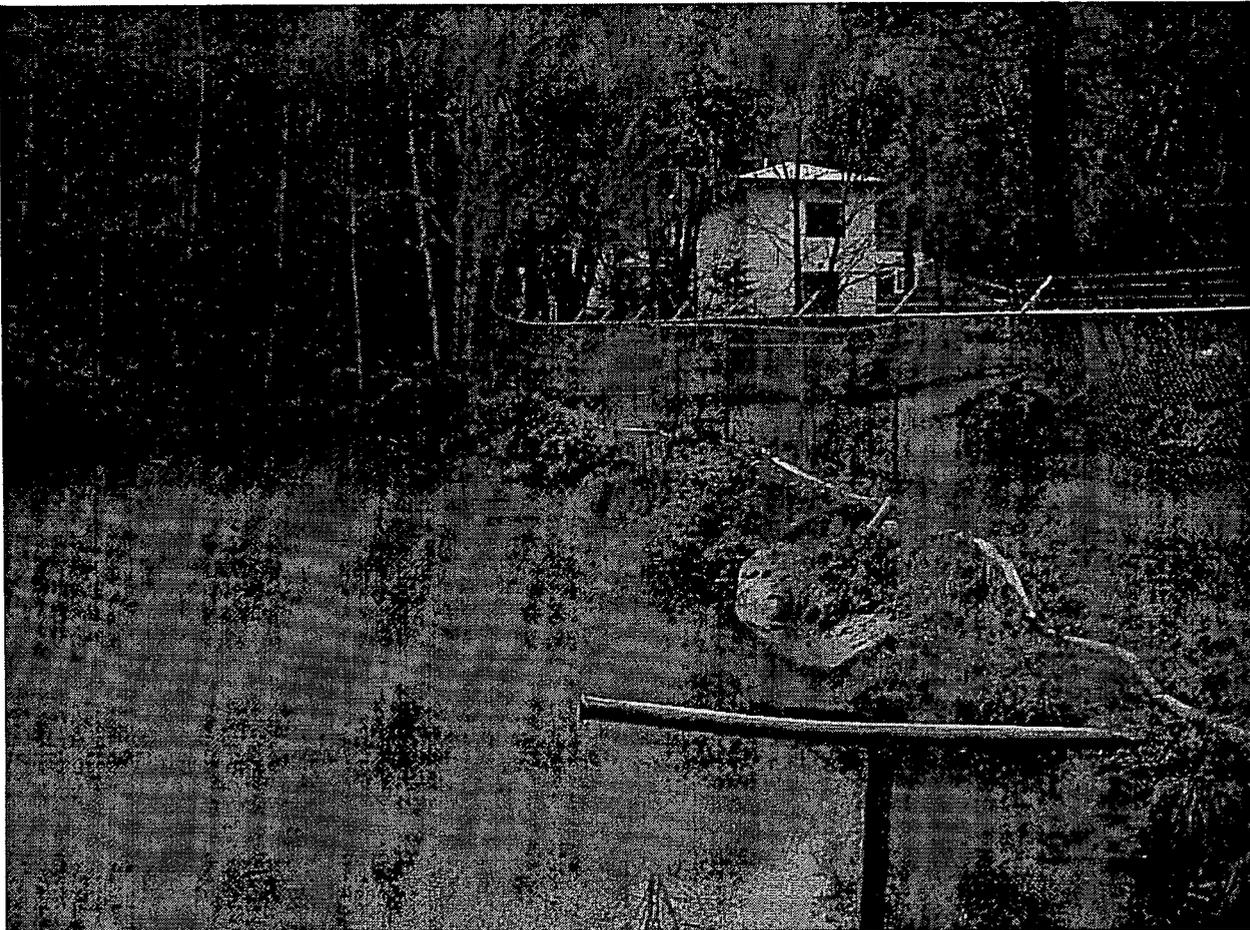
capitla improvements plan

| | |
|--------------------------------|--|
| Project Title: | SLUDGE LAGOON IMPROVEMENTS |
| Project Type: | Water Treatment Plant |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | |
|-----------------------|------------------------------------|------------------------------------|--------------|------------------|
| Funding Source | <u>\$225,000</u> Water Fees/ Rates | Project Cost by Budget Year | Prior Years | \$25,000 |
| | \$225,000 | | 2003 | |
| | | | 2004 | |
| | | | 2005 | \$200,000 |
| | | | 2006 | |
| | | | 2007 | |
| | | | 2008 | |
| | | | 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: | HOSLER DAM SECURITY & TELEMTRY |
| Project Type: | Water Treatment Plant |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|------------------|-------------------|------------------------------------|--------------------|--|
| Funding Source | <u>\$100,000</u> | Water Fees/ Rates | Project Cost by Budget Year | Prior Years | |
| | \$100,000 | | | 2003 | |
| | | 2004 | | | |
| | | 2005 | | \$100,000 | |
| | | 2006 | | | |
| | | 2007 | | | |
| | | 2008 | | | |
| | | Total | | \$100,000 | |

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 damaged lines.



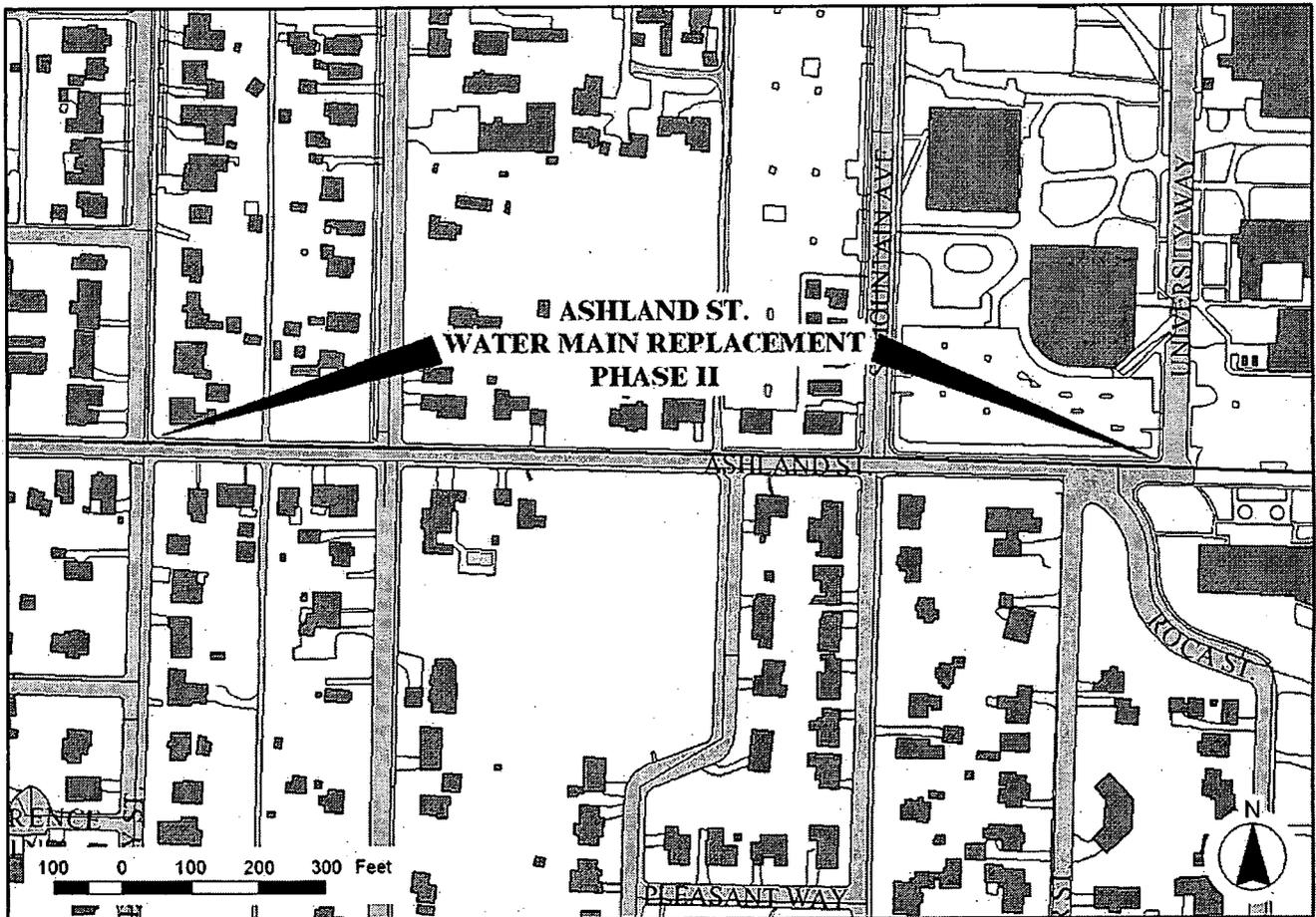
capital improvements plan

| | |
|--------------------------------|---|
| Project Title: | ASHLAND STREET MAIN LINE REPLACEMENT PHASE 2 |
| Project Type: | Water Distribution |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|-----------|--------------------|------------------------------------|------------------|-----------|
| Funding Source | \$201,000 | Water SDCs | Project Cost by Budget Year | Prior Years | \$185,000 |
| | 344,000 | Water Fees / Rates | | 2003 | \$100,000 |
| | \$545,000 | | | 2004 | \$260,000 |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$545,000 | |

Project Description:

This project is the second phase of the Ashland Street main line replacement. This portion of the project is from Liberty Street to University Way and on to 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.

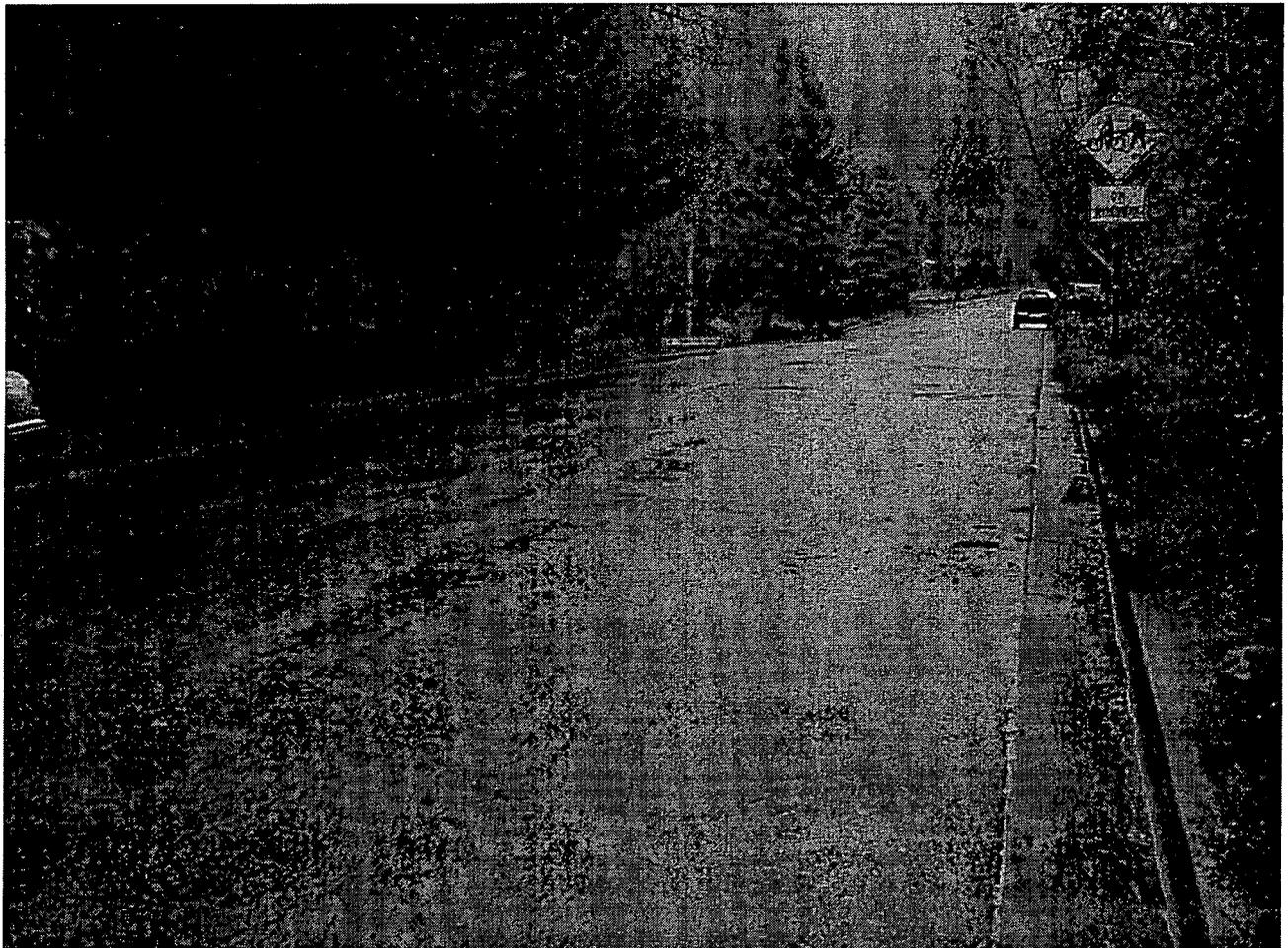


| | |
|--------------------------------|---|
| Project Title: | GRANITE STREET FROM NUTLEY TO PARKS DEPARTMENT WATERLINE REPLACEMENT |
| Project Type: | Water Distribution |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | | |
|-----------------------|---------------|-------------------|------------------------------------|--------------------|-----------|--|
| Funding Source | \$35,000 | Water SDCs | Project Cost by Budget Year | Prior Years | | |
| | <u>65,000</u> | Water Fees/ Rates | | 2003 | | |
| | \$100,000 | | | 2004 | \$100,000 | |
| | | | | 2005 | | |
| | | | | 2006 | | |
| | | | 2007 | | | |
| | | | 2008 | | | |
| | | | Total | \$100,000 | | |

Project Description:

This project would replace the aging 10 to 12 inch steel water line in Granite Street. A new 12 inch ductile iron water line will be constructed from Nutley Street southerly to the Granite Street reservoir.



capitol improvements plan

| | |
|--------------------------------|--|
| Project Title: | MAIN FEEDER LINE REPLACEMENT WATER TREATMENT PLANT TO CROWSON RESERVOIR |
| Project Type: | Water Distribution |
| Department Responsible: | Public Works Department \ Engineering Division |

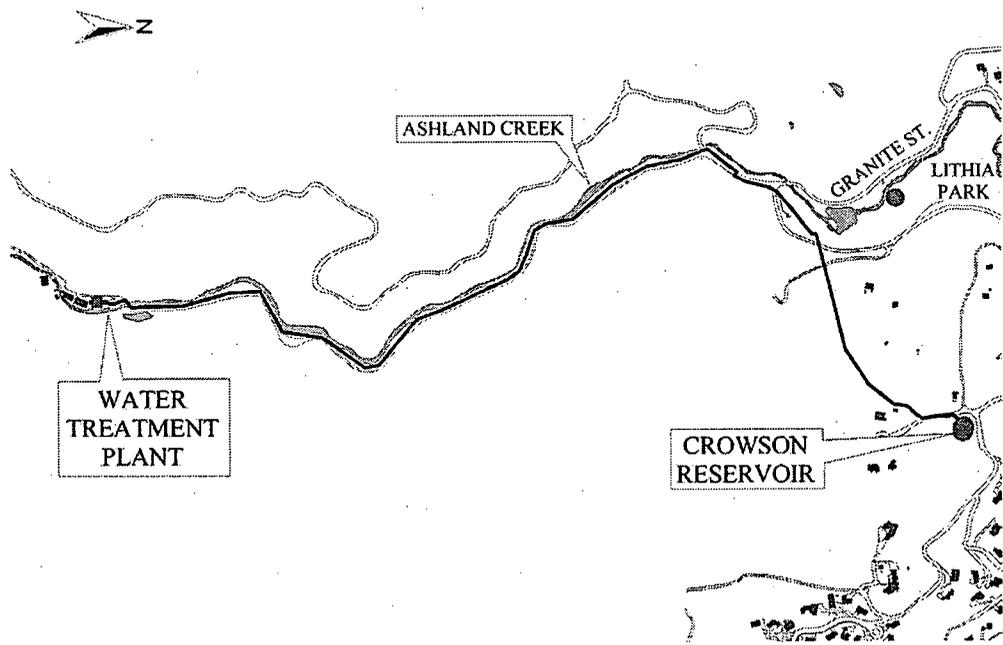
| | | | | | |
|-----------------------|-------------|--------------------|------------------------------------|--------------------|-----------|
| Funding Source | \$593,600 | Water SDCs | Project Cost by Budget Year | Prior Years | \$75,000 |
| | 541,400 | Water Fees / Rates | | 2003 | |
| | \$1,135,000 | | | 2004 | \$60,000 |
| | | | | 2005 | \$600,000 |
| | | | | 2006 | \$400,000 |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$1,135,000 | |

Project Description:

The main drinking water feeder line from the water treatment plant to Crowson Reservoir needs to be replaced, given its age of nearly 50 years, condition and size. The project potentially repairs or replaces the existing one mile length of the 24 inch waterline with a 30 inch line. This will increase capacity and improve overall distribution of drinking water to the City.

The evaluation of alternatives was completed in FY02. The recommendation is to increase the capacity by cleaning out the existing line and then line it with a smooth surface material there by increasing the volume of water through the pipe. The alternatives is to replace the line with a larger line.

Final design will begin in FY04 with construction following in two years in FY05 and FY06.



Project Title: NEW FIRE FLOW DISTRIBUTION RESERVOIR

Project Type: Water Distribution

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|------------------|--------------------|-----------------------------|--------------------|-------------|
| Funding Source | \$679,500 | Water SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>1,585,500</u> | Water Fees / Rates | | 2003 | \$115,000 |
| | \$2,265,000 | | | 2004 | \$1,150,000 |
| | | | | 2005 | \$1,000,000 |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$2,265,000 | |

Project Description:

Two areas in the southern section of the City are served by constant operation pumps with multiple pump staging to meet fireflow demands. To provide a more efficient, safer and more economical method of increasing water pressure and flow, a reservoir is proposed to be constructed in the southwest section south of Ashland. This project will include a siting study, reservoir design and construction. It is anticipated that this process will encompass three years beginning in FY03.



capitla improvements plan

| | |
|-------------------------|---|
| Project Title: | MISCELLANEOUS WATERLINE REPLACEMENTS PER THE WATER MASTER PLAN |
| Project Type: | Water Treatment Plant |
| Department Responsible: | Public Works Department \ Engineering Division |

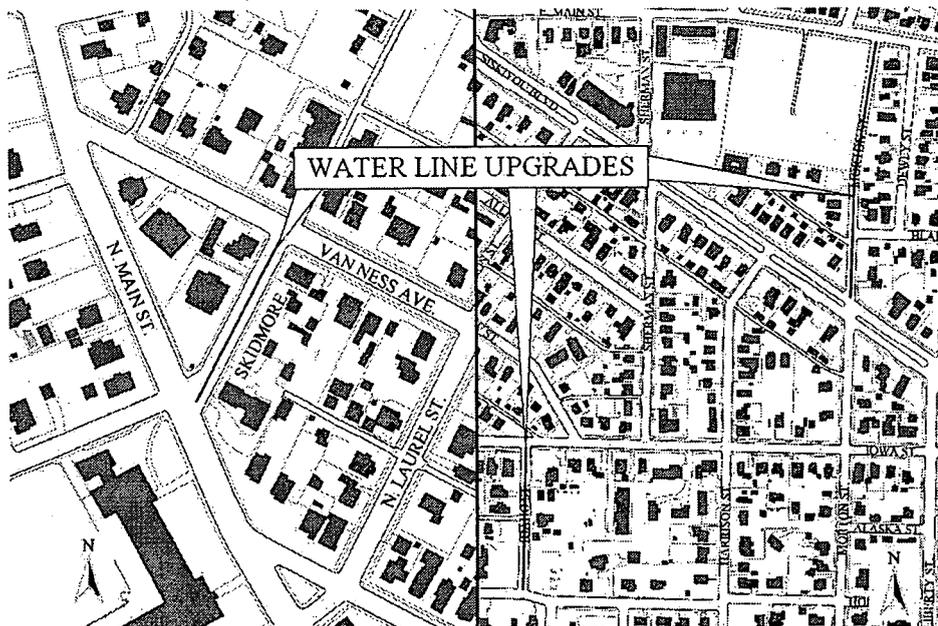
| | | | | | |
|----------------|-----------|--------------------|-----------------------------|------------------|-----------|
| Funding Source | \$120,000 | Water SDCs | Project Cost by Budget Year | Prior Years | |
| | 280,000 | Water Fees / Rates | | 2003 | |
| | \$400,000 | | | 2004 | |
| | | | | 2005 | \$100,000 |
| | | | | 2006 | \$100,000 |
| | | | 2007 | \$100,000 | |
| | | | 2008 | \$100,000 | |
| | | | Total | \$400,000 | |

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.

Potential projects include:

Barrington Circle: This project would complete a water pipeline loop to help increase water flow and availability to properties north of I-5. Under this project extend north on Crowson Road from Barrington Circle to Highway 66, then west along Highway 66 to connect to the existing 12 inch pipeline near Applegate Way.



Benson Way: This project would extend an eight inch waterline northwesterly from Benson Way to the existing waterline in Washington Street near south Jefferson Street. This connection will complete a flow loop needed to provide increased fire flow to properties south and west of I-5. Additional right of way or easements will be required for this construction.

| | |
|--------------------------------|---|
| Project Title: | WASTEWATER TREATMENT PLANT - MEMBRANE FACILITY |
| Project Type: | Wastewater Treatment Plant |
| Department Responsible: | Public Works Department / Engineering Division |

| | | | | | |
|-----------------------|------------------|------------------------|------------------------------------|--------------------|-------------|
| Funding Source | \$999,875 | Wastewater SDCs | Project Cost by Budget Year | Prior Years | \$7,899,000 |
| | 2,199,725 | Other Funds | | 2003 | \$100,000 |
| | <u>4,799,400</u> | Wastewater Fees/ Rates | | 2004 | |
| | \$7,999,000 | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$7,999,000 | |

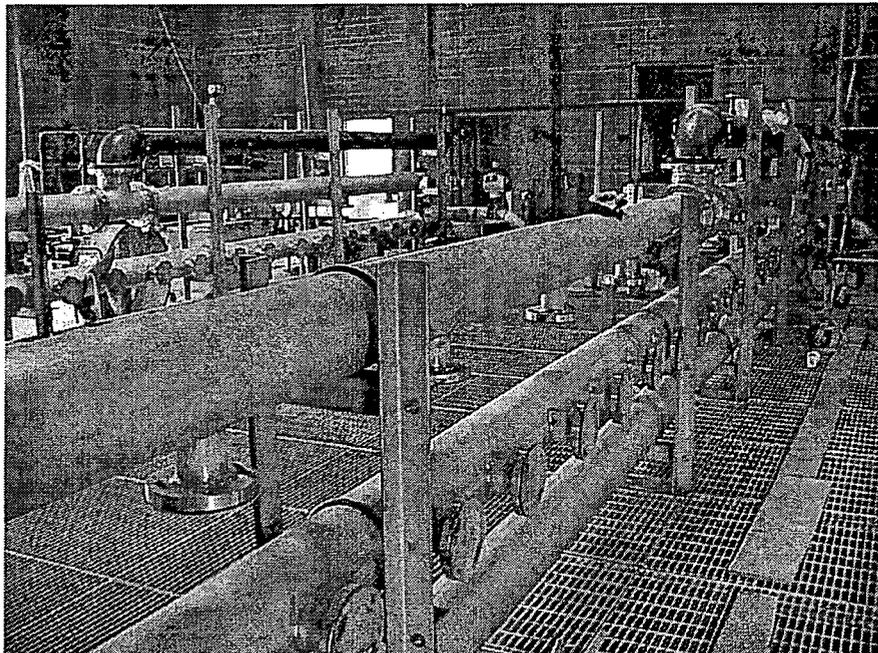
Project Description:

The Wasterwater Treatment Plant Improvements have been divided into three sections -

- Wastewater Treatment Plant Process Improvements (oxidation / clarifiers)
- Wastewater Treatment Plant Tertiary Membrane Facility; and
- Wastewater Treatment Plant Biosolids Management (centrifuge)

The initial process improvements began in September 1998 and were fully completed in May 2002. Those costs are not represented in this project. This portion of the project is the tertiary or third stage of treatment to fulfill council's decision to treat the effluent to meet the stringent DEQ standards for creek discharge. The council approved the Membrane Filtration units manufactured by

Zenon. The membrane facility was started in FY02 and will be completed in May 2003 to meet the stingent DEQ mandate. Final landscaping details will be completed in FY03.



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.

capitla improvements plan

| | |
|--------------------------------|--|
| Project Title: | WASTEWATER TREATMENT PLANT - BIOSOLIDS CENTRIFUGE |
| Project Type: | Wastewater Treatment Plant |
| Department Responsible: | Public Works Department / Engineering Division |

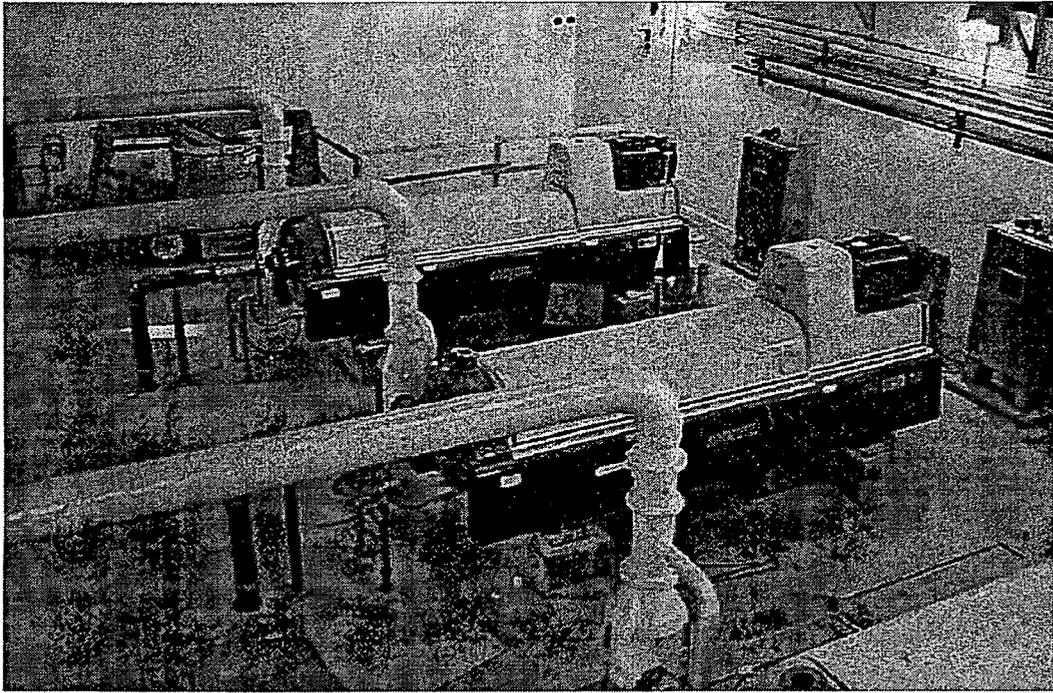
| | | | | | |
|-----------------------|------------------|------------------------|------------------------------------|--------------------|-------------|
| Funding Source | \$462,500 | Wastewater SDCs | Project Cost by Budget Year | Prior Years | \$500,000 |
| | 1,017,500 | Other Funds | | 2003 | \$3,200,000 |
| | <u>2,220,000</u> | Wastewater Fees/ Rates | | 2004 | |
| | \$3,700,000 | | | 2005 | |
| | | | | 2006 | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$3,700,000 | |

Project Description:

- The Wasterwater Treatment Plant Improvements have been divided into three sections -
- Wastewater Treatment Plant Process Improvements (oxidation / clarifiers)
 - Wastewater Treatment Plant Tertiary Membrane Facility; and
 - Wastewater Treatment Plant Biosolids Management (centrifuge)

This portion of the project will complete design, pre-purchase centrifuge units and build the facility and ancilliary pumping and piping. The centrifuge units will be designed to provide full flexibility for reuse of biosolids in the future.

Construction will be completed in FY03 and may start early as May 2002.



Project Title: COLLECTION SYSTEM MASTER PLAN UPDATE

Project Type: Wastewater Collection System

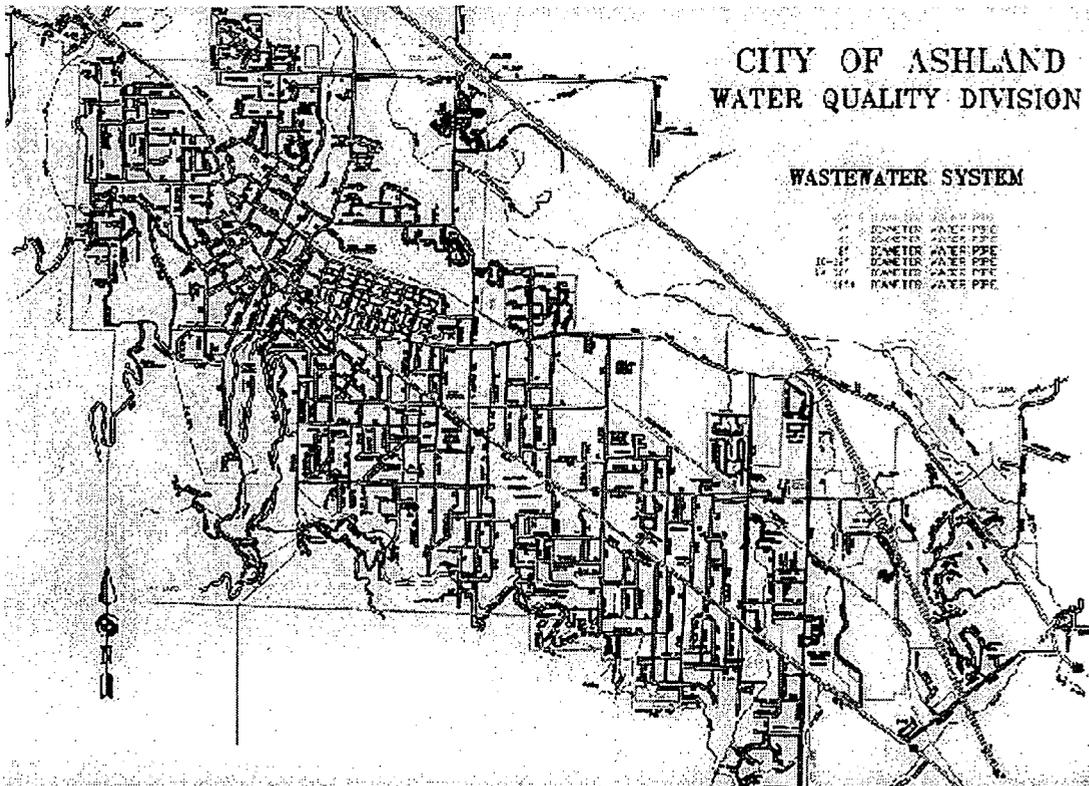
Department Responsible: Public Works Department / Engineering Division

| | | | | | |
|----------------|----------|-----------------|-----------------------------|--------------|-----------------|
| Funding Source | \$70,000 | Wastewater SDCs | Project Cost by Budget Year | Prior Years | \$45,000 |
| | \$70,000 | | | 2003 | \$25,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$70,000 |

Project Description:

The current Wastewater Collection Master Plan is over twenty years old. Although the system is operating well, staff expects some necessary improvements may have been overlooked. This project will revise and update that Master Plan to provide a list of necessary capital and maintenance projects for the next twenty years.

The primary focus will be on the age of the lines, type of construction and capacity of the existing system. In addition, staff will focus on maintenance policies and pre-treatment needs.



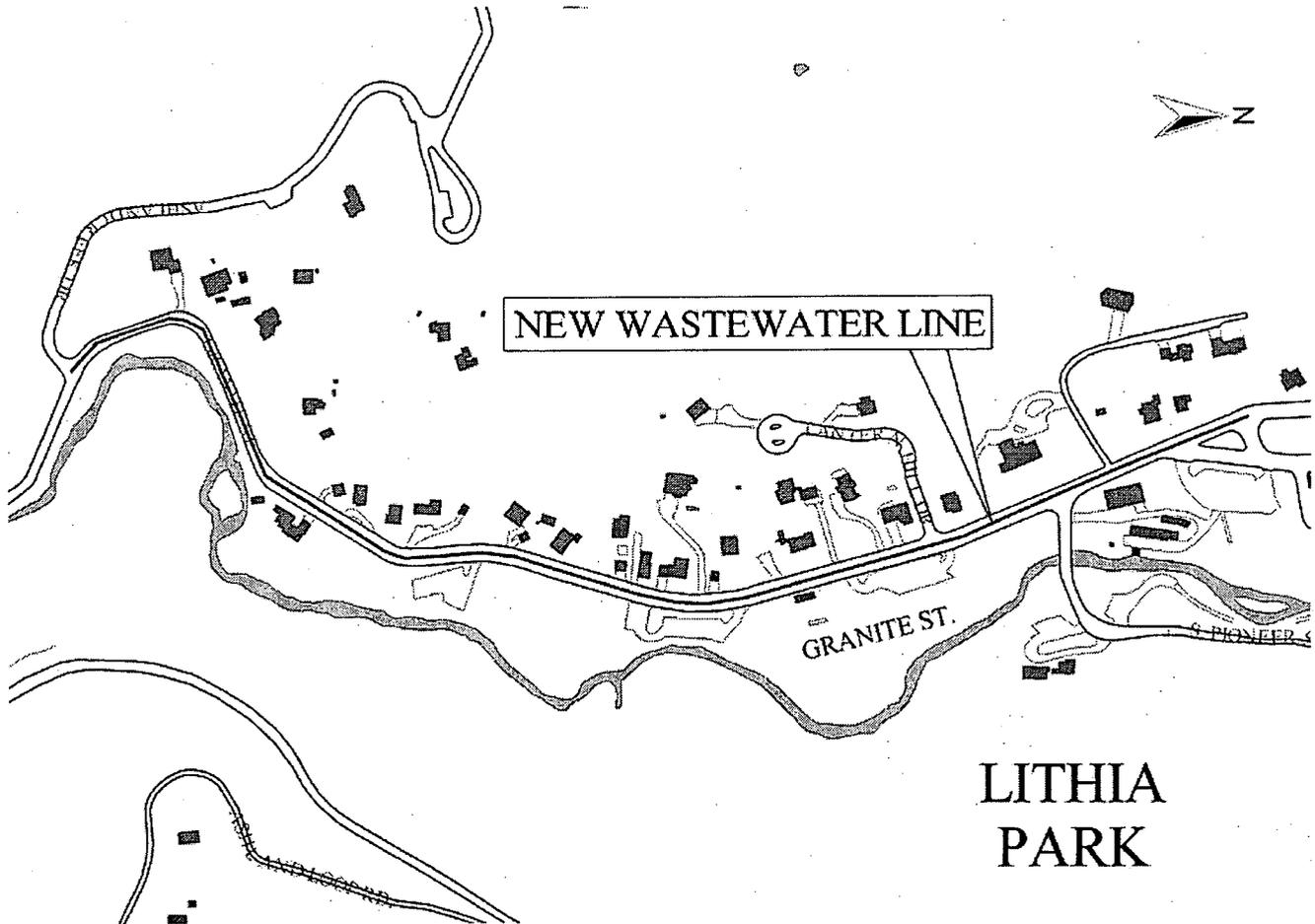
capital improvements plan

| | |
|-------------------------|---|
| Project Title: | GRANITE STREET - PIONEER TO PARKS OFFICE WASTEWATER LINE REPLACEMENT |
| Project Type: | Wastewater Treatment Collection System |
| Department Responsible: | Public Works Department / Engineering Division |

| | | | | | |
|----------------|------------------|------------------------|-----------------------------|--------------|------------------|
| Funding Source | <u>\$175,000</u> | Wastewater Fees/ Rates | Project Cost by Budget Year | Prior Years | \$100,000 |
| | \$175,000 | | | 2003 | \$75,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$175,000 |

Project Description:

This project upgrades the existing line to an 8 inch sewer collection in Granite Street from Lithia Creek Way to Winburn Way. Design is being completed in FY02. Construction will begin early in FY03.



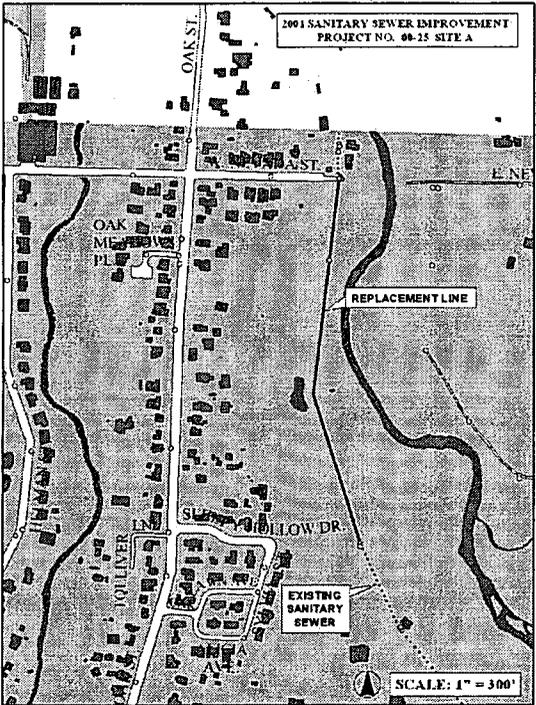
| | |
|--------------------------------|--|
| Project Title: | BEAR CREEK INTERCEPTOR |
| Project Type: | Wastewater Treatment Collection System |
| Department Responsible: | Public Works Department / Engineering Division |

| | | | | |
|-----------------------|----------------------------------|------------------------------------|--------------|------------------|
| Funding Source | <u>\$580,000</u> Wastewater SDCs | Project Cost by Budget Year | Prior Years | \$90,000 |
| | \$580,000 | | 2003 | \$105,000 |
| | | | 2004 | \$230,000 |
| | | | 2005 | |
| | | | 2006 | |
| | | | 2007 | \$30,000 |
| | | | 2008 | \$125,000 |
| | | | Total | \$580,000 |

Project Description:

Install 24 inch 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 (started FY02)
- Phase IV is located near the wastewater treatment plant and runs to Oak Street (completed in FY02)
- Phase V begins near the North Mountain Park at Fordyce and extends to Walker Avenue (to be designed in FY03 and constructed in FY04)
- Phase VI includes the section from Tolman Creek Road to Walker Avenue.



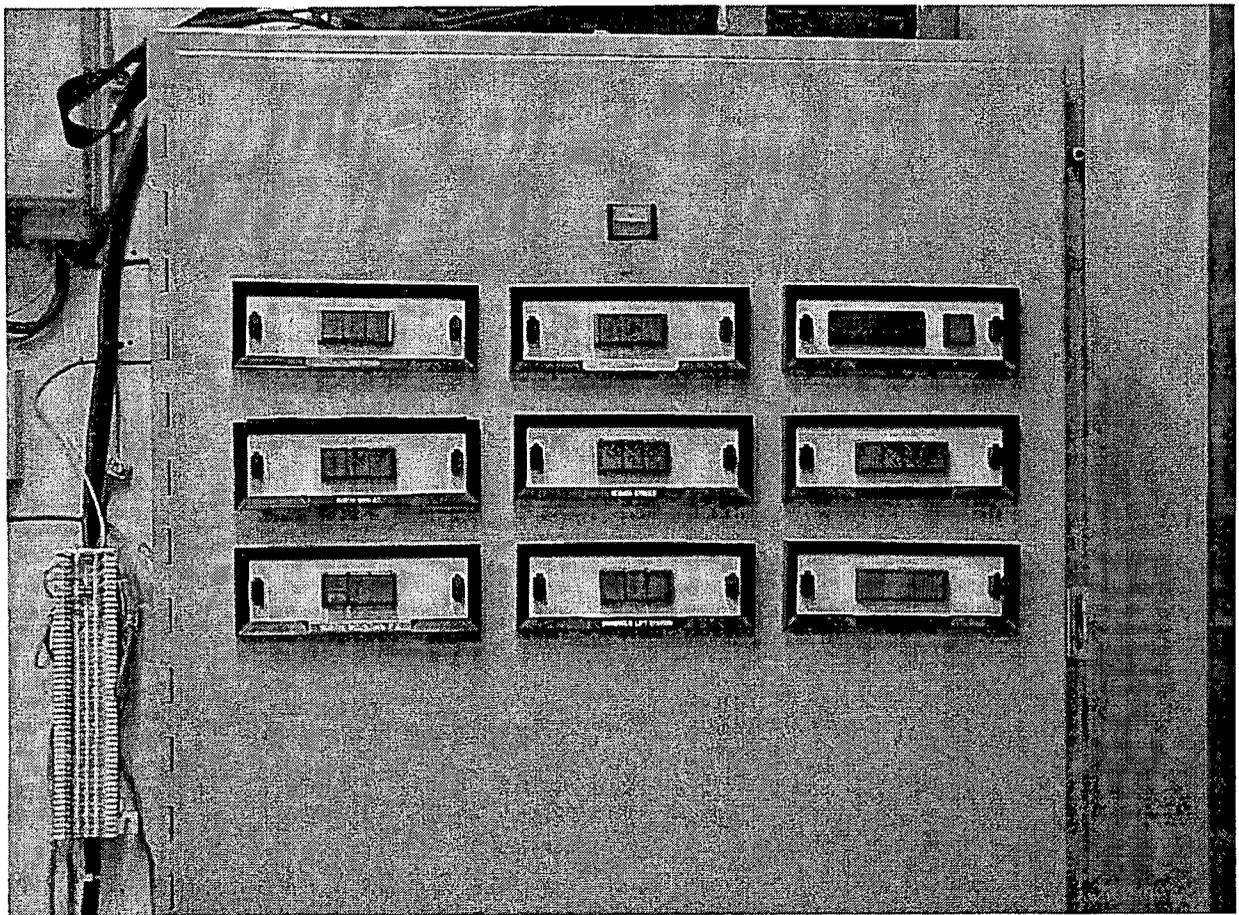
capital improvements plan

| | |
|--------------------------------|--|
| Project Title: | PUMP STATION TELEMTRY UPDATES |
| Project Type: | Wastewater Treatment Collection System |
| Department Responsible: | Public Works Department / Engineering Division |

| | | | | | |
|-----------------------|---------------|-----------------------|------------------------------------|--------------------|----------|
| Funding Source | \$33,000 | Wastewater SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>77,000</u> | Wastewater Fees/Rates | | 2003 | \$60,000 |
| | \$110,000 | | | 2004 | \$50,000 |
| | | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$110,000 | |

Project Description:

The City operates six sanitary sewer pump stations in various areas of the City. The telemetry system that monitors the operation of these stations is outdated and parts are no longer available for repairs. Since these stations accumulate large quantities of wastewater, it is critical that we monitor them more effectively to ensure that there are no wastewater overflows into the environment.



| | |
|--------------------------------|--|
| Project Title: | NORTH MAIN PUMP STATION REPLACEMENT |
| Project Type: | Wastewater Treatment Plant |
| Department Responsible: | Public Works Department / Engineering Division |

| | | | | | | |
|-----------------------|---------------|-----------------------|------------------------------------|--------------------|----------|--|
| Funding Source | \$25,500 | Wastewater SDCs | Project Cost by Budget Year | Prior Years | | |
| | <u>59,500</u> | Wastewater Fees/Rates | | 2003 | | |
| | \$85,000 | | | 2004 | \$85,000 | |
| | | | | 2005 | | |
| | | | 2006 | | | |
| | | | 2007 | | | |
| | | | 2008 | | | |
| | | | Total | \$85,000 | | |

Project Description:

Replace wet/dry well sanitary sewer pump station with new submersible pump station. The old station is failing with problems in pump motors and controls. The electrical system is outdated and the pump station structure has major rust problems.



capital improvements plan

| | |
|--------------------------------|--|
| Project Title: | COLLECTION SYSTEM MAIN LINE UPSIZING |
| Project Type: | Wastewater Treatment Collection System |
| Department Responsible: | Public Works Department / Engineering Division |

| | | | | | |
|-----------------------|----------------|-----------------------|------------------------------------|--------------------|--|
| Funding Source | \$76,500 | Wastewater SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>178,500</u> | Wastewater Fees/Rates | | 2003 | |
| | \$255,000 | | | 2004 | |
| | | | | 2005 | |
| | | | 2006 | \$85,000 | |
| | | | 2007 | \$85,000 | |
| | | | 2008 | \$85,000 | |
| | | | Total | \$255,000 | |

Project Description:

The Collection System Master Plan is anticipated to identify a series of improvements. Renovations are expected to encompass approximately \$85,000 a year for several years beginning in FY06. The projects will be identified and prioritized by the Master Plan recommendations. In FY03, System Development Charge calculations will likely be reevaluated and possibly revised in FY04. Improvement designs will follow in FY05.



Project Title: BRIDGE STREET - LEETO SISKIYOU (SOU EASEMENT)

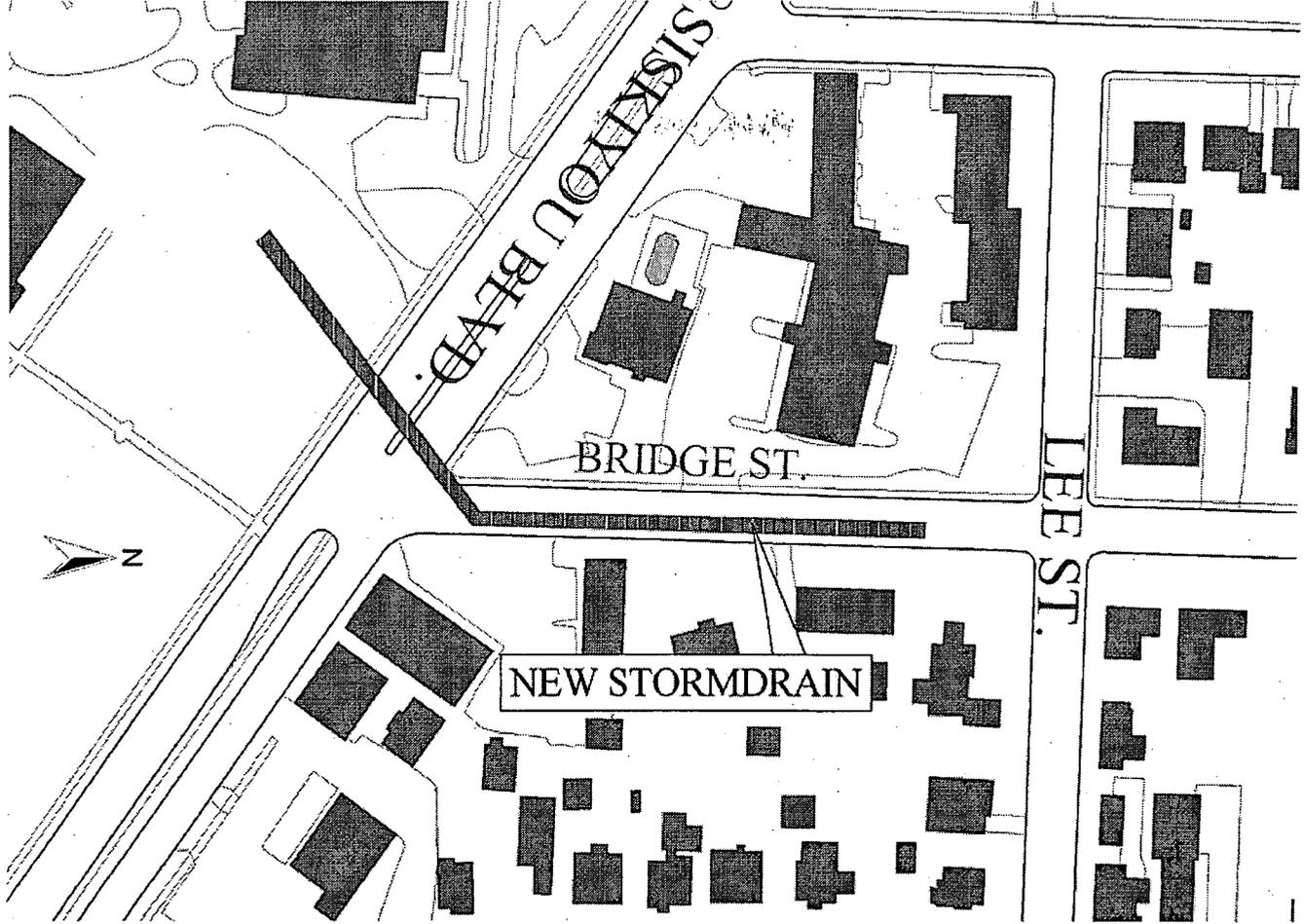
Project Type: Storm Drains

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|----------------|------------------------|-----------------------------|------------------|-----------|
| Funding Source | \$75,000 | Storm Drain SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>175,000</u> | Storm Drain Fees/Rates | | 2003 | \$250,000 |
| | \$250,000 | | | 2004 | |
| | | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$250,000 | |

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 total improvement is to install a new 36 inch line to adequately accommodate storm water flows within Roca Creek drainage.



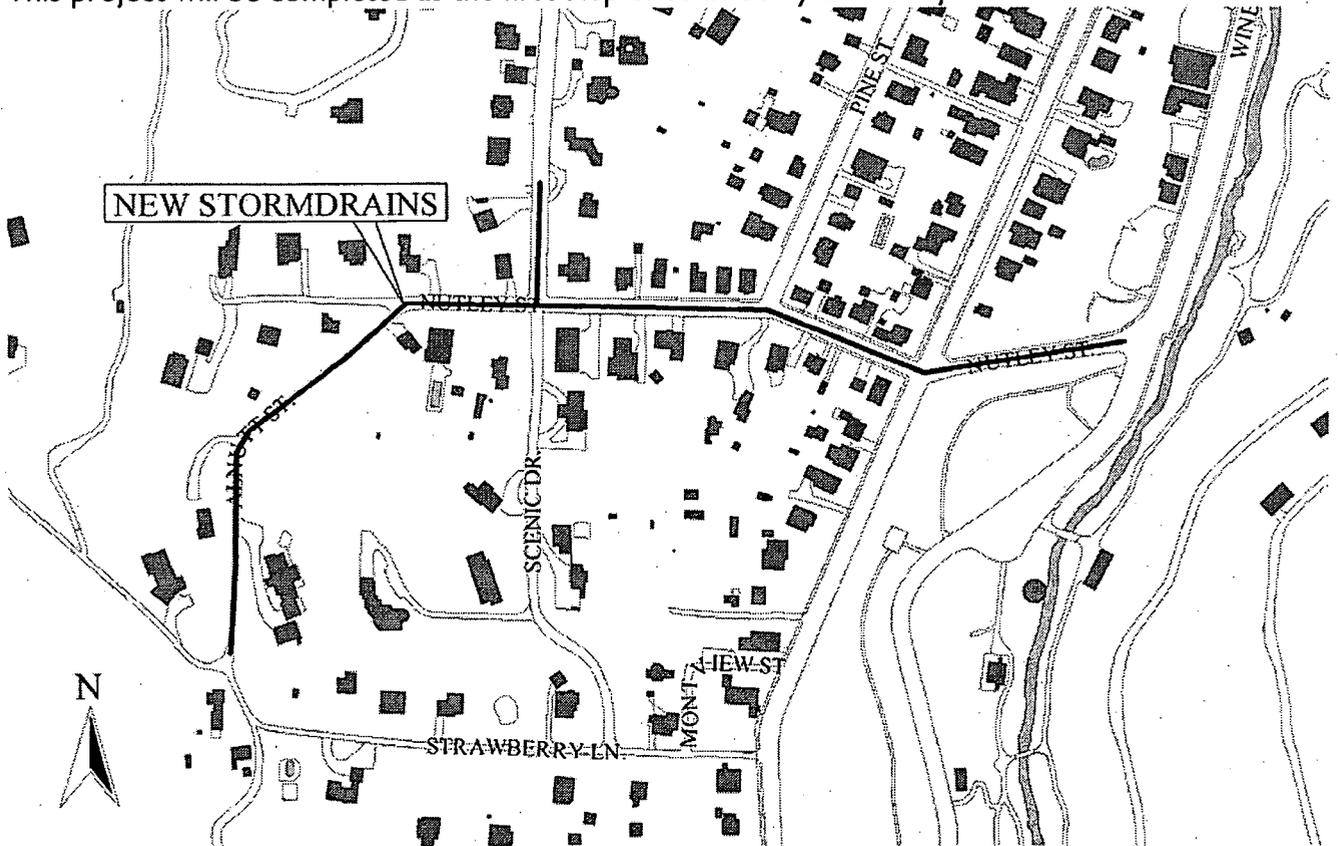
| | |
|--------------------------------|--|
| Project Title: | STRAWBERRY, NUTLEY, ALNUTT STORM DRAIN IMPROVEMENTS |
| Project Type: | Storm Drains |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|----------------|------------------------|------------------------------------|------------------|-----------|
| Funding Source | \$123,000 | Storm Drain SDCs | Project Cost by Budget Year | Prior Years | \$25,000 |
| | <u>148,000</u> | Storm Drain Fees/Rates | | 2003 | \$246,000 |
| | \$271,000 | | | 2004 | |
| | | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$271,000 | |

Project Description:

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

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



Project Title: UPSIZE FRIENDSHIP CIRCLE STORM DRAIN

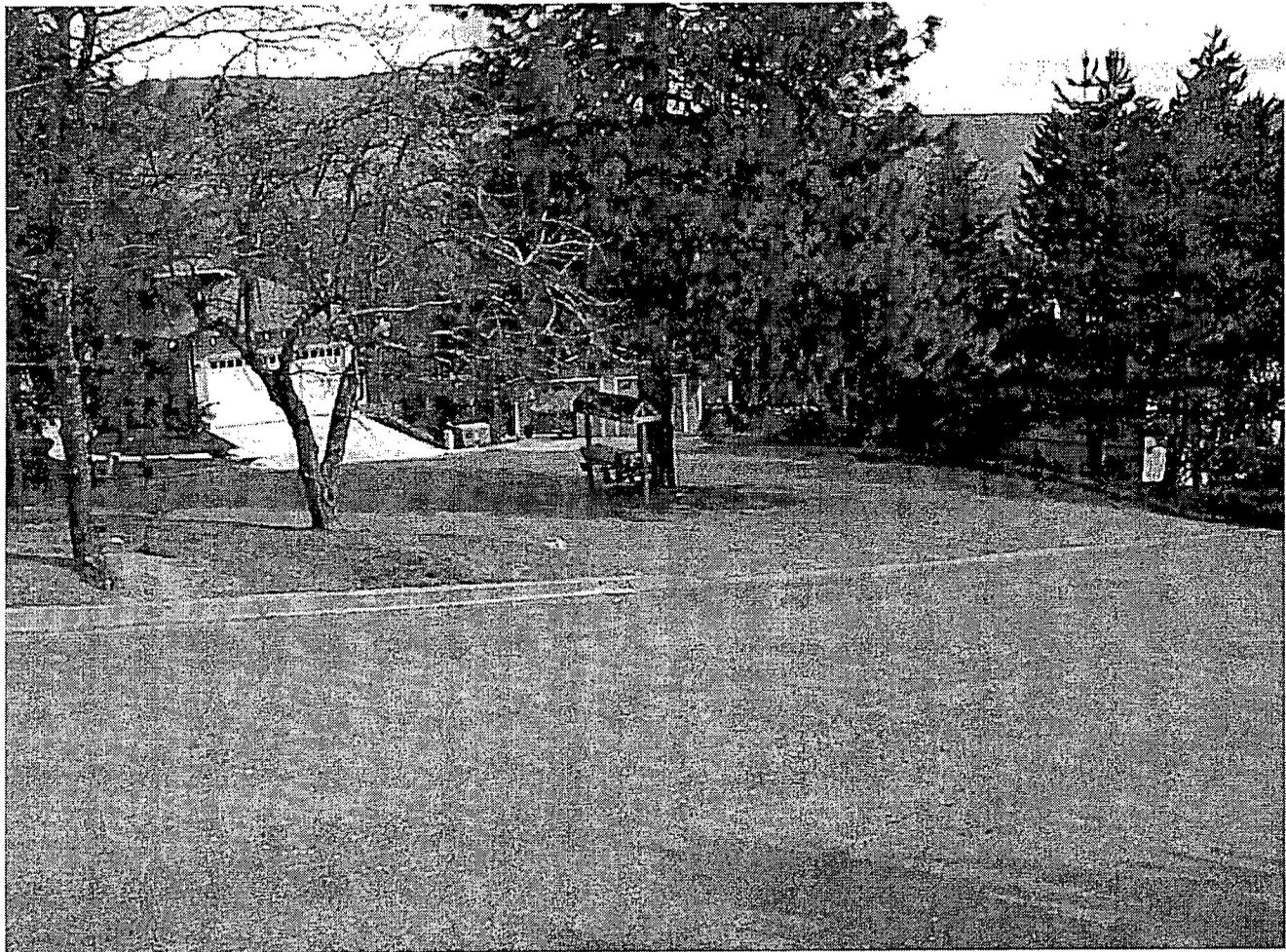
Project Type: Storm Drains

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|---------------|------------------------|-----------------------------|-----------------|----------|
| Funding Source | \$40,000 | Storm Drain SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>10,000</u> | Storm Drain Fees/Rates | | 2003 | \$50,000 |
| | \$50,000 | | | 2004 | |
| | | | | 2005 | |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$50,000 | |

Project Description:

The project consists of providing peak flow capacity for the upper reaches of the Mountain Creek Basin by upsizing approximately 650 feet of existing line and rerouting a portion to improve flow characteristics.



capitol improvements plan

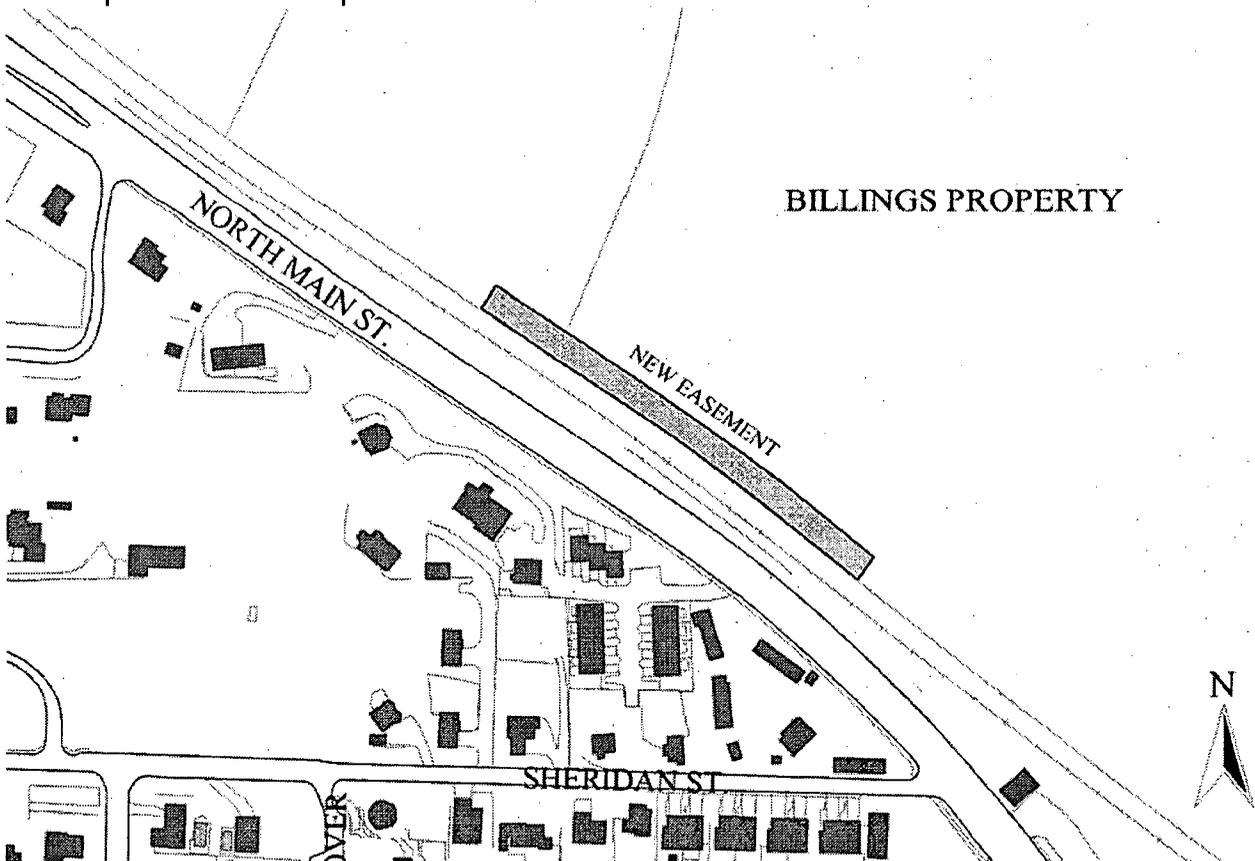
| | |
|-------------------------|---|
| Project Title: | INSTALL STORM DRAIN AT THE NORTH END OF ASHLAND AT THE BILLINGS PROPERTY |
| Project Type: | Storm Drains |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|----------------|----------------|------------------------|-----------------------------|-------------|-----------|
| Funding Source | \$21,750 | Storm Drain SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>123,250</u> | Storm Drain Fees/Rates | | 2003 | \$25,000 |
| | \$145,000 | | | 2004 | \$120,000 |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | 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)

Initial concept is to design storm drain at the newly acquired easement along the railroad tracks that was acquired for the bikepath extension.



| | |
|--------------------------------|--|
| Project Title: | WATER QUALITY IMPROVEMENTS - BASINS/RIPARIANS |
| Project Type: | Storm Drains |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|----------------|------------------------|------------------------------------|------------------|----------|
| Funding Source | \$105,000 | Storm Drain SDCs | Project Cost by Budget Year | Prior Years | \$35,000 |
| | <u>140,000</u> | Storm Drain Fees/Rates | | 2003 | \$35,000 |
| | \$245,000 | | | 2004 | \$35,000 |
| | | | | 2005 | \$35,000 |
| | | | 2006 | \$35,000 | |
| | | | 2007 | \$35,000 | |
| | | | 2008 | \$35,000 | |
| | | | Total | \$245,000 | |

Project Description:

The Storm Water and Drainage Master Plan recommended that the City complete non-traditional water quality improvements along our creeks and 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 and filter out sediment and petroleum products.

Although specific projects have not been identified, \$35,000 per year will be allocated.



capitol improvements plan

Project Title: BEACH CREEK DRAINAGE IMPROVEMENTS

Project Type: Storm Drains

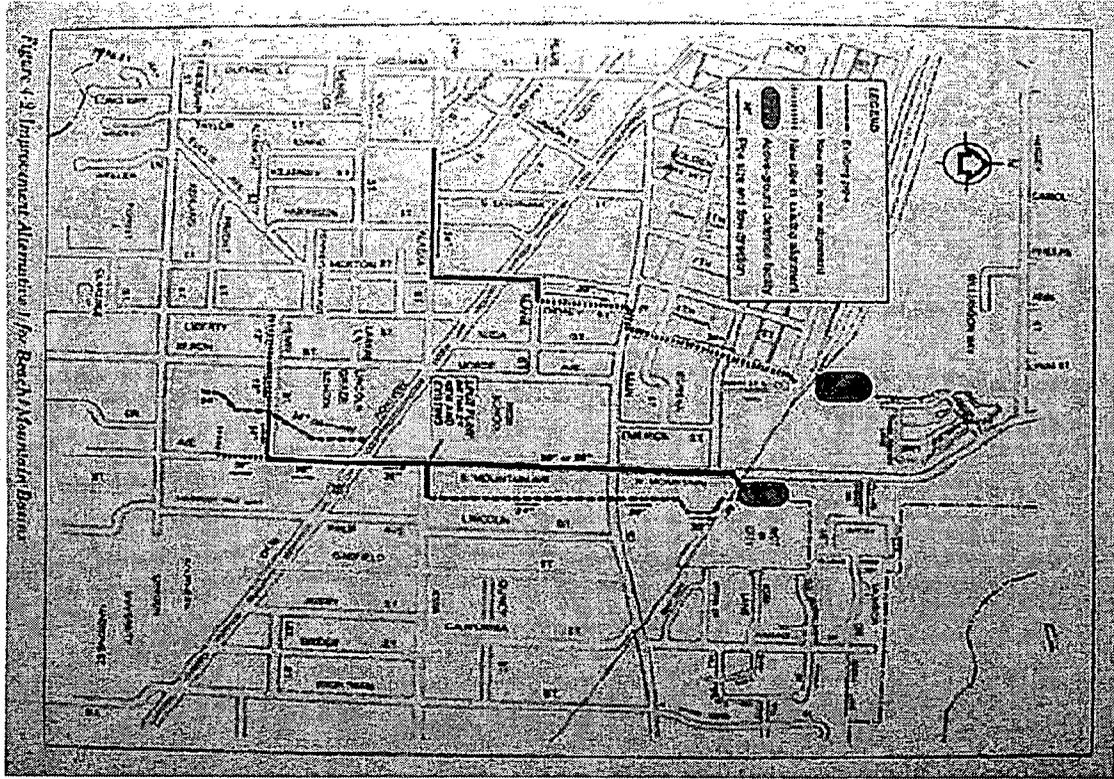
Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|----------------|------------------------|-----------------------------|--------------------|-----------|
| Funding Source | \$300,000 | Storm Drain SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>700,000</u> | Storm Drain Fees/Rates | | 2003 | \$200,000 |
| | \$1,000,000 | | | 2004 | \$200,000 |
| | | | | 2005 | \$200,000 |
| | | | 2006 | \$200,000 | |
| | | | 2007 | \$200,000 | |
| | | | 2008 | \$200,000 | |
| | | | Total | \$1,000,000 | |

Project Description:

The City's Storm Water and Drainage Master Plan recommended significant improvements to the Beach Creek Drainage system.

Major system upgrades are necessary to the Mountain and Beach Creek drainage areas. This "project" is actually a series of pipe upgrades and retention facilities to accommodate the recommendations in the Storm Water and Drainage Master Plan. 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.



Project Title: WALKER AVENUE STORM DRAIN
PARKER STREET TO HOMES AVENUE

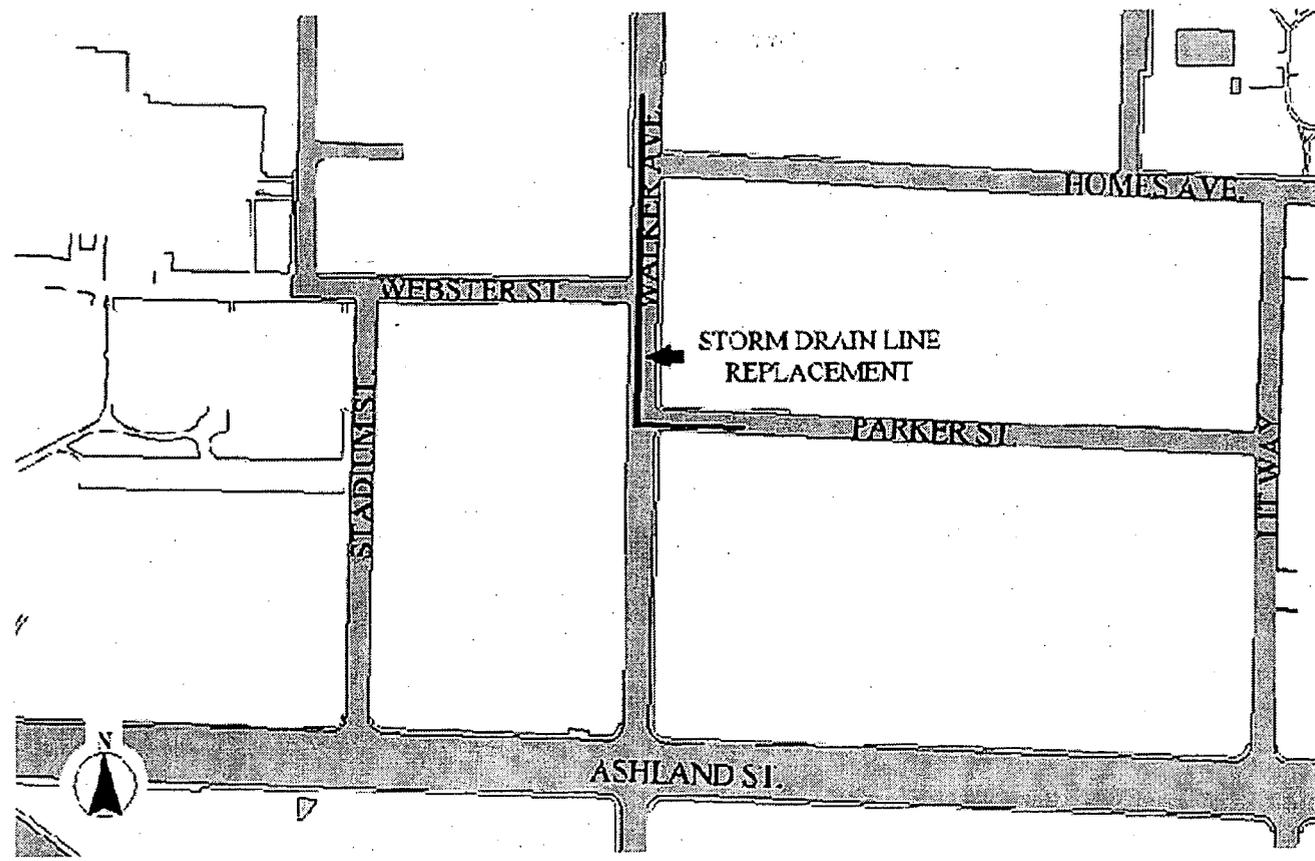
Project Type: Storm Drains

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|-----------------------|----------------|------------------------|------------------------------------|--------------------|-----------|
| Funding Source | \$84,000 | Storm Drain SDCs | Project Cost by Budget Year | Prior Years | |
| | <u>196,000</u> | Storm Drain Fees/Rates | | 2003 | |
| | \$280,000 | | | 2004 | \$30,000 |
| | | | | 2005 | \$250,000 |
| | | | 2006 | | |
| | | | 2007 | | |
| | | | 2008 | | |
| | | | Total | \$280,000 | |

Project Description:

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



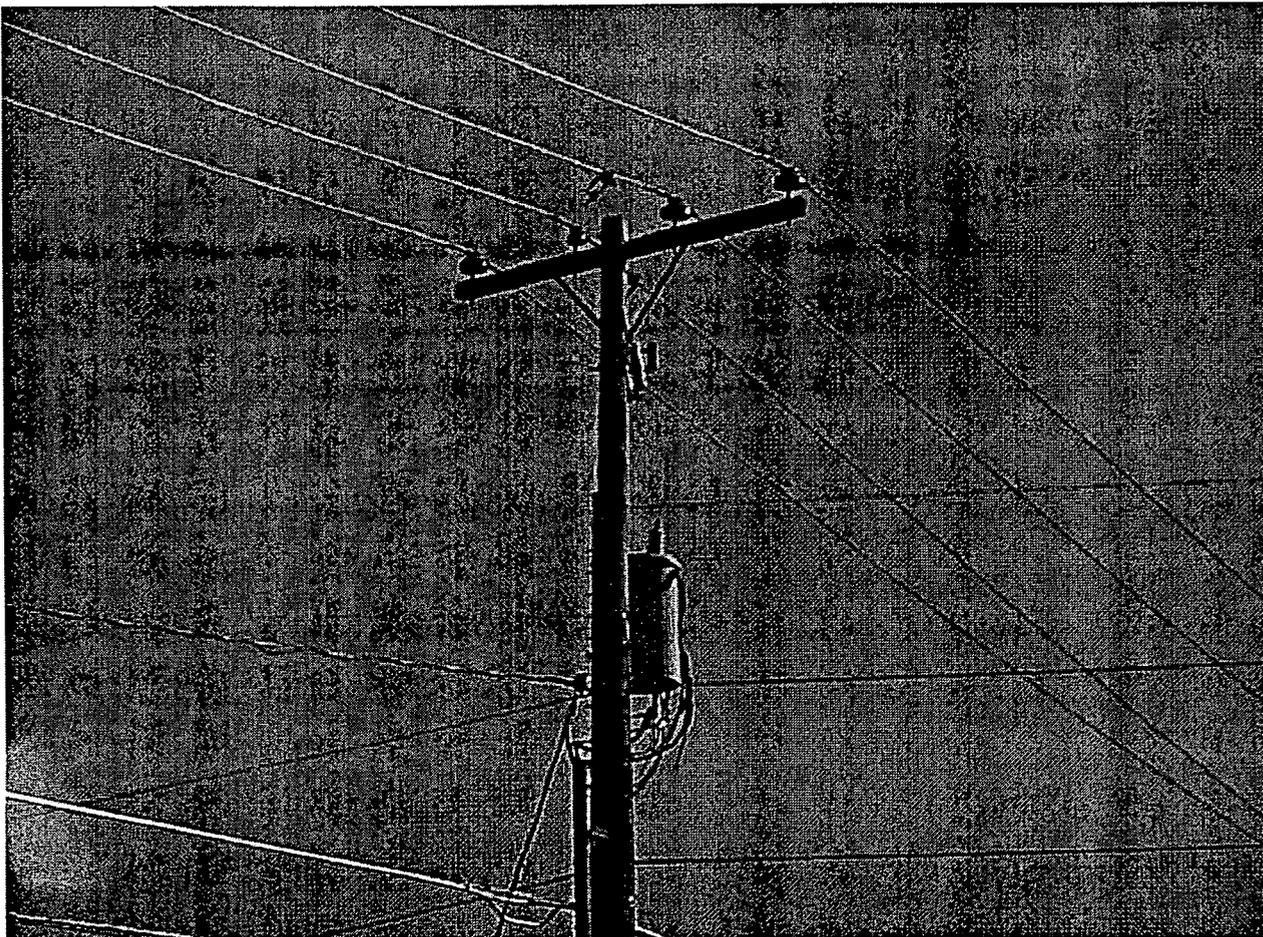
capital improvements plan

| | |
|--------------------------------|--|
| Project Title: | INSTALL NEW SERVICES & TRANSFORMERS |
| Project Type: | Electric Utility Upgrade |
| Department Responsible: | City of Ashland Electric Utilities |

| | | | | |
|-----------------------|---|------------------------------------|--------------------|--------------------|
| Funding Source | <u>\$2,133,000</u> Electric Fees/ Rates | Project Cost by Budget Year | Prior Years | |
| | \$2,133,000 | | 2003 | \$508,000 |
| | | | 2004 | \$325,000 |
| | | | 2005 | \$325,000 |
| | | | 2006 | \$325,000 |
| | | | 2007 | \$325,000 |
| | | | 2008 | \$325,000 |
| | | | Total | \$2,133,000 |

Project Description:

This project represents all of the expenses related to the installation of new services and transformers needed for new developments throughout the City. Much of these costs are returned as direct revenues, others as fees. This system includes costs to install overhead conductors and devices to replace underground lines and the replacement and repair of existing underground lines.



| | |
|--------------------------------|---|
| Project Title: | UNDERGROUND ELECTRIC & AFN UTILITY LINE INSTALLATION |
| Project Type: | Electric Utility Upgrade |
| Department Responsible: | City of Ashland Electric Utilities |

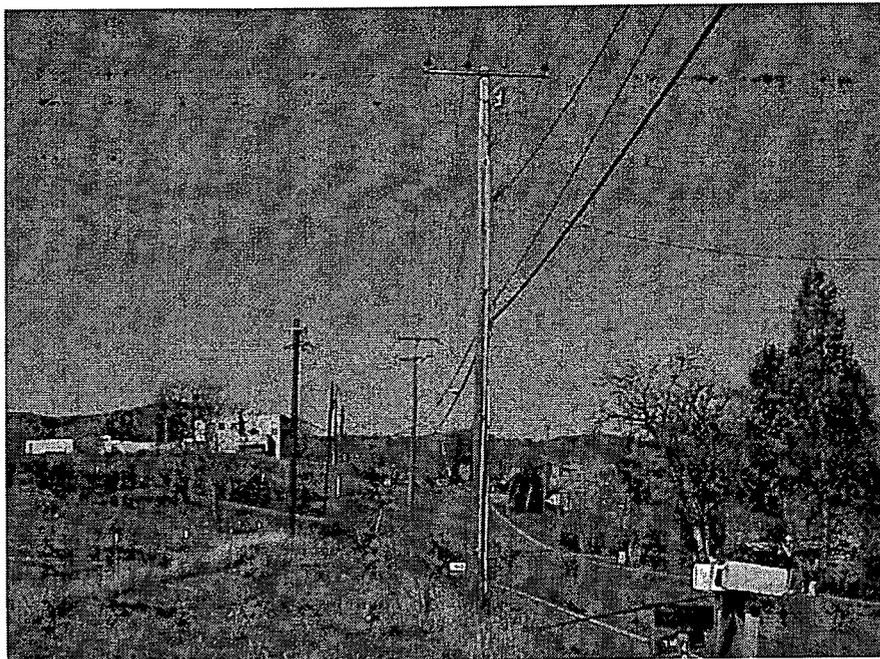
| | | | | |
|-----------------------|---|------------------------------------|--------------------|--------------------|
| Funding Source | <u>\$1,517,000</u> Electric Fees/ Rates | Project Cost by Budget Year | Prior Years | |
| | \$1,517,000 | | 2003 | |
| | | | 2004 | \$210,000 |
| | | | 2005 | \$180,000 |
| | | | 2006 | \$630,000 |
| | | | 2007 | \$112,000 |
| | | | 2008 | \$175,000 |
| | | | Total | \$1,517,000 |

Project Description:

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

Projects scheduled for installation are as follows:

- FY04 - Stawberry Lane
- FY05 - Siskiyou Boulevard
- FY06 - Tolman Creek Road
- FY07 - Oak Street
- FY08 - Oak Knoll Drive

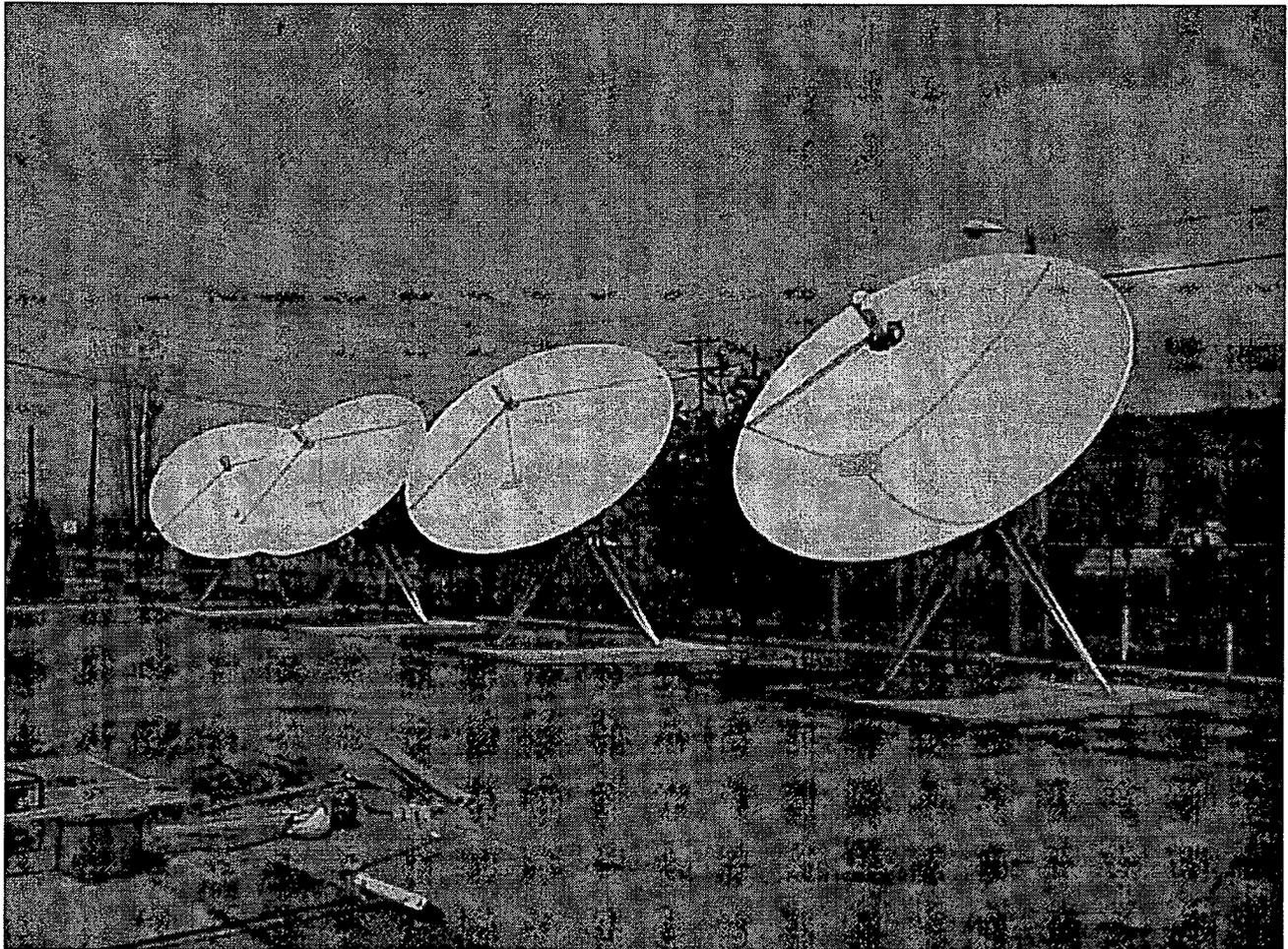


| | |
|--------------------------------|---|
| Project Title: | DISTRIBUTION AND CABLE EQUIPMENT |
| Project Type: | Telecommunications |
| Department Responsible: | City of Ashland Electric Utilities |

| | | | | |
|-----------------------|---------------------------------------|------------------------------------|--------------------|------------------|
| Funding Source | <u>\$500,000</u> Electric Fees/ Rates | Project Cost by Budget Year | Prior Years | |
| | \$500,000 | | 2003 | \$250,000 |
| | | | 2004 | \$50,000 |
| | | | 2005 | \$50,000 |
| | | | 2006 | \$50,000 |
| | | | 2007 | \$50,000 |
| | | | 2008 | \$50,000 |
| | | | Total | \$500,000 |

Project Description:

This is an existing and ongoing project which provides for the installation of new fiber lines and repair of existing telecommunication utilities. Locations for new fiber installation are scheduled by predetermined sections of nodes throughout the city.



Project Title: COMMUNITY DEVELOPMENT & ENGINEERING SERVICES
BUILDING RECONSTRUCTION (HILLAHTEMPLE)

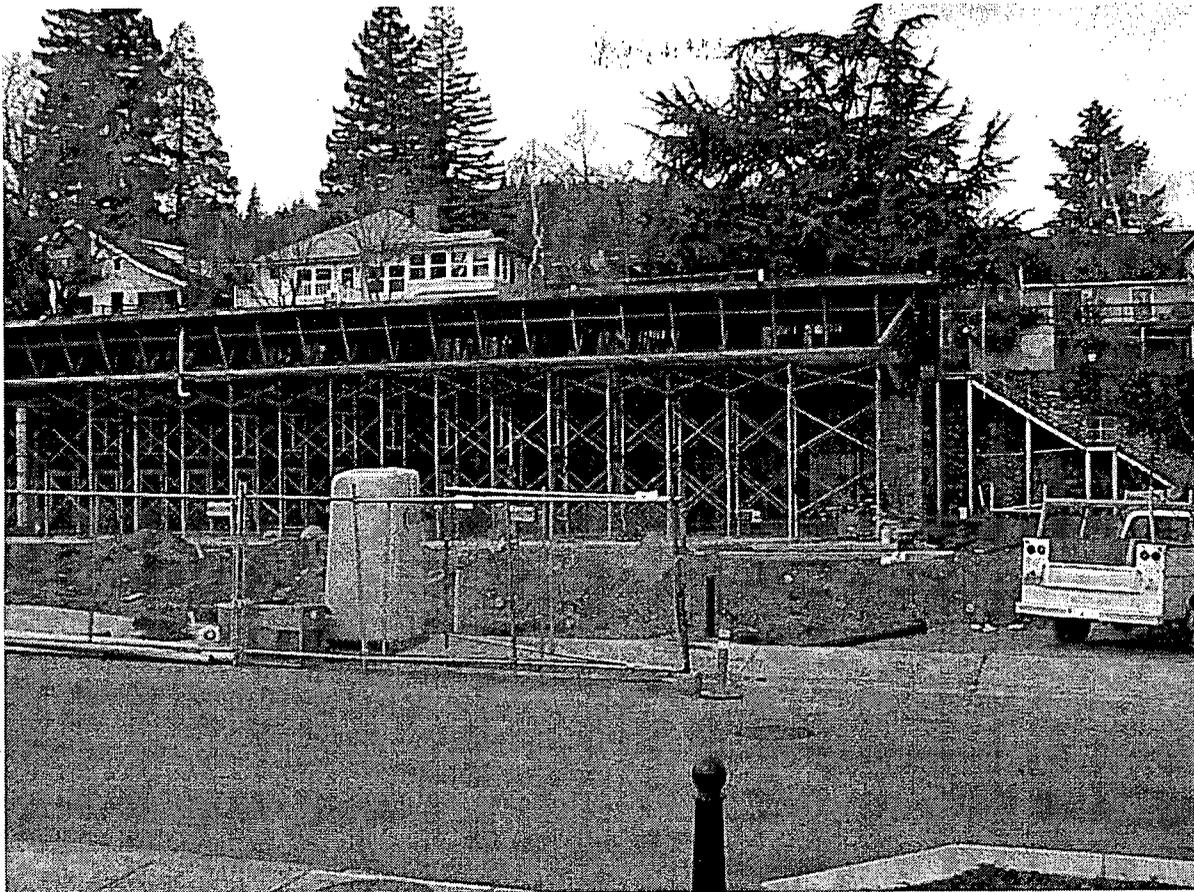
Project Type: Administration

Department Responsible: Public Works Department \ Engineering Division

| | | | | | |
|----------------|-------------|--------------|-----------------------------|--------------|--------------------|
| Funding Source | \$2,159,000 | Fees / Rates | Project Cost by Budget Year | Prior Years | \$1,509,000 |
| | \$2,159,000 | | | 2003 | \$650,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$2,159,000 |

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 Services. This project also included the construction of a recycling and trash receptacle area and public restrooms.



capitla improvements plan

Project Title: ASHLAND PUBLIC LIBRARY EXPANSION PROJECT

Project Type: Administration

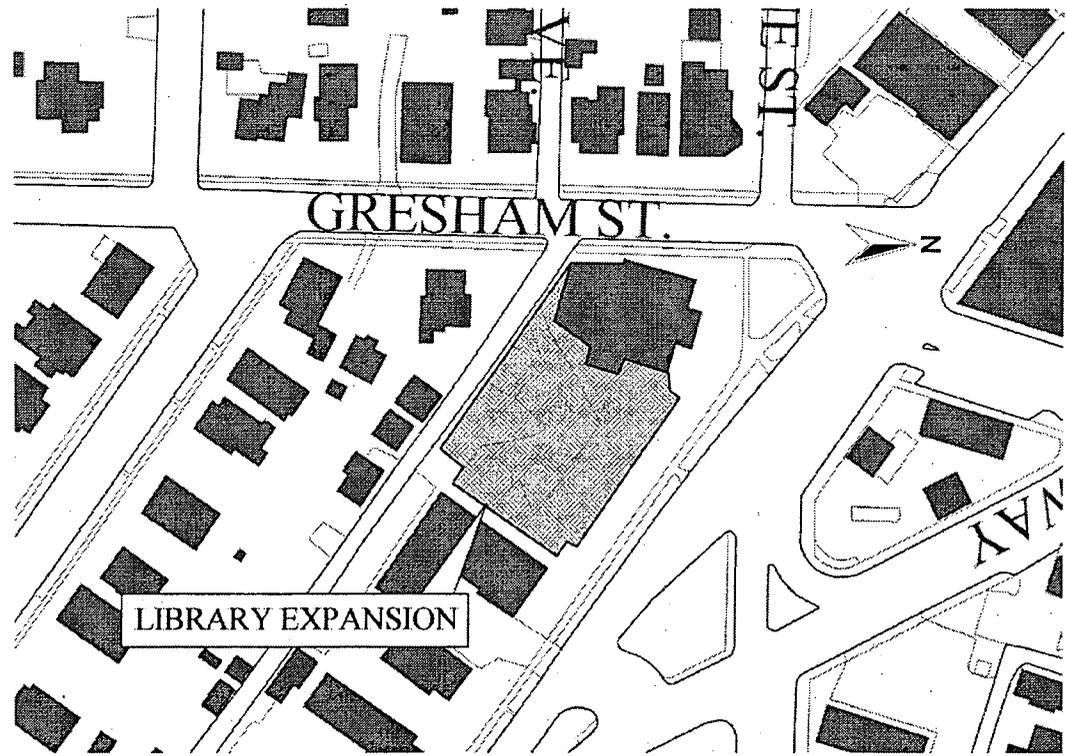
Department Responsible: Adminstration Department

| | | | | |
|----------------|-------------|--------------|-----------------------------|--------------------|
| Funding Source | \$4,230,000 | Fees / Rates | Prior Years | \$3,530,000 |
| | \$4,230,000 | | 2003 | \$700,000 |
| | | | 2004 | |
| | | | 2005 | |
| | | | 2006 | |
| | | | 2007 | |
| | | | 2008 | |
| | | | Total | \$4,230,000 |
| | | | Project Cost by Budget Year | |

Project Description:

The library is owned by the City of Ashland and 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: | POLICE PARKING LOT |
| Project Type: | Administration |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|----------------|-----------------|--------------|-----------------------------|--------------|-----------------|
| Funding Source | <u>\$85,000</u> | Fees / Rates | Project Cost by Budget Year | Prior Years | |
| | \$85,000 | | | 2003 | \$85,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$85,000 |

Project Description:

This project provides additional parking for the Police Department behind the Civic Center and will provide a new walkway, storm drain installation and limited covered parking.



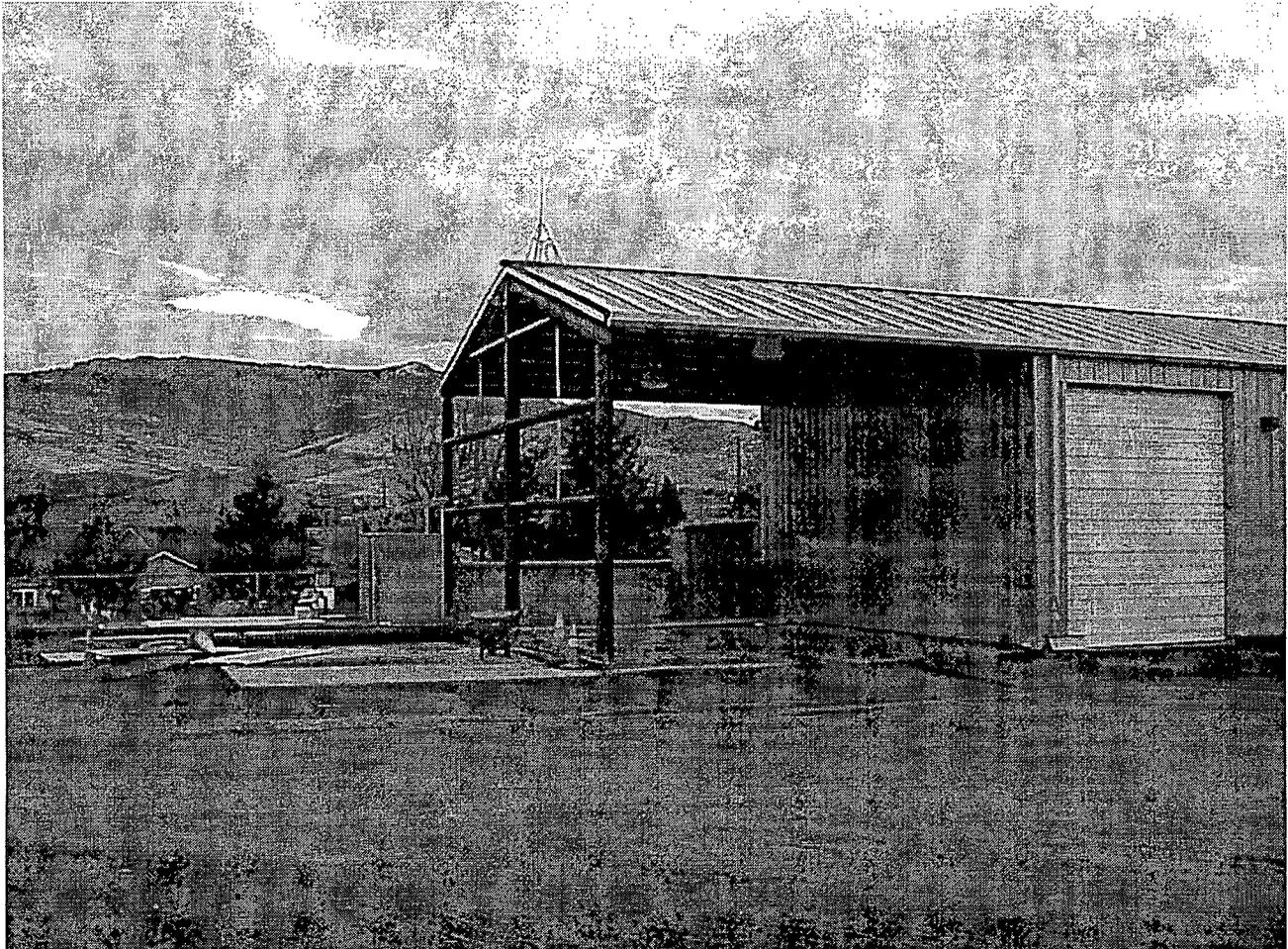
capitil improvements plan

| | |
|--------------------------------|--|
| Project Title: | MAINTENANCE YARD ROOF EXTENSION/ SWEEPER WASHDOWN |
| Project Type: | Administration |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | | | |
|-----------------------|-----------------|---------------------|------------------------------------|--------------------|-----------------|
| Funding Source | \$50,000 | Fees / Rates | Project Cost by Budget Year | Prior Years | |
| | \$50,000 | | | 2003 | \$50,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | 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 City vehicles from adverse conditions.

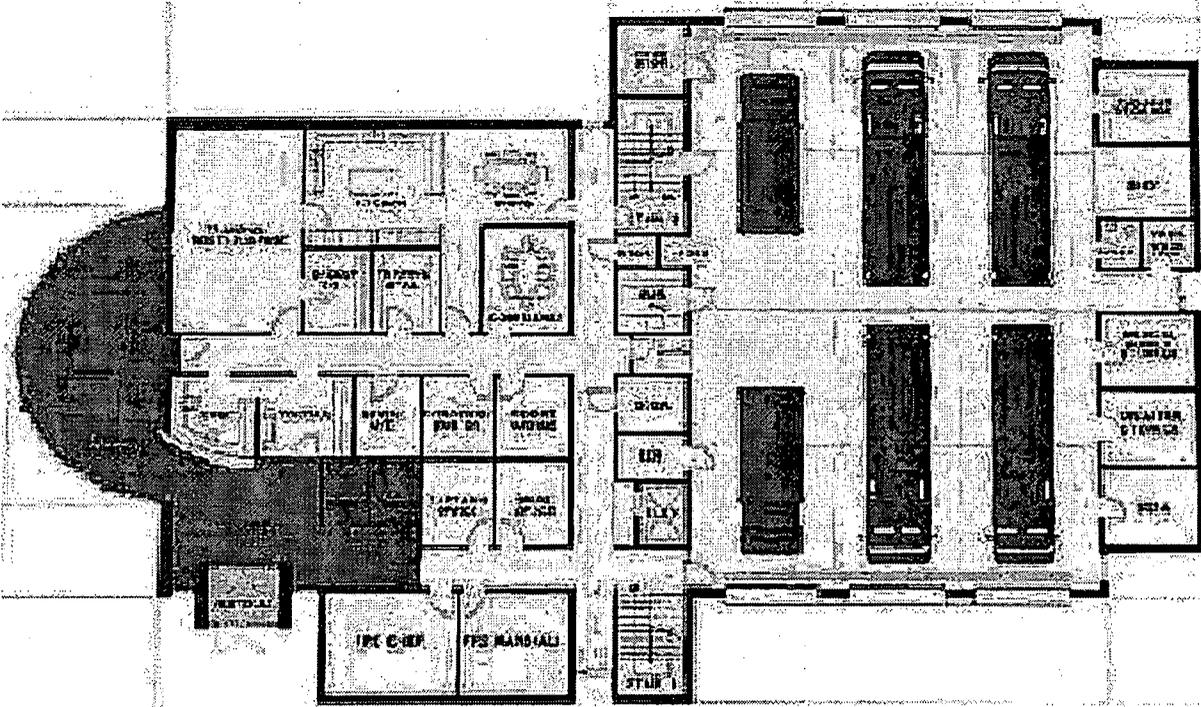


Project Title: FIRE STATION #I RECONSTRUCTION
Project Type: Administration
Department Responsible: Ashland Fire & Rescue Department

| | | | | | |
|----------------|-------------|------------------------------------|-----------------------------|--------------|--------------------|
| Funding Source | \$3,250,000 | General Bond | Project Cost by Budget Year | Prior Years | \$600,000 |
| | \$3,250,000 | (repayment through property taxes) | | 2003 | \$1,920,000 |
| | | | | 2004 | \$730,000 |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$3,250,000 |

Project Description:

Project funds were approved by Ashland voters in a general obligation bond election held in November 1999 to reconstruct Fire Station No. 1. The new facility will consist of a 15,293 sq. ft. designed to provide emergency vehicle garage space, administrative offices and firefighter living quarters necessary to provide emergency services for the City of Ashland. The cost includes funds to purchase property located at 457 Siskiyou Boulevard to accommodate reconstruction and expansion of Fire Station No. 1 located at 455 Siskiyou Boulevard.



capitla improvements plan

Project Title: **POLICE DEPARTMENT BUILDING IMPROVEMENTS**

Project Type: Administration

Department Responsible: Police Department

Funding Source

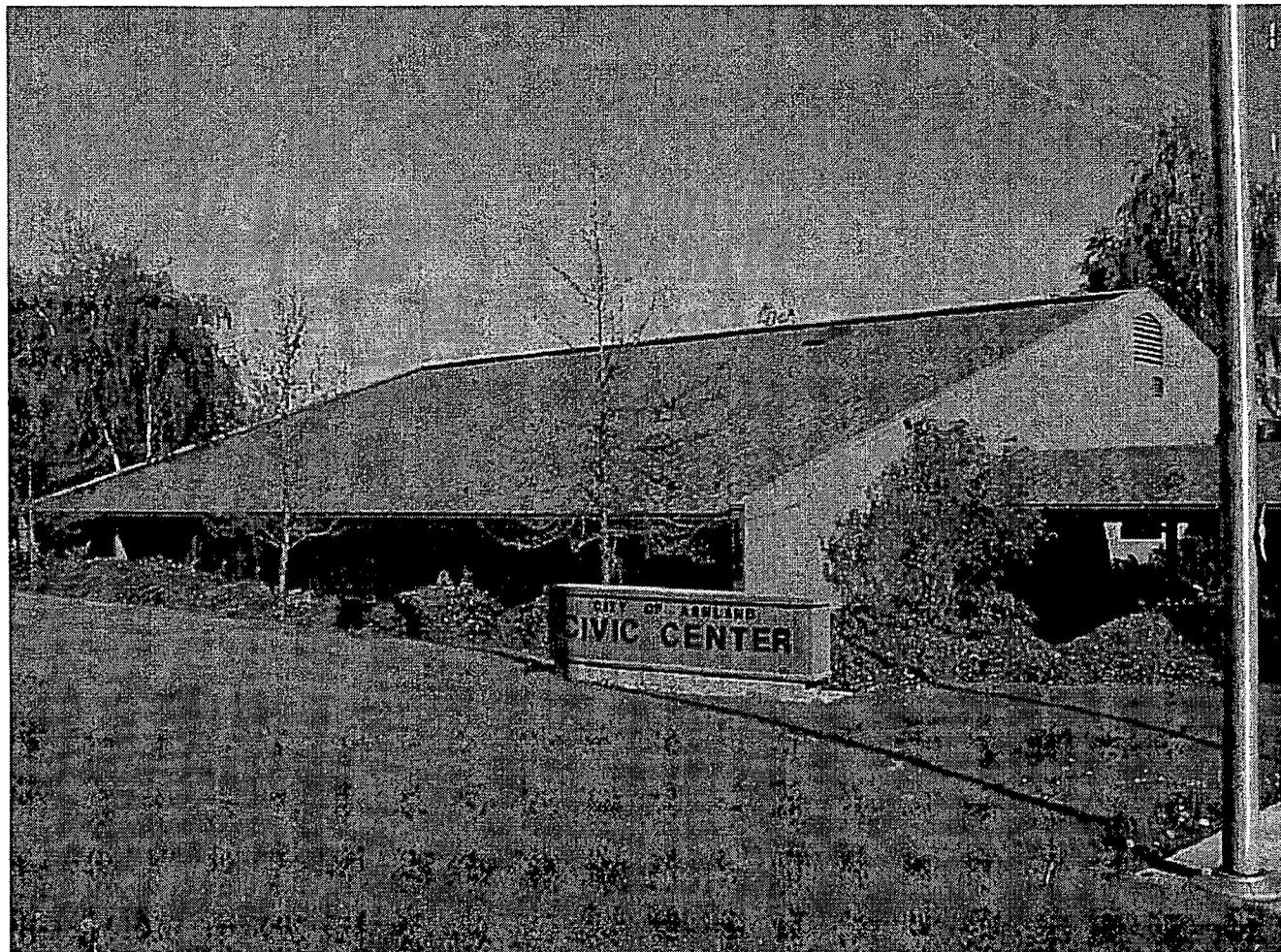
\$180,000 Fees / Rates
\$180,000

Project Cost by Budget Year

| Prior Years | |
|--------------|------------------|
| 2003 | |
| 2004 | |
| 2005 | \$180,000 |
| 2006 | |
| 2007 | |
| 2008 | |
| Total | \$180,000 |

Project Description:

The Police Department Building is quickly becoming overcrowded. This project is intended to provide a small 1,000 square foot addition and reconfigure the interior of the existing building layout.

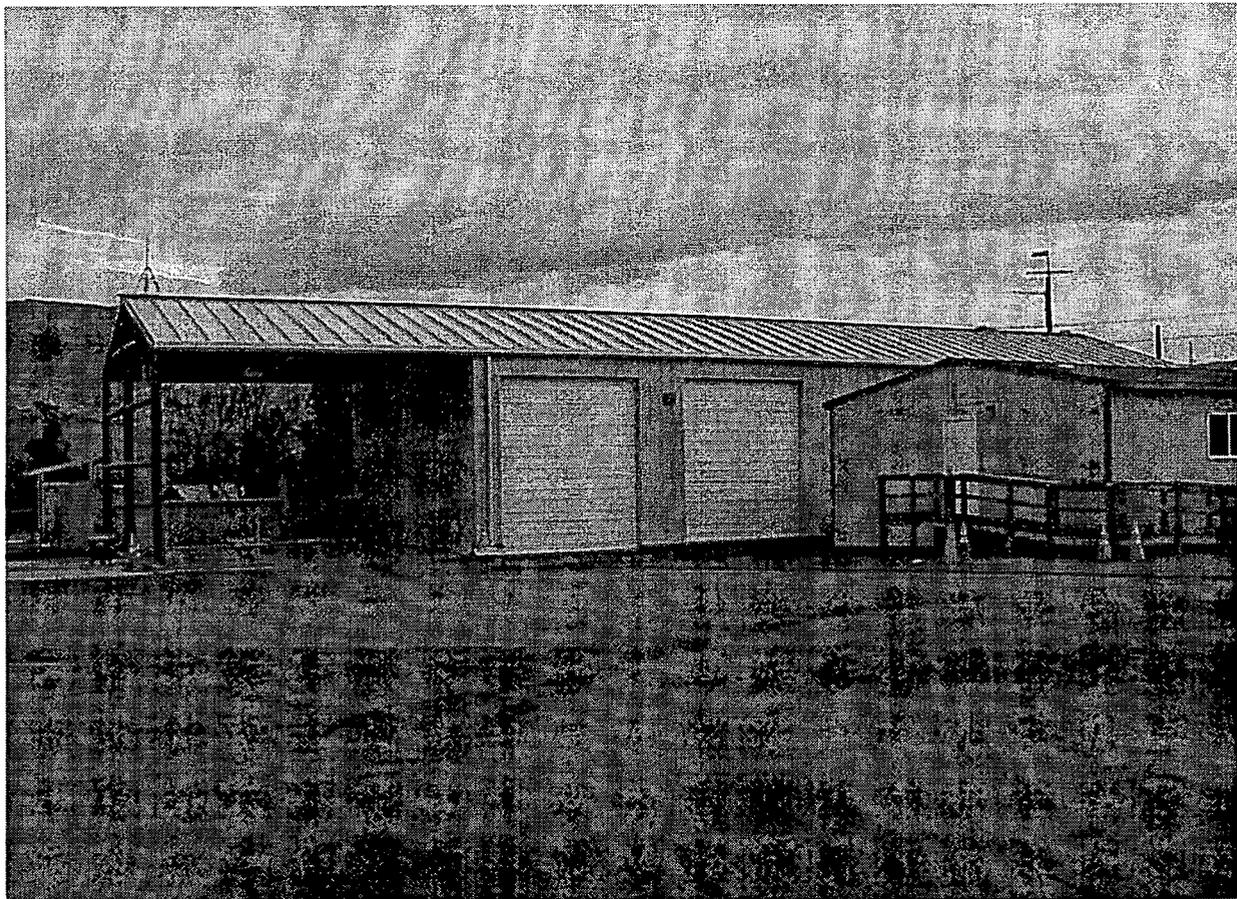


| | |
|--------------------------------|--|
| Project Title: | B STREET YARD COVERED STORAGE |
| Project Type: | Administration |
| Department Responsible: | Public Works Department \ Engineering Division |

| | | | |
|-----------------------|-------------------------------|------------------------------------|------------------------|
| Funding Source | <u>\$100,000</u> Fees / Rates | Project Cost by Budget Year | Prior Years |
| | \$100,000 | | 2003 |
| | | | 2004 |
| | | | 2005 \$100,000 |
| | | | 2006 |
| | | | 2007 |
| | | | 2008 |
| | | | Total \$100,000 |

Project Description:

As the Public Works Department relocates Street Department vehicles and equipment to the B Street Yard there will be a need for covered vehicle storage. The Fire Department has temporarily occupied the B Street Yard Buildings until reconstruction is complete on Fire Station No. 1. Currently much of the Street Department equipment is parked in the open and is subjected to dew, frost, rain and snow. The covered storage will remove City equipment from these adverse conditions.



capitol improvements plan

| | |
|--------------------------------|--|
| Project Title: | FIRE STATION NO. 2 RECONSTRUCTION |
| Project Type: | Administration |
| Department Responsible: | Ashland Fire & Rescue Department |

| | | | | | |
|-----------------------|--------------------|------------------------------------|------------------------------------|--------------------|-------------|
| Funding Source | \$2,000,000 | General Bond | Project Cost by Budget Year | Prior Years | |
| | \$2,000,000 | (repayment through property taxes) | | 2003 | |
| | | | | 2004 | |
| | | | | 2005 | \$1,000,000 |
| | | | | 2006 | \$1,000,000 |
| | | | | 2007 | |
| | | 2008 | | | |
| | | Total | \$2,000,000 | | |

Project Description:

This project funds the purchase of additional property to facilitate the complete reconstruction of Fire Station No. 2, located at 1860 Ashland Street. Project funds will need to be approved by Ashland voters in a general obligation bond election held in November 2005. The new facility will consist of a 10,000 sq. ft. facility, designed to provide emergency vehicle garage space, training facilities and firefighter living quarters necessary to provide emergency services for the City of Ashland.



Project Title: GEOGRAPHIC INFORMATION SYSTEM UPDATES

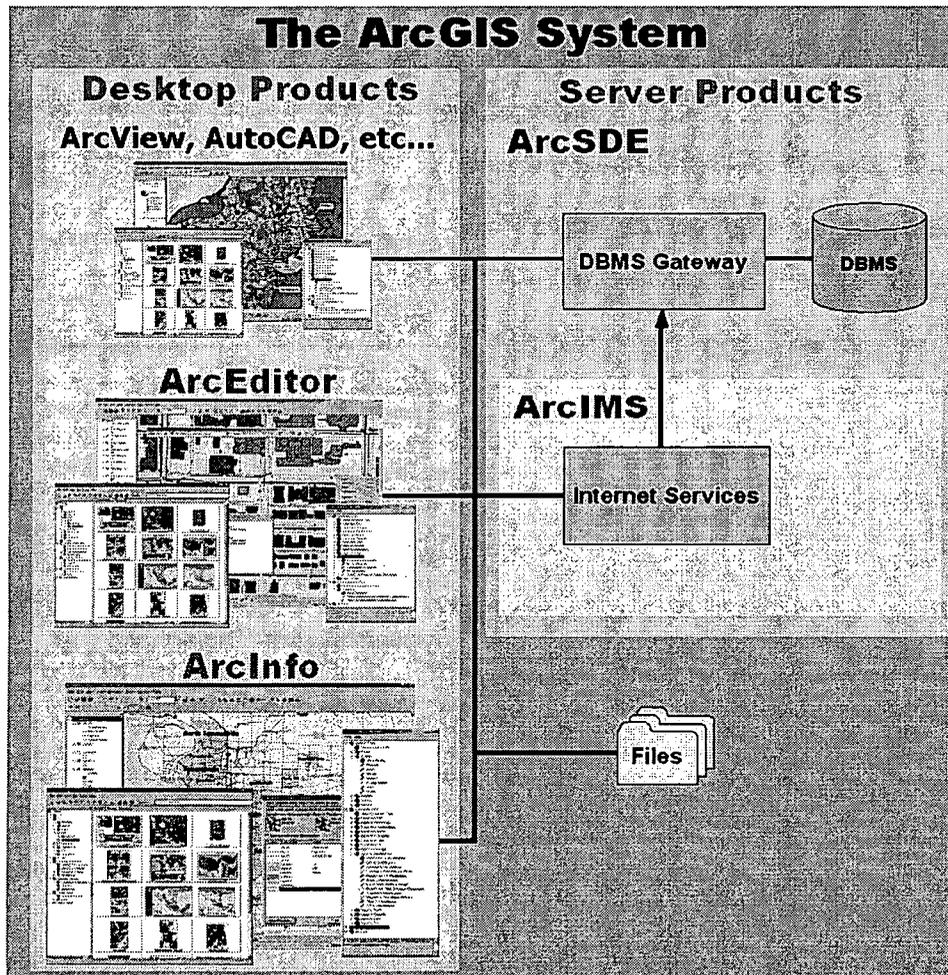
Project Type: Technology

Department Responsible: Public Works Department

| | | | | | |
|----------------|-----------|--------------|-----------------------------|------------------|----------|
| Funding Source | \$185,000 | Fees / Rates | Project Cost by Budget Year | Prior Years | \$45,000 |
| | \$185,000 | | | 2003 | \$15,000 |
| | | | 2004 | \$15,000 | |
| | | | 2005 | \$15,000 | |
| | | | 2006 | \$65,000 | |
| | | | 2007 | \$15,000 | |
| | | | 2008 | \$15,000 | |
| | | | Total | \$185,000 | |

Project Description:

The GIS and 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 enabling 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



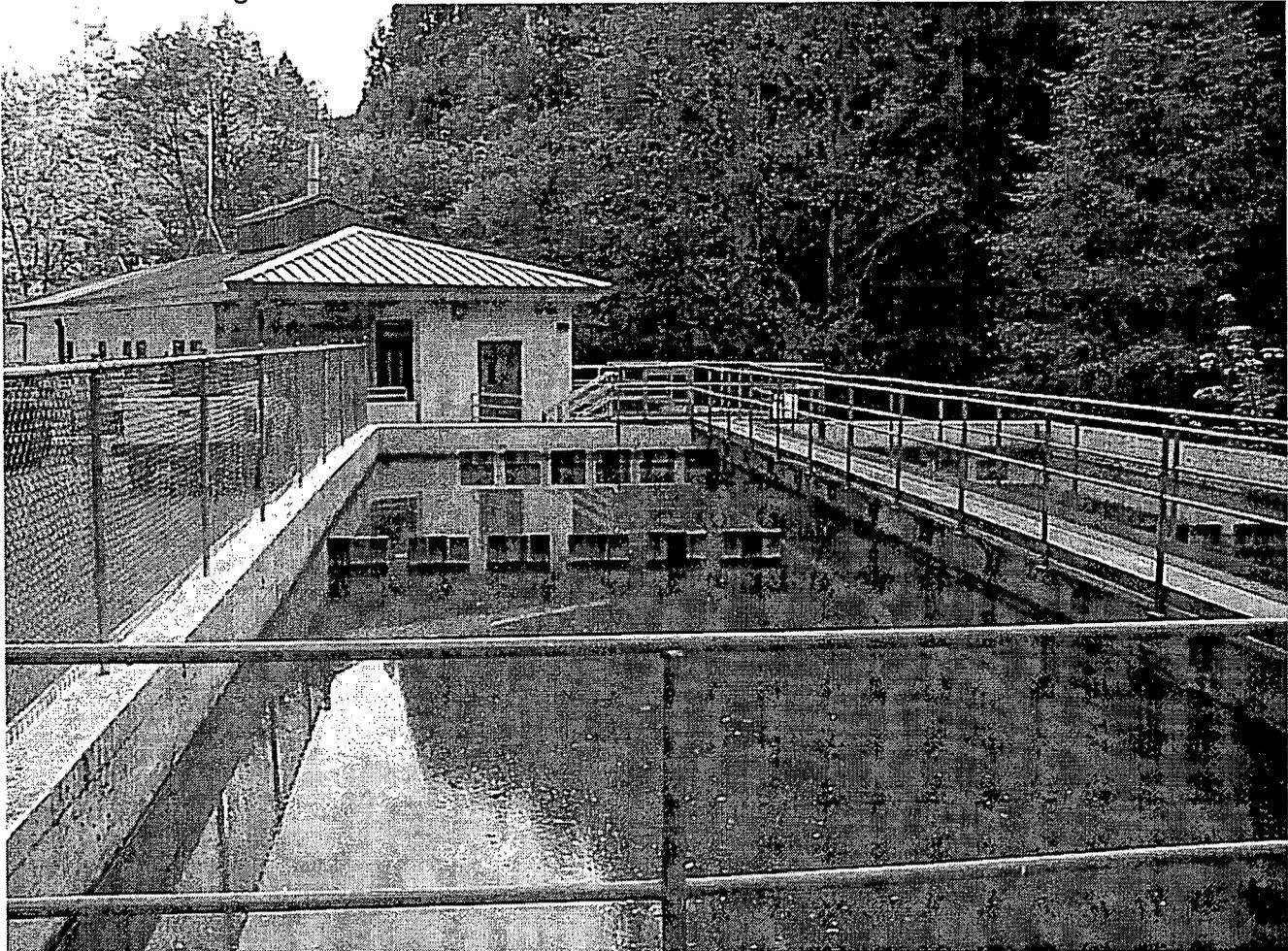
capitla improvements plan

| | |
|-------------------------|---|
| Project Title: | WATER PLANT PHONE/COMPUTER/AFN CONNECTIONS |
| Project Type: | Technology |
| Department Responsible: | Public Works Department |

| | | | | | |
|----------------|----------|--------------|-----------------------------|-----------------|--|
| Funding Source | \$30,000 | Fees / Rates | Project Cost by Budget Year | Prior Years | |
| | \$30,000 | | | 2003 | |
| | | 2004 | | \$30,000 | |
| | | 2005 | | | |
| | | 2006 | | | |
| | | 2007 | | | |
| | | 2008 | | | |
| | | Total | | \$30,000 | |

Project Description:

Due to its location outside the City limits, 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 and reliable with the treatment plant.



Project Title: OPEN SPACE ACQUISITION

Project Type: Parks & Recreation

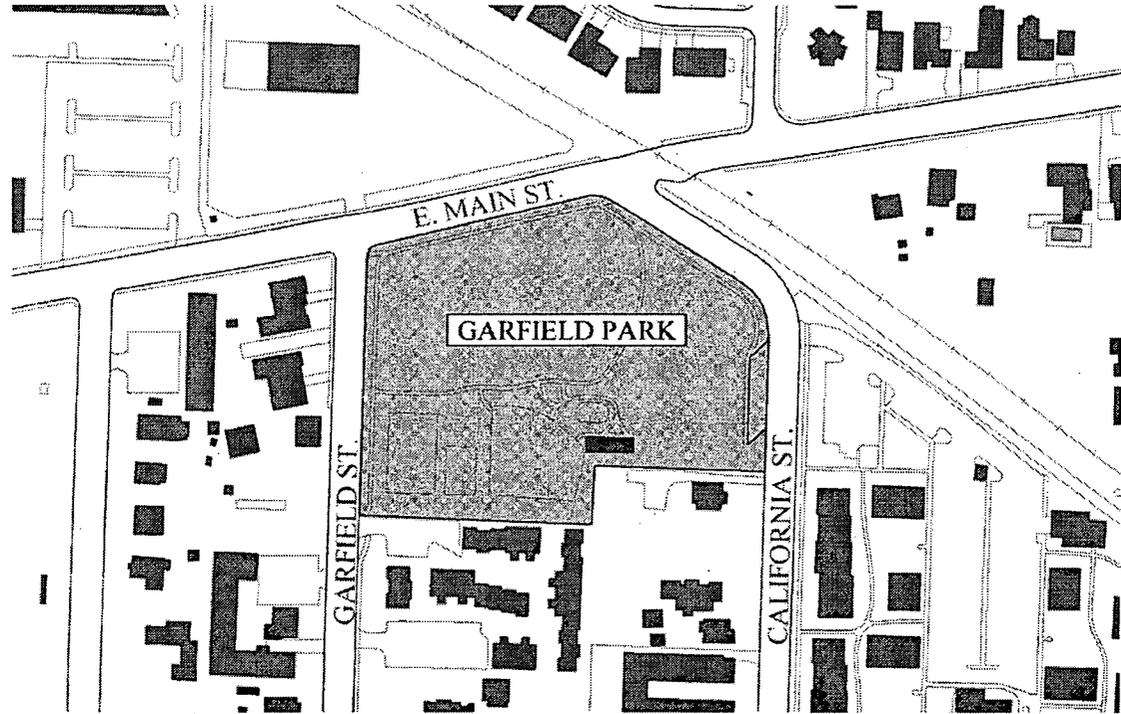
Department Responsible: Parks & Recreation Department

| | | | | | |
|----------------|-------------|-------------------|-----------------------------|--------------|--------------------|
| Funding Source | \$1,200,000 | Parks Fees/ Rates | Project Cost by Budget Year | Prior Years | |
| | \$1,200,000 | | | 2003 | \$200,000 |
| | | | | 2004 | \$200,000 |
| | | | | 2005 | \$200,000 |
| | | | | 2006 | \$200,000 |
| | | | | 2007 | \$200,000 |
| | | | | 2008 | \$200,000 |
| | | | | Total | \$1,200,000 |

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 maps provide further detail on the types and location of land that has been identified as vital for Ashland's future.



capitla improvements plan

| | |
|--------------------------------|------------------------------------|
| Project Title: | CALLE STAIRWAY IMPROVEMENTS |
| Project Type: | Parks & Recreation |
| Department Responsible: | Parks & Recreation Department |

| | | | | | |
|-----------------------|-----------------|-------------------|------------------------------------|--------------------|-----------------|
| Funding Source | <u>\$50,000</u> | Parks Fees/ Rates | Project Cost by Budget Year | Prior Years | |
| | \$50,000 | | | 2003 | \$50,000 |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | |
| | | | | 2007 | |
| | | | | 2008 | |
| | | | | Total | \$50,000 |

Project Description:

One of the two staircases connecting Granite Street to the Calle Guanajuato area was destroyed during the New Years Day Flood of 1997. Reconstruction of this stairway will begin in FY03 to reconnect this pedestrian walkway to Granite Street. This will further the Calle Restoration Project began in 2000.

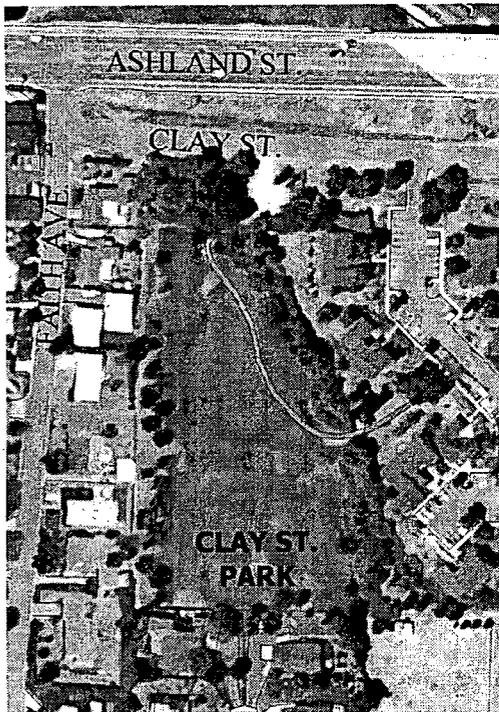


| | |
|--------------------------------|--------------------------------------|
| Project Title: | NEIGHBORHOOD PARK DEVELOPMENT |
| Project Type: | Parks & Recreation |
| Department Responsible: | Parks & Recreation Department |

| | | | | |
|-----------------------|------------------------------------|------------------------------------|--------------------|------------------|
| Funding Source | <u>\$230,000</u> Parks Fees/ Rates | Project Cost by Budget Year | Prior Years | |
| | \$230,000 | | 2003 | \$100,000 |
| | | | 2004 | \$162,000 |
| | | | 2005 | |
| | | | 2006 | |
| | | | 2007 | |
| | | | 2008 | |
| | | | Total | \$262,000 |

Project Description:

These projects will focus on development of neighborhood parks to possibly include installation of irrigation systems, turf preparation, fence construction, sidewalk connections, drainage improvements, landscaping, playground equipment, bathroom construction and parking improvements. Additional funds will be used to upgrade various parks throughout Ashland.



- FY03 Clay Street Park - \$100,000
- FY04 North Main Street Park - \$125,000
- FY04 North Mountain Park - \$37,000

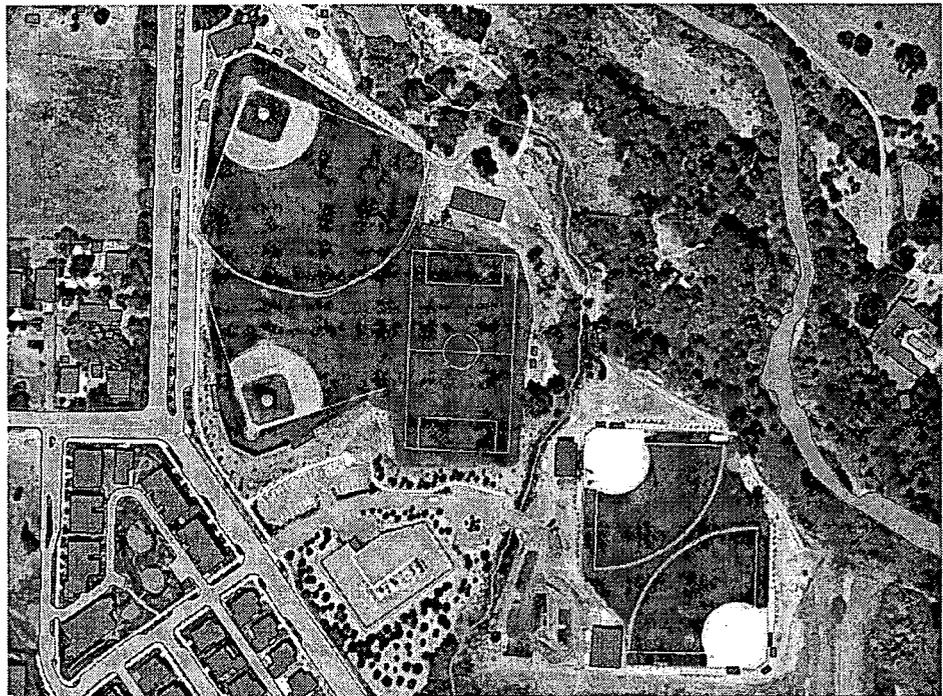
capital improvements plan

| | |
|--------------------------------|-----------------------------------|
| Project Title: | ATHLETIC FIELD DEVELOPMENT |
| Project Type: | Parks & Recreation |
| Department Responsible: | Parks & Recreation Department |

| | | | |
|-----------------------|------------------------------------|------------------------------------|------------------------|
| Funding Source | <u>\$405,000</u> Parks Fees/ Rates | Project Cost by Budget Year | Prior Years |
| | \$405,000 | | 2003 \$90,000 |
| | | | 2004 \$70,000 |
| | | | 2005 \$245,000 |
| | | | 2006 |
| | | | 2007 |
| | | | 2008 |
| | | | Total \$405,000 |

Project Description:

These projects will focus on development of area athletic fields to possibly include installation of irrigation systems, turf preparation, fence construction, sidewalk connections, drainage improvements landscaping and rodent deterrent screening.



- FY03 North Mountain Park - \$90,000
- FY04 North Mountain Park - \$70,000
- FY05 North Mountain Park - \$70,000
- FY05 YMCA Athletic Field - \$175,000

Project Title: PARK INFRASTRUCTURE IMPROVEMENTS

Project Type: Parks & Recreation

Department Responsible: Parks & Recreation Department

| | | | | | |
|----------------|-----------|-------------------|-----------------------------|--------------|------------------|
| Funding Source | \$200,000 | Parks Fees/ Rates | Project Cost by Budget Year | Prior Years | |
| | \$200,000 | | | 2003 | |
| | | | | 2004 | |
| | | | | 2005 | |
| | | | | 2006 | \$125,000 |
| | | | | 2007 | \$75,000 |
| | | | | 2008 | |
| | | | | Total | \$200,000 |

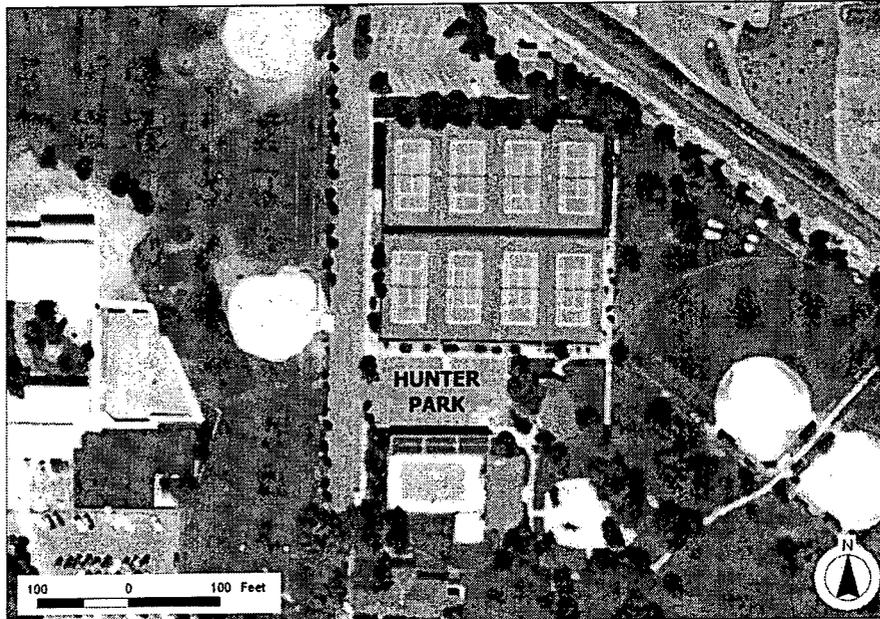
Project Description:

The following projects renovate and expand existing infrastructure within the park system.

Expansion of interpretive areas and nature center amenities at North Mountain Park will include further trail development, inclusion of native landscaping and futher exhibit displays for the nature center. Scheduled FY06 for \$40,000.

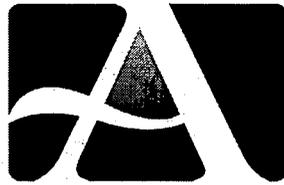
Resurfacing of Daniel Meyer Pool at Hunter Park scheduled FY06 for \$45,000.

Construction of neighborhood school restrooms scheduled FY06 for \$40,000.



Replacement of tennis court lights at Hunter Park and Lithia Park scheduled FY07 for \$35,000.

Replace and install five to ten T-boxes at the Oak Knoll Golf Course scheduled FY07 for \$40,000.

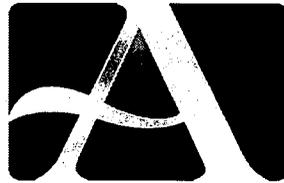




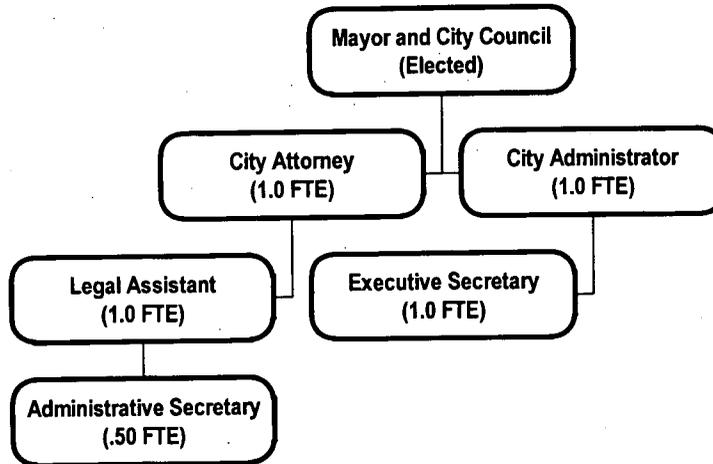


Department Funds

Administration and Legal Departments 3-3
Administrative Services Department 3-9
Finance Department 3-15
City Recorder / Treasurer 3-25
Police Department 3-29
Fire and Rescue Department 3-33
Public Works Department 3-41
Community Development Department 3-71
Electric Department 3-79
Parks and Recreation Department 3-93
Non-Departmental Activities 3-110



administration and legal department
4.5 FTE



Administration Department

The Administration Department includes expenditures for the Mayor and Council and City Administration. 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 Goals.
- Continue coordinating public facilities construction: Library, Fire Station, Hillah.
- Develop a Public Art Policy.
- Provide coordination between Parks Department and the City to reduce operational redundancy and improved financial efficiency.

Significant Budget Changes

- Move 1.0 FTE Personnel Analyst to Administrative Services Department.
- Increased benefit costs.

Legal Department

The Legal Department consists of one full-time city attorney, one full-time legal assistant and a .5 administrative 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

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

* Parking Lot Issues

- Add .50 FTE Assistant City Attorney.
- Also due to additional staff, Supplies - Office has increased by \$900 for office furniture and supplies; Communications - Telephone has increased by \$125 for Local and \$75 for Long Distance; Cellular by \$100; Computers by \$1,400; and Books & Periodicals by \$200 - or \$2,000 total.
- Under Contractual Services - Legal there is a \$15,000 deduction due to municipal court prosecution and debt collection on delinquent food and beverage tax accounts and on transient occupancy tax accounts now being duties of the new .5 FTE position.
- Under Transportation there is an increase of \$800 for Travel - Air, \$500 for Personal Vehicle Mileage, \$550 for Lodging, \$250 for Meals, \$800 for Training, and \$600 for Dues - or \$3,500 total.

* Considered by Budget Committee, but not approved.

ADMINISTRATION AND LEGAL DEPARTMENTS

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Department Total By Function | | | | | |
| 500 Personal Services | \$ 514,245 | \$ 460,772 | \$ 495,700 | \$ 513,000 | \$ 464,600 |
| 600 Materials and Services | 201,975 | 164,034 | 198,673 | 206,000 | 145,600 |
| | \$ 716,220 | \$ 624,806 | \$ 694,373 | \$ 719,000 | \$ 610,200 |

| Department Total By Fund | | | | | |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 710 Central Services Fund | \$ 716,220 | \$ 624,806 | \$ 694,373 | \$ 719,000 | \$ 610,200 |
| | \$ 716,220 | \$ 624,806 | \$ 694,373 | \$ 719,000 | \$ 610,200 |

| Position Profile | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------|-------------|-------------|--------------|---------------|--------------|
| 710 Mayor (Elected) | - | - | - | - | - |
| 710 Councilors (6 Elected) | - | - | - | - | - |
| 710 Administrator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Assistant Administrator | 1.00 | 1.00 | - | - | - |
| 710 Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Personnel Assistant | 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 | - | 0.20 | 0.25 | 0.25 | - |
| 710 Administrative Secretary | - | - | - | - | 0.50 |
| | 6.00 | 6.20 | 5.25 | 5.25 | 4.50 |

administration and legal department

CENTRAL SERVICES FUND
ADMINISTRATION AND LEGAL DEPARTMENTS
MAYOR AND COUNCIL DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|------------------|------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 2,629 | \$ 2,688 | \$ 3,000 | \$ 3,000 | \$ 2,600 |
| 520 Fringe Benefits | 33,720 | 32,662 | 35,900 | 37,000 | 48,800 |
| Total Personal Services | 36,349 | 35,350 | 38,900 | 40,000 | 51,400 |
| 601 Supplies | 540 | 925 | 6,400 | 7,000 | 4,300 |
| 603 Communications | 583 | 439 | 500 | 500 | 1,000 |
| 604 Contractual Services | 2,346 | 20 | 5,000 | 5,000 | 3,500 |
| 605 Misc. Charges and Fees | - | - | - | - | - |
| 606 Other Purchased Services | 38,383 | 34,276 | 45,000 | 46,000 | 46,300 |
| 608 Commissions | 5,895 | 2,654 | 1,500 | 1,500 | 1,500 |
| Total Materials and Services | 47,747 | 38,314 | 58,400 | 60,000 | 56,600 |
| | \$ 84,096 | \$ 73,664 | \$ 97,300 | \$ 100,000 | \$ 108,000 |

CENTRAL SERVICES FUND
ADMINISTRATION AND LEGAL DEPARTMENTS
ADMINISTRATION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 247,977 | \$ 197,221 | \$ 194,500 | \$ 201,000 | \$ 157,000 |
| 520 Fringe Benefits | 75,172 | 59,097 | 76,700 | 80,000 | 59,950 |
| Total Personal Services | 323,149 | 256,318 | 271,200 | 281,000 | 216,950 |
| Materials and Services | | | | | |
| 601 Supplies | 17,752 | 12,270 | 10,100 | 10,000 | 9,700 |
| 602 Rental, Repair, Maintenance | 2,485 | 1,464 | - | - | - |
| 603 Communications | 5,470 | 2,149 | 4,700 | 5,000 | 4,500 |
| 604 Contractual Services | 52,642 | 72,869 | 58,000 | 61,000 | 15,000 |
| 605 Misc. Charges and Fees | 4,422 | 624 | 6,000 | 6,000 | 1,000 |
| 606 Other Purchased Services | 53,444 | 19,687 | 24,323 | 25,000 | 21,100 |
| 610 Programs | - | - | - | - | - |
| Total Materials and Services | 136,215 | 109,063 | 103,123 | 107,000 | 51,300 |
| | \$ 459,364 | \$ 365,381 | \$ 374,323 | \$ 388,000 | \$ 268,250 |

Note: Personnel moved to Administrative Services Department.

administration and legal department

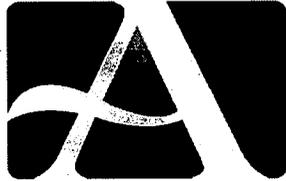
CENTRAL SERVICES FUND
ADMINISTRATION AND LEGAL DEPARTMENTS
LEGAL DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 118,743 | \$ 129,841 | \$ 133,400 | 138,000 | \$ 139,500 |
| 520 Fringe Benefits | 36,004 | 39,263 | 52,200 | 54,000 | 56,750 |
| Total Personal Services | 154,747 | 169,104 | 185,600 | 192,000 | 196,250 |
| Materials and Services | | | | | |
| 601 Supplies | 3,929 | 2,721 | 3,850 | 4,000 | 4,800 |
| 602 Rental, Repair, Maintenance | 18 | - | - | - | - |
| 603 Communications | 4,186 | 4,123 | 1,550 | 2,000 | 1,400 |
| 604 Contractual Services | 2,502 | 1,085 | 21,000 | 22,000 | 21,000 |
| 605 Misc. Charges and Fees | - | - | - | - | - |
| 606 Other Purchased Services | 7,378 | 8,728 | 10,750 | 11,000 | 10,500 |
| 610 Programs | - | - | - | - | - |
| Total Materials and Services | 18,013 | 16,657 | 37,150 | 39,000 | 37,700 |
| | \$ 172,760 | \$ 185,761 | \$ 222,750 | \$ 231,000 | \$ 233,950 |

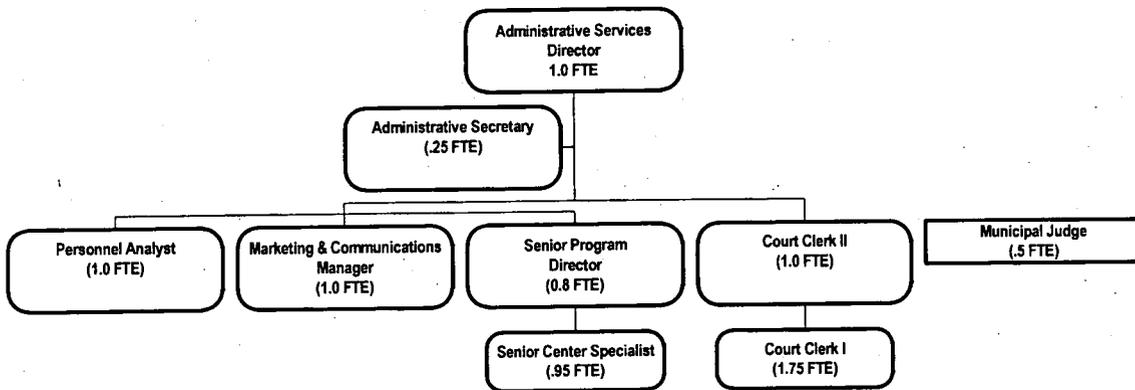
LEGAL SERVICE LEVELS

| Services | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budgeted | 2003 Adopted |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|
| Municipal Court Cases w/ Atty. Rep. | 27 | 38 | 31 | 34 | 30 |
| Contempt Complaints | 166 | 254 | 184 | 250 | 250 |
| F&B and TOT Collection Accounts | 18 | 34 | 16 | 25 | 20 |
| Ordinances & Resolutions Prepared | 61 | 65 | 46 | 75 | 50 |
| Tort Claims Processed | 29 | 56 | 84 | 54 | 55 |
| Total Collected in Claims Against Others * | \$10,597 | \$9,716 | \$755 | \$12,000 | \$10,000 |
| Totals Paid Out in Claims Against the City * | \$16,038 | \$71,619 | \$47,560 | \$48,000 | \$48,000 |

*Note: These amounts may change as open claims are settled.



administrative services department
8.25 FTE



Overview

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

Administrative Services Division

The Administrative Services Division comprises Marketing and Communications, Personnel, Risk Management and Intergovernmental and Legislative Affairs.

Marketing and Communications supports the communication and marketing needs of all departments and divisions. It develops and implements the City's communication plan, maintains the various communication tools including web page development and graphic standards, implements the citizen survey and fosters communication and education about city programs, projects, issues and services to internal and external customers.

Personnel coordinates services and programs to assist all city departments in recruiting and maintaining a qualified and diverse workforce, and provides employment-related services to city employees and job applicants.

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).

Significant Budget Changes

- Moved 1.0 FTE Personnel Analyst from Administration.
- Moved 2.75 FTE Court Clerk and .50 FTE Municipal Court Judge positions from Municipal Court.
- Move .25 FTE Administrative Secretary from Conservation.

*** Parking Lot Issues**

- RVTV video production will increase Central Service charges to other funds by \$10,000.

*** Considered by Budget Committee, but not approved.**

administrative services department

ADMINISTRATIVE SERVICES DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Department Total By Function | | | | | |
| 500 Personal Services | \$ 250,043 | \$ 247,383 | \$ 275,452 | \$ 283,500 | \$ 498,615 |
| 600 Materials and Services | 188,195 | 193,865 | 558,705 | 578,500 | 337,035 |
| | <u>\$ 438,238</u> | <u>\$ 441,248</u> | <u>\$ 834,157</u> | <u>\$ 862,000</u> | <u>\$ 835,650</u> |

Department Total By Division:

Administrative Services

| | | | | | |
|---------------------------|-------------------|-------------------|---------------------|---------------------|-------------------|
| 110 General Fund | \$ 402,198 | \$ 391,223 | \$ 815,818 | \$ 843,000 | \$ 473,500 |
| 710 Central Services Fund | 246,305 | 266,492 | 279,807 | 290,000 | 362,150 |
| | <u>\$ 648,502</u> | <u>\$ 657,715</u> | <u>\$ 1,095,625</u> | <u>\$ 1,133,000</u> | <u>\$ 835,650</u> |

| Position Profile: | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--------------------------------------|-------------|-------------|--------------|---------------|--------------|
| 710 Administrative Services Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Marketing Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 670 Energy Analyst | 2.40 | 2.40 | 2.20 | 2.20 | - |
| 690 Secretary | 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 | 0.95 |
| 110 Transportation | 0.65 | 0.65 | - | - | - |
| 710 Personnel Analyst | - | - | - | - | 1.00 |
| 710 Administrative Secretary | - | - | - | - | 0.25 |
| 110 Court Clerk I | - | - | - | - | 1.75 |
| 110 Court Clerk II | - | - | - | - | 1.00 |
| 110 Municipal Judge | - | - | - | - | 0.50 |
| | <u>7.55</u> | <u>7.55</u> | <u>6.50</u> | <u>6.50</u> | <u>8.25</u> |

* Note: No position proposed. All changes are due to transfers from other departments.

Senior Program Division

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 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.

GENERAL FUND
SENIOR SERVICES PROGRAM

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 54,907 | \$ 51,246 | \$ 54,000 | \$ 55,000 | \$ 54,550 |
| 520 Fringe Benefits | 18,749 | 15,697 | 20,145 | 20,500 | 14,065 |
| Total Personal Services | 73,656 | 66,943 | 74,145 | 75,500 | 68,615 |
| Materials and Services | | | | | |
| 601 Supplies | 1,087 | 1,349 | 2,185 | 2,000 | 2,400 |
| 602 Rental, Repair, Maintenance | - | 900 | 900 | 1,000 | 600 |
| 603 Communications | 1,751 | 2,597 | 800 | 1,000 | 2,025 |
| 604 Contractual Services | - | 5,714 | 10,450 | 10,500 | 10,500 |
| 605 Misc. Charges and Fees | 21,000 | 9,300 | 21,000 | 21,000 | 21,000 |
| 606 Other Purchased Services | 385 | 128 | 870 | 1,000 | 3,060 |
| 610 Programs | - | - | - | - | - |
| Total Materials and Services | 24,223 | 19,988 | 36,205 | 36,500 | 39,585 |
| | \$ 97,879 | \$ 86,931 | \$ 110,350 | \$ 112,000 | \$ 108,200 |

Municipal Court Division

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.

Division Goals

- Expand use of deferred sentencing to encourage young adult offenders to participate in the rehabilitation process.
- Continue use of mandatory notification to the parents of young adult substance abuse offenders.

Significant Budget Changes

- Conversion of computer system to Windows.
- Increased benefit costs.

**GENERAL FUND
MUNICIPAL COURT DIVISION**

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 111,861 | \$ 113,855 | \$ 125,378 | 130,000 | \$ 111,000 |
| 520 Fringe Benefits | 36,954 | 39,447 | 51,290 | 53,000 | 58,750 |
| Total Personal Services | 148,815 | 153,302 | 176,668 | 183,000 | 169,750 |
| Materials and Services | | | | | |
| 601 Supplies | 5,195 | 6,564 | 8,400 | 10,000 | 27,950 |
| 602 Rental, Repair, Maintenance | 1,224 | 60 | 6,000 | 6,000 | 4,000 |
| 603 Communications | 785 | 76 | 900 | 1,000 | 900 |
| 604 Contractual Services | 10,674 | 7,918 | 12,000 | 12,000 | 12,700 |
| 605 Misc. Charges and Fees | 43,371 | 48,402 | 54,200 | 56,000 | 53,500 |
| 606 Other Purchased Services | 201 | 145 | 3,300 | 3,000 | 2,500 |
| Total Materials and Services | 61,450 | 63,165 | 84,800 | 88,000 | 101,550 |
| | \$ 210,265 | \$ 216,467 | \$ 261,468 | \$ 271,000 | \$ 271,300 |

administrative services department

GENERAL FUND
ADMINISTRATIVE SERVICES DEPARTMENT

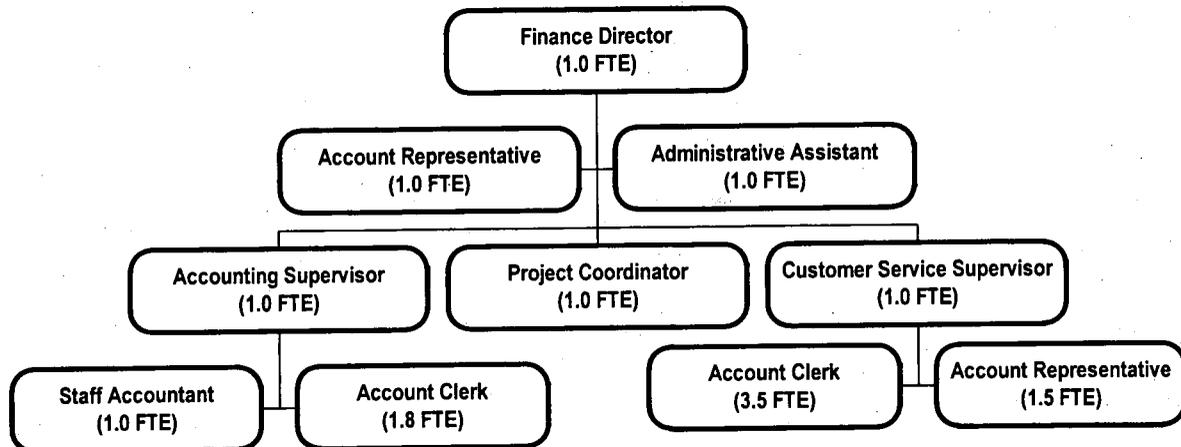
| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|------------------|-------------------|-------------------|------------------|
| Fund# 110 | | | | | |
| Materials and Services | | | | | |
| 604 Contractual Services | \$ 90,840 | \$ 84,225 | \$ 440,000 | \$ 456,000 | \$ 90,000 |
| 608 Commissions | 3,214 | 3,600 | 4,000 | 4,000 | 4,000 |
| Total Materials and Services | \$ 94,054 | \$ 87,825 | \$ 444,000 | \$ 460,000 | \$ 94,000 |

CENTRAL SERVICES FUND
ADMINISTRATIVE SERVICES DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 135,062 | \$ 136,019 | \$ 144,640 | \$ 149,000 | \$ 183,500 |
| 520 Fringe Benefits | 41,325 | 44,421 | 56,667 | 59,000 | 76,750 |
| Total Personal Services | 176,387 | 180,440 | 201,307 | 208,000 | 260,250 |
| Materials and Services | | | | | |
| 601 Supplies | 4,774 | 1,737 | 2,200 | 2,000 | 3,100 |
| 602 Rental, Repair, Maintenance | - | - | - | - | - |
| 603 Communications | 771 | 578 | 1,050 | 1,000 | 900 |
| 604 Contractual Services | 9,857 | 26,665 | 9,000 | 10,000 | 35,000 |
| 606 Other Purchased Services | 5,523 | 5,241 | 11,250 | 12,000 | 17,900 |
| 610 Programs | 48,993 | 51,831 | 55,000 | 57,000 | 45,000 |
| Total Materials and Services | 69,918 | 86,052 | 78,500 | 82,000 | 101,900 |
| | \$ 246,305 | \$ 266,492 | \$ 279,807 | \$ 290,000 | \$ 362,150 |

Note: Personnel Division moved from Administration and Legal Departments.

finance department
13.8 FTE



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.
- Develop a plan to provide for better coordination between the Parks Department and the City, reducing operational redundancy and increasing financial efficiency.
- 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.
- Implement and fund the health and human services plan.

Significant Budget Changes

- Moved .20 FTE Account Clerk position to Community Development Department.
- Increased operational costs such as insurance and retirement costs.
- Increased auditing and consulting costs necessary to move to the new financial reporting model (GASB 34).
- Increased facilities charges including \$50,000 to remodel City Hall after Community Development moves to their new location.

* Parking Lot Issues

- Add 1.0 FTE Account Clerk position.

* Considered by Budget Committee, but not approved.

Accounting Division

The Accounting Division is responsible for the annual budget, debt management, accounts payable, accounts receivable, payroll, monthly reports, internal controls 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 implementation of existing Eden System applications.
- Acquire Eden Miscellaneous billing and Business License applications.
- Begin costing services to aid in evaluating divisional effectiveness.
- Bid services, e.g., general insurance, bond attorney, and financial consultants.
- Plan for and take initial steps in consolidating Parks Commission accounting and financial reporting with the City's.
- Plan for and take initial steps in implementing Government Accounting Standards Board Statement #34 financial reporting.
- Prepare water and Parks System Development Charges.
- Continue to analyze division processes for effectiveness and to develop priorities for ongoing tasks.
- Finalize divisional procedures manual.

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.

FINANCE DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|
| Department Total By Function | | | | | |
| 500 Personal Services | \$ 673,604 | \$ 694,382 | \$ 810,300 | \$ 839,000 | \$ 842,925 |
| 600 Materials and Services | 1,357,464 | 1,619,334 | 1,608,175 | 1,648,000 | 1,894,885 |
| 700 Capital Outlay | 699,856 | 1,064,905 | 8,533,000 | 2,663,000 | 3,485,000 |
| 800 Debt Service | 608,997 | 800,957 | 788,000 | 1,053,000 | 782,000 |
| | <u>\$ 3,339,921</u> | <u>\$ 4,179,578</u> | <u>\$ 11,739,475</u> | <u>\$ 6,203,000</u> | <u>\$ 7,004,810</u> |

Department Total By Division:

Operating Divisions

| | | | | | |
|-----------------------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| 710 Customer Information Services | \$ 374,741 | \$ 431,646 | \$ 491,100 | \$ 509,000 | \$ 485,000 |
| 710 Accounting | 429,567 | 500,539 | 543,010 | 562,000 | 823,585 |
| 710 Purchasing \ Acquisition | 132,183 | 109,790 | 138,620 | 143,000 | 112,000 |
| | <u>\$ 936,491</u> | <u>\$ 1,041,975</u> | <u>\$ 1,172,730</u> | <u>\$ 1,214,000</u> | <u>\$ 1,420,585</u> |

Non-operating Divisions

| | | | | | |
|-------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|
| 110 Social Services | \$ 89,145 | \$ 94,595 | \$ 100,325 | \$ 111,000 | \$ 111,000 |
| 110 Economic and Cultural | 288,714 | 372,455 | 384,000 | 406,000 | 388,000 |
| 110 Band | 52,327 | 46,112 | 59,920 | 62,000 | 59,225 |
| 110 Miscellaneous | 7,382 | 6,247 | 8,000 | 8,000 | 8,000 |
| 410 S.D.C. - Parks Open Space | 39,065 | 267,759 | 278,000 | 218,000 | 241,000 |
| 410 Public Buildings | 694,856 | 838,479 | 8,232,000 | 2,489,000 | 3,271,000 |
| 410 Affordable Housing | - | - | 67,000 | - | - |
| 530 Bancroft Debt | 97,868 | 113,806 | 107,000 | 138,000 | 60,000 |
| 530 General Obligation Debt | 213,214 | 353,153 | 368,000 | 375,000 | 375,000 |
| 530 Notes and Contracts Debt | 297,915 | 333,998 | 313,000 | 540,000 | 347,000 |
| 720 Accounting | 622,944 | 710,999 | 649,500 | 642,000 | 724,000 |
| | <u>\$ 2,403,430</u> | <u>\$ 3,137,603</u> | <u>\$ 10,566,745</u> | <u>\$ 4,989,000</u> | <u>\$ 5,584,225</u> |

Position Profile

| | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|----------------------------------|--------------|--------------|--------------|---------------|--------------|
| 710 Finance Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Accounting Supervisor | - | - | - | - | 1.00 |
| 710 Supervising Accountant | 1.00 | 1.00 | 1.00 | 1.00 | - |
| 710 Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Project Coordinator | - | - | - | - | 1.00 |
| 710 Customer Services Supervisor | - | - | - | - | 1.00 |
| 710 Staff Accountant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Account Representative | 2.00 | 2.00 | 2.50 | 2.50 | 2.50 |
| 710 Account Clerk | 6.25 | 6.25 | 7.50 | 7.50 | 5.30 |
| 710 Clerk I | 0.75 | 0.75 | - | - | - |
| 710 Building Maintenance Worker | 0.50 | 0.50 | - | - | - |
| | <u>13.50</u> | <u>13.50</u> | <u>14.00</u> | <u>14.00</u> | <u>13.80</u> |

- Continue to analyze division processes for effectiveness and to develop priorities for ongoing tasks.
- Finalize divisional procedures manual.

Purchasing Division

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

Division Goals

- Improve system for maintaining the contract database for purchase orders issued and insurance certificate compliance.
- Continue to analyze division processes for effectiveness and to develop priorities for ongoing tasks.
- Finalize divisional procedures manual.

GENERAL FUND
FINANCE DEPARTMENT
BAND DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 3,352 | \$ 2,448 | \$ 4,000 | \$ 4,000 | \$ 3,350 |
| 520 Fringe Benefits | 306 | 230 | 1,700 | 2,000 | 325 |
| Total Personal Services | 3,658 | 2,678 | 5,700 | 6,000 | 3,675 |
| Materials and Services | | | | | |
| 601 Supplies | 4,410 | 2,798 | 1,000 | 1,000 | 1,200 |
| 602 Rental, Repair, Maintenance | 2,255 | 1,200 | 7,350 | 7,000 | 7,350 |
| 604 Contractual Services | 31,004 | 27,969 | 32,435 | 34,000 | 33,600 |
| 605 Misc. Charges and Fees | 11,000 | 11,200 | 13,035 | 14,000 | 13,000 |
| 606 Other Purchased Services | - | 267 | 400 | - | 400 |
| Total Materials and Services | 48,669 | 43,434 | 54,220 | 56,000 | 55,550 |
| | \$ 52,327 | \$ 46,112 | \$ 59,920 | \$ 62,000 | \$ 59,225 |

GENERAL FUND
FINANCE DEPARTMENT
SOCIAL SERVICES DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| Fund# 110 | | | | | |
| Materials and Services | | | | | |
| 609 Grants | \$ 89,145 | \$ 94,595 | \$ 100,325 | \$ 111,000 | \$ 111,000 |
| Total Materials and Services | \$ 89,145 | \$ 94,595 | \$ 100,325 | \$ 111,000 | \$ 111,000 |

GENERAL FUND
FINANCE DEPARTMENT
ECONOMIC AND CULTURAL SERVICES DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 110 | | | | | |
| Materials and Services | | | | | |
| 609 Grants | \$ 288,714 | \$ 372,455 | \$ 384,000 | \$ 406,000 | \$ 388,000 |
| Total Materials and Services | \$ 288,714 | \$ 372,455 | \$ 384,000 | \$ 406,000 | \$ 388,000 |

GENERAL FUND
FINANCE DEPARTMENT
MISCELLANEOUS

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Fund# 110 | | | | | |
| Materials and Services | | | | | |
| 605 Misc. Charges and Fees | \$ 7,382 | \$ 6,247 | \$ 8,000 | \$ 8,000 | \$ 8,000 |
| Total Materials and Services | \$ 7,382 | \$ 6,247 | \$ 8,000 | \$ 8,000 | \$ 8,000 |

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 410 | | | | | |
| Materials and Services | | | | | |
| 604 Contractual Services | \$ 65 | \$ 333 | \$ - | \$ - | \$ - |
| 605 Misc. Charges and Fees | 34,000 | 41,000 | 43,000 | 43,000 | 41,000 |
| Total Materials and Services | 34,065 | 41,333 | 43,000 | 43,000 | 41,000 |
| Capital Outlay | | | | | |
| 701 Land | 5,000 | 226,426 | 235,000 | 175,000 | 200,000 |
| Total Capital Outlay | 5,000 | 226,426 | 235,000 | 175,000 | 200,000 |
| | \$ 39,065 | \$ 267,759 | \$ 278,000 | \$ 218,000 | \$ 241,000 |

CAPITAL IMPROVEMENTS FUND
FINANCE DEPARTMENT
AFFORDABLE HOUSING DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-----------------------------|-------------|-------------|------------------|---------------|--------------|
| Fund# 410 | | | | | |
| Capital Outlay | | | | | |
| 702 Buildings | \$ - | \$ - | \$ 67,000 | \$ - | \$ - |
| Total Capital Outlay | \$ - | \$ - | \$ 67,000 | \$ - | \$ - |

CAPITAL IMPROVEMENTS FUND
FINANCE DEPARTMENT
MUNICIPAL BUILDING DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--------------------------------|-------------------|-------------------|---------------------|---------------------|---------------------|
| Fund# 410 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| Total Personal Services | - | - | 1,000 | 1,000 | 1,000 |
| Capital Outlay | | | | | |
| 702 Buildings | 478,299 | 350,888 | 6,311,000 | 1,758,000 | 1,350,000 |
| 703 Equipment | 52,862 | - | - | - | - |
| Total Capital Outlay | 531,161 | 350,888 | 6,311,000 | 1,758,000 | 1,350,000 |
| | \$ 531,161 | \$ 350,888 | \$ 6,312,000 | \$ 1,759,000 | \$ 1,351,000 |

CAPITAL IMPROVEMENTS FUND
FINANCE DEPARTMENT
FIRE STATIONS DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-----------------------------|-------------------|-------------------|---------------------|-------------------|---------------------|
| Fund# 410 | | | | | |
| Capital Outlay | | | | | |
| 702 Buildings | \$ 163,695 | \$ 487,591 | \$ 1,920,000 | \$ 730,000 | \$ 1,920,000 |
| Total Capital Outlay | \$ 163,695 | \$ 487,591 | \$ 1,920,000 | \$ 730,000 | \$ 1,920,000 |

DEBT SERVICE FUND
FINANCE DEPARTMENT
BANCROFT DEBT DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------|------------------|-------------------|-------------------|-------------------|------------------|
| Fund# 530 | | | | | |
| Debt Service | | | | | |
| 801 Debt Service - Principal | \$ 80,000 | \$ 94,719 | \$ 93,500 | \$ 129,000 | \$ 55,000 |
| 802 Debt Service - Interest | 17,868 | 19,087 | 13,500 | 9,000 | 5,000 |
| Total Debt Service | \$ 97,868 | \$ 113,806 | \$ 107,000 | \$ 138,000 | \$ 60,000 |

DEBT SERVICE FUND
FINANCE DEPARTMENT
GENERAL OBLIGATION DEBT DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 530 | | | | | |
| Debt Service | | | | | |
| 801 Debt Service - Principal | \$ 135,000 | \$ 135,000 | \$ 155,000 | \$ 170,000 | \$ 170,000 |
| 802 Debt Service - Interest | 78,214 | 218,153 | 213,000 | 205,000 | 205,000 |
| Total Debt Service | \$ 213,214 | \$ 353,153 | \$ 368,000 | \$ 375,000 | \$ 375,000 |

GENERAL BOND FUND
FINANCE DEPARTMENT
NOTES AND CONTRACTS DEBT DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 530 | | | | | |
| Debt Service | | | | | |
| 801 Debt Service - Principal | \$ 202,110 | \$ 254,258 | \$ 241,900 | \$ 333,000 | \$ 197,500 |
| 802 Debt Service - Interest | 95,805 | 79,740 | 71,100 | 207,000 | 149,500 |
| Total Debt Service | \$ 297,915 | \$ 333,998 | \$ 313,000 | \$ 540,000 | \$ 347,000 |

CENTRAL SERVICES FUND
FINANCE DEPARTMENT
CUSTOMER INFORMATION SERVICES DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 228,090 | \$ 269,663 | \$ 287,600 | \$ 298,000 | \$ 256,000 |
| 520 Fringe Benefits | 68,989 | 88,729 | 111,300 | 115,000 | 107,100 |
| Total Personal Services | 297,079 | 358,392 | 398,900 | 413,000 | 363,100 |
| Materials and Services | | | | | |
| 601 Supplies | 26,704 | 23,955 | 22,800 | 24,000 | 31,150 |
| 602 Rental, Repair, Maintenance | 55 | 2,157 | - | - | - |
| 603 Communications | 26,972 | 36,737 | 43,500 | 45,000 | 54,100 |
| 604 Contractual Services | 23,342 | 8,240 | 19,500 | 20,000 | 30,900 |
| 606 Other Purchased Services | 589 | 2,165 | 6,400 | 7,000 | 5,750 |
| Total Materials and Services | 77,662 | 73,254 | 92,200 | 96,000 | 121,900 |
| | \$ 374,741 | \$ 431,646 | \$ 491,100 | \$ 509,000 | \$ 485,000 |

CENTRAL SERVICES FUND
FINANCE DEPARTMENT
ACCOUNTING DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 184,357 | \$ 173,028 | \$ 195,300 | \$ 203,000 | \$ 267,250 |
| 520 Fringe Benefits | 65,176 | 60,033 | 87,400 | 90,000 | 113,050 |
| Total Personal Services | 249,533 | 233,061 | 282,700 | 293,000 | 380,300 |
| Materials and Services | | | | | |
| 601 Supplies | 14,268 | 21,232 | 23,500 | 25,000 | 27,500 |
| 602 Rental, Repair, Maintenance | 2,188 | 1,301 | 1,000 | 1,000 | 1,000 |
| 603 Communications | 11,384 | 27,511 | 29,300 | 30,000 | 41,500 |
| 604 Contractual Services | 52,040 | 89,291 | 98,000 | 101,000 | 181,000 |
| 605 Misc. Charges and Fees | 87,666 | 107,431 | 91,000 | 94,000 | 145,000 |
| 606 Other Purchased Services | 12,488 | 20,712 | 17,510 | 18,000 | 32,285 |
| Total Materials and Services | 180,034 | 267,478 | 260,310 | 269,000 | 428,285 |
| Capital Outlay | | | | | |
| 703 Equipment | - | - | - | - | 15,000 |
| Total Capital Outlay | - | - | - | - | 15,000 |
| | \$ 429,567 | \$ 500,539 | \$ 543,010 | \$ 562,000 | \$ 823,585 |

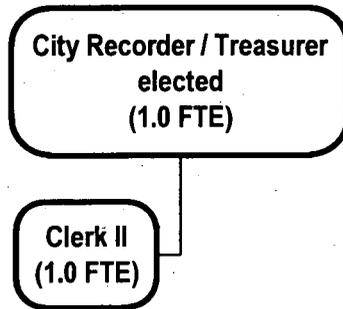
CENTRAL SERVICES FUND
FINANCE DEPARTMENT
PURCHASING \ ACQUISITION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 92,242 | \$ 77,556 | \$ 91,200 | \$ 94,000 | \$ 71,500 |
| 520 Fringe Benefits | 27,145 | 22,695 | 29,800 | 31,000 | 22,350 |
| Total Personal Services | 119,387 | 100,251 | 121,000 | 125,000 | 93,850 |
| Materials and Services | | | | | |
| 601 Supplies | 1,307 | 2,614 | 4,500 | 4,500 | 4,800 |
| 602 Rental, Repair, Maintenance | 4,783 | 2,651 | 4,800 | 5,000 | 5,950 |
| 603 Communications | 1,818 | 760 | 1,900 | 2,000 | 700 |
| 604 Contractual Services | - | 555 | - | - | - |
| 606 Other Purchased Services | 4,888 | 2,959 | 6,420 | 6,500 | 6,700 |
| Total Materials and Services | 12,796 | 9,539 | 17,620 | 18,000 | 18,150 |
| | \$ 132,183 | \$ 109,790 | \$ 138,620 | \$ 143,000 | \$ 112,000 |

INSURANCE SERVICES FUND
FINANCE DEPARTMENT
ACCOUNTING DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 720 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 3,309 | \$ - | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| 520 Fringe Benefits | 638 | - | - | - | - |
| Total Personal Services | 3,947 | - | 1,000 | 1,000 | 1,000 |
| Materials and Services | | | | | |
| 601 Supplies | - | 9 | - | - | - |
| 604 Contractual Services | 18,499 | 16,259 | 5,000 | 5,000 | 5,000 |
| 605 Misc. Charges and Fees | 78,000 | 82,200 | 58,500 | 61,000 | 59,000 |
| 607 Premiums, Claims & Judgements | 522,498 | 612,531 | 585,000 | 575,000 | 659,000 |
| Total Materials and Services | 618,997 | 710,999 | 648,500 | 641,000 | 723,000 |
| | \$ 622,944 | \$ 710,999 | \$ 649,500 | \$ 642,000 | \$ 724,000 |

city recorder / treasurer
2.0 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.

Division Goals

- Develop Orientation Handbook for newly elected/appointed officers.
- Evaluate current and future records storage needs for city documents.
- Expand access to public information via city web page.

Significant Budget Changes

- Replacement of document imaging/scanner unit originally purchased in 1996.
- Clerk II position has been increased from .75 FTE to 1.0 FTE to accommodate the growing demands placed on this office.
- Increased benefit costs.

* Parking Lot Issues

- Purchase of WebLink Enterprise software which will provide access to public information via city web page.

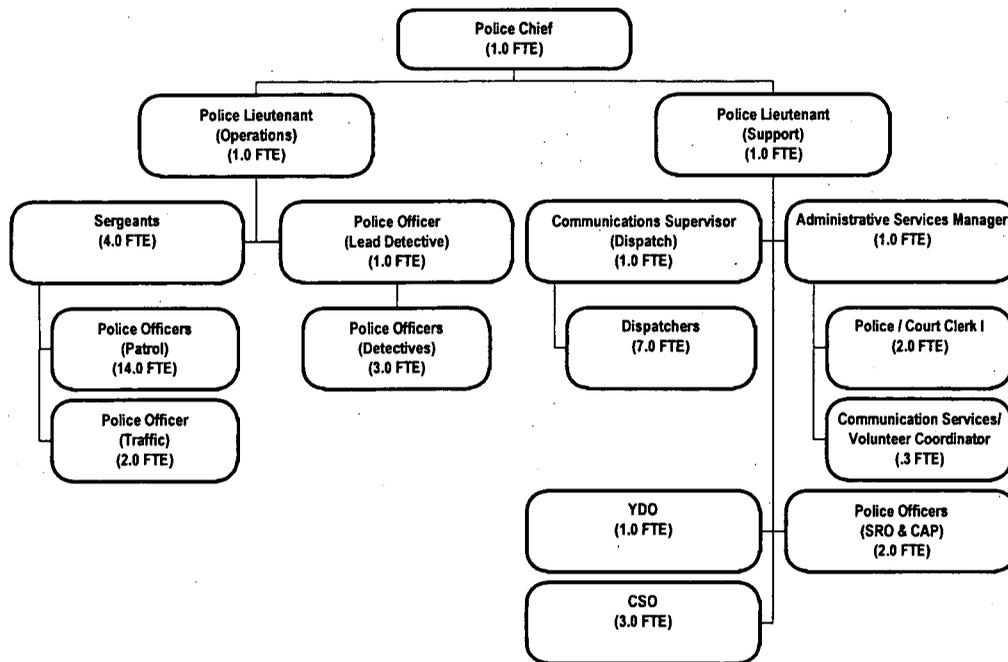
* Considered by Budget Committee, but not approved.

CITY RECORDER DEPARTMENT
CENTRAL SERVICE FUND

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|---------------------------------------|--------------------|--------------------|---------------------|----------------------|---------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 60,299 | \$ 70,114 | \$ 83,700 | \$ 87,000 | \$ 89,500 |
| 520 Fringe Benefits | 19,617 | 24,066 | 36,000 | 37,000 | 41,200 |
| Total Personal Services | 79,916 | 94,180 | 119,700 | 124,000 | 130,700 |
| Materials and Services | | | | | |
| 601 Supplies | 1,640 | 2,571 | 8,440 | 9,000 | 8,440 |
| 603 Communications | 1,199 | 428 | 500 | 1,000 | 400 |
| 604 Contractual Services | 2,399 | 552 | 1,000 | 1,000 | 1,000 |
| 605 Misc. Charges and Fees | 10,036 | 9,892 | 6,000 | 6,000 | 7,000 |
| 606 Other Purchased Services | 5,402 | 5,535 | 6,060 | 6,000 | 7,650 |
| Total Materials & Services | 20,675 | 18,978 | 22,000 | 23,000 | 24,490 |
| Capital Outlay | | | | | |
| 703 Equipment | 2,155 | - | - | - | 7,000 |
| Total Capital Outlay | 2,155 | - | - | - | 7,000 |
| | \$ 102,747 | \$ 113,158 | \$ 141,700 | \$ 147,000 | \$ 162,190 |
| Department Total By Fund | | | | | |
| 710 Central Services Fund | \$ 102,747 | \$ 113,158 | \$ 141,700 | \$ 147,000 | \$ 162,190 |
| | \$ 102,747 | \$ 113,158 | \$ 141,700 | \$ 147,000 | \$ 162,190 |
| Position Control | | | | | |
| | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| 710 City Recorder /Treasurer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 710 Clerk II | 0.25 | 0.75 | 0.75 | 0.75 | 1.00 |
| | 1.25 | 1.75 | 1.75 | 1.75 | 2.00 |



police department 44.3 FTE



Overview

The vision of the Ashland Police Department is to be a model law enforcement agency that is innovative, professional, flexible and dedicated to serving the community. Composed of the Operations Division and the Support Division, our department mission, goals, projects, and programs serve to enhance many of the city wide priorities identified in the current strategic plan including, but not limited to, the following:

- Citizen participation and involvement, which includes a high level of communication with the public.
- A prioritized strategy for improved pedestrian and traffic safety based on the 3-E's (Education, Enforcement, and Engineering).
- Coordination with other agencies in the region to improve delivery of service including regional training for public safety personnel.
- Enhance social and human services by developing a community crisis intervention team.

Operations Division

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

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.
- Develop and maintain policies and professional standards in accordance with Oregon State Accreditation, and coordinate all department training.

Significant Budget Changes

- Addition of 1.0 FTE Patrol Officer position to assist in meeting recommended Patrol staffing levels and to assist in increasing traffic enforcement and education as included in baseline budget.
- Addition of a second motorcycle to be used for traffic enforcement.
- Replace mobile radios for two vehicles.

Support Division

The Ashland Police Department Support Division includes the Communications Center (911/dispatch) and includes personnel for the following assignments: School Resource Officer, Central Area Patrol Officer, Community Service Officers, Park Patrol Cadets, Youth Diversion Officer, and Records/Receptionists. The Support Division coordinates the Citizen Volunteer Program and performs administrative functions such as budget preparation, tracking of expenditures, purchasing, crime analysis, and equipment maintenance

Division Goals

- Establish fitness standards and testing for sworn officers and wellness opportunities for all department employees.
- Comply with 911 consolidation requirements per State Law mandate.
- Maintain and enhance our partnership with the schools through the School Resource Officer and the Youth Diversion Officer.

Significant Budget Changes

- Expansion of the existing parking lot behind the Police Department. Facility improvements including kitchen re-model, new carpet, new lockers, etc.
- Provide funding to match Federal grant for Mobile Data Computers in police vehicles.
- Install JOJAC base station to add that frequency to radios. Replace existing scanning equipment for records.
- Assist School District by paying for half of their school crossing guard program.

POLICE DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Department Total By Function | | | | | |
| 500 Personal Services | \$ 2,347,567 | \$ 2,517,512 | \$ 2,928,650 | \$ 3,171,000 | \$ 3,063,086 |
| 600 Materials and Services | 901,219 | 891,502 | 965,950 | 999,000 | 1,004,366 |
| 700 Capital Outlay | 23,284 | - | 210,650 | 137,000 | 177,114 |
| | \$ 3,272,070 | \$ 3,409,014 | \$ 4,105,250 | \$ 4,307,000 | \$ 4,244,566 |

Department Total By Fund

| | | | | | |
|------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 110 General Fund | \$ 3,272,070 | \$ 3,409,014 | \$ 4,105,250 | \$ 4,307,000 | \$ 4,244,566 |
|------------------|---------------------|---------------------|---------------------|---------------------|---------------------|

| Position Profile | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--|--------------|--------------|--------------|---------------|--------------|
| 110 Police Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Police Captain | 2.00 | 2.00 | - | - | - |
| 110 Police Lieutenant | - | - | 2.00 | 2.00 | 2.00 |
| 110 Police Sergeants | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| 110 Admin. Services Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Police Officers | 18.50 | 18.50 | 21.00 | 22.00 | 22.00 |
| 110 Youth Diversion Officer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Community Services Officer | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| 110 Parking Control Officer | 1.00 | 1.00 | - | - | - |
| 110 Communications Supervisor Dispatch | 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 Coordinator | 0.30 | 0.30 | 0.30 | 0.30 | 0.30 |
| | 40.80 | 40.80 | 43.30 | 44.30 | 44.30 |

police department

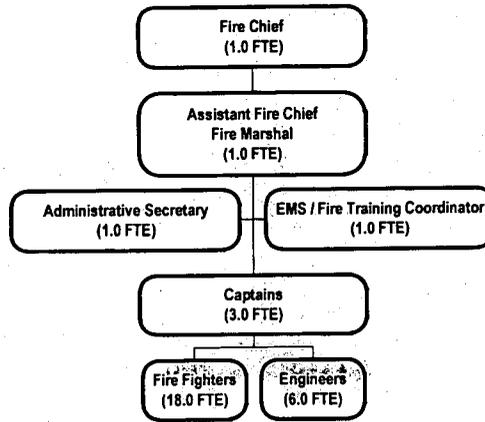
GENERAL FUND
POLICE DEPARTMENT SUPPORT DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 437,736 | \$ 472,583 | \$ 615,800 | \$ 677,000 | \$ 835,036 |
| 520 Fringe Benefits | 149,939 | 159,305 | 267,100 | 296,000 | 386,900 |
| Total Personal Services | 587,675 | 631,888 | 882,900 | 973,000 | 1,221,936 |
| Materials and Services | | | | | |
| 601 Supplies | 29,219 | 35,595 | 24,950 | 26,000 | 36,126 |
| 602 Rental, Repair, Maintenance | 45,786 | 27,969 | 24,300 | 25,000 | 32,037 |
| 603 Communications | 30,919 | 16,957 | 7,000 | 7,000 | 17,788 |
| 604 Contractual Services | 187,375 | 181,337 | 172,700 | 179,000 | 172,358 |
| 605 Misc. Charges and Fees | 297,000 | 329,933 | 346,000 | 358,000 | 360,000 |
| 606 Other Purchased Services | 15,389 | 15,098 | 25,900 | 27,000 | 31,037 |
| Total Materials and Services | 605,688 | 606,889 | 600,850 | 622,000 | 649,346 |
| Capital Outlay | | | | | |
| 703 Equipment | 23,284 | - | - | - | - |
| 704 Impr. Other Than Bldngs | - | - | 210,650 | 137,000 | 174,114 |
| Total Capital Outlay | 23,284 | - | 210,650 | 137,000 | 174,114 |
| | \$ 1,216,647 | \$ 1,238,777 | \$ 1,694,400 | \$ 1,732,000 | \$ 2,045,396 |

GENERAL FUND
POLICE DEPARTMENT OPERATIONS DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 1,300,198 | \$ 1,393,330 | \$ 1,416,050 | \$ 1,516,000 | \$ 1,254,600 |
| 520 Fringe Benefits | 459,694 | 492,294 | 629,700 | 682,000 | 586,550 |
| Total Personal Services | 1,759,892 | 1,885,624 | 2,045,750 | 2,198,000 | 1,841,150 |
| Materials and Services | | | | | |
| 601 Supplies | 44,542 | 87,304 | 91,900 | 95,000 | 91,738 |
| 602 Rental, Repair, Maintenance | 148,301 | 140,267 | 154,100 | 159,000 | 191,300 |
| 603 Communications | 46,547 | 24,841 | 30,200 | 31,000 | 35,470 |
| 604 Contractual Services | 21,602 | 14,281 | 3,300 | 3,000 | 1,822 |
| 605 Misc. Charges and Fees | - | 16,481 | - | - | - |
| 606 Other Purchased Services | 28,901 | - | 85,600 | 89,000 | 34,690 |
| 610 Programs | 5,638 | 1,439 | - | - | - |
| Total Materials and Services | 295,531 | 284,613 | 365,100 | 377,000 | 355,020 |
| Capital Outlay | | | | | |
| 703 Equipment | 9,305 | - | - | - | - |
| 704 Improvements Other Than Buildings | - | - | - | - | 3,000 |
| Total Capital Outlay | - | - | - | - | 3,000 |
| | \$ 2,055,423 | \$ 2,170,237 | \$ 2,410,850 | \$ 2,575,000 | \$ 2,199,170 |

fire and rescue department
31.0 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

- Meet department performance measurement standards.
- Computerize department records management program.
- Assist private property owners with wildfire fuel reduction efforts.
- Reconstruct Fire Station No. 1 during the 2002-2003 fiscal year.
- Conduct emergency preparedness training for city department staff.

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

- Increased integration of shift personnel into code enforcement activities.
- Complete Phase III of OSHA Respiratory Program compliance.
- Implement thermal imaging technology through a staff in-service training program.
- Develop low-angle rescue ability for special rescue situations.
- Redistribute administrative responsibilities to resolve workload issues.

Significant Budget Changes

- Increased benefit 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

- Upgrade the emergency medical service capabilities through the purchase of a new rescue unit and auto-ventilator technology.
- Provide emergency medical response services to all patients within Ambulance Service Area (ASA) response time standards.
- Implement electronic data collection and submission system to OSHD.
- Provide three Community Emergency Response Team (CERT) training courses and four emergency drills for the public.
- Increase staff capacity to meet service level increases.
- Provide emergency medical response training to school district response teams.

Significant Budget Changes

- Increased benefit costs.

* Parking Lot Issues

- Add 2 Fire Fighter/Paramedic positions mid-year equating to 1.0 FTE.

* Approved by the Budget Committee.

fire and rescue department

FIRE & RESCUE DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Department Total By Function | | | | | |
| 500 Personal Services | \$ 1,936,536 | \$ 2,120,823 | \$ 2,334,400 | \$ 2,480,000 | \$ 2,617,075 |
| 600 Materials and Services | 914,219 | 1,018,881 | 1,100,300 | 1,215,000 | 1,139,770 |
| 700 Capital Outlay | 31,849 | 58,343 | 81,700 | 82,000 | 300,000 |
| | <u>\$ 2,882,603</u> | <u>\$ 3,198,047</u> | <u>\$ 3,516,400</u> | <u>\$ 3,777,000</u> | <u>\$ 4,056,845</u> |

| Position Profile | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------|--------------|--------------|--------------|---------------|--------------|
| 110 Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Assistant Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 EMS Fire Training Coord. | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Captain | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| 110 Engineer | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| 110 Firefighter | 15.00 | 15.00 | 16.00 | 16.00 | 18.00 |
| | <u>28.00</u> | <u>28.00</u> | <u>29.00</u> | <u>29.00</u> | <u>31.00</u> |

fire and rescue department

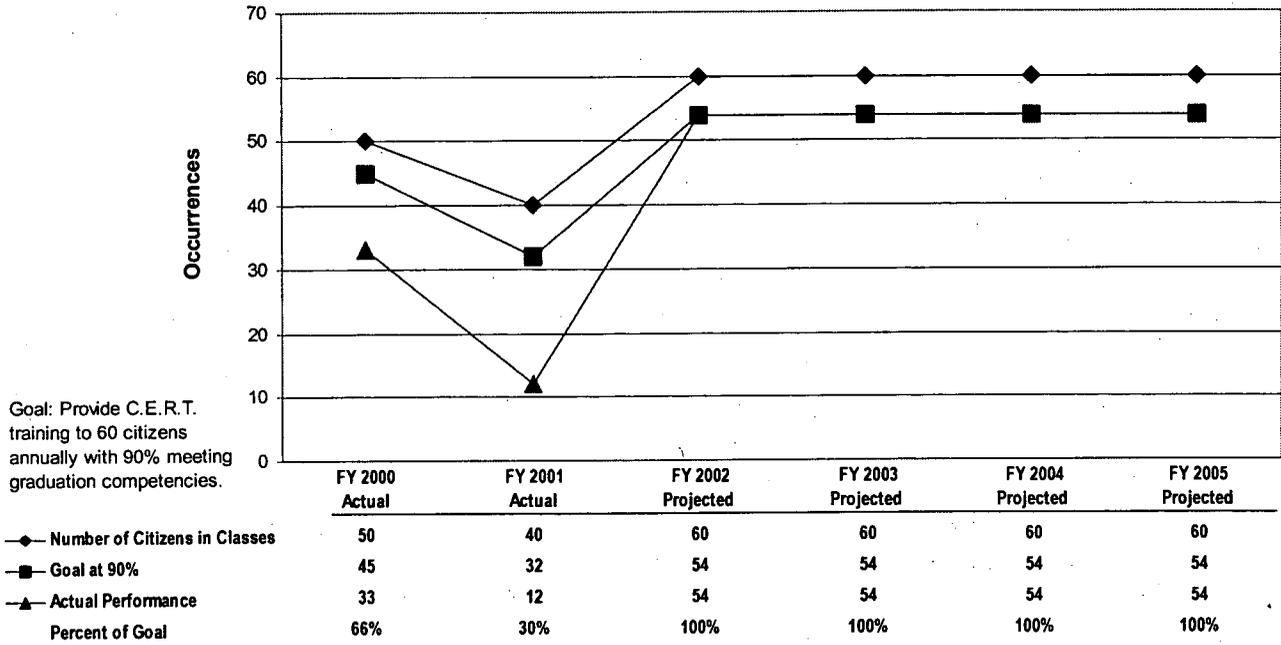
GENERAL FUND
FIRE & RESCUE DEPARTMENT OPERATIONS DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 1,355,481 | \$ 1,446,921 | \$ 1,497,300 | \$ 1,595,000 | \$ 1,590,725 |
| 520 Fringe Benefits | 447,914 | 495,059 | 652,000 | 694,000 | 674,900 |
| Total Personal Services | 1,803,395 | 1,941,980 | 2,149,300 | 2,289,000 | 2,265,625 |
| Materials and Services | | | | | |
| 601 Supplies | 53,121 | 67,495 | 68,500 | 71,000 | 84,020 |
| 602 Rental, Repair, Maintenance | 137,459 | 148,224 | 169,500 | 175,000 | 169,800 |
| 603 Communications | 22,812 | 18,804 | 23,850 | 25,000 | 26,850 |
| 604 Contractual Services | 12,793 | 1,867 | 9,400 | 10,000 | 10,700 |
| 605 Misc. Charges and Fees | 156,085 | 176,800 | 181,000 | 264,000 | 161,000 |
| 606 Other Purchased Services | 32,579 | 21,327 | 34,500 | 36,000 | 40,000 |
| 610 Programs | 20,623 | 10,071 | 13,600 | 14,000 | 13,900 |
| Total Materials and Services | 435,472 | 444,588 | 500,350 | 595,000 | 506,270 |
| Capital Outlay | | | | | |
| 703 Equipment | 7,010 | - | 24,700 | 25,000 | 252,000 |
| Total Capital Outlay | 7,010 | - | 24,700 | 25,000 | 252,000 |
| | \$ 2,245,876 | \$ 2,386,568 | \$ 2,674,350 | \$ 2,909,000 | \$ 3,023,895 |

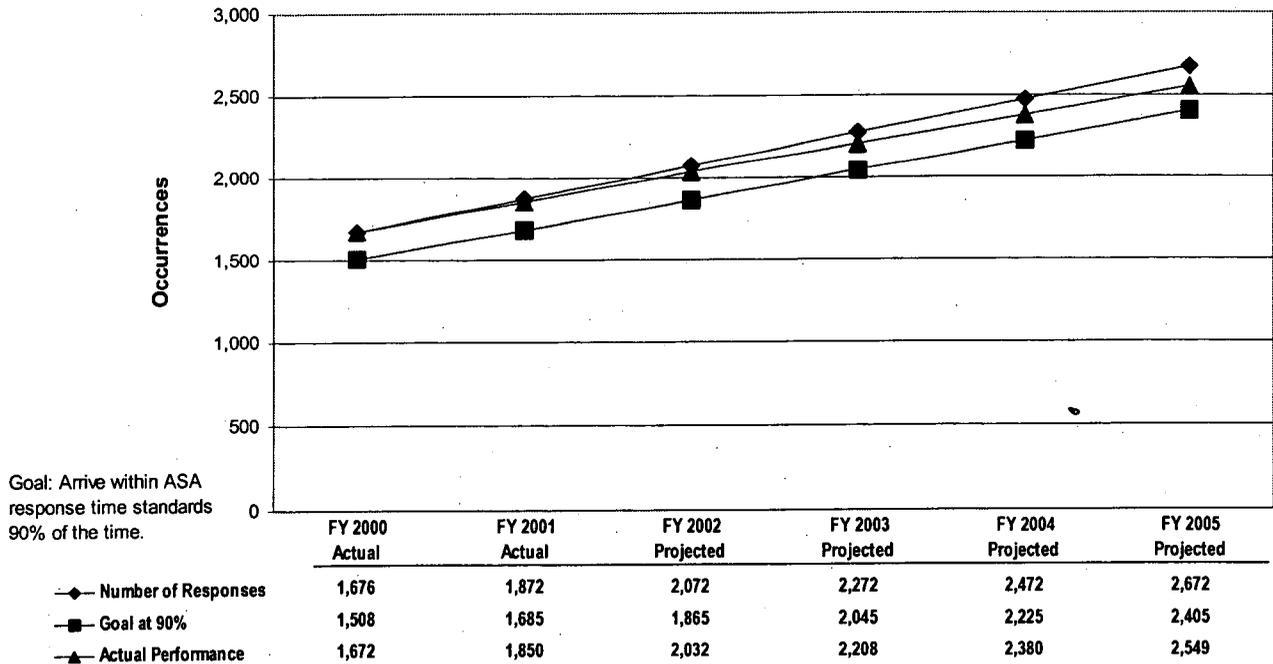
GENERAL FUND
FIRE & RESCUE DEPARTMENT EMERGENCY SERVICES DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 120,903 | \$ 156,806 | \$ 158,700 | \$ 164,000 | \$ 273,500 |
| 520 Fringe Benefits | 12,238 | 22,037 | 26,400 | 27,000 | 77,950 |
| Total Personal Services | 133,141 | 178,843 | 185,100 | 191,000 | 351,450 |
| Materials and Services | | | | | |
| 601 Supplies | 25,243 | 36,415 | 9,150 | 9,000 | 20,000 |
| 602 Rental, Repair, Maintenance | 157,994 | 275,500 | 146,050 | 151,000 | 128,300 |
| 603 Communications | 17,969 | 10,323 | 19,750 | 20,000 | 25,800 |
| 604 Contractual Services | 45,329 | 53,154 | 65,400 | 68,000 | 76,800 |
| 605 Misc. Charges and Fees | 190,826 | 147,856 | 281,100 | 291,000 | 253,500 |
| 606 Other Purchased Services | 41,385 | 43,227 | 58,400 | 60,000 | 82,700 |
| 610 Programs | - | 7,818 | 20,100 | 21,000 | 46,400 |
| Total Materials and Services | 478,747 | 574,293 | 599,950 | 620,000 | 633,500 |
| Capital Outlay | | | | | |
| 703 Equipment | 24,839 | 58,343 | 57,000 | 57,000 | 48,000 |
| Total Capital Outlay | 24,839 | 58,343 | 57,000 | 57,000 | 48,000 |
| | \$ 636,727 | \$ 811,479 | \$ 842,050 | \$ 868,000 | \$ 1,032,950 |

**Community Emergency Preparedness
C.E.R.T. Graduations**

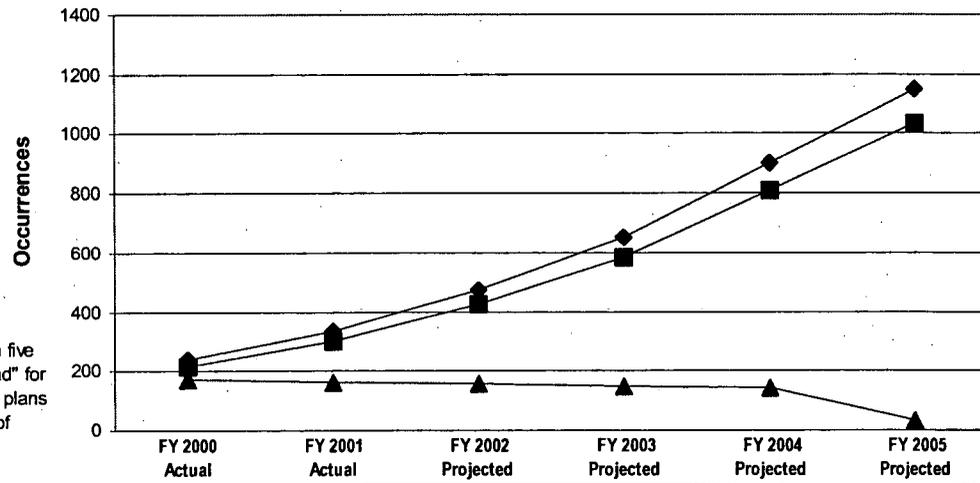


**Emergency Medical Services
Emergent Responses within ASA Standards**



Explanation: Emergency medical response call volume increased by approximately 9.5 % over the past year.

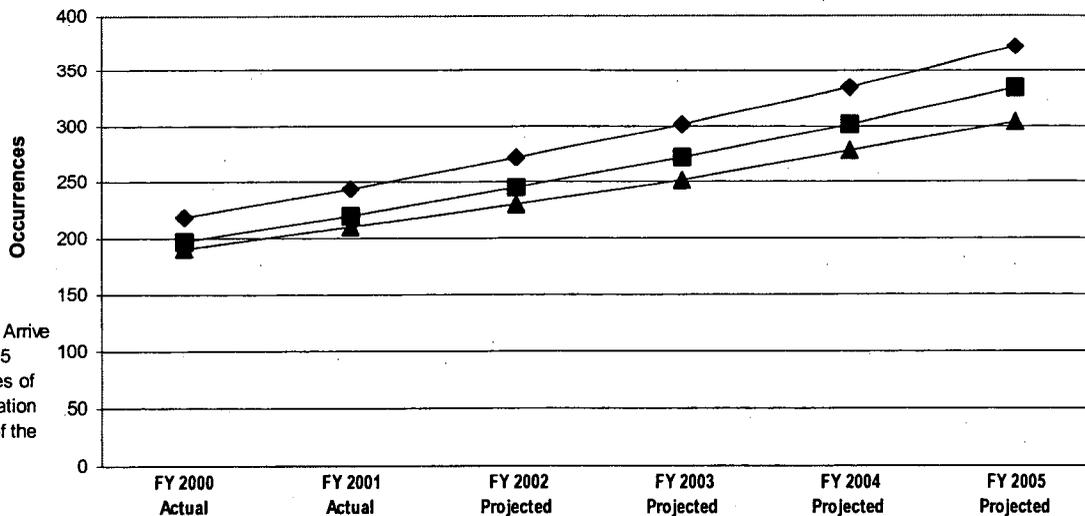
**Fire and Life Safety Plans Review
Plans Processing Time**



| | | | | | | |
|---|-----|------|------|------|------|-------|
| ◆ Number of Plans Received | 239 | 338 | 475 | 650 | 900 | 1,150 |
| ■ Goal at 90% | 215 | 304 | 428 | 585 | 810 | 1,035 |
| ▲ Actual Performance | 174 | 165 | 157 | 149 | 142 | 35 |
| Percent of Goal | 81% | 54% | 37% | 25% | 18% | 13% |
| Current Plans Review Turnaround Time (Days) | 4.4 | 13.0 | 16.0 | 21.0 | 25.0 | 30.0 |

The volume of plan reviews and related fire code actions that have been received by the Fire Department increased 70% between the 2000 and 2001 Fiscal Years. We have experienced a steady increase in activity within this program area over the past five years.

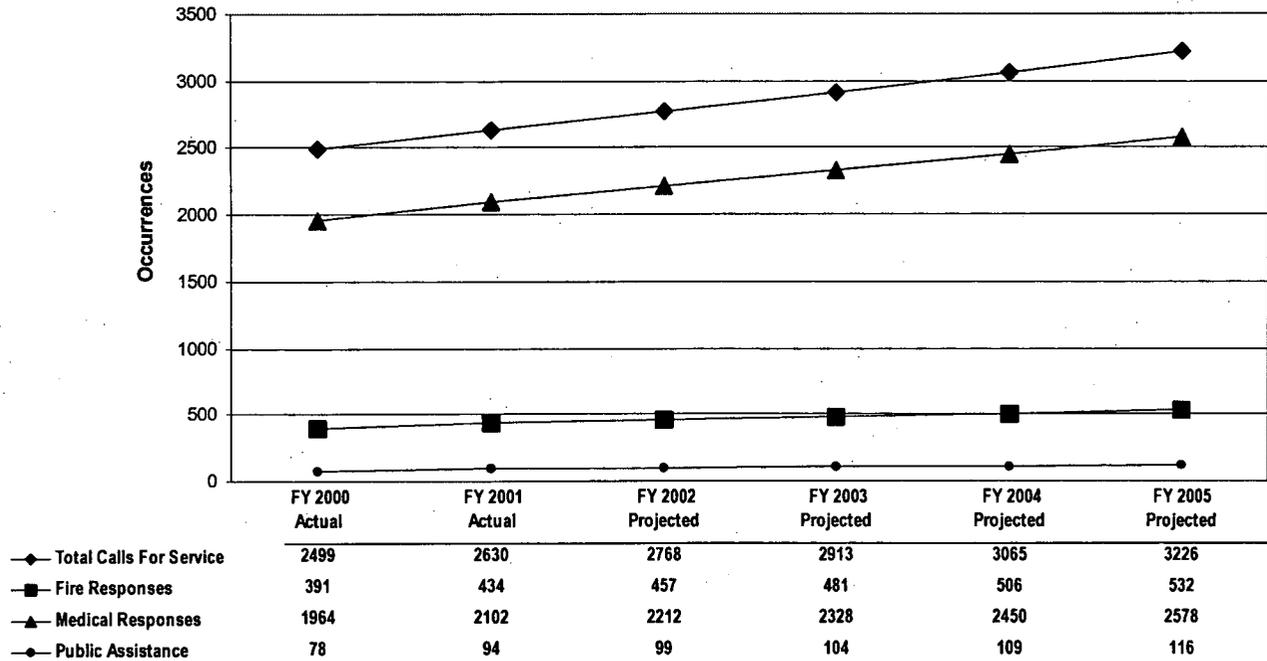
**Fire Suppression Services
Emergent Responses within 5 Minutes of Notification**



| | | | | | | |
|-----------------------|-----|-----|-----|-----|-----|-----|
| ◆ Number of Responses | 219 | 244 | 272 | 302 | 335 | 372 |
| ■ Goal at 90% | 197 | 220 | 245 | 272 | 302 | 335 |
| ▲ Actual Performance | 190 | 209 | 230 | 252 | 278 | 304 |
| Percent of Goal | 96% | 95% | 94% | 93% | 92% | 91% |

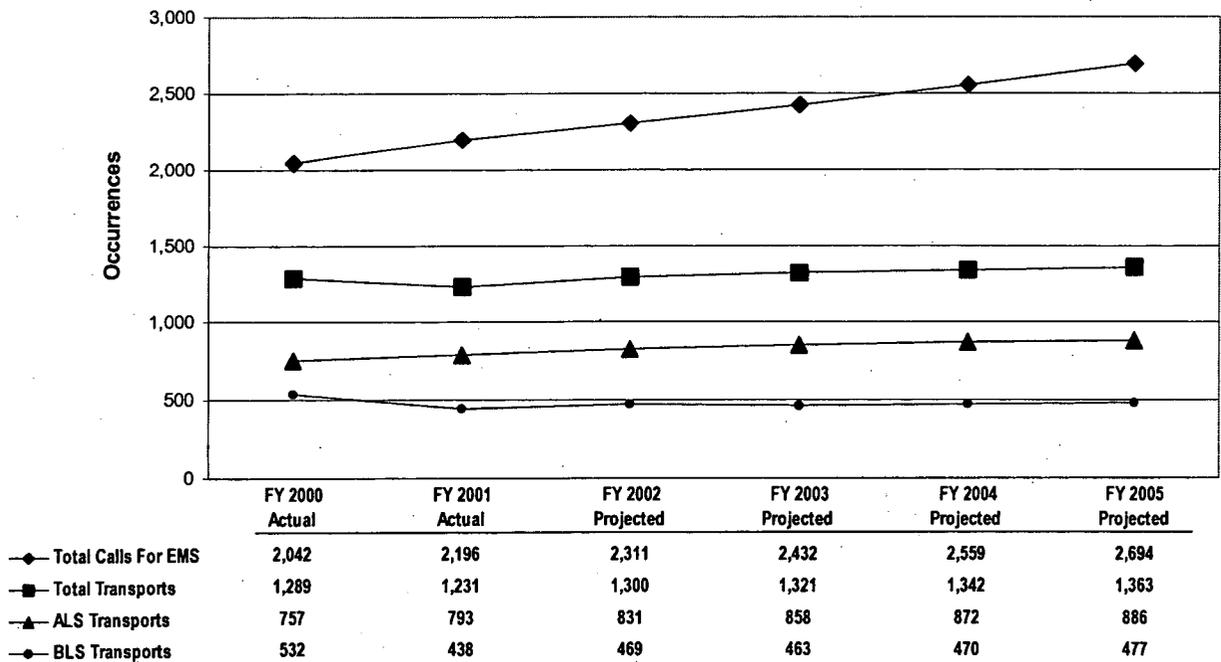
Explanation: Emergency fire responses are increasing approximately 9% per year.

Total Calls for Service

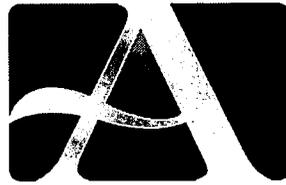


Explanation: Total calls for service (both emergency & non-emergency) have increased 5.24% during the previous fiscal year.

Total EMS Calls for Service by Type of Transport

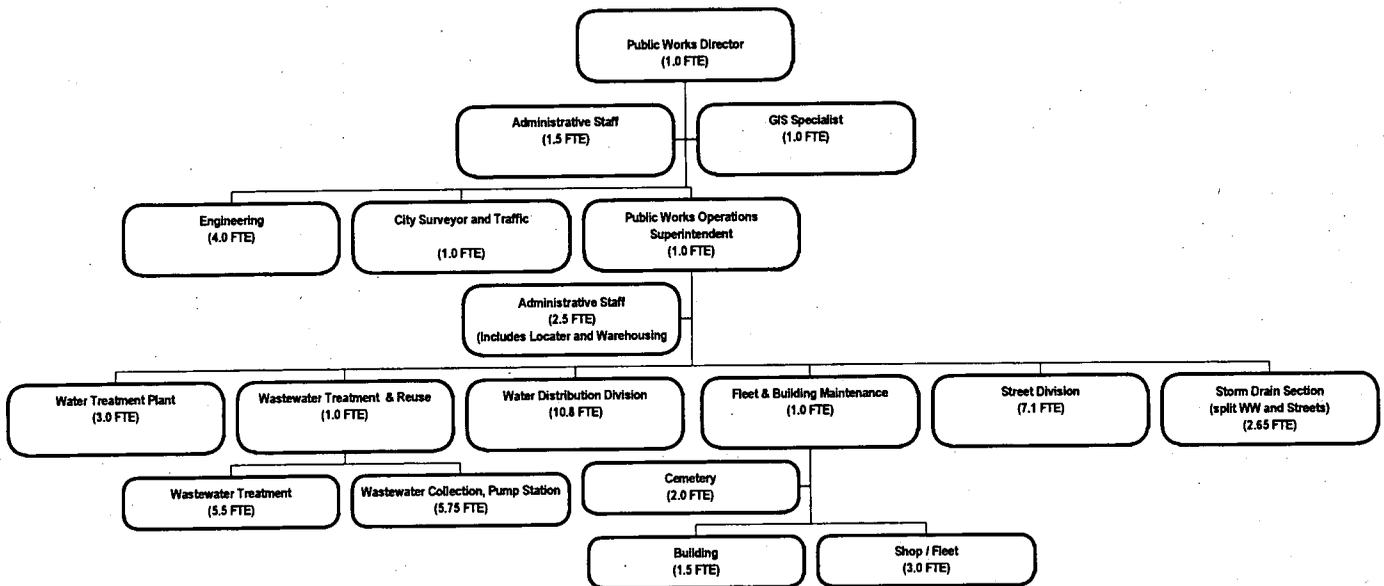


Explanation: Total calls for service (both emergency & non-emergency) have increased 5.24% during the previous fiscal year.



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, GIS specialists, administrative staff and other shared staff positions are included in the Administration Division.

Strategic Plan Goals

- Complete the last phase of the Wastewater Treatment Plant Construction: Biosolids Centrifuge facility by December 2003. (WW and PW Admin.)
- Develop a plan that would consider scheduling the future of the extension of the TAP pipeline to the City. The plan should include a priority for conservation and should address timing, conceptual engineering and funding alternatives.
- Adopt Storm Water and Drainage Master Plan, to address water quality improvements (retention) and riparian area concerns by minimizing the development of impervious surface. The engineering standards are being written to implement this plan.
- Maintain the City's commitment to implementing the Capital Improvements Plan (CIP). This includes monitoring and providing updates to the City Council. (PW Admin.) Specific attention should be given to:
 - Fire Station No. 1 should be bid and under construction in FY03. (Fire).
 - Complete construction of new office space for the Community Development and Public Works (Hillah) by FY03. (PW Admin.)
 - Complete the expansion of the Library in FY03. (Admin. Services)
 - Begin construction of the Siskiyou Blvd. and Ashland Street improvements in FY02 with completion by FY03. (PW Admin.)
 - Begin design of sidewalks and drainage improvements for Tolman Creek Road. (PW Admin. and Engineering)
- Develop a wastewater pre-treatment ordinance, which would establish standards for the discharge of

chemicals, greases, etc. from commercial establishments. (PW Admin. and WW)

➤ Transportation Program Goals:

- Continue to enhance bikelanes, bikepaths, public trails and sidewalk construction.
- Improve safety of existing RR crossings.
- Improve State Highways 99 and 66, and county roadways.
- Evaluate and utilize appropriate measures identified in the Transportation, Transit and Parking Committee report.
- Downtown Plan improvements with ODOT's East Main project.
- Develop a prioritized strategy for improved pedestrian and traffic safety.
- Develop ways to increase use and options for alternative transportation.
- Explore options in the Railroad District for the future development of a transit station.

Division Goals

- Traffic safety and the transportation system have kept staff very active this past year and will continue to for the next two years.
- The GIS program continues to grow. PW Admin. accepted the position that was in the Electric Department and is now coordinating all of the utility database. Conversion from prior AutoCAD to ArcView will take time. Staff is proposing to incorporate a temporary paid intern position to assist with GIS data entry. System costs, licensing and training remain high.

Significant Budget Changes

- Many of the large Capital Improvements Program projects are being completed; total overall CIP budget is down nearly \$7 million from FY02 budget.
- Increase in the Wastewater Treatment Plant operational budget due to the new Membrane Facility. The biosolids facility adds \$4 million in capital.

* Parking Lot Issues

- Addition of 1.0 FTE Transportation Program Manager position to help with the increasing transportation goals in PW and Community Development.

* Considered by Budget Committee, but not approved.

PUBLIC WORKS DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Department Total By Function | | | | | |
| 500 Personal Services | \$ 2,920,549 | \$ 3,052,977 | \$ 3,449,727 | \$ 3,573,000 | \$ 3,735,300 |
| 600 Materials and Services | 3,899,432 | 4,880,180 | 5,701,777 | 5,856,000 | 6,099,000 |
| 700 Capital Outlay | 7,265,801 | 8,471,223 | 12,178,150 | 8,137,700 | 9,724,200 |
| 800 Debt Service | 617,775 | 763,449 | 1,581,200 | 987,300 | 4,092,520 |
| | \$ 14,703,558 | \$ 17,167,829 | \$ 22,910,854 | \$ 18,554,000 | \$ 23,651,020 |

| | | | | | |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Department Total By Fund | | | | | |
| 110 General Fund | \$ 240,307 | \$ 272,571 | \$ 307,200 | \$ 312,000 | \$ 302,350 |
| 260 Street Fund | 1,813,516 | 2,116,632 | 4,021,508 | 4,539,000 | 6,108,660 |
| 280 Airport Fund | 70,047 | 72,736 | 395,000 | 263,000 | 222,150 |
| 670 Water Fund | 2,864,324 | 4,943,798 | 4,381,413 | 5,575,000 | 4,330,800 |
| 675 Wastewater Fund | 7,318,939 | 7,606,384 | 10,653,104 | 5,230,000 | 9,302,500 |
| 710 Central Services Fund | 1,053,467 | 1,126,338 | 1,315,407 | 1,362,000 | 1,539,950 |
| 730 Equipment Fund | 1,342,959 | 1,029,370 | 1,837,222 | 1,273,000 | 1,844,610 |
| | \$ 14,703,558 | \$ 17,167,829 | \$ 22,910,854 | \$ 18,554,000 | \$ 23,651,020 |

| Position Profile | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------|--------------|--------------|--------------|---------------|--------------|
| Public Works Director | 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 |
| Supervisors | 6.00 | 6.00 | 5.00 | 5.00 | 5.00 |
| Administrative Assistant | - | - | - | - | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Associate Engineer | - | - | 1.00 | 1.00 | 1.00 |
| Assistant Engineer | 1.00 | 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 | 3.00 | 3.00 | 2.00 | 2.00 | 2.00 |
| Engineering Tech I | 1.00 | 1.00 | - | - | - |
| Clerk II | 1.50 | 1.50 | 1.50 | 1.50 | 0.50 |
| Cemetery Sexton | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Treatment Plant Operator | 5.00 | 5.00 | 6.00 | 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 | 15.00 |
| Utility Worker II | 6.00 | 6.00 | 6.00 | 6.00 | 4.00 |
| Utility Worker I | 6.00 | 6.00 | 7.00 | 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 | - | - | - |
| Mechanic | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| | 55.80 | 55.80 | 55.30 | 55.30 | 55.30 |

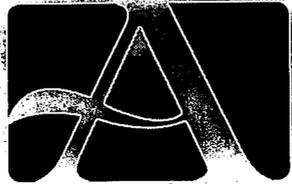
public works department

GENERAL FUND
PUBLIC WORKS DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|-------------|-----------------|-----------------|--------------|
| Fund# 110 | | | | | |
| Materials and Services | | | | | |
| 610 Programs | \$ 10,776 | \$ - | \$ 4,500 | \$ 5,000 | \$ - |
| Total Materials and Services | 10,776 | - | 4,500 | 5,000 | - |
| | <u>\$ 10,776</u> | <u>\$ -</u> | <u>\$ 4,500</u> | <u>\$ 5,000</u> | <u>\$ -</u> |

AIRPORT FUND
PUBLIC WORKS DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| Fund# 280 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ - |
| 520 Fringe Benefits | - | - | - | - | - |
| Total Personal Services | - | - | 1,000 | 1,000 | - |
| Materials and Services | | | | | |
| 602 Rental, Repair, Maintenance | 44,901 | 38,122 | 43,000 | 45,000 | 42,000 |
| 604 Contractual Services | - | 47 | - | - | - |
| 605 Misc. Charges and Fees | 24,033 | 29,143 | 34,650 | 35,000 | 34,300 |
| 606 Other Purchased Services | 40 | 492 | 850 | 1,000 | 550 |
| 608 Commissions | 50 | - | 500 | 1,000 | 300 |
| Total Materials and Services | 69,024 | 67,804 | 79,000 | 82,000 | 77,150 |
| Capital Outlay | | | | | |
| 702 Buildings | - | - | - | - | - |
| 704 Improvements Other Than Bldgs. | 1,023 | 4,932 | 315,000 | 180,000 | 145,000 |
| Total Capital Outlay | 1,023 | 4,932 | 315,000 | 180,000 | 145,000 |
| | <u>\$ 70,047</u> | <u>\$ 72,736</u> | <u>\$ 395,000</u> | <u>\$ 263,000</u> | <u>\$ 222,150</u> |



Street Division

The Street Division has four primary areas of responsibility:

- street patching, paving and crack sealing,
- drainage ditch cleaning, street grading, and minor storm drain pipeline construction,
- street sweeping and bikepath maintenance,
- street signs and crossings.

Street crews are also responsible for unplanned street maintenance (grading or potholes due to stresses) and cleanup of accidents, flooding, etc., and continuing to update street condition analysis through the new pavement management system.

Prior years saw an increase in street patching and slurry or crack sealing programs, and a decrease in major street paving activities; a decrease in grading, but an increase in storm drain ditch maintenance. This next year will show a significant increase in major street paving for both contracted and in-house work. The Street Division has 9.0 full time employees, and maintains over 86 miles of paved streets, 11 miles of unpaved streets, over 20,500 signs, and over 12 miles of open drainage ditches.

Strategic Plan Goals

- Accelerate the development of bikelanes, bikepaths, and sidewalk construction. Any new system additions will require additional emphasis on maintenance activities.
- Start construction of Siskiyou Blvd., 3rd and Gresham, Ashland Street and Strawberry Lane.
- Initiate the Local Improvement District and complete the final design for Tolman Creek Road.
- 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 maintenance and reconstruction recommendations outlined in the pavement management system.

- Review the new requirements for street signs and develop a systematic means of replacing signs to meet the new reflectivity and color requirements.
- 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

- In 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. The Division remains at 9.0 FTEs and one temporary and although this tends to stress the limits, we are currently able to remain at these tight staffing levels.
- In FY01 the Street Fund was separated into two portions, streets and storm drain "collections". This change enables effective tracking of costs of storm drain maintenance and installation. Staff would like to form a storm drain enterprise fund in FY02-03 budget.
- FY03 budget includes significant increases in capital projects in both the street operations and the transportation SDC sections. Increases represent a renewed effort on completing LIDs (Strawberry Lane and Tolman Creek Road) and sidewalk construction projects, (completing the Helman Street sidewalks and beginning the sidewalks along Mountain Avenue) and safety improvements in the Downtown Area. Inhouse, our staff will be paving the majority of East Main, from 4th to North Mountain. These costs also represent the street projects including Siskiyou Blvd., Ashland Street, Water Street Bridge construction, and Railroad crossing 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 miles of graded street work (should be reducing).
- The number of street miles has increased from 81 miles in December 2000, to 86 in December 2002. Cost per mile of streets to run the Division and systematically maintain the system should be decreasing.

STREET FUND
PUBLIC WORKS DEPARTMENT
OPERATIONS DIVISION

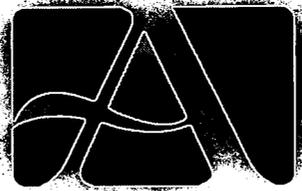
| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 260 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 244,411 | \$ 287,869 | \$ 313,174 | \$ 324,000 | \$ 337,500 |
| 520 Fringe Benefits | 116,457 | 118,054 | 147,728 | 153,000 | 169,000 |
| Total Personal Services | 360,868 | 405,923 | 460,902 | 477,000 | 506,500 |
| Materials and Services | | | | | |
| 601 Supplies | 24,302 | 25,717 | 22,850 | 24,000 | 27,750 |
| 602 Rental, Repair, Maintenance | 187,671 | 417,537 | 457,050 | 473,000 | 302,450 |
| 603 Communications | 5,566 | 5,697 | 5,375 | 6,000 | 7,050 |
| 604 Contractual Services | 100,466 | 202,323 | 236,800 | 245,000 | 246,800 |
| 605 Misc. Charges and Fees | 232,283 | 311,383 | 369,700 | 383,000 | 371,000 |
| 606 Other Purchased Services | 2,654 | 4,344 | 5,540 | 6,000 | 8,360 |
| 608 Commissions | 2,573 | 1,995 | 5,000 | 5,000 | 6,500 |
| Total Materials and Services | 555,514 | 968,996 | 1,102,315 | 1,142,000 | 969,910 |
| Capital Outlay | | | | | |
| 703 Equipment | 5,000 | - | 20,900 | - | 9,500 |
| 704 Improvements Other Than Bldgs. | 115,224 | 35,525 | 799,200 | 1,018,500 | 3,113,600 |
| Total Capital Outlay | 120,224 | 35,525 | 820,100 | 1,018,500 | 3,123,100 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 2,172 | 1,086 | 2,000 | 2,000 | 2,000 |
| 802 Debt Service - Interest | 225 | 45 | 500 | 500 | 500 |
| Total Debt Service | 2,397 | 1,131 | 2,500 | 2,500 | 2,500 |
| | \$ 1,039,003 | \$ 1,411,575 | \$ 2,385,817 | \$ 2,640,000 | \$ 4,602,010 |

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------------|-----------------|-----------------|-------------------|-------------------|-------------------|
| Fund# 260 | | | | | |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 4,508 | 3,274 | 375,200 | 486,000 | 171,900 |
| Total Capital Outlay | 4,508 | 3,274 | 375,200 | 486,000 | 171,900 |
| | \$ 4,508 | \$ 3,274 | \$ 375,200 | \$ 486,000 | \$ 171,900 |

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|------------------|
| Fund# 260 | | | | | |
| Materials and Services | | | | | |
| 605 Misc. Charges and Fees | \$ - | \$ - | \$ - | \$ - | \$ 45,000 |
| Total Materials and Services | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>45,000</u> |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 238,415 | 191,482 | 204,900 | 435,000 | |
| Total Capital Outlay | <u>\$ 238,415</u> | <u>\$ 191,482</u> | <u>\$ 204,900</u> | <u>\$ 435,000</u> | <u>\$ -</u> |
| | <u>\$ 238,415</u> | <u>\$ 191,482</u> | <u>\$ 204,900</u> | <u>\$ 435,000</u> | <u>\$ 45,000</u> |



Storm Drain Program

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 for storm drains and open drainage ditches. 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 the third year for 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. The Storm Water and Drainage Master Plan identifies capital improvement projects and water quality management objectives. This plan, along with specific development standards and a financing plan, will help 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 basin and wetlands facilities (Roca Ponds, the Wetlands Ponds at the Dog Park and detention/retention facilities at North Mountain 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. The Plan was completed in FY01 and the financing and changes to the SDCs should be adopted the last few months of FY02. The engineering standards are also being written to implement this plan.
- 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. This separation is being tracked and enhanced this year. Staff intends to create a Storm Water Enterprise Fund FY02-03.
- New Storm Water and Drainage Master Plan and more visible storm drain system added the water quality improvement section. Staff was delayed in bringing the SDC and financing element to Council, but will be able to move forward now that it has been adopted.
- Identify specific water quality improvement projects for the next several years at approximately \$435,000 each year.
- Significant increases in the capital program for FY03. Projects include the Strawberry Lane, Nutley Street storm drain line, Bridge Street (Lee to Siskiyou) to be completed ahead of the Siskiyou Boulevard work, and begin design of the storm drain line along the railroad tracks at the Billings property.

public works-street division - storm drain

STREET FUND
PUBLIC WORKS DEPARTMENT
COLLECTION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Fund# 260 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 165,764 | \$ 177,637 | \$ 167,685 | \$ 174,000 | \$ 123,000 |
| 520 Fringe Benefits | 38,775 | 43,321 | 73,506 | 76,000 | 64,400 |
| Total Personal Services | 204,539 | 220,958 | 241,191 | 250,000 | 187,400 |
| Materials and Services | | | | | |
| 601 Supplies | 6,790 | 4,903 | 14,350 | 15,000 | 9,550 |
| 602 Rental, Repair, Maintenance | 93,389 | 61,339 | 127,350 | 132,000 | 136,600 |
| 603 Communications | 472 | 301 | 300 | - | 300 |
| 604 Contractual Services | 2,641 | 1,162 | 3,500 | 4,000 | 3,500 |
| 605 Misc. Charges and Fees | 171,800 | 182,700 | 185,700 | 192,000 | 194,000 |
| 606 Other Purchased Services | - | 5,755 | 6,500 | 7,000 | 8,500 |
| Total Materials and Services | 275,091 | 256,160 | 337,700 | 350,000 | 352,450 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 45,468 | 21,781 | 240,300 | 297,000 | 482,000 |
| Total Capital Outlay | 45,468 | 21,781 | 240,300 | 297,000 | 482,000 |
| | \$ 525,097 | \$ 498,899 | \$ 819,191 | \$ 897,000 | \$ 1,021,850 |

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-----------------|------------------|-------------------|------------------|-------------------|
| Fund# 260 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ - | \$ 4,810 | \$ - | \$ - | \$ - |
| Total Personal Services | - | 4,810 | - | - | - |
| Materials and Services | | | | | |
| 601 Supplies | - | 22 | - | - | - |
| Total Materials and Services | - | 22 | - | - | - |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 6,493 | 6,570 | 236,400 | 81,000 | 267,900 |
| Total Capital Outlay | 6,493 | 6,570 | 236,400 | 81,000 | 267,900 |
| | \$ 6,493 | \$ 11,402 | \$ 236,400 | \$ 81,000 | \$ 267,900 |

Water Division

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 6800 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 on the Lithia water system and the City's irrigation (TID) system are also 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 or be better than the required drinking water standards.

The supply side is a non-personnel budget section and includes Hosler Dam maintenance and security, any work required to retain the water held in Reeder Reservoir before it is treated at the water treatment plant, TID water purchase agreements, 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. The Water Division continues to evaluate 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

- Develop plan to 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. The plan should include a priority for water conservation and should address timing, conceptual engineering and funding alternatives.

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 increased concerns and emphasis on water supply, staff will work to encourage strong conservation responsibilities. Although initial predictions are that we will not need to use TID raw water this year to supplement the water stored in Reeder reservoir, staff will ensure that the option remains viable.
- Monitor use and maintenance of the newly constructed (December 2001) TAP Intertie pipeline to Talent.
- Continue to evaluate cross training opportunities and cost sharing between the distribution and the treatment plant sides of the Division.

Significant Budget Changes

- This year's Capital budget is reduced from the past 2 years as the TAP project and purchase of the initial Lost Creek water rights is complete. The large project for this year is the completion of the Ashland Street Main Line Replacement. Originally planned to be completed in two remaining sections, work at SOU and on Siskiyou Boulevard presses the need to complete the project this fiscal year.
- The FY04-06 Capital budget shows significant increases. With the completion of the Water Distribution System Master Plan, there are three large projects that are planned:
 - 1) New Fire Flow Distribution Reservoirs (\$2.3 million);
 - 2) Rehab or replace the Transmission Line from Reeder to the Plant (\$1.2 million);
 - 3) Rehab or replace the Main Supply Line Improvements from the Plant to Crowson Reservoir (\$1.1 million)
- FY03 will complete the installation and public education involved with the early warning system in case of catastrophic Dam failure.
- Last year's drought conditions brought out several options for better conservation practices. This year's focus will be to continue a strong conservation effort.

WATER FUND
PUBLIC WORKS DEPARTMENT
TREATMENT DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| Fund# 670 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 139,577 | \$ 125,371 | \$ 144,752 | \$ 150,000 | \$ 143,000 |
| 520 Fringe Benefits | 49,399 | 47,242 | 62,049 | 64,000 | 72,300 |
| Total Personal Services | 188,976 | 172,613 | 206,801 | 214,000 | 215,300 |
| Materials and Services | | | | | |
| 601 Supplies | 77,929 | 62,747 | 77,900 | 81,000 | 89,250 |
| 602 Rental, Repair, Maintenance | 94,469 | 75,467 | 103,300 | 107,000 | 100,800 |
| 603 Communications | 8,383 | 11,811 | 12,900 | 13,000 | 16,100 |
| 604 Contractual Services | 11,080 | 4,284 | 15,000 | 16,000 | 10,200 |
| 605 Misc. Charges and Fees | 110,738 | 106,973 | 245,400 | 254,000 | 243,820 |
| 606 Other Purchased Services | 17,501 | 17,172 | 32,900 | 34,000 | 43,480 |
| Total Materials and Services | 320,100 | 278,454 | 487,400 | 505,000 | 503,650 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 19,830 | - | 65,000 | 274,000 | 82,000 |
| Total Capital Outlay | 19,830 | - | 65,000 | 274,000 | 82,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 93,284 | 91,878 | 42,000 | 43,000 | 100,000 |
| 802 Debt Service - Interest | 75,896 | 123,042 | 127,900 | 132,000 | 96,200 |
| Total Debt Service | 169,180 | 214,920 | 169,900 | 175,000 | 196,200 |
| | \$ 698,086 | \$ 665,987 | \$ 929,101 | \$ 1,168,000 | \$ 997,150 |

WATER FUND
PUBLIC WORKS DEPARTMENT
FOREST INTERFACE DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|------------------|------------------|------------------|-------------------|
| Fund# 670 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 3,585 | \$ 1,834 | \$ 5,500 | \$ 5,000 | \$ 5,000 |
| 520 Fringe Benefits | 848 | 521 | - | - | - |
| Total Personal Services | 4,432 | 2,355 | 5,500 | 5,000 | 5,000 |
| Materials and Services | | | | | |
| 604 Contractual Services | 58,116 | 78,129 | 72,000 | 75,000 | 224,000 |
| 605 Misc. Charges and Fees | - | - | - | - | 9,000 |
| 606 Other Purchased Services | - | 2,258 | 2,000 | 2,000 | 2,000 |
| 608 Commissions | - | - | 1,000 | 1,000 | 1,000 |
| Total Materials and Services | 58,116 | 80,387 | 75,000 | 78,000 | 236,000 |
| | \$ 62,548 | \$ 82,742 | \$ 80,500 | \$ 83,000 | \$ 241,000 |

WATER FUND
PUBLIC WORKS DEPARTMENT
CONSTRUCTION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|-------------|--------------|---------------|--------------|
| Fund# 670 | | | | | |
| 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 | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 670 | | | | | |
| Materials and Services | | | | | |
| 604 Contractual Services | \$ 47,006 | \$ 27,917 | \$ 19,500 | \$ 20,000 | \$ 37,500 |
| 605 Misc. Charges and Fees | - | - | - | - | 68,000 |
| 606 Other Purchased Services | 41,990 | 43,491 | 55,000 | 57,000 | 58,000 |
| Total Materials and Services | 88,996 | 71,408 | 74,500 | 77,000 | 163,500 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 25,728 | 15,693 | 345,000 | 401,500 | 125,000 |
| Total Capital Outlay | 25,728 | 15,693 | 345,000 | 401,500 | 125,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 20,000 | 20,000 | 55,000 | 55,000 | 20,000 |
| 802 Debt Service - Interest | 10,715 | 8,625 | 24,500 | 24,500 | 30,400 |
| Total Debt Service | 30,715 | 28,625 | 79,500 | 79,500 | 50,400 |
| | \$ 145,438 | \$ 115,726 | \$ 499,000 | \$ 558,000 | \$ 338,900 |

WATER FUND
PUBLIC WORKS DEPARTMENT
DISTRIBUTION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 670 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 404,562 | \$ 422,508 | \$ 500,997 | \$ 519,000 | \$ 471,700 |
| 520 Fringe Benefits | 148,259 | 159,167 | 210,815 | 218,000 | 224,100 |
| Total Personal Services | 552,820 | 581,675 | 711,812 | 737,000 | 695,800 |
| Materials and Services | | | | | |
| 601 Supplies | 19,393 | 28,200 | 23,400 | 24,000 | 23,500 |
| 602 Rental, Repair, Maintenance | 190,048 | 230,557 | 235,600 | 244,000 | 265,400 |
| 603 Communications | 3,553 | 7,537 | 11,200 | 12,000 | 11,400 |
| 604 Contractual Services | 3,939 | 19,954 | 50,000 | 52,000 | 7,000 |
| 605 Misc. Charges and Fees | 408,612 | 477,666 | 440,500 | 456,000 | 439,280 |
| 606 Other Purchased Services | 14,744 | 3,705 | 16,000 | 17,000 | 17,650 |
| 610 Programs | - | 1,997 | 2,000 | 2,000 | 2,000 |
| 612 Franchises | 112,000 | 169,075 | 140,000 | 145,000 | 152,000 |
| Total Materials and Services | 752,288 | 938,691 | 918,700 | 952,000 | 918,230 |
| Capital Outlay | | | | | |
| 703 Equipment | 5,269 | - | 8,000 | 8,000 | 10,000 |
| 704 Improvements Other Than Bldgs. | 153,815 | 475,944 | 125,000 | 436,700 | 384,800 |
| Total Capital Outlay | 159,084 | 475,944 | 133,000 | 444,700 | 394,800 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 159,404 | 271,027 | 295,000 | 295,000 | 361,000 |
| 802 Debt Service - Interest | 31,860 | 94,280 | 89,300 | 89,300 | 57,020 |
| Total Debt Service | 191,264 | 365,307 | 384,300 | 384,300 | 418,020 |
| | \$ 1,655,456 | \$ 2,361,617 | \$ 2,147,812 | \$ 2,518,000 | \$ 2,426,850 |

public works-water division

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|------------------|---------------------|-------------------|-------------------|--------------|
| Fund# 670 | | | | | |
| Materials and Services | | | | | |
| 604 Contractual Services | \$ - | \$ 1,206 | \$ 3,000 | \$ - | \$ - |
| Total Materials and Services | - | 1,206 | 3,000 | - | - |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 77,933 | 1,531,379 | 411,000 | 198,000 | - |
| Total Capital Outlay | 77,933 | 1,531,379 | 411,000 | 198,000 | - |
| | <u>\$ 77,933</u> | <u>\$ 1,532,585</u> | <u>\$ 414,000</u> | <u>\$ 198,000</u> | <u>\$ -</u> |

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 670 | | | | | |
| Materials and Services | | | | | |
| 604 Contractual Services | \$ - | \$ - | \$ - | \$ - | \$ 24,000 |
| Total Materials and Services | - | - | - | - | 24,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 89,626 | 65,607 | 108,000 | 250,000 | 40,000 |
| 802 Debt Service - Interest | 72,920 | 87,859 | 52,000 | 86,000 | 106,500 |
| Total Debt Service | 162,546 | 153,466 | 160,000 | 336,000 | 146,500 |
| | <u>\$ 162,546</u> | <u>\$ 153,466</u> | <u>\$ 160,000</u> | <u>\$ 336,000</u> | <u>\$ 170,500</u> |

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------|------------------|-------------------|-------------------|-------------------|
| Fund# 670 | | | | | |
| Materials and Services | | | | | |
| 604 Contractual Services | \$ - | \$ 1,907 | \$ 40,000 | \$ - | \$ - |
| Total Materials and Services | - | 1,907 | 40,000 | - | - |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | - | 29,768 | 111,000 | 704,000 | 129,000 |
| Total Capital Outlay | - | 29,768 | 111,000 | 704,000 | 129,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | - | - | - | 10,000 | 27,400 |
| Total Debt Service | - | - | - | 10,000 | 27,400 |
| | <u>\$ -</u> | <u>\$ 31,675</u> | <u>\$ 151,000</u> | <u>\$ 714,000</u> | <u>\$ 156,400</u> |



Wastewater Division

The Wastewater Division has two primary areas of responsibility: collection system (pipes) and treatment plant operations. Division staff is also responsible for the storm water pipe network. 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. Division 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 6,700 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 WWTP system upgrades began in September 1998 and with the exception of the final stage for the biosolids building, they are complete (as of May 2002). Improvements included new Eimco Carousel oxidation ditches and improved secondary clarifiers, UV disinfection (not chlorine) and the recently completed Zenon tertiary membrane filtration system. The effluent quality has significantly improved. The final step is the completion of the centrifuge Biosolids facility, which should be completed in FY03.

The Division is responsible for all wastewater testing to ensure total compliance with various regulatory requirements. The Wastewater Division has 12 full time employees; and with the new operator at the plant in FY02, staff is basically evenly split between the plant and the collection system. The emphasis remains on improving efficiency and understanding intricacies of the new treatment plant during the upcoming year. The Wastewater Division will continue cross-training employees to meet plant operations and collection system needs, as well as storm drain cleaning. Division personnel will all be housed at the WWTP facilities that 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 final phase of the WWTP upgrades - the centrifuge biosolids facility.

Division Goals

- Provide high quality treated wastewater effluent and biosolids product that meets or exceeds required state permit requirements.
- Provide high-quality wastewater collection and maintenance system operation that ensures no disruption in services.
- Learn the operational requirements of the new membrane and biosolids facility.
- Develop a temperature management plan to meet DEQ's requirements.
- Minimize, but continue to utilize foaming agents in 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 (electricity is expected to be high with the membrane facility) and chemicals, as all of the facilities at the new plant become 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 costs which should be reduced somewhat with the centrifuge operation.
- In March 2002 we hired a new Treatment Plant Operator to assist with the Membrane facility and new biosolids operation. This position will also help with the pre-treatment program. This position is shown as full time in the budget this year as opposed to half an FTE last year.
- Conduct an evaluation of the sewage collection system to determine system needs (deferred from FY01 will be started and completed in FY02-03).
- Continue the review of illegal cross-connections to remove rain water and storm water drainage from the sewer system. This is accomplished by smoke testing the collection system.
- Construction activities increase slightly as we complete the Bear Creek Interceptor from Nevada to Carol and start design on the last section from Fordyce to Walker; and complete needed telemetry upgrades to the Pump Stations.

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
COLLECTION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 675 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 197,275 | \$ 210,023 | \$ 198,611 | \$ 206,000 | \$ 252,500 |
| 520 Fringe Benefits | 76,764 | 85,600 | 90,492 | 94,000 | 127,200 |
| Total Personal Services | 274,040 | 295,623 | 289,103 | 300,000 | 379,700 |
| Materials and Services | | | | | |
| 601 Supplies | 7,236 | 28,919 | 84,200 | 87,000 | 71,550 |
| 602 Rental, Repair, Maintenance | 102,054 | 141,503 | 171,300 | 177,000 | 175,050 |
| 603 Communications | 2,299 | 8,361 | 10,400 | 11,000 | 8,400 |
| 604 Contractual Services | 15,286 | 8,383 | 17,000 | 18,000 | 13,500 |
| 605 Misc. Charges and Fees | 367,353 | 306,733 | 431,840 | 447,000 | 423,920 |
| 606 Other Purchased Services | 603 | 2,131 | 5,400 | 6,000 | 7,300 |
| 610 Programs | 1,647 | - | 600 | 1,000 | 600 |
| 612 Franchises | 87,398 | 172,253 | 125,000 | 129,000 | 162,000 |
| Total Materials and Services | 583,876 | 668,283 | 845,740 | 876,000 | 862,320 |
| Capital Outlay | | | | | |
| 703 Equipment | 5,696 | - | 25,000 | 25,000 | 12,000 |
| 704 Improvements Other Than Bldgs. | 62,436 | 112,375 | 145,000 | 150,000 | 137,000 |
| Total Capital Outlay | 68,132 | 112,375 | 170,000 | 175,000 | 149,000 |
| | \$ 926,048 | \$ 1,076,281 | \$ 1,304,843 | \$ 1,351,000 | \$ 1,391,020 |

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
CONSTRUCTION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 675 | | | | | |
| Materials and Services | | | | | |
| 604 Contractual Services | \$ 9,541 | \$ 1,969 | \$ - | \$ - | \$ - |
| 605 Misc. Charges and Fees | - | - | - | - | - |
| Total Materials and Services | 9,541 | 1,969 | - | - | - |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 5,539,944 | 3,919,405 | 5,280,000 | 2,300,000 | 3,300,000 |
| Total Capital Outlay | 5,539,944 | 3,919,405 | 5,280,000 | 2,300,000 | 3,300,000 |
| | \$ 5,549,484 | \$ 3,921,374 | \$ 5,280,000 | \$ 2,300,000 | \$ 3,300,000 |

public works-wastewater division

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
TREATMENT DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 675 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 192,021 | \$ 218,083 | \$ 232,432 | \$ 241,000 | \$ 262,500 |
| 520 Fringe Benefits | 79,880 | 77,775 | 103,069 | 107,000 | 123,100 |
| Total Personal Services | 271,900 | 295,858 | 335,501 | 348,000 | 385,600 |
| Materials and Services | | | | | |
| 601 Supplies | 7,099 | 66,812 | 88,400 | 91,000 | 164,950 |
| 602 Rental, Repair, Maintenance | 165,756 | 290,897 | 367,900 | 381,000 | 406,250 |
| 603 Communications | 2,425 | 2,910 | 3,400 | 4,000 | 3,400 |
| 604 Contractual Services | 16,352 | 743 | 6,000 | 6,000 | 1,000 |
| 605 Misc. Charges and Fees | 166,240 | 316,372 | 206,560 | 213,000 | 220,080 |
| 606 Other Purchased Services | 17,604 | 18,255 | 31,000 | 32,000 | 26,200 |
| 610 Programs | - | - | 500 | 1,000 | 500 |
| 612 Franchises | 28,320 | - | - | - | - |
| Total Materials and Services | 403,795 | 695,989 | 703,760 | 728,000 | 822,380 |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | 5,443 | 13,921 | 4,000 | 4,000 | 4,000 |
| Total Capital Outlay | 5,443 | 13,921 | 4,000 | 4,000 | 4,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | - | - | 327,000 | - | 427,000 |
| 802 Debt Service - Interest | - | - | 458,000 | - | 2,824,500 |
| Total Debt Service | - | - | 785,000 | - | 3,251,500 |
| | \$ 681,138 | \$ 1,005,768 | \$ 1,828,261 | \$ 1,080,000 | \$ 4,463,480 |

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------------|------------------|-------------------|---------------------|-------------------|--------------|
| Fund# 675 | | | | | |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | \$ 17,250 | \$ 269,800 | \$ 2,000,000 | \$ 474,000 | \$ - |
| Total Capital Outlay | \$ 17,250 | \$ 269,800 | \$ 2,000,000 | \$ 474,000 | \$ - |

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

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------------|------------------|-------------------|-------------------|------------------|-------------------|
| Fund# 675 | | | | | |
| Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | \$ 99,494 | \$ 123,407 | \$ 240,000 | \$ 25,000 | \$ 148,000 |
| Total Capital Outlay | \$ 99,494 | \$ 123,407 | \$ 240,000 | \$ 25,000 | \$ 148,000 |

WASTEWATER FUND
PUBLIC WORKS DEPARTMENT
FLOOD RESTORATION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------------|------------------|---------------------|--------------|---------------|--------------|
| Fund# 675 | | | | | |
| Capital Outlay | | | | | |
| 700 Capital Outlay | | | | | |
| 704 Improvements Other Than Bldgs. | \$ 45,524 | \$ 1,209,754 | \$ - | \$ - | \$ - |
| Total Capital Outlay | \$ 45,524 | \$ 1,209,754 | \$ - | \$ - | \$ - |

Administration and Engineering

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, master planning projects and construction projects within the City. This Division is responsible for completing construction of a \$32 million upgrade to the Wastewater Treatment Plant, construction of the new Community Development and PW Engineering Building, and will soon begin construction of several street projects including Siskiyou Blvd., Ashland Street, changes to 3rd/Gresham, Strawberry Lane and others. We are also completing analysis of the Water System (distribution) and Sewage Collection system. The Department provides direct support for the formation of Local Improvement Districts (Strawberry Lane and Tolman Creek Road). 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 others.

Engineering Division

The Engineering Division provides the City's engineering and surveying services and technical support to the 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

- Manage construction of Siskiyou Blvd., 3rd and Gresham Intersection, Ashland Street and Strawberry Lane.
- Complete the Wastewater Treatment Plant (WWTP) construction.
- Develop a plan for scheduling the future of the extension of the TAP pipeline to Ashland.
- Adopt Storm Water and Drainage Master Plan, including funding options.
- Manage the City's Capital Improvements Plan (CIP) and provide updates to the City Council.
- Continue efforts to ensure that unpaved streets are paved through methods such as Local Improvement Districts (LIDs) as identified.
- **Transportation Program Goals**
 - Accelerate development of bikelanes, bikepaths, public trails and sidewalk construction.
 - Evaluate safety of existing at-grade RR crossings (Helman improvements).
 - Work with the State and County to develop preliminary feasibility studies for improvement of State Highways 99, 66 and county roadways (beyond Siskiyou & Ashland Street).
 - Evaluate and utilize appropriate measures identified in the Transportation, Transit and Parking Committee report.
 - Develop a prioritized strategy for improved pedestrian and traffic safety; the 3-Es - Education, Enforcement and Engineering (Traffic Safety Commission).
 - Explore and develop ways to increase use and available options for alternative transportation within the City and regionally.
 - Explore the possibility of acquiring land near the Railroad District for the future development of a transit station.

Division Goals

- Provide effective review, inspection services on all public works projects.
- Provide efficient and effective project management for design consultants, surveying, construction and general project management.
- Implement the City's revised engineering design review standards.
- Ensure our staff is trained to meet the needs of a changing technological and environmentally proactive community and recognized for quality.

Significant Budget Changes

- Increased training costs allocated to staff for project management and GIS systems.
- Additional temporary staff for the GIS database update (one-year temporary requirement).

public works-administration & engineering

CENTRAL SERVICES FUND
PUBLIC WORKS DEPARTMENT
SUPPORT AND ADMINISTRATION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 241,964 | \$ 267,092 | \$ 274,670 | \$ 285,000 | \$ 346,500 |
| 520 Fringe Benefits | 76,490 | 93,791 | 106,707 | 110,000 | 136,400 |
| Total Personal Services | 318,454 | 360,883 | 381,377 | 395,000 | 482,900 |
| Materials and Services | | | | | |
| 601 Supplies | 7,017 | 13,897 | 14,550 | 15,000 | 45,950 |
| 602 Rental, Repair, Maintenance | 18,532 | 20,934 | 26,650 | 27,500 | 26,850 |
| 603 Communications | 3,667 | 2,395 | 4,650 | 5,000 | 8,430 |
| 604 Contractual Services | 6,521 | 6,900 | 16,200 | 16,500 | 10,000 |
| 605 Misc. Charges and Fees | - | 31 | - | - | 25,000 |
| 606 Other Purchased Services | 3,834 | 6,252 | 8,250 | 9,000 | 9,500 |
| Total Materials and Services | 39,572 | 50,409 | 70,300 | 73,000 | 125,730 |
| | \$ 358,026 | \$ 411,292 | \$ 451,677 | \$ 468,000 | \$ 608,630 |

CENTRAL SERVICES FUND
PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 277,249 | \$ 234,409 | \$ 261,748 | \$ 271,000 | \$ 274,900 |
| 520 Fringe Benefits | 94,369 | 80,316 | 103,592 | 107,000 | 122,600 |
| Total Personal Services | 371,619 | 314,725 | 365,340 | 378,000 | 397,500 |
| Materials and Services | | | | | |
| 601 Supplies | 41,175 | 18,986 | 12,500 | 13,000 | 18,000 |
| 602 Rental, Repair, Maintenance | 17,629 | 34,110 | 42,000 | 43,000 | 30,800 |
| 603 Communications | 3,159 | 2,031 | 9,150 | 9,000 | 7,800 |
| 604 Contractual Services | 6,318 | 8,081 | 30,000 | 31,000 | 30,000 |
| 605 Misc. Charges and Fees | 1,000 | 1,600 | - | - | 2,000 |
| 606 Other Purchased Services | 6,730 | 6,063 | 9,550 | 10,000 | 12,300 |
| Total Materials and Services | 76,010 | 70,871 | 103,200 | 106,000 | 100,900 |
| Capital Outlay | | | | | |
| 703 Equipment | - | - | 5,000 | 6,000 | - |
| Total Capital Outlay | - | - | 5,000 | 6,000 | - |
| | \$ 447,629 | \$ 385,596 | \$ 473,540 | \$ 490,000 | \$ 498,400 |



Facilities Maintenance Division

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, Community Development and Engineering (old Hillah Temple), Police Station, Council Chambers, Pioneer Hall, airport hangars and the information kiosk.

The Cemetery division 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 internments, 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 to better manage 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 more than the baseline budget for FY03.
- 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**

| <u>Description</u> | <u>2000 Actual</u> | <u>2001 Actual</u> | <u>2002 Adopted</u> | <u>2003 Baseline</u> | <u>2003 Adopted</u> |
|-------------------------------------|--------------------|--------------------|---------------------|----------------------|---------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 67,675 | \$ 80,740 | \$ 85,700 | \$ 89,000 | \$ 86,000 |
| 520 Fringe Benefits | 26,480 | 31,503 | 40,000 | 41,000 | 41,900 |
| Total Personal Services | 94,155 | 112,243 | 125,700 | 130,000 | 127,900 |
| Materials and Services | | | | | |
| 601 Supplies | 2,716 | 7,249 | 6,000 | 6,000 | 5,900 |
| 602 Rental, Repair, Maintenance | 138,310 | 187,568 | 230,600 | 239,000 | 264,500 |
| 603 Communications | 1,739 | 6,905 | 7,840 | 8,000 | 2,220 |
| 604 Contractual Services | 378 | 205 | 3,000 | 3,000 | 3,000 |
| 605 Misc. Charges and Fees | - | 2,700 | - | - | 3,000 |
| 606 Other Purchased Services | 2,763 | 307 | 6,550 | 7,000 | 5,900 |
| 610 Programs | 7,751 | 12,273 | 10,500 | 11,000 | 20,500 |
| Total Materials and Services | 153,657 | 217,207 | 264,490 | 274,000 | 305,020 |
| | \$ 247,812 | \$ 329,450 | \$ 390,190 | \$ 404,000 | \$ 432,920 |

**GENERAL FUND
PUBLIC WORKS DEPARTMENT
CEMETERY DIVISION**

| <u>Description</u> | <u>2000 Actual</u> | <u>2001 Actual</u> | <u>2002 Adopted</u> | <u>2003 Baseline</u> | <u>2003 Adopted</u> |
|-------------------------------------|--------------------|--------------------|---------------------|----------------------|---------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 72,012 | \$ 71,654 | \$ 83,600 | \$ 87,000 | \$ 85,000 |
| 520 Fringe Benefits | 27,108 | 26,384 | 35,400 | 37,000 | 41,200 |
| Total Personal Services | 99,120 | 98,038 | 119,000 | 124,000 | 126,200 |
| Materials and Services | | | | | |
| 601 Supplies | 16,108 | 11,236 | 18,950 | 19,000 | 18,600 |
| 602 Rental, Repair, Maintenance | 54,045 | 65,849 | 66,250 | 67,000 | 64,950 |
| 603 Communications | 753 | 2,842 | 1,400 | 1,000 | 1,400 |
| 604 Contractual Services | 5,144 | - | 3,000 | 3,000 | - |
| 605 Misc. Charges and Fees | 54,200 | 63,595 | 66,000 | 67,000 | 57,000 |
| 606 Other Purchased Services | 161 | 808 | 2,350 | 2,000 | 2,700 |
| Total Materials and Services | 130,411 | 144,330 | 157,950 | 159,000 | 144,650 |
| Capital Outlay | | | | | |
| 701 Land | - | - | - | - | - |
| 703 Equipment | - | 30,203 | 5,750 | 24,000 | 16,500 |
| 704 Improvements Other Than Bldgs. | - | - | 20,000 | - | 15,000 |
| Total Capital Outlay | - | 30,203 | 25,750 | 24,000 | 31,500 |
| | \$ 229,531 | \$ 272,571 | \$ 302,700 | \$ 307,000 | \$ 302,350 |

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.
- Develop a three to five year capital replacement schedule for vehicles and equipment to better forecast the baseline budget figure.
- Evaluate the cost effectiveness of continuing to 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 and shop repair section that ensures effective maintenance, repairs, and service needs for city vehicles and other equipment.
- Evaluate shop overhead and develop a better service charge policy and include an appropriate recovery for materials purchased.

Significant Budget Changes

- The FY03 budget includes two vehicles that will likely slip from last year due to purchasing requirements and time frames; Flusher Truck (Streets - \$90,000) and Fire Ambulance (\$150,000). This \$240,000 more than covers the difference between FY02's acquisition budget of \$1,101,500 and FY03's budget of \$1,136,000.

- The FY03 equipment list has only two new additions - Police Motorcycle (\$20,000) and a new sludge hauling vehicle for the WWTP (\$150,000), which will be paid for through the WWTP fund so that we can track future replacement costs.
- The other "new" vehicle is a trade that electric is doing for the existing big bucket truck, which will be replaced by 2 vehicles; a smaller bucket truck and a chipper unit.

All of the other vehicles are replacements or "trades" for other vehicles that were in stock.

Equipment Replacement List

| | |
|--|--------------------|
| • AFN Van (used) | \$ 35,000 |
| • Electric 6 (1992 GMC Bucket Truck and new chipper) | 140,000 |
| • Electric 4 (1997 4x4 Ranger) | 18,000 |
| • Energy Conservation (1997 Jeep) | 18,000 |
| • Fire (Dodge D-350-keep & roll) | 40,000 |
| • Police Patrol - 2 vehicles (two 2000 Jeep Cherokees) | 24,000 |
| • Equipment (1975 Hyster Forklift) | 25,000 |
| • Street (1989 Mobile Sweeper) | 150,000 |
| • Street - (1997 Bobcat) | 30,000 |
| • Water (1995 Ford F350) | 30,000 |
| • Water (1988 12cy Dump) | 95,000 |
| • Water (1990 Backhoe - flood use) | 75,000 |
| • New Police Motorcycle | 20,000 |
| • New WWTP Sludge Truck | 115,000 |
| • FY02 deferred - Ambulance | 150,000 |
| • FY02 deferred - Flusher Truck | <u>90,000</u> |
| TOTAL | \$1,069,000 |

Software Purchases

| | |
|------------------------|--------------------|
| EDEN Programs | <u>67,000</u> |
| TOTAL EQUIPMENT | \$1,136,000 |

public works-fleet maintenance division

EQUIPMENT FUND
PUBLIC WORKS DEPARTMENT
PURCHASING AND ACQUISITION DIVISION

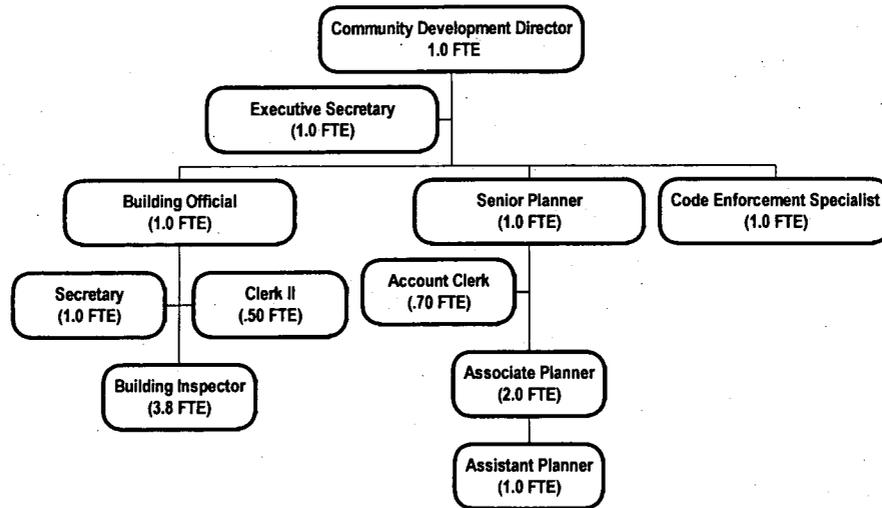
| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|---------------------|-------------------|---------------------|
| Fund# 730 | | | | | |
| Materials and Services | | | | | |
| 605 Misc. Charges and Fees | \$ 70 | \$ 890 | \$ - | \$ - | \$ - |
| 606 Other Purchased Services | 375 | - | - | - | - |
| Total Materials and Services | 445 | 890 | - | - | - |
| Capital Outlay | | | | | |
| 703 Equipment | 791,059 | 398,071 | 1,101,500 | 610,000 | 1,136,000 |
| 704 Improvements Other Than Bldgs. | - | - | 95,000 | - | - |
| Total Capital Outlay | 791,059 | 398,071 | 1,196,500 | 610,000 | 1,136,000 |
| | \$ 791,504 | \$ 398,961 | \$ 1,196,500 | \$ 610,000 | \$ 1,136,000 |

EQUIPMENT FUND
PUBLIC WORKS DEPARTMENT
MAINTENANCE - EQUIPMENT DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 730 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 136,721 | \$ 137,639 | \$ 144,500 | \$ 150,000 | \$ 152,500 |
| 520 Fringe Benefits | 42,906 | 49,634 | 62,000 | 64,000 | 73,000 |
| Total Personal Services | 179,627 | 187,273 | 206,500 | 214,000 | 225,500 |
| Materials and Services | | | | | |
| 601 Supplies | 32,859 | 36,128 | 44,100 | 46,000 | 44,350 |
| 602 Rental, Repair, Maintenance | 199,192 | 158,139 | 214,500 | 221,000 | 220,500 |
| 603 Communications | 4,017 | 5,219 | 4,862 | 5,000 | 5,500 |
| 605 Misc. Charges and Fees | 132,361 | 156,146 | 166,250 | 172,000 | 171,500 |
| 606 Other Purchased Services | 3,398 | 9,565 | 4,510 | 5,000 | 6,260 |
| Total Materials and Services | 371,828 | 365,197 | 434,222 | 449,000 | 448,110 |
| Capital Outlay | | | | | |
| 702 Buildings | - | 12,701 | - | - | - |
| 704 Improvements Other Than Bldgs. | - | 65,238 | - | - | 35,000 |
| Total Capital Outlay | - | 77,939 | - | - | 35,000 |
| | \$ 551,455 | \$ 630,409 | \$ 640,722 | \$ 663,000 | \$ 708,610 |



community development department 14.0 FTE



Overview

The Community Development Department 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 it's citizens, now and in the future.

Strategic Plan Goals

- Establish protection for riparian and wetland areas.
- Improve coordination of the management of natural resources (coordinated with other departments).
- 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), (coordinated with Public Works).
- Develop a tree preservation ordinance and appropriate enforcement mechanisms.
- Develop an interface management plan (Fire and Public Works Departments) and urban forestry plan (Planning Division).
- Develop and implement a long-range fundable affordable housing program.
- Revise the density bonus program to provide improved incentives for developing affordable housing units.
- Finalize the update of the Open Space Plan with the Parks Department.
- 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.
- Continue to work on the master planning of large undeveloped mixed-use properties such as the Railroad Area.
- 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 construction and occupy the new office space for Community Development and Public Works (Hillah) by fall 2002.
- Evaluate and utilize as appropriate, measures identified in the Transportation, Transit and Parking Committee Report.
- Explore the possibility of acquiring land near the Railroad District for the future development of a transit station.
- Explore and develop ways to increase use and available options for alternative transportation within the City.
- Consider modifying the Super Good Cents and density bonus programs to expand and improve incentives for efficient use of all resources.
- Improve public trail system with the Parks Department by developing a comprehensive trails master plan, which minimizes public/private conflicts. Plan should include the Bear Creek Greenway (Dog Park to Mountain Avenue Park).
- Continue to provide information to the community on growth and planning issues with the Administration Department.
- 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 education programs for the community.
- Collaborate with other cities for improved regional public transit and methods for encouraging the provision of affordable housing.

community development department

COMMUNITY DEVELOPMENT DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Department Total By Function | | | | | |
| 500 Personal Services | \$ 733,727 | \$ 826,861 | \$ 928,039 | \$ 942,000 | \$ 973,600 |
| 600 Materials and Services | 507,594 | 559,634 | 976,743 | 633,000 | 1,077,400 |
| | \$ 1,241,321 | \$ 1,386,495 | \$ 1,904,782 | \$ 1,575,000 | \$ 2,051,000 |

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Department Total By Fund | | | | | |
| 110 General Fund | \$ 1,060,507 | \$ 1,223,629 | \$ 1,393,739 | \$ 1,354,000 | \$ 1,551,000 |
| 250 CD Block Fund | 180,814 | 162,866 | 511,043 | 221,000 | 500,000 |
| | \$ 1,241,321 | \$ 1,386,495 | \$ 1,904,782 | \$ 1,575,000 | \$ 2,051,000 |

| Position Profile | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------------|--------------|--------------|--------------|---------------|--------------|
| 110 Community Development Director | 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 Urban Forester | - | - | - | - | - |
| 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 | 2.40 | 2.40 | 3.80 | 3.80 | 3.80 |
| 110 Assistant Planner | - | - | 1.00 | 1.00 | 1.00 |
| 110 Code Enforcement Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 110 Secretary | 1.50 | 1.50 | 1.25 | 1.25 | 1.00 |
| 110 Account Clerk | - | - | - | - | 0.20 |
| 110 Clerk II | 0.75 | 0.75 | 1.00 | 1.00 | 1.00 |
| | 11.65 | 11.65 | 14.05 | 14.05 | 14.00 |

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.

New to the Division are state mandated responsibilities for building code compliance. This process will require the use of Oregon Building Codes Division program actions and forms as well as coordination where joint compliance actions are conducted by the state and the local jurisdiction. 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 with Disabilities Act) for new construction and alterations. The Ashland Building Appeals Board has been combined with the Demolition Review Committee with staff support from the Division and Building Official as liaison.

Significant Budget Changes

- Increase in contracted services to reflect projected increase in need for third-party plan reviews to assist staff during the high construction period or heavy or complex work.
- For several years, the Division has provided inspection, plan review and Building Official services to the City of Talent under an intergovernmental agreement. This year's end to the water moratorium in that jurisdiction will increase revenue significantly over previous budget periods.
- Increased benefit costs.

community development-building division

GENERAL FUND
COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 231,675 | \$ 285,719 | \$ 314,253 | \$ 319,000 | \$ 323,000 |
| 520 Fringe Benefits | 69,951 | 88,785 | 120,002 | 122,000 | 137,700 |
| Total Personal Services | 301,626 | 374,504 | 434,255 | 441,000 | 460,700 |
| Materials and Services | | | | | |
| 601 Supplies | 6,839 | 7,499 | 10,550 | 11,000 | 13,250 |
| 602 Rental, Repair, Maintenance | 33,405 | 26,630 | 27,150 | 28,000 | 33,400 |
| 603 Communications | 5,782 | 5,421 | 7,050 | 7,000 | 8,100 |
| 604 Contractual Services | 26,633 | 47,897 | 33,000 | 3,000 | 40,000 |
| 605 Misc. Charges and Fees | 61,510 | 99,842 | 108,400 | 110,000 | 127,500 |
| 606 Other Purchased Services | 7,949 | 6,636 | 9,050 | 9,000 | 9,150 |
| Total Materials and Services | 142,118 | 193,925 | 195,200 | 168,000 | 231,400 |
| | \$ 443,744 | \$ 568,429 | \$ 629,455 | \$ 609,000 | \$ 692,100 |

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 effective planning efforts, the City and the Open Space Program, the Transportation Plan, and the Downtown Commercial Development Standards.

Significant Budget Changes

- Decrease .25 FTE Administrative Secretary position, moved to Administration and Legal Departments.

* Parking Lot Issues

- Add 1.0 FTE Urban Forester position.

* Considered by Budget Committee, but not approved.

Service Levels

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

community development-planning division

GENERAL FUND
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

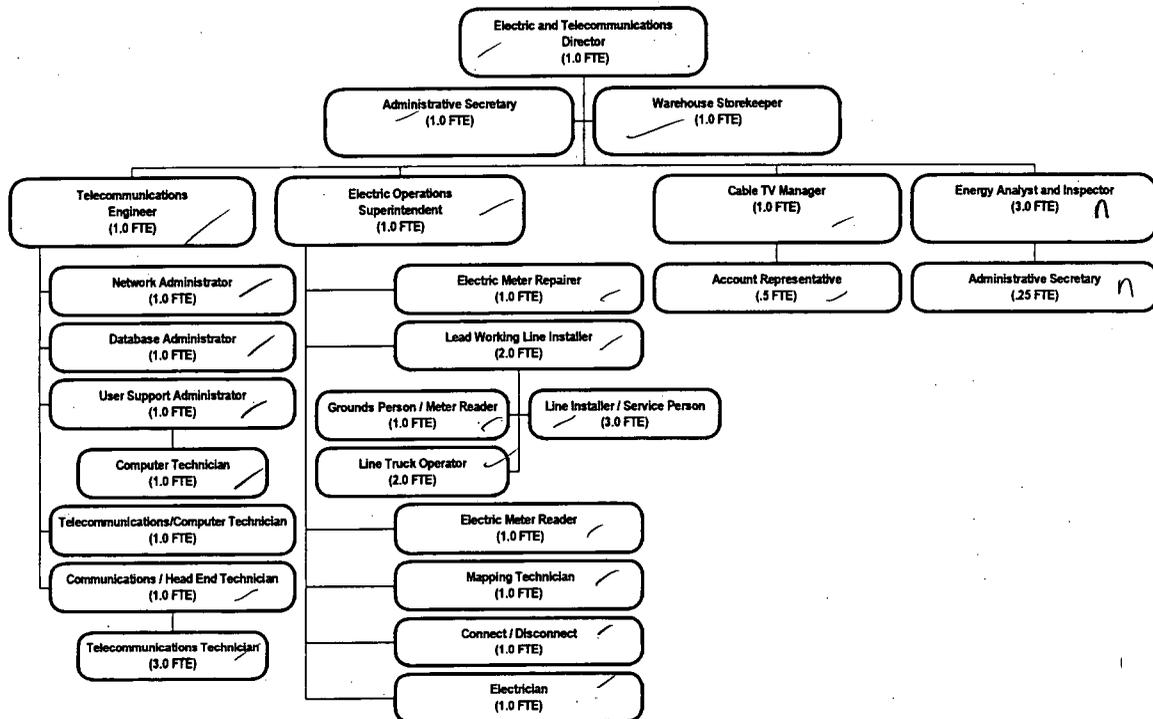
| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 110 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 290,979 | \$ 301,029 | \$ 315,167 | \$ 320,000 | \$ 323,450 |
| 520 Fringe Benefits | 100,429 | 110,935 | 134,817 | 137,000 | 148,350 |
| Total Personal Services | 391,408 | 411,964 | 449,984 | 457,000 | 471,800 |
| Materials and Services | | | | | |
| 601 Supplies | 12,911 | 20,531 | 15,000 | 15,000 | 17,500 |
| 602 Rental, Repair, Maintenance | 11,457 | 12,299 | 7,000 | 7,000 | 5,000 |
| 603 Communications | 5,350 | 2,679 | 3,300 | 3,000 | 3,500 |
| 604 Contractual Services | 26,592 | 22,686 | 62,500 | 63,000 | 97,500 |
| 605 Misc. Charges and Fees | 152,000 | 169,281 | 157,500 | 160,000 | 192,600 |
| 606 Other Purchased Services | 14,144 | 11,450 | 20,950 | 21,000 | 22,950 |
| 608 Commissions | 2,901 | 4,310 | 3,750 | 4,000 | 3,750 |
| 610 Programs | - | - | 44,300 | 15,000 | 44,300 |
| Total Materials and Services | 225,355 | 243,236 | 314,300 | 288,000 | 387,100 |
| | \$ 616,763 | \$ 655,200 | \$ 764,284 | \$ 745,000 | \$ 858,900 |

COMMUNITY DEVELOPMENT BLOCK GRANT FUND
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 250 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 29,187 | \$ 30,030 | \$ 30,800 | \$ 31,000 | \$ 28,600 |
| 520 Fringe Benefits | 11,506 | 10,363 | 13,000 | 13,000 | 12,500 |
| Total Personal Services | 40,693 | 40,393 | 43,800 | 44,000 | 41,100 |
| Materials and Services | | | | | |
| 602 Rental, Repair, Mtc. | - | 3,685 | 153,185 | - | 11,150 |
| 604 Contractual Services | 24,296 | - | - | - | - |
| 606 Other Purchased Services | - | 431 | - | - | - |
| 609 Grants | 115,825 | 118,357 | 314,058 | 177,000 | 447,750 |
| Total Materials and Services | 140,121 | 122,473 | 467,243 | 177,000 | 458,900 |
| | \$ 180,814 | \$ 162,866 | \$ 511,043 | \$ 221,000 | \$ 500,000 |



electric department 31.75 FTE



Overview

The Electric Department is composed of 4 divisions: Electric Utilities, Telecommunications, Computer Services and Conservation.

Electric Division

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

Some of those additional services are:

- Processing both electric and water connects and disconnects.
- Installing electrical facilities within areas of the Wastewater Treatment Plant, Water Treatment Plant 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. Operations 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 holiday decorations, hanging banners and providing educational services.

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

Strategic Plan Goals

- Develop an annual tree trimming and tree replacement program.
- Implement a PUC (Public Utility Council) utility line inspection and correction program.
- Improve job estimating and mapping process for Electric and AFN.

- Develop long-term plan and funding for underground utility lines.

Significant Budget Changes

- Increased BPA (Bonneville Power Administration) wholesale power costs effective October 2002.

* Parking Lot Issues

- Add 1.0 FTE Estimator position.
- * Approved by the Budget Committee.

ELECTRIC DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Department Total By Function | | | | | |
| 500 Personal Services | \$ 1,959,434 | \$ 2,204,535 | \$ 2,362,528 | \$ 2,396,000 | \$ 2,565,514 |
| 600 Materials and Services | 7,055,314 | 8,543,868 | 11,330,813 | 13,001,000 | 10,927,167 |
| 700 Capital Outlay | 3,539,695 | 2,546,432 | 1,063,749 | 706,207 | 1,100,900 |
| 800 Debt Service | 1,236,757 | 1,635,829 | 3,796,150 | 5,443,270 | 5,920,300 |
| | \$ 13,791,200 | \$ 14,930,664 | \$ 18,553,240 | \$ 21,546,477 | \$ 20,513,881 |

| | | | | | |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Department Total By Fund | | | | | |
| 670 Water Fund | \$ 109,109 | \$ 106,761 | \$ 127,900 | \$ 132,000 | \$ 139,500 |
| 690 Electric Fund | 7,751,568 | 8,720,107 | 11,742,054 | 12,879,000 | 11,056,267 |
| 691 Telecommunications Fund | 5,498,978 | 5,586,995 | 6,091,586 | 7,923,477 | 8,567,964 |
| 710 Central Services | 431,545 | 516,801 | 591,700 | 612,000 | 750,150 |
| | \$ 13,791,200 | \$ 14,930,664 | \$ 18,553,240 | \$ 21,546,477 | \$ 20,513,881 |

| Position Profile | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--|--------------|--------------|--------------|---------------|--------------|
| 690 Electric & Telecommunications 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 Electric Meter Reader | 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 | 1.00 |
| 690 Mapping Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 690 Administrative Assistant | 1.00 | 1.00 | - | - | - |
| 690 Telecommunications Engineer | 0.20 | 0.20 | 0.20 | 0.20 | - |
| 690 Clerk II | 0.50 | 0.50 | 1.00 | 1.00 | - |
| 690 Warehouse/Storekeeper | - | - | 0.40 | 0.40 | 0.75 |
| 690 Administrative Secretary | - | - | - | - | 1.25 |
| 691 Telecommunications Engineer | 0.80 | 0.80 | 0.60 | 0.60 | 0.75 |
| 691 Communications Head End Tech | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| 691 Cable TV Manager | 1.00 | 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 | 0.40 | 0.25 |
| 691 Telecommunications Technician | 3.00 | 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 | 0.25 |
| 710 Warehouse/Storekeeper | - | - | 0.20 | 0.20 | - |
| 710 Computer Technician | - | - | 1.00 | 1.00 | 1.00 |
| 710 Telecommunications/Computer Tech | - | - | - | - | 1.00 |
| 670 Conservation Analyst & Inspector | - | - | - | - | 1.00 |
| 690 Conservation Analyst & Inspector | - | - | - | - | 2.00 |
| | 23.50 | 23.50 | 28.50 | 28.50 | 31.75 |

electric department

ELECTRIC FUND
ELECTRIC DEPARTMENT
SUPPLY DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 690 | | | | | |
| Materials and Services | | | | | |
| 602 Rental, Repair, Maintenance | \$ 480 | \$ 17,620 | \$ 23,500 | \$ 24,000 | \$ 24,088 |
| 605 Misc. Charges and Fees | | | | | 180,000 |
| 606 Other Purchased Services | 4,050,596 | 3,957,569 | 6,142,000 | 7,189,000 | 5,285,000 |
| Total Materials and Services | 4,051,076 | 3,975,189 | 6,165,500 | 7,213,000 | 5,489,088 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 62,350 | 62,350 | 66,000 | 72,500 | 72,500 |
| 802 Debt Service - Interest | 12,727 | 9,735 | 6,600 | 3,500 | 3,100 |
| Total Debt Service | 75,077 | 72,085 | 72,600 | 76,000 | 75,600 |
| | \$ 4,126,153 | \$ 4,047,274 | \$ 6,238,100 | \$ 7,289,000 | \$ 5,564,688 |

ELECTRIC FUND
ELECTRIC DEPARTMENT
TRANSMISSION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 690 | | | | | |
| Materials and Services | | | | | |
| 602 Rental, Repair, Maintenance | \$ 849 | \$ 6,865 | \$ 4,400 | \$ 5,000 | \$ 4,500 |
| 606 Other Purchased Services | - | 569,325 | 841,000 | 900,000 | 966,010 |
| Total Materials and Services | 849 | 576,190 | 845,400 | 905,000 | 970,510 |
| | \$ 849 | \$ 576,190 | \$ 845,400 | \$ 905,000 | \$ 970,510 |

ELECTRIC FUND
ELECTRIC DEPARTMENT
DISTRIBUTION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 690 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 733,555 | \$ 655,942 | \$ 952,115 | \$ 985,000 | \$ 883,800 |
| 520 Fringe Benefits | 227,315 | 230,417 | 355,249 | 368,000 | 385,300 |
| Total Personal Services | 960,870 | 886,359 | 1,307,364 | 1,353,000 | 1,269,100 |
| Materials and Services | | | | | |
| 601 Supplies | 51,426 | 37,527 | 30,500 | 32,000 | 31,751 |
| 602 Rental, Repair, Maintenance | 232,159 | 180,396 | 264,300 | 274,000 | 301,455 |
| 603 Communications | 16,134 | 14,778 | 16,600 | 17,000 | 15,686 |
| 604 Contractual Services | 28,796 | 21,697 | 39,400 | 41,000 | 30,908 |
| 605 Misc. Charges and Fees | 573,049 | 635,645 | 655,500 | 678,000 | 705,513 |
| 606 Other Purchased Services | 51,196 | 67,486 | 74,500 | 77,000 | 71,051 |
| 610 Programs | 16,417 | 16,694 | 2,500 | 3,000 | 4,500 |
| 612 Franchises | 780,548 | 832,287 | 1,338,000 | 1,385,000 | 983,300 |
| Total Materials and Services | 1,749,726 | 1,806,510 | 2,421,300 | 2,507,000 | 2,144,164 |
| Capital Outlay | | | | | |
| 702 Buildings | 835 | - | - | - | - |
| 703 Equipment | 28,815 | - | - | - | - |
| 704 Improvements Other Than Bldgs. | 525,352 | 505,742 | 508,000 | 388,000 | 520,700 |
| Total Capital Outlay | 555,002 | 505,742 | 508,000 | 388,000 | 520,700 |
| | \$ 3,265,597 | \$ 3,198,611 | \$ 4,236,664 | \$ 4,248,000 | \$ 3,933,964 |

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 Mbs or 100 Mbs utilizing a direct fiber link;
- **Internet Access**, which provides high-speed connections of up to 5 Mbs 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

- Continue to provide the City with an advanced telecommunications infrastructure capable of interacting with and supporting private enterprise.
- Evaluate and implement other telecommunication services to our residents, such as IP telephony, commercial insertion, and video-on-demand as appropriate.
- Complete the remainder of the build-out of the Ashland Fiber Network.
- Develop and implement an inventory control and ordering system for Electric and AFN supplies.
- Improve the job estimating and mapping process for Electric and AFN.
- Continue to grow customer base.

Significant Budget Changes

- Decreased capital outlay.
- Increased debt service on loans.

electric-telecommunications division

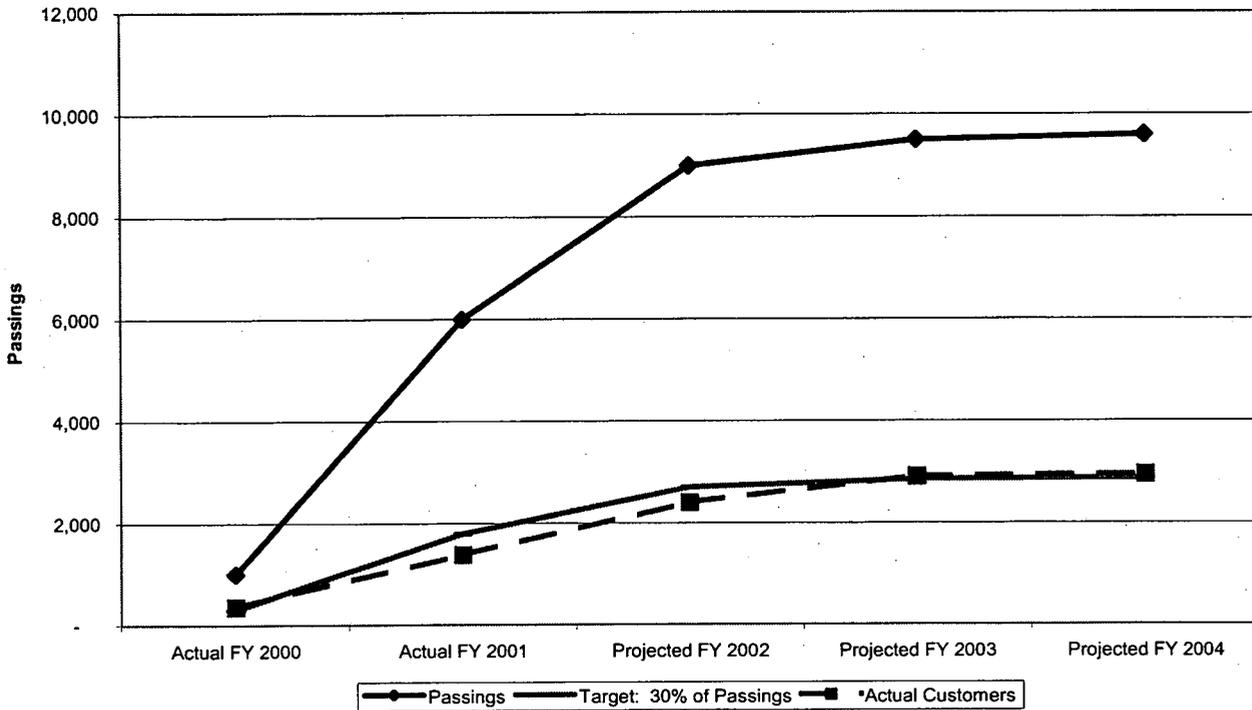
TELECOMMUNICATIONS FUND
ELECTRIC DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Fund# 691 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 512,172 | \$ 708,679 | \$ 437,383 | \$ 423,000 | \$ 492,500 |
| 520 Fringe Benefits | 132,756 | 210,528 | 174,326 | 162,000 | 217,700 |
| Total Personal Services | 644,927 | 919,207 | 611,709 | 585,000 | 710,200 |
| Materials and Services | | | | | |
| 601 Supplies | 17,547 | 27,938 | 126,463 | 225,000 | 227,400 |
| 602 Rental, Repair, Maintenance | 112,999 | 64,615 | 67,000 | 100,000 | 113,000 |
| 603 Communications | 126,766 | 245,053 | 69,500 | 100,000 | 30,800 |
| 604 Contractual Services | 52,107 | 37,687 | 18,000 | 90,000 | 57,000 |
| 605 Misc. Charges and Fees | 232,340 | 333,988 | 333,000 | 450,000 | 315,000 |
| 606 Other Purchased Services | 22,790 | 164,728 | 399,000 | 450,000 | 516,000 |
| 612 Franchises | 19,010 | 37,634 | 123,000 | 170,000 | 163,000 |
| Total Materials and Services | 583,559 | 911,643 | 1,135,963 | 1,585,000 | 1,422,200 |
| Capital Outlay | | | | | |
| 703 Equipment | - | - | 16,000 | - | 40,000 |
| 704 Improvements Other Than Bldgs. | 2,984,693 | 2,040,690 | 469,749 | 246,207 | 406,200 |
| Total Capital Outlay | 2,984,693 | 2,040,690 | 485,749 | 246,207 | 446,200 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 978,859 | 1,195,589 | 3,200,000 | 4,600,000 | 5,355,000 |
| 802 Debt Service - Interest | 182,821 | 368,155 | 523,550 | 767,270 | 489,700 |
| Total Debt Service | 1,161,680 | 1,563,744 | 3,723,550 | 5,367,270 | 5,844,700 |
| | \$ 5,374,859 | \$ 5,435,284 | \$ 5,956,971 | \$ 7,783,477 | \$ 8,423,300 |

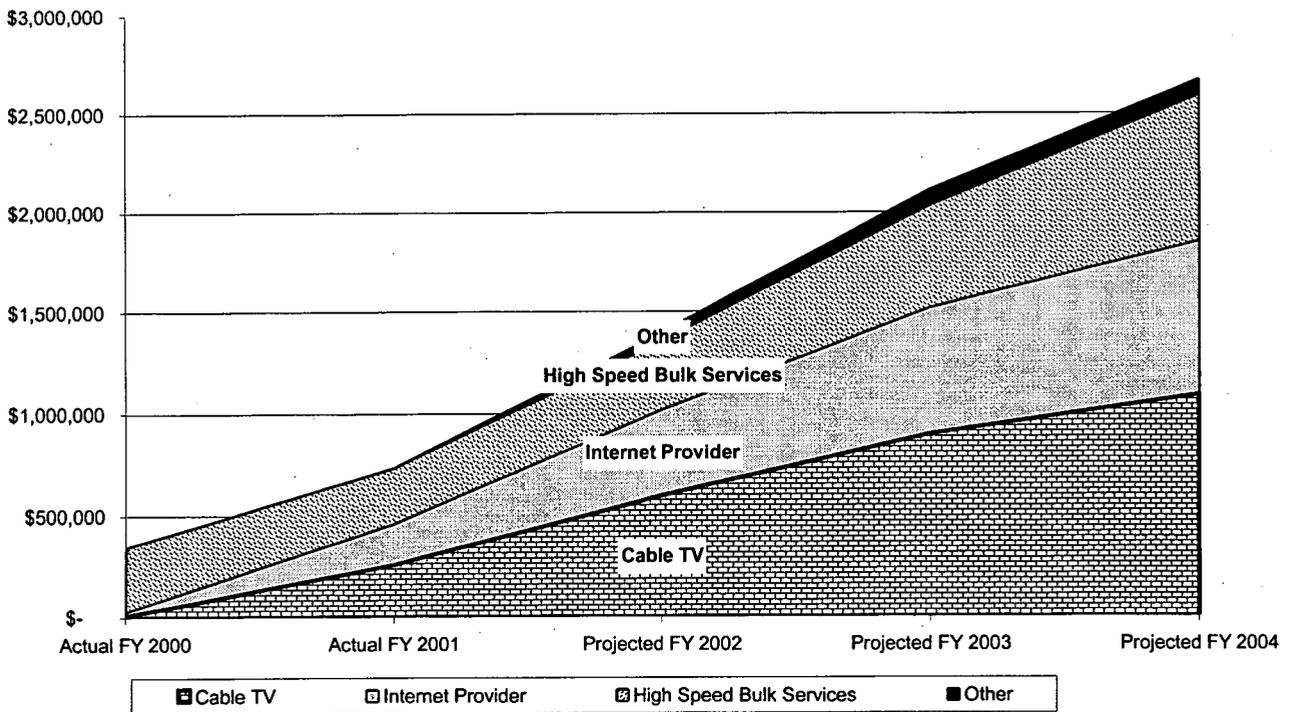
TELECOMMUNICATIONS FUND
CUSTOMER RELATIONS/PROMOTIONS

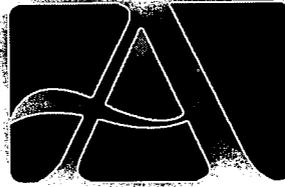
| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 691 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ - | \$ 34,730 | \$ 10,000 | \$ 10,000 | \$ 11,000 |
| 520 Fringe Benefits | - | 6,511 | 1,215 | 1,000 | 1,264 |
| Total Personal Services | - | 41,241 | 11,215 | 11,000 | 12,264 |
| Materials and Services | | | | | |
| 603 Communications | 2,284 | 850 | 6,000 | 6,000 | 6,000 |
| 604 Contractual Services | 116,160 | 89,038 | 50,000 | 52,000 | 50,000 |
| 605 Misc. Charges and Fees | - | - | - | - | 9,000 |
| 606 Other Purchased Services | 5,675 | 20,582 | 67,400 | 71,000 | 67,400 |
| Total Materials and Services | 124,119 | 110,470 | 123,400 | 129,000 | 132,400 |
| | \$ 124,119 | \$ 151,711 | \$ 134,615 | \$ 140,000 | \$ 144,664 |

**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

- Assume management of the City telephone system including both land lines and cell phones, with an aim toward improving services, reducing costs and possibly partnering with other public agencies to attain mutual benefits.
- Develop a strategic plan for Information Services.
- Explore the cost benefits of telecommuting by City employees and, if beneficial, develop a policy of implementation.

Significant Budget Changes

- Additional 1.0 FTE for Telecommunications/Computer Technician.

electric-computer services division

CENTRAL SERVICE FUND
ELECTRIC DEPARTMENT
COMPUTER SERVICES DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 710 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 163,184 | \$ 154,802 | \$ 191,300 | \$ 198,000 | \$ 255,000 |
| 520 Fringe Benefits | 41,704 | 48,698 | 70,800 | 73,000 | 101,750 |
| Total Personal Services | 204,888 | 203,500 | 262,100 | 271,000 | 356,750 |
| Materials and Services | | | | | |
| 601 Supplies | 45,435 | 36,155 | 11,400 | 12,000 | 11,900 |
| 602 Rental, Repair, Maintenance | 3,600 | - | - | - | - |
| 603 Communications | 116,519 | 156,876 | 80,500 | 83,000 | 55,000 |
| 604 Contractual Services | 41,314 | 107,677 | 130,000 | 135,000 | 95,000 |
| 605 Misc. Charges and Fees | 17,197 | 11,510 | 30,000 | 31,000 | 88,000 |
| 606 Other Purchased Services | 2,591 | 1,083 | 7,700 | 8,000 | 9,500 |
| Total Materials and Services | 226,657 | 313,301 | 259,600 | 269,000 | 259,400 |
| Capital Outlay | | | | | |
| 703 Equipment | - | - | 70,000 | 72,000 | 134,000 |
| Total Capital Outlay | - | - | 70,000 | 72,000 | 134,000 |
| | \$ 431,545 | \$ 516,801 | \$ 591,700 | \$ 612,000 | \$ 750,150 |

Conservation Division

The Conservation Division is responsible for operating the City's Air, Water, Recycling, and Energy Conservation Programs. The City's Water Conservation Program provides a free water audit consisting of free installation of low-flow showerheads and sink aerators, a review of irrigation and landscaping, and rebates for efficient toilets, dishwashers and washing machines. The Division works with the Ashland School District, Southern Oregon University, and Ashland businesses to increase the efficiency of their water usage. This division provides staff support for the City's Conservation Commission and 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.

Strategic Plan Goals

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

Significant Budget Changes

- Addition of 1.0 FTE Energy Analyst position that was approved by the Council in 2001.
- Additional conservation (\$125,000) funding being provided by BPA under our conservation augmentation agreement.
- Moved .25 FTE to Administrative Services.

electric-conservation division

WATER FUND
ELECTRIC DEPARTMENT
CONSERVATION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 670 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 41,405 | \$ 44,955 | \$ 46,150 | \$ 47,000 | \$ 45,750 |
| 520 Fringe Benefits | 15,847 | 17,153 | 20,800 | 22,000 | 23,150 |
| Total Personal Services | 57,252 | 62,108 | 66,950 | 69,000 | 68,900 |
| 601 Supplies | 698 | 406 | 400 | - | 400 |
| 602 Rental, Repair, Maintenance | 289 | 104 | 1,600 | 2,000 | 10,100 |
| 603 Communications | 182 | - | 550 | 1,000 | 550 |
| 605 Misc. Charges and Fees | 31,000 | 27,000 | 32,000 | 33,000 | 34,000 |
| 606 Other Purchased Services | 5,442 | 3,893 | 3,900 | 4,000 | 3,550 |
| 610 Programs | 14,246 | 13,250 | 22,500 | 23,000 | 22,000 |
| Total Materials and Services | 51,857 | 44,653 | 60,950 | 63,000 | 70,600 |
| | \$ 109,109 | \$ 106,761 | \$ 127,900 | \$ 132,000 | \$ 139,500 |

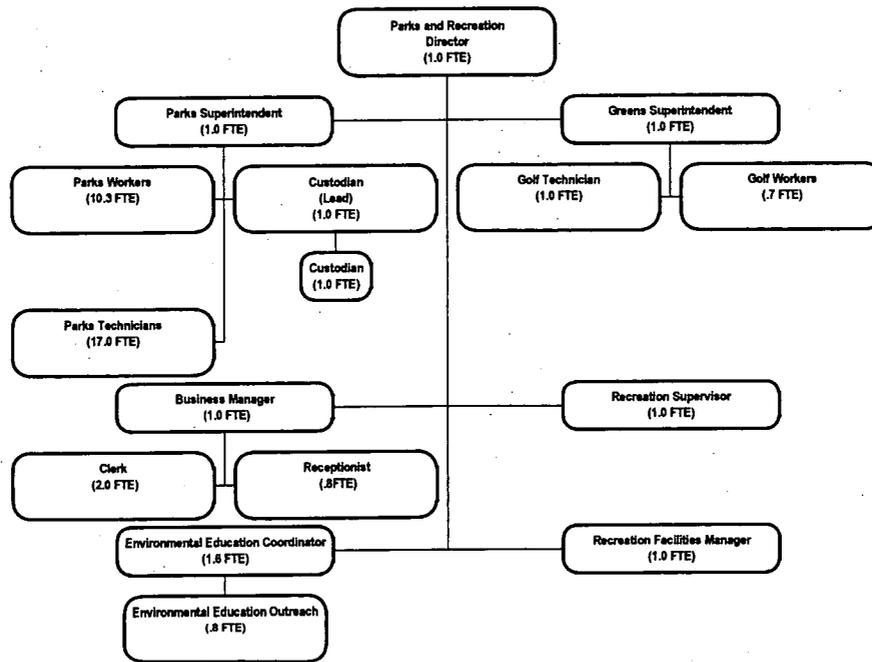
ELECTRIC FUND
ELECTRIC DEPARTMENT
CONSERVATION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Fund# 690 | | | | | |
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 64,223 | \$ 64,806 | \$ 70,390 | \$ 73,000 | \$ 100,500 |
| 520 Fringe Benefits | 27,274 | 27,314 | 32,800 | 34,000 | 47,800 |
| Total Personal Services | 91,497 | 92,120 | 103,190 | 107,000 | 148,300 |
| Materials and Services | | | | | |
| 601 Supplies | 1,520 | 2,642 | 2,050 | 2,000 | 1,700 |
| 602 Rental, Repair, Maintenance | 3,721 | 3,000 | 3,550 | 4,000 | 7,305 |
| 603 Communications | 1,735 | 3,131 | 1,650 | 2,000 | 1,700 |
| 605 Misc. Charges and Fees | 86,000 | 91,000 | 98,000 | 101,000 | 92,000 |
| 606 Other Purchased Services | 8,316 | 10,830 | 12,800 | 13,000 | 10,900 |
| 610 Programs | 166,179 | 695,309 | 200,650 | 208,000 | 325,200 |
| Total Materials and Services | 267,471 | 805,912 | 318,700 | 330,000 | 438,805 |
| | \$ 358,968 | \$ 898,032 | \$ 421,890 | \$ 437,000 | \$ 587,105 |



parcs and recreation department

42.2 FTE



Overview

Ashland's Parks and Recreation system is comprised of 644 acres of parkland and a variety of recreational facilities. The Parks and Recreation Department is comprised of three divisions: the Parks Division, the Recreation Division, and the Golf Division. The Department's budgets are accounted for in three funds: The Parks and Recreation Fund, the Youth Activities Levy Fund, and the Parks Capital Improvement Fund.

In addition, employees are committed to accomplishing the Department's mission, which is "To provide and promote recreational opportunities and to preserve and maintain public lands".

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

Core Goals

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

Budget Assumptions

- Budget will implement goals set by the Parks and Recreation Commission.
- The same level of service will be maintained related to performance measures.
- Tax revenue distribution between the City and Parks will be consistent with prior years.
- The Department will pay its full contribution to PERS.
- User fees will be used to help offset the cost of certain services provided.
- The Department will comply with all federal and state requirements.
- In cooperation with City Finance, the Department will begin to implement a conversion process to move personnel and accounting functions to the City.

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

- Improve water quality in Lithia Park ponds.
- Continue developing North Mountain Park.
- Develop neighborhood parks.
- Continue to work on effecting compliance with ADA requirements.
- Establish compliance with GASB 34 ruling related to financial reporting.

Significant Budget Changes

- Increased 1% over Baseline in benefit costs.
- Increased 3% due to change in accounting procedures that incorporate spending Parks SDC monies from the Parks Division budget.

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.

In June 2003, the current Youth Activities Levy expires. If the levy is not renewed, the \$119,000 that the Department retains from the levy for supplies, programs, and community activities will no longer be available. If the same level of service is to be offered, additional revenues will need to be made available to the Parks and Recreation Fund.

* Parking Lot Issues

- Budget Committee proposed \$205,000 to maintain school grounds, which includes adding 2.0 FTE Parks Maintenance Worker positions.

* Approved by the Budget Committee.

parks and recreation department

PARKS & RECREATION DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Department Totals by Function | | | | | |
| 500 Personal Services | \$ 1,884,355 | \$ 2,006,215 | \$ 2,212,300 | \$ 2,375,700 | \$ 2,534,550 |
| 600 Materials and Services | 2,102,865 | 2,638,474 | 3,166,700 | 2,893,300 | 3,266,600 |
| 700 Capital Outlay | 1,804,355 | 2,290,338 | 489,700 | 346,000 | 413,000 |
| 800 Debt Service | 12,131 | 8,497 | 19,000 | 32,000 | 32,000 |
| | \$ 5,803,708 | \$ 6,943,524 | \$ 5,887,700 | \$ 5,647,000 | \$ 6,246,150 |

| Department Total by Fund | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Parks and Recreation Fund | \$ 4,195,839 | \$ 4,991,480 | \$ 3,793,700 | \$ 3,795,000 | \$ 4,123,150 |
| Youth Activities Levy Fund | 1,083,970 | 1,645,999 | 1,870,000 | 1,752,000 | 1,899,000 |
| Parks Capital Improvements Fund | 523,898 | 306,045 | 224,000 | 100,000 | 224,000 |
| | \$ 5,803,708 | \$ 6,943,524 | \$ 5,887,700 | \$ 5,647,000 | \$ 6,246,150 |

| Position Profile | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------|--------------|--------------|--------------|---------------|--------------|
| 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 | 1.50 | 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 | 9.00 | 9.00 | 9.00 | 9.00 | 11.00 |
| Lead Custodian | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Custodian | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | 38.50 | 38.50 | 40.20 | 40.20 | 42.20 |

parcs and recreation department

PARKS & RECREATION FUND
PARKS & RECREATION DEPARTMENT
PARKS DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 1,072,156 | \$ 1,610,548 | \$ 1,218,000 | \$ 1,262,000 | \$ 1,397,000 |
| 520 Fringe Benefits | 391,469 | - | 540,000 | 598,000 | 680,000 |
| Total Personal Services | 1,463,625 | 1,610,548 | 1,758,000 | 1,860,000 | 2,077,000 |
| Materials and Services | | | | | |
| 601 Supplies | 24,120 | 854,299 | 42,000 | 45,000 | 45,000 |
| 602 Rental, Repair, Maintenance | 488,293 | | 439,000 | 460,000 | 589,000 |
| 603 Communications | 17,217 | | 60,000 | 64,000 | 29,000 |
| 604 Contractual Services | 69,385 | | 73,000 | 47,000 | 53,000 |
| 605 Misc. Charges and Fees | 158,000 | | 170,000 | 176,000 | 221,000 |
| 606 Other Purchased Services | 111,813 | | 152,000 | 163,000 | 163,000 |
| 609 Grants | - | | 157,000 | 51,000 | 89,600 |
| 606 Programs | - | | 24,300 | 21,800 | 21,800 |
| Total Materials and Services | 868,827 | 854,299 | 1,117,300 | 1,027,800 | 1,211,400 |
| Capital Outlay | | | | | |
| 702 Buildings | 52,919 | | - | | |
| 703 Equipment | 25,010 | | - | | |
| 704 Improvements | 1,183,190 | 1,900,229 | 245,000 | 231,000 | 168,000 |
| Total Capital Outlay | 1,261,119 | 1,900,229 | 245,000 | 231,000 | 168,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 2,129 | 2,128 | 8,000 | 15,000 | 15,000 |
| 802 Debt Service - Interest | 664 | 513 | 4,000 | 10,000 | 10,000 |
| Total Debt Service | 2,792 | 2,641 | 12,000 | 25,000 | 25,000 |
| | \$ 3,596,364 | \$ 4,367,717 | \$ 3,132,300 | \$ 3,143,800 | \$ 3,481,400 |

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.

Irrigation

- ◆ **Desired Outcomes** - To use current technology to efficiently irrigate 50 acres of turf and landscaped areas with an emphasis on water conservation.

parcs and recreation department

◆ Resources Provided

1. 31 irrigation controls for Parks, 23 for the City and 3 for the Schools that link to our Central Irrigation Control and are tied to the Department's weather station.
2. Labor to irrigate, program and maintain the system.

◆ Performance Measures

1. Monitoring the utilization of water.
2. Conduct onsite inspections of areas to ensure that standards are met.
3. Efficiency - Budget Impact
1998-99 - 3.5 FTE
1999-00 - 3.5 FTE
2000-01 - 3.5 FTE
2001-02 - 3.5 FTE

- ◆ **Program Summary** - Key performance indicators are expected to remain constant over the next several budget years. Currently, performance standards are being met. Water conservation will continue to be an emphasis in the future through use of current technology.

Athletic Facility - Playground Section

- ◆ **Desired Outcomes** - To efficiently maintain 6 soccer fields, 10 baseball/softball fields, 12 tennis courts and 12 playground areas in such a manner as to provide for safety and a quality playing experience. To minimize the potential for injuries at these facilities.

◆ Resources Provided

1. Labor, equipment and supplies that are necessary to perform preventative, ongoing maintenance that will withstand maximum use of athletic facilities and playground areas.

◆ Performance Measures

1. Inspections - Athletic fields and playgrounds checked on a weekly basis.
2. User Satisfaction - Many compliments on the quality of facilities and playgrounds within the parks and recreation system. Receive numerous complaints concerning the conditions of the SOU fields on Iowa Street.
3. Safety - Injuries per year
Athletic Fields
2001 - 0 injuries
2002 - 0 targeted
2003 - 0 targeted

Playground Areas

- 2001 - 1 injury
- 2002 - 0 targeted
- 2003 - 0 targeted

Efficiency - Budget Impact

- 2001 - 4.0 FTE
- 2002 - 4.0 FTE
- 2003 - 4.0 FTE

- ◆ **Program Summary** - Key performance indicators are expected to remain constant over the next several budget years. Currently performance standards are being met. In future years, a reduction in resources or additional facilities being added to the system would create an inability to maintain standards.

Park Police/Patrol Section

- ◆ **Desired Outcomes** - To provide a safe environment for people using the parks and recreation system.

◆ Resources Provided

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

◆ Performance Measures

1. Public Comments - Receive numerous compliments about the way the Park Patrol provide a safe environment for park users.
2. Efficiency - Budget Impact
1999 - 2000 2.0 FTE 3.0 Seasonal Positions
2000 - 2001 2.0 FTE 3.0 Seasonal Positions
2001 - 2002 2.0 FTE 3.0 Seasonal Positions
2002 - 2003 2.0 FTE 3.0 Seasonal Positions

- ◆ **Program Summary** - Key performance indicators are expected to remain constant for budget year 2002-2003. Currently performance standards are being met. In future years as new parklands are acquired there will be a need to increase personnel in the patrol section. Currently the Department provides the resources for a one full-time police officer, one full-time community service officer (CSO) and for seasonal park patrol personnel. In future years the Department may not have the resources to provide for the total cost of providing police coverage.



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 Recreational Division budget will decrease by approximately 4.5% from the baseline budget.

parks and recreation department

PARKS & RECREATION FUND
 PARKS & RECREATION DEPARTMENT
 RECREATION DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 136,530 | \$ 187,303 | \$ 173,400 | \$ 160,000 | \$ 158,050 |
| 520 Fringe Benefits | 41,037 | | 52,500 | 60,000 | 55,500 |
| Total Personal Services | 177,567 | 187,303 | 225,900 | 220,000 | 213,550 |
| Materials and Services | | | | | |
| 601 Supplies | 3,487 | | 6,000 | 7,000 | 6,000 |
| 602 Rental, Repair, Maintenance | 7,806 | | 11,000 | 11,000 | 11,000 |
| 603 Communications | 1,647 | | 3,000 | 3,000 | 3,000 |
| 605 Misc. Charges and Fees | 1,000 | | 1,000 | 1,000 | 1,000 |
| 606 Other Purchased Services | 6,000 | | 4,000 | 4,000 | 4,000 |
| 606 Programs | 50,615 | 50,563 | 55,000 | 58,000 | 52,200 |
| Total Materials and Services | 70,555 | 50,563 | 80,000 | 84,000 | 77,200 |
| | \$ 248,122 | \$ 237,866 | \$ 305,900 | \$ 304,000 | \$ 290,750 |

parks and recreation department

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>2000</u> | <u>2001</u> | <u>Targeted 2002</u> | <u>Targeted 2003</u> |
|---------------------------------------|-------------------------|-------------|-------------|----------------------|----------------------|
| <u>Effectiveness & Efficiency</u> | | | | | |
| 1. | Recreational Swimmers | 22,439 | 15,992** | 21,000 | 21,500 |
| 2. | Lesson Participants | 1,202 | 880 | 890 | 895 |
| 3. | % Passing Lessons | 73% | 75% | 73% | 73% |
| 4. | Accidents per season | 3 | 2 | 2 | 2 |
| 5. | Complaints per season | 4 | 3 | 3 | 3 |
| 6. | # of Seasonal Employees | 23 | 20 | 20 | 20 |

** Reservoir Unable to open due to low water flow

◆ **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>2000</u> | <u>2001</u> | <u>Targeted 2002</u> | <u>Targeted 2003</u> |
|---------------------------------------|-----------------------|-------------|-------------|----------------------|----------------------|
| <u>Effectiveness & Efficiency</u> | | | | | |
| 1. | # of Admissions | 18,078 | 15,842 | 16,000 | 16,250 |
| 2. | Accidents per season | 8 | 4 | 5 | 5 |
| 3. | Complaints per season | 3 | 3 | 2 | 2 |
| 4. | # of Season Employees | 8 | 6 | 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

- Increased benefit costs are the only significant budget changes.

parks and recreation department

PARKS & RECREATION FUND
PARKS & RECREATION DEPARTMENT
GOLF DIVISION

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 99,322 | \$ 130,932 | \$ 104,900 | \$ 110,100 | \$ 108,000 |
| 520 Fringe Benefits | 28,872 | | 39,500 | 45,600 | 49,000 |
| Total Personal Services | 128,194 | 130,932 | 144,400 | 155,700 | 157,000 |
| Materials and Services | | | | | |
| 601 Supplies | | | | 5,000 | 5,000 |
| 602 Rental, Repair, Maintenance | 114,508 | 165,045 | 71,500 | 68,800 | 66,300 |
| 603 Communications | 1,673 | | 1,500 | 700 | 700 |
| 604 Contractual Services | 61,440 | | 80,400 | 79,000 | 78,000 |
| 605 Misc. Charges and Fees | 16,862 | | 15,000 | 12,000 | 12,000 |
| 606 Other Purchased Services | | | 15,000 | 4,000 | 4,000 |
| Total Materials and Services | 194,483 | 165,045 | 183,400 | 169,500 | 166,000 |
| Capital Outlay | | | | | |
| Buildings | | | | | |
| Improvements | 19,338 | 84,064 | 20,700 | 15,000 | 21,000 |
| Total Capital Outlay | 19,338 | 84,064 | 20,700 | 15,000 | 21,000 |
| Debt Service | | | | | |
| 801 Debt Service - Principal | 6,435 | 4,290 | 5,000 | 5,000 | 5,000 |
| 802 Debt Service - Interest | 2,904 | 1,566 | 2,000 | 2,000 | 2,000 |
| Total Debt Service | 9,339 | 5,856 | 7,000 | 7,000 | 7,000 |
| | \$ 351,354 | \$ 385,897 | \$ 355,500 | \$ 347,200 | \$ 351,000 |

Performance Measures – One method the department utilizes to examine effectiveness, efficiency and customer satisfaction is performance measures. Performance measurements for the past four 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.

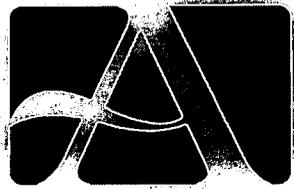
 3. Amenities to provide a full service facility.

- ◆ **Performance Measures**
 1. Rounds Played by Calendar Year
 - 1998 — 28,361
 - 1999 — 24,562
 - 2000 — 27,038
 - 2001 — 24,848

 2. Customer Satisfaction – Numerous complaints are received about the condition of the greens, tee boxes and sandtraps.

 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. If the levy is not renewed, the \$119,000 that it provides to enhance community programs will need to come from another source or the services provided by the money will need to be reduced.

YOUTH ACTIVITIES LEVY FUND
PARKS & RECREATION DEPARTMENT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Personal Services | | | | | |
| 510 Salaries and Wages | \$ 101,317 | \$ 77,432 | \$ 78,800 | \$ 131,000 | \$ 81,800 |
| 520 Fringe Benefits | 13,654 | - | 5,200 | 9,000 | 5,200 |
| Total Personal Services | 114,970 | 77,432 | 84,000 | 140,000 | 87,000 |
| Materials and Services | | | | | |
| 601 Supplies | 13,268 | | 35,000 | 43,000 | 32,000 |
| 604 Contractual Services | 955,732 | 1,568,567 | 1,751,000 | 1,569,000 | 1,780,000 |
| Total Materials and Services | 969,000 | 1,568,567 | 1,786,000 | 1,612,000 | 1,812,000 |
| | \$ 1,083,970 | \$ 1,645,999 | \$ 1,870,000 | \$ 1,752,000 | \$ 1,899,000 |

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 | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-----------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Capital Outlay | | | | | |
| Buildings | \$ 146,630 | \$ - | \$ - | \$ - | \$ - |
| Equipment | 138,549 | - | 50,000 | 50,000 | 50,000 |
| Improvements | 238,719 | 306,045 | 174,000 | 50,000 | 174,000 |
| Total Capital Outlay | 523,898 | 306,045 | 224,000 | 100,000 | 224,000 |
| | <u><u>\$ 523,898</u></u> | <u><u>\$ 306,045</u></u> | <u><u>\$ 224,000</u></u> | <u><u>\$ 100,000</u></u> | <u><u>\$ 224,000</u></u> |

non-departmental activities

Interfund Loans

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

INTERFUND LOANS

| <u>Description</u> | <u>2000 Actual</u> | <u>2001 Actual</u> | <u>2002 Adopted</u> | <u>2003 Baseline</u> | <u>2003 Adopted</u> |
|-----------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| Other Financing Uses | | | | | |
| 901 Electric Fund | \$ 195,589 | \$ 592,571 | \$ - | \$ 500,000 | \$ - |
| Water Fund | - | - | 2,000,000 | 2,000,000 | 2,000,000 |
| Wastewater Fund | - | 1,458,090 | 1,400,000 | 1,800,000 | 4,625,000 |
| Equipment Fund | 1,000,000 | 1,000,000 | 500,000 | 500,000 | - |
| Cemetery Trust Fund | - | - | 600,000 | 600,000 | - |
| Total City | \$ 1,195,589 | \$ 3,050,661 | \$ 4,500,000 | \$ 5,400,000 | \$ 6,625,000 |

Operating Transfer Out

Transfers from one fund to another are shown on this page as expenditures and also in each fund as revenues. The 2003 proposed column represents the normal recurring transfers.

OPERATING TRANSFERS OUT

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-----------------------------------|---------------------|-------------------|-------------------|-------------------|---------------------|
| Other Financing Uses | | | | | |
| 902 General Fund | \$ 500 | \$ 500 | \$ 1,000 | \$ 1,000 | \$ 201,000 |
| 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 | 12,000 | 20,000 | - | 95,000 | - |
| Airport Fund | - | - | - | - | - |
| Capital Improvements Fund | - | - | - | - | - |
| S.D.C. - Parks | 222,000 | 214,000 | 268,000 | 315,000 | 429,000 |
| LID's and Transportation | - | - | 364,000 | - | - |
| Affordable Housing | - | - | 30,000 | 30,000 | 30,000 |
| Bancroft Bond Fund | 215,823 | - | - | - | - |
| General Bond Fund | 306,885 | - | - | - | - |
| Debt Service Fund | - | 40,000 | 40,000 | 40,000 | 40,000 |
| Ambulance Fund | 342,279 | - | - | - | - |
| Central Services Fund | - | - | - | - | 205,000 |
| Cemetery Trust Fund | 25,929 | 43,000 | 41,000 | 73,000 | 41,000 |
| Total City | 1,258,415 | 341,980 | 744,000 | 670,000 | 946,000 |
| Parks and Recreation Funds | | | | | |
| Parks Division | 135,000 | 65,000 | 100,000 | 50,000 | 120,000 |
| Golf Division | - | - | 20,000 | 20,000 | - |
| Youth Activities Levy Fund | 30,000 | - | - | - | - |
| Total Parks | 165,000 | 65,000 | 120,000 | 70,000 | 120,000 |
| | \$ 1,423,415 | \$ 406,980 | \$ 864,000 | \$ 740,000 | \$ 1,066,000 |

Operating Contingencies

In general operating contingencies meet policy requirements. Overall the contingencies have decreased \$2,200,000 from the previous year recognizing anticipated project completion in capital intensive enterprises. During 1999 and 2000 no monies are shown as being spent from the contingencies. Instead a transfer of appropriations resolution, the category moves the contingency appropriation where actual expenditures are incurred.

non-departmental activities

OPERATING CONTINGENCIES

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|---------------------------------|-------------|-------------|---------------------|---------------------|---------------------|
| 909 General Fund | \$ - | \$ - | \$ 399,000 | \$ 200,000 | \$ 335,000 |
| Street Fund | - | - | 120,000 | 107,000 | 120,000 |
| Airport Fund | - | - | 5,000 | 5,000 | 5,000 |
| Capital Improvements Fund | - | - | - | 200,000 | 100,000 |
| Water Fund | - | - | 1,250,000 | 247,000 | 100,000 |
| Wastewater Fund | - | - | 1,000,000 | 300,000 | 318,000 |
| Electric Fund | - | - | 500,000 | 500,000 | 500,000 |
| Telecommunications Fund | - | - | 250,000 | 200,000 | 75,000 |
| Central Services Fund | - | - | 124,000 | 124,000 | 130,000 |
| Insurance Services Fund | - | - | 200,000 | 160,000 | - |
| Equipment Fund | - | - | 200,000 | 255,000 | 200,000 |
| Total City | - | - | 4,048,000 | 2,298,000 | 1,883,000 |
| Parks and Recreation Fund | - | - | 70,000 | 40,000 | 35,000 |
| Youth Activities Levy Fund | - | - | - | - | - |
| Parks Capital Improvements Fund | - | - | - | - | - |
| Total Parks | - | - | 70,000 | 40,000 | 35,000 |
| Total | \$ - | \$ - | \$ 4,118,000 | \$ 2,338,000 | \$ 1,918,000 |

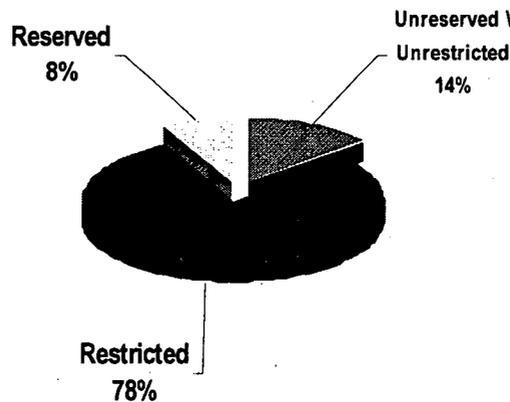
Unappropriated Ending Fund Balance

With expenditures for capital projects ending, the make-up in Fund Balance has declined from the actual balance of \$30.5 million at June 30, 2001. The 2002 Adopted Balance of \$10.4 million reflects a 67% additional reduction while the proposed \$13.1 million represents a carry over of some projects.

The reserved or restricted portion \$9.9 million reflects an increase of 41%, that can be attributed to SDC revenues held for future projects.

The Operating Balance of \$3.3 million decreased 20% from the \$4.0 anticipated in the 2002 Adopted Budget.

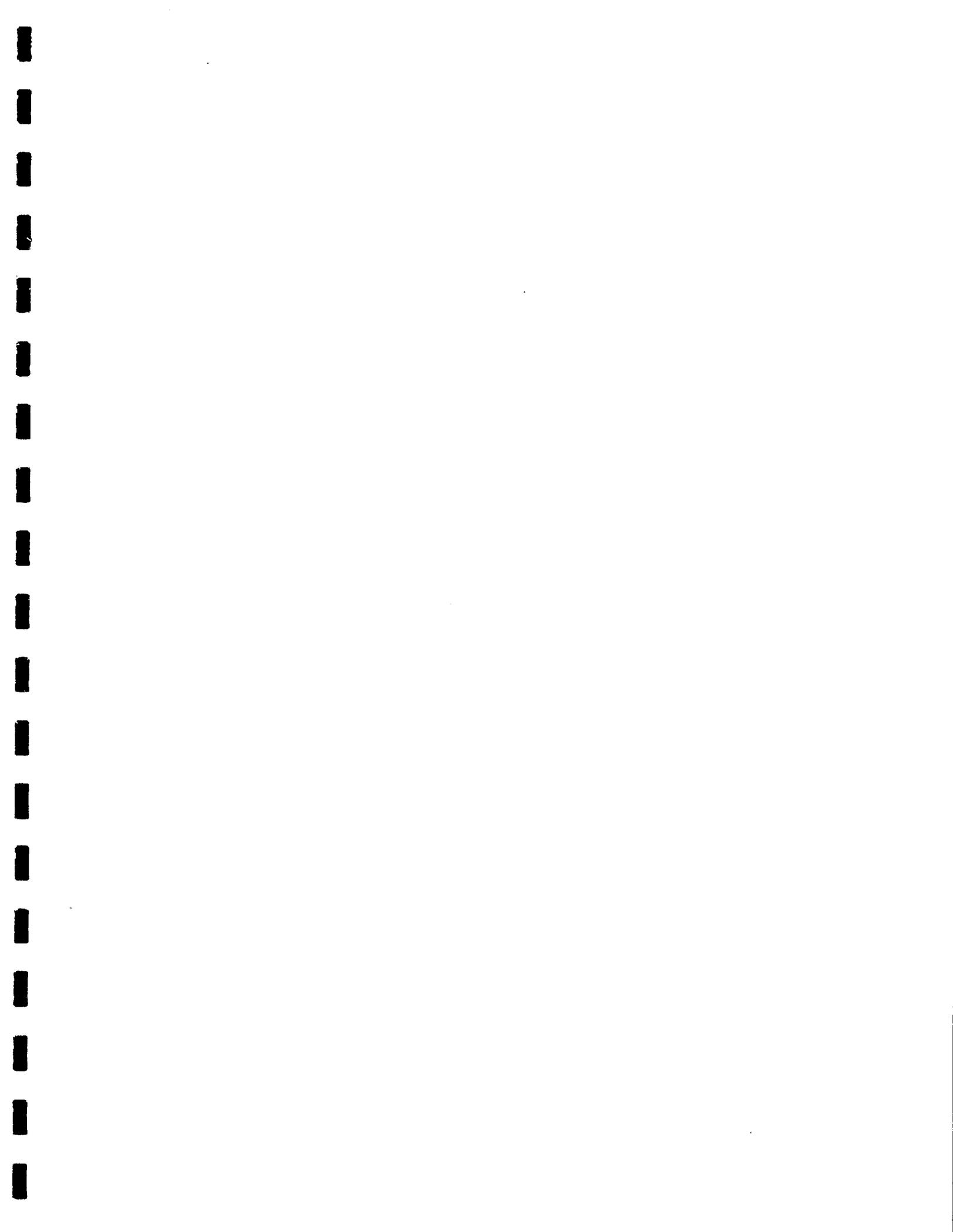
The Makeup of Ending Fund Balance



UNAPPROPRIATED ENDING FUND BALANCE

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|
| 909 General Fund | \$ 1,888,103 | \$ 1,962,295 | \$ 1,079,348 | \$ 1,150,000 | \$ 1,238,814 |
| Community Block Grant Fund | 3,744 | (142,463) | - | - | - |
| Street Fund | | | | | |
| General Operations | 526,894 | 1,080,274 | 344,308 | 281,676 | 291,454 |
| S.D.C. - Storm Drain | 282,750 | 333,859 | 268,194 | 514,085 | 295,387 |
| S.D.C. - Transportation | 139,250 | 745,925 | 764,890 | 749,239 | 1,177,949 |
| Airport Fund | 22,382 | 16,844 | 8,000 | 25,000 | 6,140 |
| Capital Improvements Fund | | | | | |
| S.D.C. - Parks | 382,928 | 102,392 | 235,000 | 272,909 | 175,000 |
| Affordable Housing | 86,665 | 88,448 | - | 62,000 | - |
| L.I.D.'S And Transportation | 140,838 | 84,992 | - | 100,000 | - |
| Public Buildings | 2,990,245 | 8,426,016 | 1,547,000 | 1,023,091 | 975,300 |
| Debt Service Fund | 225,841 | 103,883 | 238,000 | 124,000 | 540,000 |
| Water Fund | | | | | |
| Construction | 333,897 | 340,000 | 1,515,000 | 334,000 | 2,341,200 |
| S.D.C. - Supply | 715,080 | (716,407) | (811,920) | 136,000 | (306,759) |
| S.D.C. - Treatment | 188,658 | 145,503 | 54,031 | 108,000 | 78,830 |
| S.D.C. - Distribution | 1,664,031 | 2,096,996 | 2,814,031 | 2,489,000 | 2,768,583 |
| General Operations | 1,806,367 | 2,039,060 | (2,123,132) | 1,873,000 | (403,174) |
| Wastewater Fund | | | | | |
| S.D.C. - Treatment | 1,581,364 | 1,674,334 | 318,364 | 255,882 | 324,057 |
| S.D.C. - Collection | 528,170 | 597,271 | 727,170 | 693,092 | 1,769,175 |
| Flood Monies | 1,565,525 | - | - | - | - |
| General Operations | 8,345,167 | 6,926,616 | 959,362 | 2,090,026 | (1,338,432) |
| Electric Fund | 1,560,301 | 1,249,048 | 989,946 | 529,000 | 443,533 |
| Telecommunications Fund | 1,902,118 | 119,745 | 38,130 | 63,000 | 97,036 |
| Central Services Fund | 96,609 | 436,624 | 119,283 | 113,000 | 142,675 |
| Insurance Services Fund | 502,000 | 299,415 | 110,500 | 175,000 | 91,500 |
| Equipment Fund | 253,019 | 526,894 | 121,778 | 251,000 | 452,640 |
| Cemetery Trust Fund | 663,140 | 669,517 | 89,000 | 105,000 | 653,000 |
| Total City | 28,395,085 | 29,207,081 | 9,406,283 | 13,517,000 | 11,813,908 |
| | | | | | |
| Parks & Recreation Fund | 1,196,511 | 1,023,774 | 805,300 | 759,000 | 782,294 |
| Ashland Youth Activities Fund | 125,191 | 125,706 | 9,000 | 9,000 | 9,000 |
| Parks Capital Improvement Fund | 295,000 | 151,955 | 148,000 | 238,000 | 185,000 |
| Golf Course Fund | - | - | - | - | - |
| Total Parks and Recreation Funds | 1,616,702 | 1,301,435 | 962,300 | 1,006,000 | 976,294 |
| | \$ 30,011,787 | \$ 30,508,516 | \$ 10,368,583 | \$ 14,523,000 | \$ 12,790,202 |
| | | | | | |
| Reserved or Restricted | \$ 8,863,043 | \$ 6,338,673 | \$ 6,322,260 | \$ 6,018,207 | \$ 9,907,922 |
| Operating | 21,148,744 | 24,169,843 | 4,046,323 | 8,504,793 | 2,882,280 |
| | \$ 30,011,787 | \$ 30,508,516 | \$ 10,368,583 | \$ 14,523,000 | \$ 12,790,202 |







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 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Revenues: | | | | | | | |
| Taxes | 10,938,079 | 11,071,923 | 12,545,394 | 13,709,000 | 13,834,658 | 15,093,100 | 14,654,244 |
| Licenses and Permits | 735,657 | 780,709 | 865,019 | 1,089,000 | 1,186,432 | 1,076,000 | 1,203,100 |
| Intergovernmental Revenues | 2,625,850 | 1,821,753 | 8,010,323 | 3,265,043 | 2,325,794 | 3,081,000 | 3,439,900 |
| Charges for Services | 22,025,597 | 23,819,141 | 24,996,541 | 29,217,516 | 27,333,586 | 33,202,900 | 30,848,355 |
| Fines and Forfeitures | 163,872 | 163,949 | 121,919 | 175,000 | 131,727 | 181,000 | 108,000 |
| Assessment Payments | 803,317 | 259,002 | 164,263 | 217,900 | 155,964 | 138,000 | 150,200 |
| Interest on Investments | 983,097 | 1,432,126 | 2,311,832 | 1,525,200 | 976,497 | 986,000 | 909,400 |
| Miscellaneous Revenues | 445,465 | 292,052 | 1,056,238 | 263,000 | 716,592 | 494,000 | 430,125 |
| Total Revenues | 38,720,934 | 39,640,655 | 50,071,529 | 49,461,659 | 46,661,250 | 54,252,000 | 51,743,324 |
| Budgetary Resources: | | | | | | | |
| Working Capital Carryover | 21,818,519 | 21,397,162 | 28,673,355 | 27,545,323 | 29,669,052 | 14,062,000 | 23,723,190 |
| Other Financing Sources | 10,121,838 | 13,704,293 | 3,178,874 | 4,819,000 | 6,601,913 | 3,100,000 | 3,393,000 |
| Interfund Loan | 978,859 | 2,174,448 | 4,246,250 | 7,600,000 | 8,282,091 | 9,400,000 | 11,850,000 |
| Operating Transfers In | 1,974,169 | 1,375,094 | 406,980 | 959,000 | 897,683 | 764,000 | 1,066,000 |
| Total Budgetary Resources | 34,893,385 | 38,650,997 | 36,505,459 | 40,923,323 | 45,450,739 | 27,326,000 | 40,032,190 |
| Total Resources | 73,614,319 | 78,291,652 | 86,576,988 | 90,384,982 | 92,111,989 | 81,578,000 | 91,775,514 |

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget |
|-------------------|-------------------|-------------------|-------------------|-------------------|
| 13,538,300 | 13,820,200 | 14,658,000 | 15,075,000 | 15,460,000 |
| 1,345,000 | 1,391,000 | 1,438,000 | 1,487,000 | 1,538,000 |
| 3,062,000 | 2,599,000 | 2,782,000 | 2,371,000 | 2,384,000 |
| 32,032,600 | 33,542,675 | 34,964,480 | 36,283,065 | 37,627,450 |
| 112,000 | 116,000 | 120,000 | 124,000 | 128,000 |
| 449,000 | 392,000 | 711,000 | 437,000 | 437,000 |
| 865,050 | 787,175 | 703,600 | 753,600 | 805,400 |
| 531,000 | 540,000 | 549,000 | 560,000 | 564,000 |
| 51,934,950 | 53,188,050 | 55,926,080 | 57,090,665 | 58,943,850 |
| 14,633,094 | 11,533,713 | 12,951,041 | 14,072,457 | 15,507,761 |
| 200,000 | 4,488,000 | 1,429,000 | - | - |
| 14,125,000 | 15,725,000 | 16,875,000 | 17,550,000 | 17,775,000 |
| 430,000 | 395,000 | 377,000 | 369,000 | 369,000 |
| 29,388,094 | 32,141,713 | 31,632,041 | 31,991,457 | 33,651,761 |
| 81,323,044 | 85,329,763 | 87,558,121 | 89,082,122 | 92,595,611 |

long-term plan fund totals

| FUND TOTALS | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| General Fund | 9,026,925 | 10,193,162 | 10,976,688 | 12,170,000 | 11,584,944 | 12,641,000 | 12,969,300 |
| Community Development Block Grant Fund | 495,709 | 184,557 | 20,403 | 511,043 | 370,506 | 221,000 | 500,000 |
| Street Fund | 2,623,847 | 2,907,929 | 4,129,688 | 5,518,900 | 5,420,350 | 6,101,000 | 7,993,450 |
| Airport Fund | 108,319 | 92,339 | 89,580 | 408,000 | 89,797 | 279,000 | 233,290 |
| Capital Improvements Fund | 2,539,292 | 4,795,013 | 10,213,569 | 11,021,000 | 11,901,364 | 4,071,000 | 5,221,300 |
| Debt Service Fund | 1,657,829 | 1,140,758 | 944,840 | 1,066,000 | 1,282,770 | 1,292,000 | 1,362,000 |
| Water Fund | 6,557,119 | 7,681,464 | 8,955,712 | 9,207,323 | 8,262,243 | 8,657,000 | 11,048,980 |
| Wastewater Fund | 20,706,977 | 17,773,644 | 18,262,696 | 15,058,000 | 19,359,511 | 10,269,000 | 15,000,300 |
| Electric Fund | 10,921,361 | 9,394,778 | 10,561,725 | 13,232,000 | 11,160,147 | 14,291,000 | 11,999,800 |
| Telecommunications Fund | - | 7,513,775 | 5,706,739 | 6,379,716 | 6,767,554 | 8,246,000 | 8,740,000 |
| Central Services Fund | 3,035,722 | 3,585,384 | 4,126,194 | 4,439,000 | 4,797,766 | 4,587,000 | 5,322,900 |
| Insurance Services Fund | 1,418,497 | 1,124,944 | 1,010,414 | 960,000 | 817,471 | 1,017,000 | 815,500 |
| Equipment Fund | 3,516,262 | 2,595,978 | 2,556,264 | 2,659,000 | 2,726,019 | 2,224,000 | 2,497,250 |
| Cemetery Trust Fund | 701,698 | 689,069 | 712,517 | 730,000 | 696,610 | 746,000 | 694,000 |
| Cemetery Fund | 233,923 | - | - | - | - | - | - |
| Band Fund | 99,743 | - | - | - | - | - | - |
| Ambulance Fund | 1,033,743 | 342,279 | - | - | - | - | - |
| Bancroft Fund | 419,656 | 215,823 | - | - | - | - | - |
| General Bond Fund | 811,533 | 306,882 | - | - | - | - | - |
| Total by Fund | 65,908,155 | 70,537,778 | 78,267,029 | 83,359,982 | 85,237,052 | 74,642,000 | 84,398,070 |
| Parks and Recreation Fund | 5,205,840 | 5,497,349 | 6,080,254 | 4,774,000 | 4,647,277 | 4,709,000 | 5,060,444 |
| Ashland Youth Activities Levy Fund | 1,193,318 | 1,239,163 | 1,771,705 | 1,879,000 | 1,890,705 | 1,889,000 | 1,908,000 |
| Parks Capital Imp Fund | 776,494 | 818,898 | 458,000 | 372,000 | 336,955 | 338,000 | 409,000 |
| Golf Course Fund | 530,512 | 198,464 | - | - | - | - | - |
| Total Parks | 7,706,164 | 7,753,874 | 8,309,959 | 7,025,000 | 6,874,937 | 6,936,000 | 7,377,444 |
| Grand total | 73,614,319 | 78,291,652 | 86,576,988 | 90,384,982 | 92,111,989 | 81,578,000 | 91,775,514 |

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget |
|-------------------|-------------------|-------------------|-------------------|-------------------|
| 13,341,000 | 13,526,000 | 14,021,000 | 14,543,000 | 15,073,000 |
| 221,000 | 221,000 | 221,000 | 221,000 | 221,000 |
| 5,813,790 | 5,422,790 | 4,689,790 | 4,898,790 | 5,935,560 |
| 670,690 | 221,940 | 223,320 | 229,085 | 235,265 |
| 2,066,300 | 1,633,300 | 3,172,300 | 2,578,300 | 2,051,300 |
| 1,539,500 | 1,515,500 | 1,729,500 | 1,748,500 | 1,752,500 |
| 10,648,480 | 13,490,880 | 11,293,200 | 9,933,630 | 9,788,560 |
| 10,469,800 | 10,647,212 | 11,151,845 | 11,676,086 | 12,188,095 |
| 12,037,733 | 12,538,040 | 13,229,465 | 13,979,280 | 15,019,180 |
| 10,269,936 | 11,414,286 | 12,377,886 | 13,111,636 | 13,746,336 |
| 5,258,675 | 5,431,675 | 5,632,675 | 5,855,675 | 5,994,675 |
| 803,500 | 852,500 | 929,500 | 1,000,500 | 1,029,500 |
| 2,063,640 | 2,212,640 | 2,402,640 | 2,634,640 | 2,880,640 |
| 692,000 | 708,000 | 724,000 | 740,000 | 756,000 |
| - | - | - | - | - |
| - | - | - | - | - |
| - | - | - | - | - |
| - | - | - | - | - |
| - | - | - | - | - |
| 75,896,044 | 79,835,763 | 81,798,121 | 83,150,122 | 86,671,611 |
| 4,901,000 | 4,967,000 | 5,177,000 | 5,278,000 | 5,189,000 |
| 151,000 | 62,000 | 28,000 | 9,000 | - |
| 375,000 | 465,000 | 555,000 | 645,000 | 735,000 |
| 5,427,000 | 5,494,000 | 5,760,000 | 5,932,000 | 5,924,000 |
| 81,323,044 | 85,329,763 | 87,558,121 | 89,082,122 | 92,595,611 |



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 resources. Taxes represent 55 percent of the proposed revenues, with current property taxes and electrical utility users tax each comprising 19 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 \$1.47170 with revenues increasing \$204,000 over budget 2002 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 12.6% over the present budget by excluding half of the purchased power cost related increases 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 stabilize in the following years after settlement with Qwest.

Water Occupation Tax. The Water Occupation Tax is equal to 5 percent of water revenues. Water revenues are expected to restore to more normal level after last year's shortage and conservation. Water sales will return to a 3% per year increase in 2004.

Hotel-Motel Tax. Included in this document is a 0.3% increase in the total Hotel-Motel Tax over the present budget. Hotel-Motel Tax collections are projected to be flat for next year and then resume increases similar to prior years.

Building Permits. The present year actual is above budget. Increased building fees are being considered and have been budgeted accordingly. Building activity is expected exceed 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 2003 budget generates an additional \$10,000 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 \$1.47 City, \$2.09 Parks, \$3.56 combined. (Total authorized is \$4.29). * Parks anticipates \$.21 increase over long-term.
- Electric Utility Users Tax and Utility Franchise revenue will increase an average of 1.5% in addition to applicable rate increases.
- Natural gas franchise revenue will increase 3% on average.
- Telephone Franchise revenue will increase 3% on average.
- Water franchise revenue will increase an average of 3% above applicable rate increases after 2003.
- Wastewater franchise revenue will increase 3% on average.
- Transit occupancy revenue will increase 3% on average.
- Planning fees will increase to provide approximately 40% of Planning Department related costs.
- Building permits and fees will provide approximately 3.6% on average.
- Intergovernmental revenues will grow at 3% on average.
- Court fees will grow at 3% on average.
- Ambulance revenues will grow at 6% per year.
- The City will comply with Federal and State requirements.

general fund resources

GENERAL FUND

| Description | 2000 | 2001 | 2002 | 2003 | 2003 |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Actual | Adopted | Baseline | Adopted |
| 400 Working Capital Carryover | \$ 1,480,892 | \$ 1,888,103 | \$ 1,880,000 | \$ 1,478,000 | \$ 1,825,000 |
| Taxes | | | | | |
| Property Taxes | | | | | |
| Current | 1,618,842 | 1,729,211 | 1,776,000 | - | 1,980,000 |
| Prior | 93,285 | 91,855 | 114,000 | - | 181,000 |
| Electric Utility User Tax | 1,594,163 | 1,648,327 | 1,843,000 | - | 2,075,000 |
| Franchises | 1,260,068 | 1,385,299 | 1,848,000 | - | 1,747,300 |
| Hotel/Motel Tax | 934,314 | 1,039,121 | 1,159,000 | - | 1,163,000 |
| 410 Total Taxes | 5,500,671 | 5,893,813 | 6,740,000 | 7,614,000 | 7,146,300 |
| Licenses and Permits | | | | | |
| License | 148,294 | 145,331 | 160,000 | - | 168,000 |
| Planning and Zoning Fees | 58,787 | 138,524 | 300,000 | - | 334,000 |
| Building Permits | 573,628 | 581,164 | 629,000 | - | 701,100 |
| 420 Total Licenses and Permits | 780,708 | 865,019 | 1,089,000 | 1,076,000 | 1,203,100 |
| Intergovernmental Revenues | | | | | |
| Federal | 50,599 | 3,256 | 23,000 | - | 384,500 |
| State | 406,922 | 410,215 | 424,000 | - | 439,000 |
| 430 Total Intergovernmental | 457,521 | 413,471 | 447,000 | 453,000 | 823,500 |
| Charges for Services | | | | | |
| Police | 157,389 | 199,754 | 219,000 | - | 201,000 |
| Court | 340,169 | 314,727 | 355,000 | - | 480,000 |
| Fire and Rescue | 524,663 | 789,833 | 824,000 | - | 796,000 |
| Cemetery | 39,417 | 33,837 | 40,000 | - | 45,000 |
| Planning Division Services | 138,924 | 90,543 | 117,000 | - | 129,500 |
| Building Division Services | 2,014 | 14,590 | 1,000 | - | - |
| Rent | 2,243 | 2,091 | 4,000 | - | 900 |
| Parking Utility Fee | 9,549 | - | - | - | - |
| 440 Total Charges for Services | 1,214,368 | 1,445,375 | 1,560,000 | 1,614,000 | 1,652,400 |
| Fines | | | | | |
| Court Fines | 163,949 | 121,919 | 175,000 | - | 108,000 |
| 450 Total Fines | 163,949 | 121,919 | 175,000 | 181,000 | 108,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 117,212 | 176,712 | 103,000 | - | 49,000 |
| 470 Total Interest on Investments | 117,212 | 176,712 | 103,000 | 81,000 | 49,000 |
| Miscellaneous Revenues | | | | | |
| Donations | 4,466 | 5,233 | 5,000 | - | 2,000 |
| Miscellaneous Income | 16,193 | 35,071 | 10,000 | - | - |
| Notes Receivable Payments | 48,972 | 48,972 | 50,000 | - | 49,000 |
| 480 Total Miscellaneous Revenues | 69,631 | 89,276 | 65,000 | 65,000 | 51,000 |

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|
| Other Financing Sources | | | | | |
| Operating Transfers In | | | | | |
| From Capital Improvements | - | - | 30,000 | - | 30,000 |
| From Debt Service Fund | 40,000 | 40,000 | 40,000 | - | 40,000 |
| From Cemetery Trust | 25,929 | 43,000 | 41,000 | - | 41,000 |
| From Ambulance Fund | 342,279 | - | - | - | - |
| 490 Total Other Financing Sources | 408,208 | 83,000 | 111,000 | 79,000 | 111,000 |
| | | | | | |
| Total General Fund | \$ 10,193,161 | \$ 10,976,688 | \$ 12,170,000 | \$ 12,641,000 | \$ 12,969,300 |

general fund long-term plan

| GENERAL FUND #110 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------|------------------|------------------|-------------------|------------------|-------------------|-------------------|
| Revenues | | | | | | | |
| Taxes | 5,350,032 | 5,500,672 | 5,893,813 | 6,740,000 | 6,331,872 | 7,614,000 | 7,146,300 |
| Licenses and Permits | 735,657 | 780,709 | 865,019 | 1,089,000 | 1,186,432 | 1,076,000 | 1,203,100 |
| Intergovernmental Revenue | 435,978 | 457,521 | 413,471 | 447,000 | 387,615 | 453,000 | 823,500 |
| Charges for Services | 604,496 | 1,214,368 | 1,445,375 | 1,560,000 | 1,454,782 | 1,614,000 | 1,652,400 |
| Court Fines and Forfeitures | 163,872 | 163,949 | 121,919 | 175,000 | 131,727 | 181,000 | 108,000 |
| Interest on Investments | 89,440 | 117,212 | 176,712 | 103,000 | 61,860 | 81,000 | 49,000 |
| Miscellaneous Revenues | 84,586 | 69,631 | 89,276 | 65,000 | 61,515 | 65,000 | 51,000 |
| Operating Transfers In | 414,669 | 408,208 | 83,000 | 111,000 | 6,846 | 79,000 | 111,000 |
| Total Revenues | 7,878,730 | 8,712,270 | 9,088,585 | 10,290,000 | 9,622,649 | 11,163,000 | 11,144,300 |
| Expenditures | | | | | | | |
| Administrative Services | | 94,054 | 87,825 | 444,000 | 91,300 | 460,000 | 94,000 |
| Band | 48,585 | 52,326 | 46,112 | 59,920 | 50,280 | 62,000 | 59,225 |
| Social Services Grant | 86,305 | 89,145 | 94,595 | 100,325 | 98,690 | 111,000 | 111,000 |
| Economic and Cultural Grants | 256,000 | 288,714 | 372,455 | 384,000 | 384,000 | 406,000 | 388,000 |
| Miscellaneous | 102,713 | 7,384 | 6,247 | 8,000 | 7,000 | 8,000 | 8,000 |
| Debt Service | 75,102 | - | - | - | - | - | - |
| Municipal Court | 206,467 | 210,265 | 216,467 | 261,468 | 239,800 | 271,000 | 271,300 |
| Police | 3,290,055 | 3,281,375 | 3,409,015 | 4,105,250 | 3,700,000 | 4,307,000 | 4,244,566 |
| Fire | 2,125,865 | 2,882,604 | 3,198,046 | 3,516,400 | 3,315,000 | 3,752,000 | 4,056,845 |
| Public Works | | 10,776 | - | 4,500 | - | 5,000 | - |
| Cemetery | 238,274 | 229,531 | 272,571 | 302,700 | 260,000 | 307,000 | 302,350 |
| Planning Division | 571,563 | 616,763 | 655,200 | 764,284 | 667,000 | 745,000 | 858,900 |
| Building Division | 428,006 | 443,743 | 568,429 | 629,455 | 644,000 | 609,000 | 692,100 |
| Senior Program | 116,595 | 97,879 | 86,931 | 110,350 | 104,700 | 112,000 | 108,200 |
| Operating Transfers Out | 500 | 500 | 500 | 1,000 | 200,500 | 1,000 | 201,000 |
| Operating Contingency | | | | 399,000 | - | 335,000 | 335,000 |
| Total Expenditures | 7,546,030 | 8,305,059 | 9,014,393 | 11,090,652 | 9,762,270 | 11,491,000 | 11,730,486 |
| Excess (Deficiency) of Revenues over Expenditures | 332,700 | 407,211 | 74,192 | (800,652) | (139,621) | (328,000) | (586,186) |
| Working Capital Carryover | 1,148,195 | 1,480,892 | 1,888,103 | 1,880,000 | 1,962,295 | 1,478,000 | 1,825,000 |
| Ending Fund Balance | 1,480,895 | 1,888,103 | 1,962,295 | 1,079,348 | 1,822,674 | 1,150,000 | 1,238,814 |
| Fund Balance Policy Requirement | 788,000 | 871,000 | 909,000 | 1,029,000 | 962,000 | 1,116,000 | 1,114,000 |
| Fund Balance and Contingency | 1,480,895 | 1,888,103 | 1,962,295 | 1,478,348 | 1,822,674 | 1,485,000 | 1,573,814 |
| Excess (deficiency) | 692,895 | 1,017,103 | 1,053,295 | 449,348 | 860,674 | 369,000 | 459,814 |

general fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|-------------------|-------------------|-------------------|-------------------|-------------------|---|---------|
| 7,643,000 | 7,894,000 | 8,362,000 | 8,673,000 | 8,992,000 | Potential property tax increase of 8% in FY 2006. | |
| 1,345,000 | 1,391,000 | 1,438,000 | 1,487,000 | 1,538,000 | | |
| 836,000 | 848,000 | 860,000 | 873,000 | 886,000 | | |
| 1,710,000 | 1,769,000 | 1,831,000 | 1,895,000 | 1,960,000 | | |
| 112,000 | 116,000 | 120,000 | 124,000 | 128,000 | | 103.50% |
| 47,000 | 42,000 | 39,000 | 41,000 | 44,000 | | 103.00% |
| 51,000 | 51,000 | 51,000 | 51,000 | 51,000 | | |
| 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | | |
| 11,767,000 | 12,134,000 | 12,724,000 | 13,167,000 | 13,622,000 | | |

| | | | | | | |
|-------------------|-------------------|-------------------|-------------------|-------------------|----------------------------------|---------|
| 97,000 | 100,000 | 104,000 | 108,000 | 112,000 | | 103.50% |
| 61,000 | 63,000 | 65,000 | 67,000 | 69,000 | | 103.00% |
| 105,000 | 115,000 | 109,000 | 120,000 | 113,000 | Calculated | |
| 399,000 | 411,000 | 424,000 | 436,000 | 449,000 | Calculated 33.34% of Hotel Tax | |
| 8,000 | 8,000 | 8,000 | 8,000 | 8,000 | | 103.00% |
| - | - | - | - | - | | |
| 281,000 | 291,000 | 301,000 | 312,000 | 323,000 | | 103.50% |
| 4,445,000 | 4,666,000 | 4,829,000 | 4,998,000 | 5,173,000 | Add CSO in 2004, Officer in 2005 | 103.50% |
| 4,322,000 | 4,473,000 | 4,630,000 | 4,792,000 | 4,960,000 | Add Division Chief in 2004 | 103.50% |
| - | - | - | - | - | | |
| 313,000 | 324,000 | 335,000 | 347,000 | 359,000 | | 103.50% |
| 889,000 | 920,000 | 952,000 | 985,000 | 1,019,000 | | 103.50% |
| 716,000 | 741,000 | 767,000 | 794,000 | 822,000 | | 103.50% |
| 112,000 | 116,000 | 120,000 | 124,000 | 128,000 | | 103.50% |
| 201,000 | 1,000 | 1,000 | 1,000 | 1,000 | \$1000 Per charter | |
| 353,000 | 364,000 | 382,000 | 395,000 | 409,000 | | |
| 12,302,000 | 12,593,000 | 13,027,000 | 13,487,000 | 13,945,000 | | |

| | | | | | | |
|------------------|----------------|----------------|------------------|------------------|---------------------------------|--|
| (535,000) | (459,000) | (303,000) | (320,000) | (323,000) | | |
| 1,574,000 | 1,392,000 | 1,297,000 | 1,376,000 | 1,451,000 | Assumes contingency is not used | |
| 1,039,000 | 933,000 | 994,000 | 1,056,000 | 1,128,000 | | |

| | | | | | | |
|-----------|-----------|-----------|-----------|-----------|--|--|
| 1,177,000 | 1,213,000 | 1,272,000 | 1,317,000 | 1,362,000 | | |
| 1,392,000 | 1,297,000 | 1,376,000 | 1,451,000 | 1,537,000 | | |
| 215,000 | 84,000 | 104,000 | 134,000 | 175,000 | | |

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 eighth 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 \$221,000. 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.

Past grants have included the purchase of a site for the Interfaith Care Community of Ashland (ICCA) to operate a homeless resource center, the Jackson County Housing Authority for rehabilitation and repair of homes of qualifying families, Community Works for the Ashland Family Resource Center, and ACCESS, Inc. for a weatherization program for homes of qualifying families.

New this year is a greater focus on a limited number of programs for greater impact. The Budget Committee will approve the budget and set the appropriation level while another group, empowered by city council, will evaluate proposed programs and develop recommended actions.

Long-Term Assumptions

The Community Development Block Grant is expected to remain constant.

Fund Balance

There is no fund balance policy.

community development block grant fund resources

COMMUNITY DEVELOPMENT BLOCK FUND

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|---|-------------------|------------------|-------------------|-------------------|-------------------|
| 400 Working Capital Carryover | \$ 2 | \$ 3,744 | \$ - | \$ - | \$ - |
| Intergovernmental Revenues | | | | | |
| Federal: | 184,522 | 16,659 | 511,043 | 221,000 | 500,000 |
| 430 Total Intergovernmental | 184,522 | 16,659 | 511,043 | 221,000 | 500,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 32 | - | - | - | - |
| 470 Total Interest on Investments | 32 | - | - | - | - |
| Total Community Development Block Grant Fund | \$ 184,557 | \$ 20,403 | \$ 511,043 | \$ 221,000 | \$ 500,000 |

community development block grant long-term plan

| COMMUNITY DEVELOPMENT BLOCK GRANT FUND #250 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Intergovernmental Revenue | 491,708 | 184,522 | 16,659 | 511,043 | 512,969 | 221,000 | 500,000 |
| Interest on Investments | - | 32 | - | - | - | - | - |
| Total Revenues | 491,708 | 184,554 | 16,659 | 511,043 | 512,969 | 221,000 | 500,000 |
| Expenditures | | | | | | | |
| Personal Services | 42,994 | 40,813 | 40,393 | 43,800 | 43,770 | 44,000 | 41,100 |
| Materials and Services | 452,713 | 140,000 | 122,473 | 467,243 | 326,058 | 177,000 | 458,900 |
| Capital Outlay | - | - | - | - | - | - | - |
| Total Expenditures | 495,707 | 180,813 | 162,866 | 511,043 | 369,828 | 221,000 | 500,000 |
| Excess (Deficiency) of Revenues over Expenditures | (3,998) | 3,741 | (146,207) | - | 143,141 | - | - |
| Working Capital Carryover | 4,001 | 3 | 3,744 | - | (142,463) | - | - |
| Ending Fund Balance | 3 | 3,744 | (142,463) | - | 678 | - | - |

community development block grant long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 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 approximately \$39.75 per capita, a decrease of \$1.09 over the prior year. 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, 2003.
- May require debt financing on future large projects.

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 resources

| Description | STREET FUND | | | | |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| 400 Working Capital Carryover | \$ 218,663 | \$ 1,176,078 | \$ 1,698,000 | \$ 1,497,000 | \$ 2,645,050 |
| Taxes | | | | | |
| Franchises: | 334,028 | 335,426 | 434,000 | - | 448,000 |
| 410 Total Taxes | 334,028 | 335,426 | 434,000 | 441,000 | 448,000 |
| Intergovernmental Revenues | | | | | |
| Federal: | 7,510 | - | - | - | - |
| State: | 872,497 | 1,038,237 | 847,000 | - | 3,085,400 |
| County and Other: | 36,000 | - | 388,000 | - | - |
| 430 Total Intergovernmental | 916,007 | 1,038,237 | 1,235,000 | 2,152,000 | 3,085,400 |
| Charges for Services | | | | | |
| Public Works Services | 53,643 | 32,498 | - | - | - |
| System Development Charges: | 384,968 | 443,034 | 560,000 | - | 579,000 |
| Sales: | - | - | - | - | - |
| Storm Drain Utility | 246,330 | 251,409 | 232,000 | - | 260,000 |
| Transportation Utility Fee | 734,003 | 745,080 | 781,000 | - | 814,000 |
| 440 Total Charges for Services | 1,418,945 | 1,472,021 | 1,573,000 | 1,669,000 | 1,653,000 |
| Assessments and Consortiums | | | | | |
| Developer Co-involvement | - | - | 90,900 | - | 90,000 |
| 460 Total Assessments and Consortiums | - | - | 90,900 | - | 90,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 18,342 | 106,116 | 93,000 | - | 72,000 |
| Interest on Proprietary | 1,944 | 1,485 | - | - | - |
| 470 Total Interest on Investments | 20,287 | 107,601 | 93,000 | 82,000 | 72,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | (11,750) | 326 | 31,000 | - | - |
| 480 Total Miscellaneous Revenues | (11,750) | 326 | 31,000 | 32,000 | - |
| Other Financing Sources | | | | | |
| Operating Transfers In: | | | | | |
| From Capital Improvements Fund | - | - | 364,000 | - | - |
| 490 Total Other Financing Sources | - | - | 364,000 | 228,000 | - |
| Total Street Fund | \$ 2,896,179 | \$ 4,129,689 | \$ 5,518,900 | \$ 6,101,000 | \$ 7,993,450 |

street fund long-term plan

| STREET FUND #260 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Taxes | 337,164 | 334,027 | 335,426 | 334,000 | 447,357 | 339,000 | 448,000 |
| Increase in Electric Franchise Tax | | | | 100,000 | | 102,000 | |
| Intergovernmental Revenue | 918,952 | 916,007 | 845,721 | 847,000 | 698,210 | 853,000 | 795,000 |
| Intergovernmental Revenue Grants | - | - | 192,516 | 388,000 | - | 1,299,000 | 975,400 |
| Charges for Services | 688,931 | 1,418,945 | 1,028,986 | 1,013,000 | 1,014,491 | 1,028,000 | 1,074,000 |
| Rate Increase TUF, Storm Dr | - | - | - | - | - | 62,000 | - |
| Jurisdictional exchange | - | - | - | - | - | - | 1,315,000 |
| Charges for services SDC | 182,652 | - | 443,034 | 560,000 | 545,735 | 579,000 | 579,000 |
| Assessment Revenues | - | - | - | 90,900 | 100,161 | - | 90,000 |
| Interest on Investments | 10,815 | 20,287 | 107,601 | 93,000 | 73,057 | 82,000 | 72,000 |
| Miscellaneous Revenues | 6,538 | - | 326 | 31,000 | 20,374 | 32,000 | - |
| Operating Transfers In | - | - | - | 364,000 | 360,908 | 228,000 | - |
| Total Revenues | 2,145,052 | 2,689,266 | 2,953,610 | 3,820,900 | 3,260,293 | 4,604,000 | 5,348,400 |
| Expenditures | | | | | | | |
| Street Operations | 1,935,734 | 1,048,355 | 1,410,445 | 2,588,217 | 1,771,000 | 3,075,000 | 4,602,010 |
| Storm Water Operations | 386,874 | 525,098 | 498,899 | 819,191 | 809,300 | 897,000 | 1,021,850 |
| Storm Drains - SDC | - | 6,493 | 11,402 | 236,400 | 70,000 | 81,000 | 267,900 |
| Transportation - SDC | - | 4,508 | 3,274 | 375,200 | 125,000 | 486,000 | 171,900 |
| Transportation - LID | - | - | - | - | - | - | 45,000 |
| Debt Service | 2,576 | 2,397 | 1,131 | 2,500 | - | - | - |
| Operating Transfers Out | 80,000 | 145,000 | 44,480 | - | - | - | - |
| Operating Contingency | - | - | - | 120,000 | - | 120,000 | 120,000 |
| Total Expenditures | 2,405,184 | 1,731,851 | 1,969,631 | 4,141,508 | 2,775,300 | 4,659,000 | 6,228,660 |
| Excess (Deficiency) of Revenues over Expenditures | (260,132) | 957,415 | 983,979 | (320,608) | 484,993 | (55,000) | (880,260) |
| Working Capital Carryover | 478,795 | 218,663 | 1,176,078 | 1,698,000 | 2,160,057 | 1,497,000 | 2,645,050 |
| Ending Fund Balance | 218,663 | 1,176,078 | 2,160,057 | 1,377,392 | 2,645,050 | 1,442,000 | 1,764,790 |
| SDC Transportation Balance | 10,744 | 366,434 | 745,925 | 764,890 | 721,190 | 749,239 | 1,177,949 |
| SDC Storm Balance | 195,855 | 282,750 | 333,859 | 268,194 | 361,594 | 514,085 | 295,387 |
| Operations Fund Balance | 12,064 | 526,894 | 1,080,273 | 344,308 | 1,562,266 | 178,676 | 291,454 |
| Total Fund Balance | 218,663 | 1,176,078 | 2,160,057 | 1,377,392 | 2,645,050 | 1,442,000 | 1,764,790 |
| Fund Balance Policy Requirement | 196,000 | 230,000 | 243,000 | 343,000 | 237,000 | 403,000 | 477,000 |
| Excess (deficiency) | (183,936) | 296,894 | 837,273 | 1,308 | 1,325,266 | (433,784) | (185,546) |

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|---------------------------------|---------|
| 410,000 | 430,000 | 440,000 | 450,000 | 460,000 | | 101.50% |
| - | - | - | - | - | | 101.50% |
| 866,000 | 879,000 | 892,000 | 905,000 | 905,000 | | 101.50% |
| 462,000 | 466,000 | 624,000 | 187,000 | 187,000 | | |
| 1,090,000 | 1,106,000 | 1,123,000 | 1,140,000 | 1,157,000 | | 101.50% |
| 62,000 | 63,000 | 64,000 | 65,000 | 66,000 | 6% in 2004 | 101.50% |
| - | 67,000 | 68,000 | 69,000 | 70,000 | 6% in 2005 | 101.50% |
| 599,000 | 620,000 | 642,000 | 664,000 | 686,770 | | 103.50% |
| 350,000 | 260,000 | 513,000 | 212,000 | 212,000 | Calculated for projects | |
| 57,000 | 44,000 | 8,000 | 34,000 | 63,000 | | 103.00% |
| 33,000 | 34,000 | 35,000 | 36,000 | 36,000 | | |
| - | - | - | - | - | | |
| 3,929,000 | 3,969,000 | 4,409,000 | 3,762,000 | 3,842,770 | | |
| 2,921,000 | 3,654,000 | 2,628,000 | 1,859,000 | 1,859,000 | Calculated for projects | |
| 936,000 | 800,000 | 820,000 | 842,000 | 842,000 | Calculated for projects | |
| 86,000 | 47,000 | 47,000 | 47,000 | 47,000 | | |
| 362,000 | 581,000 | 58,000 | 58,000 | 58,000 | | |
| 55,000 | 60,000 | - | - | - | | |
| - | - | - | - | - | | |
| 120,000 | 120,000 | 120,000 | 120,000 | 120,000 | 3% of Annual rev | |
| 4,480,000 | 5,262,000 | 3,673,000 | 2,926,000 | 2,926,000 | | |
| (551,000) | (1,293,000) | 736,000 | 836,000 | 916,770 | | |
| 1,884,790 | 1,453,790 | 280,790 | 1,136,790 | 2,092,790 | Assumes contingency is not used | |
| 1,333,790 | 160,790 | 1,016,790 | 1,972,790 | 3,009,560 | | |
| 1,028,190 | 928,190 | 1,422,190 | 1,422,190 | 1,422,190 | | |
| 621,594 | 744,594 | 879,594 | 879,594 | 879,594 | | |
| (315,994) | (1,511,994) | (1,284,994) | (328,994) | 707,776 | | |
| 1,333,790 | 160,790 | 1,016,790 | 1,972,790 | 3,009,560 | | |
| 333,000 | 335,000 | 377,000 | 310,000 | 316,000 | | |
| (648,994) | (1,846,994) | (1,661,994) | (638,994) | 391,776 | | |

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 FAA grants for improvements to the airport of \$160,000. The soft match of \$15,000 will come from the Public Works Central Services Fund.

Rental Income. The 2003 budget calls for an increase in lease and rental fees of 5% in 2003, 2005 and 2007, plus additional miscellaneous income to generate the necessary revenues for operations.

Long-Term Assumptions

- Rental rates or new revenues will increase by 5% in 2003.
- Rental rates will increase in 2005 and 2007 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 cannot be maintained without additional revenues.

| Description | AIRPORT FUND | | | | |
|-----------------------------------|------------------|------------------|-------------------|-------------------|-------------------|
| | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| 400 Working Capital Carryover | \$ 32,771 | \$ 16,844 | \$ 19,000 | \$ 11,000 | \$ 14,640 |
| Intergovernmental Revenues | | | | | |
| Federal: | - | - | 315,000 | - | 145,000 |
| 430 Total Intergovernmental | - | - | 315,000 | 180,000 | 145,000 |
| Charges for Services | | | | | |
| Rent: | 58,494 | 64,065 | 73,000 | - | 69,825 |
| 440 Total Charges for Services | 58,494 | 64,065 | 73,000 | 86,000 | 69,825 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 1,073 | 1,223 | 1,000 | - | 500 |
| 470 Total Interest on Investments | 1,073 | 1,223 | 1,000 | - | 500 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | - | 2,000 | - | - | 3,325 |
| 480 Total Miscellaneous Revenues | - | 2,000 | - | - | 3,325 |
| Other Financing Sources | | | | | |
| 490 Total Other Financing Sources | - | - | - | - | - |
| Total Airport Fund | \$ 92,338 | \$ 84,132 | \$ 408,000 | \$ 277,000 | \$ 233,290 |

airport fund long-term plan

| AIRPORT FUND #280 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|----------------|----------------|----------------|----------------|------------------|------------------|-----------------|
| Revenues | | | | | | | |
| Intergovernmental Revenue | - | - | - | 315,000 | - | 180,000 | 145,000 |
| Charges for Services | 60,037 | 58,494 | 64,065 | 69,000 | 66,510 | 81,000 | 66,500 |
| Rate Increase | - | - | - | 4,000 | - | 5,000 | 3,325 |
| Interest on Investments | 1,425 | 1,074 | 1,223 | - | 210 | - | 500 |
| Miscellaneous | - | - | 2,000 | 1,000 | 6,233 | - | 3,325 |
| Total Revenues | 61,462 | 59,568 | 67,288 | 389,000 | 72,953 | 266,000 | 218,650 |
| Expenditures | | | | | | | |
| Personal Services | - | - | - | 1,000 | - | 1,000 | - |
| Materials and Services | 75,548 | 69,024 | 67,804 | 79,000 | 75,157 | 82,000 | 77,150 |
| Capital Outlay | - | 1,023 | 4,932 | 350,000 | - | 200,000 | 160,000 |
| Capital soft match | - | - | - | (35,000) | - | (20,000) | (15,000) |
| Operating Contingency | - | - | - | 5,000 | - | 5,000 | 5,000 |
| Total Expenditures | 75,548 | 70,047 | 72,736 | 400,000 | 75,157 | 268,000 | 227,150 |
| Excess (Deficiency) of Revenues over Expenditures | (14,086) | (10,479) | (5,448) | (11,000) | (2,204) | (2,000) | (8,500) |
| Working Capital Carryover | 46,857 | 32,771 | 22,292 | 19,000 | 16,844 | 13,000 | 14,640 |
| Ending Fund Balance | 32,771 | 22,292 | 16,844 | 8,000 | 14,640 | 11,000 | 6,140 |
| Fund Balance Policy Requirement | 10,000 | 10,000 | 11,000 | 62,000 | 12,000 | 43,000 | 35,000 |
| Excess (deficiency) | 36,857 | 12,292 | 5,844 | (54,000) | 2,640 | (32,000) | (28,860) |

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|----------------|----------------|----------------|----------------|----------------|--------------------------------|----------|
| 585,000 | 135,000 | 135,000 | 135,000 | 135,000 | | |
| 68,000 | 70,000 | 72,000 | 74,000 | 76,000 | | 103.000% |
| 3,400 | 7,175 | 7,380 | 11,665 | 11,980 | 5% in 2003, 2005, 2007 | |
| 150 | 75 | | 100 | 200 | | |
| 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | | |
| 659,550 | 215,250 | 217,380 | 223,765 | 226,180 | | |
| 79,000 | 81,000 | 83,000 | 85,000 | 88,000 | | 103.000% |
| 650,000 | 150,000 | 150,000 | 150,000 | 150,000 | Soft Match in Central Services | |
| (65,000) | (15,000) | (15,000) | (15,000) | (15,000) | | |
| 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | | |
| 669,000 | 221,000 | 223,000 | 225,000 | 228,000 | | |
| (9,450) | (5,750) | (5,620) | (1,235) | (1,820) | | |
| 11,140 | 6,690 | 5,940 | 5,320 | 9,085 | | |
| 1,690 | 940 | 320 | 4,085 | 7,265 | | |
| 106,000 | 34,000 | 35,000 | 36,000 | 36,000 | | |
| (104,310) | (33,060) | (34,680) | (31,915) | (28,735) | | |

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 (\$327,000) is dedicated to purchasing park and open space properties. The other 4% of the tax are dedicated to the Wastewater Treatment Plant upgrade and are shown in the Wastewater Fund. The current year is consistent with FY02 then returns to stable growth.

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.

Long-Term Assumptions

- Food and Beverage Taxes will increase at 5% annually
- System Development Charges will grow at 3%
- Upgrade to the Hillah and library will be completed in 2003.
- Construction of Fire station one will cost \$2.65 million with remaining budget of \$730,000 in 2004.
- Opens Space land acquisition of \$224,000
- Local improvement district construction \$112,000

Fund Balance

There is no fund balance policy for this fund.

capital improvements plan fund resources

| Description | CAPITAL IMPROVEMENTS FUND | | | | |
|--|---------------------------|----------------------|----------------------|---------------------|---------------------|
| | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| 400 Working Capital Carryover | \$ 539,004 | \$ 3,600,676 | \$ 8,111,000 | \$ 1,782,000 | \$ 4,300,000 |
| Taxes | | | | | |
| Franchises: | 19,130 | 19,130 | 20,000 | - | 36,000 |
| Food and Beverage Tax | 287,954 | 307,179 | 300,000 | - | 327,000 |
| 410 Total Taxes | 307,084 | 326,309 | 320,000 | 311,000 | 363,000 |
| Intergovernmental Revenues | | | | | |
| Federal: | 100,000 | - | - | - | - |
| State: | - | - | 600,000 | - | - |
| Local: | - | 5,236,000 | - | - | - |
| 430 Total Intergovernmental | 100,000 | 5,236,000 | 600,000 | - | - |
| Charges for Services | | | | | |
| Rent: | 6,600 | 6,600 | - | - | - |
| System Development Charges: | 298,718 | 201,122 | 242,000 | - | 251,000 |
| Use of Facilities Fee | 65,000 | 105,000 | 127,000 | - | 144,000 |
| 440 Total Charges for Services | 370,318 | 312,722 | 369,000 | 251,000 | 395,000 |
| Assessments | | | | | |
| Unbonded Assessments: | 137,611 | 88,973 | 20,000 | - | - |
| 460 Total Assessment Payments | 137,611 | 88,973 | 20,000 | - | - |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 18,895 | 515,103 | 257,000 | - | 141,000 |
| 470 Total Interest on Investments | 18,895 | 515,103 | 257,000 | 77,000 | 141,000 |
| Miscellaneous Revenues | | | | | |
| Donations: | 12,732 | 43,966 | - | - | - |
| Loan Proceeds: | 16,987 | 15,620 | 20,000 | - | 15,000 |
| Miscellaneous Income | 132 | 4,709 | - | - | - |
| Notes Receivable Payments | 7,250 | - | 8,000 | - | 7,300 |
| 480 Total Miscellaneous Revenues | 37,101 | 64,295 | 28,000 | - | 22,300 |
| Other Financing Sources | | | | | |
| Proceeds from Debt Issuance | 3,140,000 | 25,012 | 1,266,000 | 1,600,000 | - |
| Operating Transfers In: | - | - | - | - | - |
| From Street Fund | 145,000 | 44,480 | - | - | - |
| From Parks and Recreation | - | - | 50,000 | 50,000 | - |
| 490 Total Other Financing Sources | 3,285,000 | 69,492 | 1,316,000 | 1,650,000 | - |
| Total Capital Improvements Fund | \$ 4,795,012 | \$ 10,213,570 | \$ 11,021,000 | \$ 4,071,000 | \$ 5,221,300 |

capital improvements plan fund long-term plan

| CAPITAL IMPROVEMENTS FUND #410 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|---|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Taxes | 280,830 | 307,084 | 326,309 | 320,000 | 447,717 | 311,000 | 363,000 |
| Intergovernmental Revenues | - | 100,000 | 5,236,000 | 600,000 | 600,000 | - | - |
| Charges for Services | 295,446 | 370,318 | 312,722 | 369,000 | 347,710 | 251,000 | 395,000 |
| Assessment Payments | 206,209 | 137,611 | 88,973 | 20,000 | - | - | - |
| Interest on Investments | 29,987 | 18,895 | 515,103 | 257,000 | 265,060 | 77,000 | 141,000 |
| Miscellaneous Revenues | 28,457 | 37,101 | 64,294 | 28,000 | 39,029 | - | 22,300 |
| Other Financing Sources | - | 3,140,000 | 25,012 | 1,266,000 | 1,500,000 | 1,600,000 | - |
| Operating Transfers In | 763,000 | 145,000 | 44,480 | 50,000 | - | 50,000 | - |
| Total Revenues | 1,603,929 | 4,256,009 | 6,612,893 | 2,910,000 | 3,199,516 | 2,289,000 | 921,300 |
| Expenditures | | | | | | | |
| Personal Services | - | - | - | 1,000 | - | 1,000 | 1,000 |
| Materials and Services | 78,302 | 34,065 | 41,333 | 43,000 | 43,000 | 43,000 | 41,000 |
| Capital Outlay | 1,655,986 | 938,272 | 1,256,388 | 8,533,000 | 6,854,000 | 2,663,000 | 3,470,000 |
| Operating Transfers to General Fund | - | - | - | 30,000 | 30,000 | - | - |
| Operating Transfers Out | 266,000 | 222,000 | 214,000 | 268,000 | 688,908 | 241,000 | 459,000 |
| Operating Transfers to Street | - | - | - | 364,000 | - | 228,000 | - |
| Operating Contingency | - | - | - | - | - | - | 100,000 |
| Total Expenditures | 2,000,288 | 1,194,337 | 1,511,721 | 9,239,000 | 7,615,908 | 3,176,000 | 4,071,000 |
| Excess (Deficiency) of Revenues over Expenditures | (396,359) | 3,061,672 | 5,101,172 | (6,329,000) | (4,416,392) | (887,000) | (3,149,700) |
| Working Capital Carryover | 935,363 | 539,004 | 3,600,676 | 8,111,000 | 8,701,848 | 1,782,000 | 4,300,000 |
| Ending Fund Balance | 539,004 | 3,600,676 | 8,701,848 | 1,782,000 | 4,285,456 | 895,000 | 1,150,300 |

No Fund Balance required

capital improvements plan fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|------------------|----------------|------------------|------------------|------------------|------------------------|----------|
| 374,000 | 385,000 | 397,000 | 409,000 | 421,000 | Food tax ends Dec 2010 | 103.000% |
| - | - | - | - | - | | |
| 407,000 | 419,000 | 432,000 | 445,000 | 458,000 | | 103.000% |
| - | - | - | - | - | | |
| 35,000 | 23,000 | 26,000 | 49,000 | 33,000 | | |
| - | - | - | - | - | | |
| - | - | 1,429,000 | - | - | | |
| - | - | - | - | - | | |
| 816,000 | 827,000 | 2,284,000 | 903,000 | 912,000 | | |
| 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | | |
| 43,000 | 43,000 | 43,000 | 43,000 | 43,000 | | |
| 975,000 | 495,000 | 1,265,000 | 1,215,000 | 215,000 | | |
| - | - | - | - | - | | |
| 241,000 | 206,000 | 188,000 | 180,000 | 180,000 | | |
| - | - | - | - | - | | |
| 40,000 | 25,000 | 45,000 | 45,000 | 15,000 | | |
| 1,300,000 | 770,000 | 1,542,000 | 1,484,000 | 454,000 | | |
| (484,000) | 57,000 | 742,000 | (581,000) | 458,000 | | |
| 1,250,300 | 806,300 | 888,300 | 1,675,300 | 1,139,300 | | |
| 766,300 | 863,300 | 1,630,300 | 1,094,300 | 1,597,300 | | |

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 | \$ 97,000 |
| 2000 Fire Station Bond issue | <u>280,000</u> |
| Total | \$377,000 |

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

Operating Transfers In. This budget proposes a transfer of up to \$309,000 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 resources

| DEBT SERVICE FUND | | | | | |
|--|-------------------|-------------------|---------------------|---------------------|---------------------|
| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| 400 Total Working Capital Carryover | \$ 103,031 | \$ 225,841 | \$ 258,000 | \$ 201,000 | \$ 472,000 |
| Taxes | | | | | |
| Property Taxes: | | | | | |
| Current | 116,296 | 374,290 | 352,000 | - | 377,000 |
| Prior | 4,106 | 5,134 | 31,000 | - | 25,000 |
| 410 Total Taxes | 120,402 | 379,424 | 383,000 | 372,000 | 402,000 |
| Charges for Services | | | | | |
| Rent: | 33,167 | 42,213 | 36,000 | - | 76,500 |
| 440 Total Charges for Services | 33,167 | 42,213 | 36,000 | 111,000 | 76,500 |
| Assessments | | | | | |
| Principle Assessments: | 121,391 | 75,290 | 107,000 | - | 60,200 |
| Interest Assessments: | - | - | - | - | - |
| 460 Total Assessment Payments | 121,391 | 75,290 | 107,000 | 138,000 | 60,200 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 18,060 | 8,072 | 14,000 | - | 13,000 |
| 470 Total Interest on Investments | 18,060 | 8,072 | 14,000 | 13,000 | 13,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | - | - | - | - | - |
| Notes Receivable Payments | - | - | - | - | 29,300 |
| 480 Total Miscellaneous Revenues | - | - | - | 179,000 | 29,300 |
| 490 Other Financing Sources | | | | | |
| Operating Transfers In: | | | | | |
| From Capital Improvements Fund | 222,000 | 214,000 | 268,000 | - | 309,000 |
| From General Bond Fund | 55,963 | - | - | - | - |
| From Bancroft Bond Fund | 160,823 | - | - | - | - |
| 490 Total Other Financing Sources | 438,786 | 214,000 | 268,000 | 241,000 | 309,000 |
| Total Debt Service Fund | \$ 834,837 | \$ 944,840 | \$ 1,066,000 | \$ 1,255,000 | \$ 1,362,000 |

debt service fund long-term plan

| DEBT SERVICE FUND #530 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2002 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Taxes | 216,524 | 120,402 | 379,424 | 383,000 | 594,912 | 372,000 | 402,000 |
| Charges for Services | 36,183 | 33,167 | 42,213 | 36,000 | 59,500 | 36,000 | 36,500 |
| Assessment Payments | 298,554 | 121,391 | 75,290 | 107,000 | 55,803 | 138,000 | 60,200 |
| Interest on Investments | 39,468 | 18,060 | 8,072 | 14,000 | 8,000 | 13,000 | 13,000 |
| Miscellaneous Revenues | 25,115 | - | - | - | - | 179,000 | 29,300 |
| Additional Parking Related fees | - | - | - | - | 1,243 | 75,000 | 40,000 |
| Operating Transfers In | 521,000 | 222,000 | 214,000 | 268,000 | 459,429 | 241,000 | 309,000 |
| Total Revenues | 1,136,844 | 515,020 | 718,999 | 808,000 | 1,178,887 | 1,054,000 | 890,000 |
| Expenditures | | | | | | | |
| Bancroft | 163,833 | 97,868 | 113,806 | 107,000 | 132,000 | 138,000 | 60,000 |
| General Obligation | 504,650 | 213,214 | 353,153 | 368,000 | 371,000 | 375,000 | 375,000 |
| Notes and Contracts | 323,608 | 297,915 | 333,998 | 313,000 | 267,866 | 540,000 | 347,000 |
| Operating Transfers Out | 40,000 | 305,920 | 40,000 | 40,000 | 40,000 | 38,000 | 40,000 |
| Total Expenditures | 1,032,091 | 914,917 | 840,957 | 828,000 | 810,866 | 1,091,000 | 822,000 |
| Excess (Deficiency) of Revenues over Expenditures | 104,753 | (399,897) | (121,958) | (20,000) | 368,021 | (37,000) | 68,000 |
| Working Capital Carryover | 520,985 | 625,738 | 225,841 | 258,000 | 103,883 | 238,000 | 472,000 |
| Ending Fund Balance | 625,738 | 225,841 | 103,883 | 238,000 | 471,904 | 201,000 | 540,000 |

debt service fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|-----------------|---------|
| 374,000 | 374,000 | 555,000 | 555,000 | 555,000 | | |
| 36,500 | 36,500 | 36,500 | 36,500 | 36,500 | | |
| 99,000 | 132,000 | 198,000 | 225,000 | 225,000 | | |
| 30,000 | 29,000 | 28,000 | 28,000 | 28,000 | | |
| 179,000 | 179,000 | 179,000 | 179,000 | 179,000 | Hillah Rev | |
| 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | OSF Parking Lot | |
| 241,000 | 206,000 | 188,000 | 180,000 | 180,000 | Open Space | |
| 999,500 | 996,500 | 1,224,500 | 1,243,500 | 1,243,500 | | |
| 99,000 | 132,000 | 198,000 | 225,000 | 225,000 | | |
| 382,000 | 374,000 | 540,000 | 540,000 | 540,000 | | |
| 540,000 | 505,000 | 487,000 | 475,000 | 475,000 | | |
| 1,021,000 | 1,011,000 | 1,225,000 | 1,240,000 | 1,240,000 | | |
| (21,500) | (14,500) | (500) | 3,500 | 3,500 | | |
| 540,000 | 519,000 | 505,000 | 505,000 | 509,000 | | |
| 518,500 | 504,500 | 504,500 | 508,500 | 512,500 | | |

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 \$168,000. This property tax levy is expected to stay at this level for several years.

Water Sales. The proposed budget shows a return in water consumption similar to years prior to increased conservation and shortage last summer.

Bond Sale Proceeds. Shown in the 2003 budget year is a proposed bond issue of \$2,943,000. This proposed revenue bond would be used to finance 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 5% in July 2002 and July 2004 and similar increases in later years as costs require.
- Issue revenue bonds of \$4.5 million in 2005.
- Annual Interfund loans of \$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

| Description | WATER FUND | | | | |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|----------------------|
| | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| 400 Working Capital Carryover | \$ 3,209,917 | \$ 4,708,031 | \$ 2,028,323 | \$ 1,194,000 | \$ 1,991,000 |
| Taxes | | | | | |
| Property Taxes | | | | | |
| Current | 142,346 | 171,037 | 163,000 | - | 166,000 |
| Prior | 17,993 | 6,582 | 14,000 | - | 15,000 |
| 410 Total Taxes | 160,340 | 177,619 | 177,000 | 181,000 | 181,000 |
| Intergovernmental Revenues | | | | | |
| Federal | - | 33,000 | - | - | 150,000 |
| 430 Total Intergovernmental | - | 33,000 | - | - | 150,000 |
| Charges for Services | | | | | |
| Public Works Services | - | 17,046 | - | - | - |
| System Development Charges | 1,017,664 | 676,049 | 802,000 | - | 489,000 |
| Sales | 2,856,988 | 2,967,005 | 2,605,000 | - | 3,187,980 |
| 440 Total Charges for Services | 3,874,652 | 3,660,100 | 3,407,000 | 3,588,000 | 3,676,980 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 210,492 | 374,332 | 194,000 | - | 107,000 |
| 470 Total Interest on Investments | 210,492 | 374,332 | 194,000 | 190,000 | 107,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 2,028 | 2,630 | - | - | - |
| 480 Total Miscellaneous Revenues | 2,028 | 2,630 | - | - | - |
| Other Financing Sources | | | | | |
| Interfund Loans | - | - | 1,501,000 | - | 2,000,000 |
| Proceeds from Debt Issuance | - | - | 1,900,000 | - | 2,943,000 |
| Operating Transfers In | | | | | |
| From Debt Fund | 224,036 | - | - | - | - |
| 490 Total Other Financing Sources | 224,036 | - | 3,401,000 | 2,000,000 | 4,943,000 |
| Total Water Fund | \$ 7,681,464 | \$ 8,955,712 | \$ 9,207,323 | \$ 7,153,000 | \$ 11,048,980 |

water fund long-term plan

| WATER FUND #670 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------|------------------|------------------|------------------|--------------------|--------------------|------------------|
| Revenues | | | | | | | |
| Taxes | - | 160,340 | 177,619 | 177,000 | 270,201 | 181,000 | 181,000 |
| Intergovernmental Revenue | - | - | 33,000 | - | - | - | 150,000 |
| Charges for services non-UB | 122,754 | 68,482 | 17,046 | 115,000 | 127,811 | 117,000 | 108,000 |
| Charges for services SDC | 718,941 | 1,017,664 | 676,049 | 802,000 | 846,673 | 489,000 | 489,000 |
| Charges for Services | 2,571,815 | 2,788,506 | 2,967,005 | 2,490,000 | 2,994,082 | 2,813,000 | 2,933,480 |
| Rate increase 5% July 2002 | - | - | - | - | - | 169,000 | 146,500 |
| Rate increase 5% July 2003 | - | - | - | - | - | - | - |
| Interest on investments | 128,368 | 210,491 | 374,332 | 194,000 | 109,334 | 190,000 | 107,000 |
| Miscellaneous Revenues | 42,079 | 2,028 | 2,630 | - | 8,990 | - | - |
| Interfund Loan | - | - | - | 1,501,000 | - | 2,000,000 | 2,000,000 |
| Bond Issue | - | - | - | 1,900,000 | - | - | 2,943,000 |
| Operating Transfers in | - | 224,036 | - | - | - | - | - |
| Total Revenues | 3,583,957 | 4,471,547 | 4,247,681 | 7,179,000 | 4,357,091 | 5,959,000 | 9,057,980 |
| Expenditures | | | | | | | |
| Conservation | 105,741 | 109,111 | 106,762 | 127,900 | 120,000 | 132,000 | 139,500 |
| Supply Operations | 46,271 | 119,372 | 71,408 | 74,500 | 75,000 | 77,000 | 163,500 |
| Supply Capital not SDC | - | 26,067 | 15,693 | 345,000 | 231,000 | 352,000 | 125,000 |
| Supply Debt Service | - | - | 28,625 | 79,500 | 29,000 | 28,000 | 27,500 |
| Supply New Debt service | - | - | - | - | - | 101,000 | 22,900 |
| Distribution New Debt service | - | - | - | 27,500 | 27,500 | 55,000 | 57,020 |
| Distribution Operations | 1,654,112 | 1,533,042 | 1,351,291 | 1,490,512 | 1,397,046 | 1,543,000 | 1,462,030 |
| Distribution Franchise Fee | - | - | 169,075 | 140,000 | 150,464 | 163,000 | 152,000 |
| Distribution Capital not SDC | 372,803 | 159,085 | 475,944 | 133,000 | 133,000 | 400,000 | 394,800 |
| Distribution Debt Service | - | - | 365,307 | 356,800 | 356,800 | 357,000 | 361,000 |
| Treatment Plant Operations | 248,163 | 509,076 | 451,067 | 694,201 | 525,456 | 718,000 | 720,950 |
| Treatment Capital | - | 19,830 | - | 65,000 | 65,000 | 280,000 | 80,000 |
| Treatment Plant Debt not SDC | - | 169,180 | 214,920 | 169,900 | 169,900 | 170,000 | 196,200 |
| Forest Interface | 60,062 | 62,548 | 82,742 | 80,500 | 79,397 | 83,000 | 241,000 |
| Construction | 334,284 | 25,643 | - | - | - | - | - |
| SDC Supply | 111,616 | 77,933 | 1,532,585 | 411,000 | 600,000 | 198,000 | - |
| SDC Treatment | - | - | - | - | - | - | 24,000 |
| SDC Treatment Debt | 105,000 | 162,546 | 153,466 | 160,000 | 160,000 | 160,000 | 146,500 |
| SDC Distribution Cap | 275,717 | - | 31,675 | 144,000 | 151,000 | 336,000 | 129,000 |
| SDC Distribution Debt | - | - | - | 10,000 | - | 10,000 | 27,400 |
| Interfund Loan | - | - | - | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| Contingency | - | - | - | 1,250,000 | - | 300,000 | 100,000 |
| Total Expenditures | 3,313,769 | 2,973,433 | 5,050,560 | 7,759,313 | 6,270,563 | 7,463,000 | 6,570,300 |
| Excess (Deficiency) of Revenues over Expenditures | 270,188 | 1,498,114 | (802,879) | (580,313) | (1,913,472) | (1,504,000) | 2,487,680 |
| Working Capital Carryover | 2,973,162 | 3,209,917 | 4,708,031 | 2,028,323 | 3,905,152 | 2,698,000 | 1,991,000 |
| Ending Fund Balance | 3,243,350 | 4,708,031 | 3,905,152 | 1,448,010 | 1,991,680 | 1,194,000 | 4,478,680 |
| SDC Water Supply Fund Balance | 777,785 | 715,080 | (716,407) | (811,920) | (497,920) | 136,000 | (854,166) |
| SDC Water Treatment Fund Balance | 95,364 | 188,658 | 145,503 | 54,031 | 76,031 | 108,000 | 111,333 |
| SDC Water Distribution Fund Balance | 964,808 | 1,664,031 | 2,096,996 | 2,814,031 | 2,293,031 | 2,489,000 | 2,649,579 |
| Bond Reserves Fund Balance | 333,897 | 333,897 | 334,000 | 334,000 | 334,000 | 334,000 | 333,897 |
| Water Bond Proceeds Balance | - | - | 340,000 | 1,515,000 | (549,000) | - | 2,341,200 |
| Water Operations Fund Balance | 1,071,496 | 1,806,365 | 1,705,060 | (2,457,132) | 335,538 | (1,873,000) | (103,163) |
| Total Fund Balance | 3,243,350 | 4,708,031 | 3,905,152 | 1,448,010 | 1,991,680 | 1,194,000 | 4,478,680 |
| Fund Balance Policy Requirement | 573,000 | 691,000 | 714,000 | 975,000 | 702,000 | 694,000 | 725,000 |
| Excess (deficiency) | 498,496 | 1,115,365 | 991,060 | (2,182,132) | (366,462) | (2,267,000) | (728,163) |
| AFN loan | - | - | - | 2,000,000 | - | 2,000,000 | 2,000,000 |
| Adjusted Excess (Deficiency) | 498,496 | 1,115,365 | 991,060 | (182,132) | (366,462) | (267,000) | 1,271,837 |

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|------------------|-------------------|------------------|------------------|------------------|------------------------------------|----------|
| 107,000 | 100,000 | 100,000 | 100,000 | 100,000 | per tax summary | |
| 126,300 | 128,800 | 131,400 | 134,000 | 136,700 | | 101.500% |
| 276,300 | 283,200 | 290,300 | 297,600 | 305,100 | | 101.500% |
| 2,977,000 | 3,022,000 | 3,067,000 | 3,113,000 | 3,160,000 | | 101.500% |
| 148,900 | 151,100 | 153,400 | 155,700 | 158,000 | | |
| 156,300 | 158,700 | 161,000 | 163,400 | 165,900 | | |
| 278,000 | 246,000 | 178,000 | 137,000 | 149,000 | | 102.500% |
| 2,000,000 | 2,500,000 | 2,725,000 | 3,050,000 | 2,900,000 | | |
| - | 4,488,000 | - | - | - | | |
| 6,069,800 | 11,077,800 | 6,806,100 | 7,150,700 | 7,074,700 | | |
| 144,000 | 148,000 | 152,000 | 157,000 | 162,000 | | 103.000% |
| 120,000 | 124,000 | 128,000 | 132,000 | 136,000 | | 103.000% |
| 350,000 | 350,000 | 100,000 | 70,000 | 70,000 | per CIP | |
| 31,200 | 29,900 | 28,500 | 27,100 | 25,700 | | |
| 45,700 | 63,300 | 80,800 | 80,800 | 170,000 | | |
| 114,000 | 164,000 | 214,000 | 214,000 | 214,000 | | |
| 1,506,000 | 1,551,000 | 1,598,000 | 1,646,000 | 1,695,000 | | 103.000% |
| 167,000 | 185,000 | 190,000 | 198,000 | 202,000 | calculated @ 5% | |
| 950,000 | 1,000,000 | - | - | - | per CIP | |
| 230,900 | 181,000 | 180,200 | 179,200 | 178,000 | | |
| 743,000 | 765,000 | 788,000 | 812,000 | 836,000 | | 103.000% |
| 265,000 | 180,000 | 400,000 | - | - | per CIP | |
| 200,900 | 236,400 | 271,100 | 266,300 | 260,600 | | 103.000% |
| 94,000 | 97,000 | 100,000 | 103,000 | 106,000 | | 103.000% |
| 200,000 | 200,000 | 799,000 | - | - | per CIP | |
| 159,000 | 194,080 | 229,270 | 232,970 | 236,770 | | |
| 360,000 | 697,000 | 30,000 | 30,000 | 30,000 | per CIP | |
| 54,700 | 113,100 | 171,400 | 171,400 | 171,400 | | |
| 2,500,000 | 2,725,000 | 3,050,000 | 2,900,000 | 2,875,000 | | |
| 8,235,400 | 9,003,780 | 8,510,270 | 7,219,770 | 7,368,470 | | |
| (2,165,600) | 2,074,020 | (1,704,170) | (69,070) | (293,770) | | |
| 4,578,680 | 2,413,080 | 4,487,100 | 2,782,930 | 2,713,860 | | |
| 2,413,080 | 4,487,100 | 2,782,930 | 2,713,860 | 2,420,090 | | |
| (777,920) | (556,920) | (314,920) | (314,920) | (314,920) | | |
| 34,031 | 46,031 | 60,031 | 60,031 | 60,031 | | |
| 2,936,031 | 3,162,031 | 3,303,031 | 3,303,031 | 3,303,031 | | |
| 333,897 | 333,897 | 334,000 | 334,000 | 334,000 | | |
| (112,959) | 1,502,061 | (599,212) | (668,282) | (962,052) | | |
| 2,413,080 | 4,487,100 | 2,782,930 | 2,713,860 | 2,420,090 | | |
| 759,000 | 1,659,000 | 758,000 | 761,000 | 774,000 | | |
| (871,959) | (156,939) | (1,357,212) | (1,429,282) | (1,736,052) | Did not include SDC or AFN loan | |
| 2,500,000 | 2,725,000 | 3,050,000 | 2,900,000 | 2,875,000 | | |
| 1,628,041 | 2,568,061 | 1,692,788 | 1,470,718 | 1,138,948 | | |

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 remain stable the next year. 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 2003.
- Rate increase planned in Wastewater fees for July 2004.
- Food and Beverage taxes are expected to increase by 3% annually.
- Upgrade to the Wastewater Plant totals \$33 million.
- Committed WWTP SRF Loan is \$23 million.
- Annual interfund loan of up to \$5,000,000 to AFN needed.

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 | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| 400 Working Capital Carryover | \$ 8,358,755 | \$ 9,198,221 | \$ 8,949,000 | \$ 1,300,000 | \$ 8,300,000 |
| Taxes | | | | | |
| Food and Beverage Tax | 1,151,356 | 1,219,496 | 1,199,000 | - | 1,308,000 |
| 410 Total Taxes | 1,151,356 | 1,219,496 | 1,199,000 | 1,247,000 | 1,308,000 |
| Intergovernmental Revenues | | | | | |
| Grants: | 25,000 | - | - | - | - |
| 430 Total Intergovernmental | 25,000 | - | - | - | - |
| Charges for Services | | | | | |
| Public Works Services | 9,000 | 8,080 | - | - | - |
| System Development Charges: | 857,305 | 555,278 | 676,000 | - | 700,000 |
| Sales: | 2,164,939 | 2,175,055 | 2,089,000 | - | 2,305,700 |
| 440 Total Charges for Services | 3,031,243 | 2,738,413 | 2,765,000 | 2,930,000 | 3,005,700 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 435,139 | 696,225 | 492,000 | - | 278,400 |
| 470 Total Interest on Investments | 435,139 | 696,225 | 492,000 | 187,000 | 278,400 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 7,853 | - | - | - | 8,200 |
| 480 Total Miscellaneous Revenues | 7,853 | - | - | - | 8,200 |
| Other Financing Sources | | | | | |
| Loan Proceeds: | 4,594,293 | 3,153,862 | 1,653,000 | - | 500,000 |
| Flood Protection Reimbursements | - | - | - | - | 200,000 |
| Interfund Loans | 170,000 | - | - | - | 1,400,000 |
| 490 Total Other Financing Sources | 4,764,293 | 3,153,862 | 1,653,000 | 2,900,000 | 2,100,000 |
| Total Wastewater Fund | \$ 17,773,640 | \$ 17,006,217 | \$ 15,058,000 | \$ 8,564,000 | \$ 15,000,300 |

wastewater fund long-term plan

| WASTEWATER FUND #675 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|-------------------|-------------------|------------------|-------------------|-------------------|------------------|-------------------|
| Revenues | | | | | | | |
| Taxes | 1,047,311 | 1,151,356 | 1,219,496 | 1,199,000 | 1,286,600 | 1,247,000 | 1,308,000 |
| Intergovernmental Revenue | 573,391 | 25,000 | - | - | - | - | - |
| Charges for Services other | 30,351 | 54,923 | 8,068 | 45,000 | 28,658 | 46,000 | 29,400 |
| Charges for Services SDC | 571,994 | 857,304 | 555,278 | 676,000 | 677,494 | 700,000 | 700,000 |
| Charges for Services UB | 2,056,785 | 2,119,016 | 2,175,066 | 2,044,000 | 2,210,000 | 2,184,000 | 2,276,300 |
| Rate Increase of 6% In July 2004 | - | - | - | - | - | - | - |
| Interest on Investments | 265,910 | 435,139 | 696,225 | 492,000 | 230,000 | 187,000 | 278,400 |
| Miscellaneous | 206 | 7,858 | - | - | 8,000 | - | 8,200 |
| Interfund Loan | - | - | - | - | 1,458,091 | 1,400,000 | 1,400,000 |
| Bond Proceeds | - | 170,000 | - | - | - | 1,000,000 | - |
| Other Financing Resources | 10,121,838 | 4,594,293 | 3,153,862 | 1,653,000 | 5,101,913 | 500,000 | 700,000 |
| Total Revenues | 14,667,786 | 9,414,889 | 7,807,995 | 6,109,000 | 11,000,756 | 7,264,000 | 6,700,300 |
| Expenditures | | | | | | | |
| Collection | 1,396,950 | 954,367 | 1,076,289 | 1,304,843 | 1,214,116 | 1,351,000 | 1,391,020 |
| Treatment | 52,868 | 652,823 | 1,005,760 | 1,043,261 | 909,246 | 1,080,000 | 1,211,980 |
| WWTP Debt Service | - | - | - | 327,000 | - | 1,621,000 | 3,251,500 |
| WWTP Construction | 10,721,617 | 5,549,485 | 3,921,374 | 5,280,000 | 6,868,000 | 2,300,000 | 3,300,000 |
| SDC Treatment | - | 17,250 | 269,800 | 2,458,000 | 412,000 | 474,000 | - |
| SDC Collection | - | 99,494 | 123,407 | 240,000 | 240,000 | 25,000 | 148,000 |
| Flood Restoration Capital | 41,787 | 45,524 | 1,209,754 | - | - | - | - |
| Operating Transfers Out | 135,000 | - | - | - | - | - | - |
| AFN Loan | - | - | 1,458,091 | 1,400,000 | 1,400,000 | 1,800,000 | 4,625,000 |
| Contingency | - | - | - | 1,000,000 | - | 318,000 | 318,000 |
| Total Expenditures | 12,348,222 | 7,318,943 | 9,064,475 | 13,053,104 | 11,043,362 | 8,969,000 | 14,245,500 |
| Excess (Deficiency) of Revenues over Expenditures | 2,319,564 | 2,095,946 | (1,256,480) | (6,944,104) | (42,606) | (1,705,000) | (7,545,200) |
| Working Capital Carryover | 6,039,191 | 8,358,755 | 10,454,701 | 8,949,000 | 8,358,755 | 3,005,000 | 8,300,000 |
| Ending Fund Balance | 8,358,755 | 10,454,701 | 9,198,221 | 2,004,896 | 8,316,149 | 1,300,000 | 754,800 |
| SDC Collection | 397,092 | 550,170 | 623,000 | 727,170 | 725,170 | 951,170 | 1,769,175 |
| SDC Treatment | 971,882 | 1,634,364 | 223,000 | 318,364 | 2,182,364 | 353,364 | 324,057 |
| Flood monies | 416,877 | 657,414 | 587,000 | - | - | - | - |
| Operations | 6,572,904 | 7,612,753 | 7,765,221 | 959,362 | 5,408,615 | (4,534) | (1,338,432) |
| Total Fund Balance | 8,358,755 | 10,454,701 | 9,198,221 | 2,004,896 | 8,316,149 | 1,300,000 | 754,800 |
| Fund Balance Policy Requirement | 1,074,000 | 1,074,000 | 1,074,000 | 1,800,000 | 1,074,000 | 1,621,000 | 1,621,000 |
| Excess (deficiency) | 7,284,755 | 9,380,701 | 8,124,221 | 204,896 | 7,242,149 | (321,000) | (866,200) |
| AFN Loan | - | - | 1,458,091 | 1,400,000 | 1,400,000 | 1,800,000 | 4,625,000 |
| Excess (deficiency) after AFN | 7,284,755 | 9,380,701 | 9,582,312 | 1,604,896 | 8,642,149 | 1,479,000 | 3,758,800 |

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|------------------|------------------|------------------|-------------------|-------------------|------------------------|---------|
| 1,347,000 | 1,387,000 | 1,429,000 | 1,472,000 | 1,516,000 | Food tax ends Dec 2010 | 103.00% |
| - | - | - | - | - | | |
| 30,000 | 30,000 | 30,000 | 30,000 | 30,000 | | 101.50% |
| 724,000 | 750,000 | 776,000 | 776,000 | 776,000 | | |
| 2,310,000 | 2,345,000 | 2,380,000 | 2,416,000 | 2,452,000 | | 101.50% |
| - | 141,000 | 143,000 | 145,000 | 147,000 | | 101.50% |
| 161,000 | 166,000 | 178,000 | 190,000 | 203,000 | Assumes 3.0 % | |
| - | - | - | - | - | | |
| 4,625,000 | 5,000,000 | 5,000,000 | 5,000,000 | 5,000,000 | | |
| - | - | - | - | - | | |
| 200,000 | - | - | - | - | | |
| 9,397,000 | 9,819,000 | 9,936,000 | 10,029,000 | 10,124,000 | | |
| 1,318,767 | 1,358,000 | 1,399,000 | 1,441,000 | 1,484,000 | | 103.00% |
| 1,248,000 | 1,285,000 | 1,324,000 | 1,364,000 | 1,405,000 | | 103.00% |
| 1,253,821 | 1,240,367 | 1,224,759 | 1,195,991 | 1,166,059 | | |
| - | - | - | - | - | per CIP | |
| 516,000 | 525,000 | 536,000 | 560,000 | 585,000 | per CIP | |
| 305,000 | 23,000 | 21,000 | 51,000 | 146,000 | per CIP | |
| - | - | - | - | - | | |
| - | - | - | - | - | | |
| 5,000,000 | 5,000,000 | 5,000,000 | 5,000,000 | 5,000,000 | | |
| 282,000 | 295,000 | 298,000 | 301,000 | 304,000 | | |
| 9,923,588 | 9,726,367 | 9,802,759 | 9,912,991 | 10,090,059 | | |
| (526,588) | 92,633 | 133,241 | 116,009 | 33,941 | | |
| 1,072,800 | 828,212 | 1,215,845 | 1,647,086 | 2,064,095 | | |
| 546,212 | 920,845 | 1,349,086 | 1,763,095 | 2,098,036 | | |
| 999,170 | 1,178,170 | 1,375,170 | 1,375,170 | 1,375,170 | | |
| 389,364 | 428,364 | 470,364 | 470,364 | 470,364 | | |
| - | - | - | - | - | | |
| (842,322) | (685,689) | (496,448) | (82,439) | 252,502 | | |
| 546,212 | 920,845 | 1,349,086 | 1,763,095 | 2,098,036 | | |
| 1,617,000 | 1,613,000 | 1,609,000 | 1,609,000 | 1,605,000 | Min Bond Requirement | |
| (1,070,788) | (692,155) | (259,914) | 154,095 | 493,036 | | |
| 5,000,000 | 5,000,000 | 5,000,000 | 5,000,000 | 5,000,000 | | |
| 3,929,212 | 4,307,845 | 4,740,086 | 5,154,095 | 5,493,036 | | |

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 be to \$9,883,000, which is 10% less than the prior year's budget. Rate increases remain directly related to BPA supply charges. The City minimizes customer impact by excluding surcharges from franchise and user tax calculations.

Long-Term Assumptions

- Assumes an overall rate increase of 6% in July 2002.
- Assumes a second surcharge increase of 6% in July 2002.
- Power sales are expected to decrease 5% for 2002 and 2003.
- BPA power usage is expected to increase 1.5% per year after 2003.
- BPA rate increases for energy, demand and transmission will occur each 6 months for the next 3 years.
- Annual interfund loan of \$500,000 plus to AFN needed in 2005 and after.

Fund Balance

The fund balance policy requires a balance of 12% of revenues. The long-term budget shows that the fund is short of the requirement until 2008.

ELECTRIC FUND

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-----------------------------------|----------------|----------------|-----------------|------------------|-----------------|
| 400 Working Capital Carryover | \$ 1,613,655 | \$ 1,560,301 | \$ 1,505,000 | \$ 912,000 | \$ 1,190,100 |
| Taxes | | | | | |
| Property Taxes: | | | | | |
| Prior | 1,152 | - | - | - | - |
| 410 Total Taxes | 1,152 | - | - | - | - |
| Charges for Services | | | | | |
| Sales: | | | | | |
| Miscellaneous Services | 7,670,690 | 8,073,960 | 10,894,000 | - | 9,883,000 |
| 440 Total Charges for Services | 7,698,621 | 8,107,741 | 10,944,000 | 12,672,000 | 9,934,300 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 65,570 | 90,551 | 84,000 | - | 48,000 |
| 470 Total Interest on Investments | 65,570 | 90,551 | 84,000 | 79,000 | 48,000 |
| Miscellaneous Revenues | | | | | |
| Donations: | | | | | |
| Loan Proceeds: | 4,410 | 3,231 | 5,000 | - | 5,000 |
| Miscellaneous Income | 40,395 | 596,054 | 50,000 | - | 51,300 |
| 480 Total Miscellaneous Revenues | 56,767 | 8,258 | 45,000 | - | 46,100 |
| 480 Total Miscellaneous Revenues | 101,572 | 607,543 | 100,000 | 104,000 | 102,400 |
| Other Financing Sources | | | | | |
| Interfund Loans | | | | | |
| From Debt Fund | - | 195,589 | 599,000 | - | 725,000 |
| 490 Total Other Financing Sources | 26,886 | - | - | - | - |
| 490 Total Other Financing Sources | 26,886 | 195,589 | 599,000 | - | 725,000 |
| Total Electric Fund | \$ 9,507,456 | \$ 10,561,725 | \$ 13,232,000 | \$ 13,767,000 | \$ 11,999,800 |

electric fund long-term plan

| ELECTRIC FUND #690 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Taxes | - | 1,152 | - | - | - | - | - |
| Intergovernmental Revenue | 73,976 | - | - | - | - | - | - |
| Charges for Services | 7,886,092 | 7,698,622 | 8,107,741 | 9,215,000 | 8,165,100 | 7,829,000 | 8,339,300 |
| Rate increase July 2002-2008 | - | - | - | - | - | 1,492,000 | 490,000 |
| Surcharge increase July 2001 | - | - | - | 1,729,000 | 606,000 | 2,276,000 | 615,000 |
| Surcharge increase July 2002 | - | - | - | - | - | 1,075,000 | 490,000 |
| Interest on Investments | 53,144 | 65,570 | 90,551 | 84,000 | 31,000 | 79,000 | 48,000 |
| Miscellaneous Revenues | 53,727 | 101,572 | 607,543 | 100,000 | 510,000 | 104,000 | 102,400 |
| Other Financing Sources | - | - | - | - | - | - | - |
| Operating Transfers In | - | 26,886 | - | - | - | - | - |
| Interfund Loan Proceeds | 978,859 | - | 195,589 | 599,000 | 599,000 | - | 725,000 |
| Total Revenues | 9,045,798 | 7,893,802 | 9,001,424 | 11,727,000 | 9,911,100 | 12,855,000 | 10,809,700 |
| Expenditures | | | | | | | |
| Conservation | 340,814 | 358,968 | 898,032 | 421,890 | 510,552 | 437,000 | 587,105 |
| Existing BPA power costs | 4,353,432 | 4,050,596 | 4,526,894 | 3,996,000 | 4,350,300 | 4,156,000 | 5,465,000 |
| Additional BPA power costs | - | - | - | 2,987,000 | - | 3,933,000 | - |
| Supply | 63,587 | 480 | 17,620 | 23,500 | 37,210 | 24,000 | 24,088 |
| Distribution | 3,287,109 | 3,265,596 | 3,198,611 | 4,236,664 | 3,655,938 | 4,248,000 | 3,933,964 |
| Transmission | 905 | 849 | 6,865 | 4,400 | 885,030 | 5,000 | 970,510 |
| Debt Service | 50,000 | 75,077 | 72,085 | 72,600 | 72,600 | 76,000 | 75,600 |
| Operating Transfers Out | 233,000 | - | - | - | - | - | - |
| Interfund Loan | - | 195,589 | 592,571 | - | 725,000 | - | - |
| Operating Contingency | - | - | - | 500,000 | - | 500,000 | 500,000 |
| Telecommunications | 1,091,538 | (112,678) | - | - | - | - | - |
| Total Expenditures | 9,420,385 | 7,834,477 | 9,312,678 | 12,242,054 | 10,236,630 | 13,379,000 | 11,556,267 |
| Excess (Deficiency) of Revenues over Expenditures | (374,587) | 59,325 | (311,254) | (515,054) | (325,530) | (524,000) | (746,567) |
| Working Capital Carryover | 1,875,563 | 1,500,976 | 1,560,301 | 1,505,000 | 1,249,047 | 1,436,000 | 1,190,100 |
| Ending Fund Balance | 1,500,976 | 1,560,301 | 1,249,047 | 989,946 | 923,517 | 912,000 | 443,533 |
| Fund Balance Policy Requirement | 1,085,000 | 947,000 | 1,080,000 | 1,407,000 | 1,189,000 | 1,543,000 | 1,297,000 |
| Fund Balance and Contingency | 1,500,976 | 1,560,301 | 1,249,047 | 1,489,946 | 923,517 | 1,412,000 | 943,533 |
| Excess (deficiency) | 415,976 | 613,301 | 169,047 | 82,946 | (265,483) | (131,000) | (353,467) |

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------------|---------|
| - | - | - | - | - | | |
| 8,412,000 | 8,540,000 | 8,670,000 | 8,800,000 | 8,932,000 | | 101.50% |
| 1,380,200 | 1,876,200 | 2,403,500 | 2,963,700 | 3,558,500 | 6% in 2003 | 101.50% |
| 624,000 | 633,000 | 643,000 | 653,000 | 663,000 | | |
| 498,000 | 215,200 | (68,000) | (360,500) | (663,000) | 6% in 2003; decreasing starting 2006 | |
| 72,000 | 68,000 | 72,000 | 89,000 | 89,000 | Assumes 3.0% | |
| 108,000 | 112,000 | 116,000 | 122,000 | 122,000 | | 105.00% |
| - | - | - | - | - | | |
| - | - | - | - | - | | |
| - | - | 500,000 | 600,000 | 1,000,000 | | 100.00% |
| 11,094,200 | 11,444,400 | 12,336,500 | 12,867,200 | 13,701,500 | | |
| 554,000 | 542,800 | 557,100 | 576,600 | 596,800 | | 103.50% |
| 5,266,800 | 5,412,300 | 5,759,000 | 5,780,000 | 5,880,000 | Calculated | |
| 24,800 | 25,500 | 26,300 | 27,000 | 28,000 | | 103.00% |
| 4,052,000 | 4,174,000 | 4,299,000 | 4,428,000 | 4,561,000 | | 103.00% |
| 1,023,493 | 990,475 | 875,985 | 850,000 | 850,000 | | |
| 23,000 | - | - | - | - | | |
| - | - | - | - | - | | |
| - | 500,000 | 600,000 | 1,000,000 | 1,000,000 | | |
| 500,000 | 500,000 | 500,000 | 500,000 | 500,000 | | |
| - | - | - | - | - | | |
| 11,444,093 | 12,145,075 | 12,617,385 | 13,161,600 | 13,415,800 | | |
| (349,893) | (700,675) | (280,885) | (294,400) | 285,700 | | |
| 943,533 | 1,093,640 | 892,965 | 1,112,080 | 1,317,680 | Assumes contingency is not used | |
| 593,640 | 392,965 | 612,080 | 817,680 | 1,603,380 | | |
| 1,331,000 | 1,373,000 | 1,480,000 | 1,544,000 | 1,644,000 | | |
| 1,093,640 | 892,965 | 1,112,080 | 1,317,680 | 2,103,380 | | |
| (237,360) | (480,035) | (367,920) | (226,320) | 459,380 | | |

Telecommunication Fund Narrative

CATV. This budget assumes that the City will have 2,914 CATV (Cable Television) customers by the end of 2003.

Internet. This budget assumes that the City will have 2,893 residential Internet customers and business Internet customers by the end of the fiscal year.

High Speed Data Service. This budget assumes that the City will have 72 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 \$6.625 million for operations in 2003. The internal loan will be refinanced annually until paid in full.

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

Cable TV rates will increase 6% every other year beginning in 2003.

Fund Balance

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

telecommunication fund resources

| TELECOMMUNICATION FUND | | | | | |
|--------------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| 400 Working Capital Carryover | \$ (3) | \$ 1,902,118 | \$ - | \$ 38,000 | \$ - |
| Charges for Services | | | | | |
| Sales: | 344,985 | 721,621 | 1,876,716 | - | 2,110,000 |
| 440 Total Charges for Services | <u>344,985</u> | <u>721,621</u> | <u>1,876,716</u> | <u>3,308,000</u> | <u>2,110,000</u> |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 172,290 | 19,966 | 3,000 | - | 5,000 |
| 470 Total Interest on Investments | <u>172,290</u> | <u>19,966</u> | <u>3,000</u> | <u>-</u> | <u>5,000</u> |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 910 | 12,373 | - | - | - |
| 480 Total Miscellaneous Revenues | <u>910</u> | <u>12,373</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Other Financing Sources | | | | | |
| Interfund Loans | 1,195,589 | 3,050,661 | 4,500,000 | - | 6,625,000 |
| Proceeds from Debt Issuance | 5,800,000 | - | - | - | - |
| 490 Total Other Financing Sources | <u>6,995,589</u> | <u>3,050,661</u> | <u>4,500,000</u> | <u>4,900,000</u> | <u>6,625,000</u> |
| Total Telecommunications Fund | <u><u>\$ 7,513,771</u></u> | <u><u>\$ 5,706,739</u></u> | <u><u>\$ 6,379,716</u></u> | <u><u>\$ 8,246,000</u></u> | <u><u>\$ 8,740,000</u></u> |

telecommunication fund long-term plan

| TELECOMMUNICATIONS FUND #691 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Charges for Services | - | 344,986 | 721,621 | 1,876,716 | 1,407,200 | 3,308,000 | 2,110,000 |
| Interest on Investments | - | 172,290 | 19,966 | 3,000 | - | - | 5,000 |
| Miscellaneous Revenues | | 910 | 12,373 | | 15,609 | | |
| Other Financing Sources | - | 5,800,000 | - | - | - | - | - |
| Interfund Loan | - | 1,195,589 | 3,050,661 | 4,500,000 | 5,225,000 | 4,900,000 | 6,625,000 |
| Total Revenues | - | 7,513,775 | 3,804,621 | 6,379,716 | 6,647,809 | 8,208,000 | 8,740,000 |
| Expenditures | | | | | | | |
| Personal Services | - | 644,927 | 960,446 | 622,924 | 795,178 | 596,000 | 722,464 |
| Materials and Services | - | 707,679 | 1,022,114 | 1,259,363 | 1,259,643 | 1,714,523 | 1,554,600 |
| Capital Outlay | - | 2,984,693 | 2,040,690 | 485,749 | 1,175,084 | 246,207 | 446,200 |
| Debt Service | - | 124,217 | 298,120 | 395,550 | 395,550 | 585,270 | 585,270 |
| Debt Service Interfund Loan | - | 1,037,463 | 1,265,624 | 3,328,000 | 3,142,099 | 4,782,000 | 5,259,430 |
| Interfund Transfers In | - | 112,678 | - | - | - | - | - |
| Contingency | - | - | - | 250,000 | - | 259,000 | 75,000 |
| Total Expenditures | - | 5,611,657 | 5,586,994 | 6,341,586 | 6,767,554 | 8,183,000 | 8,642,964 |
| Excess (Deficiency) of Revenues over Expenditures | - | 1,902,118 | (1,782,373) | 38,130 | (119,745) | 25,000 | 97,036 |
| Working Capital Carryover | - | - | 1,902,118 | - | 119,745 | 38,000 | - |
| Ending Fund Balance | - | 1,902,118 | 119,745 | 38,130 | - | 63,000 | 97,036 |

No fund balance policy established.

telecommunication fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------|---------|
| 2,670,000 | 3,050,000 | 3,500,000 | 3,850,000 | 4,350,000 | | |
| 2,900 | 4,100 | 6,600 | 10,500 | 15,200 | | |
| 7,500,000 | 8,225,000 | 8,650,000 | 8,900,000 | 8,875,000 | | |
| 10,172,900 | 11,279,100 | 12,156,600 | 12,760,500 | 13,240,200 | | |
| 612,000 | 633,000 | 655,000 | 678,000 | 701,000 | | |
| 1,680,000 | 1,770,000 | 1,850,000 | 1,950,000 | 2,025,000 | | |
| 138,000 | 187,000 | 168,000 | 190,000 | 271,000 | | |
| 831,000 | 828,000 | 832,000 | 828,000 | 822,000 | | |
| 6,823,750 | 7,725,000 | 8,471,750 | 8,909,500 | 9,167,000 | | |
| 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | | |
| 10,134,750 | 11,193,000 | 12,026,750 | 12,605,500 | 13,036,000 | | |
| 38,150 | 86,100 | 129,850 | 155,000 | 204,200 | | |
| 97,036 | 135,186 | 221,286 | 351,136 | 506,136 | | |
| 135,186 | 221,286 | 351,136 | 506,136 | 710,336 | | |

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 \$268,200 or 6.8% are primarily increases in personnel costs. Costs are expected to increase between 4 to 6 % each year in the future as needed for operational requirements.

Long-Term Assumptions

- Charges for services will increase at 6 to 7 % per year following 2003.
- Expenditures are expected to increase between 4 to 6 % each year in the future.

Fund Balance

The fund balance policy calls for the fund balance to consist of a 3% contingency. This is met in all years.

central services fund resources

CENTRAL SERVICE FUND

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 400 Working Capital Carryover | \$ 68,153 | \$ 96,609 | \$ 365,000 | \$ 113,000 | \$ 887,000 |
| Charges for Services | | | | | |
| Finance Department Services | 16,849 | 37,550 | 10,000 | - | 20,000 |
| Lien Search | 17,360 | 17,758 | 20,000 | - | 20,000 |
| Public Works Services | 79,160 | 196,816 | 90,000 | - | 96,900 |
| Interdepartmental: | 3,350,000 | 3,733,660 | 3,933,800 | - | 4,202,000 |
| 440 Total Charges for Services | 3,463,369 | 3,985,784 | 4,053,800 | 4,331,000 | 4,338,900 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 18,612 | 36,893 | 20,200 | - | 22,000 |
| 470 Total Interest on Investments | 18,612 | 36,893 | 20,200 | 13,000 | 22,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 20,249 | 6,908 | - | - | 75,000 |
| 480 Total Miscellaneous Revenues | 20,249 | 6,908 | - | - | 75,000 |
| Other Financing Sources | | | | | |
| Operating Transfers In: | | | | | |
| From Debt Fund | 15,000 | - | - | - | - |
| 490 Total Other Financing Sources | 15,000 | - | - | - | - |
| Total Central Services Fund | \$ 3,585,384 | \$ 4,126,194 | \$ 4,439,000 | \$ 4,457,000 | \$ 5,322,900 |

central services fund long-term plan

| CENTRAL SERVICES FUND #710 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Charges for Services | 2,902,103 | 3,463,369 | 3,985,784 | 4,053,800 | 4,334,563 | 4,331,000 | 4,338,900 |
| Interest on Investments | 10,124 | 18,612 | 36,893 | 20,200 | 25,178 | 13,000 | 22,000 |
| Miscellaneous Revenues | 6,213 | 20,249 | 6,908 | - | 1,400 | - | 75,000 |
| Operating Transfers In | - | 15,000 | - | - | - | - | - |
| Total Revenues | 2,918,440 | 3,517,230 | 4,029,585 | 4,074,000 | 4,361,141 | 4,344,000 | 4,435,900 |
| Expenditures | | | | | | | |
| Administration & Legal | 774,113 | 716,220 | 624,804 | 694,373 | 635,208 | 719,000 | 610,200 |
| Administrative Services | - | 246,305 | 266,493 | 279,807 | 154,000 | 290,000 | 362,150 |
| Finance | 910,646 | 938,491 | 1,041,975 | 1,172,730 | 1,172,014 | 1,214,000 | 1,420,585 |
| City Recorder | 114,307 | 102,747 | 113,158 | 141,700 | 130,300 | 147,000 | 162,190 |
| Public Works | 731,996 | 805,655 | 796,888 | 925,217 | 888,600 | 958,000 | 1,107,030 |
| Facilities and Safety | - | 247,812 | 329,450 | 390,190 | 344,000 | 404,000 | 432,920 |
| Computer Services | 436,506 | 431,545 | 516,802 | 591,700 | 587,000 | 612,000 | 750,150 |
| Transfers | - | - | - | - | - | - | 205,000 |
| Contingency | - | - | - | 124,000 | - | 130,000 | 130,000 |
| Total Expenditures | 2,967,568 | 3,488,775 | 3,689,570 | 4,319,717 | 3,911,122 | 4,474,000 | 5,180,225 |
| Excess (Deficiency) of Revenues over Expenditures | (49,128) | 28,455 | 340,015 | (245,717) | 450,019 | (130,000) | (744,325) |
| Working Capital Carryover | 117,282 | 68,154 | 96,609 | 365,000 | 436,625 | 243,000 | 887,000 |
| Ending Fund Balance | 68,154 | 96,609 | 436,624 | 119,283 | 886,644 | 113,000 | 142,675 |
| Fund Balance Policy Requirement | 88,000 | 106,000 | 121,000 | 122,000 | 131,000 | 130,000 | 133,000 |
| Fund Balance and Contingency | 68,154 | 96,609 | 436,624 | 243,283 | 886,644 | 243,000 | 272,675 |
| Excess (deficiency) | (19,846) | (9,391) | 315,624 | 121,283 | 755,644 | 113,000 | 139,675 |

central services fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|---------------------------------|---------|
| 4,900,000 | 5,100,000 | 5,300,000 | 5,500,000 | 5,600,000 | Calculated | |
| 8,000 | 7,000 | 7,000 | 8,000 | 9,000 | | 3.00% |
| 78,000 | 81,000 | 84,000 | 87,000 | 90,000 | | 103.50% |
| 4,986,000 | 5,188,000 | 5,391,000 | 5,595,000 | 5,699,000 | | |
| 632,000 | 654,000 | 677,000 | 701,000 | 726,000 | | 103.50% |
| 375,000 | 388,000 | 402,000 | 416,000 | 431,000 | | 103.50% |
| 1,470,000 | 1,521,000 | 1,574,000 | 1,629,000 | 1,686,000 | | 103.50% |
| 168,000 | 174,000 | 180,000 | 186,000 | 193,000 | | 103.50% |
| 1,146,000 | 1,186,000 | 1,228,000 | 1,271,000 | 1,315,000 | | 103.50% |
| 448,000 | 464,000 | 480,000 | 497,000 | 514,000 | | 103.50% |
| 776,000 | 803,000 | 831,000 | 860,000 | 890,000 | | 103.50% |
| 150,000 | 156,000 | 162,000 | 168,000 | 171,000 | 3% of revenue | |
| 5,165,000 | 5,346,000 | 5,534,000 | 5,728,000 | 5,926,000 | | |
| (179,000) | (158,000) | (143,000) | (133,000) | (227,000) | | |
| 272,675 | 243,675 | 241,675 | 260,675 | 295,675 | Assumes contingency is not used | |
| 93,675 | 85,675 | 98,675 | 127,675 | 68,675 | | |
| 150,000 | 156,000 | 162,000 | 168,000 | 171,000 | | |
| 243,675 | 241,675 | 260,675 | 295,675 | 239,675 | | |
| 93,675 | 85,675 | 98,675 | 127,675 | 68,675 | | |

Insurance Services Fund Narrative

The Insurance Services Fund is an internal service fund that accounts for insurance and risk management activities.

Long-Term Assumptions

Charges for services. Charges are estimated to increase at 5.5% in the future years to pay for increased claims activity and higher premiums.

Fund Balance

The proposed 2003 budgeted fund balance is \$91,500 , well below policy level. Increased internal charges over the Long-Term will be needed to return to a minimum fund balance as required by policy.

insurance services fund resources

INSURANCE SERVICE FUND

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--------------------------------------|---------------------|---------------------|-------------------|-------------------|-------------------|
| 400 Working Capital Carryover | \$ 630,294 | \$ 502,000 | \$ 300,000 | \$ 175,000 | \$ 213,000 |
| Charges for Services | | | | | |
| Interdepartmental: | 379,059 | 456,866 | 595,000 | - | 577,500 |
| Rebates | 54,938 | 60 | 15,000 | - | 10,000 |
| 440 Total Charges for Services | 433,996 | 456,926 | 610,000 | 652,000 | 587,500 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 58,625 | 51,050 | 50,000 | - | 15,000 |
| 470 Total Interest on Investments | 58,625 | 51,050 | 50,000 | 55,000 | 15,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 2,030 | 438 | - | - | - |
| 480 Total Miscellaneous Revenues | 2,030 | 438 | - | - | - |
| Total Insurance Services Fund | \$ 1,124,946 | \$ 1,010,414 | \$ 960,000 | \$ 882,000 | \$ 815,500 |

insurance services fund long-term plan

| INSURANCE SERVICES FUND #720 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Charges for Services | 343,680 | 433,996 | 456,926 | 610,000 | 503,019 | 652,000 | 577,500 |
| Interest on Investments | 46,570 | 58,625 | 51,050 | 50,000 | 14,838 | 55,000 | 15,000 |
| Miscellaneous Revenues | 75,655 | 2,030 | 438 | - | 199 | - | 10,000 |
| Total Revenues | 465,905 | 494,651 | 508,414 | 660,000 | 518,056 | 707,000 | 602,500 |
| Expenditures | | | | | | | |
| Personal Services | 6,011 | 3,947 | - | 1,000 | - | 1,000 | 1,000 |
| Materials and Services | 482,192 | 618,997 | 710,999 | 648,500 | 604,413 | 641,000 | 723,000 |
| Transfers | 300,000 | - | - | - | - | - | - |
| Operating Contingency | - | - | - | 200,000 | - | 200,000 | - |
| Total Expenditures | 788,203 | 622,944 | 710,999 | 849,500 | 604,413 | 842,000 | 724,000 |
| Excess (Deficiency) of Revenues over Expenditures | (322,298) | (128,293) | (202,585) | (189,500) | (86,357) | (135,000) | (121,500) |
| Working Capital Carryover | 952,592 | 630,293 | 502,000 | 300,000 | 299,415 | 310,000 | 213,000 |
| Ending Fund Balance | 630,294 | 502,000 | 299,415 | 110,500 | 213,058 | 175,000 | 91,500 |
| Fund Balance Policy Requirement | 395,000 | 395,000 | 419,000 | 438,000 | 431,000 | 453,000 | 451,000 |
| Fund Balance and Contingency | 630,294 | 502,000 | 299,415 | 310,500 | 213,058 | 375,000 | 91,500 |
| Excess (deficiency) | 235,294 | 107,000 | (119,585) | (127,500) | (217,942) | (78,000) | (359,500) |

insurance services fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|----------------|----------------|----------------|----------------|----------------|------------------|---------|
| 691,000 | 732,000 | 775,000 | 810,000 | 810,000 | Calculated | |
| 21,000 | 18,000 | 18,000 | 19,000 | 20,000 | Interest at 3.0% | |
| - | - | - | - | - | Calculated | |
| 712,000 | 750,000 | 793,000 | 829,000 | 830,000 | | |
| 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | flat | |
| 700,000 | 715,000 | 757,000 | 800,000 | 800,000 | calculated | |
| - | - | - | - | - | | |
| - | - | - | - | - | flat | |
| 701,000 | 716,000 | 758,000 | 801,000 | 801,000 | | |
| 11,000 | 34,000 | 35,000 | 28,000 | 29,000 | | |
| 91,500 | 102,500 | 136,500 | 171,500 | 199,500 | | |
| 102,500 | 136,500 | 171,500 | 199,500 | 228,500 | | |
| 465,000 | 479,000 | 493,000 | 508,000 | 523,000 | | 103.00% |
| 102,500 | 136,500 | 171,500 | 199,500 | 228,500 | | |
| (362,500) | (342,500) | (321,500) | (308,500) | (294,500) | | |

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.

Fund Balance

No minimum fund balance is required.

equipment fund resources

EQUIPMENT FUND

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 400 Working Capital Carryover | \$ 1,349,801 | \$ 253,019 | \$ 326,000 | \$ 251,000 | \$ 650,000 |
| Charges for Services | | | | | |
| Interdepartmental: | 1,133,810 | 1,167,156 | 1,234,000 | - | 1,284,750 |
| 440 Total Charges for Services | 1,133,810 | 1,167,156 | 1,234,000 | 1,308,000 | 1,284,750 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 93,867 | 83,051 | 73,000 | - | 36,500 |
| 470 Total Interest on Investments | 93,867 | 83,051 | 73,000 | 67,000 | 36,500 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | 768 | 2,747 | 26,000 | - | - |
| Sale of Equipment | 5,838 | 50,291 | - | - | 26,000 |
| 480 Total Miscellaneous Revenues | 6,606 | 53,038 | 26,000 | 27,000 | 26,000 |
| Other Financing Sources | | | | | |
| Interfund Loans | 990,751 | 1,000,000 | 1,000,000 | - | 500,000 |
| 490 Total Other Financing Sources | 990,751 | 1,000,000 | 1,000,000 | 500,000 | 500,000 |
| Total Equipment Fund | \$ 3,574,836 | \$ 2,556,264 | \$ 2,659,000 | \$ 2,153,000 | \$ 2,497,250 |

equipment fund long-term plan

| EQUIPMENT FUND #730 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Charges for Services | 1,338,109 | 1,133,810 | 1,167,156 | 1,234,000 | 1,131,678 | 1,308,000 | 1,284,750 |
| Interest on Investments | 89,208 | 105,759 | 83,051 | 73,000 | 41,447 | 67,000 | 36,500 |
| Miscellaneous Revenues | 58,437 | 6,606 | 53,038 | 26,000 | 26,000 | 27,000 | 26,000 |
| Interfund Loan | - | 978,859 | 1,000,000 | 1,000,000 | 1,000,000 | 500,000 | 500,000 |
| Total Revenues | 1,485,754 | 2,225,034 | 2,303,245 | 2,333,000 | 2,199,125 | 1,902,000 | 1,847,250 |
| Expenditures | | | | | | | |
| Personal Services | 245,475 | 179,627 | 187,273 | 206,500 | 258,346 | 214,000 | 225,500 |
| Materials and Services | 495,424 | 372,273 | 366,087 | 434,222 | 434,000 | 449,000 | 448,110 |
| Capital Outlay | 1,425,560 | 791,059 | 476,010 | 1,196,500 | 886,500 | 610,000 | 1,171,000 |
| Interfund Loan | 978,859 | 1,000,000 | 1,000,000 | 500,000 | 500,000 | 500,000 | |
| Operating Contingency | - | - | - | 200,000 | - | 200,000 | 200,000 |
| Total Expenditures | 3,145,318 | 2,342,959 | 2,029,370 | 2,537,222 | 2,078,846 | 1,973,000 | 2,044,610 |
| Excess (Deficiency) of Revenues over Expenditures | (1,659,564) | (117,925) | 273,875 | (204,222) | 120,279 | (71,000) | (197,360) |
| Working Capital Carryover | 2,030,508 | 370,944 | 253,019 | 326,000 | 526,894 | 322,000 | 650,000 |
| Ending Fund Balance | 370,944 | 253,019 | 526,894 | 121,778 | 647,173 | 251,000 | 452,640 |

equipment fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|-----------------------------|---------|
| 1,355,000 | 1,430,000 | 1,509,000 | 1,592,000 | 1,680,000 | | 105.50% |
| 29,000 | 16,000 | 19,000 | 24,000 | 28,000 | 3.0% of Fund & Loan Balance | |
| 27,000 | 28,000 | 29,000 | 30,000 | 31,000 | | 103.50% |
| - | - | - | - | - | | |
| 1,411,000 | 1,474,000 | 1,557,000 | 1,646,000 | 1,739,000 | | |
| 233,000 | 241,000 | 249,000 | 258,000 | 267,000 | | 103.50% |
| 462,000 | 476,000 | 490,000 | 505,000 | 520,000 | | 103.00% |
| 630,000 | 650,000 | 675,000 | 730,000 | 750,000 | Per replacement list | |
| - | - | - | - | - | | |
| 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | | |
| 1,525,000 | 1,567,000 | 1,614,000 | 1,693,000 | 1,737,000 | | |
| (114,000) | (93,000) | (57,000) | (47,000) | 2,000 | | |
| 652,640 | 738,640 | 845,640 | 988,640 | 1,141,640 | | |
| 538,640 | 645,640 | 788,640 | 941,640 | 1,143,640 | | |

Cemetery Trust Fund Narrative

This fund accounts for trust monies derived from bequests and perpetual care given to the city for the maintenance and preservation of the cemeteries and mausoleums. By City Charter, only the interest earned on the trust may be used for the operation and maintenance of the cemeteries, and is transferred on a 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 3%.

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.

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 | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 400 Working Capital Carryover | \$ 660,698 | \$ 663,140 | \$ 684,000 | \$ 89,000 | \$ 65,000 |
| Charges for Services | | | | | |
| Sales: | 3,560 | 2,475 | 4,000 | - | 5,000 |
| 440 Total Charges for Services | 3,560 | 2,475 | 4,000 | 15,000 | 5,000 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 24,311 | 46,402 | 41,000 | - | 23,000 |
| 470 Total Interest on Investments | 24,311 | 46,402 | 41,000 | 41,000 | 23,000 |
| Miscellaneous Revenues | | | | | |
| Miscellaneous Income | - | - | - | - | - |
| 480 Total Miscellaneous Revenues | - | - | - | - | - |
| Other Financing Sources | | | | | |
| Other Financing Sources | | | | | |
| Interfund loans | - | - | - | - | 600,000 |
| Operating Transfers In: | | | | | |
| From General Fund | 500 | 500 | 1,000 | - | 1,000 |
| 490 Total Other Financing Sources | 500 | 500 | 1,000 | 601,000 | 601,000 |
| Total Cemetery Trust Fund | \$ 689,069 | \$ 712,517 | \$ 730,000 | \$ 746,000 | \$ 694,000 |

cemetery trust fund long-term plan

| CEMETERY TRUST FUND #815 | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Charges for Services | 11,052 | 3,560 | 2,475 | 4,000 | 5,580 | 15,000 | 5,000 |
| Interest on Investments | 38,870 | 24,311 | 46,402 | 41,000 | 21,013 | 41,000 | 23,000 |
| Interfund Loan | - | - | - | - | - | 600,000 | 600,000 |
| Operating Transfers In | 500 | 500 | 500 | 1,000 | 500 | 1,000 | 1,000 |
| Total Revenues | 50,422 | 28,371 | 49,377 | 46,000 | 27,093 | 657,000 | 629,000 |
| Expenditures | | | | | | | |
| Interfund Loan | - | - | - | 600,000 | 600,000 | 600,000 | |
| Operating Transfers Out | 41,000 | 25,929 | 43,000 | 41,000 | 30,000 | 41,000 | 41,000 |
| Total Expenditures | 41,000 | 25,929 | 43,000 | 641,000 | 630,000 | 641,000 | 41,000 |
| Excess (Deficiency) of Revenues over Expenditures | 9,422 | 2,442 | 6,377 | (595,000) | (602,907) | 16,000 | 588,000 |
| Working Capital Carryover | 651,276 | 660,698 | 663,140 | 684,000 | 669,517 | 89,000 | 65,000 |
| Ending Fund Balance | 660,698 | 663,140 | 669,517 | 89,000 | 66,610 | 105,000 | 653,000 |

cemetery trust fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|----------------|----------------|----------------|----------------|----------------|--------------------------------------|---------|
| 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | Rate offset = to decline in services | |
| 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | Interest at 3% fund balance | |
| 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | Per charter | |
| 39,000 | 39,000 | 39,000 | 39,000 | 39,000 | | |
| 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | = to interest earnings | |
| 23,000 | 23,000 | 23,000 | 23,000 | 23,000 | | |
| 16,000 | 16,000 | 16,000 | 16,000 | 16,000 | | |
| 653,000 | 669,000 | 685,000 | 701,000 | 717,000 | | |
| 669,000 | 685,000 | 701,000 | 717,000 | 733,000 | | |

Parks and Recreation Fund Narrative

The Parks and Recreation fund includes the general activities of the Parks program. Revenues include taxes, grants, charges for services and donations.

Taxes. The tax rate remains the same as the prior year at \$2.09, but provides \$226,000 more to growth in property value.

Intergovernmental Revenues. A grant for \$51,000 is anticipated for 2003.

Charges for Services. Rents and program fees account for \$701,500 in 2003, remaining consistent with the prior year budget except for a reduction in Contracted Services Revenue and recreation program fees.

Long-Term Assumptions

- This revenue is expected to remain stable.
- Rates are expected to increase slightly at the same time as demand decreases.

Fund Balance

A minimum of 20% of operational revenues.

parks and recreation fund resources

| PARKS & RECREATION FUND | | | | | |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
| Working Capital Carryover | \$ 1,966,645 | \$ 1,196,511 | \$ 1,125,000 | \$ 759,000 | \$ 923,400 |
| Taxes | | | | | |
| Property Taxes | | | | | |
| Current | 2,286,845 | 2,443,226 | 2,526,000 | - | 2,715,944 |
| Prior | 125,720 | 123,567 | 165,000 | - | 202,000 |
| Total Taxes | 2,412,565 | 2,566,793 | 2,691,000 | 3,047,100 | 2,917,944 |
| Intergovernmental Revenues | | | | | |
| FEMA | 56,796 | - | - | - | - |
| Grants | 81,907 | 1,272,956 | 157,000 | - | 51,000 |
| Total Intergovernmental | 138,703 | 1,272,956 | 157,000 | 75,000 | 51,000 |
| Charges for Service | | | | | |
| Community Center Rent | 33,564 | - | 35,000 | - | 35,000 |
| Contract Service Fees | 133,847 | - | 211,000 | - | 207,000 |
| Golf Course Fees | 289,931 | 734,931 | 350,000 | - | 352,000 |
| Park Fees | 13,400 | - | 10,000 | - | 10,000 |
| Recreation Program Fees | 121,869 | - | 106,000 | - | 97,500 |
| Total Charges for Services | 592,611 | 734,931 | 712,000 | 742,900 | 701,500 |
| Interest on Investments | | | | | |
| Interest on Pooled Investments | 114,296 | 91,651 | 76,000 | 76,000 | 79,000 |
| Total Interest on Investments | 114,296 | 91,651 | 76,000 | 76,000 | 79,000 |
| Miscellaneous | | | | | |
| Donations | 43,526 | 217,412 | 9,000 | - | 60,600 |
| Miscellaneous Income | 540 | - | 3,000 | - | 2,000 |
| Total Miscellaneous Income | 44,067 | 217,412 | 12,000 | 12,000 | 62,600 |
| Other Financing Sources | | | | | |
| Operating Transfers In | | | | | |
| From General Fund | - | - | - | - | 205,000 |
| From Parks Capital Improvements Fund | - | - | - | - | 120,000 |
| From Golf Course Fund | 198,464 | - | - | - | - |
| From Youth Activities Levy Fund | 30,000 | - | - | - | - |
| Total Other Financing Sources | 228,464 | - | - | - | 325,000 |
| Total Parks & Recreation | \$ 5,497,351 | \$ 6,080,254 | \$ 4,773,000 | \$ 4,712,000 | \$ 5,060,444 |

parks and recreation fund long-term plan

| PARKS AND RECREATION FUND | 1999 | 2000 | 2001 | 2002 | 2002 | 2002 | 2003 |
|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Actual | Actual | Budget | Estimate | Baseline | Adopted |
| Revenues | | | | | | | |
| Taxes | 2,405,436 | 2,412,565 | 2,566,793 | 2,692,000 | 2,691,000 | 3,047,100 | 2,917,944 |
| Intergovernmental Revenues | 131,845 | 138,703 | 1,272,956 | 157,000 | 127,000 | 75,000 | 51,000 |
| Charges for Service | 432,417 | 592,611 | 734,931 | 712,000 | 712,000 | 742,900 | 701,500 |
| Interest on Investments | 80,780 | 114,296 | 91,651 | 76,000 | 75,500 | 76,000 | 79,000 |
| Miscellaneous | 57,907 | 44,067 | 217,412 | 12,000 | 18,000 | 12,000 | 62,600 |
| Transfers In | 20,000 | 228,464 | - | - | - | - | 325,000 |
| Total Revenues | 3,128,385 | 3,530,706 | 4,883,743 | 3,649,000 | 3,623,500 | 3,953,000 | 4,137,044 |
| Expenditures | | | | | | | |
| Personal Services | 1,528,207 | 1,769,385 | 1,928,783 | 2,128,300 | 2,096,799 | 2,243,700 | 2,447,550 |
| Materials and Services | 769,125 | 1,133,865 | 1,069,907 | 1,365,700 | 1,306,078 | 1,282,300 | 1,454,600 |
| Capital Outlay | 938,926 | 1,280,457 | 1,984,293 | 265,700 | 182,000 | 250,000 | 189,000 |
| Debt Service | 2,939 | 12,131 | 8,497 | 19,000 | 19,000 | 19,000 | 32,000 |
| Transfers Out | - | 105,000 | 65,000 | 120,000 | 120,000 | 120,000 | 120,000 |
| Contingency | - | - | - | 70,000 | - | 35,000 | 35,000 |
| Total Expenditures | 3,239,197 | 4,300,838 | 5,056,480 | 3,968,700 | 3,723,877 | 3,950,000 | 4,278,150 |
| Excess (Deficiency) of Revenues over Expenditures | (110,812) | (770,132) | (172,737) | (319,700) | (100,377) | 3,000 | (141,106) |
| Working Capital Carryover | 2,077,455 | 1,966,643 | 1,196,511 | 1,125,000 | 1,023,777 | 756,000 | 923,400 |
| Ending Fund Balance | 1,966,643 | 1,196,511 | 1,023,774 | 805,300 | 923,400 | 759,000 | 782,294 |
| Budget Fund Balance Policy Requirem | 583,000 | 755,000 | 898,000 | 680,000 | 649,000 | 683,000 | 742,000 |
| Fund Balance and Contingency | 1,966,643 | 1,196,511 | 1,023,774 | 875,300 | 923,400 | 794,000 | 817,294 |
| Excess (deficiency) | 1,383,643 | 441,511 | 125,774 | 195,300 | 274,400 | 111,000 | 75,294 |

parks and recreation fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|------------------|------------------|------------------|------------------|------------------|---|---------|
| 3,141,300 | 3,197,200 | 3,356,000 | 3,416,000 | 3,416,000 | Growth plus \$.21 increase over year 2005 | |
| 92,000 | 50,000 | 50,000 | 50,000 | 50,000 | | |
| 762,700 | 783,800 | 809,000 | 829,000 | 829,000 | | |
| 76,000 | 76,000 | 76,000 | 76,000 | 76,000 | | |
| 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | | |
| 4,084,000 | 4,119,000 | 4,303,000 | 4,383,000 | 4,383,000 | | |
| 2,357,000 | 2,479,000 | 2,627,000 | 2,777,000 | 2,777,000 | | |
| 1,315,000 | 1,315,000 | 1,356,000 | 1,396,000 | 1,396,000 | | |
| 242,000 | 210,000 | 210,000 | 210,000 | 210,000 | | |
| 19,000 | 19,000 | 19,000 | 19,000 | 19,000 | | |
| 120,000 | 70,000 | 70,000 | 70,000 | 70,000 | | |
| 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | | |
| 4,088,000 | 4,128,000 | 4,317,000 | 4,507,000 | 4,507,000 | | |
| (4,000) | (9,000) | (14,000) | (124,000) | (124,000) | | |
| 817,000 | 848,000 | 874,000 | 895,000 | 806,000 | | |
| 813,000 | 839,000 | 860,000 | 771,000 | 682,000 | | |
| 708,000 | 724,000 | 758,000 | 792,000 | 792,000 | | |
| 848,000 | 874,000 | 895,000 | 806,000 | 717,000 | | |
| 140,000 | 150,000 | 137,000 | 14,000 | (75,000) | | |

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 \$70,000, or \$95,000 less than the prior year, to support projects.

Interest. Interest is budgeted consistant with the prior year.

Long-Term Assumptions

- Stable funding in the Long-term.
- Consistant expenditures in the Long-term.

Fund Balance

No minimum fund balance policy established.

parks capital improvement fund resources

PARKS CAPITAL IMPROVEMENTS FUND

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| Working Capital Carryover | \$ 536,494 | \$ 295,000 | \$ 182,000 | \$ 148,000 | \$ 227,000 |
| Charges for Service | | | | | |
| Funded Depreciation | 95,000 | 85,000 | - | - | 92,000 |
| Lease Payments | 52,000 | - | - | - | - |
| Total Charges for Service | 147,000 | 85,000 | - | - | 92,000 |
| Interest on Investments | | | | | |
| Interest on Investments | 30,404 | 13,000 | 25,000 | 25,000 | 20,000 |
| Total Interest on Investments | 30,404 | 13,000 | 25,000 | 25,000 | 20,000 |
| Transfers In | | | | | |
| From Parks & Recreation | 105,000 | 65,000 | 165,000 | 165,000 | 70,000 |
| Total Parks Capital Improvement | \$ 818,898 | \$ 458,000 | \$ 372,000 | \$ 338,000 | \$ 409,000 |

parcs capital improvement fund long-term plan

PARKS CAPITAL IMPROVEMENTS FUND

| | 1999 | 2000 | 2001 | 2002 | 2002 | 2003 | 2003 |
|---|----------------|----------------|----------------|----------------|-----------------|-----------------|----------------|
| | Actual | Actual | Actual | Budget | Estimate | Baseline | Adopted |
| Revenues | | | | | | | |
| Charges for Service | 58,000 | 147,000 | 85,000 | - | 95,000 | - | 92,000 |
| Interest on Investments | 34,389 | 30,404 | 13,000 | 25,000 | 20,000 | 25,000 | 20,000 |
| Transfers In | - | 105,000 | 65,000 | 165,000 | 70,000 | 165,000 | 70,000 |
| Total Revenues | 92,389 | 282,404 | 163,000 | 190,000 | 185,000 | 190,000 | 182,000 |
| Expenditures | | | | | | | |
| Capital Outlay | 240,000 | 523,898 | 306,045 | 224,000 | 109,955 | 100,000 | 224,000 |
| Total Expenditures | 240,000 | 523,898 | 306,045 | 224,000 | 109,955 | 100,000 | 224,000 |
| Excess (Deficiency) of Revenues over Expenditures | (147,611) | (241,494) | (143,045) | (34,000) | 75,045 | 90,000 | (42,000) |
| Working Capital Carryover | 684,105 | 536,494 | 295,000 | 182,000 | 151,955 | 148,000 | 227,000 |
| Ending Fund Balance | 536,494 | 295,000 | 151,955 | 148,000 | 227,000 | 238,000 | 185,000 |

parks capital improvement fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 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 | | |
| 185,000 | 275,000 | 365,000 | 455,000 | 545,000 | | |
| 275,000 | 365,000 | 455,000 | 545,000 | 635,000 | | |

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 resources

YOUTH ACTIVITIES LEVY FUND

| Description | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Baseline | 2003 Adopted |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Working Capital Carryover | \$ 133,768 | \$ 125,191 | \$ 115,000 | \$ 9,000 | \$ 20,000 |
| Taxes | | | | | |
| Property Taxes | | | | | |
| Current | 1,023,405 | 1,589,411 | 1,669,000 | - | 1,788,000 |
| Prior | 60,920 | 57,103 | 95,000 | - | 100,000 |
| Total Taxes | 1,084,325 | 1,646,514 | 1,764,000 | 1,880,000 | 1,888,000 |
| Interest on Investments | | | | | |
| Interest on Investments | 21,069 | - | - | - | - |
| Total Interest on Investments | 21,069 | - | - | - | - |
| Total Youth Activities Levy | \$ 1,239,162 | \$ 1,771,705 | \$ 1,879,000 | \$ 1,889,000 | \$ 1,908,000 |

youth activities levy fund long-term plan

| YOUTH ACTIVITIES LEVY FUND | 1999 Actual | 2000 Actual | 2001 Actual | 2002 Budget | 2002 Estimate | 2003 Baseline | 2003 Adopted |
|---|------------------------|------------------------|------------------------|------------------------|--------------------------|--------------------------|-------------------------|
| Revenues | | | | | | | |
| Taxes | 1,084,258 | 1,084,325 | 1,646,514 | 1,764,000 | 1,764,999 | 1,880,000 | 1,888,000 |
| Charges for Service | 380 | - | - | - | - | - | - |
| Interest on Investments | 16,182 | 21,069 | - | - | - | - | - |
| Total Revenues | 1,100,820 | 1,105,394 | 1,646,514 | 1,764,000 | 1,764,999 | 1,880,000 | 1,888,000 |
| Expenditures | | | | | | | |
| Personal Services | 98,925 | 114,972 | 77,432 | 84,000 | 84,000 | 84,000 | 87,000 |
| Materials and Services | 940,624 | 969,000 | 1,568,567 | 1,786,000 | 1,786,705 | 1,796,000 | 1,812,000 |
| Transfers Out | 20,000 | 30,000 | - | - | - | - | - |
| Total Expenditures | 1,059,549 | 1,113,972 | 1,645,999 | 1,870,000 | 1,870,705 | 1,880,000 | 1,899,000 |
| Excess (Deficiency) of Revenues over Expenditures | 41,271 | (8,578) | 515 | (106,000) | (105,706) | - | (11,000) |
| Working Capital Carryover | 92,498 | 133,769 | 125,191 | 115,000 | 125,706 | 9,000 | 20,000 |
| Ending Fund Balance | 133,769 | 125,191 | 125,706 | 9,000 | 20,000 | 9,000 | 9,000 |

youth activities levy fund long-term plan

| 2004 Budget | 2005 Budget | 2006 Budget | 2007 Budget | 2008 Budget | Assumptions | Percent |
|----------------|----------------|----------------|----------------|----------------|----------------------|---------|
| 142,000 | 53,000 | 19,000 | - | - | Levy expires in 2003 | |
| - | - | - | - | - | | |
| - | - | - | - | - | | |
| 142,000 | 53,000 | 19,000 | - | - | | |
| - | - | - | - | - | | |
| 142,000 | 53,000 | 19,000 | 9,000 | - | | |
| - | - | - | - | - | | |
| 142,000 | 53,000 | 19,000 | 9,000 | - | | |
| - | - | - | (9,000) | - | | |
| 9,000 | 9,000 | 9,000 | 9,000 | - | | |
| 9,000 | 9,000 | 9,000 | - | - | | |

ambulance fund

| AMBULANCE FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2002 Budget | 2003 Baseline | 2003 Budget |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| Charges for Services | 827,582 | - | - | - | - | - |
| Interest on Investments | 4,540 | - | - | - | - | - |
| Miscellaneous | 2,695 | - | - | - | - | - |
| Total Revenues | 834,817 | - | - | - | - | - |
| Expenditures | | | | | | |
| Personal 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 | 2002 Budget | 2003 Baseline | 2003 Budget |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| Taxes | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Interest on Investments | - | - | - | - | - | - |
| Miscellaneous | - | - | - | - | - | - |
| Operating Transfers In | - | - | - | - | - | - |
| Total Revenues | - | - | - | - | - | - |
| Expenditures | | | | | | |
| Personal 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

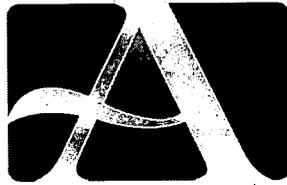
| BAND FUND | 1999 Actual | 2000 Actual | 2001 Budget | 2002 Budget | 2003 Baseline | 2003 Budget |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| Taxes | - | - | - | - | - | - |
| Charges for Services | - | - | - | - | - | - |
| Interest on Investments | - | - | - | - | - | - |
| Operating Transfers In | - | - | - | - | - | - |
| Total Revenues | - | - | - | - | - | - |
| Expenditures | | | | | | |
| Personal 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 | 2002 Budget | 2003 Baseline | 2003 Budget |
|--|------------------------|------------------------|------------------------|------------------------|--------------------------|------------------------|
| Revenues | | | | | | |
| Charges for Service | 285,797 | - | - | - | - | - |
| Interest on Investments | 17,391 | - | - | - | - | - |
| Miscellaneous | 3,850 | - | - | - | - | - |
| Total Revenues | 307,038 | - | - | - | - | - |
| Expenditures | | | | | | |
| Personal Services | 110,703 | - | - | - | - | - |
| Materials and Services | 181,355 | - | - | - | - | - |
| Transfers Out | 25,000 | 198,464 | - | - | - | - |
| Debt Service | 14,990 | - | - | - | - | - |
| Total Expenditures | 332,048 | 198,464 | - | - | - | - |
| Excess (Deficiency) of Revenues over Expenditures | (25,010) | (198,464) | - | - | - | - |
| Working Capital Carryover | 223,474 | 198,464 | - | - | - | - |
| Ending Fund Balance | 198,464 | - | - | - | - | - |

bancroft bond fund

| BANCROFT BOND FUND | 1999 | 2000 | 2001 | 2002 | 2003 | 2003 |
|--|----------------|----------------|---------------|---------------|-----------------|---------------|
| | Actual | Actual | Budget | Budget | 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 | 2002 Budget | 2003 Baseline | 2003 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

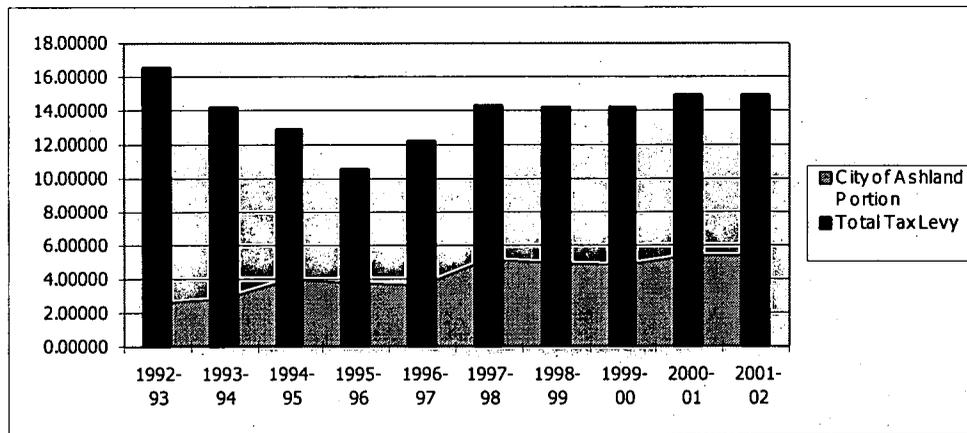
History of Combined Property Tax Rates A-2
History of Property Tax Levies A-3
History of Property Tax Rates A-4
Future Debt Requirements A-5
Financial Management Policies A-6
Accounting Methods A-12
Salary Schedule A-14
History of Positions A-17
Summary of Union Affiliation A-18
Chart of Accounts Descriptions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

history of combined property tax rates

The table below shows combined city and county property tax rates per thousand dollars of assessed value.

| | 1995-96 | 1996-97 | 1997-98 | 1998-99 | 1999-00 | 2000-01 | 2001-02 |
|-----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| | Tax Rate |
| City of Ashland | 3.75047 | 3.65863 | 5.18340 | 4.91850 | 4.81387 | 5.46150 | 5.38390 |
| County | 1.36360 | 1.90040 | 2.00240 | 2.20550 | 2.25340 | 2.55500 | 2.65720 |
| Vector | 0.04280 | 0.04250 | 0.04280 | 0.04270 | 0.04270 | 0.04290 | 0.04290 |
| RVTD | 0.17620 | 0.17590 | 0.17740 | 0.17720 | 0.17720 | 0.00000 | 0.17720 |
| Schools-ESD-Rogue | 5.00000 | 5.00000 | 5.00000 | 5.00000 | 5.02530 | 5.02530 | 5.02530 |
| School Debt | 0.23370 | 1.46970 | 1.94430 | 1.94340 | 1.94560 | 1.83760 | 1.66620 |
| Total Tax Rate | 10.56677 | 12.24713 | 14.35030 | 14.28730 | 14.25807 | 14.92230 | 14.95270 |
| Assessed 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 | 1,333,040,730 |

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 2002-2003.

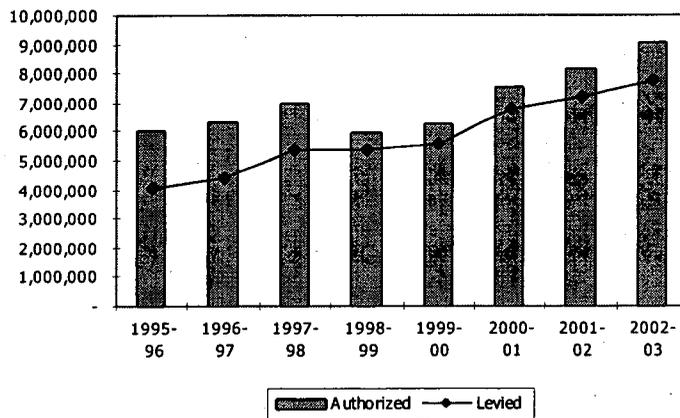
history of property tax rates

The table below shows the property tax rates per thousand dollars of assessed value from fiscal year 1995-96 through the adopted rates for 2002-03.

| | 1995-96 | 1996-97 | 1997-98 | 1998-99 | 1999-00 | 2000-01 | 2001-02 | Adopted 2002-03 |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|--------------------|
| | Tax Rate |
| General Fund | 0.99892 | 0.95124 | 1.17320 | 1.45291 | 1.50224 | 1.50200 | 1.47170 | 1.47170 |
| Parks | 1.43034 | 1.51581 | 2.23623 | 2.25600 | 2.12202 | 2.12220 | 2.09250 | 2.09250 |
| Ashland Youth Activities Levy | 0.89627 | 0.80518 | 1.06210 | 1.00960 | 0.94960 | 1.38000 | 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 | 0.06230 | 0.06310 |
| 1992 Water Bond Levy | 0.08400 | 0.06583 | 0.18149 | 0.04589 | 0.08634 | 0.08150 | 0.07500 | 0.07610 |
| Hydro Bond Levy | 0.06283 | 0.05147 | - | - | - | - | - | - |
| 1997 Flood Restoration Bonds | - | - | 0.05985 | 0.10555 | 0.10792 | 0.08150 | 0.07350 | 0.07230 |
| 2000 Flood Restoration Bonds | - | - | - | - | - | 0.01300 | - | - |
| 2000 Flood and Fire Station Bonds | - | - | - | - | - | 0.24050 | 0.20940 | 0.22820 |
| | 3.75047 | 3.65863 | 5.18340 | 4.91859 | 4.81387 | 5.48830 | 5.36440 | 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 | 1,333,040,730 | 1,365,663,845 |

History of Property Taxes

The graph to the right that while the City levies Ad-Valorum Taxes sufficient to meet it's economic requirements, during the period reflected in this chart and at no time previously has the authorized constitutional limit been reached.



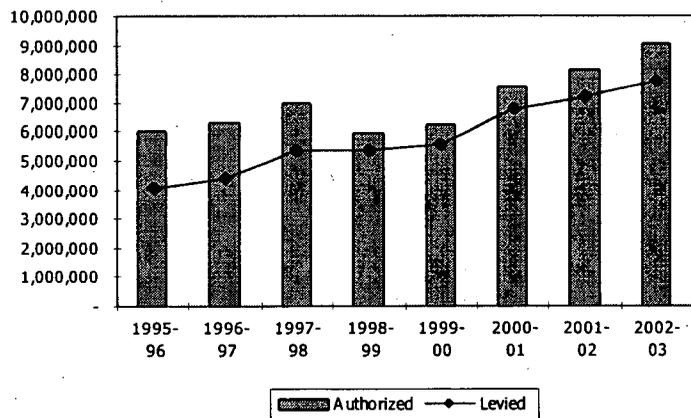
The proposed property tax rate for fiscal year 2002-03 decreased to 5.38 dollars per thousand of assessed value.

The table below shows the total property taxes levied from 1995-96 fiscal year through the adopted 2002-03.

| | 1995-96 | 1996-97 | 1997-98 | 1998-99 | 1999-00 | 2000-01 | 2001-02 | Proposed 2002-03 |
|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------|---------------------|
| | Tax Levy |
| General Fund | 1,081,091 | 1,145,956 | 1,215,059 | 1,583,000 | 1,740,000 | 1,862,656 | 1,997,793 | 2,152,000 |
| Parks Continuing Levy | 1,548,000 | 1,826,100 | 2,316,029 | 2,458,000 | 2,458,000 | 2,631,773 | 2,758,856 | 3,041,000 |
| Ashland Youth Activity | 970,000 | 970,000 | 1,100,000 | 1,100,000 | 1,100,000 | 1,712,104 | 1,841,695 | 1,977,000 |
| 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 | 83,000 |
| 1992 Water Bond Levy | 90,909 | 79,300 | 187,968 | 50,000 | 100,000 | 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 | 105,000 |
| 2000 Fire Station/ Flood Restoration Bonds | - | - | - | - | - | 311,000 | 310,388 | 304,000 |
| 2000 Fire Station Bonds | - | - | - | - | - | - | - | - |
| | 4,059,000 | 4,407,560 | 5,368,362 | 5,359,000 | 5,576,000 | 6,800,533 | 7,186,732 | 7,762,000 |
| Authorized | 6,017,915 | 6,310,856 | 6,974,228 | 5,963,000 | 6,239,000 | 7,557,000 | 8,142,000 | 9,046,000 |

Authorized Property Tax Levies

The graph to the right that while the City levies Ad-Valorum Taxes sufficient to meet it's economic requirements, during the period reflected in this chart and at no time previously has the authorized constitutional limit been reached.

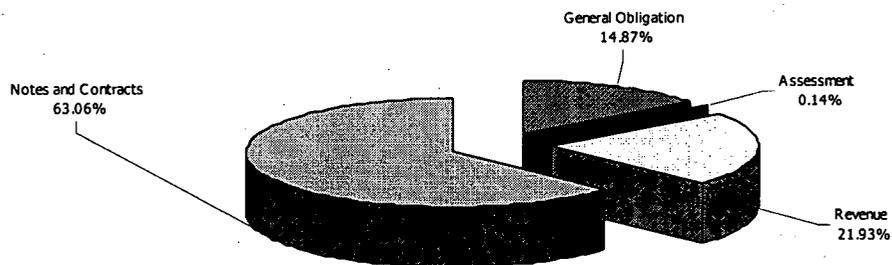


The above graph shows that the City does not levy property taxed to the extent of its authority.

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 |
| 2002-03 | \$ 283,378 | \$ 555,000 | \$ 9,343 | \$ 55,000 | \$ 464,707 | \$ 455,000 | \$ 2,914,323 | \$ 590,314 |
| 2003-04 | 260,643 | 405,000 | - | - | 440,565 | 733,000 | 972,741 | 1,050,753 |
| 2004-05 | 243,214 | 340,000 | - | - | 402,020 | 769,000 | 926,010 | 1,058,259 |
| 2005-06 | 227,168 | 355,000 | - | - | 361,357 | 815,000 | 879,826 | 1,081,407 |
| 2006-07 | 210,272 | 370,000 | - | - | 317,904 | 854,000 | 832,400 | 1,111,758 |
| 2007-08 | 192,575 | 390,000 | - | - | 272,129 | 893,000 | 783,729 | 1,115,713 |
| 2008-09 | 174,378 | 385,000 | - | - | 224,165 | 934,000 | 735,904 | 1,137,216 |
| 2009-10 | 155,675 | 405,000 | - | - | 173,571 | 982,000 | 687,838 | 1,180,004 |
| 2010-11 | 135,703 | 430,000 | - | - | 99,772 | 1,035,000 | 637,862 | 1,224,637 |
| 2011-12 | 114,267 | 455,000 | - | - | 63,688 | 260,000 | 589,476 | 1,177,269 |
| 2012-13 | 98,460 | 180,000 | - | - | 46,831 | 275,000 | 540,566 | 1,219,332 |
| 2013-14 | 88,560 | 190,000 | - | - | 28,892 | 290,000 | 490,887 | 1,262,961 |
| 2014-15 | 78,110 | 200,000 | - | - | 9,842 | 310,000 | 439,382 | 1,302,818 |
| 2015-16 | 66,910 | 210,000 | - | - | - | - | 387,746 | 1,317,187 |
| 2016-17 | 55,150 | 220,000 | - | - | - | - | 335,480 | 1,362,754 |
| 2017-18 | 42,720 | 235,000 | - | - | - | - | 281,406 | 1,409,897 |
| 2018-19 | 29,325 | 250,000 | - | - | - | - | 225,461 | 1,458,672 |
| 2019-20 | 14,948 | 260,000 | - | - | - | - | 167,581 | 1,509,133 |
| 2020-21 | - | - | - | - | - | - | 107,699 | 1,561,340 |
| 2021-22 | - | - | - | - | - | - | 45,745 | 1,615,347 |
| Totals | \$ 2,471,453 | \$ 5,835,000 | \$ 9,343 | \$ 55,000 | \$ 2,905,443 | \$ 8,605,000 | \$ 12,982,062 | \$ 24,746,771 |

2002-2003 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 cost of the specific piece of equipment.
- The City will budget a contingency appropriation to provide for unanticipated non-recurring expenditures or shortfalls in projected revenues. The minimum contingency will be maintained at not less than 3 percent of annual revenues.

Trust and Agency Funds

Trust and agency funds account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, or governmental units, and/or other funds. These include (a) expendable trust funds, (b) non-expendable trust funds, (c) pension trust funds, and (d) agency funds.

Cemetery Trust Fund. The Cemetery Trust Fund is a non-expendable trust fund that uses the accrual basis of

accounting. Revenues are from interest income and perpetual care service charges on cemetery operations. Expenditures are for the repurchase of plots and transfers of earnings to the cemetery fund for operations.

- No minimum fund balance policy is recommended.

Discrete Components Unit

Parks

Parks and Recreation Fund. (Special Revenue Fund) Revenues are from property taxes, charges for services, and miscellaneous sources. Expenditures are for parks, recreational, and golf course operations.

Parks Capital Improvements Fund. (Capital Projects Fund) This fund is used to account for resources from grants and inter-fund transfers that are to be expended for equipment purchases and major park renovations.

Revenues

- The City will estimate its annual revenues by an objective, analytical process. Because most revenues are sensitive to conditions outside the City's control, estimates will be conservative.
- The City will make every effort to maintain a diversified and stable revenue base to protect its operation from short-term fluctuations in any one revenue source.
- With the exception of grants, charges for services, and earmarked donations, the City will not earmark revenue for specific purposes in the General Fund.
- The City will establish charges for enterprise funds that fully support the total cost of the enterprise. Utility rates will be reviewed annually. Rates will be adjusted as needed to account for major changes in consumption and cost increases.
- The City will charge user fees to the direct beneficiaries of City services to recover some or all of the full cost of providing that service. All user fees will be reviewed biannually to insure that direct and overhead costs are recovered in the percentage approved by City Council.
- To the extent practicable, new development shall pay necessary fees to meet all identified costs associated with that development.

- The City will work aggressively to collect all delinquent accounts receivable. When necessary, collection procedures will include termination of service, submission to collection agencies, foreclosure, and other available legal remedies.

Expenditures

- The City will provide employee compensation that is competitive with comparable public jurisdictions within the relative recruitment area.
- Estimated wage increases and changes in employee benefits will be included in the proposed budget under Personal Services.
- The City is committed to maintaining and improving the productivity of its staff by providing a proper working environment, adequate equipment and supplies, and appropriate training and supervision.
- A Social Service appropriation will be included in the proposed General Fund Budget. This appropriation will increase or decrease relative to the overall General Fund revenues.
- An Economic and Cultural Development appropriation will be included in the proposed General Fund Budget. This appropriation will increase or decrease relative to the overall Transient Occupancy Tax Revenues.

Purchasing

- The City will purchase materials, supplies, and equipment through a competitive process that provides the best product for the least cost.

Capital

- The City will provide for adequate maintenance of equipment and capital assets. The City will make regular contributions to the Equipment Replacement Fund and the City Future General Capital Improvements Account to ensure that monies will be available as needed to replace City vehicles and facilities.
- The City will update its five-year Capital Improvements Program biannually, identifying capital needs and potential capital funding sources. The Capital Improvements Program will reflect the priorities of

the City Council and the long-range needs of the community.

- Future operating costs associated with new capital improvements will be projected and included in the long-term budget forecast.
- The City will determine and use the most appropriate method for financing all new capital projects.
- Special accounts dedicated for capital improvements will be segregated in the accounting system and used only for the intended capital purposes.
- The Capital Improvement Plan will encourage a level capital replacement schedule.

Debts

- The City will not use long-term borrowing to finance current operations.
- Capital projects, financed through bond proceeds, will be financed for a period not to exceed the useful life of the project.
- Whenever possible, enterprise debt will be self-supporting. Regardless of the type of debt issued, the City will establish a one-year reserve for all self-supporting debt.
- The City will seek to maintain and improve its bond rating to minimize borrowing costs and to ensure its access to credit markets.
- The City will keep the final maturity of general obligation bonds at or below 20 years, with the exception of water supply and land acquisition that will be limited to 30 years.
- The City will maintain good communications with bond rating agencies about its financial condition.
- The City will not issue general obligation debt, which combined with all other overlapping jurisdictions, will exceed the medium affordability index.

Risk Management

- The City will provide an active risk management program that reduces human suffering and protects City assets through loss prevention, insurance, and self-insurance.

Accounting Methods

General Fund

This fund accounts for all financial resources except those accounted for in another fund. Resources include working capital carryover, taxes, licenses and permits, intergovernmental revenue, fines and forfeitures, charges for services, miscellaneous revenues, and inter-fund transfers. Expenditures are for Social Services, Economic and Cultural Development, Police Department, Municipal Court Division, Communications, Fire and Rescue Department, 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 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 personal services, materials and services, and capital outlay.

Trust and Agency Funds

Trust and agency funds account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, or governmental units, and/or other funds. These include (a) expendable trust funds, (b) non-expendable trust funds, (c) pension trust funds, and (d) agency funds.

Cemetery Trust Fund. The Cemetery Trust Fund is a non-expendable trust fund that uses the accrual basis of accounting. Revenues are from interest income and perpetual care service charges on cemetery operations. Expenditures are for the repurchase of plots and transfers of earnings to the 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, 2002

| <u>Classification:</u> | <u>Minimum</u> | <u>Maximum</u> |
|---|----------------|----------------|
| <u>Elected and Appointed:</u> | | |
| Mayor | 500 | 500 |
| Council | 350 | 350 |
| City Recorder/Treasurer | 58,740 | 58,740 |
| Municipal Judge | 39,912 | 39,912 |
| <u>Management and Confidential:</u> | | |
| City Administrator | 95,484 | 112,764 |
| City Attorney | 80,040 | 90,024 |
| Assistant City Administrator | 74,028 | 83,208 |
| Police Chief | 74,028 | 83,208 |
| Electric & Telecommunications Director | 74,028 | 83,208 |
| Finance Director | 74,028 | 83,208 |
| Fire Chief | 74,028 | 83,208 |
| Public Works Superintendent | 74,028 | 83,208 |
| Administrative Services Director | 71,208 | 80,040 |
| Community Development Director | 71,208 | 80,040 |
| Electric Operations Superintendent | 65,052 | 73,152 |
| Assistant Fire Chief | 63,528 | 71,448 |
| EMS Fire Training Coordinator | 60,756 | 68,292 |
| Police Lieutenant | 60,756 | 68,295 |
| Public Works Superintendent | 58,716 | 66,384 |
| Telecommunications Engineer | 58,716 | 66,384 |
| Engineering Services Manager | 54,192 | 63,216 |
| Cable TV Manager | 53,592 | 62,628 |
| Network Administrator | 53,592 | 60,228 |
| Database Administrator | 53,592 | 60,228 |
| Marketing & Communications Manager | 53,592 | 60,228 |
| Supervising Accountant | 50,820 | 57,168 |
| Senior Planner | 50,688 | 56,964 |
| Police Sergeant | 50,532 | 56,808 |
| Water Plant Supervisor | 48,847 | 54,900 |
| Water Quality Supervisor (Collection/Plant) | 48,847 | 54,900 |
| Building Official | 48,096 | 54,060 |
| Associate Engineer | 46,524 | 52,286 |
| Police Admin. Services Manager | 43,812 | 49,272 |
| Water Quality Supervisor (Distribution) | 43,812 | 49,272 |
| Maintenance Safety Supervisor | 43,812 | 49,272 |
| Street Supervisor | 43,812 | 49,272 |
| Accounting Supervisor | 43,812 | 49,272 |
| Customer Service Supervisor | 43,812 | 49,272 |
| User Support Administrator | 42,792 | 48,120 |
| Personnel Analyst | 37,032 | 41,652 |
| Senior Program Director | 34,308 | 38,556 |

| <u>Classification:</u> | <u>Minimum</u> | <u>Maximum</u> |
|--|----------------|----------------|
| Communication Supervisor (Dispatch) | 33,300 | 37,440 |
| Legal Assistant | 33,300 | 37,440 |
| Personnel Assistant | 33,300 | 37,440 |
| Executive Secretary | 33,300 | 37,400 |
| Administrative Assistant | 26,984 | 32,762 |
| Administrative Secretary | 25,116 | 30,468 |
| Secretary | 21,744 | 26,352 |
| <u>General City Services Staff:</u> | | |
| Electrical Inspector | 41,400 | 50,340 |
| Engineering Tech 3/Surveyor | 40,476 | 49,200 |
| Building Inspector | 38,520 | 48,696 |
| Staff Accountant/EDP | 37,116 | 46,824 |
| Associate Planner | 35,328 | 43,608 |
| Engineering Assistant | 35,328 | 43,608 |
| Account Representative | 34,596 | 43,248 |
| Engineering Tech II | 33,144 | 41,976 |
| GIS Specialist | 33,132 | 41,988 |
| Computer Technician | 30,504 | 37,116 |
| Finance Project Coordinator | 30,504 | 37,116 |
| Assistant Planner | 27,768 | 35,172 |
| Conservation Analyst & Inspector | 27,732 | 42,780 |
| Code Enforcement Specialist | 27,120 | 33,324 |
| Engineering Tech I | 26,652 | 33,768 |
| Court Clerk II | 25,092 | 31,680 |
| Account Clerk | 24,540 | 30,912 |
| Court Clerk I | 24,540 | 30,912 |
| Secretary (IBEW) | 23,376 | 29,580 |
| Bldg. Maintenance Worker/Warehouse Worker II | 23,088 | 29,352 |
| Administrative Secretary (IBEW) | 22,056 | 27,996 |
| Clerk II | 21,768 | 27,480 |
| Building Maintenance Worker | 20,928 | 26,364 |
| Clerk I | 18,828 | 23,664 |
| <u>Fire and Rescue Personnel:</u> | | |
| Captain-EMT "P" | 54,744 | 60,036 |
| Captain-EMT "I" | 52,896 | 58,212 |
| Captain-EMT "B" | 51,624 | 56,952 |
| Engineer-EMT "P" | 48,060 | 52,068 |
| Engineer-EMT "I" | 46,140 | 50,112 |
| Engineer-EMT "B" | 44,784 | 48,756 |
| Firefighter-EMT "P" | 38,964 | 48,396 |
| Firefighter-EMT "I" | 37,080 | 46,404 |
| Firefighter-EMT "B" | 35,688 | 45,084 |

salary schedule

| <u>Classification:</u> | <u>Minimum</u> | <u>Maximum</u> |
|--|----------------|----------------|
| <u>Police Personnel:</u> | | |
| Police Officer | 34,116 | 43,332 |
| Youth Diversion Officer | 32,244 | 40,716 |
| Dispatcher | 28,572 | 35,352 |
| Community Services Officer | 25,656 | 31,476 |
| Parking Control Officer | 21,708 | 27,468 |
| <u>General Labor:</u> | | |
| Chief Mechanic | 33,115 | 42,748 |
| Utility Worker IV | 32,496 | 40,212 |
| Cemetery Sexton | 32,494 | 40,218 |
| Water Treatment Plant Operator III | 32,383 | 40,085 |
| Utility Worker III | 30,768 | 38,556 |
| Treatment Plant Operator WW | 30,744 | 39,312 |
| Water Treatment Plant Operator | 29,412 | 37,908 |
| Mechanic | 26,892 | 38,945 |
| Utility Worker II | 26,340 | 34,848 |
| Meter Reader/Repair | 25,656 | 33,780 |
| Utility Worker I | 23,772 | 31,056 |
| <u>Electric Staff:</u> | | |
| Lead Working Line Installer | 61,464 | 61,464 |
| Line Installer/Service Person | 56,820 | 56,820 |
| Line Installer | 56,820 | 56,820 |
| Electrician | 56,820 | 56,820 |
| Electric Meter Reader | 56,820 | 56,820 |
| Line Truck Driver | 44,940 | 44,940 |
| Head-Technician | 42,588 | 47,880 |
| Connect-Disconnect | 40,728 | 40,728 |
| Electrical Warehouse Worker | 40,728 | 40,728 |
| Apprentice Line Installer | 39,768 | 51,132 |
| Meter Reader | 38,664 | 38,664 |
| Grounds Person | 38,664 | 38,664 |
| Telecommunications Technician | 38,664 | 38,664 |
| Mapping Specialist | 34,740 | 42,768 |
| Apprentice Telecommunications Tech | 18,084 | 33,540 |
| <u>Regular Part-time Employees:</u> | | |
| Community Services Volunteer Coordinator | 35,914 | 40,497 |
| Senior Center Specialist | 21,333 | 23,991 |
| Bailiff | 16,665 | 20,995 |
| Band Director | 3,350 | 3,350 |

| Department | 2000 Actual | 2001 Actual | 2002 Adopted | 2003 Proposed |
|-----------------------------------|--------------------|--------------------|---------------------|----------------------|
| Administration and Legal | 6.00 | 6.00 | 5.25 | 4.50 |
| Administrative Services | 4.90 | 4.70 | 6.25 | 8.25 |
| Finance | 13.50 | 13.50 | 14.00 | 13.80 |
| City Recorder | 1.25 | 1.50 | 1.75 | 2.00 |
| Municipal Court | 3.00 | 3.25 | 3.25 | * |
| Police | 40.80 | 42.30 | 43.30 | 44.30 |
| Fire and Rescue | 28.00 | 28.00 | 29.00 | 29.00 |
| Public Works | 55.80 | 54.30 | 55.30 | 55.30 |
| Community Development | 11.65 | 13.10 | 14.05 | 14.00 |
| Senior | 2.65 | 1.80 | * | * |
| Electric | 26.50 | 27.00 | 27.50 | 30.75 |
| Subtotal | 194.05 | 195.45 | 199.65 | 201.90 |
| Parks and Recreation | 39.00 | 40.20 | 40.20 | 40.20 |
| Total Staffing Requirement | 233.05 | 235.65 | 239.85 | 242.10 |

* Note: Municipal Court and Senior moved to Administrative Services Department.

summary of union affiliation

| | Non- represented | IBEW Clerical | IBEW Electrical | Laborers | Teamsters | Ashland Firefighters | Total |
|------------------------------------|---------------------|------------------|--------------------|--------------|--------------|-------------------------|---------------|
| Administration Department | 4.50 | 0.00 | | | | | 4.50 |
| Administrative Services Department | 5.25 | 2.75 | | | | | 8.00 |
| Finance Department | 4.00 | 9.80 | | | | | 13.80 |
| City Recorder | 1.00 | 1.00 | | | | | 2.00 |
| Police Department | 8.30 | 2.00 | | | 34.00 | | 44.30 |
| Fire and Rescue Department | 4.00 | | | | | 25.00 | 29.00 |
| Public Works Department | 11.00 | 4.50 | | 39.80 | | | 55.30 |
| Community Development | 4.00 | 10.00 | | | | | 14.00 |
| Electric Department | 10.00 | 3.00 | 18.00 | | | | 31.00 |
| Parks Department | 40.20 | | | | | | 40.20 |
| | 92.25 | 33.05 | 18.00 | 39.80 | 34.00 | 25.00 | 242.10 |
| | By | | | | | | |
| Contract Status | Resolution | Settled | Settled | Settled | Settled | Settled | |
| Termination Date | N/A | 6/30/05 | 6/30/02 | 6/30/05 | 6/30/03 | 6/30/03 | |

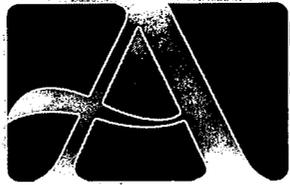


chart of accounts descriptions

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 Personal Services or Capital Outlay. Includes contractual and other services, materials, supplies and other charges.

601 Supplies

All supplies used by the City such as; office supplies, small tools under \$5,000, food and related items, and books and periodicals.

602 Rental, Repair, Maintenance

Any expense incurred to rent, repair or maintain equipment owned, operated or leased by the City, including all parts, services and fuel.

603 Communications

Charges for local and long distance telephone service, cellular service, pagers, radios, computers, fax, and postage that are incurred in service to the City.

604 Contractual Services

Monies paid to persons for services rendered to the City, who are not employees of the City and fit the legal guidelines for subcontractors.

606 Other Purchased Services

Miscellaneous purchased services that do not fit appropriately into other materials and services categories.

607 Insurance

Expenditures for insurance premiums, self-insurance direct claims, and administration.

608 Commission

Expenditures relating to advisory committees and commissions created by council.

609 Grants

All Social Service, Economic and Cultural grants awarded by the City.

610 Programs

Programs are groups of activities to accomplish a major service or function for which the local government is responsible.

612 Franchise

General government tax assessed on city enterprise utility gross revenues.

CAPITAL OUTLAY (700)

Monies spent to purchase or construct land, buildings, internal and contracted improvement projects or equipment with a minimum value of \$5,000 as per the Fixed Asset Capitalization Policy, and buildings such as the Civic Center, Public

Library, and the City Hall. Items, which generally have a useful life of two or more years, such as machinery, land, furniture, equipment or buildings.

701 Land

Land is categorized into three groups:

- 1) Land which constitutes all city owned property other than easements which are not capitalized.
- 2) Dedicated Park Land which constitutes property dedicated by the City Council as perpetual parkland and
- 3) Open Space Land, which constitutes property dedicated by the City Council as designated open space park.

702 Buildings

All city owned or occupied buildings. Buildings include fixtures and attachments permanently fixed to the structure such as light fixtures, wiring, plumbing, and HVAC.

703 Equipment

Equipment such as small equipment, heavy equipment, vehicles, computer network and software peripherals including hardware and printers, including parts and supplies that aren't otherwise categorized with a minimum value of \$5,000 as per the Fixed Assets Capitalization Policy.

704 Improvements Other than Buildings

Infrastructure improvements per the Fixed Assets Capitalization Policy.

DEBT SERVICE (800)

Payments of interest and principal related to long-term debt or loans made to the City including interest for land, buildings, internal and contracted improvement projects and equipment.

801 Principal

Payments retiring the current portion of the City's long-term debt.

802 Interest

Payment of interest on the City's long-term debt.

OTHER FINANCING USES (900)

All Interfund Loans, Operating Transfers, Contingency Appropriations and Unappropriated funds.

901 Interfund Loans

Loans made between funds.

902 Operating Transfers Out

An amount distributed from one fund to finance another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

905 Contingency

An appropriation of funds to cover unforeseen events that may occur during the budget year. The City Council must authorize the use of any contingency appropriations transfer by resolution.

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: Method of accounting where expenditures and revenues are recorded when incurred, not when paid. The method differs from GAAP Accrual Basis in that, while capital outlays are recognized as expenditures, depreciation and amortization are not [ORS 294.311(1)]

ADA: Americans with Disabilities Act.

Adopted budget: Financial plan that forms the basis for appropriations. Adopted by the governing body (ORS 294.435).

AFN: Ashland Fiber Network is the state-of-the-art telecommunications infrastructure of fiber optic cable that weaves through the City's neighborhoods. AFN provides citizens of Ashland with three services: high-speed data, cable modem Internet access and cable television.

AMR: Automatic Meter Reading System.

Annexation: The incorporation of land into an existing city with a resulting change in the boundaries of that city.

Annual Revenues: The sum of all sources of Estimated Revenues of a fund excluding Working Capital Carryover.

APD: Ashland Police Department.

Appropriation: Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body [ORS 294.311.(3)].

Appropriation Resolution: The legal document passed by the City Council authorizing expenditures.

Approved Budget: The budget that has been approved by the budget committee. The data from the approved budget is published in the Financial Summary before the budget hearing (ORS 294.406).

Assessed Value: The value set on real and personal property as a basis for imposing taxes. It is the lesser of the property's maximum assessed value or real market value.

Audit: The annual review and appraisal of a municipal corporation's accounts and fiscal affairs conducted by

an accountant under contract or the Secretary of State (ORS 297.425).

Audit Report: A report in a form prescribed by the Secretary of State made by an auditor expressing an opinion about the propriety of a local government's financial statements, and compliance with requirements, orders and regulations.

B Baseline: Year two of the prior budget year's long-term plan. The beginning point for the budget preparation, comparison and justification in the ensuing year.

Bioswale: Long narrow trenches dug next to impervious surfaces like parking lots. Water runs off these impervious surfaces into the trench where it is "cleaned" of oily substances and other pollutants prior to reaching the storm drain system. A variety of grasses, shrubs and ground covers are planted in the trenches.

Bonded Debt Levy: Property tax levy dedicated to repayment of General Obligation Bonds authorized by more than 50 percent of the community's registered voters. The levy cannot exceed the term of the bonds.

Bonds: Written promises to pay a sum of money, called principal or face value, at a future date, called the maturity date, along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used to finance long-term capital improvements.

BPA: Bonneville Power Administration. This federal agency is the major wholesaler of Northwest electric energy.

Budget: A financial operating plan with estimated expenditures and expected revenues for a given period.

Budget Committee: A panel composed of the City Council and an equal number of citizens responsible for the review and recommendation of the annual budget (ORS 294.336).

Budget Message: A message prepared by the City Administrator and the Budget Officer explaining the annual proposed budget, articulating the strategies and budgets to achieve the City's goals, and identifying budget impacts and changes (ORS 294.391).

Budget Officer: The person appointed by the City Council to be responsible for assembling the budget. For the City of Ashland, the Finance Director serves this role (ORS 294.331).

- Budget Period:** A 24-month period beginning July 1 of the first fiscal year and ending June 30 of the second fiscal year.
- Budget Transfers:** Amounts moved from one fund to finance activities in another fund. They are shown as expenditures in the originating fund and revenues in the receiving fund.
- C CAP:** Central Area Patrol.
- Capital Outlay:** An object classification that includes items with a useful life of one or more years, such as machinery, land, furniture, computers, or other equipment, and which cost more than \$5,000 [ORS 294.352(6)].
- Capital Project Funds:** A fund type used to account for resources, such as bond sale proceeds, to be used for major capital item purchase or construction [OAR 150-294.352(1)].
- CDBG:** Community Development Block Grant are funds from the Department of Housing and Urban Development used to assist low and moderate income neighborhoods and households.
- Central Service Charge:** Reimbursement for services that are paid for out of one fund, but benefit the programs in another fund.
- CERT:** Community Emergency Response Team.
- CERVS:** Community Resource and Vital Services is a non-profit program that ICCA is part of. (See ICCA.)
- CIP:** Capital Improvement Plan.
- CIP Fund:** Capital Improvement Fund.
- Contingency:** An appropriation of funds to cover unforeseen events that may occur during the budget year. The City Council must authorize the use of any contingency appropriations.
- 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:** A fund established to account for payment of general long-term debt principal and interest [OAR 150-294.352(1)].
- DEQ:** The Oregon Department of Environmental Quality works to restore, enhance, and maintain the quality of Oregon's air, water and land.
- E Encumbrance:** An obligation chargeable to an appropriation and for which part of the appropriation is reserved [ORS 294.311(10)].
- EMS:** Emergency Medical Services.
- EMT:** Emergency Medical Technician.
- Enterprise Funds:** Records the resources and expenses of acquiring, operating and maintaining a self-supporting facility or service.
- EOC:** The Emergency Operations Center is the coordinating and support organization headquarters for emergency operations within the City. The purpose of the EOC is to support Incident Command operations.
- EPA:** Environmental Protection Agency.
- Expenditures:** The money spent by the City for the programs and projects included within the approved budget.
- F Fiscal Year:** Twelve-month period from July 1 to June 30 for which the annual budget of the City is prepared and adopted.
- Fixed Assets:** Assets of a long-term character such as land, buildings, furniture, and other equipment.
- Food and Beverage Tax:** Five-percent tax assessed on prepared food and beverage providers gross receipts from prepared food items excluding alcohol. The tax was enacted July 1, 1993 and authorization ends December 31, 2010.
- Franchise:** A privilege fee for using the ROW (Right of Way).
- Fringe Benefits:** The non-salary part of employees' total compensation. A typical benefit package includes insurance, retirement, and vacation/sick leave components.
- FTE:** Full-time Equivalent is a term used to measure the number of employees on a 40 hour per week basis.
- Fund:** An accounting entity with a self-balancing set of

accounts that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specific regulations, restrictions or limitations.

Fund Balance: The difference between governmental fund assets and liabilities; also referred to as fund equity.

G GAAP: Generally accepted accounting principals as determined through common practice or as promulgated by the Government Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standard setting bodies.

General Fund: Records needed to run the daily operations of the local government such as wages, rent, and utilities. It also shows the money that is necessary to pay for these general needs.

I IBEW: International Brotherhood of Electrical Workers

ICCA: Interfaith Care Community of Ashland is an organization that is under the auspices of 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.

Interfund Loans: Loans made by one fund to another and authorized by resolution or ordinance (ORS 294.460).

Internal Service Fund: Accounts for internally supported activities where the government is the primary reciprocate of the services provided by the fund.

IS: Information Services or Electronic Data Processing.

ISTEA: Intermodal Surface Transportation Efficiency Act grant to encourage various types of transportation.

L LCDC: Land Conservation Development Commission.

Line Item: An expenditure description at the most detailed level. Objects of expenditure are grouped into specific items, such as printing.

LID: Local Improvement Districts are formed by petition and used to request the City of Ashland to finance improvements to neighborhoods (e.g., sidewalks) over a 10-year period.

Local Option Levy: Voter-approved property tax levies for a period of two to five years above the permanent tax rate.

M Materials and Services: The term used in an operating budget to designate a classification of expenditures. Refers to planned purchases other than Personal Services or Capital Outlay.

Measure 47: In November 1996, voters passed a tax limitation initiative that was referred to as Measure 47. The measure's provisions included: a tax roll back for property taxes; a cap of 3 percent on assessed value increases in future years; a requirement that special elections for property tax increase measures must be approved by 50 percent of all registered voters, as opposed to a simple majority in general elections. Because of several complexities regarding implementation, the legislature instead proposed Measure 50 in May 1997.

Measure 50: In May 1997, voters replaced Measure 47 with Measure 50. The measure fundamentally changed the structure of property taxes in Oregon, moving from the tax base system to a permanent tax rate. Measure 50 has the same financial impact as Measure 47, with the benefit of simplified implementation.

Modified Accrual: Revenues are recorded in the accounting period in which they become available and measurable, and expenditures are recorded in the accounting period in which the fund liability is incurred.

O Ordinance: The method by which the appropriation of the budget is enacted into law by the city council per authority of the Oregon State Statutes.

Organizational Unit: An administrative subdivision, such as a department or division, of the city government charged with carrying on one or more specific functions.

P PEG: Public Education and Government access fee relative to the Cable TV Franchise.

Permanent Tax Rate: The rate per thousand dollars of Assessed Value that is the maximum that can be levied for government operations. The assessed valuation is capped and can only increase by three percent per year.

Personal Services: Employee wages, health insurance costs, workers' compensation charges, and any other employee benefits.

- Program:** Some departments are divided into programs for better management and tracking of resources.
- Proposed Budget:** The financial and operating document submitted to the Budget Committee and the governing body for consideration.
- R Requirements:** Total expenditures and unappropriated fund balance.
- Reserve:** A portion of a fund that is restricted for a specific purpose.
- Resources:** Total amounts available for appropriation consisting of the estimated beginning carryover balance plus anticipated revenues.
- Revenues:** Monies received or anticipated by a local government from both tax and non-tax sources.
- S SBA:** Small Business Administration, established in 1953, is a federal agency that provides financial, technical, and management assistance to help Americans start, run and grow their businesses.
- SCADA:** Supervisory Control and Data Acquisition
- SDC:** System Development Charges are assessed on new construction to cover the demands placed on City services. Charges collected cover water, sewer, transportation, storm drains, and parks and recreation costs.
- SOU:** Southern Oregon University located in Ashland, Oregon.
- SOWAC:** Southern Oregon Women's Access to Credit is an organization that is a recipient of an Economic and Cultural Development grant.
- Special Revenue Fund:** A fund used to account for the proceeds of specific revenue sources that are restricted to expenditures for a specific purpose.
- Supplemental Budget:** A budget that is prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. The supplemental budget cannot be used to increase a tax levy.
- T TAP Intertie:** Talent Ashland Phoenix Intertie is the connecting of all three Cities into one water system.
- Tax Levy:** Total amount of dollars raised in property taxes imposed by the City, permanent tax rate, local option levies, and Bonded Debt levies.
- TID:** Talent Irrigation District.
- TPAC:** Transportation Plan Advisory Committee.
- Transfer:** An amount distributed from one fund to finance activities in another fund. It is shown as an expenditure in the originating fund and a revenue in the receiving fund.
- Transient Occupancy Tax (Hotel/Motel Tax):** Seven-percent tax assessed on lodging providers gross receipts from rental of guest accommodations.
- U Unappropriated Ending Fund Balance:** An amount set aside to be used as cash carryover for the next fiscal year's budget.
- W Working Capital Carryover:** The amount carried over from year to year. It is based on the difference between estimated revenues to be received and the estimated amount expected to be spent.
- WWTP:** Wastewater Treatment Plant.
- Y YAL:** Youth Activities Levy.

A

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 1-17
Budget Amendment Process 1-26
Budget Committee 1-26
Budget Committee Recommendations and Council Action 1-18
Budget Considerations 1-15
Budget Message 1-6
Budget Process 1-26
 Budget Amendment Process 1-26
 Budget Basis 1-26
 Budget Committee 1-26
Building Division 3-74

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 3-71
Community Development Mission Statement 3-72
Community Values Statement 1-21
Computer Services Division 3-88
Conservation Division 3-90
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 1-34
Debt Summary by Type 1-36
Departments 3-1

E

Electric Department 3-79
Electric Division 3-80
Electric Fund 4-40
Electric Fund Long-Term Plan 4-42
Electric Fund Resources 4-41
Emergency Medical Services Division 3-34
Equipment Fund 4-56
Equipment Fund Long-Term Plan 4-58
Equipment Fund Resources 4-57

F

Finance Department 3-15
Financial Management 1-24
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 3-33
Fire Operations Division 3-34

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 1-24
 History of Combined Property Tax Rates A-2
 History of Positions A-17
 History of Property Tax Levies A-3
 History of Property Tax Rates A-4
 Housing 1-22

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 3-13

N

Non-Departmental Activities 3-110
 Interfund Loans 3-110
 Operating Contingencies 3-112
 Operating Transfer Out 3-111
 Unappropriated Ending Fund Balance 3-114

O

Operating Contingencies 3-112
 Operating Transfer Out 3-111

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 3-76
 Police Department 3-29
 Police Operations Division 3-30
 Police Support Division 3-30
 Property Tax Summary 1-38
 Public Works Department 3-41
 Purchasing Division 3-18

R

Recreation Division 3-100
 Requirements Summary by Classification 1-31
 Requirements Summary by Department 1-32
 Resources Summary by Classification 1-30
 Resources Summary Long-Term Plan 4-2

S

Salary Schedule A-14
 Senior Programs 3-12
 Strategic Plan 1-22
 Economic Strategy 1-22
 Energy, Air and Water Conservation 1-23
 Environmental Resources 1-22
 Financial Management 1-24
 Historical Sites and Structures 1-24
 Housing 1-22
 Parks, Open Space and Aesthetics 1-23
 Public Services 1-22
 Regional Strategies 1-24
 Social and Human Services 1-24
 Transportation & Transit 1-23
 Urbanization 1-23
 Street Fund 4-16
 Street Fund Long-Term Plan 4-18
 Street Fund Resources 4-17
 Summary by Fund 1-28
 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 3-84

U

Unappropriated Ending Fund Balance 3-114

W

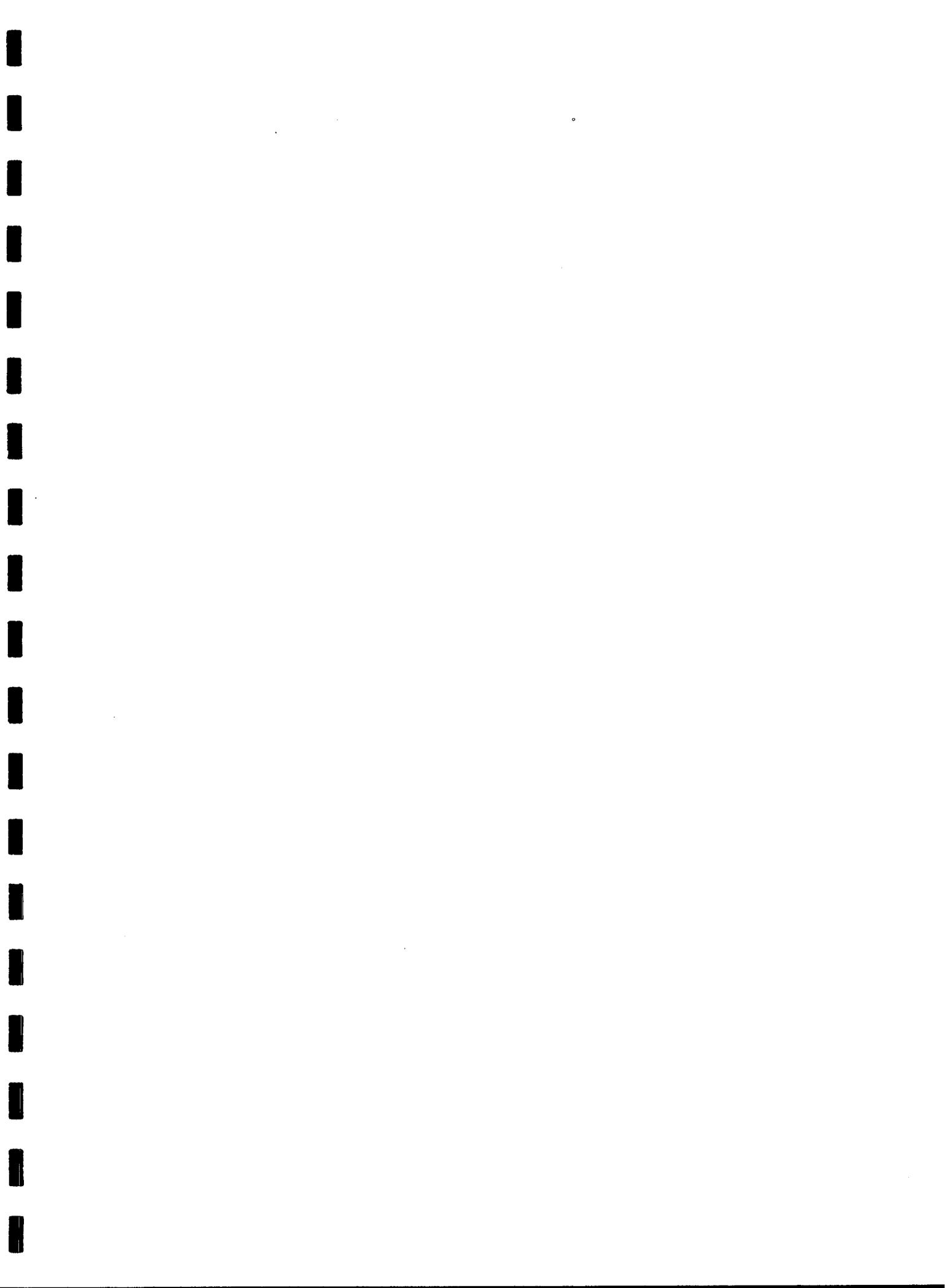
Wastewater Fund 4-36
 Wastewater Fund Long-Term Plan 4-38
 Wastewater Fund Resources 4-37
 Water Fund 4-32

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 2002 - 2003

- 01/17/2002 **BUDGET COMMITTEE - Introduction**
7 p.m. Council Chambers
- 03/13/2002 Budget Subcommittee - Economic Devel. Grant Presentations/Recommendations
7 p.m. Council Chambers
- 03/14/2002 Budget Subcommittee - Economic Grants continued if necessary
3 p.m. Council Chambers
- 03/20/2002 Budget subcommittee - CDBG Grant Process Review
3 p.m. Council Chambers
- 03/21/2002 Budget subcommittee - CDBG Grants continued if necessary
7 p.m. Council Chambers
- 04/11/2002 **FULL BUDGET COMMITTEE MEETING - Budget Message**
Budget subcommittee - Public Works/ CIP
7 p.m. Council Chambers
- 04/18/2002 Budget subcommittee - Parks/Finance/Community Development
7 p.m. Council Chambers
- 04/25/2002 Budget subcommittee - Electric/AFN
3 p.m. Council Chambers
- 05/02/2002 Budget subcommittee - Admin/Admin Services/Senior/Recorder/Legal
7 p.m. Council Chambers
- 05/09/2002 Budget subcommittee - Court/Police & Fire
7 p.m. Council Chambers
- 05/16/2002 **FULL BUDGET COMMITTEE MEETING - Wrap up/Budget approval**
Notice of June 4th Public Hearing
7 p.m. Council Chambers
- 05/23/2002 Budget Committee 5/16 meeting - Continuance if necessary
3 p.m. Council Chambers
- 06/04/2002 **Public Hearing**
First Reading of Ordinance
Resolution on appropriations
- 06/18/2002 Second Reading of Ordinance
- 07/10/2002 Submit Budget Document and LB50

Ashland Daily Tidings

Since 1876

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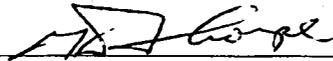
STATE OF OREGON

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County of Jackson

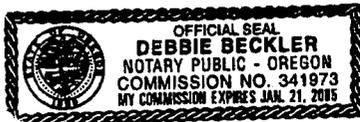
I MICHAEL D. THORPE, being duly sworn, depose and say that I am the printer of ASHLAND DAILY TIDINGS, a daily newspaper of general circulation, printed and published in Ashland, in the aforesaid county and state; that such newspaper is made up of at least four pages of five columns of at least 17 3/4 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 1st day of March 2002, and ending with the issue dated 1st day of March 2002.


MICHAEL D. THORPE

That the price actually charged for this notice was \$ 146.25. Subscribed and sworn to before me this 7th day of March 2002.


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. 030201

Account No. 88005

CITY OF ASHLAND

Description: PO# 46844

Budget Notice Publication; Notice of Budget Committee Meetings

Placed by: Kirsten Bakke

Size Times R:
 3x6.5
19.5 1

Taken by: Mel Space Ran Times R:
 Date: 2/4/2002 **273 1**



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, 2002, to June 30, 2003, 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. The meetings will take place on the dates and times listed below.

| When | What |
|------------|--|
| 03/13/2002 | Budget Subcommittee - Economic & Cultural Development Grant Presentations/Recommendations 7 p.m. Council Chambers |
| 03/14/2002 | Budget Subcommittee - Economic Grants continued if necessary 3 p.m. Council Chambers |
| 03/20/2002 | Budget Subcommittee - CDBG Grants Process Review 3 p.m. Council Chambers |
| 03/21/2002 | Budget Subcommittee - CDBG Grants continued if necessary 7 p.m. Council Chambers |
| 04/11/2002 | FULL BUDGET COMMITTEE MEETING - Budget Message Budget Subcommittee - Public Works/ CIP 7 p.m. Council Chambers |
| 04/18/2002 | Budget Subcommittee - Parks/Finance/Community Development 7 p.m. Council Chambers |
| 04/25/2002 | Budget Subcommittee - Electric/AFN 3 p.m. Council Chambers |
| 05/02/2002 | Budget Subcommittee - Admin/Admin Services/Senior/Recorder/Legal 7 p.m. Council Chambers |
| 05/09/2002 | Budget Subcommittee - Court/Police & Fire 7 p.m. Council Chambers |
| 05/16/2002 | FULL BUDGET COMMITTEE MEETING - Wrap up/Budget approval Notice of June 4th Public Hearing 7 p.m. Council Chambers |
| 05/23/2002 | Budget Committee 5/18 meeting - Continuance if necessary 3 p.m. Council Chambers |
| 06/04/2002 | Public Hearing First Reading of Ordinance Resolution on appropriations |
| 06/18/2002 | Second Reading of Ordinance |

The Budget Committee will receive questions 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 11th in the Finance department at City Hall.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 489-6002 (TTY phone number 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-36.104 ADA Title I).

No. 030201
 Publish 3/1/2002

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STATE OF OREGON

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County of Jackson

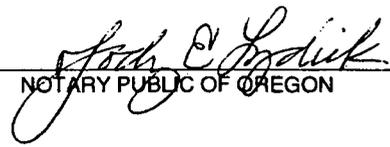
I MICHAEL D. THORPE, being duly sworn, depose and say that I am the printer of ASHLAND DAILY TIDINGS, a daily newspaper of general circulation, printed and published in Ashland, in the aforesaid county and state; that such newspaper is made up of at least four pages of five columns of at least 17 3/4 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 2ND day of APRIL 2002, and ending with the issue dated 2ND day of APRIL 2002.



MICHAEL D. THORPE

That the price actually charged for this notice was \$ 135.00. Subscribed and sworn to before me this 15TH day of APRIL 2002.


NOTARY PUBLIC OF OREGON

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Ashland Daily Tidings
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No. 040207

Account No. 88005

CITY OF ASHLAND

Description: PO# 46846
 Notice of Budget Committee Meetings
 Date of Meeting:

Placed by: Kirsten Bakke

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|-----------------|------------|----------|
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| | 3x6 | |
| | 18 | 1 |
| Taken by: Mel | Space Ran | Times F |
| Date: 3/30/2002 | 252 | 1 |



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, 2002, to June 30, 2003, 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. The meetings will take place on the dates and times listed below.

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|------------|--|
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| 03/14/2002 | Budget Subcommittee - Economic Grants continued if necessary 3 p.m. Council Chambers |
| 04/11/2002 | FULL BUDGET COMMITTEE MEETING - Budget Message Budget Subcommittee - Public Works/ CIP 7 p.m. Council Chambers |
| 04/18/2002 | Budget Subcommittee - Parks/Finance/Community Development 7 p.m. Council Chambers |
| 04/25/2002 | Budget Subcommittee - Electric/AFN 3 p.m. Council Chambers |
| 05/02/2002 | Budget Subcommittee - Admin/Admin Services/Senior/Recorder/Legal 7 p.m. Council Chambers |
| 05/09/2002 | Budget Subcommittee - Court/Police & Fire 7 p.m. Council Chambers |
| 06/18/2002 | FULL BUDGET COMMITTEE MEETING - Wrap up/Budget approval Notice of June 4th Public Hearing 7 p.m. Council Chambers |
| 05/23/2002 | Budget Committee 5/16 meeting - Continuance if necessary 3 p.m. Council Chambers |
| 06/04/2002 | Public Hearing First Reading of Ordinance Resolution on appropriations |
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The Budget Committee will receive questions from the public at these meetings.

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In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Administrator's office at (541) 488-8002 (TTY phone number 1-800-735-2900). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 36.102-35; 104 ADA Title I).

No. 040207
 Publish 4/2/2002

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STATE OF OREGON

ss

County of Jackson

I MEL CANETE, 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 28th day of May 2002, and ending with the issue dated 28th day of May 2002.


MEL CANETE

That the price actually charged for this notice was \$ 1000.00. Subscribed and sworn to before me this 31st day of May 2002.


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. 050241

Account No. 88005

CITY OF ASHLAND

Description: PO#52916

Large "Budget Approved" Notice

Meeting Date - June 6, 2002

Placed by: Kirsten Bakke

| | Size | Times Run | First Day | Last Day |
|-----------------|-----------|-----------|-------------|------------|
| | 9x15.5 | | | |
| | 139.5 | 1 | 05/28/02 | 05/28/02 |
| Taken by: Mel | Space Ran | Times Run | Total Space | Amount Due |
| Date: 5/23/2002 | 1953 | 1 | 1953 | \$1000.00 |

Public Notices Public Notices

A meeting of the Ashland City Council will be held on June 4, 2002, at 7:00 p.m. at the Civic Center, 1176 East Main Street, Ashland, Oregon. The purpose of the meeting is to discuss the budget for the fiscal year beginning July 2002 as approved by the Ashland Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Ashland City Hall between the hours of 9:30 a.m. and 5:00 p.m. This certifies that the budget was prepared on a basis of accounting that is consistent with the basis of accounting used the preceding year. Major changes, if any, and their effect on the budget are explained below.

City of Ashland, Jackson County, May 15, 2002, Allen Dellor, Mayor, 444-6022

| | The Year Approved 2001-2002 | Next Year Approved 2002-2003 |
|--|--------------------------------|---------------------------------|
| ANTICIPATED REQUIREMENTS | | |
| Personnel Services | \$ 15,003,464 | \$ 17,425,859 |
| Materials and Supplies | 25,868,638 | 25,841,213 |
| Capital Outlay | 22,804,949 | 15,307,214 |
| Costs Reimbursed | 6,144,260 | 10,828,820 |
| Transfers | 864,200 | 1,008,200 |
| Other Financing Uses (Interfund Loans) | 4,502,000 | 4,625,000 |
| Contingencies | 4,118,000 | 1,948,000 |
| Unappropriated Ending Fund Balances | 10,268,563 | 12,820,201 |
| Total Requirements | \$ 70,384,862 | \$ 71,742,811 |
| ANTICIPATED RESOURCES | | |
| Resources Except Property Taxes | \$ 33,846,882 | \$ 33,879,514 |
| Property Taxes Required to Balance | 6,500,000 | 7,762,000 |
| Total Resources | \$ 40,346,882 | \$ 41,641,514 |
| ANTICIPATED TAX LEVY | | |
| Property Taxes Required to Balance | 6,500,000 | 7,028,944 |
| Less Due in Constitutional Limitations | | |
| Plus Estimated Property Taxes not to be Received | | |
| Quarries Allowed, Other Unvoted Amounts | 578,000 | 733,056 |
| Total Levy | 7,078,000 | 7,762,000 |
| TAX RATES BY TYPE | | |
| Payment Rate Unit | 4.880,000 | 5.163,000 |
| Local Option Levies | 1.816,000 | 1.877,000 |
| Levy for Services Debt Obligations | 578,000 | 592,000 |
| Total Rates | 7.274,000 | 7,632,000 |
| LONG TERM DEBT | | |
| Issue | \$ 36,146,041 | \$ 41,728,108 |
| Other | 1,794,212 | 1,178,212 |
| Authorized But Not Issued | | |
| Total Indebtedness | \$ 37,940,253 | \$ 42,906,320 |

SUMMARY
Submitted herewith is the City of Ashland's proposed budget for the 2002-2003 fiscal year. As the challenges that face local government continue to grow, maintaining current service levels is becoming increasingly difficult. The budget presented here is a conservative one, characterized in its development by adherence to key important factors: maintaining the balance of ongoing operations with ongoing revenues, and maintaining core service levels before considering expanding city services. The budget addresses new initiatives chiefly through re-allocation 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 the next 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 changing Bonneville Power Administration's wholesale power rates. These increases must be passed on to our customers. Another factor impacting the budget is the continued 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 Goals and capital projects, which have been delayed and now must be re-budgeted this year. All of these above factors serve to weaken the total budget requirements for fiscal year 2002-2003.

PROCESS
Again, 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 resources developed by staff the current process allows the committee to become involved earlier in the decision-making. Consistent with last year's goal to prepare a budget that goes beyond the current anticipated budget year by projecting revenues, expenses and financial condition for the following years, the budget presents alternative options including proposed funding, rate increases, project completion and new one-time starting. The budget includes all departments and funds of the City including Parks and Recreation.

Throughout the document are tables and charts presenting preliminary performance measurements. Departmental narratives speak directly to the impact of these measures on the proposed budget and strategic goals. Enhancements in these presentations will require a concerted effort over the coming years as the departments identify those measures and establish most meaningful to the citizens and managers.

- 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
 - Utilities
 - 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 are:
- Fire Station #1 Construction
 - Completion of wastewater treatment plant
 - Safety issue improvements
 - Airport street improvements
 - Completion of the Library expansion
 - Completion of the Health Building Renovation
 - Completion of the Ashland Plaza Renovation
 - Enhanced cooperative efforts with the Parks department in accounting and human resources

- In addition to the electrical power crisis other 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 increasing revenue generation for APN;
 - expanding APN's services within and outside Ashland;
 - taking steps to control employee benefit costs; and
 - protecting the city against property loss and other "tail" areas

Over the last few years 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 over three projected last year. Most often has lagged with construction but recent concentrated sales efforts are helping to improve participation, neighborhood participation and cash flow. In response to last year's Budget Committee interest for more information, an ad hoc committee assisted staff in updating the business plan in 2001 creating new operational targets for APN. A comparison can be seen in the Electric Department's budget presentation.

As part of this year's process staff will present information for committee consideration that identifies potential changes to the proposed budget relating to rate increases, schedules and funding alternatives. Some of these will relate directly to issues identified in the Strategic Plan Goals. This step is to allow the department to address their views regarding operational and fiscal impact of such changes directly with the committee.

BUDGET FORMAT
The budget format is consistent with the prior year. The expenditure portion of the document is organized by departments and not by fund for reader ease and to provide a different perspective than by fund. 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 needed financially, on a multi-year basis.

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 present and their presentation in the budget will grow and change accordingly.

POLICIES & METHODS
The policies and practices employed by the city in developing our budget and compliance can be found in the appendix - Financial Management Policies and Accounting Methods. Expenditure groupings are listed in the Chart of Accounts Descriptions to help the reader in understanding kinds of things are normally expensed from each fund item.

BUDGET SUMMARY
The expenditure level for all funds for the 2002-2003 budget is \$71,742,811, within 1.5% of last year's budget. The \$71.7 million includes all appropriations, transfers, contingencies and unappropriated fund balances.

Significant dollar changes can be seen in all of the funds that include capital project contribution and financing. Increases are primarily due to fast-over projects and related borrowing. Decreases come from certain capital projects being completed or nearing completion such as the wastewater treatment plant, Library and Health services. Electric's decrease was also impacted by budgeting for increased wholesale power costs that are still lower than included in last year's budget.

Other rate changes include increased employee costs (General & Central Services funds) and less operational costs or capital outlay (Airport, Insurance, Equipment and Cemetery Fund funds). The Parks funds reflects an increase of 6% over the prior year.

- 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 2.5% for 2002-2003.
 - Population growth will be 1.2%.
 - Property tax rate will not exceed \$1.47 City, \$2.08 Parks, \$3.08 combined.
 - Property tax assessed valuation growth will be 2% plus the total growth allowed under Measure 5B.
 - Staff will ensure efficient and effective operations prior to recommending for rate increases.
 - Union contract provisions will be met and agreements reached with bargaining units.
 - The budget will implement the City Council's Strategic Plan Goals.
 - The city will pay its full contribution to PERA.
 - 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.

FUND BALANCES
Estimated Ending Fund Balances become the following year's working capital carry over. Results of a fund's performance impact the amount resource and ability to fund programs. Not all funds have a minimum requirement. Others have targets that include capital project resources forward, bond coverage requirements or other restrictions.

There is an increased carry over for projects in enterprise and capital funds. In the budget process, any accounts exceeding targets are made within the fund the next year. The document provides an overview of restricted fund balances.

REVENUES
Ashland's revenue is primarily fee based. Revenues are summarized by fund in the Long-term section of the budget document.

TAXES
The tax category makes up 26.5% of the total revenues. This is a higher portion of total revenues primarily due to growth in property value 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 Water and Debt Service Funds for payment of bonded indebtedness. The estimated rate for 2003 is \$5.36740, reduced through Budget Committee deliberation the prior year. The proposed property tax revenues for the General Fund is 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 ambulance patient transportation, utility fees, storm drain utility fees, airport aerial fees, water services, wastewater services, electric services 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 developing costs that would be paid users other than the general utility and property tax payer. Staff has budgeted for an additional \$100,000 in plant and building fees. In the airport will need to increase their rental fees to cover maintenance and operational cost.

AFN rate increases are estimates based upon cost increases, market penetration and use of the services by participating customers. Increase cost, internet service provider and bulk high speed data charges will be based upon cost and revenue requirements of the service. Expected fee increases in the next several years are outlined in the document. These charges are necessary to meet operational and capital needs and will provide for long-term financial stability.

Electric rate changes remain volatile. As BPA adjusts wholesale power costs each March and October, Ashland will inform the public and of necessary steps. In July 2001 an anticipated 80% increase was replaced by a 10% rate change and a 10% surcharge. It is our intent to minimize on customers and to continue not charging a franchise fee or electric utility tax on the surcharge. The City anticipates treasurers in the total estimated 16% surcharge 4% a fee over the coming years.

SYSTEM DEVELOPMENT CHARGES
It is important for the city to re-evaluate each system development charge (SDC) on a regular basis 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 undertaken and expenses being made. Analysis of capital projects indicates a need to shift the amount charged for water supply SDC water 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 income leveling. The budget assumptions identified 2% as the default inflation factor to be used in calculating annual expenses. In many cases anticipated electricity, health care, retirement and other the actual rate was different. A comparison of operational budgets including pension services, materials & services (including capital expenditures) and debt service is as follows:

EXPENDITURES
PERSONAL SERVICES - Personal services cost represent 18% of the total proposed budget and 32.2% of the operational budget. These costs are equal to an increase of 12.7% over the previous operational budget. It is important to note that personal services health care cost projected to increase 25% each in the coming year. Included in the 2003 budget are an additional 7.25 Full Time Equivalent positions.

Contract negotiations were completed for Laborers and IBEW Charted. The required expenditure for health insurance continues to rise at a faster rate of inflation. Finding ways to control these costs are a high priority in the negotiations with employee groups.

MATERIALS & SERVICES - This category represents 26.2% of the total budget. The decreases are in the budgeted electrical wholesale accounts for the 4-7%.

DEBT SERVICE - The proposed budget includes the payment of all current debt obligations of the City. The City will be financing \$2,411.1 million revenue bonds, \$500,000 in additional State Revolving Loan financing and \$386,000 in assessment bonds. By the end of the year ended in 2003 the city will need to finance \$1.5 million for the project. Also included in the budget is \$6.26 million in interest loans for a combined start up operating costs of the Telecommunications fund and staff is working on alternatives to internal borrowings for total cost. The long-term budget calls for added wastewater treatment financing, transportation-related debt, local improvement district debt and 62 improvement debt.

CAPITAL OUTLAY
Capital outlay and project costs are decreasing from \$22.8 million to \$15.2 million. Included is a complete description on each project in the implementation section of the budget. A summary by category of the projects is included in the Capital Improvement Plan for the current budget.

TRANSFERS
It is anticipated that during the current budget year (2002) the council will approve a supplemental budget that will provide for transferring 1 from the General Fund to the Wastewater Fund. This transfer would be to pay back 1/3 of a \$600,000 debt generated by the bond program associated with the recent reorganization of the Cable Communications. An additional \$200,000 transfer to the Wastewater Fund is included in the proposed budget (2002) with the final \$200,000 transfer planned for fiscal year 2003 to retire the debt. A transfer of Central Services Fund of \$200,000 to the Parks Department was approved to fund grounds maintenance for School District 5 in return for greater public access to school property.

SUMMARY AND CONCLUSION
In summary, this document represents the separate, overall, integrity and accountability of the Department Heads, Finance Department Managers, Supervisors and staff. It is our hope and belief that this budget protects the capacity of the city to meet ongoing service requests for the potential of a slowing economy, and positions the city to improve core service levels when determined necessary.

The 2003 budget is respectfully submitted for your adoption.

RESOLUTION 2002- 12

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 takes effect upon signing by the Mayor.

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 4 day of June, 2002.


Barbara Christensen, City Recorder

SIGNED AND APPROVED this 5 day of June, 2002.


Alan W. DeBoer, Mayor

Reviewed as to form:


Paul Nolte, City Attorney

RESOLUTION 2002- 13

**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 2002-2003.

This resolution takes effect upon signing by the Mayor.

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 4 day of June, 2002.



Barbara Christensen, City Recorder

SIGNED AND APPROVED this 5 day of June, 2002.



Alan W. DeBoer, Mayor

Reviewed as to form:



Paul Nolte, City Attorney

RESOLUTION NO. 2002-14

A RESOLUTION ADOPTING THE ANNUAL BUDGET AND MAKING APPROPRIATIONS

The City of Ashland resolves that the 2002-2003 Fiscal Year Budget, now on file in the office of the City Recorder is adopted. The amounts for the fiscal year beginning July 1, 2002, and for the purposes shown below are hereby appropriated as follows:

| | |
|---|-------------------|
| GENERAL FUND | |
| Administrative Services | \$ 94,000 |
| Administrative Services - Municipal Court | 271,300 |
| Administrative Services - Senior Program | 108,200 |
| Finance - Social Services Grants | 111,000 |
| Finance - Economic & Cultural Grants | 388,000 |
| Finance - Miscellaneous | 8,000 |
| Finance - Band | 59,225 |
| Police Department | 4,244,566 |
| Fire and Rescue Department | 4,056,845 |
| Public Works - Cemetery Division | 302,350 |
| Community Development - Planning Division | 858,900 |
| Community Development - Building Division | 692,100 |
| Transfers | 201,000 |
| Contingency | 335,000 |
| TOTAL GENERAL FUND | 11,730,486 |
| COMMUNITY DEVELOPMENT BLOCK GRANT FUND | |
| Personal Services | 41,100 |
| Materials and Services | 458,900 |
| TOTAL CDBG FUND | 500,000 |
| STREET FUND | |
| Public Works - Street Operations | 4,602,010 |
| Public Works - Storm Water Operations | 1,021,850 |
| Public Works - Transportation SDC's | 267,900 |
| Public Works - Storm Water SDC's | 171,900 |
| Public Works - Local Improvement Districts | 45,000 |
| Contingency | 120,000 |
| TOTAL STREET FUND | 6,228,660 |
| AIRPORT FUND | |
| Materials and Services | 77,150 |
| Capital Outlay | 145,000 |
| Contingency | 5,000 |
| TOTAL AIRPORT FUND | 227,150 |
| CAPITAL IMPROVEMENTS FUND | |
| Personal Services | 1,000 |
| Materials and Services | 41,000 |
| Capital Outlay | 3,470,000 |
| Transfers | 459,000 |
| Contingency | 100,000 |
| TOTAL CAPITAL IMPROVEMENTS | 4,071,000 |

DEBT SERVICE FUND

| | |
|--------------|----------------|
| Debt Service | 782,000 |
| Transfers | 40,000 |
| | <u>822,000</u> |

WATER FUND

| | |
|--|------------------|
| Electric Department - Conservation Division | 139,500 |
| Public Works -Forest Lands Management Division | 241,000 |
| Public Works - Water Supply | 288,500 |
| Public Works - Water Treatment | 800,950 |
| Public Works - Water Distribution | 2,008,830 |
| Public Works - Treatment SDC's | 24,000 |
| Public Works - Distribution SDC's | 129,000 |
| Debt Services | 838,520 |
| Interfund Loan | 2,000,000 |
| Contingency | 100,000 |
| | <u>6,570,300</u> |

WASTEWATER FUND

| | |
|--------------------------------------|-------------------|
| Public Works - Wastewater Collection | 1,391,020 |
| Public Works - Wastewater Treatment | 1,211,980 |
| Public Works -Construction | 3,300,000 |
| Public Works - Collection SDC's | 148,000 |
| Debt Services | 3,251,500 |
| Interfund Loan | 4,625,000 |
| Contingency | 318,000 |
| TOTAL WASTEWATER FUND | <u>14,245,500</u> |

ELECTRIC FUND

| | |
|----------------------------------|-------------------|
| Electric - Conservation Division | 587,105 |
| Electric - Supply | 5,489,088 |
| Electric - Distribution | 3,933,964 |
| Electric - Transmission | 970,510 |
| Debt Service | 75,600 |
| Contingency | 500,000 |
| TOTAL ELECTRIC FUND | <u>11,556,267</u> |

TELECOMMUNICATIONS FUND

| | |
|--|------------------|
| Electric - Customer Relations\Promotions | 144,664 |
| Electric - Operations | 2,578,600 |
| Debt Services | 5,844,700 |
| Contingency | 75,000 |
| TOTAL TELECOMMUNICATIONS FUND | <u>8,642,964</u> |

CENTRAL SERVICES FUND

| | |
|---|------------------|
| Administration Department | 610,200 |
| Administrative Services Department | 362,150 |
| Finance Department | 1,420,585 |
| City Recorder Division | 162,190 |
| Public Works - Administration and Engineering | 1,107,030 |
| Public Works - Facilities and Safety Division | 432,920 |
| Electric - Computer Services Division | 750,150 |
| Transfers | 205,000 |
| Contingency | 130,000 |
| TOTAL CENTRAL SERVICES FUND | <u>5,180,225</u> |

| | |
|--------------------------------------|----------------|
| INSURANCE SERVICES FUND | |
| Personal Services | 1,000 |
| Materials and Services | 723,000 |
| TOTAL INSURANCE SERVICES FUND | <u>724,000</u> |

| | |
|-----------------------------|------------------|
| EQUIPMENT FUND | |
| Personal Services | 225,500 |
| Materials and Services | 448,110 |
| Capital Outlay | 1,171,000 |
| Contingency | 200,000 |
| TOTAL EQUIPMENT FUND | <u>2,044,610</u> |

| | |
|----------------------------|---------------|
| CEMETERY TRUST FUND | |
| Transfers | 41,000 |
| | <u>41,000</u> |

| | |
|--|------------------|
| PARKS AND RECREATION FUND | |
| Parks Division | 3,456,400 |
| Recreation Division | 290,750 |
| Golf Division | 344,000 |
| Debt Service | 32,000 |
| Transfers | 120,000 |
| Contingency | 35,000 |
| TOTAL PARKS AND RECREATION FUND | <u>4,278,150</u> |

| | |
|---|------------------|
| ASHLAND YOUTH ACTIVITIES LEVY FUND | |
| Personal Services | 87,000 |
| Materials and Services | 1,812,000 |
| TOTAL ASHLAND YOUTH ACTIVITIES LEVY FUND | <u>1,899,000</u> |

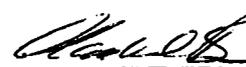
| | |
|--|----------------------|
| PARKS CAPITAL IMPROVEMENTS FUND | |
| Capital Outlay | 224,000 |
| TOTAL APPROPRIATIONS | <u>\$ 78,985,312</u> |

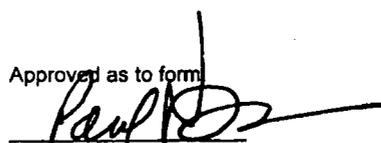
This resolution takes effect upon signing by the Mayor.

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 7 day of June, 2002.


Barbara Christensen, City Recorder

Signed and Approved on this 5 day of June, 2002.


Alan W. DeBoer, Mayor

Approved as to form

Paul Nolte, City Attorney

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment, or Charge on Property

**FORM LB-50
2002-2003**

To assessor of Jackson County

Check here if this is an amended form.

• Be sure to read instructions in the 2002-2003 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 OR 97520
Mailing Address of District City State ZIP
Lee Tuneberg Finance Director 541-488-5300 6/9/02
Contact Person Title Daytime Telephone Date

CERTIFICATION—You must 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 I: TOTAL PROPERTY TAX LEVY

| | | Subject to General Government Limits | | |
|--|----|---|---------|-----------------------------------|
| | | Rate —or— Dollar Amount | | |
| 1. Permanent rate limit tax (per \$1000) | 1 | | 3.56420 | Excluded from Measure 5 Limits |
| 2. Local option operating tax | 2 | | 1.38000 | |
| 3. Local option capital project tax | 3 | | | |
| 4. Levy for "Gap Bonds" | 4 | | | |
| 5. Levy for pension and disability obligations | 5 | | | |
| 6a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001 | 6a | | 592,000 | Dollar Amount of Bond Levy |
| 6b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001 | 6b | | | |
| 6c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 6a + 6b) | 6c | | 592,000 | |

PART II: RATE LIMIT CERTIFICATION

| | | |
|--|---|--------|
| 7. Permanent rate limit in dollars and cents per \$1,000 | 7 | 4.2865 |
| 8. Date received voter approval for rate limit if new district | 8 | |
| 9. Estimated permanent rate limit for newly merged/consolidated district | 9 | |

PART III: SCHEDULE OF LOCAL OPTION TAXES — Enter all local option taxes on this schedule. If there are more than two 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 | 1.38000 |
| | | | | |

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.)

150-504-050 (Rev. 12-01) Web

(see the back for worksheet for lines 6a, 6b, and 6c)

File with your assessor no later than JULY 15, unless granted an extension in writing.

ORDINANCE NO. 2884

AN ORDINANCE LEVYING TAXES FOR THE PERIOD OF JULY 1, 2002 TO AND INCLUDING JUNE 30, 2003, SUCH TAXES IN THE SUM OF \$7,762,000 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 \$5,193,000, voter authorized Local Option in the rate of \$1.3800 per thousand an amount estimated to be \$1,977,000, as well as \$592,000 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, 2002, 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 | Local Option | Excluded from Bonded Debt | |
| General Fund | \$ 2,152,000 | | | 1.4717 |
| Parks and Recreation Fund | 3,041,000 | | | 2.0925 |
| Youth Activities Levy | | \$ 1,977,000 | | 1.3800 |
| 1982 Water Bond Levy | | | \$ 83,000 | |
| 1992 Water Bond Levy | | | 100,000 | |
| 1997 Flood Restoration Bond Levy | | | 105,000 | |
| 2000 Flood and Fire Station Bonds | | | 304,000 | |
| | <u>\$ 5,193,000</u> | <u>\$ 1,977,000</u> | <u>\$ 592,000</u> | |

The foregoing ordinance was first READ on the 4 day of June, 2002, and duly PASSED and ADOPTED this 18 day of June, 2002.


Barbara Christensen, City Recorder

SIGNED and APPROVED this 19 day of June, 2002.


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.

