

Explanation of Funds

General Fund

Resources

Page 1 LB 20

Revenue the city receives from property taxes, grants and other resources.

Requirements (expenses)

Page 2, 3 & 4 LB 30A

Personnel Services

Administration, Library Police Department, and Public Works

Cost of personnel and payroll fringes (expenses that the city pays for employees such as medical coverage, employer's share of social security, medicare, Pers and unemployment taxes) this is based on a percentage of wages. Some wages are split between funds.

Materials and Services

Expenses for the departments pages 2 thru 4

Capital Outlay

Purchases (not services) that are over the threshold amount of \$1,000.00 currently but that dollar amount is subject to change.

Requirements not allocated

Page 5 LB-30B

Requirements not allocated means the city has not yet decided where the money might be needed, such as a contingency fund. A contingency fund is money set aside for emergencies or a total requirement that might be overspent.

Unappropriated fund balance is money set aside for the months the city will go without property tax revenue, which is July thru the end of October.

Total resources that the city receives must match total requirements. On page 5 LB 30B will show total contingency amount, total requirements from pages 2, 3 & 4 and unappropriated ending fund balance which should match the resource dollar amount on the bottom of page 1 of the general fund.

**SPECIAL FUNDS RESOURCES AND REQUIREMENTS
STATE STREET FUND**

Resources

Page 6 LB-10

State Street Fund is a fund set up just for streets. Resources come from ODOT State Highway Apportionment Tax which the city receives once a month and grants.

Requirements (expenses)

Personnel Services

Cost of personnel and payroll fringes (expenses that the city pays for employees such as medical coverage, employer's share of social security, medicare, Pers and unemployment taxes) this is based on a percentage of wages. Wages are split between funds.

Materials and Services

Expenses for State Street fund

Capital Outlay

Purchases (not services) that are over the threshold amount of \$1,000.00 currently but that dollar amount is subject to change.

Unappropriated Ending Fund Balance

Unappropriated fund balance is money set aside for the months the city will go without property tax revenue, which is July thru the end of October.

Total resources that the city receives must match total requirements. On page 6 LB 10 will show total requirement and unappropriated ending fund balance which should match the resource dollar amount.

**SPECIAL FUND RESOURCES AND REQUIREMENTS
STATE STREET REVENUE SHARING**

Resources

Page 7 LB-10

State Revenue Sharing Fund is a tax income that comes from the State of Oregon.

Requirements

The city's audit fee comes out of this fund.

Unappropriated Ending Fund Balance

Unappropriated fund balance is money set aside for the months the city will go without property tax revenue, which is July thru the end of October.

Total resources that the city receives must match total requirements. On page 7 LB 10 will show total requirement and unappropriated ending fund balance which should match the resource dollar amount.

SPECIAL FUND RESOURCES AND REQUIREMENTS SEWER FUND-UTILITY

Resources

Page 8 LB-10

Sewer Utility Fund revenue comes from the citizen's, schools and business sewer service, grants, hook-up and irrigation site.

Requirements (expenses)

Personnel Services

Cost of personnel and payroll fringes (expenses that the city pays for employees such as medical coverage, employer's share of social security, medicare, Pers and unemployment taxes) this is based on a percentage of wages. Wages are split between funds.

Materials and Services

Expenses for sewer fund

Capital Outlay

Purchases (not services) that are over the threshold amount of \$1,000.00 currently but that dollar amount is subject to change.

DEBT SERVICES

Debt Services are loans or bonds that the city owes (yearly payments)

CONTINGENCY AND TRANSFERS

A contingency fund is money set aside for emergencies or a total requirement that might be overspent. The transfer of funds is money that is set aside for another fund. In this case it is a set amount for a Reserve Fund for the USDA Loan.

Total resources that the city receives must match total requirements. On page 8 LB 10 will show total requirement, transfer funds and unappropriated ending fund balance which should match the resource dollar amount.

SPECIAL FUND RESOURCES AND REQUIREMENTS WATER FUND-UTILITY

Resources

Page 9 LB-10

Water Utility Fund revenue comes from the citizen's, schools and business water service, grants, and hook-ups.

Requirements (expenses)

Personnel Services

Cost of personnel and payroll fringes (expenses that the city pays for employees such as medical coverage, employer's share of social security, medicare, Pers and unemployment taxes) this is based on a percentage of wages. Wages are split between funds.

Materials and Services

Expenses for water fund

Capital Outlay

Purchases (not services) that are over the threshold amount of \$1,000.00 currently but that dollar amount is subject to change.

Total resources that the city receives must match total requirements. On page 9 LB 10 will show total requirement, unappropriated ending fund balance which should match the resource dollar amount.

Pages 10 thru 12 are LB-11's Reserve Funds for:
Public Works Building, Major Building Repairs and USDA Wastewater Facility Plant
Fund

The city has reserve these funds for future projects except for the USDA Fund that
is mandatory reserve fund.