



RESOLUTION 2006-035

A RESOLUTION ADOPTING THE 2006-07 BUDGET OF THE CITY OF SHERWOOD, MAKING APPROPRIATIONS, IMPOSING AND CATEGORIZING TAXES, AND AUTHORIZING THE CITY MANAGER TO TAKE SUCH ACTION NECESSARY TO CARRY OUT THE ADOPTED BUDGET

WHEREAS, the Budget Committee has reviewed and acted on the proposed City budget;

WHEREAS, the Budget Committee approved and recommended a balanced budget to the City Council on April 26, 2006;

WHEREAS, in accordance with State law, the City Council has held a public hearing on the budget as approved and recommended by the Budget Committee;

WHEREAS, the Budget Committee requested that certain changes be made to the proposed budget and incorporated into the budget presented to the City Council for adoption; a

WHEREAS, staff requested that certain changes be made to the approved budget for circumstances that were not known at the time the Budget Committee approved the budget; and

WHEREAS, the City Council desires to adopt the approved budget and carry out the programs identified in the budget;

NOW, THEREFORE, THE CITY RESOLVES AS FOLLOWS:

Section 1. Adoption of the 2006-07 Budget. The City Council of the City of Sherwood, Oregon hereby adopts the budget for fiscal year 2006-07 in the sum of \$75,161,707, now on file at City Hall.

Section 2. Making Appropriations. The amounts for the fiscal year beginning July 1, 2006 and for the purposes shown below are hereby appropriated as follows:

	<u>General</u>	<u>Asset Depreciation</u>	<u>General Construction</u>	<u>Debt Service</u>	<u>Water</u>	<u>Sanitary</u>	<u>Storm</u>	<u>Street</u>	<u>Telecom</u>
Administration	2,426,128								
Comm. Development	1,550,036								
Police	3,468,213								
Community Services	1,265,068								
PW Operations	1,017,130								
Enterprise Operations					9,054,659	3,986,064	741,236	1,204,304	
Enterprise Capital					33,200,562	3,440,374	3,736,367	7,389,978	
Materials and Services		1,000							54,500
Capital Outlay		1,000	187,650						
Debt Service			586,515	961,139					
Reimbursements			9,323						66,147
Transfers out									
Contingency		187,938	732,859	39,736					-211,219
Total	9,726,576	189,938	1,516,347	1,000,875	42,255,221	7,426,438	4,477,603	8,594,282	-25,572

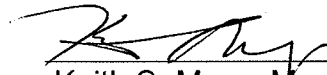
Section 3. Imposing and Categorizing Taxes. The City Council of the City of Sherwood hereby imposes the taxes provided for in the adopted budget at the City's permanent rate of \$3.2975 per thousand of assessed value for operations and in the amount of \$992,503 for bonded debt; and that these taxes are hereby imposed for tax year 2006-07 upon the assessed value of all taxable property within the district.

The City of Sherwood hereby categorizes the taxes as follows:

	<u>General Government</u>	<u>Excluded from Limitation</u>
General Fund	\$3.2975 per \$1,000	
Debt Service Fund		\$992,503

Section 4. Filing. The Finance Director shall certify to the County Clerk and County Assessor of Washington County and the Oregon State Department of Revenue the tax levy made by this resolution and shall file with them a copy of the budget as finally adopted.

Duly passed by the City Council this 20th day of June, 2006.



Keith S. Mays, Mayor

ATTEST:



Sylvia Murphy, City Recorder

CITY OF SHERWOOD, OREGON

2006-07 Adopted Budget

Available from the City of Sherwood Finance Department
22506 SW Pine Street
Sherwood, OR 97140
503-625-4236



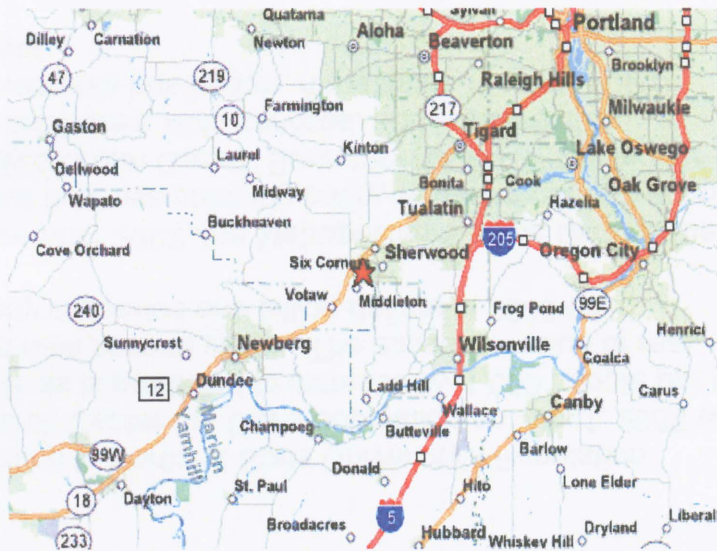
City of Sherwood, Oregon
2006-07 Budget
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City of Sherwood, Oregon 2006-07 Budgets *About the City*

The City of Sherwood, incorporated in 1893, encompasses 4.1 square miles of land on the south edge of the Portland metropolitan area, in northwestern Oregon. Other cities that are part of or near the metro area, such as Tigard, Tualatin, and Wilsonville, are used for comparisons in this budget where data is available.



The City of Sherwood has all powers granted to municipal corporations by State statutes, including the power to issue debt, levy taxes on real property within its boundaries, and extend its corporate limits by annexation.

The City provides a full range of services, including police protection, library, construction and maintenance of streets, parks, and utility infrastructure, recreational activities and cultural events, short and long-range planning and development review, and building permits and inspection. Senior services are provided by a nonprofit organization, housed in the City-owned Senior Center.

Certain services are provided by or in cooperation with regional organizations. Fire protection is through Tualatin Valley Fire and Rescue, a separate regional entity. The City owns its water utility; the Tualatin Valley Water District operates it under contract with the City. Sherwood owns and operates sanitary sewer and storm water collection facilities; treatment is by Clean Water Services, a regional authority. Electricity, telephone service, and trash disposal are provided by private businesses. Sherwood is part of School District 88J.

Sherwood is governed by a City Council comprised of an elected Mayor and six Councilors. The City Council exercises policy-making and legislative authority and is responsible for City legislation, adopting the budget, appointing committees, and hiring the City Manager. The City charter was amended in 2005 to assign position numbers to each Council position rather than having at large positions. The Mayor serves a two year term. Councilors serve for four years, with three of the six Councilor's terms



City of Sherwood, Oregon
2006-07 Budgets
About the City

expiring in each biennial election. The City Manager is responsible for carrying out the day-to-day operations of the City.

According to Portland State University's Population Research Center the City's population on July 1, 2005 was 14,410, as is predicted to increase by 1,000 people per year for the next several years. The assessed value of real property exceeded one billion dollars in 2005-06.

In December 2002, the Metropolitan Service District, the regional land use planning entity, added about 300 acres to the City's Urban Growth Boundary (UGB). Planning for future land uses, civic services, and infrastructure improvements has begun. Annexation requires voter approval.

Sherwood is in the Portland, Oregon – Vancouver, Washington metropolitan area. The economy of the metro area is broad and well diversified. According to Oregon Employment Department data, Sherwood's top four industries by the number of employees are food and drink services, manufacturing, specialty trade contractors, and educational services.

Sherwood has an Urban Renewal Agency (URA) which undertakes activities and projects in the portion of the City designated as the Urban Renewal District. Although the Sherwood City Council is the Board of Directors for the URA,

the URA is a distinct municipal corporation and its budget is a separate document.

The City's fiscal year begins July 1 and ends June 30.

Current information about City services and projects can be found at the website: www.ci.sherwood.or.us



City of Sherwood, Oregon
2006-07 Budget
Budget Committee

The Budget Committee, defined by Oregon budget law, consists of the City Council and an equal number of citizen volunteers appointed by the Council. All members of the Budget Committee have equal authority. The Committee meets publicly to review, and if necessary revise, the proposed budget. The Budget Committee then approves the

budget, including the amount and/or rate of property taxes to be imposed. The approved budget is turned over to the City Council for public hearing, any additional revisions, and adoption.

The 2006-07 Budget Committee members follow.

City Council

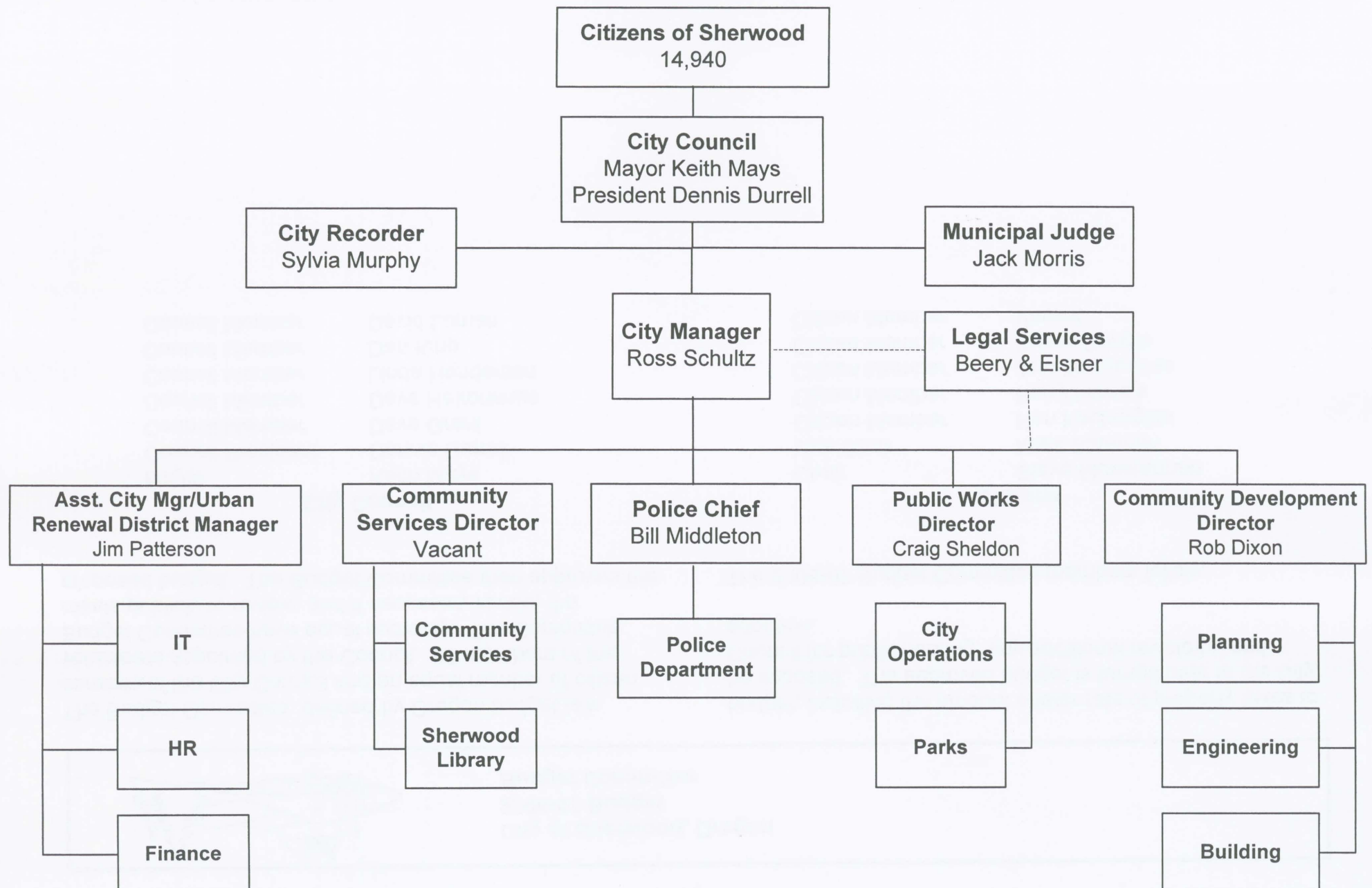
Mayor	Keith Mays
Council President	Dennis Durrell
Council Member	Dave Grant
Council Member	Dave Heironimus
Council Member	Linda Henderson
Council Member	Dan King
Council Member	David Luman

Citizens

Chair	Steve Munsterman
Vice Chair	Mark Bateman
Citizen Member	Ron Kachergius
Citizen Member	Perry Francis
Citizen Member	Jennifer Squires
Citizen Member	Susan Pringle
Citizen Member	Vacant



City of Sherwood, Oregon
2006-07 Budget
Organization Chart





City of Sherwood, Oregon
2006-07 Budget
Distinguished Budget Presentation Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Sherwood
Oregon**

For the Fiscal Year Beginning

July 1, 2005

Nancy Ziehl
President

Jeffrey R. Egan
Executive Director

The Government Finance Officers Association of the United States and Canada Distinguished Budget Presentation Award to the City of Sherwood, Oregon for its annual budget for the Fiscal year beginning July 1, 2005. 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 communication device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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City of Sherwood, Oregon
2006-07 Budget
Budget Message

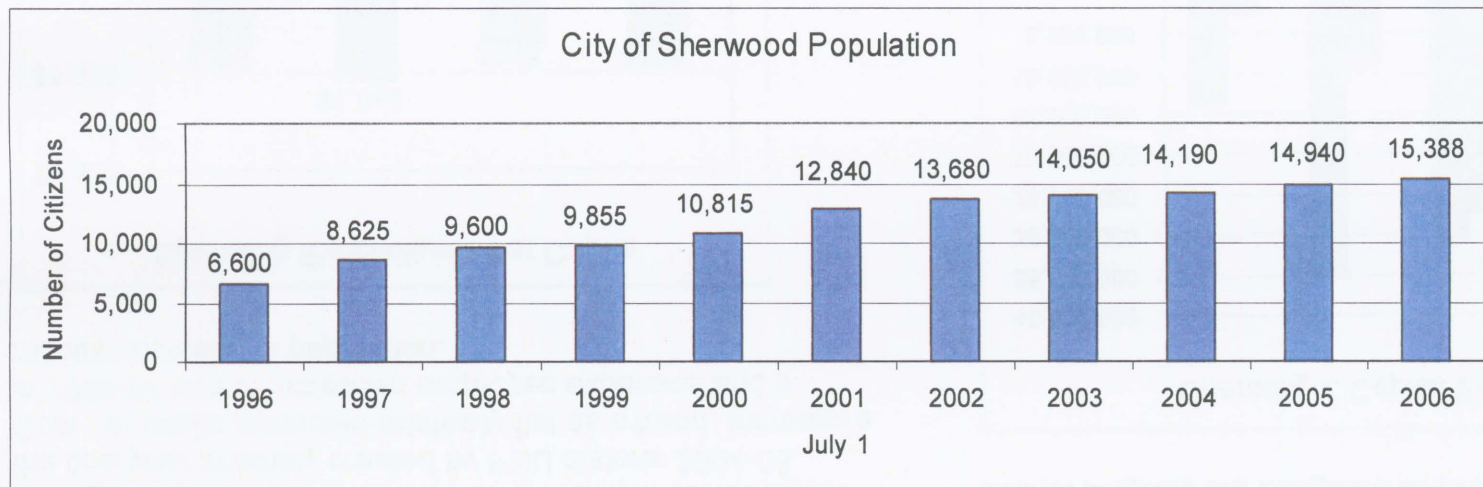
The 2006-07 Budget for the City of Sherwood meets all Oregon Revised Statutes, Oregon Administrative Rules and is developed in accordance with the best business practices recommended by GAAP (Generally Accepted Accounting Procedures), GASB (Government Accounting Standards Board), the GFOA (Government Finance Officers Association) and Oregon Department of Revenue.

This budget document outlines the resources needed during the 2006-07 fiscal year to continue with our authorized

construction plans, operational commitments and future growth.

Overview

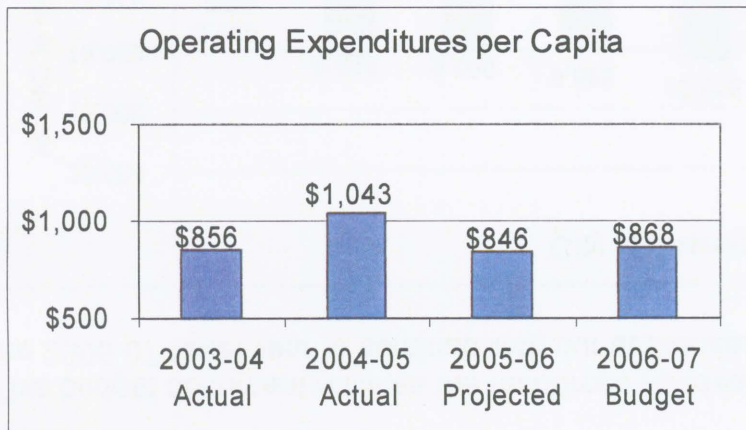
Population at the City continues to grow. Portland State University tracks population for all cities and counties. The methodology changed from 2003 to 2004. The increase in 2003-04 appears minimal when in fact the City has been growing in the amount of 800 people annually.





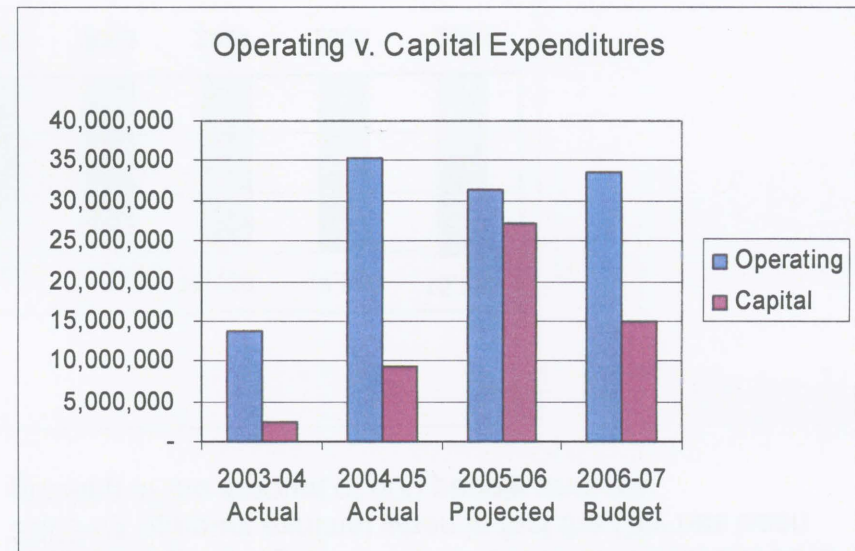
City of Sherwood, Oregon
2006-07 Budget
Budget Message

Cost per capita for our citizens has increased. Once again the one year anomaly created by PSU distorts 2004-05. Cost per capita remained relatively flat as a trend. Increase's in 2006-07 due to increased employee expenses and a modest increase in population.



Operational commitments will continue to increase as our City continues it's growth trend. We propose adding FTEs in Building and Public Works to keep up with demands from developers and added infrastructure (see page 118 for details on staff to be added). However, we have also planned staff reductions in Library Ops and Library Admin, Police Admin, Council Admin, HR Admin and Engineering. These reductions in work force were necessary to continue to match staffing requirements with growth expectations.

Capital projects are budgeted at over \$15,000,000:



The budget includes resources to complete or substantially complete the following projects during 2006-07 (page 116-117 is a complete list of projects):

- Wilsonville to Tooze Rd Tank Waterline
- Tooze Rd Tank
- Waterline from Tooze Rd Tank to Snyder Reservoir
- Adams Avenue
- Downtown Streets Construction
- Sanitary Sewer Master Plan



City of Sherwood, Oregon
2006-07 Budget
Budget Message

Evolving Budget Priority

In the past five years the City has enjoyed a large beginning balance for our General Fund in each of those budget years for several different reasons. Our budget committee has used that beginning balance as a source of revenue in the past and has reduced the number to a point where further use of the beginning balance is not financially prudent. As percentage of growth in our City slows, staff will recommend this year that the General Fund will not use beginning balance for a source of operations.

Other Significant Budget Issues

- This budget proposes a General Fund Contingency of roughly \$720,000. This number does not meet our administrative financial guidelines. It should be kept in mind that this contingency includes the accumulated reserves of the Building Department of \$300,000 which is, as required by law, not discretionary in nature.
- Even with added operational services in Public Works to support additional Parks Lands, employee costs have increased less than 4% from budgeted 2005 – 2006.

Conclusion

From a financial standpoint the 2006-07 budget could be stronger. Challenges of keeping a competent staff and maintaining quality operations have been addressed in this document while keeping costs per citizen as low as possible. Although, growth as a percentage has declined, Sherwood is still a vibrant community and with continued financial planning will remain a great place to live and to raise a family.

In the short term residential growth will trend flat or downward as build able land inventories are near exhausted. However, with the addition of area 59, The Tonquin Industrial properties and the Brookman Road areas, Sherwood's future looks bright. At this time, all of the City's facilities are less than five years old, Master Plans for future growth are near completion, SDCs provide for growth to pay for itself and a long term water supply for the City has been planned. Staff is capable and well organized and our technology and processes to keep staff growth at a minimum are in place. Increased growth in assessed value and major economic development being spurred by our Urban Renewal investments are well underway.



City of Sherwood, Oregon
2006-07 Budget
Budget Message

In future years Council will be challenged to deal with population and geographic growth which will drive requirements to increase operational staff to maintain the same level of livability that the citizens of Sherwood enjoy today. However, this budget ensures that the foundation for those future decisions is in place.

Ross Schultz
City Manager



City of Sherwood, Oregon
2006-07 Budget
Financial Organization Chart

The City's financial records are organized by fund; operating and capital; and divisions and departments. These views are explained below, and illustrated on the following pages.

FUNDS

Funds are required by generally accepted accounting principles for local governments and by Oregon budget law. The purpose of funds is to demonstrate compliance with legal restrictions on the use of resources. The nine funds, grouped by type, are described below.

General: The General Fund is the main operating fund. It includes all resources not accounted for in other funds. General fund revenues can generally be used for any government purpose.

Special revenue: The Asset Depreciation Fund is a reserve fund, defined in Oregon budget law, which accumulates money from year to year to provide for the unexpected purchase, improvement, or repair of major capital assets, such as city buildings.

Debt service: This fund accounts for property tax revenues levied for payment of general obligation bonds. Payment of long-term debt other than general obligation bonds is accounted for in the funds responsible for paying the debt.

Capital projects: The General Construction Fund accounts for acquisition or construction of capital assets, other than those financed by Enterprise funds. It includes city buildings, parks, sports fields, recreational facilities, and trails.

Enterprise: Enterprise funds are used for activities that are similar to business enterprises, where the intent is that costs be recovered primarily through user charges or where determination of net income or loss is useful for public policy. The enterprise funds for Water, Sanitary sewer, Storm sewer, and Street are divided into Operations and Engineering departments to reflect budgetary responsibility. Operations handles maintenance. Engineering manages resources restricted for capital projects, and is labeled as Capital Projects in this document.

Telecommunications, the fifth enterprise fund, accounts for Sherwood Broadband, a project creating a connection from every address in the city to the Internet via fiber optic cable. The goals are to provide a city-wide communication system that will promote community inclusiveness and provide a funding source for economic development.



City of Sherwood, Oregon
2006-07 Budget
Financial Organization Chart

OPERATING AND CAPITAL

The budget includes both operating and capital items. The operating budget encompasses recurring expenditures necessary for day-to-day operations. The capital budget is for construction of infrastructure and other long-lived fixed assets. The operating budget generally changes incrementally, as population and services increase. The capital budget is more erratic, depending on when loan funds are received and construction expenditures incurred. A given fund may account only for operations, only for capital projects, or both.

DIVISIONS AND DEPARTMENTS

The General Fund is split into departments which reflect city programs and managerial responsibilities. These are grouped into five divisions for purposes of appropriations.



City of Sherwood, Oregon
2006-07 Budget
Financial Organization Chart

Expenditures By Fund		Expenditures By Type		Expenditures By Division				
				Admin- istration	Community Development	Police	Community Services	Public Works
	Total	Operating	Capital					
General Fund	\$ 10,409,337	\$ 10,311,302	\$ 98,035	\$ 3,311,826	\$ 1,797,889	\$ 2,794,389	\$ 1,000,015	\$ 1,505,218
Asset Depreciation	2,000	1,000	1,000					2,000
General Construction	774,165	586,515	187,650		187,650			586,515
Debt Service	961,139	961,139	-	961,139				
Water	8,981,107	1,696,158	7,284,949		7,284,949			1,696,158
Sanitary	2,299,686	2,098,891	200,795		200,795			2,098,891
Storm	539,368	289,368	250,000		250,000			289,368
Street	7,540,718	478,782	7,061,936		7,061,936			478,782
Telecommunications	119,500	54,500	65,000	119,500				
Total expenditures before reimbursements	<u>\$ 31,627,020</u>	<u>\$ 16,477,655</u>	<u>\$ 15,149,365</u>	<u>\$ 4,392,465</u>	<u>\$ 16,783,219</u>	<u>\$ 2,794,389</u>	<u>\$ 1,000,015</u>	<u>\$ 6,656,932</u>



City of Sherwood, Oregon
2006-07
Budget - in Total

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
\$ 19,455,701	\$ 27,066,679	\$ 22,408,493	\$ 26,315,660	SOURCES			
				Beginning fund balance	\$ 21,061,209	\$ 21,184,215	\$ 21,184,215
				Revenue			
4,552,044	4,992,986	5,387,063	5,382,507	Taxes	5,928,774	5,917,274	5,917,274
54,147	62,433	73,500	63,200	Licenses and permits	89,300	89,300	89,300
2,410,065	2,872,453	2,735,947	2,406,542	Intergovernmental	2,772,222	2,772,222	2,772,222
4,818,396	5,370,759	5,590,890	5,214,216	Charges for services	6,602,265	6,752,265	6,752,265
4,836,134	6,715,992	4,581,000	4,607,504	Infrastructure development charges	4,865,000	4,865,000	4,865,000
914,867	1,361,424	983,225	1,347,428	Fines, interest and other	1,221,431	1,221,431	1,221,431
17,585,653	21,376,048	19,351,625	19,021,397	Total revenue	21,478,992	21,617,492	21,617,492
				Other sources			
765,133	1,047,928	150,000	25,000	Transfers in	1,640,000	1,540,000	1,540,000
4,694	1,834,978	1,969,999	2,295,500	Sale of fixed assets	400,000	400,000	400,000
12,245,231	2,580,000	3,700,000	16,380,000	Issuance of long-term debt	30,420,000	30,420,000	30,420,000
13,015,058	5,462,906	5,819,999	18,700,500	Total other sources	32,460,000	32,360,000	32,360,000
\$ 50,056,413	\$ 53,905,632	\$ 47,580,117	\$ 64,037,557	Total sources	\$ 75,000,201	\$ 75,161,707	\$ 75,161,707
				USES			
				Expenditures			
				Personal services			
\$ 3,473,996	\$ 4,123,867	\$ 4,494,424	\$ 4,334,093	Salaries and wages	\$ 4,574,052	\$ 4,598,311	\$ 4,598,311
377,650	450,503	545,769	572,527	Payroll taxes	575,694	578,245	578,245
1,016,043	1,185,218	1,650,811	1,509,014	Benefits	1,765,176	1,737,166	1,737,166
4,867,690	5,759,589	6,691,004	6,415,634	Total personal services	6,914,922	6,913,722	6,913,722
				Materials and services			
5,671,815	7,021,125	7,381,066	4,106,260	Professional & technical services	4,194,960	4,219,960	4,219,960
622,620	733,313	912,256	900,548	Facility and equipment	992,463	1,004,763	1,004,763
369,257	680,218	702,301	656,643	Other purchased services	714,924	714,924	714,924

Continued on Next Page



City of Sherwood, Oregon
2006-07
Budget - in Total

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
264,592	304,135	358,853	327,990	Supplies	344,660	344,660	344,660
93,588	37,668	47,700	48,191	Community activities	30,100	40,100	40,100
111,306	189,116	113,100	169,327	Minor equipment	143,950	143,950	143,950
22,814	76,700	290,000	16,000	Other materials and services	20,000	20,000	20,000
7,155,991	9,042,275	9,805,276	6,224,959	Total materials and services	6,441,057	6,488,357	6,488,357
				Capital outlay			
319,465	2,512,643	408,838	200,000	Land	-	-	-
271,773	2,202,287	-	36,900	Infrastructure	545,000	545,000	545,000
1,397,136	3,450,853	2,956,658	5,527,892	Buildings	1,000	1,000	1,000
12,484	949,540	9,581,040	21,119,771	Improvements other than buildings	14,357,830	14,357,830	14,357,830
261,862	83,890	149,000	143,000	Vehicles	35,035	35,035	35,035
190,111	421,137	392,000	433,246	Furniture and equipment	210,500	210,500	210,500
2,452,830	9,620,351	13,487,536	27,460,809	Total capital outlay	15,149,365	15,149,365	15,149,365
				Debt service			
1,038,729	1,291,493	1,939,904	1,804,329	Principal	2,006,109	2,006,109	2,006,109
697,761	876,693	1,205,726	941,598	Interest	1,069,467	1,069,467	1,069,467
3,998	4,953	-	4,636	Issuance costs	-	-	-
1,740,489	2,173,140	3,145,630	2,750,563	Total debt service	3,075,576	3,075,576	3,075,576
16,217,000	26,595,354	33,129,446	42,851,965	Total expenditures before reimbursements	31,580,920	31,627,020	31,627,020
(36,918)	(53,310)	(92,062)	(61,205)	Reimbursements	(108,107)	(129,609)	(81,507)
16,180,082	26,542,044	33,037,384	42,790,760	Total expenditures	31,472,813	31,497,411	31,545,513
				Other uses			
765,133	1,047,928	65,000	59,032	Transfers out	1,640,000	1,540,000	1,540,000
6,044,520	-	85,000	-	Long-term debt refunding/discounts	10,000,000	10,000,000	10,000,000
27,066,678	26,315,660	-	21,187,766	Ending fund balance	-	-	-
-	-	14,392,733	-	Contingency	31,887,388	32,124,296	32,076,194
\$ 50,056,413	\$ 53,905,632	\$ 47,580,117	\$ 64,037,557	Total uses	\$ 75,000,201	\$ 75,161,707	\$ 75,161,707



City of Sherwood, Oregon
2006-07 Budget
Budget - by Fund

	General Fund	Asset Depreciation Fund	General Construction Fund	Debt Service Fund	Enterprise Funds					2006-07 Budget
					Water Fund	Sanitary Fund	Storm Fund	Street Fund	Telecom Fund	
SOURCES										
Beginning fund balance	\$ 466,827	\$ 176,138	\$ 86,347	\$ 18,336	\$ 11,645,721	\$ 4,701,158	\$ 3,599,578	\$ 614,682	\$ (124,572)	\$ 21,184,215
Revenue										
Taxes	4,946,735	-	-	970,539	-	-	-	-	-	5,917,274
Licenses and permits	89,300	-	-	-	-	-	-	-	-	89,300
Intergovernmental	1,975,222	-	-	-	-	-	-	797,000	-	2,772,222
Charges for services	988,860	-	-	-	3,134,500	1,670,280	556,025	303,600	99,000	6,752,265
Infrastructure development	171,000	-	1,360,000	-	830,000	770,000	231,000	1,503,000	-	4,865,000
Fines, interest and other	688,631	1,800	70,000	12,000	145,000	85,000	91,000	128,000	-	1,221,431
Total revenue	8,859,748	1,800	1,430,000	982,539	4,109,500	2,525,280	878,025	2,731,600	99,000	21,617,492
Other sources										
Transfers in	-	12,000	-	-	-	200,000	-	1,328,000	-	1,540,000
Sale of fixed assets	400,000	-	-	-	-	-	-	-	-	400,000
Issuance of long-term debt	-	-	-	-	26,500,000	-	-	3,920,000	-	30,420,000
Total other sources	400,000	12,000	-	-	26,500,000	200,000	-	5,248,000	-	32,360,000
Total sources	\$ 9,726,575	\$ 189,938	\$ 1,516,347	\$ 1,000,875	\$ 42,255,221	\$ 7,426,438	\$ 4,477,603	\$ 8,594,282	\$ (25,572)	\$ 75,161,707
USES										
Expenditures										
Personal services										
Salaries and wages	\$ 4,598,311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,598,311
Payroll taxes	578,245	-	-	-	-	-	-	-	-	578,245
Benefits	1,737,166	-	-	-	-	-	-	-	-	1,737,166
Total personal services	6,913,722	-	-	-	-	-	-	-	-	6,913,722
Materials and services										
Professional & technical	649,940	-	-	-	1,419,677	1,940,398	182,445	12,500	15,000	4,219,960
Facility and equipment	548,263	1,000	-	-	102,000	10,000	10,500	316,000	17,000	1,004,763
Other purchased services	416,853	-	-	-	160,075	84,895	27,801	2,800	22,500	714,924
Supplies	257,160	-	-	-	2,500	9,500	20,500	55,000	-	344,660
Community activities	40,100	-	-	-	-	-	-	-	-	40,100
Minor equipment	125,450	-	-	-	-	16,000	500	2,000	-	143,950
Other materials & services	20,000	-	-	-	-	-	-	-	-	20,000
Total materials & services	2,057,766	1,000	-	-	1,684,252	2,060,793	241,746	388,300	54,500	6,488,357

Continued on next page



City of Sherwood, Oregon
2006-07 Budget
Budget - by Fund

	General Fund	Asset Depreciation Fund	General Construction Fund	Debt Service Fund	Enterprise Funds					2006-07 Budget
					Water Fund	Sanitary Fund	Storm Fund	Street Fund	Telecom Fund	
Capital outlay										
Land	-	-	-	-	-	-	-	-	-	-
Infrastructure	-	-	-	-	-	-	200,000	345,000	-	545,000
Buildings	-	1,000	-	-	-	-	-	-	-	1,000
Other improvements	-	-	187,650	-	7,284,949	200,795	50,000	6,634,436	-	14,357,830
Vehicles	35,035	-	-	-	-	-	-	-	-	35,035
Furniture and equipment	63,000	-	-	-	-	-	-	82,500	65,000	210,500
Total capital outlay	98,035	1,000	187,650	-	7,284,949	200,795	250,000	7,061,936	65,000	15,149,365
Debt service										
Principal	753,934	-	473,380	635,000	9,101	29,123	36,404	69,167	-	2,006,109
Interest	585,880	-	113,135	326,139	2,805	8,975	11,218	21,315	-	1,069,467
Issuance costs	-	-	-	-	-	-	-	-	-	-
Total debt service	1,339,814	-	586,515	961,139	11,906	38,098	47,622	90,482	-	3,075,576
Total expenditures before reimbursements	10,409,337	2,000	774,165	961,139	8,981,107	2,299,686	539,368	7,540,718	119,500	31,627,020
Reimbursements										
Labor on capital projects	(382,622)	-	6,191	-	150,115	29,353	-	196,964	-	-
Labor on URA activities	(81,381)	-	-	-	-	-	-	-	-	(81,381)
Labor on enterprise funds	(208,875)	-	-	-	100,840	14,122	14,122	13,643	66,147	-
Joint PW/fieldhouse	(0)	-	-	-	-	-	-	-	-	-
Comm Dev Admin	(6,255)	-	-	-	2,502	1,251	1,251	1,251	-	-
Administrative costs	-	-	-	-	-	-	-	-	-	-
Engineering overhead	(223,515)	-	3,132	-	84,623	21,986	7,142	106,507	-	(125)
Public works operations	(715,584)	-	-	-	25,557	127,783	281,122	281,122	-	-
Total reimbursements	(1,618,232)	-	9,323	-	363,637	194,495	303,638	599,487	66,147	(81,506)
Total expenditures	8,791,105	2,000	783,487	961,139	9,344,744	2,494,181	843,006	8,140,204	185,647	31,545,513
Other uses										
Transfers out	212,000	-	-	-	295,000	93,000	940,000	-	-	1,540,000
Debt refunding/discounts	-	-	-	-	10,000,000	-	-	-	-	10,000,000
Contingency	723,471	187,938	732,859	39,736	22,615,477	4,839,257	2,694,598	454,078	(211,219)	32,076,194
Total uses	\$ 9,726,576	\$ 189,938	\$ 1,516,347	\$ 1,000,875	\$ 42,255,221	\$ 7,426,438	\$ 4,477,603	\$ 8,594,282	\$ (25,572)	\$ 75,161,707



City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

The narrative walks through components of the Budget – in Total and Budget – by Fund. The major sections are:

- General Fund Balance
- Sources
- Uses
- Capital Project expenditures

GENERAL FUND BALANCE

The negative fund balance in the General Fund is due to the required accounting treatment of the purchase of the cannery site in 2004-05.

The cannery encompasses about six acres of land in the Old Town core, the heart of the City's urban renewal effort. The City acquired the site and will demolish the derelict buildings to prepare the land for resale to private developers. The purchase was financed by an interfund loan, which will be repaid as parcels are sold over the next five years.

Generally accepted accounting principles (GAAP) treat interfund loans differently than those from outside lenders. If the City had borrowed from a bank, the proceeds would have been recorded as a source. The purchase of the land was a capital outlay expenditure, a use. The source and use would offset, and there would be no effect on fund balance.

GAAP requires recording the interfund loan from the Sanitary Fund as a liability. There was no source to offset the purchase of the land. Consequently, fund balance decreased by that amount.

The General Fund balance sheet mirrors this treatment. Generally, long-term debt and capital assets do not appear on governmental fund balance sheets; if the City had borrowed from a bank, no liability would be shown. However, GAAP requires that interfund liabilities appear as such. Since the land cannot be shown as an offsetting asset, fund balance may show as a negative. (The balance sheet appears in the annual audited financial statements, but not in this budget document.)

General Fund balance exclusive of the cannery purchase follows.

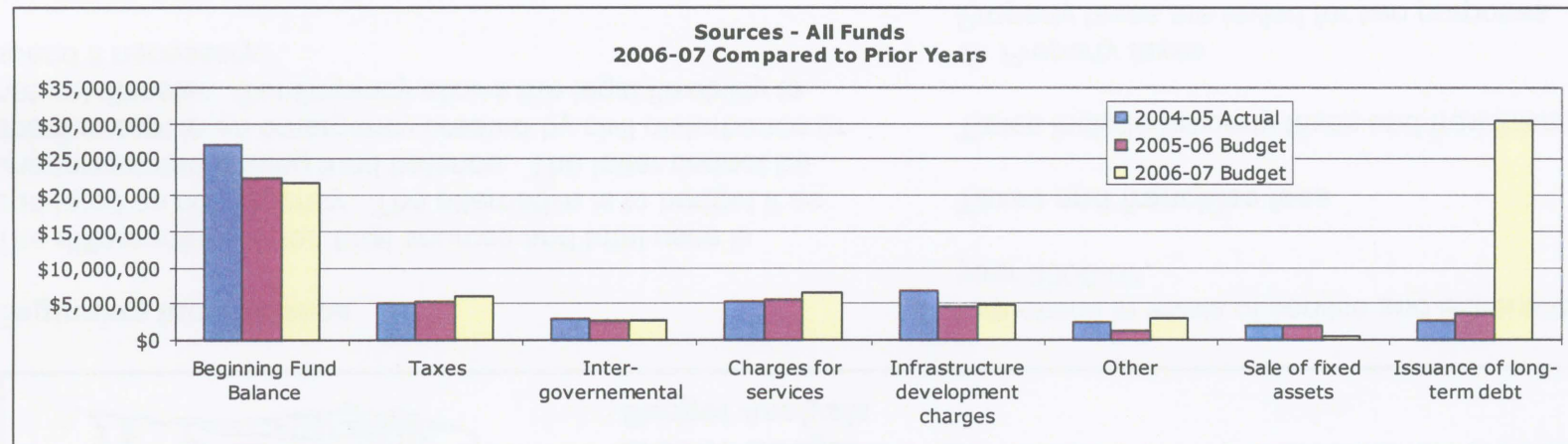
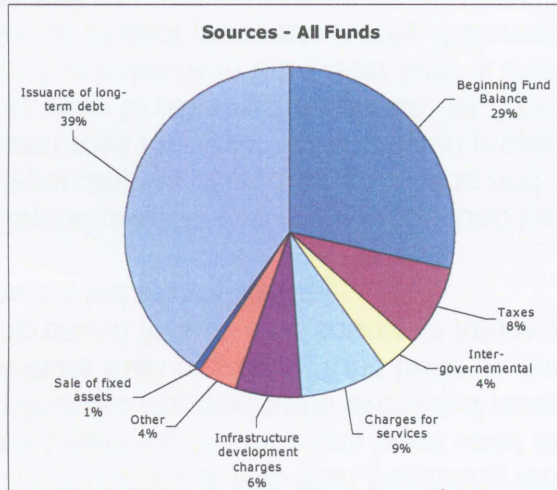
	2005-06 Projected	2006-07 Budget
Fund balance per GAAP	466,827	723,471
Cannery site	1,595,300	1,595,300
Fund balance exclusive of cannery site	<u>\$2,062,127</u>	<u>\$2,318,771</u>



**City of Sherwood, Oregon
2006-07 Budget
Budget Analysis**

SOURCES

Budgeted sources for 2006-07, exclusive of transfers between funds, follow.





City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

Beginning fund balance

The difference between total sources and total uses is budgeted as contingency. The alternative is to budget it as unappropriated ending fund balance. The latter cannot be spent except in an emergency created by civil disturbance or natural disaster. Contingency allows the legal flexibility to spend if necessary.

If contingency is less than beginning fund balance, funds in the beginning balance has been used as a source of resources (expenditures exceeded revenues). If contingency is more than beginning fund balance, fund balance has been increased for use as a source in future years (revenues exceeded expenditures).

Capital projects use or increase fund balance unpredictably, depending on when loan proceeds and other restricted resources are received and when projects move from the planning to construction phase. In 2006-07, a substantial ending balance in the Water fund is anticipated due to the timing of debt proceeds for the Willamette River connection project.

Operations should have reasonably stable fund balances, with annual revenues and other financing sources approximately equal to annual uses. The General and Street funds have used fund balance over the last several years, and will need other long-term funding sources and/or

reductions in levels of service and expenditures for the fiscal year 2006-07.

Taxes and franchise fees

Taxes include property taxes and franchise fees.

1. Property taxes

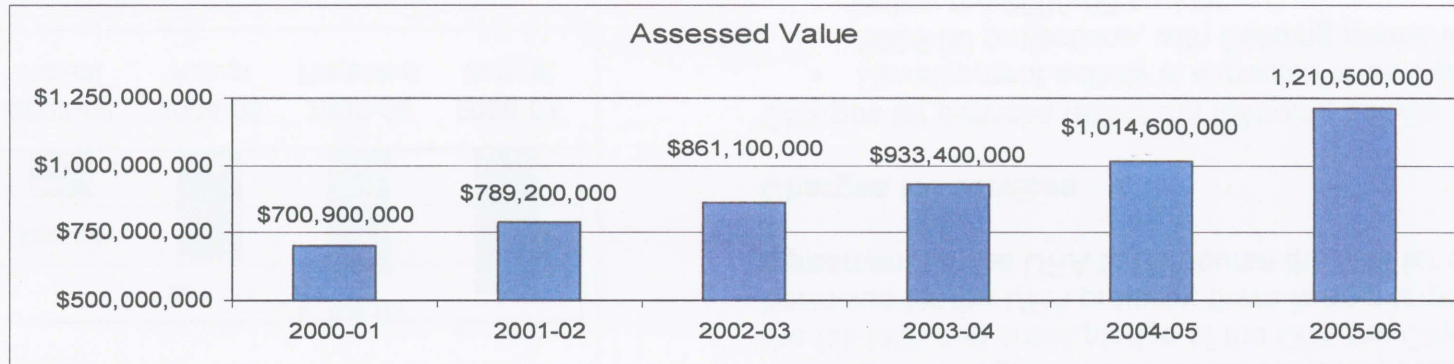
Property taxes are levied for two purposes. The permanent rate levy of \$3.2975 per \$1,000 of assessed value supports General Fund operations. Property taxes for the Debt Service Fund are levied in the amount needed to pay principle and interest on voter approved general obligation bonds.

The permanent rate levy was fixed by ballot initiatives in the 1990's and cannot be increased by the City. General Fund property tax revenue depends on assessed values, which are a function of development, the annual 3% statutory increment and the effect of the Sherwood Urban Renewal District. Please refer to the Property Tax Description in the Appendices for a detailed explanation.



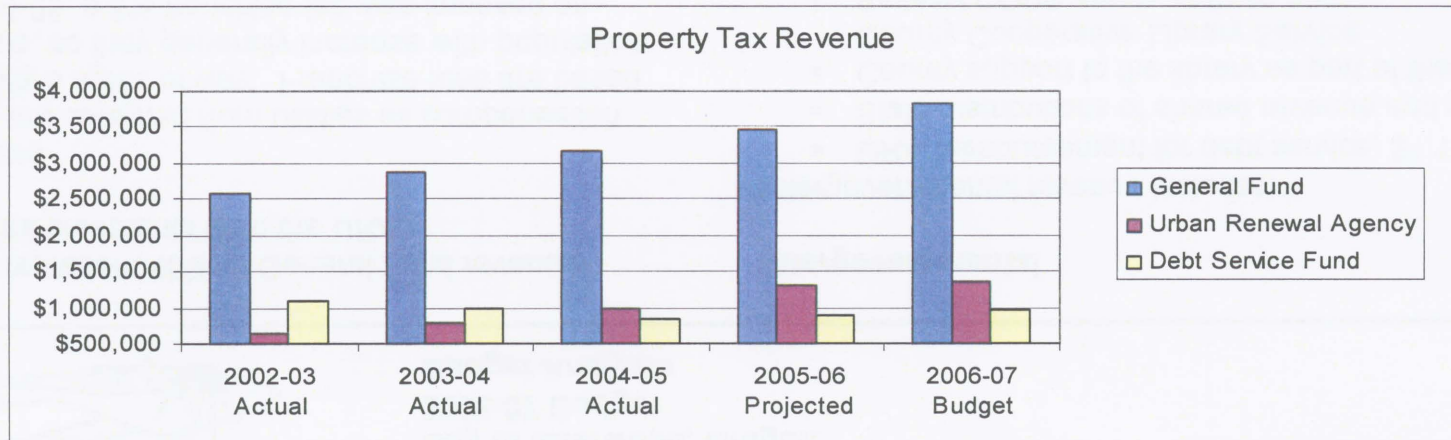
City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

Total assessed value in the City of Sherwood is:



Assessed values are expected to continue growing at a similar rate for the foreseeable future as buildable land is developed and areas within the Urban Growth Boundary annexed.

The permanent rate levy is divided between the City General Fund and the Sherwood Urban Renewal Agency, based on the incremental assessed value created in the Urban Renewal District. Revenue for the General Fund, the URA, and the Debt Service Fund follow.





City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

Property taxes represent 45% of General Fund revenue exclusive of reimbursements from the URA.

2. Franchise fees

Franchise fees are collected from utilities as compensation for use of the City's rights of way. Franchise fees are based on utility revenue, so they generally increase with population growth. In 2004-05, a 5% franchise fee was imposed on the City's own Water, Sanitary, and Storm utilities. Franchise fee revenue is:



Intergovernmental

Intergovernmental revenue includes:

- URA reimbursement for debt service, \$1,125,309
- State distributions of shared revenue and vehicle fees
- County support to the library as part of the Washington County Cooperative Library Service
- Federal COPS grants of \$140,000

Urban renewal agencies borrow money to make improvements that increase real property values, and then use the incremental property tax revenue to repay the debt. To take advantage of the best interest rates, available with the full faith and credit pledge of the City, the City has borrowed for the URA projects; there is an intergovernmental agreement for the URA to reimburse the City for debt service.

Charges for services

Charges for services reflect the following activity.

- Development activity is expected to be lower than 2005-06 projections, with Building permit volume below the 2005-06 budget.
- Sherwood Broadband, the Telecom Fund, began operations in 2005-06.



City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

Significant rate changes in the 2006-07 budget are:

- Water increase of 65%.
- Change in fee structure for alarms
- Adjustment of the Court Fee Schedule
- Addition of a planning surcharge
- Business License Fee Increase

Infrastructure development charges

These are fees for private development plan review and inspection and system development charges (SDCs) on new construction. SDCs are restricted to use for capital improvement projects. SDCS are expected to be similar to the 2005-06 projection.

Fines, interest and other

Other revenue includes fines for traffic infractions and other violations handled by the Municipal Court. These fines are budgeted at \$416,000 and have increased \$50,000 annually since 2002-03.

Sale of fixed assets

A portion of the Cannery Site, scheduled for redevelopment, is anticipated to be sold for development. The budget assumes gross proceeds are anticipated at \$425,000 with \$25,000 sales costs. Of the net proceeds, \$200,000 is anticipated to be used to repay the interfund loan with the Sanitary fund, \$100,000 will be transferred to the General Construction fund for use in city projects, and \$100,000 will remain in the General Fund.

Issuance of long-term debt

Long-term debt is to be issued for Water and Street capital projects as follows:

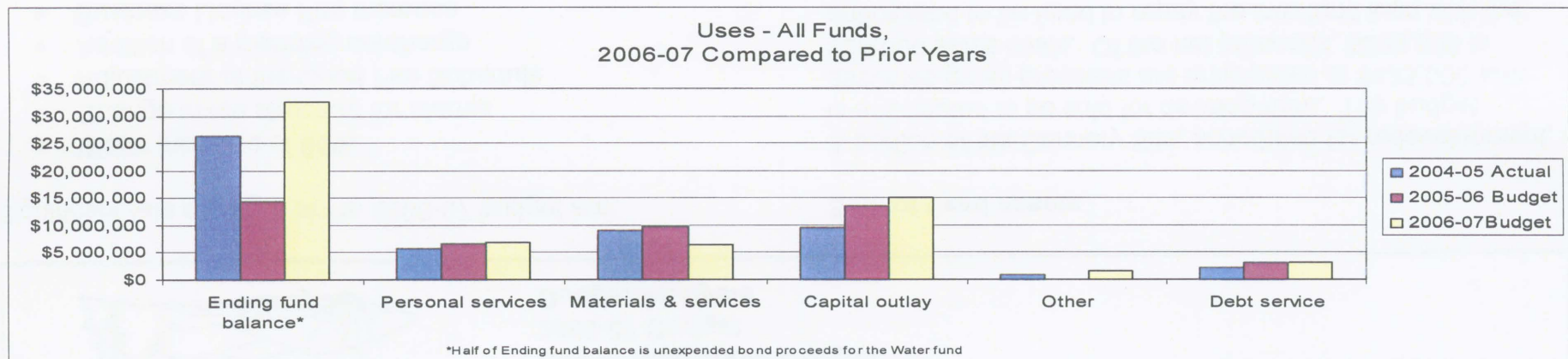
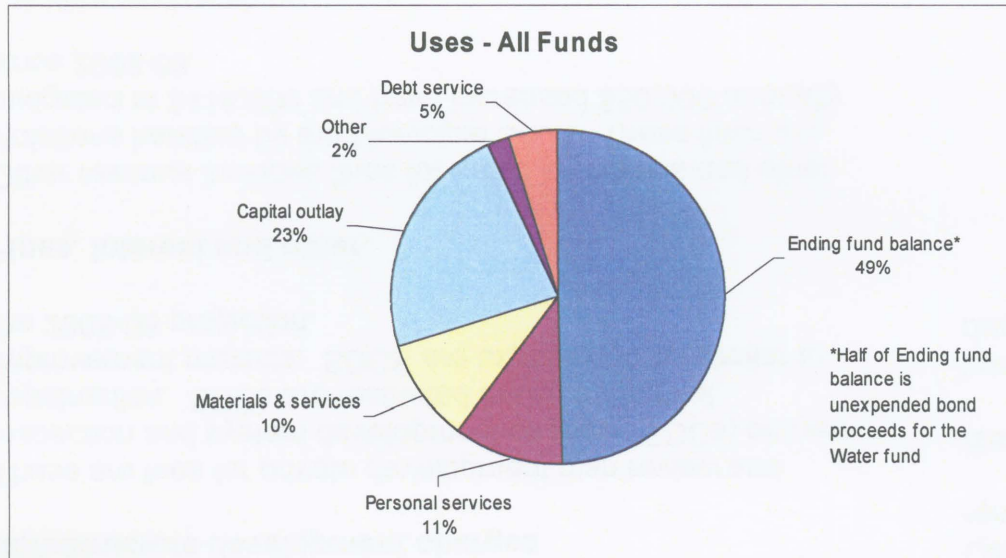
- \$33,000,000 in Revenue Bonds for Water construction.
- \$3,900,000 to continue Old Town street construction.



City of Sherwood, Oregon 2006-07 Budget Budget Analysis

USES

Uses for all funds are:



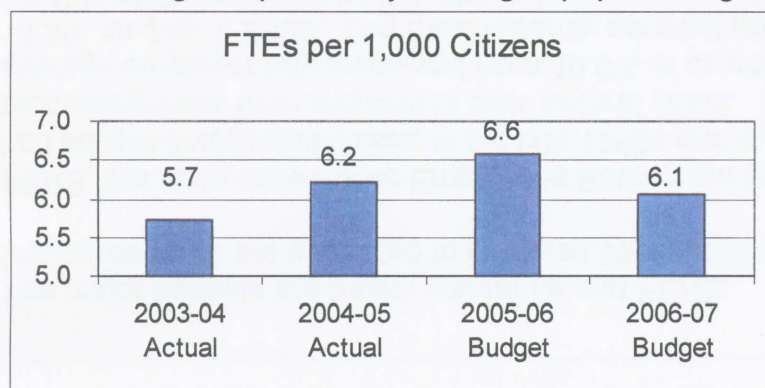


City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

Personal services

1. FTEs

The following compares City staffing to population growth.



The figures for 2004-05 and 2005-06 are artificially inflated because of a change in the methodology used by Portland State University (PSU) to estimate population. For the estimate on July 1, 2003, PSU used building permit activity for the fiscal year ending June 30, 2003. For July 1, 2004, they switched to calendar year permit activity. With July 1, 2004 being the transition year, the population estimate for the budget year 2004-05 includes only six month's permit activity (July 1, 2003 to December 31, 2003). Had the methodology remained consistent, 2004-05 and 2005-06 FTEs per 1,000

citizens would be approximately 5.8 for both 2004-05 and 2005-06.

New positions in this budget are detailed in the Personnel FTE Comparison to Prior Years in the Appendices.

Significant additions are:

- Building Tech/Inspector in Engineering, to reduce contracted private development review
- Recreation staff for the field house, with the City taking over operations from the YMCA
- Public Works Operations staff for equipment maintenance and parks

2. Wages

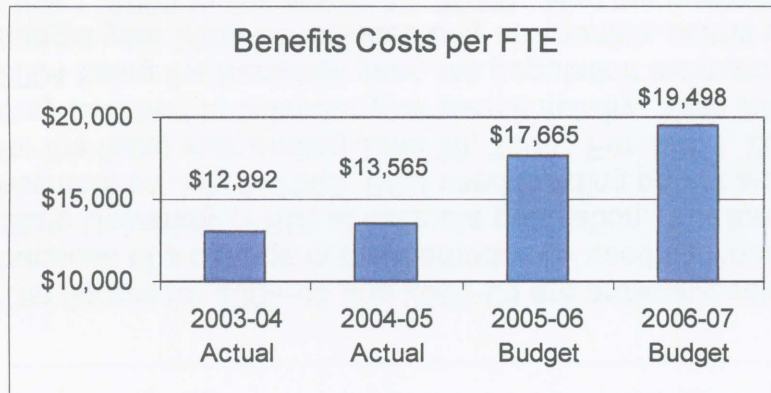
The budget includes a 3.2 % cost of living increase at July 1 for all employees. Step increases continue at 2.5% annually. Wages were adjusted in 2005-06 in an effort to bring them to within plus or minus 5-10% of comparable, competitive cities.

3. Benefits

Benefit costs continue to increase faster than inflation and property tax revenue. The cost of benefits per employee follows.



City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

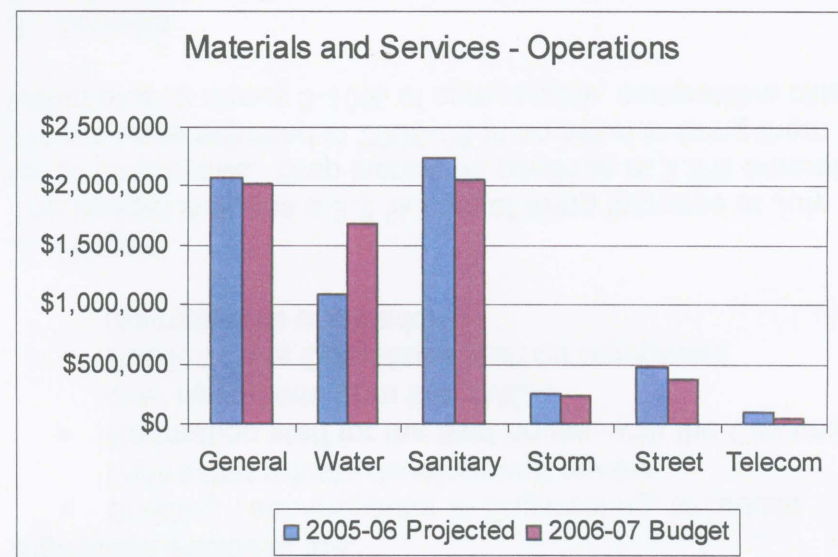


The major benefits are health insurance and PERS. Insurance costs are budgeted to increase 5% in 2006-07.

PERS, the state-wide Public Employees Retirement System, had severe investment losses in the late 1990s and is recovering them from employers over several years. The average employer rate increased from 10.6% of payroll to 18.9% on July 1, 2005. The most recently adopted rate for the City of Sherwood is 14.7%. This rate ignores any impact of recent court decisions reinstating a guaranteed rate of return to Tier 1 beneficiaries and reducing the 2001 crediting rate from 21% to 11.3% for Tier 1 member, or recent PERS Board decisions to redistribute reserves. How and when these impacts will be calculated has not been decided.

Materials and services

Materials and services for operations, by fund, are:



In the General Fund, the change in materials and services consists of the following:

- Reductions in support for community groups
- Elimination of one time move expenses related to the new Civic Building and Library

In the Water Fund, the increase is for operations contracted with TVWD and franchise fees associated with the Water rate



City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

increase. In Sanitary and Storm, the increase is CWS's share of the increase in estimated charges for services, and for Storm, the inclusion of street sweeping expenses formerly included in the Street Fund.

Major Street Fund expenditures are:

	2005-06 Projected	2006-07 Budget
Murdock Road		\$ 300,000
Street sweeping (from Storm Fund) &	75,000	
2 nd lift of asphalt, Murdock & Sunset	40,000	

The Telecommunications Fund began operations in 2005-06.

Capital outlay

Capital project expenditures are discussed in the next major section of this narrative. Significant capital outlay expenditures, exclusive of capital projects, are:

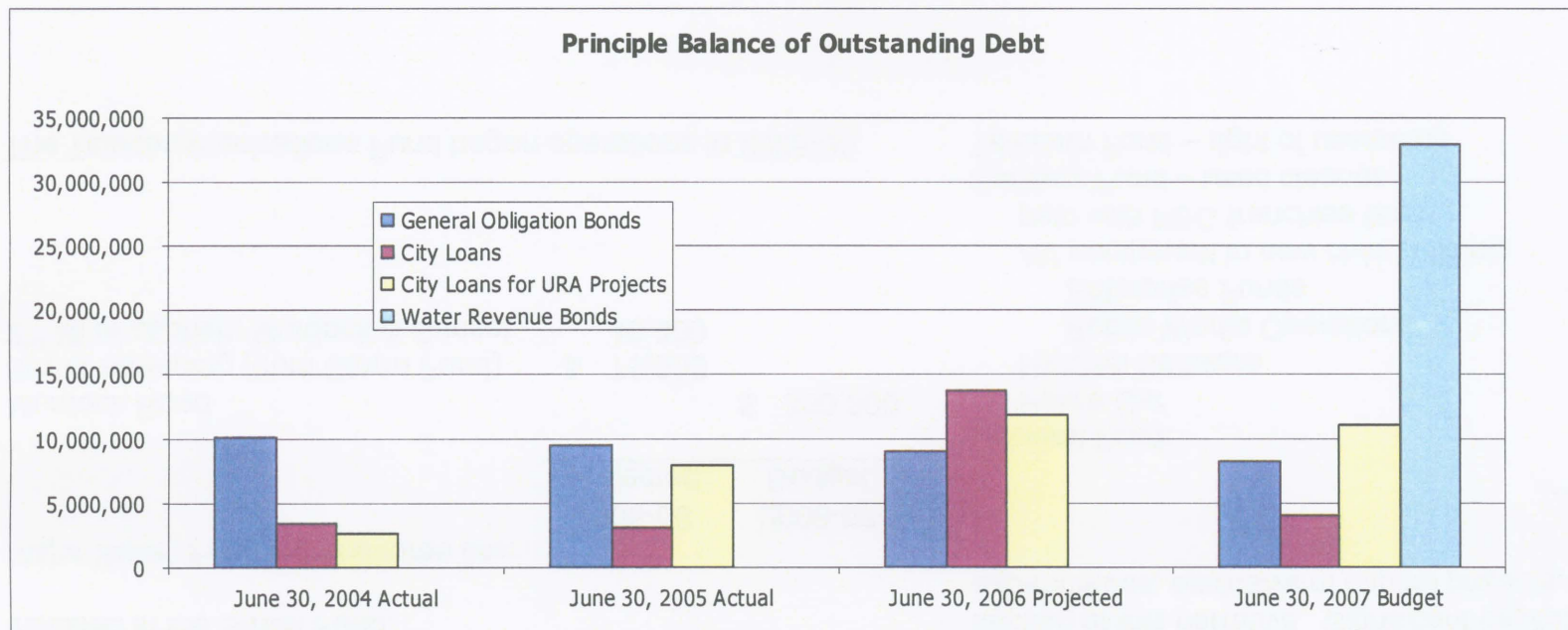
	2005-06 Projected	2006-07 Budget
General Fund:		
Police Car		\$ 35,000
Hansen Software		
Public Works Operations		\$ 20,000
Enterprise Funds	\$125,000	
AV equipment in new civic building, paid with PEG franchise fees	109,000	
Sanitary Fund – used cleaner	135,000	
Telecom Fund – right of use/setup	286,762	



City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

Debt service

The principle balance of outstanding debt is:



Payment sources for all debt expected to be outstanding at June 30, 2006 are shown in the Debt Service Expenditures to Maturity schedule in the Appendices. Assuming development continues as expected and rate increases necessary to fund the Revenue Bonds are implemented, repayment sources

should be sufficient to avoid any impact of debt service on future operations.

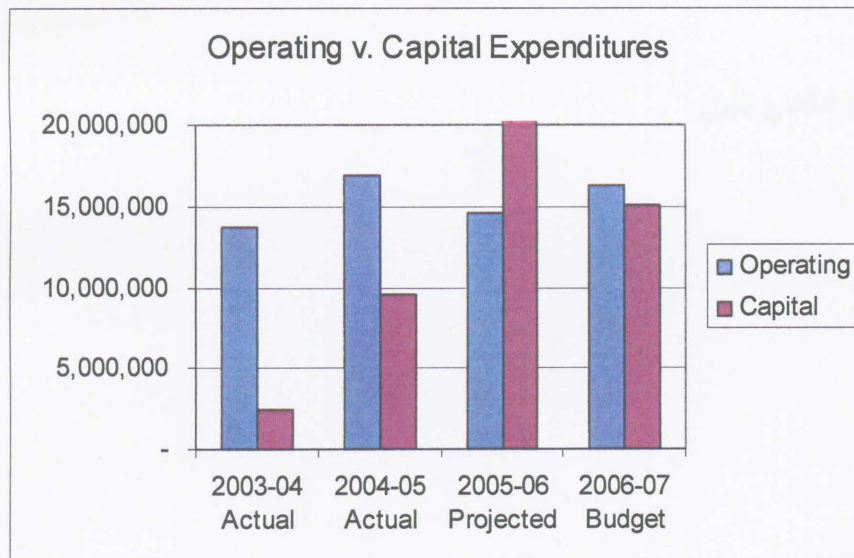


City of Sherwood, Oregon
2006-07 Budget
Budget Analysis

CAPITAL PROJECT EXPENDITURES

A substantial portion of the budget is for capital projects, building the infrastructure to handle growth. Capital project expenditures are included in materials and services, in capital outlay, and as reimbursements, for Engineering Department labor and overhead. The projects and their total costs are detailed in the Capital Projects portion of the Appendices.

Operating and capital expenditures are:



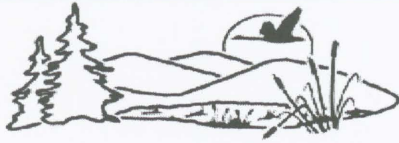
Expenditures for capital projects may vary dramatically between years, depending on the particular projects in process. Construction began on the civic building and Sunset Park in 2004-05. In 2006-07, both of these projects will be completed and construction on downtown streets will be underway.

Impact of capital projects on future operating budgets

The new civic building was operational in January 2006. It replaced the Old Library, City Hall, and Hite House, all of which have been sold. Utilities, janitorial, and building repair and maintenance on the new facility should be comparable to the three former buildings. The new civic building includes a small amount of rental space, and there will be some savings in Public Works Operations time in maintaining a new building rather than three of varying age and quality.

The development of Sunset Park required an additional FTE of Public Works Operations staff for maintenance. Capital improvements in the Street and other utility funds should be neutral or actually reduce future operating costs. Downtown street reconstruction, for example, will save on patching currently being done on the most rutted sections.

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City of Sherwood, Oregon
2006-07 Budget
Administration

DESCRIPTION

Administration provides leadership and support for all City functions and the City Council.

ACTIVITIES

Administration includes the following departments and activities.

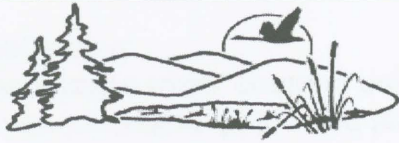
- *Council and Recorder:* Supports all activities and communications for the Mayor and City Council, and oversees the records management program for the City. Responsible for Web and it's content.
- *City Manager:* Responsible for implementation of Council policy. Duties include staffing City functions, implementing financial policy and reporting progress to the Council.
- *Assistant City Manager:* Manages the Urban Renewal District and related projects.
- *Information Technology:* Supports the technology needs of all City employees, maintains and monitors the network infrastructure, develops applications that enhance business processes, runs audiovisual equipment for City Council, and manages and maintains the website.
- *Human Resources:* Responsible for affirmative action, personnel records, salary and benefit recommendations and administration, hiring and terminations according to administrative rules, contract negotiation, and risk management.

- *Finance:* Provides financial information, oversight and management. Responsible for the annual budget, annual audit, debt management, and compliance with all finance-related legal restrictions.
The Municipal Court is part of the Finance Department. The Court enforces Oregon motor vehicle laws and violations of the Sherwood municipal code.
- *Nondepartmental:* Nondepartmental includes revenue not attributable to any specific department, such as property taxes; fund balance, contingency, and transfers between funds.
- *City-Wide:* This department records debt service on loans issued for URA projects, and reimbursement from the URA. It also includes certain expenditures for shared functions, such as utilities for City Hall and city-wide liability insurance.

GOALS AND OBJECTIVES

Overall goals of each department follow.

- *Council and Recorder:* Supports all activities and communications for the Mayor and City Council, and oversees the records management program for the City.
- *City Manager:* Prepare the City for a no growth scenario for the next Budget Year.
- *Assistant City Manager:* Support the goals and objectives of the City Manager and oversee the redevelopment efforts of the Cannery and the Urban Renewal District. Will work with committee's as required to develop and Economic Development Plan.



**City of Sherwood, Oregon
2006-07 Budget
Administration**

- *Information Technology:* To strive for excellence in customer service, information accessibility and infrastructure reliability. Assist departments with technical solutions that aid in cutting costs and saving time. Support Sherwood Broadband.
- *Human Resources:* Recruit and retain a qualified workforce with competitive wages and benefits by utilizing cost effective measures. Assure compliance and reduce liability with a proactive and effective risk management program. Enhance the City's wellness programs.
- *Finance* Provide clear consistent financial information so that management can make educated business decisions.

Departmental objectives follow.



**City of Sherwood, Oregon
2006-07 Budget
Administration**

Objectives 2005-2006	Accomplishments	Objectives 2006-07
<i>Council and Recorder</i>		
1 Continue working with department records managers to complete files indexing, archiving and destruction processes for files backlog.	Successfully accomplished the move and conversion of records into the Spacesaver System in the records room at the new City Hall building.	Convert City records to electronic format utilizing Document Locator software and reducing the amount of paper files.
2 Establish relationship with Emergency Response Shelter 5.	Managed by Project Coordinator, C.L. Wiley.	
3 Work with the City's codification service to create a link that will enable users to view City Code updates as new ordinances are adopted.	Completed.	Continue to provide current City Code information.
4 City pictures.	Conduct an audit of City historical photo's in conjunction with the Sherwood Historical Society.	No Goal in this area for 06-07.
5 Work with implementation team to bring department records managers on line with the new Electronic Document Management System.	Building Dept. now utilizing Electronic Document Management System.	Implement Electronic Document Management System City wide. Work with staff to convert City files to electronic format. Upon successful implementation of Columbia Soft, review files and prepare to be stored at State Archive.
6 Work with IT to update and maintain City website.		



City of Sherwood, Oregon
2006-07 Budget
Administration

Objectives 2005-2006	Accomplishments	Objectives 2006-07
<i>City Manager</i>		
1 Continue implementation of the prioritized plan. Make Sherwood the "Best Town to Live In."	Completion of the Library/ City Hall, and Completion of Snyder Park were major accomplishments for Council Goals.	Completion of the Old Town Streets Project, Initiation of the Cannery rebuild and Construction of Adams Street are Major Goals for 06-07
2 Increase management team work. Make Sherwood the "Best City to work For."	Management team worked well in 05-06 preparing for a no growth scenario of 06-07.	Redistribution of service work to make up for work force reductions sustained during the budget process for 06-07.
3 Begin Phase 3 of Wired Sherwood, sales of communication services to start funding phase 4 and 5.	Sherwood Broadband became a living entity with customer and many prospects.	Sherwood Broadband will make more money then expended.
4	A plan was completed to begin drawing water from the Willamette.	Complete construction of new Reservoir and Pipe to transfer water from the Reservoir to Sherwood. Complete plans to build pipeline to Wilsonville from the Reservoir.
<i>Assistant City Manager</i>		
1 Complete City wide property sales. Next step is finalizing master plan and begin Phase 1.	Closed sale of the Hite property in October 2005 and closed sales of Library and City Hall March 2006.	



City of Sherwood, Oregon
2006-07 Budget
Administration

Objectives 2005-2006	Accomplishments	Objectives 2006-07
2 Prepare Pro forma and provide preliminary master plan to City Council.	The preliminary master plan was completed December 2005.	Complete Environmental work on Cannery site. Complete demolition.
3 City Hall relocation and leasing of retail space	City Hall, Library and Engineering move to the new building December 16, 2005. Move was completed on time and under budget. Grand opening was held January 14, 2006. Retail space agreement reached in March 2006.	
4 Stream line performance evaluations.	Performance evaluations for staff were completed prior to December 2005 and now all staff will have annual evaluations in November of each year.	
5 Negotiate a shared parking agreement with the American Legion on their annex property.	The agreement was signed February 2006. 17 additional spaces will be added to Old Town parking inventory.	
6		Help facilitate Hotel Development
7		Property Acquisition in Old Town
8		Review Expansion of URD
9		Economic Opportunities Analysis



**City of Sherwood, Oregon
2006-07 Budget
Administration**

Objectives 2005-2006	Accomplishments	Objectives 2006-07
10		Implement Economic Development Plan
11		Successful Labor negotiation with Union
12		Emergency Management Plan oversight
13		Continue implementation of city wide communication plan.
<i>Information Technology</i>		
1 Move all IT infrastructure into the new Civic Building with minimal impact on City staff.	Completed	Have all city documents electronically indexed in our document management system
2 Fully implement the first two phases of the Hansen software.	2 nd phase was delayed due to additional work needed in phase 1.	Finish phase 2 of the Hansen software
3		Extend downtown WiFi to other areas of the town (parks, city facilities, cell towers)
4		Promote Sherwood Broadband in new markets (Newberg, Wilsonville)



**City of Sherwood, Oregon
2006-07 Budget
Administration**

Objectives 2005-2006	Accomplishments	Objectives 2006-07
<i>Human Resources</i>		
1 Develop criteria for measuring employee performance.	Revised employee evaluation methodology.	
2 Evaluate contracted services vs. FTE's	Informal review completed. No specific recommendations for change.	Continue to monitor the use of contracted services.
3		Build and enhance the employee wellness program in an effort to reduce health costs and create a more health conscience workforce.
4		Implement successive AFSCME contract.
<i>Finance</i>		
<i>Financial Management</i>		
1 Comprehensive, interdepartmental software review and improvement, including fixed assets, electronic receipts and business licenses.	Completed purchasing card program implementation and Sherwood Broadband processes should be done by year end.	Automate business licenses. Develop linkages between Navision software and new Hansen software as needed. Evaluate efficiency of existing budget and project accounting processes and evaluate possible alternatives.



**City of Sherwood, Oregon
2006-07 Budget
Administration**

Objectives 2005-2006		Accomplishments	Objectives 2006-07
2	Develop comparisons with other cities, and linkages between goals, performance measures, and outcomes.	This project is on hold while the City continues to develop its own measures.	
3	As master plans are completed by Engineering, update 5-year forecasts for all Enterprise funds, review rates and rate equity, update SDCs, and secure funding for street maintenance and capital projects.	Water rate and SDC work completed in 2005.	Continue interdepartmental work on water, street, and other utility funding.
4	Complete the telecommunications franchise audit and participate in a joint Natural Gas audit.	The telecommunications audit is still in process. Natural Gas has been put on hold indefinitely.	Complete the telecom audit.
<i>Court</i>			
7	Resolve outstanding collections and re-suspensions, and complete and routinize the overdue process.	Collections module implemented, however progress and maintenance of overdue accounts and collections continues to be intermittent due to staffing issues.	Catch up and eliminate backlogs as staff resources are available.
8	Complete the policies and procedures manual.	No progress has been made in policy documentation.	Document policies.



City of Sherwood, Oregon
2006-07 Budget
Administration

PLANS AND ISSUES

Major initiatives in the 2006-07 budget year follow.

- Continue marketing and sales of Sherwood Broadband, the City's Telecommunication Utility.
- Recruit and retain qualified employees and maintain a competitive salary and benefit package.
- Implement the Hansen software for Public Works operations and related applications.

PERFORMANCE MEASURES

Overall: Administrative expenditures (exclusive of debt service reimbursed by the URA and the \$1.6 million dollar purchase of the cannery site in 2004-05) as a percentage of total City expenditures:

2002-03 Actual	7%
2003-04 Actual	11%
2004-05 Actual	8%
2005-06 Projected	5%
2006-07 Budget	7%

Information Technology

Network uptime: 99.9%

BUDGET HIGHLIGHTS

One-time items in the 2006-07 budget include:

- *Other sources:* A portion of the Cannery Site will be sold with proceeds reimbursing the Sanitary Fund, funding the American Legion Parking Lot, and funding other special projects.
- *Materials and services expenditures:* Demolition of buildings and resale of the cannery site is expected to use the remaining \$260,000 of loan proceeds carried over at June 30, 2006.
- *Capital outlay expenditures:* Significant capital outlay planned for 2006-07 include continued implementation of Hansen software in Public Works, telecommunications equipment and infrastructure for Sherwood Broadband, and replacement of selected police vehicles.



City of Sherwood, Oregon
2006-07 Budget
Administration

	Nondepart- mental	City-Wide	Council & Recorder	City Manager	Assistant City Mgr	Information Technology	Human Resources	Finance	Total
Beginning fund balance	466,827								466,827
Revenue									
Taxes	4,906,735	-	-	-	-	40,000	-	-	4,946,735
Licenses and permits	68,500	-	-	-	-	-	-	-	68,500
Intergovernmental	302,000	1,125,309	-	-	-	-	-	-	1,427,309
Charges for services	30,300	-	500	-	-	-	-	-	30,800
Infrastructure develop charges	14,000	-	-	-	-	-	-	-	14,000
Fines, interest and other	16,000	137,706	-	-	30,000	-	-	416,000	599,706
Total revenue	5,337,535	1,263,015	500	-	30,000	40,000	-	416,000	7,087,050
Other sources									
Transfers in	-								-
Sale of fixed assets	400,000								400,000
Issuance of long-term debt	-								-
Total other sources	400,000							-	400,000
Expenditures									
Personal services	-	20,000	90,801	236,761	128,669	249,139	25,891	468,255	1,219,516
Materials and services	-	291,600	66,728	78,900	68,820	129,440	56,800	82,210	774,498
Capital outlay	-	-	-	-	-	28,000	-	-	28,000
Debt service	-	1,289,812	-	-	-	-	-	-	1,289,812
Total expenditures	-	1,601,412	157,529	315,661	197,489	406,579	82,691	550,465	3,311,826
Other uses									
Transfers out	212,000								212,000
Long-term debt refunding									
Ending fund balance									
Contingency	723,471								723,471
Total other uses	935,471								935,471
Net revenue (expenditures) before reimbursements	5,268,892	(338,397)	(157,029)	(315,661)	(167,489)	(366,579)	(82,691)	(134,465)	3,706,581



City of Sherwood, Oregon
2006-07 Budget
Administration

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Budget
				Budget, exclusive of nondepartmental Revenue	
\$ 341,423	\$ 788,566	\$ 1,201,884	\$ 851,104	Intergovernmental	\$ 1,125,309
479,965	592,059	558,025	600,323	Other	624,206
821,389	1,380,625	1,759,909	1,451,427	Total revenue	1,749,515
				Expenditures	
826,062	1,089,078	1,261,911	1,257,774	Personal services	1,219,516
656,900	788,419	1,056,425	710,380	Materials and services	774,498
189,991	1,659,413	240,000	66,246	Capital outlay	28,000
445,124	963,945	1,366,754	1,015,174	Debt service	1,289,812
2,118,077	4,500,855	3,925,090	3,049,574	Total expenditures	3,311,826
\$ (1,296,688)	\$ (3,120,230)	\$ (2,165,181)	\$ (1,598,147)	Net revenue (expenditures) before reimbursements	\$ (1,562,311)
				Workload	
				Overall Administration	
78.20	87.38	93.45		Number of FTEs in the City	90.53
\$ 16,180,082	\$ 26,542,044	\$ 33,037,384	\$ 42,790,760	Total City expenditures	\$ 31,497,411
	96		72	Council and Recorder	
	27		28	Number of Resolutions	85
				Number of Ordinances	30
	102		115	Information Technology	
	14		14	Number of computers	120
				Number of servers	16
4,268	4,320			Finance	
				Court citations	4,401
				FTEs	
2.01	2.00	2.00		Council and Recorder	1.00
2.00	2.00	2.00		City Manager	2.00
0.52	1.40	1.50		Assistant City Manager	1.00
2.02	2.00	3.00		Information Technology	3.00
1.00	1.50	1.50		Human Resources	0.50
0.77	3.00	3.00		Finance - Finance	5.00
1.58	1.60	1.60		Finance - Court	1.00
9.89	13.50	14.60		Total FTEs	13.50



City of Sherwood, Oregon
2006-07 Budget
Community Development Overview

DESCRIPTION

The Community Development Division was created in 2004 to coordinate and integrate the Planning, Building, and Engineering Departments. The goal is to provide efficient, consistent, and seamless development services in the City of Sherwood.

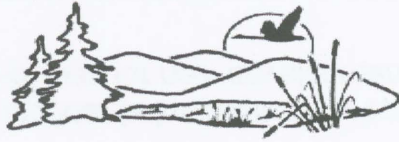
<u>2003-04 Actual</u>	<u>2004-05 Actual</u>	<u>2005-06 Budget</u>	<u>2005-06 Projected</u>		<u>2006-07 Budget</u>
				Budget	
				Revenue	
\$ 855,341	\$ 1,222,320	\$ 985,500	\$ 697,516	Charges for services	\$ 841,760
252,811	336,300	325,000	140,411	Infrastructure development charges	157,000
57,213	9,423	2,500	27,204	Other	10,000
<u>1,165,365</u>	<u>1,568,042</u>	<u>1,313,000</u>	<u>865,131</u>	Total revenue	<u>1,008,760</u>
				Expenditures	
1,228,298	1,207,237	1,513,513	1,352,368	Personal services	1,558,279
358,798	348,508	201,475	368,342	Materials and services	224,610
40,182	23,374	47,000	47,000	Capital outlay	15,000
-	-	-	-	Debt service	-
<u>1,627,278</u>	<u>1,579,119</u>	<u>1,761,988</u>	<u>1,767,710</u>	Total expenditures	<u>1,797,889</u>
<u>\$ (461,914)</u>	<u>\$ (11,077)</u>	<u>\$ (448,988)</u>	<u>\$ (902,579)</u>	Net revenue (expenditures) before reimbursements	<u>\$ (789,129)</u>



City of Sherwood, Oregon
2006-07 Budget
Community Development Overview

2006-07 Budget

	Management	Planning	Building	Engineering	Total
Revenue					
Taxes	-	-	-	-	-
Licenses and permits	-	-	-	-	-
Intergovernmental	-	10,000	-	-	10,000
Charges for services	-	121,710	716,000	4,050	841,760
Infrastructure develop charges	-	-	25,000	132,000	157,000
Fines, interest and other	-	-	-	-	-
Total revenue	-	131,710	741,000	136,050	1,008,760
Expenditures					
Personal services	119,800	285,372	541,829	611,278	1,558,279
Materials and services	4,720	41,180	100,620	78,090	224,610
Capital outlay	-	-	15,000	-	15,000
Debt service	-	-	-	-	-
Total expenditures	124,520	326,552	657,449	689,368	1,797,889
Net revenue (expenditures) before reimbursements	\$ (124,520)	\$ (194,842)	\$ 83,551	\$ (553,318)	\$ (789,129)
Reimbursements	125,094	(108,661)	(189,781)	416,043	242,694
Net revenue (expenditures) after reimbursements	574	(303,503)	(106,230)	(137,275)	(546,435)



City of Sherwood, Oregon
2006-07 Budget
Planning

DESCRIPTION

The Planning Department is responsible for guiding, updating, and implementing the Comprehensive Plan, the long-range planning tool of the community, which envisions the design and function of Sherwood's built and natural environments. The essential duties of the Department are current planning, such as development review, permitting, and enforcement of the City's Comprehensive Plan and zoning code; long range planning that entails updates to the Comprehensive Plan and master planning; and special projects developed by the City Manager's Office and the Planning Commission, such as policy evaluation and site analysis. This year's budget reflects the continuation of the above technical services along with specific projects.

comply with Metro Functional Plan requirements, and update the Comprehensive Plan and Zoning & Community Development Code.

- *Special Projects:* Manage special projects assigned by the City Manager's Office, Council, and Planning Commission.
- *Code Compliance:* Coordinate with Code Compliance Officer on enforcement of zoning codes.

ACTIVITIES

- *Development Review:* Administration of applications for land use permits: conditional use permits, site plan review, and subdivisions, etc. Provide information to citizens on topics such as property zoning, floodplains, land use regulations, and on-going development projects.
- *Long Range Planning:* Preparing long-range plans, and master plans, as well as implementation strategies for the future of the built and natural environment. Contribute to regional long-range plans



**City of Sherwood, Oregon
2006-07 Budget
Planning**

Objectives 2005-06	Accomplishments	Objectives 2006-07
<i>Long Range Planning</i>		
1 TSP codes implementation, adopt Parks Master Plan, adopt Water System Master Plan, and assist Engineering Department with other projects.	Completed TSP codes; adopted in May 2006. Initiated new master plan for parks system in November 2005. Water System Master Plan adopted in August 2005.	Assist Engineering on Sanitary Sewer Master Plan, CAP evaluation, street projects, and Wayfinding Master Plan.
2 Update of the Zoning and Community Development Code and map.	Completed update of zoning map in September 2005. Codified the zoning code and adopted "housekeeping" revisions in July 2005. Initiated infill and redevelopment review.	Complete infill and redevelopment review of zoning code and adopt amendments. Review townhouse and commercial design standards.
3 Create mapping, statistical, and technical support for an economic development plan and strategy. SURPAC will lead and Planning will provide service delivery.	Applied and awarded \$35,000 grant from DLCD for new economic development strategy that complies with Goal 9 rules and updates the Comprehensive Plan. Contract is signed and project has started.	Complete and adopt economic development strategy and update Comprehensive Plan element.
4 Work with Metro and neighboring cities to develop a regional trail through Rock Creek/Tonquin Scab lands that tie into regional trail system.	Continued to provide technical assistance to Community Services Division.	Continue to provide service to Community Services.
5 Add standards for public fiber optic in right-of-way for new development.	Completed and adopted in December 2005.	



City of Sherwood, Oregon
2006-07 Budget
Planning

Objectives 2005-06	Accomplishments	Objectives 2006-07
<p>6 Monitor Metro's development of protection measures for Class 1 & 2 Goal 5 resources as it relates to concept plans and expected amendments to Comprehensive Plan and zoning code. Review Title 7 reporting requirements, monitor and participate in regional population projection; and submit map amendment to Metro for new Town Center designation (Old Town).</p>	<p>Continued to participate in Tualatin Basin Partners – Goal 5 Program. Implementation process initiated in October 2005. Metro inventories are incorporated into concept plans. Title 7 reporting has been suspended until further notice from City Council. Continued coordination with WACO on MetroScope model and growth projections for RTP.</p>	<p>Implement Goal 5 protection measures and low impact development practices. Submit a TGM grant for Town Center Master Plan to comply with Metro's Title 6, which will include a parking inventory and demand analysis. Subsequent to adoption, City will apply for Region 2040 Growth Concept Map change for Town Center designation in Old Town.</p>
<p>7 SW Tualatin Concept Plan: continue participation on TAC; represent Sherwood interests.</p>	<p>Finished TAC involvement with SW Tualatin Concept Plan; Tualatin has suspended work until visioning process is complete.</p>	<p>Provide formal comments to ensure Sherwood interests are represented and addressed.</p>
<p>8 UGB expansion lands: finish Area 59 concept plan and secure funds for Area 54-55 (Brookman Road).</p>	<p>Area 59 concept plan is substantially complete. Submitted extension request for concept plan deadline to Metro for Area 54-55 and 48.</p>	<p>Complete implementation of Area 59 and manage annexation process. Apply for TGM grant for Area 54-55 and Area 48. Update UPAA with WACO.</p>
<p>9 Update Chapter 9 – Historic Resources to address role of Landmarks Advisory Board.</p>	<p>Historic resource inventory was updated, plan text amendment process initiated, and public hearings held.</p>	<p>Complete process and adopt plan amendment.</p>



**City of Sherwood, Oregon
2006-07 Budget
Planning**

	Objectives 2005-06	Accomplishments	Objectives 2006-07
10			Evaluate periodic review work program needs; draft evaluation for DLCD review.
11			Implement SE Sherwood Master Plan
	<i>Development Review</i>		
1	Continue to meet all customer service needs and development review timelines.	Issued first annual report for Planning Department (2005). Processed 568 permits and applications (Type 1-5). Met performance standard of 6-8 weeks 50% of time.	Continue to monitor development review process and assign resources accordingly to meet demand. Continue to improve and meet performance standards.
2	Evaluate cost recovery data for current planning and target grants to fund 25% of long range planning.	Cost recovery is projected close to 100% of current planning program. Parks master plan is funded through SDCs, SE Sherwood was funded through \$50,000 state grant, infill and redevelopment funded through \$22,000 state grant, most of Area 59 funded through school district, and economic development funded through \$35,000 state grant. Long range planning surcharge study underway using City of Tigard model.	Continue to monitor cost recovery for development review. Adopt long range surcharge to cover unfunded costs of long range planning projects and impacts of growth. Increase share of long range planning cost recovery to 50%.
3	Evaluate development review process.	Completed evaluation and documented process via n procedures, flow charts, and brochures.	Implement outreach and education program to development community, including participation in Earth Advantage program.



City of Sherwood, Oregon
2006-07 Budget
Planning

Objectives 2005-06	Accomplishments	Objectives 2006-07
<i>Special Projects</i>		
1 Continue to support redevelopment of the City's Old Town area, including development review of all Old Town by Planning Commission.	Provided technical assistance to Cannery Development Advisory Committee, City Manager's Office, and consultant to URD. Proposed changes to zoning code to implement master plan. Reviewed two applications for Old Town projects.	Continue participation in urban renewal activities, including Cannery Redevelopment, façade improvements, Old Schoolhouse, and development review.
2 School facility planning: develop master plan with Sherwood School District to meet enrollment projections.	School district submitted draft master plan and traffic study for high school.	Complete review and adopt master plan as policy or law. Continue developing school facility master plan for Area 59. Encourage system wide facility plan for periodic review.
3 Archive pre-2000 applications consistent with City Recorder procedures.	Complete. Archived, organized, and relocated all files to new City Hall, and implemented new file system.	Evaluate scanning (IKON) needs.
4		Initiate Community Development Division Strategic Plan.
<i>Code Compliance</i>		
1 Continue to monitor zoning code compliance program.	Worked with Code Compliance Officer to resolve seven (7) zoning code violations; reviewed 86 new business licenses, and approved 56 home occupations.	Continue to monitor code compliance.



City of Sherwood, Oregon
2006-07 Budget
Planning

PLANS AND ISSUES

The following is an overview of plans for 2006-07:

- Continue to update the zoning code.
- Continue to update the City's public facility master plans, including parks, sewer, and stormwater.
- Assist in planning and redevelopment of the City's Old Town area.
- Develop concept plans for Urban Growth Boundary Areas 48, 54-55, 59, and 99W areas.
- Perform timely development reviews within 6-8 weeks.
- Perform legislative updates and prioritize long-range planning in support of economic development.

Long term issues include:

- Implementation of Hanson permit tracking system.
- Developing a sustainable current and long range planning program with dedicated funding sources.

PERFORMANCE MEASURES

Planning includes long-range analysis for the benefit of the community as a whole, and development review evaluates specific proposals and land use applications. Cost recovery of the latter should be an administrative priority and fees should reflect actual costs for services. Currently 2.5 FTE (Associate Planner, Senior Planner, and .5 FTE of Administrative Assistant) are used for development review.

Sherwood has set a goal of planning revenue to be equal to 50% of overall expenditures, as approximately that amount of staff time is spent in development review. Cost recovery for current planning is approximately 90-100%. Public sponsored long range planning has a goal of 25% cost recovery with grants and outside sources offsetting direct costs. 1.25 FTE (Planning Supervisor) is dedicated to long range planning with .25 FTE for management. The Administrative Assistant position is split between current and long range functions. Long-range planning will take a significant amount of resources that have not been dedicated in the past. The percentage cost recovery for the last five fiscal years is:

Budget Year	Actual 2002-03	Actual 2003-04	Actual 2004-05	Projected 2005-06	Budget 2006-07
Revenues	76,486	153,204	138,460	108,000	131,710
Expenditures	256,794	267,925	300,395	307,114	326,552
Cost Recovery	30%	57%	46%	35%	40%

In addition to financial stability, the Planning Department has set a performance goal of reviewing 80% of land use applications within 8 weeks (60 days) from deemed completion status. Staff has met this goal 50% of the time for all permits and applications (Type 2-5).



City of Sherwood, Oregon
2006-07 Budget
Planning

BUDGET HIGHLIGHTS

Development Review

A 2005 Annual Report was developed to help policy makers and customers understand the amount of work that is processed and completed. Given the improving economic climate in 2006 and the record setting level of pre-application conferences (41) in 2005, development review will continue to process a high volume of applications. Current levels of development activity remain high, and land use applications filed this past year (2005) will seek further permits in the coming year. However, projected revenue assumes some change from the previous year in the number of applications; fewer subdivisions but more commercial and industrial to offset losses in residential activity. 2005-06 projected revenue is \$108,000; the 2006-07 budget with the long range planning surcharge is \$121,800.

Long Range Planning

A significant portion of the 2006-07 budget is allocated towards preparing for future development of expansion areas, and updating master plans, which does not generate immediate revenue. However, staff will continue to apply for grants and technical assistance to offset new costs. Non-CIP projects will be funded through grants or outside sources. A minimum amount of grant revenue has been included in the budget for known sources; potential funding and amounts are subject to outside approval and may include funds that do not circulate through city finances.

Personnel Services

No new positions are requested or expected in the Planning Department.



City of Sherwood, Oregon
2006-07 Budget
Building

DESCRIPTION

The responsibilities of the Building Department are review, permitting, inspection of permits and enforcement of building codes. The Department is to provide consistent interpretations of the Oregon Building Code, work with other local jurisdictions and local builders in order to improve construction standards in the City, and to provide efficient service to the construction industry and the public.

ACTIVITIES

The Department has the following major program areas:

- *Building Codes Administration:* Administration of all applicable building codes through a process of plan review, permitting, inspection and enforcement, of the state-adopted Oregon Building Codes.
- *Record-keeping:* Retention of building plans and maintenance of the permit database, to document the compliance of structures with the Building Code and permit information with state archival law.

GOALS AND OBJECTIVES

Objectives 2005-06	Accomplishments	Objectives 2006-07
1 Create a full service Building Department. Currently electrical permitting and inspections are performed by Washington County. In order to provide better customer service, begin process of assuming electrical program. Local permitting and inspections by City staff will prevent citizens and contractors from traveling to Hillsboro to obtain permits.	Budgeting for the position complete. Cost to be recovered by permit fees. State paperwork and approval process continues.	Continue in the direction of cross-training staff members in order to create a more efficient department. Start to cross train one permit tech to provide over the counter plan review for some projects to increase customer service.



**City of Sherwood, Oregon
2006-07 Budget
Building**

Objectives 2005-06	Accomplishments	Objectives 2006-07
2 Continue to expand technology to improve efficiency and customer service. Implement "E-permitting".	I/T is exploring using the State's portal, for E-Permitting verses creating a Sherwood specific program. Currently, five jurisdictions are using the State portal; the new Hansen system is compatible.	Continue/Complete E-Permitting efforts with coordination with Tri-Co Service Center and the State's Department of Business and Customer Services.
3 Implement files microfilm process in accordance with state archiving rules. Reduce paper files by 50% before move to new Civic Building.	Approximately 75% of files have been scanned into the new Files Management Software in a digital format. Digital format may be converted to microfilm. This will be an on going project.	Complete scanning archived documents and conversion to the new Files Management System. This includes scanning old archived building plans using the new plotter/scanner.
4 Create project status tracking tools or reports using new Hansen software with e-mail features for direct distribution to management team.	I/T has implemented various tracking tools with Hansen using Crystal Reports software. The development continues.	Expand functionality of Hansen Software System to take full advantage of the program features and management tools.
5 Continue to reduce Building Department's dependency on outside consultants.	Due to the dramatic 05-06 increase in work load, dependency was not reduced.	Reducing departments dependency on outside consultants will remain a goal for this year.
6 Continue staff training in accordance with ISO standards, dedicating 2% of budget toward education.	Building Department is meeting ISO training requirements.	Create emergency management response kits. Purchase required equipment, such as hand held radios. Locate kits in all department vehicles plus emergency management response sites.



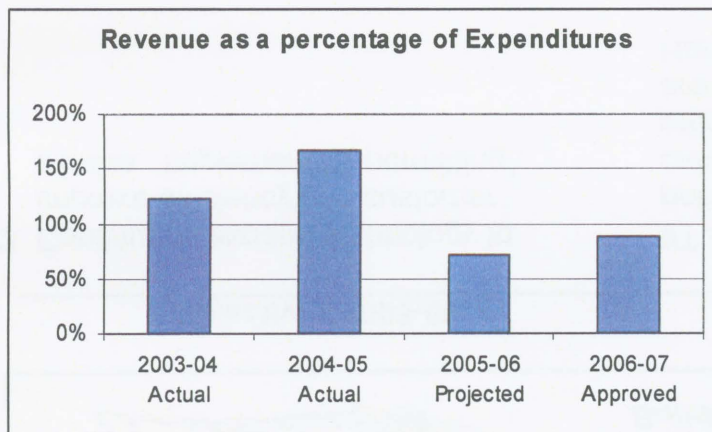
City of Sherwood, Oregon
2006-07 Budget
Building

PLANS AND ISSUES

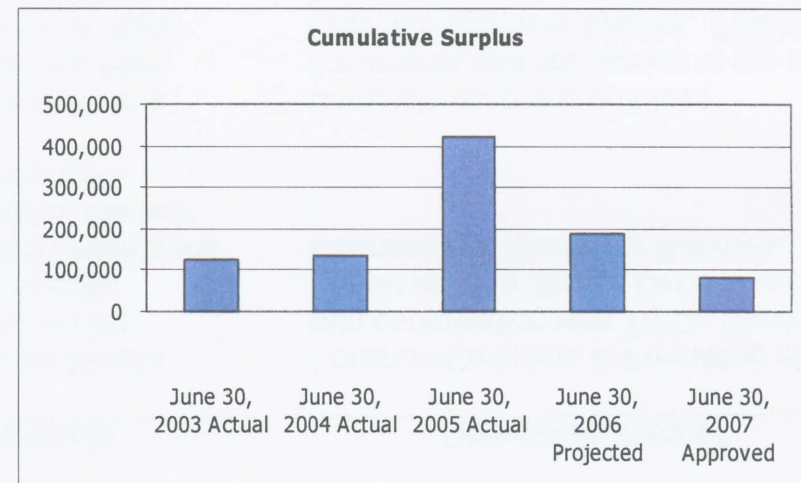
The Department will continue to focus on computer support, "E-permitting" and training on the Hansen Software System. Several administrative functions continue to be revised to lower costs, and fees established where necessary to cover costs; individual programs will continue to be fee-supported.

PERFORMANCE MEASURES

Building Department revenue should cover costs. Revenue as a percentage of expenditures, before Administration Department costs are allocated to Building, are indicated below.



In accordance with State law, the net surplus or deficit of the Building, after allocation of Administrative costs, is identified annually, and the cumulative amount is carried forward from year to year. The goal is to accumulate a surplus equal to nine month's expenditures. The 2005-06 budget surplus fell short, due to the purchase of various equipment needs, including a replacement vehicle. The department had been using a loaner vehicle the past three years. Also, technical equipment, furniture, and other specialized equipment was purchased.





City of Sherwood, Oregon
2006-07 Budget
Building

BUDGET HIGHLIGHTS

The Building Department has seen significant cost-savings since bringing the program 'in-house'. City staff now serves all administrative functions and inspection services, and provides most of the plan review, supplemented by specialized contract help where needed. Plan review service contracts were renegotiated to lower costs from that of previous years, and are now directly contracted with the City.

For the upcoming year, we are predicting a small decrease in building permit applications over last year, to reflect the last 18 months of Planning applications approved.

The revenues from Building permit fees will not cover department expenditures and will decrease the portion of General Fund contingency reserved for future Building Department costs.



City of Sherwood, Oregon
2006-07 Budget
Engineering

DESCRIPTION

The Engineering Department plans, designs, and builds the City's public infrastructure including streets, stormwater systems, sanitary sewers, and parks. For park capital projects, the department works closely with Community Services and the Parks & Recreation Advisory Board in setting priorities. The department is also responsible for infrastructure mapping.

ACTIVITIES

The Engineering Department consists of four units: Capital Projects, Private Development, Mapping, and Administration. The primary tasks for each of these units are outlined below.

- *Capital Projects:* Manage the City's capital projects from feasibility to completion of construction.
- *Private Development:* Oversee public infrastructure and storm water facilities planned, designed, and constructed by private developers.
- *Mapping:* Map the City's infrastructure and maintain the general infrastructure maps.
- *Administration:* Manage the administrative aspects of public construction, private development projects, conduct the bidding process and provide financial tracking for capital projects and the department, and provide clerical support as needed.

GOALS AND OBJECTIVES

The goals of the Engineering Department are to plan, design, and construct high quality capital projects, on schedule and within budget and to insure private development construction meets current development codes and is constructed to established construction standards.

PLANS AND ISSUES

Key Engineering Department issues facing the City in the 2006-07 budget year are:

- *Infrastructure Improvements in the Downtown Core:* The Downtown Streetscape Phase A project is under construction and completion is expected this fall.
- *Infrastructure for the UGB Expansion Areas:* The two major UGB expansion areas at the northwest and southwest corners of Sherwood lack the infrastructure needed to develop at urban densities. While extension of the existing water system and upgrade of roads can be accomplished easily, although not cheaply, addressing the sanitary sewer demands for the areas is a major problem. Not only do these areas lack sanitary sewer, but also current master plans show the trunk line serving Sherwood will be at capacity when the current City reaches build out. Therefore, serving these new areas



**City of Sherwood, Oregon
2006-07 Budget
Engineering**

will likely require major and costly upgrades to the existing trunk lines owned and operated by Clean Water Services.

- ***Water System Needs***

The Water System Master Plan was completed and adopted last fiscal year. The plan identifies several major improvements needed in the near future including providing an additional long term water source to serve the City, improvements to the distribution system and increased storage. These improvements are needed to provide adequate water quantity and quality to serve the growing City. Work is currently underway to design and construct the needed improvements in a timely manner. Construction is expected to begin March 07 with necessary IGA's and agreements in place by late Fall 06.

- ***Master Plans, Rate Studies, and Development Code Update***

The Transportation System Plan and the Water System Master Plan were completed and adopted last fiscal year. The Water SDC was evaluated and updated in the spring of 2006. The City TIF fee is currently under evaluation and will be brought to Council as appropriate. The Sanitary Sewer Master Plan update is currently under way and completion is expected this year. Appropriate SDC and rate studies will be undertaken this year as appropriate.

- ***Transportation Needs***

The development of the downtown core and the cannery site indicate a need for enhanced access to Sunset

Boulevard and Tualatin Sherwood Road as recommended in the Transportation System Master Plan. Pine Street Improvements from Willamette Street to Sunset Boulevard are currently in the final design stage. In addition, Adams Street from Old Town to Tualatin Sherwood Road is in final design. Construction of these projects will commence as funding is identified.

BUDGET HIGHLIGHTS

The 2006-07 budget eliminates one unfunded position. The emphasis for Engineering for this year will be Street design, Water System Improvements, Private Development, and final development of the Sanitary Master Plan.

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City of Sherwood, Oregon
2006-07 Budget
Police

DESCRIPTION

The Sherwood Police Department continues its dedication to the application of Community Oriented Policing tactics in all aspects of its operations. The Department utilizes formal and informal methods to further the principles of Community Policing including participation in City wide events, special patrols, and involvement in community organizations. The Sherwood Police Department works closely with agencies providing social services and has developed a broad base of resources from which to draw assistance when dealing with ongoing problems.

The Sherwood Police Department also works in partnership with other local law enforcement agencies, and participates in a variety of special service teams, which allows the citizens of this community to enjoy enhanced public safety benefits at a minimal, or in most cases, no additional costs to the City.

As a law enforcement organization, the Police Department exists for the sole purpose of providing protection for life and property for the members of our community.

ACTIVITIES

The Police function includes the following main program areas:

- *Patrol Division*
Responsible for provision of emergency services, preliminary investigation of criminal activity, enforcement of traffic laws, investigation of traffic crashes, arresting and lodging criminal suspects, and provision of community-related patrols.
- *Investigations Division*
Responsible for follow-up investigations and arresting criminal suspects, obtaining search and arrest warrants, investigating major and serial crimes, investigation and deterrence of narcotic and vice activity with our membership with the WIN Team.
- *Administration Division*
Responsible for record keeping, budgeting, personnel allocation, crime analysis, front-counter contacts with the public, communication with the City Council, and all other aspects of Department administration.



City of Sherwood, Oregon
2006-07 Budget
Police

GOALS AND OBJECTIVES

Objectives 2005-06	Accomplishments	Objectives 2006-07
1 PPDS training of officers and records staff has been scheduled and will be soon completed.	Connectivity to PPDS has been completed. Training of officers has been completed and records staff training has been scheduled. PPDS will be fully implemented prior to the end of this fiscal year.	With the implementation of PPDS we will be able to forecast trends in crime to better allocate manpower to problem areas.
2 Gain "Recognition" through the accreditation process with the Commission on Accreditation for Law Enforcement Agencies (CALEA).	Training of staff in the CALEA program has been initiated and continues. Updating of policies to meet Recognition standards has been completed.	Complete the requirements for Recognition and through CALEA. Continue to rewrite and update policies. Seek Accreditation through the Oregon Alliance.
3 Hire and train three new Reserve Police Officers.	The Department currently has two Reserve Officers which is an insufficient number to support City wide activities and the needs of the Police Dept. Interviews of applicants have been completed and selections are being made.	Fully train and deploy new Reserve Officers as needed.



City of Sherwood, Oregon
2006-07 Budget
Police

PLANS AND ISSUES

As our total population grew in 2005 our crime rate remained at nearly the same level. Credit for the accomplishment was due to the dedicated police officers, hard working support staff, and of course due to the supportive City Council, who has placed the safety and well being of the residents of the City as a primary concern and responsibility of the City.

The level of Part II crimes, specifically computer fraud and identity theft continues to rise which is closely tied to substance abuse, particularly the methamphetamine epidemic. Combating this new type of criminal activity requires a greater level of technology.

The impact and costs of anti-terrorist efforts in local law enforcement is becoming realized by way of mandated awareness and emergency operations training.

In order to take the growing burden of narcotics investigations off patrol and to enhance our membership in the Washington County law enforcement community we will continue to assign a full time investigator to the Washington County Westside interagency Narcotics Team (WIN).

The price of fuel oil and natural gas will have a major effect on the cost of vehicle patrols and facility utility costs.

PERFORMANCE MEASURES

As we begin 2006, the department has continued to show over the past year a yearly increase in activity levels. Police Department calls for service and incident activity for the year 2005 were 17,961.

This was an increase of 2,272 incidents from the year before. This is a large increase when compared to the previous year of 2004 when there was an increase of 520 calls for service and incident activity. The number of sworn personnel for 2004 and 2005 were relatively the same.

It is important to note that other City departments do not provide 24 hours a day, 7 days a week coverage. Comparison of average cost per certified officer as compared to other Washington County agencies enables the Sherwood Police Department to measure whether we are deploying resources in a cost efficient manner.

When compared to the average cost per officer for all agencies, the Sherwood Police Department is well below the countywide average.

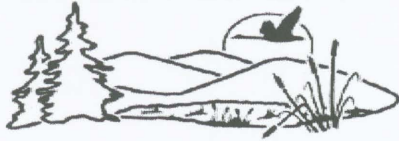


City of Sherwood, Oregon
2006-07 Budget
Police

BUDGET HIGHLIGHTS

Following are major changes in the Police Department's budget for the 2006-07 fiscal year:

- *Personal Services:* With the rapid growth of the City the Department has attempted to adequately staff positions. The Department is currently two positions below our authorized strength, of which we have been given authorization to fill one only. This one position is currently being filled. Currently four positions are partially grant-funded. The Department currently has only two trained officers in the Reserve Program. The Reserve program has been traditionally relied upon to support City events. To sufficiently meet these needs the Department will need to train an additional three new Reserve Officers through the Washington County Sheriff's Office Reserve Academy.
- *Professional and technical services:* The Sherwood Police Department contracts with Washington County Consolidated Communications Agency (WCCCA) for 911 call-taking and dispatching services. WCCCA fees are expected to rise approximately 9% this year, to \$137,340. As a member of WIN we contribute 7.69% of the total WIN budget, or approximately \$4,000.
- *Accreditation:* The Sherwood Police Department intends to complete the first step of the accreditation process this year by gaining "Recognition" status at the national level through the Commission on Accreditation for Law Enforcement Agencies (CALEA).
- *Capital outlay – vehicles:* The Department intends to purchase one patrol vehicle to begin replacing five existing high mileage vehicles. The vehicle will be purchased on a three year lease program in an effort to cause as little of an impact to the budget as possible.
- *Training:* Even though State mandated training continues to be twenty-four hours per year, the training budget will remain the same as the previous year due to impending budgetary constraints. Firearms and supplies will increase from \$15,000 to \$20,000 in order to meet departmental firearms policies. Emergency Vehicle Operations training will remain the same to meet the needs of the Department.



City of Sherwood, Oregon
2006-07 Budget
Police

<u>2003-04</u> <u>Actual</u>	<u>2004-05</u> <u>Actual</u>	<u>2005-06</u> <u>Budget</u>	<u>2005-06</u> <u>Projected</u>		<u>2006-07</u> <u>Budget</u>
				Budget	
				Revenue	
\$ -	\$ -	\$ -	\$ -	Taxes	\$ -
1,525	1,420	1,500	2,200	Licenses and permits	20,800
11,514	211,282	145,000	154,956	Intergovernmental	156,000
2,215	3,245	1,600	2,550	Charges for services	1,500
-	-	-	-	Infrastructure development charges	-
29,635	95,171	41,400	50,700	Fines, interest and other	58,925
<u>44,889</u>	<u>311,117</u>	<u>189,500</u>	<u>210,406</u>	Total revenue	<u>237,225</u>
				Expenditures	
1,533,759	2,029,698	2,144,152	2,156,895	Personal services	2,244,564
351,815	449,892	508,703	460,535	Materials and services	514,790
140,801	226,821	14,000	19,392	Capital outlay	35,035
10,159	-	-	-	Debt service	-
<u>2,036,533</u>	<u>2,706,411</u>	<u>2,666,855</u>	<u>2,636,822</u>	Total expenditures	<u>2,794,389</u>
<u>\$ (1,991,645)</u>	<u>\$ (2,395,294)</u>	<u>\$ (2,477,355)</u>	<u>\$ (2,426,416)</u>	Net revenue (expenditures)	
				before reimbursements	<u>\$ (2,557,164)</u>
				Workload	
15,169	15,689			Calls for service and incident activity	
20.58	26.25	25.50		FTEs	25.00



City of Sherwood, Oregon
2006-07 Budget
Community Services Overview

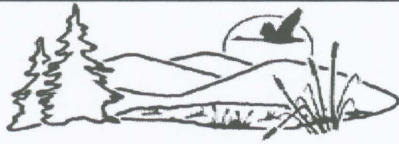
DESCRIPTION

The Community Services Division includes management of the Library, the coordination and enhancement of partnerships between the City and the city's volunteer cultural arts and community activities, management of agreements between the City and the YMCA, the school district, and community groups. The division also includes City recreation programs and oversees the coordination of park activities.



City of Sherwood, Oregon
2006-07 Budget
Community Services Overview

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Budget		
					Library	Community Services	Total
Budget							
Revenue							
\$ -	\$ -	\$ -	\$ -	Taxes	\$ -	\$ -	\$ -
-	-	-	-	Licenses and permits	-	-	-
307,207	303,581	309,392	309,607	Intergovernmental	331,000	-	331,000
33,745	55,802	101,190	124,500	Charges for services	-	113,600	113,600
-	-	-	-	Infrastructure development charges	-	-	-
54,797	82,207	30,000	26,300	Fines, interest and other	30,000	-	30,000
395,749	441,590	440,582	460,407	Total revenue	361,000	113,600	474,600
Expenditures							
592,354	618,780	779,543	693,158	Personal services	493,861	230,694	724,555
187,320	200,229	246,976	221,736	Materials and services	120,570	104,888	225,458
22,383	-	-	-	Capital outlay	-	-	-
50,000	-	50,003	50,003	Debt service	-	50,002	50,002
852,057	819,009	1,076,522	964,897	Total expenditures	614,431	385,584	1,000,015
<u>\$ (456,308)</u>	<u>\$ (377,420)</u>	<u>\$ (635,940)</u>	<u>\$ (504,490)</u>	Net revenue (expenditures) before reimbursements	<u>\$ (253,431)</u>	<u>\$ (271,984)</u>	<u>\$ (525,415)</u>
Workload							
215,151	223,113			Library circulation			
FTEs							
7.86	9.13	9.35		Library			7.03
3.13	1.50	3.90		Community Services			3.50
<u>10.98</u>	<u>10.63</u>	<u>13.25</u>		Total FTEs			<u>10.53</u>



City of Sherwood, Oregon
2006-07 Budget
Library

DESCRIPTION

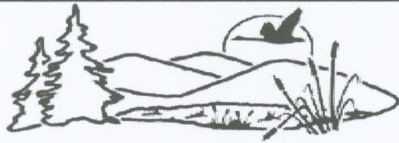
The Sherwood Library is a full-service library, meeting the needs of the future while preserving traditional library services and practices. By providing equitable access to materials and resources, the Library supports an informed citizenry. As part of the Washington County Cooperative Library Service, the Sherwood Library provides access to resources from all 12 county libraries as well as regional, national, and international sources.

ACTIVITIES

It is the role of the Library to acquire, organize, and share information, books, magazines, multi-media, and online materials for and with the entire community. This includes providing a facility where citizens can obtain information and share reading and other cultural experiences. It includes providing access to public information. It also includes creating partnerships within the community and providing a clearinghouse and link for the cultural life of Sherwood. As a primary public contact point for City service, the Library offers citizens services they seek and value.

GOALS AND OBJECTIVES

- Provide services that reflect the needs and wants of the community.
- Operate in a manner that maintains community support and confidence.
- Provide the highest level of customer service, in the most effective and efficient manner possible.
- Commit to continuous quality improvements.
- Continue pursuit of partnerships within the community, both to increase the number and scope of services provided, as well as to continue to serve as a communication hub for cultural activities.



City of Sherwood, Oregon
2006-07 Budget
Library

Objectives 2005-06	Accomplishments	Objectives 2006-07
1 Increase circulation in a greater percentage than the population growth.	Circulation increase from fiscal year 2004-05 to 2005-06.	Increase circulation in a greater percentage than the population growth.
2 Receive NO citizen complaints for Library services.	Received NO customer complaints in 2005-06	Receive NO citizen complaints for Library services.
3 Complete new facility	Grand Opening, January 14, 2006.	Examine technology options to increase efficiency and materials and programming options.
4 Continue to develop the Financial Sustainability model for the Library.	Library Foundation contributed \$40,000 to new facility. Council approved leasing retail space.	Continue to develop the Financial Sustainability model for the Library.



City of Sherwood, Oregon
2006-07 Budget
Library

PLANS AND ISSUES

The challenge facing the Library for 2006-2007 is the opportunity provided by the new Library and City Hall. The increased space provides the opportunity to add materials and to expand services.

PERFORMANCE MEASURES

Circulation growth continues to outpace population growth. Sherwood uses our closest neighbors, also members of the Washington County Cooperative Library Service, for comparison purposes.

Sherwood fits between Tigard and Tualatin, with new or expanded libraries, in circulation per capita. Sherwood and Tigard's expenditures per capita are similar, and lower than Tualatin's.

BUDGET HIGHLIGHTS

- Stable, maintenance budget through the first half of the fiscal year.
- Maintenance of earning approximately 50% of operating expenses via circulation reimbursement from Washington County.



City of Sherwood, Oregon
2006-07 Budget
Community Services

DESCRIPTION

The Community Services Department is responsible for planning and implementing recreation and cultural activities, coordinating events such as Music on the Green and acting as a liaison to the YMCA, the Senior Center and other community groups.

ACTIVITIES

- *Cultural Arts:* Plan and organize activities that enhance cultural arts.
- *Event Planning and Management:* Coordinate activities such as Music on the Green, the Sherwood Old Town Arts Festival, Movies in the Park and Missoula Children's Theater.
- *Community Development:* Act as a liaison to community groups and develop positive relationships between the City and the community.
- *Old Town Field House:* Manage and operate the Old Town Field House.

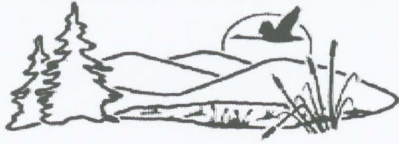
GOALS AND OBJECTIVES

- Develop and coordinate special events and activities.
- Act as a liaison for community groups and increase communication between the City and the community.
- Develop and coordinate programs that encourage a strong public understanding of Cultural Arts.



City of Sherwood, Oregon
2006-07 Budget
Community Services

Objectives 2005-06	Accomplishments	Objectives 2006-07
1 Reformat sponsorship packages to attract more sponsors and increase revenue.	Music on the Green continues to be a great success and draws 1,500 people per show. Sponsorships increased by 10%.	Continue to work towards increased participation and sponsorship of community events.
2 Secure a major sponsor for the Arts Festival.	A sponsorship program has been developed for the Arts Festival and is being presented to community members and businesses.	Implement the sponsorship program for the Arts Festival.
3 Increase usage at the Field House.	Participation nearly tripled at the Field House.	Continue to increase usage at the Field House. Analyze findings from the Master Plan and develop a 5 year plan based on recommendations.



City of Sherwood, Oregon
2006-07 Budget
Community Services

PLANS AND ISSUES

The Parks and Recreation Master Plan should be complete in 2006. Staff will analyze findings from the Master Plan and develop a 5 year plan based on recommendations.

PERFORMANCE MEASURES

Performance is measured in terms of the number of people served or attendance at various events, as follows:

	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>
Field House			2,324	6,592
Cultural Arts Commission				
sponsored events	1,500	2,430	3,875	3,750
Music on the Green	7,200	8,000	8,400	8,600

BUDGET HIGHLIGHTS

Key changes in this year's budget are:

The City will continue to manage and operate the Old Town Field House.



City of Sherwood, Oregon
2006 - 07 Budget
Public Works Operations

DESCRIPTION

The Department of Public Works maintains the City's public infrastructure including streets, storm water systems, sanitary sewers, parks, athletic fields, open space, and City owned buildings and equipment.

ACTIVITIES

The Department is split into three divisions with a supervisor responsible for two of the following areas: streets and parks, fleet and facilities. Sanitary and storm division is currently managed by the Public Works Director.

In addition, one administrative assistant provides clerical support for the Department.

GOALS AND OBJECTIVES

The goal of the Public Works Department is to provide cost-effective preventive maintenance of public infrastructure, facilities and equipment, and assist other departments to jointly provide a safe and healthy environment for the citizens of Sherwood. Objectives for specific parts of the infrastructure are:



City of Sherwood, Oregon
2006 - 07 Budget
Public Works Operations

Objectives 2005 - 06	Accomplishments	Objectives 2006 - 07
<i>Streets</i>		
1 Restripe 22 miles of streets.	Restriped 22 miles of streets.	Restripe 22 miles of markings.
2 Slurry seal 56,975 square yards.	Slurry sealed 46,324 square yards.	Crack seal 50,000 lineal feet
3 Replace 160 street name signs.	Replaced 107 street name signs	Replace 50 street name signs
4 Crack seal 50,000 lineal feet.	Crack sealed 24,487.	Install 100 street signs
5 Replace 15,000 square feet of asphalt.	Replaced 15,048 square feet of asphalt.	Replace 15,000 square feet of asphalt.
<i>Storm</i>		
1 Clean 87,000 feet of storm lines.	Cleaned 96,495 feet of storm pipe.	Clean 96,000 feet of storm pipe
2 Clean 1200 catch basins.	Cleaned 1330 catch basins.	Clean 1,330 catch basins
3 Clean 56 water quality manholes a year.	Cleaned 53 water quality manholes.	Clean 102 water quality manholes.
4 Video 50,000 feet of storm line.	Videoed 23,639 feet of storm pipe.	Video 30,000 feet of storm line.
5 Clean water quality facilities 6 times a year.	Cleaned water quality facilities 6 times.	Clean water quality facilities 6 times per year.
6 Sweep streets monthly.	Swept streets monthly.	Sweep streets monthly.



City of Sherwood, Oregon
2006 - 07 Budget
Public Works Operations

Objectives 2005-06	Accomplishments	Objectives 2006-07
<i>Sanitary</i>		
1 Clean 94,000 feet of sanitary sewer lines.	Cleaned 103,890 feet of sanitary sewer lines.	Clean 97,000 feet of sewer lines.
2 Video 50,000 feet of sanitary sewer lines.	Videoed 21,385 feet of sanitary sewer lines.	Video 37,000 feet of sanitary sewer lines.
3 Root Cut 1,500 feet of sanitary lines	Cut 1000 feet of roots.	Root cut 1,500 feet of sanitary sewer lines.
<i>Parks and athletic fields</i>		
1 Provide weekly mowing to parks, open spaces, athletic fields and facilities for 36 weeks out of the year.	Provided 1 to 2 mowings weekly for 36 weeks.	Provide mowing weekly to parks, open spaces, athletic fields and facilities for 36 weeks out of the year.
2 Apply fertilizer to these sites every 6 to 8 weeks.	Applied fertilizer 5 times to these sites and lime one time.	Apply fertilizer every 6 to 8 weeks.
3 Provide set up and take down help at festival and events.	Provided set up and take down help at festival and events.	Provide set up and take down help at festival and events.
4 Provide weekly striping or as needed to athletic fields during each season.	Provided weekly striping or as needed to athletic fields during each season.	Provide weekly striping or as needed to athletic fields during each season.
5 Provide weekly inspections of playground equipment and all sites.	Provided playground inspections weekly during peak use and bi-weekly during off season.	Provide weekly inspections of playgrounds and all sites weekly during peak season.



City of Sherwood, Oregon
2006 - 07 Budget
Public Works Operations

Objectives 2005-06	Accomplishments	Objectives 2006-07
6 Provide trash pick up a minimum of 3 times a week.	Provided trash pick up a minimum of 3 times a week during peak season and twice a week during off season.	Provide trash pick up a minimum of 3 times a week during peak season and twice a week during off season.
7 Provide weekly inspection of irrigation system for 36 week out of the year.	Provided weekly inspection of irrigation system for 36 weeks out of the year.	Provide weekly inspections of irrigation system for 36 weeks out of the year.
<i>Facility maintenance</i>		
1 Provide janitorial service for all City buildings in use.	Provided janitorial service for all City buildings in use.	Provide janitorial service for all City buildings in use.
2 Provide HVAC service quarterly to all City buildings in service.	Provided HVAC service quarterly to all City buildings in service.	Provide HVAC service quarterly to all City buildings in service.
3 Provide fire system testing to the Police Department and Public Works building.	Provided fire system testing at the Police Department and Public Works building.	Provide fire system testing to Police Department, Public Works and Civic building

PLANS AND ISSUES

Key issues Public Works will face within the next couple of years follow.

- *Streets*
Street maintenance will require additional funding, such as a street maintenance fee or local option property tax levy. These monies will enable streets to be repaired

which have deteriorated due to lack of base or little maintenance.

- *Storm and sanitary*
In the upcoming years we will need to purchase proper software for record keeping and for reporting to Clean Water Services. This will allow us to do our work more efficiently.



City of Sherwood, Oregon
2006 - 07 Budget
Public Works Operations

In the coming year we will need to purchase a used combination truck which will allow us to clean the storm and sanitary system per CWS standards.

- *Parks and athletic fields*
Creating and maintaining parks, trail systems, Streetscapes and athletic fields will require additional seasonal staff and / or contracting out services.
- *Facilities and Fleet*
With the completion of the new Civic building janitorial cost has risen by about \$18,000 and other maintenance cost will rise when the building is completely turned over to the city.
Within the next two years all city vehicles will be maintained or coordinated with outside maintenance shops through the fleet and facility division.

PERFORMANCE MEASURES

Specific measures for Operations are in the Goals and Objectives section.

BUDGET HIGHLIGHTS

The key change in this year's Public Works budget is adding a 20 hour a week janitorial position to clean the Police Department, Public Works and the Field house. We also will be asking for a 20 hour a week program coordinator to work on emergency management and other task in Public Works.



City of Sherwood, Oregon
2006 - 07 Budget
Public Works Operations

					2006-07 Budget			
2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		Operations	Parks Main- tenance	Operations/ Fieldhouse Building	Total
Budget Revenue								
\$ -	\$ -	\$ -	\$ -	Taxes	-	-	-	\$ -
-	-	-	-	Licenses and permits	-	-	-	-
47,278	48,460	49,671	49,671	Intergovernmental	-	50,913	-	50,913
2,080	2,115	1,200	1,200	Charges for services	-	1,200	-	1,200
-	-	-	-	Infrastructure develop charges	-	-	-	-
-	-	-	-	Fines, interest and other	-	-	-	-
49,358	50,575	50,871	50,871	Total revenue	-	52,113	-	52,113
Expenditures								
687,217	814,795	991,885	955,439	Personal services	1,166,808		-	1,166,808
210,552	291,137	326,150	310,282	Materials and services	104,410	137,700	76,300	318,410
155,290	13,987	26,000	25,500	Capital outlay	-	20,000	-	20,000
-	-	-	-	Debt service	-	-	-	-
1,053,059	1,119,919	1,344,035	1,291,221	Total expenditures	1,271,218	157,700	76,300	1,505,218
Net revenue (expenditures)								
<u>\$(1,003,701)</u>	<u>\$(1,069,344)</u>	<u>\$(1,293,164)</u>	<u>\$(1,240,350)</u>	before reimbursements	<u>\$(1,271,218)</u>	<u>\$(105,587)</u>	<u>\$ (76,300)</u>	<u>\$(1,453,105)</u>
Workload								
	8	6		Number of buildings maintained				
				Park land maintained				
	47	56		Acres of sports fields				
	56	67		Acres of passive parks				
15.42	18.00	19.50		FTEs				21.00



City of Sherwood, Oregon
2006-07 Budget
Financial Policies, Condition and Outlook

FINANCIAL POLICIES

Financial policies, approved by the City Manager, are intended to ensure that the City maintains the ability to meet its immediate and long-term service objectives. Financial policies are designed to:

- provide timely, accurate information useful to the City's management, elected officials, and citizenry in making good business decisions
- ensure compliance with all finance-related statutory and contractual requirements
- promote sound financial management
- safeguard the City's assets

Specific policies include the following.

1. *Financial Planning*

Financial forecasts are maintained which include at least the next three years' operations for the General Fund and enterprise funds.

2. *Budgeting*

- a. *Contingency*: To ensure sufficient cash flow and provide for unanticipated events, the annual budget includes contingency equal to at least 10% of budgeted revenue in the City's General Fund and in the Operations departments of the Water, Sanitary, Storm, and Street funds.

- b. *Balanced budget*: No negative fund balances or cash balances by restricted revenue source will be budgeted.
- c. *Budget changes subsequent to adoption*: Changes in circumstances which will affect the current year's budget are monitored and reported to the City Council as part of the monthly financial report. Changes needed to comply with budget law or to maintain the budget as an effective tool for monitoring financial performance are submitted to the City Council as needed, generally in January and June.

3. *Financial Reporting*

Financial reports are prepared monthly for the City Council, City Manager, and all Directors/Managers with budgetary responsibility. The City prepares a comprehensive annual financial report, audited by independent CPAs.

4. *Capital Improvement Planning and Monitoring*

- a. *Capital Improvement Plan (CIP)*: A CIP is maintained which includes at least the next five years. The CIP is updated at least annually, and is included in the annual budget.
- b. *Integration with operations forecasts*: Whenever a capital improvement is likely to have a material impact on future operating expenditures, estimates of the impact will be made and incorporated into financial forecasts.



City of Sherwood, Oregon
2006-07 Budget
Financial Policies, Condition and Outlook

5. *Revenue and Expenditures*

- a. *Restricted resources:* Restrictions on the use of financial resources are imposed by laws, grant awards, loan agreements, contracts, and City ordinances and resolutions. Allowable expenditures are funded first by restricted resources, from the most restrictive to the least.
- b. *Purchasing:* Purchase orders are required for certain purchases. Purchasing approvals are governed by policy; processes are governed by Local Contract Review Board rules.

6. *Debt*

- a. *Operating loans:* The City will borrow only to finance capital assets. The City will not borrow for operating purposes.
- b. *Debt:* No bonds will mature more than 20 years from the date of issuance. No debt will be issued with a life exceeding the estimated useful life of the capital assets being financed. The City will limit bonded debt to 3% or less of total assessed value, as required by ORS 287.004. Repayment sources are identified for every debt prior to issuance.

7. *Cash and Investments*

Cash balances are insured and collateralized. Cash in excess of immediate needs is invested in the Oregon State Treasury's Local Government Investment Pool.

8. *Capital Assets*

The capital asset inventory is updated annually. Capital asset purchases – items other than those constructed as part of the CIP -- are incorporated in the long-term financial forecasts.

9. *Accounting Structure*

The account structure, cost accounting processes, and internal controls are documented.

FINANCIAL CONDITION AND OUTLOOK

The bond rating from Moody's Investors Services for the last general obligation bond, issued in 2004 to refund those originally issued in 1996, was A2, an upper medium grade investment.

Fees and charges are reviewed annually. Changes are proposed by staff, reviewed by the Budget Committee, and adopted by the City Council. Fees are intended to recover the costs of services which can be specifically attributed to a particular user, as with fees for land use applications and building permits, or to make some contribution toward cost, such as fees for league use of ball fields. In particular, the Council has mandated that development pay for the costs it imposes.



City of Sherwood, Oregon
2006-07 Budget
Financial Policies, Condition and Outlook

Operations Outlook

Revenue sources for the General Fund are stable; one-time revenue is invariably restricted to specific, limited-time expenditures. However, as detailed in the Budget Message, routine expenditures continue to grow faster than revenue.

The Water, Sanitary sewer, and Storm water funds are self-supporting with user charges for services for operating needs. However, rate increases will be needed to keep up with costs.

Street Fund operations rely on apportionment of vehicle and gasoline taxes and licenses from the state and county. These revenues are stable, but are not increasing at the same rate as the cost of long-term preventative maintenance and rebuilding needs.

Capital Project Outlook

Water, Sanitary sewer, and Storm water funds collect system development charges for infrastructure expansion; the Water Fund also reserves 12% of user charges for capital construction. These sources are adequate to fund needs for the existing City service area.

The 300 acre UGB expansion has complex and costly infrastructure requirements. Sanitary sewer will require a lift station. A local improvement district (LID) will be required to fund public infrastructure. The City would issue bonds to

fund construction, and then assess each real property owner for a proportionate share of the debt service.

The Street Fund relies on County traffic improvement fees and City system development charges. Capital needs identified in the TSP exceed the projected funding, requiring that future construction is carefully prioritized.



City of Sherwood, Oregon
2006-07 Budget
Planning Process, Budget Process and Budget Sections

PLANNING PROCESS

The strategic planning process begins anew each October as the City Manager and Management Team meet to identify assumptions for the long term and update department objectives for the next five years.

The process begins with the City's mission statement and goals. The mission statement is: "The best town to live in and the best City to work for in Oregon." The goals are intended to 1) provide services required by statute and 2) ensure the sustainability of Sherwood as a viable City government and community, as follows:

Statutory goals:

- A. Public safety** -- police and fire protection
- B. Street** construction, maintenance, and lighting
- C. Sanitary sewer, storm sewer, and water** system construction and maintenance
- D. Planning**, zoning, and subdivision control

Sustainability goals:

- E. Organizational excellence**, including fiscal responsibility, a top-notch work force, and reliable business systems.
- F. Economic vitality** that promotes a variety of family-wage jobs and economic activity within the community
- G. Environmental integrity** that fosters efficient use of resources and protects the quality and diversity of environmental systems on which the community depends

H. Sense of community that encourages inclusive citizen participation, and respect for heritage and cultures

The department objectives for the next five years are grouped by each of the eight goals. The final list is included in the Appendices titled Department Long-Term Objectives. Selected objectives for the current budget year are discussed in the individual Division/Department Narratives.

In January and February, the City Council has planning meetings to:

- review strategic issues, detail Council goals and projects for the calendar year, and review the departmental objectives
- meet with the various Boards and Commissions to discuss strengths, weaknesses, opportunities, and threats

After the Council planning meetings, any necessary modifications are made to the departmental objectives articulated earlier.

BUDGET PROCESS

Work on the annual budget begins in December, when five-year forecasts for revenues and expenditures for the General Fund and enterprise fund operations are updated. Assumptions are made as to development activity and system development charge revenue for capital projects, and the capital improvement plan for the next five years is updated.



City of Sherwood, Oregon

2006-07 Budget

Planning Process, Budget Process and Budget Sections

City staff works from January through March to compile the proposed budget. The City Manager prepares the budget message. Individual Directors and Managers write program narratives and draft department budgets. The City Engineer updates the capital improvement plan; capital project expenditures planned during for the fiscal year are incorporated into the budget. The Finance department prepares the remaining sections and formats the budget document. The initial draft is reviewed by the City Manager, who directs any changes needed to balance the budget consistent with Council goals, priorities, and policies.

The proposed budget is delivered to the Budget Committee in April. The Budget Committee consists of the City Council and an equal number of appointed citizen representatives. The Committee meets several times to deliberate on the proposed budget and to take public comment. Once the Budget Committee is satisfied, the budget is approved. In June, the City Council holds public hearings on the approved budget. The Council adopts the budget, makes appropriations, and levies property taxes prior to June 30.

Planned dates for the 2006-07 budget process are:

Event

Draft budget ready for initial City Manager review
Proposed budget delivered to the Budget Committee
1st Budget Committee meeting, with public comment
2nd Budget Committee meeting, and budget approval
3rd Budget Committee meeting, if needed
Approved budget delivered to the City Council
Public hearing on the approved budget
Adopt budget
Adopted budget available

Lead Person or Group

Finance Director
Finance Director
Budget Committee
Budget Committee
Budget Committee
Finance Director
City Council
City Council
Finance Director

Date

March 30
April 12
April 19
April 26
May 6
May 23
June 6
June 20
July 15



City of Sherwood, Oregon
2006-07 Budget
Planning Process, Budget Process and Budget Sections

BUDGET CHANGES AFTER ADOPTION

By Oregon law, all City funds must be appropriated. Appropriations, the legal authority to spend, are by division in the General, Water, Sanitary, Storm, and Street Funds and by type (e.g. materials and services) for all other funds.

Appropriations may be changed during the fiscal year, within the limitations imposed by budget law. City staff monitors actual events and recommends changes as needed. The City Council makes changes by resolution. Changes are categorized as resolution transfers or supplemental budgets.

A resolution transfer decreases an existing appropriation and increases another by the same amount. A typical example is to reduce contingency and increase materials and services. The second type of change, a supplemental budget, typically creates a new appropriation, funded by increased revenues. Supplemental budgets are used for occurrences or conditions which were not known at the time the budget was prepared which require a change in financial planning. Supplemental budgets require a public hearing; resolution transfers do not. Directors and managers may amend their budgets for individual accounts without Council approval so long as appropriations at the legal level of control are not changed.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Consistent with Oregon budget law, the City budgets current financial resources, on a modified accrual basis, in all funds. The budget shows sources and uses of resources; that is, increases and decreases in the amount available to spend. Ending fund balance represents spendable resources available for the subsequent budget year. This differs from the accounting used by businesses. Businesses measure net income, on an accrual basis.

As a practical matter, the essential differences between governmental and business accounting are the treatment of long-term debt and capital assets:

- When the City borrows money, it records the debt proceeds as a source of resources. Principle payments are recorded as a use. In a business, the debt would not appear in the budget; it would be recorded as a liability, and principle payments would reduce the liability.
- When the City buys a vehicle, building, or other capital asset, the cost is a use of resources. Depreciation is not recorded. In a business, the purchase would not appear in the budget; it would be recorded as an asset. Depreciation expense would be budgeted and recorded over the useful life of the asset.



City of Sherwood, Oregon
2006-07 Budget
Planning Process, Budget Process and Budget Sections

Generally accepted accounting principles (GAAP) for governments require that the enterprise funds be accounted for in the same way as businesses. Consequently, actual results for the enterprise funds are shown on both the budgetary (current financial resources and modified accrual) and GAAP basis (economic resources and accrual) in the City's annual financial report.

2005-06 BUDGET AND 2005-06 PROJECTED

As required by Oregon budget law, the 2005-06 budget column shows the adopted budget after changes made by the City Council during the year. The 2005-06 projected columns show the latest forecast of activity through June 30, 2006.

INTERFUND ADVANCES AND TRANSFERS

City funds may borrow from one another. Interfund advances use cash temporarily idle in one fund to provide cash flow for specific purposes in another fund. Interfund loans are repaid on a set schedule. The City's interfund loans are described in the Debt Service section in the Appendices.

Transfers move resources between funds with no expectation of repayment.

REIMBURSEMENTS

The City budgets all personnel expenditures, and other expenditures not directly attributable to other funds, in the appropriate department of the General Fund. This treatment allows for reports to managers of the expenditures for which they are responsible. Periodically, funds and departments which benefit from certain expenditures are charged for the accumulated totals. The charges are recorded as reimbursements. Reimbursements reduce total expenditures in a given General Fund department and increase total expenditures in other departments, other funds, or the City of Sherwood Urban Renewal Agency. Certain reimbursements are for actual costs incurred, while others are a proportionate share of costs based on allocation formulas.

In the Budget - in Total and Budget - by Fund schedules, total reimbursements do not net to zero by the amount that the City of Sherwood charges the City of Sherwood Urban Renewal Agency.

Specific reimbursements are:

1. *Labor on capital projects.* Direct labor for planning, design, and management of capital projects is recorded in the Public Works Engineering Department in the General Fund. The General Fund is subsequently reimbursed by the funds containing the resources used to construct capital



City of Sherwood, Oregon

2006-07 Budget

Planning Process, Budget Process and Budget Sections

projects – the General Construction Fund, enterprise funds, and the City of Sherwood Urban Renewal Agency.

2. *Labor on URA activities.* City staff may do work for the City of Sherwood Urban Renewal Agency. The General Fund is reimbursed for the costs of direct labor for activities of the URA.

3. *Labor on enterprise fund activities.* Occasionally, departments other than Public Works Operations may work on activities accounting for by enterprise funds. The General Fund is reimbursed for those costs.

4. *Costs of Public Works/field house building:* Costs of operating the facility are initially recorded in Public Works Operations, which controls the expenditures. At month end, the portion attributable to the field house is billed to YMCA, and the portion attributable to Public Works usage is allocated between Operations and Engineering.

5. *Administrative costs.* The City Council and Recorder, Administration, Finance, and Community Services departments provide support services to all other functions. In addition, indirect cost such as City Hall utilities and liability insurance are charged to the Administration Department. Total administrative costs, less department specific revenues, are allocated to user funds and departments based on relative salaries and wages.

6. *Engineering overhead for capital projects and enterprise operations.* The Public Works Engineering Department works on City capital projects, URA capital projects, certain enterprise fund operating jobs, and private development activities. Engineering overhead is allocated to capital projects and enterprise fund operations based on relative direct labor, thereby charging restricted resources for indirect costs incurred.

7. *Public Works Operations costs.* Public Works Operations incurs costs for the enterprise funds and for General Fund departments. Operations also records indirect materials and capital outlay which benefit all enterprise funds. Costs are allocated to user funds and departments based on relative direct labor incurred.

8. *Community Development Director costs.* The Community Development Director oversees and manages the Building, Engineering, and Planning departments. Costs are allocated to those departments and to the enterprise funds based on relative direct labor incurred.



City of Sherwood, Oregon
2006-07 Budget
Planning Process, Budget Process and Budget Sections

FUND BALANCE AND CONTINGENCY

Fund balance represents available spendable resources, at the beginning or end of the fiscal year. Oregon budget law provides that the difference between sources and uses for the year be budgeted as unappropriated ending fund balance or contingency. The City budgets all excesses as contingency. If it is not appropriated during the year, contingency will be the amount of ending fund balance at June 30.

GENERAL FUND DEPARTMENTAL AND NONDEPARTMENTAL REVENUE AND EXPENDITURES

Taxes and other general purpose revenue are recorded in the Nondepartmental section of the General Fund, as are transfers and contingency. Revenue directly attributable to a particular General Fund department appears in that department.

CAPITAL PROJECTS

Capital projects are constructed assets. These are typically managed by the Engineering Department, and appear in the Capital Improvement Plan in the Appendices.

THESE ARE THE RESULTS OF THE INVESTIGATION
CONDUCTED BY THE DISTRICT ATTORNEY AND HIS STAFF
ON THE MATTER OF THE ESTATE OF JAMES H. HARRIS

CONCLUSION

THE RESULTS OF THE INVESTIGATION CONDUCTED BY THE
DISTRICT ATTORNEY AND HIS STAFF ON THE MATTER OF THE
ESTATE OF JAMES H. HARRIS ARE AS FOLLOWS:

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City of Sherwood, Oregon
2006-07 Budget
General Fund - in Total

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected
\$ 1,895,059	\$ 1,478,838	\$ (618,974)	\$ 371,000
3,572,929	4,148,735	4,465,775	4,484,800
54,147	62,433	73,500	63,200
1,018,556	1,640,397	1,975,947	1,639,542
905,506	1,293,190	1,098,290	832,366
266,300	349,648	337,000	153,411
556,269	772,207	609,425	663,023
6,373,707	8,266,609	8,559,937	7,836,342
-	-	125,000	-
4,694	550,000	455,220	595,500
350,000	-	-	-
354,694	550,000	580,220	595,500
\$ 8,623,460	\$ 10,295,447	\$ 8,521,183	\$ 8,802,842

\$ 3,473,996	\$ 4,123,867	\$ 4,494,424	\$ 4,334,093
377,650	450,503	545,769	572,527
1,016,043	1,185,218	1,650,811	1,509,014
4,867,690	5,759,589	6,691,004	6,415,634
710,490	848,107	781,680	799,827
343,646	399,340	462,156	448,339
308,026	357,517	397,083	402,073
196,840	192,913	260,010	238,318
93,564	37,668	47,700	48,191
103,269	165,941	101,100	118,527
9,551	76,700	290,000	16,000
1,765,385	2,078,185	2,339,729	2,071,275

SOURCES

Beginning fund balance *
Revenue
Taxes
Licenses and permits
Intergovernmental
Charges for services
Infrastructure development charges
Fines, interest and other
Total revenue
Other sources
Transfers in
Sale of fixed assets
Issuance of long-term debt
Total other sources

Total sources

2006-07 Proposed	2006-07 Approved	2006-07 Adopted
\$ 343,821	\$ 466,827	\$ 466,827
4,958,235	4,946,735	4,946,735
89,300	89,300	89,300
1,975,222	1,975,222	1,975,222
988,860	988,860	988,860
171,000	171,000	171,000
688,631	688,631	688,631
8,871,248	8,859,748	8,859,748
-	-	-
400,000	400,000	400,000
-	-	-
400,000	400,000	400,000
\$ 9,615,069	\$ 9,726,575	\$ 9,726,575

USES

Expenditures
Personal services
Salaries and wages
Payroll taxes
Benefits
Total personal services
Materials and services
Professional & technical services
Facility and equipment
Other purchased services
Supplies
Community activities
Minor equipment
Other materials and services
Total materials and services

\$ 4,574,052	\$ 4,598,311	\$ 4,598,311
575,694	578,245	578,245
1,765,176	1,737,166	1,737,166
6,914,922	6,913,722	6,913,722
624,940	649,940	649,940
548,263	548,263	548,263
416,853	416,853	416,853
257,160	257,160	257,160
30,100	40,100	40,100
125,450	125,450	125,450
20,000	20,000	20,000
2,022,766	2,057,766	2,057,766

Continued on Next Page



City of Sherwood, Oregon
2006-07 Budget
General Fund - in Total

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
131,029	1,595,300	-	-	Capital outlay			
-	-	-	-	Land	-	-	-
-	175,530	19,000	26,892	Infrastructure	-	-	-
-	-	-	-	Buildings	-	-	-
261,862	83,890	14,000	8,000	Improvements other than buildings	-	-	-
155,756	68,874	294,000	123,246	Vehicles	35,035	35,035	35,035
548,646	1,923,595	327,000	158,138	Furniture and equipment	63,000	63,000	63,000
				Total capital outlay	98,035	98,035	98,035
				Debt service			
312,569	558,179	736,198	614,873	Principal	753,934	753,934	753,934
191,263	405,766	680,559	450,304	Interest	585,880	585,880	585,880
1,450	-	-	-	Issuance costs	-	-	-
505,283	963,945	1,416,757	1,065,177	Total debt service	1,339,814	1,339,814	1,339,814
7,687,005	10,725,313	10,774,490	9,710,224	Total expenditures before reimbursements	10,375,537	10,409,337	10,409,337
(1,089,887)	(1,099,508)	(1,478,528)	(1,399,209)	Reimbursements	(1,644,831)	(1,666,335)	(1,618,232)
6,597,118	9,625,805	9,295,962	8,311,015	Total expenditures	8,730,706	8,743,002	8,791,105
				Other uses			
547,504	298,642	25,000	25,000	Transfers out	312,000	212,000	212,000
-	-	-	-	Long-term debt refunding/discounts	-	-	-
1,478,838	371,000	-	466,827	Ending fund balance *	-	-	-
-	-	(799,779)	-	Contingency *	572,364	771,573	723,471
\$ 8,623,460	\$ 10,295,447	\$ 8,521,183	\$ 8,802,842	Total uses	\$ 9,615,069	\$ 9,726,575	\$ 9,726,575

* Exclusive of cannery; please see Budget Analysis

2,062,127	Beginning fund balance	1,939,121	2,062,127	2,062,127
	Ending fund balance / Contingency	2,167,664	2,366,873	2,318,771



City of Sherwood, Oregon
2006-07 Budget
General Fund - by Division

	Administration	Community Development	Police	Community Services	Public Works Operations	2006-07 Budget
SOURCES						
Beginning fund balance	\$ 466,827	\$ -	\$ -	\$ -	\$ -	\$ 466,827
Revenue						
Taxes	4,946,735	-	-	-	-	4,946,735
Licenses and permits	68,500	-	20,800	-	-	89,300
Intergovernmental	1,427,309	10,000	156,000	331,000	50,913	1,975,222
Charges for services	30,800	841,760	1,500	113,600	1,200	988,860
Infrastructure development charges	14,000	157,000	-	-	-	171,000
Fines, interest and other	599,706	-	58,925	30,000	-	688,631
Total revenue	7,087,050	1,008,760	237,225	474,600	52,113	8,859,748
Other sources						
Transfers in	-	-	-	-	-	-
Sale of fixed assets	400,000	-	-	-	-	400,000
Issuance of long-term debt	-	-	-	-	-	-
Total other sources	400,000	-	-	-	-	400,000
Total sources	7,953,877	1,008,760	237,225	474,600	52,113	9,726,576
USES						
Expenditures						
Personal services						
Salaries and wages	811,732	1,058,409	1,464,309	506,400	757,461	4,598,311
Payroll taxes	103,302	110,833	204,857	53,071	106,182	578,245
Benefits	304,482	389,037	575,398	165,084	303,165	1,737,166
Total personal services	1,219,516	1,558,279	2,244,564	724,555	1,166,808	6,913,722
Materials and services						
Professional & technical services	224,800	126,000	185,340	45,500	68,300	649,940
Facility and equipment	190,235	8,500	173,200	30,828	74,600	477,363
Other purchased services	253,713	67,460	49,750	22,120	20,410	413,453
Supplies	19,100	8,800	55,000	102,760	69,500	255,160
Community activities	10,000	1,500	3,500	23,500	1,600	40,100
Minor equipment	66,650	12,350	38,000	750	7,700	125,450
Other materials and services	10,000	-	10,000	-	-	20,000
Total materials and services	774,498	224,610	514,790	225,458	242,110	1,981,466

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City of Sherwood, Oregon
2006-07 Budget
General Fund - by Division

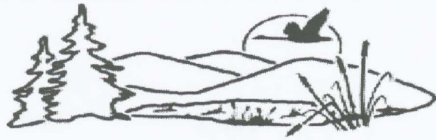
	Administration	Community Development	Police	Community Services	Public Works Operations	2006-07 Budget
Capital outlay						
Land	-	-	-	-	-	-
Infrastructure	-	-	-	-	-	-
Buildings	-	-	-	-	-	-
Improvements other than buildings	-	-	-	-	-	-
Vehicles	-	-	35,035	-	-	35,035
Furniture and equipment	28,000	15,000	-	-	20,000	63,000
Total capital outlay	28,000	15,000	35,035	-	20,000	98,035
Debt service						
Principal	715,711	-	-	38,223	-	753,934
Interest	574,101	-	-	11,779	-	585,880
Issuance costs	-	-	-	-	-	-
Total debt service	1,289,812	-	-	50,002	-	1,339,814
Total expenditures before reimbursements	3,311,826	1,797,889	2,794,389	1,000,015	1,428,918	10,333,037
Reimbursements						
Labor on capital projects	-	(382,622)	-	-	-	(382,622)
Labor on URA activities	(81,381)	-	-	-	-	(81,381)
Labor on enterprise fund activities	(149,768)	(59,107)	-	-	-	(208,875)
Joint cost public works/fieldhouse	13,362	-	-	51,665	24,051	89,078
Comm Dev Admin Allocation	-	(6,255)	-	-	-	(6,255)
Administrative costs	(1,646,449)	428,805	664,668	205,738	347,238	-
Engineering overhead	-	(223,515)	-	-	-	(223,515)
Public works operations costs	38,335	-	12,778	-	(779,475)	(728,362)
Total reimbursements	(1,825,902)	(242,694)	677,446	257,403	(408,186)	(1,541,932)
Total expenditures	1,485,924	1,555,195	3,471,835	1,257,418	1,020,732	8,791,105
Other uses						
Transfers out	212,000	-	-	-	-	212,000
Long-term debt refunding/discounts	-	-	-	-	-	-
Contingency	723,471	-	-	-	-	723,471
Total uses	2,421,395	1,555,195	3,471,835	1,257,418	1,020,732	9,726,576
Net sources (uses)	\$ 5,532,482	\$ (546,435)	\$ (3,234,610)	\$ (782,818)	\$ (968,619)	\$ (0)



City of Sherwood, Oregon
2006-07 Budget
Asset Depreciation Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
\$ 129,900	\$ 121,111	\$ 122,711	\$ 148,738	SOURCES	\$ 176,138	\$ 176,138	\$ 176,138
-	-	-	-	Beginning fund balance	-	-	-
-	-	-	-	Revenue	-	-	-
-	-	-	-	Taxes	-	-	-
-	-	-	-	Licenses and permits	-	-	-
-	-	-	-	Intergovernmental	-	-	-
-	-	-	-	Charges for services	-	-	-
-	-	-	-	Infrastructure development charges	-	-	-
1,467	27,627	1,800	4,400	Fines, interest and other	1,800	1,800	1,800
1,467	27,627	1,800	4,400	Total revenue	1,800	1,800	1,800
20,000	-	25,000	25,000	Other sources	12,000	12,000	12,000
-	-	-	-	Transfers in	-	-	-
-	-	-	-	Sale of fixed assets	-	-	-
-	-	-	-	Issuance of long-term debt	-	-	-
20,000	-	25,000	25,000	Total other sources	12,000	12,000	12,000
\$ 151,367	\$ 148,738	\$ 149,511	\$ 178,138	Total sources	\$ 189,938	\$ 189,938	\$ 189,938
				USES			
				Expenditures			
				Personal services			
\$ -	\$ -	\$ -	\$ -	Salaries and wages	\$ -	\$ -	\$ -
-	-	-	-	Payroll taxes	-	-	-
-	-	-	-	Benefits	-	-	-
-	-	-	-	Total personal services	-	-	-
-	-	-	-	Materials and services	-	-	-
-	-	-	-	Professional & technical services	-	-	-
-	-	1,000	1,000	Facility and equipment	1,000	1,000	1,000

Continued on Next Page



City of Sherwood, Oregon
2006-07 Budget
Asset Depreciation Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
-	-	-	-	Other purchased services	-	-	-
-	-	-	-	Supplies	-	-	-
-	-	-	-	Community activities	-	-	-
-	-	-	-	Minor equipment	-	-	-
-	-	-	-	Other materials and services	-	-	-
-	-	1,000	1,000	Total materials and services	1,000	1,000	1,000
-	-	-	-	Capital outlay	-	-	-
-	-	-	-	Land	-	-	-
-	-	-	-	Infrastructure	-	-	-
-	-	1,000	1,000	Buildings	1,000	1,000	1,000
-	-	-	-	Improvements other than buildings	-	-	-
-	-	-	-	Vehicles	-	-	-
-	-	-	-	Furniture and equipment	-	-	-
-	-	1,000	1,000	Total capital outlay	1,000	1,000	1,000
-	-	-	-	Debt service	-	-	-
-	-	-	-	Principal	-	-	-
-	-	-	-	Interest	-	-	-
-	-	-	-	Issuance costs	-	-	-
-	-	-	-	Total debt service	-	-	-
-	-	2,000	2,000	Total expenditures before reimbursements	2,000	2,000	2,000
-	-	-	-	Reimbursements	-	-	-
-	-	2,000	2,000	Total expenditures	2,000	2,000	2,000
30,256	-	-	-	Other uses	-	-	-
-	-	-	-	Transfers out	-	-	-
121,111	148,738	-	176,138	Long-term debt refunding/discounts	-	-	-
-	-	147,511	-	Ending fund balance	-	-	-
-	-	-	-	Contingency	187,938	187,938	187,938
\$ 151,367	\$ 148,738	\$ 149,511	\$ 178,138	Total uses	\$ 189,938	\$ 189,938	\$ 189,938



City of Sherwood, Oregon
2006-07 Budget
General Construction Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
\$ 2,824,551	\$ 8,105,328	\$ 2,670,373	\$ 5,040,095	SOURCES	\$ 86,347	\$ 86,347	\$ 86,347
-	-	-	-	Beginning fund balance	-	-	-
-	-	-	-	Revenue	-	-	-
621,159	189,672	-	5,000	Taxes	-	-	-
-	-	-	13,600	Licenses and permits	-	-	-
1,133,884	2,370,180	1,000,000	1,454,593	Intergovernmental	-	-	-
97,172	124,689	110,000	165,000	Charges for services	-	-	-
1,852,215	2,684,541	1,110,000	1,638,193	Infrastructure development charges	1,360,000	1,360,000	1,360,000
				Fines, interest and other	70,000	70,000	70,000
				Total revenue	1,430,000	1,430,000	1,430,000
407,760	298,642	-	-	Other sources			
-	367,500	1,514,779	1,700,000	Transfers in	100,000	-	-
5,845,708	2,580,000	700,000	2,580,000	Sale of fixed assets	-	-	-
6,253,468	3,246,142	2,214,779	4,280,000	Issuance of long-term debt	-	-	-
<u>\$ 10,930,235</u>	<u>\$ 14,036,010</u>	<u>\$ 5,995,152</u>	<u>\$ 10,958,289</u>	Total other sources	100,000	-	-
				Total sources	\$ 1,616,347	\$ 1,516,347	\$ 1,516,347
				USES			
				Expenditures			
\$ -	\$ -	\$ -	\$ -	Personal services	\$ -	\$ -	\$ -
-	-	-	-	Salaries and wages	-	-	-
-	-	-	-	Payroll taxes	-	-	-
-	-	-	-	Benefits	-	-	-
-	-	-	-	Total personal services	-	-	-
909,920	1,097,693	247,170	-	Materials and services	-	-	-
246	1,622	-	-	Professional & technical services	-	-	-
				Facility and equipment	-	-	-

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City of Sherwood, Oregon
2006-07 Budget
General Construction Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
32,701	17,135	5,595	-	Other purchased services	-	-	-
2,475	28,791	-	-	Supplies	-	-	-
-	-	-	-	Community activities	-	-	-
3,567	1,000	-	-	Minor equipment	-	-	-
-	-	-	-	Other materials and services	-	-	-
<u>948,909</u>	<u>1,146,241</u>	<u>252,765</u>	<u>-</u>	Total materials and services	<u>-</u>	<u>-</u>	<u>-</u>
1,250	917,478	-	-	Capital outlay			
2,905	1,724,642	-	-	Land	-	-	-
1,397,136	3,275,323	2,936,658	5,500,000	Infrastructure	-	-	-
8,063	949,540	1,546,850	4,715,242	Buildings	-	-	-
-	-	-	-	Improvements other than buildings	187,650	187,650	187,650
8,245	66,497	-	-	Vehicles	-	-	-
<u>1,417,598</u>	<u>6,933,479</u>	<u>4,483,508</u>	<u>10,215,242</u>	Furniture and equipment	-	-	-
				Total capital outlay	<u>187,650</u>	<u>187,650</u>	<u>187,650</u>
25,800	27,090	471,340	457,090	Debt service			
41,022	46,297	131,194	97,321	Principal	473,380	473,380	473,380
2,548	4,953	-	4,636	Interest	113,135	113,135	113,135
<u>69,370</u>	<u>78,341</u>	<u>602,534</u>	<u>559,047</u>	Issuance costs	-	-	-
2,435,877	8,158,061	5,338,807	10,774,289	Total debt service	<u>586,515</u>	<u>586,515</u>	<u>586,515</u>
201,657	88,568	82,559	97,653	Total expenditures before reimbursements	<u>774,165</u>	<u>774,165</u>	<u>774,165</u>
<u>2,637,534</u>	<u>8,246,629</u>	<u>5,421,366</u>	<u>10,871,942</u>	Reimbursements	<u>9,322</u>	<u>9,323</u>	<u>9,323</u>
				Total expenditures	<u>783,486</u>	<u>783,487</u>	<u>783,487</u>
187,373	749,286	-	-	Other uses			
-	-	-	-	Transfers out	-	-	-
8,105,328	5,040,095	-	86,347	Long-term debt refunding/discounts	-	-	-
-	-	573,786	-	Ending fund balance	-	-	-
<u>\$ 10,930,235</u>	<u>\$ 14,036,010</u>	<u>\$ 5,995,152</u>	<u>\$ 10,958,289</u>	Contingency	<u>832,860</u>	<u>732,859</u>	<u>732,859</u>
				Total uses	<u>\$ 1,616,347</u>	<u>\$ 1,516,347</u>	<u>\$ 1,516,347</u>



City of Sherwood, Oregon
2006-07 Budget
Debt Service Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
\$ 131,107	\$ 142,188	\$ 48,068	\$ 51,856	SOURCES	\$ 18,336	\$ 18,336	\$ 18,336
979,115	844,251	921,288	897,707	Beginning fund balance	970,539	970,539	970,539
-	-	-	-	Revenue	-	-	-
-	-	-	-	Taxes	-	-	-
-	-	-	-	Licenses and permits	-	-	-
-	-	-	-	Intergovernmental	-	-	-
-	-	-	-	Charges for services	-	-	-
4,689	8,163	3,000	7,005	Infrastructure development charges	-	-	-
983,804	852,414	924,288	904,712	Fines, interest and other	12,000	12,000	12,000
-	-	-	-	Total revenue	982,539	982,539	982,539
-	-	-	-	Other sources	-	-	-
-	-	-	-	Transfers in	-	-	-
6,049,523	-	-	-	Sale of fixed assets	-	-	-
6,049,523	-	-	-	Issuance of long-term debt	-	-	-
<u>\$ 7,164,434</u>	<u>\$ 994,602</u>	<u>\$ 972,356</u>	<u>\$ 956,568</u>	Total other sources	-	-	-
				Total sources	<u>\$ 1,000,875</u>	<u>\$ 1,000,875</u>	<u>\$ 1,000,875</u>
				USES			
				Expenditures			
				Personal services			
\$ -	\$ -	\$ -	\$ -	Salaries and wages	\$ -	\$ -	\$ -
-	-	-	-	Payroll taxes	-	-	-
-	-	-	-	Benefits	-	-	-
-	-	-	-	Total personal services	-	-	-
				Materials and services			
-	-	-	-	Professional & technical services	-	-	-
-	-	-	-	Facility and equipment	-	-	-

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City of Sherwood, Oregon
2006-07 Budget
Debt Service Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
-	-	-	-	Other purchased services	-	-	-
-	-	-	-	Supplies	-	-	-
-	-	-	-	Community activities	-	-	-
-	-	-	-	Minor equipment	-	-	-
-	-	-	-	Other materials and services	-	-	-
-	-	-	-	Total materials and services	-	-	-
-	-	-	-	Capital outlay	-	-	-
-	-	-	-	Land	-	-	-
-	-	-	-	Infrastructure	-	-	-
-	-	-	-	Buildings	-	-	-
-	-	-	-	Improvements other than buildings	-	-	-
-	-	-	-	Vehicles	-	-	-
-	-	-	-	Furniture and equipment	-	-	-
-	-	-	-	Total capital outlay	-	-	-
575,000	575,000	595,000	595,000	Debt service	635,000	635,000	635,000
402,726	367,746	343,232	343,232	Principal	326,139	326,139	326,139
-	-	-	-	Interest	-	-	-
977,726	942,746	938,232	938,232	Issuance costs	961,139	961,139	961,139
977,726	942,746	938,232	938,232	Total debt service	961,139	961,139	961,139
-	-	-	-	Total expenditures before reimbursements	-	-	-
977,726	942,746	938,232	938,232	Reimbursements	961,139	961,139	961,139
-	-	-	-	Total expenditures	-	-	-
977,726	942,746	938,232	938,232	Other uses	39,736	39,736	39,736
-	-	-	-	Transfers out	-	-	-
6,044,520	-	-	-	Long-term debt refunding/discounts	-	-	-
142,188	51,856	-	18,336	Ending fund balance	-	-	-
-	-	34,124	-	Contingency	39,736	39,736	39,736
\$ 7,164,434	\$ 994,602	\$ 972,356	\$ 956,568	Total uses	\$ 1,000,875	\$ 1,000,875	\$ 1,000,875



City of Sherwood, Oregon
2006-07 Budget
Water Fund

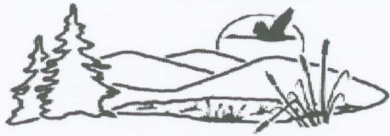
2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted	2006-07 Detail	
								Operating	Capital
\$ 2,951,357	\$ 4,519,230	\$ 5,374,472	\$ 7,097,554	SOURCES	\$ 11,645,721	\$ 11,645,721	\$ 11,645,721	\$ 6,005,159	\$ 5,640,562
-	-	-	-	Beginning fund balance	-	-	-	-	-
-	-	-	-	Revenue	-	-	-	-	-
-	-	-	-	Taxes	-	-	-	-	-
1,724,207	1,711,063	1,975,250	1,936,500	Licenses and permits	-	-	-	-	-
1,046,819	1,325,304	815,000	830,000	Intergovernmental	-	-	-	-	-
55,655	124,055	80,000	165,000	Charges for services	3,134,500	3,134,500	3,134,500	2,904,500	230,000
2,826,682	3,160,422	2,870,250	2,931,500	Infrastructure development	830,000	830,000	830,000	75,000	755,000
-	-	-	-	Fines, interest and other	145,000	145,000	145,000	70,000	75,000
-	-	-	-	Total revenue	4,109,500	4,109,500	4,109,500	3,049,500	1,060,000
-	-	-	-	Other sources	-	-	-	-	-
-	917,478	-	-	Transfers in	-	-	-	-	-
-	-	-	10,000,000	Sale of fixed assets	-	-	-	-	-
-	-	-	-	Issuance of long-term debt	26,500,000	26,500,000	26,500,000	-	26,500,000
-	917,478	-	10,000,000	Total other sources	26,500,000	26,500,000	26,500,000	-	26,500,000
\$ 5,778,039	\$ 8,597,130	\$ 8,244,722	\$ 20,029,054	Total sources	\$ 42,255,221	\$ 42,255,221	\$ 42,255,221	\$ 9,054,659	\$ 33,200,562
				USES					
				Expenditures					
				Personal services					
\$ -	\$ -	\$ -	\$ -	Salaries and wages	\$ -	\$ -	\$ -	-	-
-	-	-	-	Payroll taxes	-	-	-	-	-
-	-	-	-	Benefits	-	-	-	-	-
-	-	-	-	Total personal services	-	-	-	-	-
				Materials and services					
979,223	1,030,901	1,426,656	901,500	Professional & technical	1,419,677	1,419,677	1,419,677	1,402,000	17,677
79,773	84,829	100,000	92,000	Facility and equipment	102,000	102,000	102,000	102,000	-
21,477	160,860	115,985	100,250	Other purchased services	160,075	160,075	160,075	148,575	11,500
405	157	-	2,500	Supplies	2,500	2,500	2,500	2,500	-
-	-	-	-	Community activities	-	-	-	-	-
-	-	-	-	Minor equipment	-	-	-	-	-
13,263	-	-	-	Other materials and services	-	-	-	-	-
1,094,142	1,276,747	1,642,641	1,096,250	Total materials and services	1,684,252	1,684,252	1,684,252	1,655,075	29,177

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City of Sherwood, Oregon
2006-07 Budget
Water Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted	2006-07 Detail	
								Operating	Capital
1,250	-	-	-	Capital outlay					
65,599	122,872	-	-	Land	-	-	-	-	-
-	-	-	-	Infrastructure	-	-	-	-	-
-	-	-	-	Buildings	-	-	-	-	-
-	-	734,561	7,251,178	Other improvements	7,284,949	7,284,949	7,284,949	-	7,284,949
-	-	-	-	Vehicles	-	-	-	-	-
26,110	23,000	98,000	-	Furniture and equipment	-	-	-	-	-
92,959	145,872	832,561	7,251,178	Total capital outlay	7,284,949	7,284,949	7,284,949	-	7,284,949
				Debt service					
7,935	8,305	8,694	8,694	Principal	9,101	9,101	9,101	9,101	-
3,972	3,600	3,211	3,211	Interest	2,805	2,805	2,805	2,805	-
-	-	-	-	Issuance costs	-	-	-	-	-
11,907	11,905	11,905	11,905	Total debt service	11,906	11,906	11,906	11,906	-
1,199,007	1,434,525	2,487,107	8,359,333	Total expend before reimburse	8,981,107	8,981,107	8,981,107	1,666,981	7,314,126
59,802	65,052	94,325	20,449	Reimbursements	363,637	363,637	363,637	137,607	226,031
1,258,809	1,499,576	2,581,432	8,379,782	Total expenditures	9,344,744	9,344,744	9,344,744	1,804,588	7,540,157
				Other uses					
-	-	-	-	Transfers out	295,000	295,000	295,000	-	295,000
-	-	-	-	Debt refunding/discounts	10,000,000	10,000,000	10,000,000	-	10,000,000
4,519,230	7,097,554	-	11,649,272	Ending fund balance	-	-	-	-	-
-	-	5,663,290	-	Contingency	22,615,477	22,615,477	22,615,477	7,250,071	15,365,405
\$ 5,778,039	\$ 8,597,130	\$ 8,244,722	\$ 20,029,054	Total uses	\$ 42,255,221	\$ 42,255,221	\$ 42,255,221	\$ 9,054,659	\$ 33,200,562



City of Sherwood, Oregon
2006-07 Budget
Sanitary Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted	2006-07 Detail	
								Operating	Capital
\$ 3,598,067	\$ 3,867,806	\$ 4,137,486	\$ 4,530,618	SOURCES	\$ 4,701,158	\$ 4,701,158	\$ 4,701,158	\$ 2,102,784	\$ 2,598,374
-	-	-	-	Beginning fund balance	-	-	-	-	-
-	-	-	-	Revenue	-	-	-	-	-
-	-	-	-	Taxes	-	-	-	-	-
1,753,728	1,909,443	1,825,600	1,882,250	Licenses and permits	1,670,280	1,670,280	1,670,280	1,670,280	-
918,456	1,093,319	779,000	753,500	Intergovernmental	770,000	770,000	770,000	3,000	767,000
59,364	63,306	54,000	97,000	Charges for services	85,000	85,000	85,000	10,000	75,000
2,731,547	3,066,067	2,658,600	2,732,750	Infrastructure development	2,525,280	2,525,280	2,525,280	1,683,280	842,000
-	-	-	-	Fines, interest and other	-	-	-	-	-
-	-	-	-	Total revenue	200,000	200,000	200,000	200,000	-
-	-	-	-	Other sources	-	-	-	-	-
-	-	-	-	Transfers in	-	-	-	-	-
-	-	-	-	Sale of fixed assets	200,000	200,000	200,000	200,000	-
-	-	-	-	Issuance of long-term debt	-	-	-	-	-
-	-	-	-	Total other sources	200,000	200,000	200,000	200,000	-
\$ 6,329,614	\$ 6,933,873	\$ 6,796,086	\$ 7,263,368	Total sources	\$ 7,426,438	\$ 7,426,438	\$ 7,426,438	\$ 3,986,064	\$ 3,440,374
				USES					
				Expenditures					
				Personal services					
\$ -	\$ -	\$ -	\$ -	Salaries and wages	\$ -	\$ -	\$ -	-	-
-	-	-	-	Payroll taxes	-	-	-	-	-
-	-	-	-	Benefits	-	-	-	-	-
-	-	-	-	Total personal services	-	-	-	-	-
				Materials and services					
2,275,973	2,099,881	2,387,435	2,112,683	Professional & technical	1,940,398	1,940,398	1,940,398	1,380,398	560,000
3,343	4,734	10,000	10,500	Facility and equipment	10,000	10,000	10,000	10,000	-
712	96,399	95,304	95,488	Other purchased services	84,895	84,895	84,895	84,895	-
7,321	9,591	9,500	8,500	Supplies	9,500	9,500	9,500	9,500	-
-	-	-	-	Community activities	-	-	-	-	-
1,717	1,203	7,000	10,400	Minor equipment	16,000	16,000	16,000	16,000	-

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City of Sherwood, Oregon
2006-07 Budget
Sanitary Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted	2006-07 Detail	
								Operating	Capital
-	-	-	-	Other materials and services	-	-	-	-	-
2,289,067	2,211,808	2,509,239	2,237,571	Total materials and services	2,060,793	2,060,793	2,060,793	1,500,793	560,000
				Capital outlay					
1,250	-	-	-	Land	-	-	-	-	-
-	-	-	-	Infrastructure	-	-	-	-	-
-	-	-	-	Buildings	-	-	-	-	-
-	-	-	5,000	Other improvements	200,795	200,795	200,795	-	200,795
-	-	135,000	135,000	Vehicles	-	-	-	-	-
-	-	-	-	Furniture and equipment	-	-	-	-	-
1,250	-	135,000	140,000	Total capital outlay	200,795	200,795	200,795	-	200,795
				Debt service					
25,390	26,578	27,821	27,821	Principal	29,123	29,123	29,123	29,123	-
12,709	11,522	10,277	10,277	Interest	8,975	8,975	8,975	8,975	-
-	-	-	-	Issuance costs	-	-	-	-	-
38,099	38,100	38,098	38,098	Total debt service	38,098	38,098	38,098	38,098	-
2,328,416	2,249,908	2,682,337	2,415,669	Total expend before reimburse	2,299,686	2,299,686	2,299,686	1,538,891	760,795
133,393	153,347	171,951	146,542	Reimbursements	194,495	194,495	194,495	150,298	44,197
2,461,809	2,403,255	2,854,288	2,562,211	Total expenditures	2,494,181	2,494,181	2,494,181	1,689,189	804,992
				Other uses					
-	-	40,000	-	Transfers out	93,000	93,000	93,000	-	93,000
-	-	-	-	Debt refunding/discounts	-	-	-	-	-
3,867,806	4,530,618	-	4,701,157	Ending fund balance	-	-	-	-	-
-	-	3,901,798	-	Contingency	4,839,257	4,839,257	4,839,257	2,296,874	2,542,382
\$ 6,329,614	\$ 6,933,873	\$ 6,796,086	\$ 7,263,368	Total uses	\$ 7,426,438	\$ 7,426,438	\$ 7,426,438	\$ 3,986,064	\$ 3,440,374



City of Sherwood, Oregon
2006-07 Budget
Storm Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted	2006-07 Detail	
								Operating	Capital
\$ 2,785,906	\$ 3,145,500	\$ 3,198,346	\$ 3,450,183	SOURCES	\$ 3,599,578	\$ 3,599,578	\$ 3,599,578	\$ 175,211	\$ 3,424,367
-	-	-	-	Beginning fund balance	-	-	-	-	-
-	-	-	-	Revenue	-	-	-	-	-
-	-	-	-	Taxes	-	-	-	-	-
434,955	456,442	539,120	535,000	Licenses and permits	-	-	-	-	-
388,313	315,083	268,000	209,500	Intergovernmental	-	-	-	-	-
36,654	69,325	40,000	91,000	Charges for services	556,025	556,025	556,025	556,025	-
859,921	840,850	847,120	835,500	Infrastructure development	231,000	231,000	231,000	4,000	227,000
-	-	-	-	Fines, interest and other	91,000	91,000	91,000	6,000	85,000
-	-	-	-	Total revenue	878,025	878,025	878,025	566,025	312,000
-	-	-	-	Other sources	-	-	-	-	-
-	-	-	-	Transfers in	-	-	-	-	-
-	-	-	-	Sale of fixed assets	-	-	-	-	-
-	-	-	-	Issuance of long-term debt	-	-	-	-	-
-	-	-	-	Total other sources	-	-	-	-	-
<u>\$ 3,645,827</u>	<u>\$ 3,986,350</u>	<u>\$ 4,045,466</u>	<u>\$ 4,285,683</u>	Total sources	<u>\$ 4,477,603</u>	<u>\$ 4,477,603</u>	<u>\$ 4,477,603</u>	<u>\$ 741,236</u>	<u>\$ 3,736,367</u>
				USES					
				Expenditures					
				Personal services					
\$ -	\$ -	\$ -	\$ -	Salaries and wages	\$ -	\$ -	\$ -	-	-
-	-	-	-	Payroll taxes	-	-	-	-	-
-	-	-	-	Benefits	-	-	-	-	-
-	-	-	-	Total personal services	-	-	-	-	-
230,926	215,584	227,848	185,000	Materials and services	182,445	182,445	182,445	226,650	(44,205)
5,361	5,575	10,500	16,500	Professional & technical	10,500	10,500	10,500	10,500	-
365	23,425	27,457	27,413	Facility and equipment	27,801	27,801	27,801	27,801	-
9,355	5,985	19,343	22,200	Other purchased services	20,500	20,500	20,500	20,500	-
				Supplies					

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City of Sherwood, Oregon
2006-07 Budget
Storm Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted	2006-07 Detail	
								Operating	Capital
-	-	-	-	Community activities	-	-	-	-	-
2,753	1,203	5,000	400	Minor equipment	500	500	500	500	-
-	-	-	-	Other materials and services	-	-	-	-	-
<u>248,761</u>	<u>251,770</u>	<u>290,148</u>	<u>251,513</u>	Total materials and services	<u>241,746</u>	<u>241,746</u>	<u>241,746</u>	<u>285,951</u>	<u>(44,205)</u>
				Capital outlay					
1,250	-	-	-	Land	-	-	-	-	-
1,090	-	-	-	Infrastructure	200,000	200,000	200,000	-	200,000
-	-	-	-	Buildings	-	-	-	-	-
-	-	570,995	-	Other improvements	50,000	50,000	50,000	-	50,000
-	-	-	-	Vehicles	-	-	-	-	-
-	-	-	-	Furniture and equipment	-	-	-	-	-
<u>2,340</u>	<u>-</u>	<u>570,995</u>	<u>-</u>	Total capital outlay	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>-</u>	<u>250,000</u>
				Debt service					
31,736	33,220	34,776	34,776	Principal	36,404	36,404	36,404	36,404	-
15,886	14,400	12,846	12,846	Interest	11,218	11,218	11,218	11,218	-
-	-	-	-	Issuance costs	-	-	-	-	-
<u>47,622</u>	<u>47,620</u>	<u>47,622</u>	<u>47,622</u>	Total debt service	<u>47,622</u>	<u>47,622</u>	<u>47,622</u>	<u>47,622</u>	<u>-</u>
298,723	299,390	908,765	299,135	Total expend before reimburse	539,368	539,368	539,368	333,573	205,795
201,605	236,777	376,192	352,937	Reimbursements	303,638	303,638	303,638	303,638	-
<u>500,328</u>	<u>536,167</u>	<u>1,284,957</u>	<u>652,072</u>	Total expenditures	<u>843,006</u>	<u>843,006</u>	<u>843,006</u>	<u>637,211</u>	<u>205,795</u>
				Other uses					
-	-	-	34,032	Transfers out	940,000	940,000	940,000	-	940,000
-	-	45,000	-	Debt refunding/discounts	-	-	-	-	-
3,145,500	3,450,183		3,599,579	Ending fund balance	-	-	-	-	-
		2,715,509		Contingency	2,694,598	2,694,598	2,694,598	104,026	2,590,572
<u>\$ 3,645,827</u>	<u>\$ 3,986,350</u>	<u>\$ 4,045,466</u>	<u>\$ 4,285,683</u>	Total uses	<u>\$ 4,477,603</u>	<u>\$ 4,477,603</u>	<u>\$ 4,477,603</u>	<u>\$ 741,236</u>	<u>\$ 3,736,367</u>



City of Sherwood, Oregon
2006-07 Budget
Street Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted	2006-07 Detail	
								Operating	Capital
				SOURCES					
\$ 5,139,755	\$ 5,686,679	\$ 7,476,011	\$ 5,640,548	Beginning fund balance	\$ 614,682	\$ 614,682	\$ 614,682	\$ 72,704	\$ 541,978
-	-	-	-	Revenue					
-	-	-	-	Taxes	-	-	-	-	-
770,350	742,385	760,000	762,000	Licenses and permits	-	-	-	-	-
-	621	60,000	-	Intergovernmental	797,000	797,000	797,000	797,000	-
1,082,362	1,262,458	1,382,000	1,206,500	Charges for services	153,600	303,600	303,600	303,600	-
103,596	172,053	85,000	155,000	Infrastructure development	1,503,000	1,503,000	1,503,000	3,000	1,500,000
1,956,309	2,177,516	2,287,000	2,123,500	Fines, interest and other	128,000	128,000	128,000	28,000	100,000
				Total revenue	2,581,600	2,731,600	2,731,600	1,131,600	1,600,000
337,373	749,286	-	-	Other sources					
-	-	-	-	Transfers in	1,328,000	1,328,000	1,328,000	-	1,328,000
-	-	-	-	Sale of fixed assets	-	-	-	-	-
-	-	3,000,000	3,500,000	Issuance of long-term debt	3,920,000	3,920,000	3,920,000	-	3,920,000
337,373	749,286	3,000,000	3,500,000	Total other sources	5,248,000	5,248,000	5,248,000	-	5,248,000
\$ 7,433,437	\$ 8,613,481	\$ 12,763,011	\$ 11,264,048	Total sources	\$ 8,444,282	\$ 8,594,282	\$ 8,594,282	\$ 1,204,304	\$ 7,389,978
				USES					
				Expenditures					
				Personal services					
\$ -	\$ -	\$ -	\$ -	Salaries and wages	\$ -	\$ -	\$ -	-	-
-	-	-	-	Payroll taxes	-	-	-	-	-
-	-	-	-	Benefits	-	-	-	-	-
-	-	-	-	Total personal services	-	-	-	-	-
				Materials and services					
565,282	1,726,830	2,261,587	87,500	Professional & technical	12,500	12,500	12,500	12,500	-
190,251	232,786	322,600	323,900	Facility and equipment	303,700	316,000	316,000	316,000	-
5,976	6,672	45,877	1,410	Other purchased services	2,800	2,800	2,800	2,800	-
48,195	66,698	70,000	55,000	Supplies	55,000	55,000	55,000	55,000	-
24	-	-	-	Community activities	-	-	-	-	-
-	230	-	-	Minor equipment	2,000	2,000	2,000	2,000	-

Continued on Next Page



City of Sherwood, Oregon
2006-07 Budget
Street Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted	2006-07 Detail	
								Operating	Capital
-	-	-	-	Other materials and services	-	-	-	-	-
809,728	2,033,216	2,700,064	467,810	Total materials and services	376,000	388,300	388,300	388,300	-
				Capital outlay					
183,436	(135)	408,838	200,000	Land	-	-	-	-	-
202,179	354,773	-	36,900	Infrastructure	345,000	345,000	345,000	345,000	-
-	-	-	-	Buildings	-	-	-	-	-
4,422	-	6,728,634	9,148,351	Other improvements	6,634,436	6,634,436	6,634,436	-	6,634,436
-	-	-	-	Vehicles	-	-	-	-	-
-	-	-	-	Furniture and equipment	82,500	82,500	82,500	82,500	-
390,037	354,638	7,137,472	9,385,251	Total capital outlay	7,061,936	7,061,936	7,061,936	427,500	6,634,436
				Debt service					
60,299	63,121	66,075	66,075	Principal	69,167	69,167	69,167	69,167	-
30,183	27,362	24,407	24,407	Interest	21,315	21,315	21,315	21,315	-
-	-	-	-	Issuance costs	-	-	-	-	-
90,482	90,483	90,482	90,482	Total debt service	90,482	90,482	90,482	90,482	-
1,290,247	2,478,337	9,928,018	9,943,543	Total expend before reimburse	7,528,418	7,540,718	7,540,718	906,282	6,634,436
456,511	494,596	639,880	705,823	Reimbursements	599,487	599,487	599,487	302,916	296,571
1,746,759	2,972,933	10,567,898	10,649,366	Total expenditures	8,127,904	8,140,204	8,140,204	1,209,198	6,931,007
				Other uses					
-	-	-	-	Transfers out	-	-	-	-	-
-	-	40,000	-	Debt refunding/discounts	-	-	-	-	-
5,686,679	5,640,548	-	614,682	Ending fund balance	-	-	-	-	-
-	-	2,155,113	-	Contingency	316,378	454,078	454,078	(4,894)	458,971
\$ 7,433,437	\$ 8,613,481	\$ 12,763,011	\$ 11,264,048	Total uses	\$ 8,444,282	\$ 8,594,282	\$ 8,594,282	\$ 1,204,304	\$ 7,389,978



City of Sherwood, Oregon
2006-07 Budget
Telecommunications Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
\$ -	\$ -	\$ -	\$ (14,932)	SOURCES			
				Beginning fund balance	\$ (124,572)	\$ (124,572)	\$ (124,572)
				Revenue			
-	-	-	-	Taxes	-	-	-
-	-	-	-	Licenses and permits	-	-	-
-	300,000	-	-	Intergovernmental	-	-	-
-	-	92,630	14,500	Charges for services	99,000	99,000	99,000
-	-	-	-	Infrastructure development charges	-	-	-
-	-	-	-	Fines, interest and other	-	-	-
-	300,000	92,630	14,500	Total revenue	99,000	99,000	99,000
				Other sources			
-	-	-	-	Transfers in	-	-	-
-	-	-	-	Sale of fixed assets	-	-	-
-	-	-	300,000	Issuance of long-term debt	-	-	-
-	-	-	300,000	Total other sources	-	-	-
\$ -	\$ 300,000	\$ 92,630	\$ 299,568	Total sources	\$ (25,572)	\$ (25,572)	\$ (25,572)
				USES			
				Expenditures			
				Personal services			
\$ -	\$ -	\$ -	\$ -	Salaries and wages	\$ -	\$ -	\$ -
-	-	-	-	Payroll taxes	-	-	-
-	-	-	-	Benefits	-	-	-
-	-	-	-	Total personal services	-	-	-
				Materials and services			
-	2,129	48,690	19,750	Professional & technical services	15,000	15,000	15,000
-	4,428	6,000	8,309	Facility and equipment	17,000	17,000	17,000
-	18,211	15,000	30,009	Other purchased services	22,500	22,500	22,500
-	-	-	1,472	Supplies	-	-	-

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City of Sherwood, Oregon
2006-07 Budget
Telecommunications Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
-	-	-	-	Community activities	-	-	-
-	19,540	-	40,000	Minor equipment	-	-	-
-	-	-	-	Other materials and services	-	-	-
-	44,308	69,690	99,540	Total materials and services	54,500	54,500	54,500
-	-	-	-	Capital outlay	-	-	-
-	-	-	-	Land	-	-	-
-	-	-	-	Infrastructure	-	-	-
-	-	-	-	Buildings	-	-	-
-	-	-	-	Improvements other than buildings	-	-	-
-	-	-	-	Vehicles	-	-	-
-	262,767	-	310,000	Furniture and equipment	65,000	65,000	65,000
-	262,767	-	310,000	Total capital outlay	65,000	65,000	65,000
-	-	-	-	Debt service	-	-	-
-	-	-	-	Principal	-	-	-
-	-	-	-	Interest	-	-	-
-	-	-	-	Issuance costs	-	-	-
-	-	-	-	Total debt service	-	-	-
-	307,074	69,690	409,540	Total expenditures before reimbursements	119,500	119,500	119,500
-	7,858	21,559	14,600	Reimbursements	66,147	66,147	66,147
-	314,932	91,249	424,140	Total expenditures	185,647	185,647	185,647
-	-	-	-	Other uses	-	-	-
-	-	-	-	Transfers out	-	-	-
-	-	-	-	Long-term debt refunding/discounts	-	-	-
-	(14,932)	-	(124,572)	Ending fund balance	-	-	-
-	-	1,381	-	Contingency	(211,219)	(211,219)	(211,219)
\$ -	\$ 300,000	\$ 92,630	\$ 299,568	Total uses	\$ (25,572)	\$ (25,572)	\$ (25,572)

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City of Sherwood, Oregon
2006-07 Budget
Property Tax Description

Property Tax Levies

There are three types of property tax levies in Oregon. The permanent rate levy funds general city operations. The debt service levy is used for principle and interest payments on general obligation bonds approved by the voters. Local option levies, which Sherwood currently does not have, are voter-approved, time-limited levies for specified purposes.

The Washington County Department of Assessment and Taxation determines assessed values and collects taxes. Property is assessed January 1 for the fiscal year beginning July 1. Taxes are due in equal installments on November 15, February 15, and May 15. Discounts are allowed for taxes paid in full by November 15.

Assessed Value

Each local government's tax rate was determined by the state in 1997. Sherwood's permanent rate is \$3.2975 per \$1,000 of assessed value. No action of the city can increase the permanent tax rate.

Ballot Measure 50, implemented in the 1997-98 tax year, limits assessed value to the lower of Maximum Assessed Value (MAV) or Real Market Value (RMV). Maximum Assessed Value increases by 3% annually.

There are exceptions to the 3% annual increase. Maximum Assessed Value may increase by more than 3% if:

- there is new construction or improvements
- the property is partitioned or subdivided
- rezoning occurs and the property is used consistent with rezoning

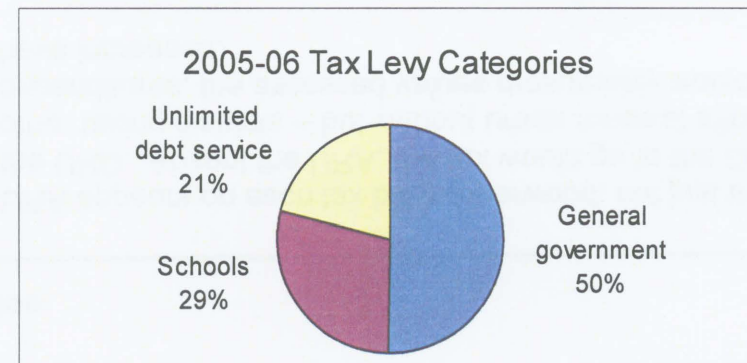
Limits and Compression

The total tax on a given piece of property is limited as follows:

- *General Government:* \$10 per \$1,000 of Real Market Value
- *Schools:* \$5 per \$1,000 of Real Market Value
- *Unlimited debt service:* levies to pay bonds for capital construction projects are not subject to limitation.

If the total tax bill exceeds the limits, taxes are reduced in a process called compression.

In 2005-06, Sherwood property owners paid tax as follows:





City of Sherwood, Oregon
2006-07 Budget
Property Tax Description

Effect of the Sherwood Urban Renewal Agency

The Urban Renewal District is a geographic area within the City of Sherwood, defined in the Urban Renewal Plan. The purpose of the district is to eliminate blight and create an environment in which the private sector may develop uses consistent with the goals of the Urban Renewal Plan. The District borrows to fund infrastructure and other improvements, receives property taxes calculated on the increased assessed values, and uses the taxes to pay debt service on the borrowings.

The URA began operations in 2001-02. The assessed value in the district was determined at that date and became the frozen base. In subsequent years, the incremental assessed value is the difference between the assessed value in the district and the frozen base. Each year, the URA receives property tax attributable to the incremental assessed value; the city general fund receives property tax attributable to the city's assessed value less the URA incremental value.

Property tax for the URA is a portion of the permanent rate levy for the city and each overlapping tax district, not an addition to it. The amount of tax for the URA is *determined* by the incremental assessed value in the Urban Renewal District, but the tax is *collected* by dividing the city's (and each taxing entity's) permanent rate levy. Thus, tax for the

URA appears on each tax bill in Sherwood, not just those in the URD. Absent the URA, the tax would go to the City and other taxing districts -- but without urban renewal efforts and expenditures, the assessed values presumably would not have increased.

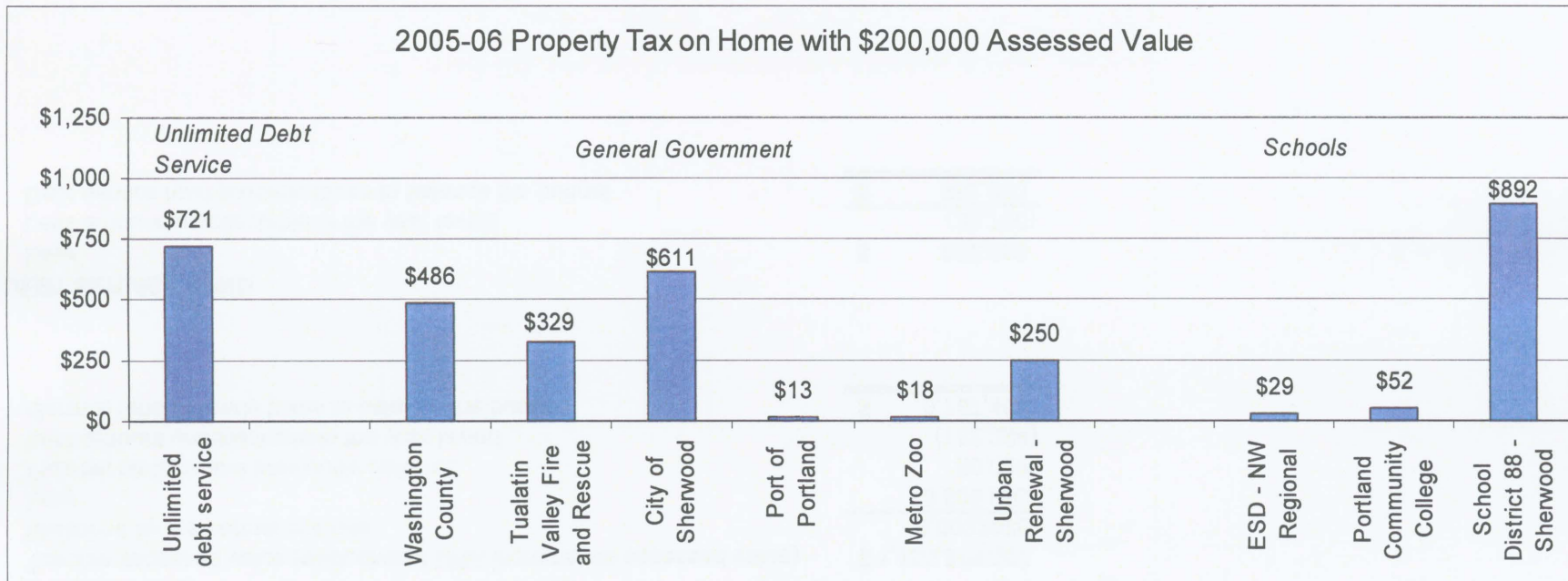
The URD will cease to exist after it has incurred the maximum indebtedness specified in the plan, \$35,347,600.



City of Sherwood, Oregon
2006-07 Budget
Property Tax Description

2005-06 Tax

A Sherwood homeowner with an assessed value of \$200,000 would have paid \$3,401 in property taxes, as follows:





City of Sherwood, Oregon
2006-07 Budget
Property Tax Levies

GENERAL FUND

Taxable assessed value (exclusive of URA incremental assessed value)	\$ 1,155,378,367
Multiplied by the permanent rate	<u>0.0032975</u>
Levy	3,809,860
Plus tax on farmland previously deferred	80,000
Less amount uncollectable in the year levied	<u>(152,394)</u>
General fund property taxes to balance the budget	<u><u>\$ 3,737,466</u></u>

DEBT SERVICE FUND

Levy	\$ 992,503
Less amount uncollectable in the year levied	<u>(39,700)</u>
Debt service fund property taxes to balance the budget	<u><u>\$ 952,803</u></u>



City of Sherwood, Oregon
2006-07 Budget
Capital Project Descriptions

This section provides a brief description of the capital improvement projects included on the Capital Improvement Plan.

GENERAL CONSTRUCTION

- Civic Building – Plan, design, and construct a new library and City Hall in the Old Town area.
- Snyder (Sunset) Park – This project is the planning, design and construction of the park.
- Parks Master Plan – This master plan will describe existing conditions, present the desired future condition and goals for a 20 year period, provide a prioritized development program to achieve this desired condition and recommend a rate and system development charge structure to implement the program.
- City Signage Project – The purpose of the Citywide Wayfinding & Signage project is to establish a vision and long-range plan for the City's signage system. It will be a blueprint for the signage system as it relates to the overall growth of the City as well as to ensure a consistent approach to sign design and graphics systems used within the City. The completed master plan will be the basic criteria upon which future signs and graphics are based, and will provide a citywide consistency in the presentation of information throughout the City.

- American Legion Parking Lot – Demolition of the old residence and construction of a 17 space parking lot is in process and will be completed this year.

WATER

- Water System Master Plan – The master plan is finishing the final feasibility and preliminary alignments for the improvements for the Long Term Water Supply.
- Downtown Improvements – These Improvements are a part of the Downtown Streetscapes Project.
- Long Term Water Supply – This project is the planning, design and construction for the needed improvements to secure a long term water source for the City. Under the general heading, funding is included for all IGA's needed with other agencies as well as general project management. Work funded under Subtask A includes the water main from the Wilsonville Treatment Plant to the Tooze Road tank; Subtask B includes the Tooze Road tank, and Subtask C includes the water main from the Tooze Road tank to the Snyder Reservoir. For these three Subtasks, planning, design, and construction costs are included as well as easement and ROW costs.
- Well 3 Upgrade – This water project is the reconstruction of the existing Well 3 building. As the Cannery Site is developed, the well building will be upgraded to provide a safe and secure building, protecting the City's investment, and blending with and complementing new development in the area. This



City of Sherwood, Oregon
2006-07 Budget
Capital Project Descriptions

project may be deferred to next fiscal year, depending upon development and progress of the Cannery project.

- Wyndham Ridge Pressure Reducing Valve – This project updates the Wyndham Ridge Pump Station operational piping.
- Well 4 Upgrade – Originally, this project was proposed to upgrade the well and pump system, mechanical and electrical systems as well as construct a safe and secure building. It was a critical portion of the well water supply for the City. Now that the Willamette source will provide a secure water source for the City, a decision will be made on future operational scenario of this well. Work on this project may be deferred to next fiscal year.
- Adams Avenue (TS Road to Old Town) – This project will be in coordination with the Adams Avenue improvements.
- Pine Street Improvements – This project will be in coordination with the Pine Street Road project.

SANITARY

- Sanitary Sewer Master Plan – This master plan will describe existing conditions, present the desired future condition and goals for a 20 year period, provide a prioritized development program to achieve this desired condition and recommend a rate and system development charge structure to implement the program. The master plan will also evaluate the

impact of the undeveloped areas within the UGB boundaries.

STORM

- Steel Tek Overflow – This project is the technical evaluation of storm flow issues in the residential area adjacent to the Steel Tek site and design of improvements if needed.

STREET

- Downtown Streetscapes – This was the Downtown Streetscapes Master Plan and the planning and design for the streetscapes construction project.
- Adams Avenue (TS Road to Old Town) – Feasibility and design will be completed this year with Construction of this project as funding is identified.
- Upper Pine Street – Feasibility and design will be completed this year with Construction of this project as funding is identified.
- Railroad Siding Relocation – This project relocated the siding from Old Town to a location between Tualatin Sherwood road and Cipole Road.
- Downtown Railroad Crossings Permitting – This project is a companion to the Downtown Streetscapes Improvements Phase A project. It includes the permitting of the crossings with ODOT (completed last fiscal year) and the construction of the new crossings within the railroad right-of-way.



City of Sherwood, Oregon
2006-07 Budget
Capital Project Descriptions

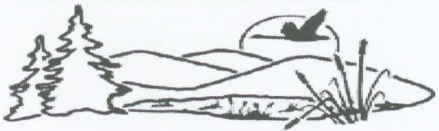
- Downtown Streetscapes Improvements Phase A – The construction project will be drawing to a close with completion expected by mid-November.
- Adams Avenue (TS Road to 99W) – Preliminary scoping of the collector road linking Tualatin Sherwood Road and 99W in the Home Depot area.



City of Sherwood, Oregon
2006-07 Budget
Capital Improvement Plan

Fund Project	Total Project Budget	Projected at June 30, 2006	Budget 2006-07	Fiscal Year Expenditures			
				Forecast			After June 30, 2010
				2007-08	2008-09	2009-10	
GENERAL CONSTRUCTION							
Civic building (Library/City Hall)	\$ 9,800,000	\$ 5,471,732					-
Sunset (Snyder) Park - Phase 3	4,550,000	4,550,000					-
Parks Master Plan	89,000	19,839	\$ 69,000				-
City signage project	240,479	225,000	15,479				-
Am. Legion Parking Lot	137,242	137,242	-				-
Stella Olsen Park Master Plan	50,000			\$ 50,000			-
Total general construction	14,866,721	10,403,813	84,479	50,000	-	-	-
WATER							
Water System Master Plan	288,000	275,000	13,000				-
Downtown Improvements	120,794	120,794					-
Long Term Water Supply	8,000,000	7,250,000	750,000				-
Waterline from Wilsonville to Tooze Rd Tank	5,000,000	100,000	2,500,000	2,400,000			-
Tooze Rd Tank	6,000,000	100,000	2,500,000	3,400,000			-
Waterline from Tooze Rd Tank to Snyder Reservoir	5,000,000	100,000	2,500,000	2,400,000			-
Well 3 Upgrade	448,000		50,000	398,000			-
Wyndham Ridge Pressure Reducing Valve	100,000		100,000				-
Well 4 Upgrade	503,910	10,000	433,723				-
Adams Avenue (T-S Road to Old Town)	100,000	10,000	90,000				-
Pine St Improvements	170,000	17,000	153,000				-
Total water	25,730,704	7,982,794	9,089,723	8,598,000	-	-	-
SANITARY							
Sanitary Sewer Master Plan	250,000	2,189	245,000				-
Total sanitary	250,000	2,189	245,000	-	-	-	-
STORM							
Steel Tek Overflow	50,000		50,000				-
Total storm	50,000	-	50,000	-	-	-	-

Continued on Next Page



City of Sherwood, Oregon
2006-07 Budget
Capital Improvement Plan

Fund Project	Total Project Budget	Projected at June 30, 2006	Budget 2006-07	Fiscal Year Expenditures			
				Forecast			After June 30, 2010
				2007-08	2008-09	2009-10	
STREET							
Downtown Streetscapes, Master Plan & Design	2,060,000	2,054,000	6,000				-
Adams Avenue (T-S Road to Old Town)	4,500,000	300,000	3,000,000	1,200,000			-
Upper Pine Street (Willamette to Sunset)	2,300,000	300,000			2,000,000		-
Railroad siding relocation (C-50)	685,586	685,586					-
Oregon Street Roundabout	194,321	194,321					-
Downtown railroad crossings permitting (C-50)	1,045,000	100,000	945,000				-
Downtown Streets - Construction	10,325,063	8,000,000	2,325,063				-
Oregon Street (Lincoln to Willamette)	630,000			125,000	505,000		-
Adams Avenue (T-S Road to 99W)	4,200,000		100,000	430,000	2,000,000	1,670,000	-
Total street	25,939,970	11,633,907	6,376,063	1,755,000	4,505,000	1,670,000	-
Total capital projects	\$ 66,837,395	\$ 30,022,703	\$ 15,845,265	\$ 10,403,000	\$ 4,505,000	\$ 1,670,000	\$ -

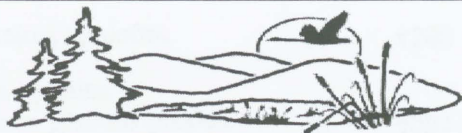


City of Sherwood, Oregon
2006-07 Budget
Personnel FTE Comparison to Prior Years

	2003-04 Actual	2004-05 Actual	2005-06 Budget	(Deletions) Additions	2006-07 Budget
Administration	11.89	13.50	14.60	(1.10)	13.50
Community Development	19.33	19.00	20.60	(0.10)	20.50
Police	20.58	26.25	25.50	(0.50)	25.00
Community Services	10.98	10.63	13.25	(2.72)	10.53
Public Works Operations	15.42	18.00	19.50	1.50	21.00
Total	78.20	87.38	93.45	(2.92)	90.53

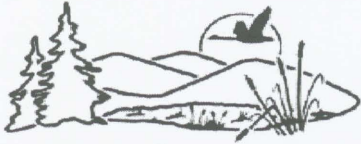
Reasons for change from 2005-06 to 2006-07:

Administration	Finance - Add 1 Staff accountant	1.00
	Increased receptionist hours	0.50
	Court - Eliminate .6 FTE	(0.60)
	Human Resources - Eliminate 1 FTE	(1.00)
	Council and Recorder - Eliminate 1 FTE	(1.00)
		<u>(1.10)</u>
Community Development	Building - Add electrical inspector	0.90
	Engineering - Eliminate 1 FTE	(1.00)
		<u>(0.10)</u>
Police	Increased part time to full time officer	0.50
	Reduced two positions to 6 months	(1.00)
		<u>(0.50)</u>
Community Services	Library - Eliminate 3 positions	(2.10)
	Library - Adjust Hours	(0.22)
	Community Services - Reduce positions .75 FTE	(0.75)
	Community Services - Add .35 FTE temporary	0.35
		<u>(2.72)</u>
Public Works Operations	Add 1 Lead worker and .5 Janitor	1.50
Total		<u><u>(2.92)</u></u>



City of Sherwood, Oregon
2006-07 Budget
Salary Schedule - Management/Supervisory/Confidential

Position	Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Admin Asst III - Confidential	A1	2810	2880	2952	3026	3102	3180	3260	3342	3426	3512	3600
Exec/Confidential Asst Program/Project Supervisor I	A2	3091	3168	3247	3329	3412	3497	3585	3674	3766	3860	3957
Program/Project Supervisor II	B	3400	3485	3572	3662	3753	3847	3943	4042	4143	4246	4352
Program/Project Manager I PW Operations Supervisor Supervising Librarian	C	3740	3834	3929	4028	4128	4232	4337	4446	4557	4671	4788
City Recorder Program/Project Manager II	D	4077	4179	4283	4390	4500	4612	4728	4846	4967	5091	5219
Civil Engineer Police Sgt (non-exempt) Planning Supervisor	E	4444	4555	4669	4785	4905	5028	5153	5282	5414	5549	5688
Building Official Community Services Mgr	F	4799	4919	5042	5168	5297	5430	5566	5705	5847	5993	6143
Human Resource Manager IT Manager	G	5183	5313	5445	5582	5721	5864	6011	6161	6315	6473	6635
Deputy Police Chief City Engineer Community Services Director Public Works Director	H	5546	5685	5827	5972	6122	6275	6431	6592	6757	6926	7099
Community Develop Director Finance Director	I	5934	6082	6234	6390	6550	6714	6882	7054	7230	7411	7596
Assistant City Manager	J	6349	6508	6671	6838	7009	7184	7363	7548	7736	7930	8128



City of Sherwood, Oregon
2006-07 Budget
Salary Schedule - AFSCME Represented

Position	Group	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Library Page	1	1601	1641	1682	1724	1767	1811	1857	1903	1951	1999	2049
	2	1873	1920	1968	2017	2068	2119	2172	2227	2282	2339	2398
Admin Asst I Library Asst I Recreation Specialist	3	2154	2208	2263	2320	2378	2437	2498	2561	2625	2690	2757
Admin Asst II Library Asst II Maint Wkr I	4	2434	2495	2557	2621	2687	2754	2823	2893	2966	3040	3116
Admin Asst III Maint Wkr II	5	2702	2769	2839	2910	2982	3057	3133	3212	3292	3374	3459
Accounting Tech Code Compliance/Evid Tech Department/Program Coord Maint Wkr III Permit Specialist	6	2972	3046	3123	3201	3281	3363	3447	3533	3621	3712	3805
Assistant Planner Librarian Maint Lead	7	3240	3321	3404	3489	3576	3665	3757	3851	3947	4046	4147
Associate Planner CADD/GIS Tech Department/Program Mgr Engineering Associate Inspector I System Technician	8	3531	3619	3710	3803	3898	3995	4095	4197	4302	4410	4520
Inspector II Staff Accountant	9	3814	3909	4007	4107	4210	4315	4423	4533	4647	4763	4882
Business System Analyst Senior Planner	10	4081	4183	4287	4394	4504	4617	4732	4851	4972	5096	5224
Sr. Project Manager	11	4366	4475	4587	4702	4820	4940	5064	5190	5320	5453	5589



City of Sherwood, Oregon
2006-07 Budget
Salary Schedule - SPOA Represented

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Police Officer	\$3,691	\$3,783	\$3,878	\$3,975	\$4,074	\$4,176	\$4,280	\$4,387	\$4,497	\$4,610	\$4,725



City of Sherwood, Oregon
2006-07 Budget
Description of Long-Term Debt

DESCRIPTION OF LONG-TERM DEBT

All debt with repayment terms in excess of one year is shown on the following schedule. Debt, which the City plans to issue in fiscal year 2006-07, is not shown, although debt service on planned loans is budgeted.

The debt is in three sections. The first section is City debt independent of the URA. This includes general obligation bonds and loans paid from City resources. The second section is City loans for Urban Renewal Agency projects. There are intergovernmental agreements for the URA to reimburse the City for debt service on these loans. For all debt to outside parties, "debt service expenditures to maturity" represents principle and interest payments, both of which appear as expenditures in the budget.

The third section on the debt schedule is interfund advances, loans from one City fund to another. Only the interest payment appears as an expenditure in the budget. Principle payments are recorded as a reduction of a liability in the paying fund and a reduction of a receivable in the other.

Interfund Advances

The City's interfund advances are for the following purposes:

- Sunset (Snyder) Park: The park was purchased with water SDCs. Once the determination was made as to how much of the land would be used for water

reservoirs, a proportionate share of the purchase price was recorded as an interfund advance. Parks SDCs will repay the Water Fund for the portion used for sports fields and parks.

- Civic Building Site: In 2002, the City purchased land to be used for the new library and City Hall. Water funds held for future capital projects, but not slated for immediate use, were borrowed for this purchase, and are being repaid by the sale of surplus City buildings.
- YMCA Expansion: In 2002, the Harold and Arlene Schnitzer Foundation pledged \$250,000 for the teen center expansion at the City recreation center, which is operated by the YMCA. The grant is being paid in installments through 2006. To finish the construction, the General Construction Fund borrowed \$150,000 from the Water Fund; future grant receipts will repay the loan.
- Cannery Site: The City purchased about six acres in the Old Town core, known as the cannery site, in 2004. The derelict buildings are being demolished and the land will be resold to developers. Land sale proceeds will repay the sanitary sewer system development charges borrowed for the purchase. Interest payments are to be made annually. Principle payments will be made as the land is sold, with the entire amount due no later than September 2009.



City of Sherwood, Oregon
2006-07 Budget
Debt Service Expenditures to Maturity

	General Obligation Bonds		Subtotal in Debt Service Fund	Loans		2002 Public Works/Fieldhouse
	2004 A&B Refunding	2001 Police		2001 YMCA Refunding	Expansion	
Original amount	\$ 6,045,000	\$ 3,840,000	\$ 9,885,000	\$ 1,461,332	\$ 508,668	\$ 1,900,000
Balance at June 30, 2006	5,780,000	3,210,000	8,990,000	1,239,140	430,860	1,286,994
Payment source	Property taxes			Rent of buildings	Parks SDCs	Rent of buildings and Unrestricted
Paying fund	Debt Service			General	General Construction	General, Water, Sani- tary, Storm & Street
Paying department	-			Administration	-	Community Services
Year Ending June 30	Debt Service Expenditures to Maturity					
2007	\$ 664,050	\$ 298,189	\$ 962,239	\$ 137,706	\$ 47,882	\$ 238,110
2008	659,250	296,889	956,139	137,796	47,913	238,110
2009	643,113	295,389	938,502	137,559	47,831	238,110
2010	637,700	298,370	936,070	137,010	47,639	238,110
2011	624,088	295,871	919,959	139,782	48,604	238,110
2012	619,238	298,006	917,244	138,451	48,141	238,110
2013	622,825	299,521	922,346	140,442	48,833	59,528
2014	621,419	300,396	921,815	138,347	48,104	
2015	623,194	295,780	918,974	139,580	48,533	
2016	628,594	300,541	929,135	136,714	47,537	
2017	622,500	299,494	921,994	137,166	47,694	
2018	-	297,731	297,731	-	-	
2019	-	300,209	300,209	-	-	
2020	-	301,750	301,750	-	-	
2021	-	302,375	302,375	-	-	
2022	-	-	-	-	-	
2023	-	-	-	-	-	
2024	-	-	-	-	-	
2025	-	-	-	-	-	
2026	-	-	-	-	-	
Total	<u>\$ 6,965,971</u>	<u>\$ 4,480,511</u>	<u>\$ 11,446,482</u>	<u>\$ 1,520,553</u>	<u>\$ 528,711</u>	<u>\$ 1,488,188</u>



City of Sherwood, Oregon
2006-07 Budget
Debt Service Expenditures to Maturity

	Loans		Total City	City Loans for Sherwood Urban Renewal Agency Projects		
	2005 Parks & Sports Fields	Willamette River BAN	Debt Independent of URA	2003 Bank Civic Building	2003 OECDD Civic Building & Streets	2004 Land Purchase
Original amount	\$ 2,300,000	\$ 10,000,000	\$ 16,055,000	\$ 2,435,000	\$ 5,845,708	\$ 350,000
Balance at June 30, 2006	1,870,000	10,000,000	13,816,994	1,820,000	5,428,874	280,000
Payment source	Parks SDCs	Water Rates		Reimbursement from the Sherwood Urban Renewal Agency		
Paying fund	General Construction	Water		General		
Paying department	-	-		Administration		
Year Ending June 30	Debt Service Expenditures to Maturity					
2007	\$ 508,580	\$ 10,000,000	\$ 11,894,517	\$ 289,610	\$ 438,350	\$ 49,044
2008	508,450	-	1,888,408	291,622	437,801	47,151
2009	507,810	-	1,869,812	298,280	437,101	45,299
2010	506,660	-	1,865,489	299,406	436,251	43,426
2011	-	-	1,346,455	300,176	435,250	41,554
2012	-	-	1,341,946	305,590	438,486	39,681
2013	-	-	1,171,149	305,472	435,853	37,809
2014	-	-	1,108,266	-	437,879	35,983
2015	-	-	1,107,087	-	434,138	-
2016	-	-	1,113,386	-	434,738	-
2017	-	-	1,106,854	-	434,938	-
2018	-	-	297,731	-	434,483	-
2019	-	-	300,209	-	438,353	-
2020	-	-	301,750	-	436,313	-
2021	-	-	302,375	-	438,553	-
2022	-	-	-	-	434,828	-
2023	-	-	-	-	435,496	-
2024	-	-	-	-	435,233	-
2025	-	-	-	-	-	-
2026	-	-	-	-	-	-
Total	\$ 2,031,500	\$ 10,000,000	\$ 27,015,434	\$ 2,090,156	\$ 7,854,044	\$ 339,947



City of Sherwood, Oregon
2006-07 Budget
Debt Service Expenditures to Maturity

	City Loans for URA		Total City Debt on Behalf of URA	Total Debt to Outside Parties	Interfund Advances			
	2005 Parks & Sports Fields	2006 OECDD Streets			Sunset Park Soccer Field Principle	Interest	Civic Building Site Principle	Interest
Original amount	\$ 830,000	\$ 3,500,000	\$ 12,960,708	\$ 29,015,708	\$ 471,500		\$ 680,000	
Balance at June 30, 2006	830,000	3,500,000	11,858,874	25,675,868	100,558		278,817	
Payment source					Water unrestricted		Water unrestricted	
					Parks SDCs		Sale of buildings	
Paying fund					General Construction		General Construction	
Paying department					-		-	
Year Ending June 30	Debt Service Expenditures to Maturity							
2007	\$ 76,971	269,050	\$ 1,123,025	\$ 13,017,542	\$ 100,558	\$ 3,339	\$ 138,246	\$ 4,684
2008	76,103	269,050	1,121,727	3,010,135	-	-	140,571	2,362
2009	75,219	269,050	1,124,949	2,994,761	-	-	-	-
2010	74,320	269,050	1,122,453	2,987,942	-	-	-	-
2011	73,405	269,050	1,119,435	2,465,890	-	-	-	-
2012	72,474	269,050	1,125,281	2,467,227	-	-	-	-
2013	71,527	269,050	1,119,711	2,290,860	-	-	-	-
2014	70,563	269,050	813,475	1,921,741	-	-	-	-
2015	69,583	269,050	772,771	1,879,858	-	-	-	-
2016	68,585	269,050	772,373	1,885,759	-	-	-	-
2017	67,570	269,050	771,558	1,878,412	-	-	-	-
2018	66,537	269,050	770,070	1,067,801	-	-	-	-
2019	65,485	269,050	772,888	1,073,097	-	-	-	-
2020	64,416	269,050	769,779	1,071,529	-	-	-	-
2021	-	269,050	707,603	1,009,978	-	-	-	-
2022	-	269,050	703,878	703,878	-	-	-	-
2023	-	269,050	704,546	704,546	-	-	-	-
2024	-	269,050	704,283	704,283	-	-	-	-
2025	-	269,050	269,050	269,050	-	-	-	-
2026	-	269,050	269,050	269,050	-	-	-	-
Total	<u>\$ 992,758</u>	<u>\$ 5,381,000</u>	<u>\$ 16,657,905</u>	<u>\$ 43,673,339</u>	<u>\$ 100,558</u>	<u>\$ 3,339</u>	<u>\$ 278,817</u>	<u>\$ 7,046</u>



City of Sherwood, Oregon
2006-07 Budget
Debt Service Expenditures to Maturity

	Interfund Advances				
	Cannery Site		Sunset Park Construction		Total Interfund
	Principle	Interest	Principle	Interest	
Original amount	\$ 1,595,075		\$ 917,478		\$ 3,814,053
Balance at June 30, 2006	1,595,075		740,381		2,764,831
Loaning fund and source	Sanitary regional reimb SDC		Water city improve SDC		
Payment source	Sale of land	Unrestricted	Parks SDCs		
Paying fund	General		General Construction		
Paying department	Administration		-		
Year Ending June 30	Debt Service Expenditures to Maturity				
2007	\$ -	\$ 26,797	\$ 180,171	\$ 13,329	\$ 467,124
2008	-	26,797	183,414	10,086	363,230
2009	-	26,797	186,716	6,784	220,297
2010	1,595,075	26,797	190,080	3,423	1,815,375
2011	-	-	-	-	-
2012	-	-	-	-	-
2013	-	-	-	-	-
2014	-	-	-	-	-
2015	-	-	-	-	-
2016	-	-	-	-	-
2017	-	-	-	-	-
2018	-	-	-	-	-
2019	-	-	-	-	-
2020	-	-	-	-	-
2021	-	-	-	-	-
2022	-	-	-	-	-
2023	-	-	-	-	-
2024	-	-	-	-	-
2025	-	-	-	-	-
2026	-	-	-	-	-
Total	\$ 1,595,075	\$ 107,188	\$ 740,381	\$ 33,622	\$ 2,866,026



City of Sherwood, Oregon
2006-07 Budget
Debt Margin

Total assessed value on January 1, 2005:		<u><u>\$ 1,014,597,352</u></u>
Debt limitation: 3% of total assessed value		\$ 30,437,921
Debt outstanding at June 30, 2005:		
General obligation bonds outstanding	\$ 9,505,000	
Less amount available for repayment of general obligation bonds	<u>(51,856)</u>	
Net debt outstanding that is subject to limitation		<u>9,453,144</u>
Amount of general obligation bonds that could be issued		<u><u>\$ 20,984,777</u></u>



City of Sherwood, Oregon
2006-07 Budget
Transfers

Row	Transfer from: Column -->	Transfer to:			
		Asset Depreciation Fund A	General Construction Fund B	Sanitary Fund C	Total
1	General Fund	12,000	-	-	12,000
2	General Fund	-	-	200,000	200,000
	Total	<u>\$ 12,000</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 212,000</u>

Purpose:

- 1 Set aside unrestricted resources to provide for unanticipated purchase, improvement, or repairs to major capital assets, including eventual replacement of artificial turf at Fieldhouse.
- 2 Proceeds from sale of cannery lot; repayment of interfund loan



City of Sherwood, Oregon
2006-07 Budget
Glossary

Activity: A task, general or specific, undertaken to accomplish objectives, operate programs, or complete projects.

AFSCME: American Federation of State, County and Municipal Employees union.

Accrual basis: A method of timing in the recognition of transactions and events. Please see Modified accrual basis for the alternative method. Accrual basis records revenue when earned and expenses as soon as a liability is incurred.

Appropriation: Authorization to spend a specific amount of money. The City Council gives appropriation authority by adopting the budget.

Assessed value: The value set on real and personal property as a basis for imposing taxes. Assessed values are determined by Washington County.

Budget Committee: The City Council and an equal number of residents appointed by the Council. The Budget Committee receives the budget proposed by City staff. After any changes are made, the Budget Committee approves the budget.

Budget officer: The Finance Director or other person appointed by the City Council to prepare the proposed budget.

CAFR: The Comprehensive Annual Financial Report, the audited report of the City's finances for the fiscal year.

Capital lease: Lease of a capital asset. The lease may or may not result in the City's ownership of the item at the end of the lease term.

Capital assets: Items which have a useful life of two or more years and a cost of \$5,000 or more. These include land, infrastructure, buildings, improvements other than buildings, vehicles, and certain furniture and equipment.

Capital budget: The budget for capital projects, as opposed to operations.

Capital improvement plan: A schedule of planned capital projects and their costs, for three or more years.

Capital outlay: Expenditures for capital assets. Includes all purchased capital assets. Expenditures for constructed capital projects appear in capital outlay, materials and services, and reimbursements, depending on the nature of the expenditure.

Capital projects: Constructed capital assets.

COLA: Cost of living. A COLA increases all salaries at all classes and steps by the same percentage.



City of Sherwood, Oregon
2006-07 Budget
Glossary

Contingency: An amount set aside for unforeseen spending that may become necessary. If the contingency is not used, it will be the amount of fund balance at the end of the fiscal year.

CWS: Clean Water Services, the regional sewer treatment entity. CWS is a County Service District, defined by ORS 451. The City of Sherwood owns and operates sewer and storm water pumping and transmission facilities; CWS receives and treats the wastewater.

Debt service: Principle and interest payments on long-term debt. Principle payments on interfund loans are not included as debt service expenditures.

Department: An organizational unit with a distinct budget.

Depreciation: Expensing the cost of a capital asset over its useful life.

Enterprise funds: A fund that accounts for operations that are financed and operated in a manner similar to private business enterprises. They are usually self-supporting. The City's enterprise funds are the Water, Sanitary, Storm, Street, and Telecommunications funds.

Fiscal year: The 12 month period to which the operating budget applies. The City's fiscal year begins on July 1.

FTE: Full-time equivalent. The proportion of a full-time employment position. For example, a full time employee is 1 FTE; someone working 20 hours a week is a .5 FTE.

Fund: A fiscal and accounting entity, segregating resources for the purpose of carrying on specific activities in accordance with legal restrictions.

Fund balance: The amount of available, spend able, financial resources in any given fund at a specified date.

GASB: The Governmental Accounting Standards Board, the body that defines generally accepted accounting principles for governments.

General obligation bonds: Bonds are long-term debt. General obligation bonds pledge the full faith and credit of the City and must be approved by the voters.

GFOA: The Government Finance Officers Association. GFOA awards certificates for budgets and CAFRs which meet peer-reviewed standards.

GIS: Geographic information system, a computerized mapping program.

Goal: Broad, ongoing statements of purpose. There are eight city-wide goals.



City of Sherwood, Oregon
2006-07 Budget
Glossary

Interfund advance: A loan made by one fund to another and authorized by the City Council.

Infrastructure: Infrastructure are assets that are immovable and of value only to the City. It includes roads, bridges, curbs and gutters, sidewalks, drainage systems, lighting systems, and water and sewer systems.

Levy: The amount of property tax certified by the City Council.

Local improvement district (LID): A specific geographic area in which debt service for bonds issued to construct public infrastructure are repaid by assessments on the specific properties benefited by the improvements.

Materials and services: Expenditures for materials and services; i.e., other than personnel, capital outlay, and debt service.

Modified accrual: A method of timing in the recognition of transactions and events. Please see Accrual basis for the alternative method. Modified accrual basis records revenue when earned, if they are collectible within the period or soon enough afterwards to be used to pay liabilities of the period. Expenditures are recorded when a liability is incurred except that debt service payments and other specific accrued liabilities are recognized only when payment is due.

Objective: What we want to accomplish. City-wide objectives are longer term than one year, cross departments, and/or are comprehensive in scope.

Operating budget: Sources and uses necessary for day-to-day operations.

ORS: Oregon Revised Statutes.

PEG: Public, Educational and Governmental Access Channel designations for cable television. Certain franchise fee revenue from cable providers is restricted to the costs of providing such access.

PERS: Oregon's Public Employees Retirement System. City employees working a minimum number of hours are covered by PERS.

Personal services: Expenditures for payroll, payroll taxes, and employee benefits.

Phase: A segment of a project, typically defined by set of related activities or a given period of time.

Program: A definable function. Programs may be ongoing or time limited, within or across departments, and relate to single or multiple objectives. Also refers to a cluster of related departments, such as the Community Development program.



City of Sherwood, Oregon
2006-07 Budget
Glossary

Project: Projects are distinct, with a definable result, process, and beginning and end. Projects are capital or operating.

PSU: Portland State University. The University prepares populations estimates each July 1 for all Oregon municipalities.

Reimbursements: Repayments from the funds and departments responsible for particular expenditures to the funds and departments that initially paid for them. Reimbursements increase expenditures in the reimbursing fund and department, and decrease expenditures in the reimbursed fund and department.

Reserve fund: A fund, defined in Oregon budget law, that accumulates money from year to year for a specific purpose. The City's Asset Depreciation Fund is a reserve fund.

Restricted revenue: Revenue that may be expended only in accordance with limitations imposed by State statute, City Ordinances or Resolutions, or other legal restriction.

SDC: System development charges. Fees charged upon issuance of building permits to offset the cost of infrastructure improvements that are or will be required to provide capacity to serve the development. SDCs are charged for parks, water, sanitary, storm, and streets.

Sources: Financial resources that are or will be available for expenditure during the fiscal year.

SPOA: Sherwood Police Officers' Association union.

TIF: Traffic Impact Fee, a regional SDC. TIFs are governed by Washington County, but collected and used on development within Sherwood by the City.

Transfers: Amounts moved from one fund to finance activities in another fund, with no expectation of repayment.

TRNWR: Tualatin River National Wildlife Refuge. The Refuge lies in and outside the northwest edge of Sherwood.

TSP: Transportation System Plan. A long-range plan for transportation needs and facilities.

TVWD: Tualatin Valley Water District, a regional water supplier. TVWD contracted to operate Sherwood's water utility in October 2000. The contract is for 5 years, with renewal options.

UGB: Urban Growth Boundary. A statewide land use designation that limits the geographic spread of certain types of development.

Unrestricted revenue: Revenue that may be used for any legitimate City purpose. Please refer to "restricted revenue".



City of Sherwood, Oregon
2006-07 Budget
Glossary

URA: The City of Sherwood Urban Renewal Agency. The Agency is a municipal corporation distinct from the City. The Sherwood City Council serves as the Board of Directors for the URA, and its' budget may be obtained from the City of Sherwood.

URD: The urban renewal district, the geographic area encompassed by the City of Sherwood Urban Renewal Agency.

Uses: The ways in which financial resources will be used during the fiscal year.

Mission: A vision statement: "The best town to live in and the best City to work for in Oregon".

WCCLS: Washington County Cooperative Library Services. This regional entity receives property taxes from each city in the consortium. The money is used to fund county-wide services such as the circulation software and interlibrary loan. A portion is returned to each city based on a formula that includes circulation, open hours, and other service-related measures.

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CITY OF SHERWOOD URBAN RENEWAL AGENCY, OREGON

2006-07 Budget

Adopted





City of Sherwood Urban Renewal Agency, Oregon
2006-07 Budget
Budget Message

The City of Sherwood Urban Renewal Agency (URA) is legally separate from the City. The Sherwood City Council serves as the Board of Directors for the URA and is financially accountable for its operations. In accordance with Oregon budget law, the URA prepares its own budget, and the Board of Directors approves its annual appropriations.

Urban renewal agencies are designed to borrow money for community development. The increased property values generate incremental tax revenue, which is used to repay the debt. Because of its stronger credit, the City of Sherwood borrows on behalf of the URA. The City constructs the projects and repays the debt. The URA uses its tax increment revenue to repay the City for debt service. Consequently, the only activity budgeted in the URA itself are receipt of property taxes, payment to the City for debt service, and relatively small program costs such as facade grants.



City of Sherwood Urban Renewal Agency, Oregon

2006-07 Budget

URA General Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
\$ 542,297	\$ 273,952	\$ 108,456	\$ 132,827	SOURCES			
				Beginning fund balance	\$ 613,229	\$ 613,229	\$ 613,229
				Revenue			
792,260	993,696	1,229,588	1,315,834	Taxes	1,366,228	1,366,228	1,366,228
-	-	-	-	Licenses and permits	-	-	-
-	-	-	-	Intergovernmental	-	-	-
-	-	-	-	Charges for services	-	-	-
-	-	-	-	Infrastructure development charges	-	-	-
10,538	6,597	119,465	119,465	Fines, interest and other	-	-	-
802,798	1,000,293	1,349,053	1,435,299	Total revenue	1,366,228	1,366,228	1,366,228
				Other sources			
-	-	-	-	Transfers in	-	-	-
-	74,402	-	-	Sale of fixed assets	-	-	-
-	550,000	-	-	Issuance of long-term debt	-	-	-
-	624,402	-	-	Total other sources	-	-	-
\$ 1,345,096	\$ 1,898,647	\$ 1,457,509	\$ 1,568,126	Total sources	\$ 1,979,457	\$ 1,979,457	\$ 1,979,457
				USES			
				Expenditures			
				Personal services			
\$ -	\$ -	\$ -	\$ -	Salaries and wages	\$ -	\$ -	\$ -
-	-	-	-	Payroll taxes	-	-	-
-	397	-	-	Benefits	-	-	-
-	397	-	-	Total personal services	-	-	-
				Materials and services			
69,172	29,594	16,500	7,000	Professional & technical services	25,000	25,000	25,000
105	2,763	-	-	Facility and equipment	-	-	-
1,310	2,585	3,500	2,242	Other purchased services	8,000	8,000	8,000

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City of Sherwood Urban Renewal Agency, Oregon
2006-07 Budget
URA General Fund

2003-04 Actual	2004-05 Actual	2005-06 Budget	2005-06 Projected		2006-07 Proposed	2006-07 Approved	2006-07 Adopted
3,503	10	-	-	Supplies	-	-	-
44,001	40,060	35,000	10,000	Community activities	30,000	30,000	30,000
-	-	-	-	Minor equipment	-	-	-
912,285	300,000	-	-	Other materials and services	190,514	190,514	190,514
1,030,376	375,012	55,000	19,242	Total materials and services	253,514	253,514	253,514
-	-	-	-	Capital outlay	-	-	-
-	-	-	-	Land	-	-	-
-	-	-	-	Infrastructure	-	-	-
-	550,000	-	-	Buildings	-	-	-
-	15,000	-	-	Improvements other than buildings	-	-	-
-	-	-	-	Vehicles	-	-	-
-	-	-	-	Furniture and equipment	-	-	-
-	565,000	-	-	Total capital outlay	-	-	-
-	-	-	-	Debt service	-	-	-
-	445,386	621,773	500,448	Principal	634,091	634,091	634,091
-	326,715	580,111	350,657	Interest	491,218	491,218	491,218
3,850	-	-	-	Issuance costs	-	-	-
3,850	772,101	1,201,884	851,105	Total debt service	1,125,309	1,125,309	1,125,309
1,034,225	1,712,510	1,256,884	870,347	Total expenditures before reimbursements	1,378,823	1,378,823	1,378,823
36,918	53,310	92,064	90,428	Reimbursements	81,381	81,381	81,381
1,071,144	1,765,820	1,348,948	960,775	Total expenditures	1,460,204	1,460,204	1,460,204
-	-	-	-	Other uses	-	-	-
-	-	-	-	Transfers out	-	-	-
-	-	-	-	Long-term debt refunding/discounts	-	-	-
273,952	132,827	-	613,229	Ending fund balance	-	-	-
-	-	108,561	-	Contingency	519,253	519,253	519,253
\$ 1,345,096	\$ 1,898,647	\$ 1,457,509	\$ 1,574,004	Total uses	\$ 1,979,457	\$ 1,979,457	\$ 1,979,457