City of Oak Ridge, Tennessee
Fiscal 2013 Budget

City of Oak Ridge, Tennessee
Fiscal Year 2013 Annual Budget

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CITY MANAGER

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CITY OF OAK RIDGE
VISION, VALUES, AND MISSION

Our Citizens' Vision

WE WANT OAK RIDGE TO BE AN EXCEPTIONAL PLACE FOR ALL TO LIVE, WORK, AND VISIT

As an Organization, We Value:

- PROGRESSIVE, CUSTOMER-ORIENTED SERVICE
- A WELL TRAINED, SAFETY-CONSCIOUS STAFF
- OUR EMPLOYEES AND THEIR FUTURE
- OPENNESS AND DIVERSITY
- PERSONAL INTEGRITY
- LEADERSHIP

Our mission:

TO BE A LEADER AND PARTNER IN ACHIEVING EXCELLENCE AS A COMMUNITY.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Oak Ridge

Tennessee

For the Fiscal Year Beginning

July 1, 2011

President Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Oak Ridge, Tennessee for its annual budget for the fiscal year beginning July 1, 2011.

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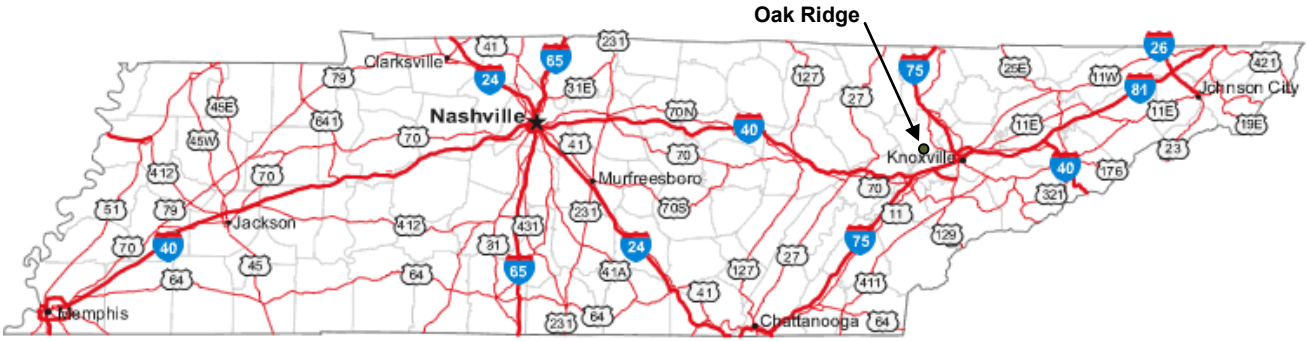
OAK RIDGE INFORMATION

Location



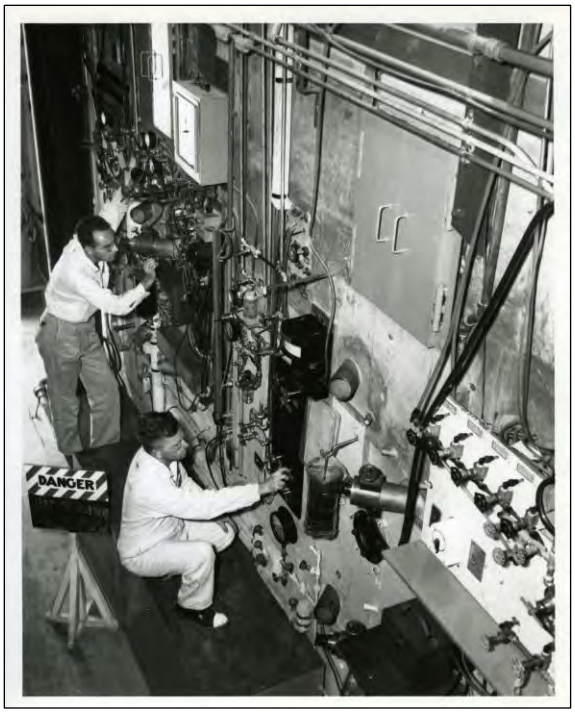
The City of Oak Ridge is located in the eastern part of the State, approximately 22 miles northwest of Knoxville. The City occupies a southern portion of Anderson County and an eastern portion of Roane County. Approximately, eighty-three percent of the City's taxable parcels are located in Anderson County, while only about seventeen percent of the parcels are in Roane County. Oak Ridge is approximately ninety-two (92) square miles in area and includes the plant and facilities of the U.S. Department of Energy. Residential, commercial and municipal owned portions of the City make up nearly thirty (30) square miles. The remaining area of the City is owned by the Department of Energy. The population of Oak Ridge according to the 2010 census is 29,330, an increase of 1,943 over the 2000 census population.

Oak Ridge borders the Clinch River's navigable waterway for 42 miles along the shores of Watts Bar and Melton Hill Lakes. Two state highways, Route 95 and Route 62, intersect in the middle of the City. Access to Interstates 75 and 40 is within 9 miles.

History

Oak Ridge is a thriving, diverse, self-governing city. It boasts of top tier city services, attractive green spaces, an excellent and highly ranked school system and multiple cultural opportunities. It is an intriguing place with beautiful terrain and a rich and unique history.

Oak Ridge was built in 1942 when a 60,000-acre section of Anderson and Roane counties was selected by the United States government to become a complex and secret part of the World War II “Manhattan Project.” This area that is now Oak Ridge was chosen to become the location for the government’s production plants of uranium-235, a component of the first atomic bomb. Constructed by the U.S. Corps of Engineers, the early task of the plant was the separation of fissionable uranium-235 from the more stable uranium-238 by an electro-magnetic process. Some 80,000 workers were hired for emergency construction of the laboratories and offices in the then 56,000-acre site.



The original town site was built during World War II to house and furnish necessary facilities for the employees of the uranium plants. The required workforce – engineers, construction workers, scientists, skilled craftspeople, teachers and many others - brought their families to Oak Ridge from many parts of the United States and the world. This blending of people, ideas and cultures continues to make Oak Ridge the distinct and remarkable city it is today.

The project was transferred to the Atomic Energy Commission in 1947, and the community was operated by contractors under the control of the Atomic Energy Commission.

In 1955, Congress passed Public Law 221, which allowed the Atomic Energy Commission to sell the homes and land to the residents and to give the City all municipal facilities if it voted to incorporate. By 1959, all housing had been sold and residents voted overwhelmingly in favor of incorporation under a modified city manager-council form of government.

The Oak Ridge Public Library has a collection of Oak Ridge historical memorabilia established to gather, catalogue and preserve the records and history of Oak Ridge and to provide assistance to the public in researching Oak Ridge history. Information and artifacts reveal what life was like in the 1940's when Oak Ridge was a brand new town built to government wartime specifications. The library is fortunate to have the Department of Energy Photograph Collection, taken by Ed Wescott during his years as Atomic Energy Commission photographer. Written works by Oak Ridgers such as Bill Wilcox, George Jasny, Walcott Watson, John Googin, Alvin Weinberg, Sam Sapirie and William Pollard reveal Oak Ridge's influential place in science and history. This collection of unique and fascinating items is located in the Oak Ridge Room at the Oak Ridge Public Library.

Industry and Manufacturing

Since the 1940's, the nuclear industry has been the largest employer for the City and County. Today, the U.S. Department of Energy (DOE), working through its primary subcontractors, BWXT and UT-Battelle, occupies approximately 33,000 acres within the City limits, and employs approximately 9,100 employees in engineering, skilled and semi-skilled crafts, technicians and administrative support. BWXT operates the Y-12 weapons plant facilities and UT-Battelle operates the Oak Ridge National Laboratory.

The ongoing functions of the Y-12 plant support DOE's weapons designs labs, recover U-235 from spent nuclear weapons and provide support to other government agencies. The mission of the Oak Ridge National Laboratory is to develop safe, economical and environmentally acceptable technologies for energy production and use. The Laboratory has greatly expanded its mission within recent years to include major developments in the following diverse fields: advanced ceramic materials, robotics, information management and environmental sciences.

In 2006, the $1.4 billion Spallation Neutron Source (SNS) located on 80 acres at the Oak Ridge National Laboratory opened. SNS is an accelerator-based neutron source, when at full power; this one-of-a-kind facility provides the most intense pulsed neutron beams in the world for scientific research and industrial development. SNS was built by a partnership of six U.S. Department of Energy laboratories. Along with its sister facility in Oak Ridge, the High Flux Isotope Reactor, SNS makes Oak Ridge a mecca for neutron-scattering research that is used for making a variety of materials stronger, lighter and cheaper. This includes things like medicine, food, electronics, and cars and airplanes, which have all been improved by neutron-

scattering research. The SNS has about 2,000 visiting scientists per year to conduct experiments and it is anticipated that numerous small industries will be generated from these experiments and findings.

DOE is continuing to research and develop solutions to local and national problems related to radioactive and hazardous wastes. Using their own facilities in the City, DOE through its subcontractors has begun a significant program to implement environmental remedial action in and around the Oak Ridge Reservation.

A dedicated effort by the DOE to transfer technology to the private sector that was heretofore held as proprietary to the U.S. Government alone has led to an unparalleled growth in new business development in the City. Licenses have been granted to existing firms as well as start-up firms to manufacture products for commercial use using state-of-the-art technology in robotics, ceramics and nuclear medicine.

The City has been actively seeking to diversify its economic base from as early as the mid 1960's. In addition, the commercial and industrial portion of the property tax base has risen from 35% in 1987 to 46% in 2011. Currently, there are four industrial parks in the City that were developed by the municipality and two parks that were developed by private firms, including the 1,000 acre developing Horizon Center

Education

The City school system operates schools covering grades kindergarten through 12, with an approximate enrollment of 4,468 students, which includes the preschool, and a professional teaching staff of 421. The primary and secondary schools are among the finest in Tennessee and the nation. In addition to the City system, a parochial school also exists within the city limits covering grades one through eight.

In the fall of 1999, a new approximately 100,000 square foot branch campus for Roane State Community College opened and offers courses in radiation physics, radioactive waste management and a two-year certification program for health physics technicians. Enrollment has consistently exceeded projections. A 64,000 square foot expansion to the Oak Ridge campus is expected to open in the spring of 2014.

Oak Ridge Associated Universities (ORAU), a consortium of six Tennessee and 49 other colleges and universities and a management and operating contractor for the U.S. Department of Energy is also located in the City. A pioneer in technology transfer, with historic contributions in nuclear medicine and health physics, ORAU today conducts specialized training in nuclear related areas of energy, health and the environment. In particular, ORAU has been able to provide technical assistance to government, the academic community and industry in radiological site assessment, environmental monitoring and provision of radiopharmaceutical internal dose information.

GOVERNMENT STRUCTURE

CITY GOVERNING BODY

The City is governed by a modified City Manager-Council form of government. The governing body of the City is a seven member City Council. Approximately half of the City Council is elected on a non-partisan basis every two years for a four-year term of office. Following each regular City election, the City Council elects one of its members as Mayor to serve for a two-year period as ceremonial head of the City and presiding officer of the City Council. The City Council appoints the City Manager, who is the chief administrative officer of the City. The City Manager appoints all other City employees except the City Attorney, who is appointed by City Council.

The City School System is governed by a five member Board of Education elected at large with four-year terms of office. The Board of Education appoints the Director of Schools, who serves as the chief administrative officer of the school system.

MANAGEMENT & DEPARTMENT ORGANIZATION

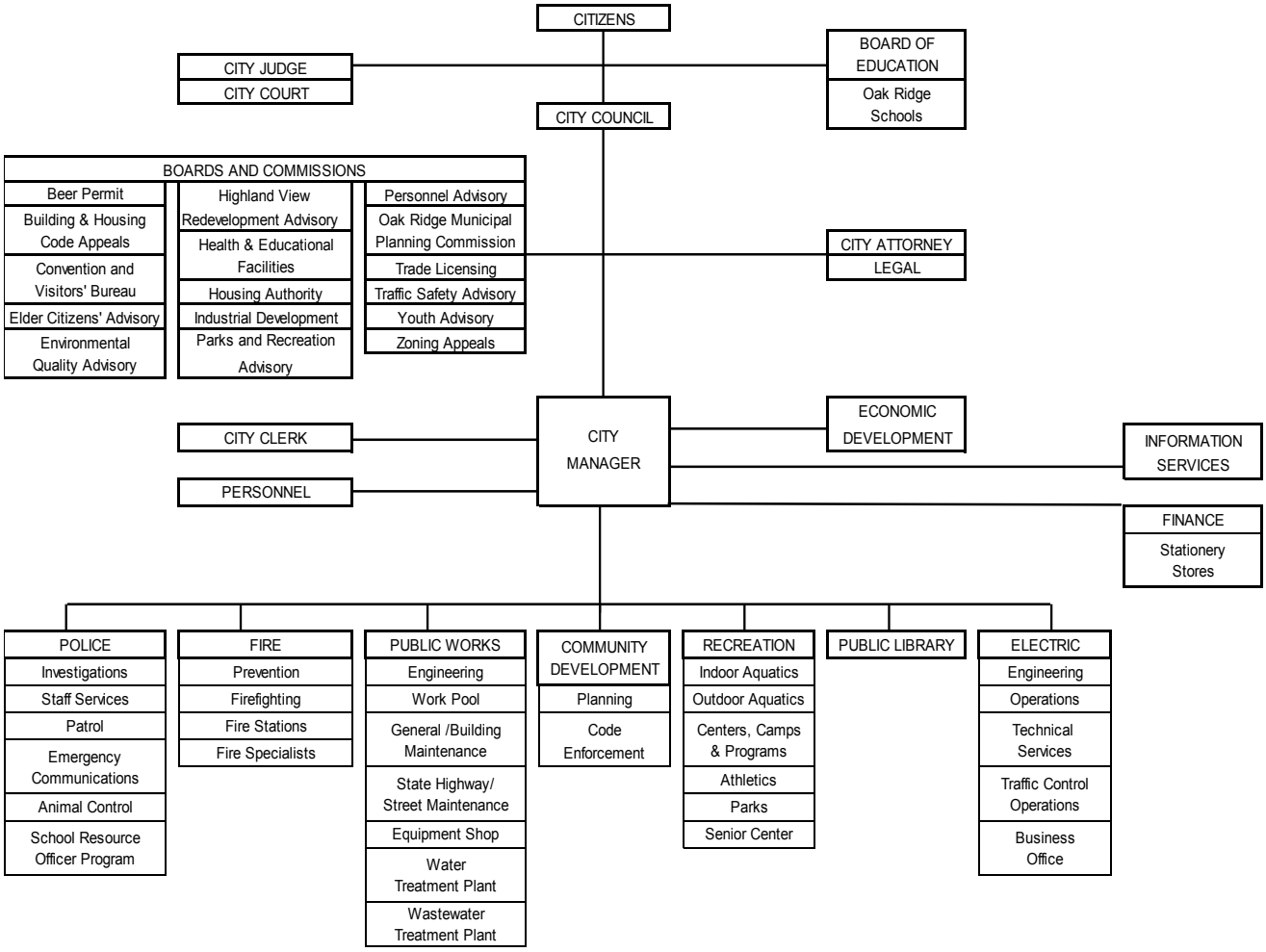
The City provides a wide range of services characteristic of similar jurisdictions in the State including public safety (police and fire protection), education, residential refuse collection, culture-recreational programs, street maintenance, public improvements, planning and zoning, economic development and general administrative services. The City also provides electric and water and sewer collection and treatment services.

All departments of the City are under the supervision and control of the City Manager who is appointed by City Council. A Director appointed by the City Manager heads each department listed below:

- City Clerk
- Personnel
- Finance
- Information Services
- Police
- Fire
- Public Works
- Community Development
- Recreation and Parks
- Library
- Electric

The exceptions are the Legal Department whose departmental head is appointed by City Council and City Court whose department head is an elected Judge. Each department consists of separate entities referred to as activities, which have specific functions and purposes unique to that activity.

City Government Organizational Chart



FINANCIAL OPERATIONS AND FUND STRUCTURE

As required by the City Charter and generally accepted accounting principles (GAAP), all City funds and account groups are organized according to standards established by the Government Accounting Standards Board (GASB). The City's financial reporting system is designed to provide timely, accurate feedback on the City's overall financial position and includes, at a minimum, quarterly reports to the City Council. All City financial statements are audited annually by independent certified public accountants.

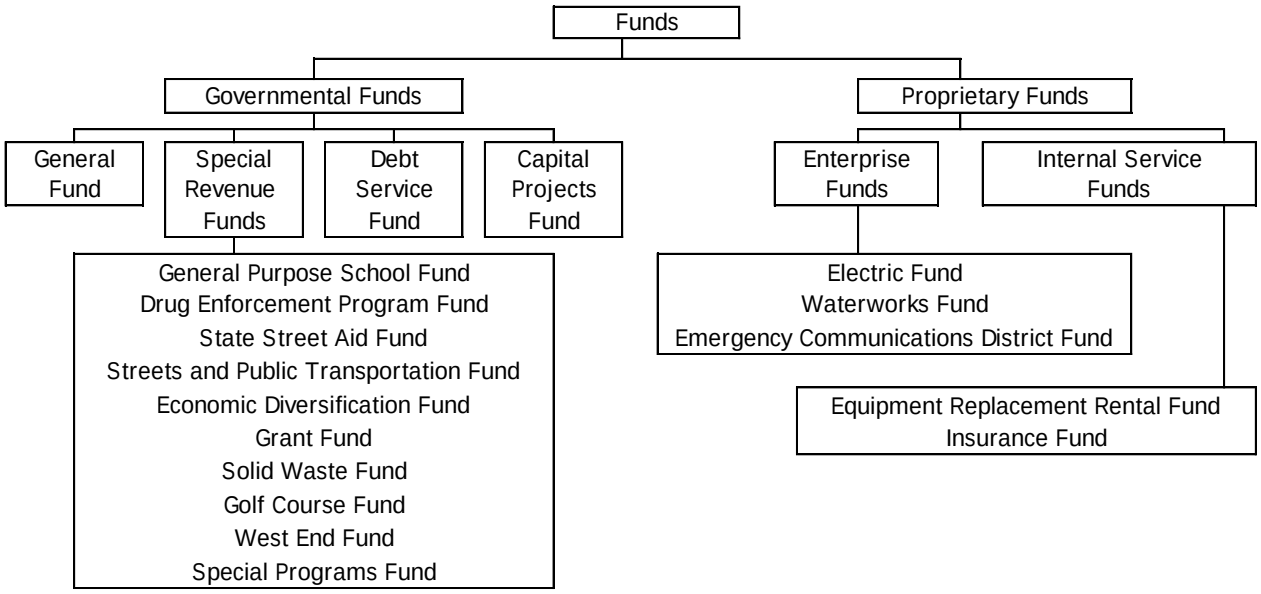
The City has received annually the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for its annual operating budget for the past 30 years. The award recognizes that the annual operating budget meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The City has received annually the GFOA Certificate of Achievement for Excellence in Financial Reporting for its Comprehensive Annual Financial Report since the City was incorporated. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report that satisfies both generally accepted accounting principles and applicable legal requirements.

On an annual basis, the City's financial plans are set forth in the annual operating budget and the capital improvement program as required by applicable provisions of the City Charter. The process for the current year's budget is outlined in Section II of this document.

Funds

The City accounts are organized by fund and account group, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped into two broad fund categories; Governmental Funds and Proprietary Funds, which are then broken down into four and two fund types, respectively. These fund types (such as Special Revenue Funds, Enterprise Funds and Internal Service Funds) may be sub-divided as well.



GOVERNMENTAL FUNDS

Governmental Funds are grouped into four Fund types: General, Special Revenue, Debt Service and Capital Projects Funds. The City annually adopts a balanced budget for these Funds. A balanced budget means that expenditures cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years. The budgeted expenditures, exclusive of operating transfers to other Funds, for each Governmental Fund are approved by City Council as the legal appropriation for that Fund. Expenditures cannot exceed the legally adopted appropriation at the Fund level. The City Manager is authorized to transfer budgeted amounts between departments within any Fund; however, any revisions that alter the total expenditures of any Governmental Fund must be approved by City Council.

General Fund

The General Fund is the principal fund of the City and is used to account for all activities of the City not included in other specified funds. The General Fund accounts for the normal recurring activities of the City (i.e. police, fire, recreation, public works, general government, etc.).

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. The City of Oak Ridge utilizes the following Special Revenue Funds - General Purpose School Fund, Drug Enforcement Program Fund, State Street Aid Fund, Streets and Public Transportation Fund, Economic Diversification Fund, Solid Waste Fund, Grant Fund, Golf Course Fund, West End Fund, and Special Programs Fund.

Debt Service Fund

The Debt Service Fund is used to account for the payment of principal and interest on long-term general obligation debt not serviced by an Enterprise Fund. The General Fund primarily provides funding for this debt service obligation.

Capital Projects Fund

The Capital Projects Fund is used to account for financial resources segregated for the acquisition or construction of major capital facilities other than those financed by enterprise operations. The primary funding source for the Capital Projects Fund is from proceeds from general obligation long-term debt issuances and operating transfer from the General Fund. In fiscal 2000, the General Fund began budgeting annual operating transfers to the Capital Projects Fund to provide funding for routine City and School capital maintenance projects. This transfer was started to reduce the City's reliance on long-term debt proceeds for capital maintenance projects under $300,000.

PROPRIETARY FUNDS

Proprietary Funds are grouped into two generic Fund types: Enterprise and Internal Service Funds. Proprietary Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments of the City on a cost-reimbursed basis. Due to external influences beyond the City's control, actual expenses may vary either higher or lower than projected budgeted expenses in the City's Proprietary Funds. Factors such as weather patterns, mild or severe summers or winters, rainfall or drought conditions, unusual maintenance requirements such as replacement of downed electric lines or water line breaks, quantity of insurance claims, etc. affect the level of expenses of these Funds. The budgeted expenses for the City's Proprietary Funds are therefore not legally appropriated and are presented for informational purposes to show operational projections for the remaining major Funds of the City.

Enterprise Funds

Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs of providing goods or services to the general public be financed or recovered primarily through user charges; or (b) for which the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other

purposes. The City utilizes three Enterprise Funds for municipal operations that includes the Electric Fund, Waterworks Fund and Emergency Communication District Fund.

Internal Service Funds
Internal Service Funds are used to account for the financing of goods or services provided by one department to another department of the City on a cost-reimbursement basis. Budgets are prepared for the two of the City's four internal service funds, Insurance Fund and Equipment City Replacement Rental Fund, and are included in this Section V of this document. Budgets are not prepared for the City's Inventory Fund, which is used to account for the costs of maintaining a central inventory of materials and supplies for use by all activities of the City, or the School Equipment Replacement Rental Fund.

Basis of Accounting

All Governmental Funds are accounted for using the modified accrual basis of accounting and a current financial resources measurement focus. Measurement focus is commonly used to describe the types of transactions and events that are reported in a fund's operating statement. Under the current financial resources measurement focus, the aim of a set of financial statements is to report near-term (current) inflows, outflows, and balances of expendable resources. Revenues are recognized when they become measurable and available as net current assets. Taxes and intergovernmental revenue, with the exception of property taxes, are considered measurable at the point of sale, due date or transaction occurrence for revenue recognition. Availability for revenue recognition purpose is 60-days after fiscal year end. For budget presentation purposes, property tax revenues are recognized in the fiscal year for which they were levied. Licenses and permits, charges for services, fines and forfeitures, and other revenues are recorded as revenue when received in cash.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, an exception to this general rule would include principal and interest on general long-term debt which is recognized when due.

All Proprietary Funds are accounted for using the accrual basis of accounting and the economic resources measurement focus. Under the economic resources measurement focus the aim of a set of financial statements is to report all inflows, outflows and balances affecting or reflecting an entity's net assets. Their revenues are recognized when they are earned and their expenses are recognized when they are incurred. The reserve method is used to estimate the allowance for doubtful accounts for electric, water and wastewater service receivables.

To facilitate the cost accounting process, the City distributes the cost of a number of common use, "overhead" expenses to each General Fund budget activity on the basis of a predetermined cost distribution. Indices such as square footage, number of telephones, and number of clerical personnel are used to assign the cost of utilities, telephones, and other costs on a pro-rata basis.

To further identify the actual cost of each General Fund budget activity, all or a major portion of the work performed by certain service centers is transferred to the benefiting activities under the caption "Reduction of Costs." Examples of service (or cost distribution) centers include 935 Engineering and 845 Information Services. In each case, these activities provide the personnel, supervision, engineering, labor, materials or equipment for construction, maintenance and repair of the City's buildings, water and sewer systems, streets, equipment and other items of physical plant or administrative services necessary for the operation of these Funds. The costs involved are transferred in whole or in part to the benefiting Fund or activity. The purpose of cost distribution is to assign all costs, to the extent practicable, to the budget activity incurring or requiring the expenditure.

Comparison of Governmental and Proprietary Funds

Governmental Funds	Proprietary Funds
Governmental-type activities	Business-type activities
Modified accrual basis of accounting	Accrual basis of accounting
Current financial resources measurement focus	Economic resources measurement focus
City Council adopts annual appropriated expenditures at the fund level	Budgeted expenses are presented in the budget appropriation ordinance for informational purposes
City Manager can transfer budgeted amounts between departments within any fund	Expenses are not legally appropriated

Revenue Policies

1. The City will attempt to develop a diversified and stable revenue system to shelter it from short-run fluctuations in any one-revenue source. Specifically, the City will do the following:

   a. Continually monitor and access the local taxing effort of Oak Ridge as compared to other Tennessee cities.

   b. Aggressively pursue equitable, in-lieu-of-tax payments from the Department of Energy and the United States Congress for existing and new projects located on nontaxable federal property in order to reinforce and enhance a climate of economic competitiveness and vitality in the community.

   c. Move toward a local revenue structure for financing public services, which de-emphasizes the property tax and encourages the use and development of alternative revenue sources such as greater reliance on the local option sales tax.

2. The City will follow an aggressive policy of collecting revenues.

3. The City will consider market rates and charges levied by other public and private organizations for similar services in establishing tax rates, fees and charges.

4. All charges for services, fees and licenses will be reviewed annually and, whenever possible, recommendations for adjustment will be made at one time.

5. The City will consider the establishment of new user fees as an alternative to property tax funding. Before implementation of new user fees, the City will first determine the cost of administering and collecting the fee, what other jurisdictions are charging for similar fees, the purpose of the fee and if it can be accomplished.

6. The City will aggressively seek Federal and State grants. These revenues will be targeted as much as possible to capital improvements.

7. The City will ensure that Oak Ridge receives a fair proportion of all State and County shared taxes and revenue.

8. Whenever possible, revenue sources will be designed or modified to include provisions to automatically allow the collections to grow at a rate that keeps pace with the cost of providing the service.

Debt Management Guidelines

On November 14, 2011, City Council adopted a formal Debt Management Policy. The Debt Policy provides guidelines for the City to manage its debt and related annual costs within current and projected available resources while promoting understanding and transparency for our citizens, taxpayers, ratepayers, businesses, investors and other interested parties. In management of its debt, it is the City's policy:

1. Achieve the lowest cost of capital within acceptable risk parameters.

2. Maintain or improve credit ratings.

3. Assure reasonable cost access to the capital markets.

4. Preserve financial and management flexibility.

5. Manage interest rate risk exposure within acceptable risk parameters.

The City's adopted Debt Management Policy can be viewed in its entirety on the City's web site at www.oakridgetn.gov.

BUDGET PROCESS OVERVIEW

The budget document for the City of Oak Ridge provides historical, present and future comparisons of revenues and expenditures; allocations of resources - both fiscal and personnel; and descriptions of the anticipated annual accomplishments of City programs.

Operating Budget Policies

1. The City will consider as its highest priority the maintenance of basic public services and facilities necessary to meet the needs of its residential, institutional, commercial and industrial "citizens." A basic public service or action is one that would not be provided without public action, and one that is either:
   - Essential to the health and safety of the city's residents; or
   - Necessary in order to avoid irreparable damage to City resources; or
   - A service that the absence of such would cause the City to be generally unacceptable to its residents.

2. After one or more work sessions, Council will provide policy guidance to the City Manager and staff for preparation of the proposed budget for the next fiscal year. Council guidance will define the appropriate service levels for municipal programs and overall personnel policies.

3. The City Manager will prepare an operating budget that supports and adheres to guidelines established by City Council. The City Manager will not be precluded from proposing program expansions based on Council guidance or staff initiatives.

4. The City Manager and others involved in the operating budget preparation process will also use the priorities expressed in the Comprehensive Plan as the framework for review and formulation of the proposed City budget.

5. The Council may meet once or more annually with the Board of Education to discuss the services offered by the Schools and factors affecting budget preparation for next fiscal year.

6. Responsive, quality service will characterize the City of Oak Ridge. All departments of the City will continue periodically to examine and effect changes in program delivery responsibilities or management that would improve productivity, lower costs, enhance service and further communication with the public.

7. The City will continue actions to ensure that all City staff members are sensitive to the special needs of the community and its residents.

8. The City will take steps to continue to increase citizen involvement in the ongoing planning, programming and budgeting process.

9. The City will avoid budgetary procedures that balance current expenditures at the expense of meeting future years' obligations. In particular, the City will continue the scheduled level of maintenance and replacement for its infrastructure and fleet.

10. The City will prepare a detailed budget which identifies and accounts for object code expenditure increases from the previous budget year that are greater than the rate of inflation, subject to a minimum increase of $2,000.

11. The City will maintain a budgetary control system to ensure adherence to the budget and will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts.

12. The City will integrate performance measurement and productivity indicators within the budget.

13. In all actions to balance the budget, the City will attempt to avoid layoffs. If possible, any personnel reduction will be scheduled to come permanently from attrition.

Budget Organization

The budget document is organized to provide a summary of the total current year's budget in the Budget Overview Section II of this document. Revenues and expenditures for each fund are located in the applicable fund section of this document. The major portion of the budget consists of detail pages containing a description of the funds and activities along with an expenditure summary for that function. Legal Requirements, the Personnel Schedule, Statistical Information, Glossary and Index conclude the document.

Basis for Budgeting

Budgets for all Governmental Funds (General, Special Revenue, Debt Service and Capital Projects Funds) are adopted on a basis consistent with generally-accepted accounting10 principles (GAAP), except that in the General, Special Revenue and Capital Projects Funds encumbrances are treated as budgeted expenditures in the fiscal year the commitment to purchase is made. Budgeted amounts reflected in the accompanying budget and actual comparisons are as originally adopted or as amended by City Council.

Budgets for all Governmental Funds are approved by City Council and adopted as legal appropriation levels for those funds for that fiscal year. The appropriation ordinance for fiscal year 2013 is presented on page II-12 of this document. A lump sum expenditure amount for each Governmental Fund, exclusive of operating transfers, is approved by City Council as the legal appropriation for that fund. Operating transfer amounts for Governmental Funds and projected expenses for Proprietary Funds (Enterprise and Internal Service Funds) are presented in the appropriation ordinance for informational purposes only.

The City Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by City Council. Expenditures may not exceed appropriations at the fund level.

Formal budgetary integration is employed as an ongoing management control device for Governmental Funds. Budgetary control is also achieved for the Debt Service Fund through general obligation bond indenture provisions. All appropriations that are not expended or encumbered by year-end will lapse.

ADOPTED EXPENDITURES COMPARED TO RATE OF INFLATION

City Council has adopted an operating budget policy which states, "The City will prepare a detailed budget which identifies and accounts for object code expenditure increases from the previous budget year that are greater than the rate of inflation subject to a minimum increase of $2,000." In accordance with this policy, the monetary change and the percentage difference are identified for each object code. An explanation of the most significant expenditure increases is provided in the Significant Expenditure Changes section of each activity summary sheet except for Personal Services, outlined below.

PERSONAL SERVICES CALCULATIONS

In the FY 2013 Budget, the expenditure category Personal Services, (Object Codes 5110 through 5175), includes regular, temporary and overtime salaries and related benefits, for employees of the City of Oak Ridge, such as employer contributions for Social Security and retirement and a life and health insurance program.

The salary for each regular employee is allocated to a department activity and budgeted under Object Code 5111. Salary calculations are computed for each employee on the basis of 26 biweekly pay periods using the current pay plan rate adjusted by an average merit increase, if budgeted, for all City employees. Overtime is projected in Object Code 5130. Overtime expenditures are impacted by the Fair Labor Standards Act (FLSA), which requires either payment in cash or compensatory time at time and one-half for all hours worked in excess of normal duty hours. The fiscal 2013 budget included a 1.5% salary adjustment for City employees,

The calculation of the City's contribution for Social Security (Object Code 5141) and the Tennessee Consolidated Retirement System (TCRS) Benefits (Object Code 5150) are mandated based on a percentage of each employee's salary, with the Social Security contribution currently 7.65% and the Retirement contribution 14.87% for both regular civilian employees and regular Public Safety employees. The City's TCRS contribution decreased from 14.99% to 14.87% of gross wages in fiscal 2013. The Retirement contribution percentage is adjusted biennially by the TCRS and will be reviewed again for fiscal 2015. In Object Code 5160, the City also provides individual health insurance coverage, which includes medical insurance, dental reimbursement, long-term disability insurance and life insurance coverage.

Annual Budget Process

The Charter for the City of Oak Ridge provides that prior to the beginning of the fiscal year on July 1; the City Manager shall submit to the City Council a Proposed Budget for the next fiscal year that presents a complete financial plan for the ensuing year. In accordance with the City Charter, the following information must be provided: (a) detailed estimates of all proposed expenditures for each department, board, officer or other agency of the City, showing, in addition, the expenditures for corresponding items for the last preceding fiscal year, appropriations and anticipated expenditures for the current fiscal year, and reasons for recommended departures from the current expenditures pattern; (b) statements of bonded and other indebtedness of the City, including the debt redemption and interest requirements, the debt authorized and unissued, and the condition of the sinking funds; (c) detailed estimates of all anticipated revenues of the City from all sources, including current and delinquent taxes, non-tax revenues and proceeds from the sale of any bonds, with a comparative statement of the amounts received by the city from each of such sources for the last preceding fiscal year, the current fiscal year, and the coming fiscal year; (d) a statement of the estimated balance or deficit, as of the end of the current fiscal year; and (e) any other supporting schedules as requested by City Council.

To ensure compliance with this Charter requirement, a budget schedule is prepared each year to facilitate the decision-making process by providing overall direction to City departments. The budget preparation process begins in late summer when City departments begin preparation of six-year Capital Improvements Program requests for submission to the Community Development Department by late September. By early October, Community Development staff prepares a recommended draft Capital Improvements Plan that is submitted to the City Manager for review and approval. By late October, the consolidated draft document is submitted to the Oak Ridge Regional Planning Commission for review. The program identifies anticipated projects, establishes priorities and identifies the anticipated source of funding. The program, as modified and approved by the Planning Commission, is submitted for Council's consideration by January 31.

In early November, City departments begin assessing new resource needs for the coming year relative to capital equipment, including fleet; extraordinary maintenance requirements; automation services; and proposed new or expanded work programs. Budget requests and supporting documentation are prepared and submitted in by January 31 for Finance Department and the City Manager's review.

A self-evaluation of the departments' objectives and measures of performance for the current year is initiated in November and used in the preparation and development of objectives and performance measurements for the upcoming year. The budget documentation prepared includes a statement of departmental goals and objectives, proposed performance measures, an estimate on the status of performance measures at the end of the current year, traditional object code line item expenditure requests, and justification for expanded expenditure requests and initial financial estimates on the departments' expenditure status by the end of the current fiscal year.

During February, the Finance Department quantifies preliminary budget information for the City Manager's review. Departmental objectives, measures of performance and operating budgets are refined for consolidation in the Proposed Budget document during the month of March. Expenditure and revenue projections for the current fiscal year and estimates for the proposed fiscal year and thereafter are updated with the latest available data. This information permits final adjustments to routine operating expenditures and new and expanded programs for inclusion in the Proposed Budget.

A Proposed Budget for the upcoming fiscal year is presented to the City Council at a date set by City Council in April or May. The Board of Education also presents the General Purpose School Fund budget at this meeting, including a request for appropriation of City funds to meet program obligations. Budget Work Sessions are held with City Council if needed for a detailed review of the proposed operating and capital improvements budgets. These sessions provide the opportunity for City Council to analyze the City Manager's Proposed Budget and to request additional information as needed.

At a meeting date set by City Council, a formal public hearing is held on the Proposed Budget. This meeting provides citizen input to Council on decisions and issues related to the budget. The first reading of the Appropriations Ordinance is also approved as amended by Council during this meeting. City Council adopts the Appropriations Ordinance, as amended, at second reading of the Ordinance, which occurs prior to May 31. Council approval of the Ordinance adopts the Budget for the fiscal year beginning July 1 and sets the tax rate for the upcoming year.

Budget amendments may be made to the original appropriation at any time during a current fiscal year after a public hearing before the council on ten (10) days' notice published once in the official city newspaper, provided that increased appropriations may be made only after the city manager has certified in writing that sufficient amount of unappropriated revenue will be available, except for emergency appropriations as defined by the City's Charter.

II. BUDGET OVERVIEW FISCAL YEAR 2013

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FY 2013 BUDGET PROCESS

This section contains the current year budget process, guidelines for development and an overall summary of the City's fiscal 2013 budget. This includes the budget calendar, which outlines the timetable of the budget process, 2013 budget development assumptions, citywide and departmental 2013 goals and objectives, and 2013 adopted budget ordinance followed by a budget summary for all funds for fiscal 2013.

The fiscal 2013 Budget Assumptions outlined on page II-3 provides the basic guidance perimeters for development of the fiscal 2013 budget used by City staff. This included a 1.5% pay adjustment for City employees, retention of the property tax rate at the 2012 level of $2.39 per hundred dollars of assessed valuation and retention of a minimum $5,000,000 fund balance in the General Fund.

The City Managers' and City departmental goals and objectives through 2013 are presented beginning on page II-4. Departmental goals are also presented in each departmental or applicable Fund section in this document.

The 2013 Budget Ordinance adopted by City Council is located on page II-12. City Council did not approve the operational transfer funding requested by the Oak Ridge Schools from the City for fiscal 2013. The Oak Ridge School Board met and adopted a revised fiscal 2013 budget that was effective on July 2, 2012. Their revisions impacted individual budget line items, but did not change the total appropriation for the General Purpose Schools Fund. The General Purpose School Fund budget as revised is the one incorporated into this document.

This section concludes with an overview of the fiscal 2013 budget beginning on page II-15.

FY 2013 BUDGET CALENDAR

Date	Event	Responsibility
September	City Staff preparation of six-year Capital Improvements Program requests (FY 2013 – FY 2018)	Responsible Departments
10/07/11	Submission of Proposed Capital Improvements Program to Senior Management for preliminary review & approval	Community Development
10/14/11	Compile and Print Proposed Capital Improvements Program Document	Community Development
10/14/11	Submission of Proposed Capital Improvements Program to Planning Commission for review	Community Development
10/12/11	Administrative Public Hearing-Proposed Statement of Community Development Objectives and Projected Use of CDBG Funds	CDBG Committee
10/20/11	Public Work Session on the Proposed Capital Improvements Program Attended by Commissioners, Applicable Planning Commission Department Heads, and Public	Responsible Department, Planning Commission, Community Development
12/15/11	Approval of six-year Capital Improvements Program	Planning Commission
November to April	Preparation of Proposed Budget including budget projections, narratives and schedules	Finance Department
01/23/12	Transmittal of FY 2013 – 2018 Capital Improvements Program to City Council as a communication	Community Development
By March 31	Preparation and submission of all Budget Updates for FY 2013	All Departments
04/09/12	Public Hearing on FY 2013 Community Development Block Grant Proposals	City Council
05/03/12	Presentation of FY 2013 City, Schools, CIP Proposed Budgets and Major Budgetary Recommendations Report to City	City Council, City Manager
05/03/12	Proposed Budget to City Clerk and Public Library for Public Inspection	Finance Department
05/14/12	Public Hearing on FY 2013 Budget	City Council
05/14/12	Council Meeting for first reading and adoption of FY 2013 Budget	City Council
05/29/12	Council meeting for final reading and adoption of FY 2013 Budget and 2012 tax rate	City Council
06/08/12	Effective Date of Budget Ordinance	

FY 2013 BUDGET ASSUMPTIONS

2013 Budget Assumptions

- Retention of current $2.39 property tax rate
- Retention of a minimum fund balance of $5,000,000 in General Fund
- Municipal salaries include a pay adjustment of 1.5%
- Approval of President's Day as additional City holiday
- Incorporation of new Waterworks rates and scheduled rate changes for Jan. 1, 2013
- New Utility debt estimated at $9M to be issued during the budget year

FY 2013 Goals & Objectives

City Wide Goals

CITY MANAGER
Quality of Life

- Initiate progress of the Climate Action Plan (CAP).
- Develop the visionary concept of the Manhattan Project National Historical Park and coordinate with local and national officials to move this project forward.
- Enhance the promotional image and marketing of Oak Ridge as a professional, innovative, and progressive city through its various contractual entities and regional partners.
- Coordinate the City support of events that provide recognizable return on investment and community economy.
- Monitor and support the planning of the City waterfront into a community asset of constantly evolving activities.
- Develop the implementation of the Bicycle-Pedestrian Plan as recently adopted by City Council.
- Support the educational needs of the community through "growing our own" or other such programs, including service/emergency personnel.
- Maintain autonomy of library and evaluate other resources for use, including e-books.

Economics

- Develop further sources of sales tax revenues through Chamber recruitment.
- Develop marketing strategies for use of tax increment programs to incentivize further retail and commercial activity, including other areas.
- Work with the Industrial Development Board (IDB) in actively completing the marketing and build out of Horizon Center and its complimentary infrastructure, as well as pursue other areas and other opportunities.
- Assess regional initiatives and make determinations as to value and return on investment.
- Implement major sewer rate increase to offset costs associated with Environmental Protection Agency (EPA) Administrative Order, including bond financing plan that minimizes rate impact.
- Assess free resources provided by the City for functions and events.
- Actively pursue the use of grants.

Safety

- Incorporate the Oak Ridge Police Department in a targeted approach to eliminating ongoing repeat offenders or locations.
- Enjoin the Oak Ridge Housing Authority (ORHA) into utilizing its resources and powers to overcome housing locations and housing vouchers that harbor criminal or drug activity and aggressive pursue violators of Housing and Urban Development (HUD) and ORHA policy.
- Develop Neighborhood Watches to support level for Police Department through advanced volunteer programs.
- Use existing ordinances to accomplish neighborhood improvements through code enforcement, housing inspections and vehicle parking.
- Improve infiltration and inflow into City sewer system through capital repairs.

Governance

- Enhance communication and reporting from City boards and commissions.
- Develop Comprehensive Plan update on Housing.
- Maintain and improve existing response times for city controlled processes in commercial development.

- Conduct additional focused Council special work sessions governing budget overviews, including better understanding of school budget processes and needs.
- Conduct 1-2 joint meetings with the School Board.
- Appoint new Boards and Commissions utilizing talents needed to accomplish Council defined goals.

Housing

- Conduct a HUD level inspection program on residential housing during occupancy changes with particular focus on City utilities, including sewer system Inflow & Infiltration confirmation.
- Develop legislation and implementation Oak Ridge Community Land Bank.
- Utilize new grant resources for Oak Ridge housing programs through Community Development Block Grants (CDBG) and contracted parties like Aid to Distressed Families of Anderson County (ADFAC).
- Examine city policies that can change highly dense housing pockets in City.

Departmental Goals

CITY CLERK

- Maintain support to City Council, City Manager, City Departments, and City Boards and Commissions.
- Continue to identify and implement technology that leads to increased efficiency and accuracy.
- Develop and implement a process that allows for electronic document management within the City Clerk's Office that complies with applicable laws and regulations.
- Continue to develop the current City Clerk Database to expand its utilization beyond Boards and Commissions, city mail log, and city meeting calendars.
- Develop a streamlined and efficient means of producing the City Council agendas, while creating a uniformed appearance of said agendas.
- Continue to pursue a suitable environment for conservation and accessibility of key city records.
- Increase training with office staff to advance knowledge of current trends in local government, computer hardware and software, records management, and laws and regulations pertaining to the department's procedures and tasks.

LEGAL

- Continue to provide legal assistance and support to City Manager, City Departments, City Boards and Commissions, and City Council.
- Continue to provide legal representation through prosecution in City Court and defense in civil litigation.
- Continue to attend meetings of the Oak Ridge Beer Permit Board as staff liaison.
- Continue to function as the City's Title VI Coordinator for purposes of Title VI compliance.
- Update the City Code for clarity and State law compliance, with particular focus on motor vehicles and beer provisions for FY2013.
- Continue to provide legal research and advice regarding implementation of the "Not in Our City" campaign.

INFORMATION SERVICES

- Assist in the development, implementation, and communication of legislative priorities for the City.
- Oversee the transition of Information Services in city organization.
- Develop short term plan and longer term organizational vision for Information Services.
- Identify additional opportunities for efficiencies and innovation in the provision of information services.
- Excel at customer service, both internal and external.
- Participate in professional development training.
- Complete *Preserve America* Project.

- Support implementation of the Tennessee Oversight Interlocal Agreement.
- Broadcast Council Meetings using the Internet.
- Complete conversion to new City website.
- Expand the VOIP phone system to additional departments.
- Begin implementation of city-wide fiber ring project.
- Implement GIS for the Infor system within Public Works.
- Replace a number of the City's aging Windows File Sharing servers with Windows Distributed File System Replication (DFSR).
- Complete departmental policies and procedures.
- Implement improvements to server file backup system.
- Implement new Helpdesk software package to improve ease-of-use and cost savings.
- Implement an ArcGIS Server and ArcSDE server for GIS data sharing and storage.
- Complete domain name transition to oakridgetn.gov for websites and email.
- Upgrade the Police Records Management Software (RMS) and server.
- Centralize and deploy digital signage technologies for the City departments.

FINANCE DEPARTMENT

- Obtainment of the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the City's 2013 budget document.
- Obtainment of the Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association (GFOA) for the City's 2013 Comprehensive Annual Financial Report (CAFR).
- Review of the City's fixed asset inventory and asset systems toward streamlining processes and replacement of accounting software for these systems.
- Continue departmental reorganization and reallocation of duties.

UTILITY BUSINESS OFFICE

- Implement an internal audit system.
- Examine statement billing.
- Re-evaluate and revise collection efforts.
- Improve the process in issuing solicitor permits.

POLICE DEPARTMENT

- Create and staff Volunteers in Police Service (VIPS) Program.
- Full implementation of Crime Analysis Program.
- Finalization of Records Management System (RMS) upgrade.
- Next Generation 911 compliance.
- TN State Accreditation.

FIRE DEPARTMENT

The Oak Ridge Fire Department's Strategic Plan, has identified Common Vision, Organizational Discipline, Recruitment and Development, Service programs, Planning and Communications as the six primary focus areas to be addressed beginning immediately. To move this plan forward, several goals have been established:

- Begin the planning for replacement of 3 fire suppression apparatus (Engines 1, 2, and 3).
- Purchase a Community Alerting System to notify residence of local emergencies or severe weather alerts.
- Continue the review and updating of our Procedure Guidelines.
- Implement an ordinance regulating dangerous or abandon buildings (Not In Our City).
- Continue to educate officer staff at the National Fire Academy at a minimum of one 2-week class per year per Officer.
- Continue succession planning for Battalion Chief Officers through participation in the National Fire Academy executive officer and management classes.
- Develop and deliver a Company Officer and acting officer academy.

- Provide promotional testing for Fire Captain and Fire Engineer.
- Develop table top exercises to test the City's Emergency Operations Center (EOC) and train battalion chiefs to staff the EOC along with other city departments.
- Continue to provide outreach training to businesses on fire safety and extinguisher use and CPR.
- Continue to work with Anderson County for the updating of the Hazard Mitigation Plan along with other local planning documents.
- Continue to aggressively seek grant opportunities to fund programs that otherwise would need to be curtailed.

PUBLIC WORKS

General

Grants

- Applied for $250,000 Clean Tennessee Energy Grant Program funded through TDEC for use with energy efficient building projects. If awarded the grant will be matched with an equal amount of funding from the Capital Improvements Fund. The grant will be for a period of two years ending June 30, 2014.
- Continue to administer the City of Oak Ridge Social Services grant funded through the Economic Diversification Fund.

IDB

- Continue to provide support services for the annual PILOT report for the IDB.

Engineering

- Complete in-house design/specifications and let a construction contract for pedestrian safety improvements at the Oak Ridge Turnpike/Oak Ridge High School intersection and at three pedestrian crossings on Melton Lake Drive by October 2012.
- Complete in-house design/specifications and let a construction contract for a sidewalk project along the south side of Oak Ridge Turnpike in the area from Tulane Avenue to Rutgers Avenue by September 2012.
- Complete engineering services contract and let a construction contract for pedestrian improvements along Oak Ridge Turnpike at select intersections as identified in the Oak Ridge Bicycle and Pedestrian Plan by March 2013.
- Prepare amendments to the City Erosion Control and Storm Water Management Ordinance to better address allowable storm water detention methods and property owner's perpetual maintenance responsibility by May 2013.
- Conduct field reviews, prepare punch list and work with DOE and Heritage Center for improvements on several DOE streets to allow dedication to the City for perpetual maintenance purposes.
- Convert the City's pavement management software from the current outdated RSMS to Paver version 6.5 by June 30, 2013.
- Complete contract COR 11-03 and issue notices to proceed for remaining two contracts for improvements to the West End Water distribution system. Complete construction of all three during FY13 allowing the City to provide water from the main water treatment plant located on the east end of Bear Creek Road to Horizon and Heritage Centers and Rarity Ridge located west of the Clinch River.
- Work with TDOT to prepare plans for resurfacing of portions of Emory Valley Road using STP funds which provide an 80/20 match between TDOT and the City. Letting this project for bid is dependent on CSX abandoning the Oak Ridge railway spur and the Emory Valley Road rail crossing and is beyond the control of TDOT and the City.
- Complete construction of two contracts for improvements to the City wastewater collection system that was begun in 2012 and issue notices to proceed and begin construction of remaining two contracts let for bid in 2012.
- Oversee completion of design, bid letting and continuing construction for sewer system improvements required by EPA Administrative Order. Presently there are five contracts under

design for renewal or replacement of gravity sewer lines. In addition Public Works engineering will work with Wastewater Plant maintenance personnel to perform in house replacement of Gregory's lift station pumping equipment. Continue working closely with EPA Program Manager to ensure all design, bidding and construction of all work under EPA Order progresses and remains on schedule and budget.

Street and General Maintenance

- Evaluate Infrared pothole patching method as recommended by TDOT.
- Continue installation of new signage with enhanced retro-reflectivity as required by MUTCD.
- Repair subgrade and asphalt on streets prior to resurfacing.
- Improve drainage on Tuskegee Drive stone road extension.
- Repair probable drainage pipe failure at Blankenship Field.
- Repair damaged sidewalks in conjunction with new sidewalk projects.
- Repair sidewalks and add handicapped ramps in the Woodland area.
- Install curbing at Water Plant road to prevent slope failure along roadway.

Facilities

- Complete ADA accessible public restrooms in the Municipal Building.
- Complete the security renovations to the Police Department.
- Begin renovations to the wall coverings and lighting in the Municipal Building.
- Evaluate expected life span of all HVAC units for future budget inclusion.
- Evaluate roof at 1010 Commerce Park building.
- Install new roof at Water Treatment Plant.
- Install new roof and HVAC at Fire Station 4.
- Renovate Water Plant Filter Gallery to include painting, replacing glass block windows with new windows and install new ceiling tile and lighting.
- Continue painting of the Water Plant Pipe Galleries during the winter months and exterior handrails as time permits during dry weather.
- Complete the restoration of the floor tile in the lobbies of the Municipal Building after Police and restroom renovations are completed.

Fleet Maintenance

- Evaluate free-standing portable lift system for Fire trucks.
- Evaluate current Preventive Maintenance mileage and time requirements for possible cost reduction.
- Add new storage cabinets and shelving to increase productivity and decrease clutter.
- Increase training with the goal of having the mechanics become ASE certified.

COMMUNITY DEVELOPMENT

- Rewrite Article VII of the Zoning Ordinance.
- Not In Our City Campaign.
- Adoption of Form-Based Code for Jackson Square Area.
- Revitalization Project in Jackson Square.
- Revise housing element of the Comprehensive Plan.
- Obtain Rails-to-Trails funding to enhance abandoned railroad rights-of-way.
- Adopt 2012 edition of the International Building, Fire, Plumbing, and Residential Codes.
- Add a Mechanical Permit and Inspection Program.

RECREATION AND PARKS

Aquatics

- Send facility requests for aquatics in March/July and coordinate use with community groups and recurring users.
- Certify 100% of the aquatics guard staff in American Red Cross Lifeguard Training, AED and oxygen administration while training the non-guard staff in basic first aid by June 1, 2013.
- Conduct at least 40 hours of training for the summer staff to include but not limited to customer service training, communications, injury prevention, conflict resolution and emergency procedures.
- Recover between 30-40% of the operating costs for the indoor and outdoor pools.
- Open the Outdoor Pool for Memorial Day Weekend.
- Continue to offer non-summer swimming instruction.
- Sponsor at least five different special events at the Outdoor Pool.
- Offer a WSI class.

Centers, Camps and Programs

- Send facility requests for centers in November and coordinate use with community groups and recurring users.
- Involve each facility monitor and recreation coordinator in the planning, implementation, and evaluation of at least one special event.
- Conduct at least 40 hours of training for the summer staff to include but not limited to customer service training, communications, injury prevention, conflict resolution and emergency procedures.
- Work with personnel in order to have lifeguards and summer camp counselors selected by mid-April.
- Prior to opening, inspect each center/pool on a daily basis to ensure compliance with the cleaning contract and to provide a safe environment for participants, and document all safety inspections and submit repair requests.
- Sponsor at least five seasonal special events at the Civic Center.

Athletics

- Complete the evaluation of light poles and fixtures for athletic fields, update the Capital Improvement Program for 2014 and develop a plan for pole/fixture replacement.
- Send facility requests for athletics in December/June and coordinate use with community groups and recurring users.
- Complete monthly facility inspections, take corrective action in a timely fashion and document actions.
- Include Adult Kickball as a City-sponsored recreational league.
- Convert the Robertsville softball field to a multi-use recreational area.
- Coordinate efforts with AYSO and explore options for adult league soccer in Oak Ridge.
- Host an informational meeting in January 2013 for potential users of City athletic facilities.
- Offer athletic league play for softball, basketball and volleyball.

Youth Advisory Board

- Develop a calendar of Playful City events that promote play within the City and complete the recertification application for Playful City USA.
- Maintain at least a 75% participation level for Graduation Celebration.
- Prepare and present a “State of the Youth Report” to City Council by the end of each fiscal year.
- Sponsor at least one new big event for teens through the Youth Advisory Board.
- Promote and sponsor a Disc Golf tournament/class.
- Complete the Facility Notebook for front desk reference and on-line access to Recreation and Park facilities.

- Increase the department's visibility by fully utilizing social media, web page and print media to market activities and programs and re-enforce the concept of the department as a community resource and a contributor to the quality of life in Oak Ridge.

Parks Division

- Complete the construction and hold a dedication for the new Waterfront pavilion at Melton Lake Park.
- Maintain the designation by the National Arbor Day Foundation as Tree City USA, including sponsorship of the annual Arbor Day Ceremony and educational programs for elementary schools.
- Complete the installation of benches and plantings along Melton Lake Greenway Phase IV.
- Collaborate with the Electric Department to install dark skies lighting at Cedar Hill Park as a pilot high efficiency lighting project.
- Complete the installation of split rail fencing at the Baseball Complex.
- Remove the basketball court at Elm Grove Park.
- Provide accessibility improvements at Briarcliff Park, including the installation of a sidewalk from the parking lot to the playground and an accessible water fountain.
- Begin to develop a City Master Planting Plan by conducting an inventory of existing trees in city parks and right-of-ways in collaboration with the University of Tennessee.

Scarboro Center

- Involve each facility monitor and recreation coordinator in the planning, implementation, and evaluation of at least one special event.
- Promote and sponsor at least two new programs at the Scarboro Center.
- Continue offering regularly scheduled meetings for senior citizens at the Scarboro Center and provide at least ten educational sessions.
- Increase attendance at the Scarboro Community Center by 10%.
- Continue working with the CNC to sponsor programs and activities.
- Host at least one health screening at the Scarboro Community Center.
- Host an outdoor movie night at the Scarboro Community Center.
- Work with the CNC group to offer a fall event at the Scarboro Center.

Senior Center

- Sponsor at least three educational sessions for seniors per month with the Recreation Program Coordinator being responsible for five sessions during the year.
- Maintain the department's web page with at least weekly updates and ensure the material is current.
- Work to formalize the volunteer program at the Senior Center.
- Update the participant data base at the Senior Center to include age and activity information.
- Start a new program at the Senior Center; educational in nature, that meets at least once a month.
- Provide computer classes at the Senior Center on a regular basis.
- Offer at least five seasonal special events at the Senior Center.

LIBRARY

Administrative

- Continue efforts towards the realization of the Library renovation and expansion project.
- Expand the oral history program.
- Upgrade Sirsi Workflows to Symphony and Webcat to eLibrary.
- Trim collection of less used formats.

Children's Room

- Continue to update all story time folders.
- Weed and update Easy Readers.
- Explore new options for J Easy Reader book leveling.
- Create at least 3 crossover JF/YP reading lists by June 30, 2013.

Circulation

- Continue to offer a variety of adult programs given at Oak Ridge Public Library.
- Continue to investigate the automation of overdue and reserves.
- Continue rotation of topics in the Culture Corner.

Reference

- To develop a "Focus on Reference" area in place of the current Career Center.
- To investigate the costs and features of online Reference databases versus similar print Reference materials.
- To continue processing the special donated collections to the Oak Ridge Room.
- To extend the use of CONTENTdm to the Library Reference collection.

Technical Services

- To complete re-cataloging INFO and TRAVEL DVDs into Dewey categories.
- To continue changing subject headings containing "Cookery" to "Cooking".
- To continue relabeling the fiction books that does not have the "F" designation in their call numbers.

FY 2013 BUDGET ORDINANCE

ORDINANCE NO. 7-2012

TITLE

AN ORDINANCE TO PROVIDE REVENUE FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2012, BY IMPOSING A TAX ON ALL PROPERTY WITHIN THE CITY, FIXING THE RATE OF THE TAX, ADOPTING A BUDGET, AND ADOPTING APPROPRIATIONS.

WHEREAS, the City Manager, in accordance with the requirements of Article V, Section 10, of the Charter of the City of Oak Ridge, has submitted to City Council a proposed budget prior to the beginning of the fiscal year upon which a public hearing was held on May 14, 2012 and May 29, 2012 as required by law; and

WHEREAS, in accordance with the requirements of the same Charter section, the Council held meetings which served to provide guidance to the City Manager on the preparation of the proposed budget.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

Section 1. The budget for the fiscal year beginning July 1, 2012 submitted to City Council by the City Manager, is hereby adopted.

Section 2. In order to provide revenue for municipal purposes, there is hereby imposed on the value of all property within the City of Oak Ridge as such value has been ascertained by the taxing authority of the City, a levy at the rate of $2.39 upon each One Hundred Dollars' ($100.00) worth of assessed value of all taxable property, this levy to be the tax rate for the year 2012. This levy shall also be imposed upon such assessments as may be certified for tax purposes to the City of Oak Ridge by the Public Service Commission of the State of Tennessee.

Section 3. In accordance with Article V, Section 13, of the Charter of the City of Oak Ridge, the following amounts shall be and hereby are adopted as appropriations by funds for the operation of the City of Oak Ridge, Tennessee, for Fiscal Year 2013:

General Fund, Municipal Operations	$ 19,453,250
Debt Service (Bond and Interest Redemption Fund)	$ 8,300,000
State Street Aid Fund	$ 2,064,000
Streets and Public Transportation Fund	$ 260,000
Drug Enforcement Program Fund	$ 300,000
Grant Fund	$ 3,750,000
General Purpose School Fund	$ 56,535,325
Golf Course Fund	$ 1,335,000
Capital Projects Fund	$ 3,685,000
Solid Waste Fund	$ 2,643,000
Economic Diversification Fund	$ 2,385,000
West End Fund	$ 2,918,000
Special Programs Fund	$ 918,302

Section 4. The following amounts in the proprietary-type funds are projected expenses for Fiscal Year 2013 and are provided for informational purposes:

Electric Fund	$ 54,988,374
Waterworks Fund	$ 19,720,000
Emergency Communications District Fund	$ 1,523,980

Section 5. In order to provide funds to meet the expenditure requirements, the following transfers are projected for Fiscal Year 2013 and are provided for informational purposes:

To General Fund For Tax Equivalent	
From Electric Fund	$ 1,466,085
From Waterworks Fund	$ 1,448,000
To General Purpose School Fund for Operations	
From General Fund	$ 13,862,832
To Debt Service Fund	
From General Fund	$ 4,311,470
To Capital Projects Fund	
From General Fund	$ 500,000
From Special Programs Fund	$ 300,000
To Economic Diversification Fund	
From General Fund	$ 50,000
To State Street Aid Fund	
From General Fund	$ 660,000
To Streets and Public Transportation Fund	
From General Fund	$ 60,000
To Solid Waste Fund	
From General Fund	$ 1,636,000
To Grant Fund	
From General Fund	$ 171,850

Section 6. All proceeds received through fines, forfeitures and the disposal of seized goods resulting from the City's drug enforcement program shall be used exclusively for that program. A Special Revenue Fund has been established and any funds expended will be limited to the funds collected for that program.

Section 7. The taxes levied under this Ordinance shall become due and payable, shall become delinquent and shall be subject to penalties, the execution of distress warrants and sale of property levied upon as provided by law.

Section 8. The levy provided for herein shall be imposed on all taxable property as the same has been reported to the Council as a final total assessment of each class of property by the legally constituted Boards of Equalization for property situated in either Anderson County or Roane County within the City of Oak Ridge. The written report of the Equalization Boards shall be the assessment roll of the City of Oak Ridge.

Section 9. This Ordinance shall become effective ten (10) days after adoption on second reading, the welfare of the City of Oak Ridge requiring it.

APPROVED AS TO FORM AND LEGALITY:

Kenneth R. Krushenski, City Attorney

Thomas L. Beehan, Mayor

Diana R. Stanley, City Clerk

Publication Date:	05/03/2012
Public Hearing:	05/14/2012
First Reading:	05/14/2012
Publication Date:	05/21/2012
Public Hearing:	05/29/2012
Second Reading:	05/29/2012
Publication Date:	06/06/2012
Effective Date:	06/08/2012

FY 2013 BUDGET SUMMARY

City Council has directed the City Manager to present a proposed budget that supports current council policies. Any additional programs or major modifications recommended by the City Manager are presented separately to City Council during budget deliberations. The budget is developed in accordance with the City Charter; applicable city ordinances, state and federal laws; and city policies and procedures.

The Oak Ridge School Board submits their requested annual budget appropriation for the General Purpose School Fund and annual operational transfer request from the City to the Schools. These are incorporated into the proposed City budget that is presented for City Council's review and adoption. The modification from the proposed budget submitted to City Council was a reduction of $766,470 in the operational funding requested by the Oak Ridge Schools from the City. The 2013 operational transfer to the Oak Ridge Schools was set at $13,862,832, a $766,470 or 5.2% decrease over fiscal 2012 amounts. This reduction was used to fund budgeted debt service for existing debt that was issued to finance the renovation and expansion of the Oak Ridge High School.

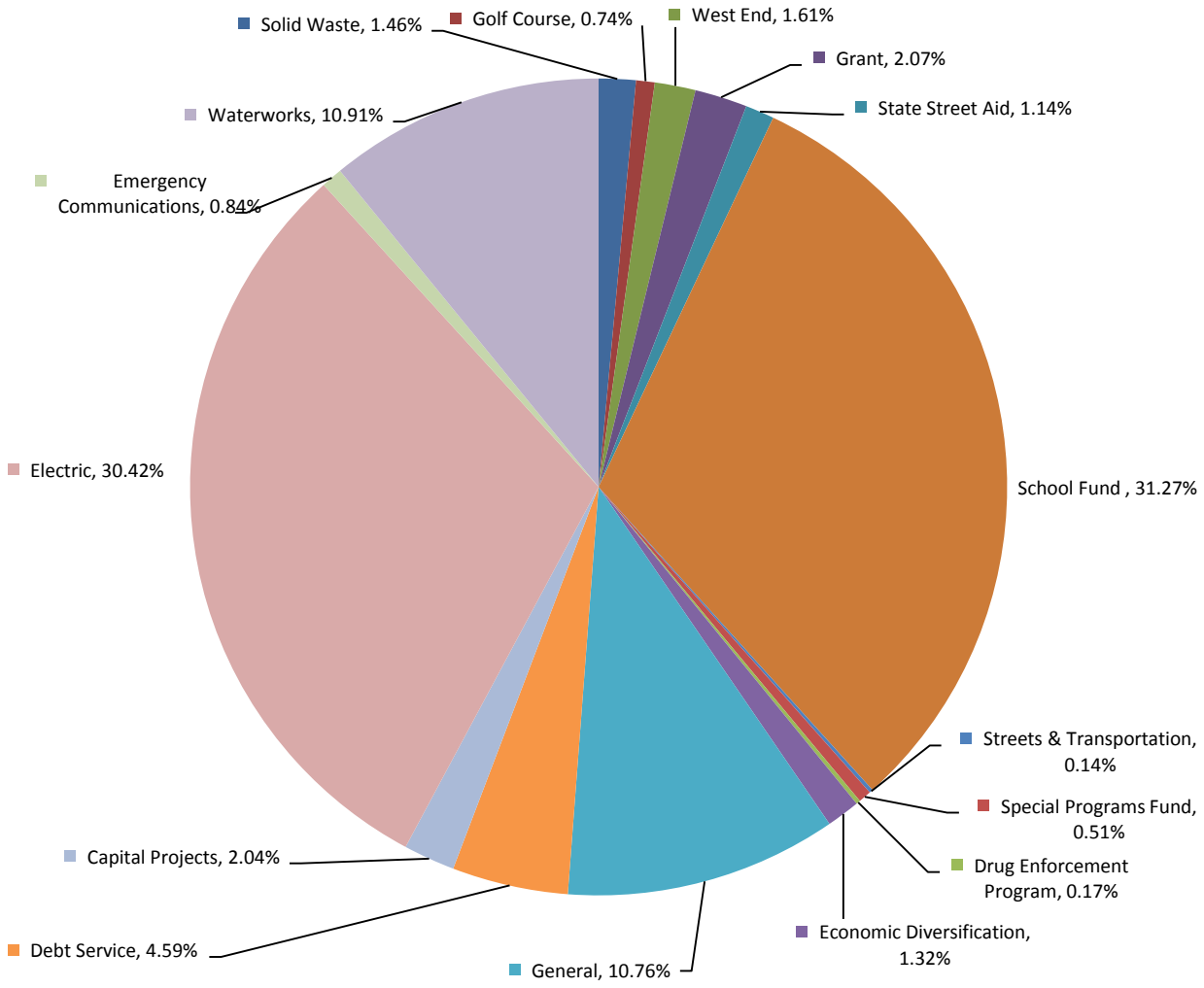
Details of the Oak Ridge School budget are under the purview of the Oak Ridge School Board. City Council appropriates the total General Purpose School Fund budget and sets the annual operating transfer from the City to the Schools, but does not have line item budgetary authority. The General Purpose School Fund budget as revised is the one incorporated into this document. The Oak Ridge Schools issue a separate budget document that details their revenue and expenditure breakdown.

A combined summary spreadsheet of the revenues and expenditures for all City Funds is presented on the next page. The City's budgeted expenditures/expenses for fiscal 2013 for City Funds total $180,779,231. Individual Fund schedules contained throughout this document provide comparisons between the fiscal 2012 and 2013 budgeted expenditures/expenses, as well as actual 2011 and projected 2012 expenditures/expenses for each Fund.

Summary of Revenues, Expenditures & Change in Fund Balance/Net Assets- All Funds – FY 2013

		SPECIAL REVENUE FUNDS												ENTERPRISE FUNDS			
	General	General Purpose School	Drug Enforcement Program	State Street Aid	Streets & Transpor-tation	Economic Diversi-fication	Grant	Solid Waste	Golf Course	West End	Special Programs Fund	Debt Service	Capital Projects	Electric	Waterworks	Emergency Communi-cations	Total All Funds
REVENUES:																	
Taxes	32,407,113	13,402,470	-	-	-	647,675	-	-	-	-	-	1,367,530	-	-	-	-	47,824,788
Licenses & Permits	203,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	203,000
Intergovernmental	3,246,000	23,537,256	60,000	755,000	200,125	1,296,000	3,578,150	-	-	-	-	892,732	1,167,973	-	-	1,277,335	36,010,571
Charges for Services	347,000	465,500	-	-	-	-	-	1,007,000	-	-	-	-	-	55,801,724	21,422,934	250,000	79,294,158
Fines & Forfeitures	362,000	-	55,000	-	-	-	-	-	-	-	435,000	-	-	-	-	-	852,000
Other	528,333	3,247,797	1,750	200	-	-	-	-	1,347,000	2,362,014	125	25,000	5,000	2,428,000	92,574	1,400	10,039,193
Total Revenues	37,093,446	40,653,023	116,750	755,200	200,125	1,943,675	3,578,150	1,007,000	1,347,000	2,362,014	435,125	2,285,262	1,172,973	58,229,724	21,515,508	1,528,735	174,223,710
EXPENDITURES:																	
General Government	1,876,803	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,876,803
Police	6,218,441	-	300,000	-	-	-	158,000	-	-	-	-	-	-	-	-	-	6,676,441
Fire	4,340,474	-	-	-	-	-	30,000	-	-	2,918,000	-	-	-	-	-	-	7,288,474
Public Works	1,988,292	-	-	719,000	-	-	-	2,643,000	-	-	-	-	-	-	-	-	5,350,292
Community Development	709,382	-	-	-	260,000	-	709,822	-	-	-	-	-	-	-	-	-	1,679,204
Recreation & Parks	2,893,011	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,893,011
Library	1,426,847	-	-	-	-	-	315,000	-	-	-	-	-	-	-	-	-	1,741,847
Economic Development	-	-	-	-	-	2,385,000	102,500	-	-	-	-	-	-	-	-	-	2,487,500
Other Activities	-	-	-	-	-	-	2,339,678	-	-	-	918,302	-	-	-	-	449,829	3,707,809
Education	-	56,535,325	-	-	-	-	-	-	-	-	-	-	-	-	-	-	56,535,325
Capital Outlay	-	-	-	1,345,000	-	-	-	-	-	-	-	-	3,685,000	-	-	1,044,544	6,074,544
Debt Service	-	-	-	-	-	-	95,000	-	-	-	-	8,300,000	-	1,052,940	1,915,000	29,607	11,392,547
Golf Operations	-	-	-	-	-	-	-	-	1,335,000	-	-	-	-	-	-	-	1,335,000
Utility Operation	-	-	-	-	-	-	-	-	-	-	-	-	-	53,935,434	17,805,000	-	71,740,434
Total Expenditures	19,453,250	56,535,325	300,000	2,064,000	260,000	2,385,000	3,750,000	2,643,000	1,335,000	2,918,000	918,302	8,300,000	3,685,000	54,988,374	19,720,000	1,523,980	180,779,231
							-										
Excess (Deficiency) of Revenues over Expenditures	17,640,196	(15,882,302)	(183,250)	(1,308,800)	(59,875)	(441,325)	(171,850)	(1,636,000)	12,000	(555,986)	(483,177)	(6,014,738)	(2,512,027)	3,241,350	1,795,508	4,755	(6,555,521)
OTHER FINANCING SOURCES (USES):																	
Private Sources	-	-	-	-	-	-	-	-	-	-	-	511,863	-	-	-	-	511,863
Contingency	-	-	-	-	-	-	-	-	-	-	-	213,388	1,000,496	-	-	-	1,213,884
Transfers In	2,914,085	13,862,832	-	660,000	60,000	50,000	171,850	1,636,000	-	-	-	4,311,470	800,000	-	-	-	24,466,237
Transfers Out	(21,252,152)	-	-	-	-	-	-	-	-	-	(300,000)	-	-	(1,466,085)	(1,448,000)	-	(24,466,237)
Total Other Financing Sources (Uses)	(18,338,067)	13,862,832	-	660,000	60,000	50,000	171,850	1,636,000	-	-	(300,000)	5,036,721	1,800,496	(1,466,085)	(1,448,000)	-	1,725,747
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(697,871)	(2,019,470)	(183,250)	(648,800)	125	(391,325)	-	-	12,000	(555,986)	(783,177)	(978,017)	(711,531)	1,775,265	347,508	4,755	(4,829,774)
ESTIMATED FUND BAL NET ASSETS 7/1/12	7,128,375	5,081,509	198,723	1,054,218	35,352	603,742	112,877	-	1,091,542	667,621	887,064	11,286,655	1,720,990	29,294,378	49,981,991	838,163	109,983,200
ESTIMATED FUND BAL /NET ASSETS 6/30/13	6,430,504	3,062,039	15,473	405,418	35,477	212,417	112,877	-	1,103,542	111,635	103,887	10,308,638	1,009,459	31,069,643	50,329,499	842,918	105,153,426

Budgeted Expenditures\Expenses – All Funds 2013



Outlined below is a comparison of the final budgeted expenditures/expenses from the fiscal 2012 and fiscal 2013 appropriation ordinances by Fund.

Fund	Budget FY 2012	Budget FY 2013	Change Dollars	Change Percent
General Fund Municipal Operations	$ 19,453,250	$ 19,453,250	$ -	0.0%
General Purpose School Fund	56,575,222	56,535,325	(39,897)	-0.1%
Drug Enforcement Program Fund	350,000	300,000	(50,000)	-16.7%
State Street Aid Fund	1,784,000	2,064,000	280,000	13.6%
Street & Public Transportation Fund	260,000	260,000	-	0.0%
Economic Diversification Fund	2,131,000	2,385,000	254,000	10.6%
Grant Fund	4,000,000	3,750,000	(250,000)	-6.7%
Solid Waste Fund	2,531,170	2,643,000	111,830	4.2%
Golf Course Fund	1,335,000	1,335,000	-	0.0%
West End Fund	2,893,000	2,918,000	25,000	0.9%
Special Programs Fund	1,243,000	918,302	(324,698)	-35.4%
Housing Fund	850,000	-	(850,000)	-100.0%
Debt Service Fund	8,142,000	8,300,000	158,000	1.9%
Capital Projects Fund	4,500,000	3,685,000	(815,000)	-22.1%
Electric Fund	51,943,000	54,988,374	3,045,374	5.5%
Waterworks Fund	19,362,000	19,720,000	358,000	1.8%
Emergency Communications District Fund	1,554,000	1,523,980	(30,020)	-2.0%
TOTAL ALL FUNDS	$ 178,906,642	$ 180,779,231	$ 1,872,589	1.0%

The budgeted appropriation of General Fund municipal operations remains at the fiscal 2012 level in order to retain the fiscal 2013 property tax rate at the 2012 level. The $815,000 reduction in funding for the Capital Projects Fund reflects lower available funding for capital projects without an increase in the property tax rate or a new debt issuance. The budgeted expenditure reduction in the General Purpose School Fund reflects a reduction in the operating transfer to the Schools from the City's General Fund with the funding reduction to be utilized by the City for debt service payments on existing debt issued for the renovation and expansion of the Oak Ridge High School. The $158,000 increase in Debt Service Fund expenditures reflects the amortization of existing debt.

The decrease in budgeted expenditures in the Drug Enforcement Program Fund of $50,000 and Grant Fund of $250,000 reflect the elimination of budgeted expenditures for grants that are not anticipated to be awarded in fiscal 2013.

The $280,000 increased appropriation in the State Street Aid Fund is to allow for a higher level of expenditures for street resurfacing in fiscal 2013. Street resurfacing is generally done in the summer and funding may be accumulated from revenues in prior fiscal years to allow for the issuance of larger paving contracts to enhance economies of scale for street resurfacing dollars. The $111,830 increase in funding in the Solid Waste Funds is for contractual inflationary increases and higher fuel costs for solid waste collection.

The $254,000 budgeted increase in the Economic Diversification Fund is for the demolition of dilapidated housing in Oak Ridge as part of the "Not In Our City" program. The $25,000 increase in the appropriation of the West End Fund reflects a 1.5% employee salary increase.

The Special Programs Fund was added as a new Fund in fiscal 2011 to account for the revenues from Photo Enforcement Cameras. In April 2011, City Council authorized the use of Special Program Funds for transportation enforcement projects; for traffic capacity and traffic safety improvements; and school crossing and bicycle/pedestrian safety improvements. The $324,698 decrease in budgeted expenditures reflects the reduction in expenditures funded from fund balance accumulated in prior fiscal years.

The $3,045,374 increase in budged expenses in the Electric Fund is based on anticipated higher purchased power costs for electricity purchased from the Tennessee Valley Authority (TVA). The $358,000 increase in the Waterworks Fund is primarily for increased wastewater interest expense for anticipated debt scheduled to be issued to fund capital expenses resulting from an Administrative Order (AO) from the US Environmental Protection Agency (EPA). The EPA order will result in significant capital improvements and operational expenses over the next few fiscal years. The $30,020 decrease in the budgeted expenses in the Emergency Communications Fund is the result of grant funding for enhancements to the City's wireless communication system. Equipment purchases exceeding $5,000 will be capitalized.

A new Housing Fund was proposed in the fiscal 2012 budget, however, a specific fund revenue source was not established and operations to be accounted for in this fund will remain in the Economic Diversification Fund.

FY 2013 Fund Balances/Net Assets

Outlined below is a comparison of the change in the projected ending fiscal 2012 and fiscal 2013 fund balances or net assets by Fund. Fund Balance is represents the accumulated residual of revenues over expenditures since the inception of the Fund. The fund balance below is that portion representing expendable available financial resources.

			Change	
	FY 2012	FY 2013	Dollars	Percent
FUND BALANCE				
General Fund	$ 7,128,375	$ 6,430,504	$ (697,871)	-9.8%
General Purpose School Fund	5,081,509	3,062,039	(2,019,470)	-39.7%
Drug Enforcement Program Fund	198,723	15,473	(183,250)	-92.2%
State Street Aid Fund	1,054,218	405,418	(648,800)	-61.5%
Street & Public Transportation Fund	35,352	35,477	125	0.4%
Economic Diversification Fund	603,742	212,417	(391,325)	-64.8%
Grant Fund	112,877	112,877	-	0.0%
Solid Waste Fund	-	-	-	0.0%
Golf Course Fund	1,091,542	1,103,542	12,000	1.1%
West End Fund	667,621	111,635	(555,986)	-83.3%
Special Programs Fund	887,064	103,887	(783,177)	-88.3%
Debt Service Fund	11,286,655	10,308,638	(978,017)	-8.7%
Capital Projects Fund	1,720,990	1,009,459	(711,531)	-41.3%
TOTAL FUND BALANCES	$ 29,868,668	$ 22,911,366	$ (6,957,302)	-23.3%
NET ASSETS				
Electric Fund	$ 29,294,378	$ 31,069,643	$ 1,775,265	6.1%
Waterworks Fund	49,981,991	50,329,499	347,508	0.7%
Emergency Communications District Fund	838,163	842,918	4,755	0.6%
TOTAL NET ASSETS	$ 80,114,532	$ 82,242,060	$ 2,127,528	2.7%

The fund balance of the General Fund is projected to decrease $697,871 in fiscal 2013. The budget assumptions utilized by staff to prepare the fiscal 2013 budget require a minimum fund balance in the General Fund of $5,000,000. In fiscal 2013, the General Purpose School Fund has a budgeted fund balance draw of $2,019,470.

The Drug Enforcement Program Fund has a limited revenue stream on which to draw for drug enforcement and education programs and therefore generally maintains a nominal fund balance. The fund balance of the Drug Enforcement Program Fund has grown over the past couple of years due to revenues from equitable shared proceeds from the US Department of Justice, the US Marshall's Service and the IRS. The revenue from these federal entities is based on the sharing of net proceeds from the disposition of assets on federal cases with participating local entities and does not provide a consistent revenue stream.

Revenues for the State Street Aid and Streets and Public Transportation Funds are primarily provided by state-shared motor fuel taxes and state grants. Fluctuations in fund balance in the State Street Aid Fund result primarily from the timing of street resurfacing projects. The General Fund also provides additional funding through operating transfers to these two Funds to support operations.

In fiscal 2000, the Economic Diversification Fund was established to accumulate resources and account for an enhanced concentration on economic development activities by the City. A significant portion of the fund balance was initially created from the sales of City owned properties that were not being utilized by the City for service delivery. Expenditure levels and resultant fund balance will vary from year-to-year based on the economic development opportunities that occur in a particular fiscal year. At some point, fund expenditures levels will need to be reduced to match the current revenue stream in this fund. The fund balance is projected at $212,417 at the end of fiscal 2013.

Due to the type of revenues in these funds, the Grant and Solid Waste Funds are generally budgeted so that revenues and expenditures are approximately equal and result in only nominal fund balance fluctuations between fiscal years. Operating transfers from other City Funds equate revenues and expenditures of the Solid Waste Fund. Revenues for the Grant Fund are comprised primarily from state and federal grants.

The $555,986 projected reduction in fund balance in the West End Fund is for contingencies expenditures related to the contract renewal for fire and emergency medical services that the City provides under a contract with the US Department of Energy. The contract was extended four additional years to expire on September 30, 2015. The Special Programs Fund was a newly created fund in fiscal 2011 and expenditures from the fund did not begin until fiscal 2012. The projected $783,177 reduction in the fund balance of Special Programs Fund during 2013 reflects the expenditure of fund balance created during prior fiscal years.

The fund balance in the Debt Service Fund is primarily from local sales tax proceeds that have accumulated to fund future debt service requirements on the nearly $68,000,000 in long-term debt issued for the Oak Ridge High School (ORHS) project. Interest was capitalized and paid from long-term debt proceeds during the renovation period. 18.18% of the City and Schools sales tax collections in the Anderson County portion of Oak Ridge will be used to fund the annual debt service for debt issued for the ORHS project until all debt for this project has been extinguished. The $978,017 projected decrease in fund balance of the Debt Service Fund reflects the utilization of the sales tax proceeds that accumulated during the construction phase of the ORHS project. The fund balance of the Debt Service Fund is estimated at $10,308,638 at the end of fiscal 2013.

The fund balance of the Capital Projects Fund, projected to decrease $711,531 in fiscal 2013, can vary greatly from year-to-year depending on the timing of long-term debt issuances and the related capital project expenditures.

The Net Assets of the City's Enterprise Funds are projected to increase by $2,127,528. $1,775,265 of the increase is in the Electric Fund which reflects a stabilization level for that fund. The $347,508 increase in the Waterworks Fund is rate increases in water and wastewater rates in late fiscal 2012 and mid fiscal 2013. The rate increases for wastewater are anticipated to range in the 30% to 50% range due to the EPA administrative order.

FY 2013 Salaries and Personnel

The fiscal 2013 authorized City employment of 400.81 staff years is an increase of 4.25 staff years over fiscal 2012 levels. The increase is due to the additional of a pump maintenance crew and a MOM gravity sewer line maintenance crew to meet the higher wastewater system maintenance requirements of the administrative order with the EPA. Other changes included the elimination of a Code Inspector position that was funded through a CDBG grant and the reorganizations of the Finance and Information Services Departments.

City employee salaries increased by 1.5% effective with the first pay period in July. Due to limited funding for salaries over the past few years, the 1.5% will basically be treated as a cost-of-living increase. Employees of the City are members of the benefit pension plan administered by the Tennessee Consolidated Retirement System (TCRS) that provides retirement benefits as well as death and disability benefits. The plan is fully funded by the City based on rates actuarially determined by TCRS on a biennial basis. The fiscal 2013 rate for the City's plan is 14.87% of covered wages, which was a slight decrease from the 14.99% rate for 2012. A new actuarial study will be conducted to calculate the fiscal 2015 rate.

Revisions to employee medical premiums are effective January 1 of each calendar year. The City's 2013 budgeted amounts for employee medical insurance overall increased $94,240 from fiscal 2012 levels. In 2011, the medical insurance plans offered by the City's carrier, sponsored through the State of Tennessee, were revised to include more plan options and higher employee copays and deductibles. This resulted in lower than budgeted City costs for medical insurance for fiscal 2012. The City's share of funding for employee medical benefits is projected to increase by 2.1% over the fiscal 2012 budgeted amounts. Fiscal 2013 funding for worker's compensation increased $150,000 citywide from fiscal 2012 budgeted amounts based recent claim levels.

	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
SUMMARY OF POSITIONS AND STAFF YEARS BY DEPARTMENT	FY 2011	FY 2012	FY 2013	FY 2011	FY 2012	FY 2013
TOTALS BY DEPARTMENT						
GENERAL GOVERNMENT	47	47	47	46.10	46.60	46.60
POLICE	84	85	85	78.35	78.85	78.85
FIRE	74	74	74	74.00	74.00	74.00
PUBLIC WORKS	94	95	104	93.50	95.00	100.25
COMMUNITY DEVELOPMENT	12	12	11	12.00	12.00	11.00
RECREATION AND PARKS	87	87	85	37.36	37.36	37.36
LIBRARY	24	24	24	17.75	17.75	17.75
ECONOMIC DEVELOPMENT	2	-	-	1.00	-	-
ELECTRIC	35	35	35	35.00	35.00	35.00
TOTAL ALL FUNDS	459	459	465	395.06	396.56	400.81
TRANSFERS	155	152	160	153.75	152.00	156.25
TOTAL NET GENERAL FUND	304	307	305	241.31	244.56	244.56

FY 2013 Agency Funding

The City provides funding to various agencies that either promotes economic development and/or tourism-related services for the City or that render services to the citizens of Oak Ridge. Agencies budgeted for funding for economic development and/or tourism services are the Convention & Visitors Bureau (CVB) at $410,000, the Oak Ridge Chamber of Commerce at $268,943, Innovation Valley at $24,000, Anderson County Economic Development Association (ACEDA) at $15,000 and Roane Alliance at $10,000. Funding for these entities remained at the fiscal 2012 level with the exception of the Chamber & CVB, whose funding increased by $8,340 and $5,792, respectively. The Chamber contract has an inflationary escalation clause in their contract.

Agencies budgeted for social service/cultural programs funding include Aid to Distressed Families of Appalachian Counties (ADFAC) ($140,000), Anderson County Health Council (ACHC) for the Healthy Start program ($31,850), Arts Council of Oak Ridge ($9,500) and Youth Advisory Board ($9,000). These funding amounts are unchanged from fiscal 2012 levels.

FY 2013 Budget Change Summary

General Fund

The General Fund 2013 budget was developed utilizing the following budget guidelines as follows:

- Fiscal 2013 municipal expenditure estimates include adjustments necessary to maintain current service levels (fuel, energy, contractual agreements, equipment charges, etc.);
- Municipal salaries contain a 1.5% increase adjustment;
- Municipal expenditure budgeted at fiscal 2012 level;
- Retain fiscal 2012 property tax rate of $2.39 per one hundred dollars of assessed valuation;
- Retain minimum fund balance in the General Fund of $5,000,000;
- Major construction and renovation capital projects requiring the issuance of long-term debt whose principal and interest will funded by the General Fund are deferred;

The City's 2013 appropriated budget for General Fund municipal expenditures is $19,453,250 remaining at the prior fiscal year level. The 1.5% salary adjustment for existing employees was funded primarily by salary savings from retirements and turnover in City staff during fiscal 2013. Funding for budgeted 2012 line items were reviewed and reallocated in 2013 based on current funding needs wherever possible. The areas where increased funding was required in 2013 were fuel and worker's compensation.

General Fund budgeted 2013 revenues, excluding operating transfers and fund balance draw, are projected to decrease $239,923 or 0.6%. The fiscal 2013 budget for local sales tax collections was decreased by $440,000 to $9,060,000, based on lower projected collection levels for fiscal 2012. These collections are anticipated to decline over fiscal year 2013 and into 2014 due to reduced stimulus funding to federal contractors located in Oak Ridge.

Property assessments are projected to be below 2012 assessments, primarily due to reductions in appraised values for developments that stalled during the recent economic downturn. From a budgetary standpoint, this is an $117,000 or 0.6%, decrease from budget 2012. Budgeted interest and penalty collections from delinquent taxes remain at fiscal 2012 levels. In-lieu of property tax payments from private development and DOE are budgeted $18,000 and $660 lower, respectively, based on actual collection levels.

Other revenue budgetary changes include an increase of $205,000 in business tax collections, a $92,574 overall increase in state shared tax collections, a $12,000 increase in beer wholesale tax and additional

$5,930 generated from charges for City service and a $20,333 increase in other revenues from franchise fees and interest on capital outlay notes issued between the General and Waterworks Fund. .

Other financing sources of $2,914,085 are budgeted from operating transfers in from in-lieu of tax payments from the City's Electric and Waterworks Funds. These payments are projected to increase by $149,085 over the prior fiscal year due to increased net asset values from capital projects completed in those Funds in fiscal 2012.

Operating transfers from the General Fund to other City Funds decreased $888,170 or 4.0%. The operational transfer to the General Purpose School Fund was decreased by $766,470 and reallocated to the Debt Service Fund to fund debt service on existing debt issued to renovate and expand the Oak Ridge High School.

The fiscal 2013 operating transfer to the Capital Projects Fund decreased by $1,512,000 from 2012 levels. In fiscal 2012, there was a one-time reallocation of operational transfer funding of $500,000 from the Debt Service Fund to the Capital Projects Fund to finance a $500,000 contribution for expansion of the Roane State Community College Oak Ridge campus. This donation assisted the College in its required match for state and federal grants to construct a new $13.8 million, three-story, 64,000-square-foot Allied Health Sciences and Technology Building that will allow the college to offer new programs such as surgical, medical lab and ultrasound technology. The $500,000 in operational funding was restored back to the Debt Service Fund in fiscal 2013. The one-time reduction was enabled through the reduction in future debt service amounts generated by debt refunds.

The operating transfer to the Solid Waste Fund increased by $111,830 due to inflationary contractual increases and higher fuel costs.

The fund balance of the General Fund is projected to decrease $697,871 in fiscal 2013. The budget assumptions adopted by City Council require a minimum fund balance in the General Fund of $5,000,000. At the end of fiscal 2013, the available fund balance of the General Fund is projected at $6,430,504.

Special Revenue Funds

The city has ten special revenue funds. The largest special revenue fund is the General Purpose School Fund with a 2013 appropriated budget of $56,535,325, a 0.1% decrease over the prior fiscal year. The operational transfer to the Oak Ridge Schools was set at $13,862,832, a $766,470 or 5.2% decrease over fiscal 2012.

In fiscal 2011, the City added a new Special Programs Fund to account for the revenues from photo enforcement cameras with City Council to determine the purpose for which the funds were to be spent during the fiscal year. On April 11, 2011, City Council adopted resolution number 4-30-11 which authorized the use of Special Programs Funds for transportation enhancement projects for traffic capacity/safety improvements, school crossing and bicycle/pedestrian safety improvements. Budgeted expenditures were appropriated at $918,302 for fiscal 2013 with $18,302 in funding to be applied towards the salary of the police officer that reviews and issues the speeding and red light violations. $300,000 is budgeted for an operating transfer out to the Capital Projects Fund to finance the necessary structural renovations to Woodland School.

The West End Fund was established to account for the operations of the west end City fire station number 4 located in the far west end of Oak Ridge at East Tennessee Technology Park (ETTP). ETTP contains the K-25 federal facility built to process enriched uranium used for development of the atomic bomb during WWII. The US Department of Energy (DOE) is in the process of dismantling and demolishing much of the K-25 facility and has been turning services that were provided to the facility by DOE contractors that typically would be provided by a City, including fire and emergency medical services, over to the City to operate. In 2007, the City signed a 4-year agreement with DOE for DOE's

site contractor to reimburse the City's cost to operate fire and emergency services at ETTP at an estimated amount of $10,000,000. The contract was extended for an additional four years term to expire on September 30, 2015. $2,918,000 was budgeted for fiscal 2013 operations of the west end fire station (West End Fund). The budget was increased by $25,000, primarily to fund a 1.5% salary adjustment.

The City's Economic Diversification (ED) Fund was established in 2000 to set aside funding to promote diversification of the Oak Ridge economic base, create and protect jobs and provide for the common wealth of current and future Oak Ridgers. Fund balance was initially created from the proceeds from the sales of excess City owed land. The current revenue stream is provided primarily from Hotel/Motel tax collections and operating transfers from other City funds. Annual budgeted expenditures have consistently exceeded anticipated revenues, utilizing fund balance draws to fund the excess expenditure levels. The ED Fund's budgeted appropriation for fiscal 2013 is $2,385,000, an increase of $254,000 from fiscal 2012 amounts to fund demolition of dilapidated housing and initiation of the land bank, both programs that are part of the City's "Not in Our City" campaign. Programs funded will need to be eliminated or reduced for fiscal 2014 if additional revenue sources are not obtained to support fund operations.

Changes in the remaining special revenue funds - Drug Enforcement, State Street Aid, Streets and Public Transportation, Grant, Solid Waste and Golf Course Funds - were routine and primarily inflationary in nature.

Enterprise Funds

The City has three Enterprise Funds: Electric, Waterworks and Emergency Communications District. Electric Fund revenues were budgeted at $58,229,724 and expenses and operating transfers out at $56,454,459. The primarily changes in revenue and expenses are due to an anticipated increase in purchased power from TVA from increased wholesale rates that would be passed along to the City's customers. Other changes include a budgeted 4.3% increase in operational expenses of $309,146, and a $141,000 increase in depreciation and $86,085 increase in tax equivalent payments to the General Fund resulting from the completion of capital projects during fiscal 2011 and 2012.

In April 2011, TVA had a major restructuring of electric wholesale rates for power purchased by distributors from TVA. The end use wholesale billing system was discontinued and replaced with a seasonal rate structure. The end use billing system was established in the early 1990's to prevent swings between revenues received by distributors from their customers and payments by distributors to TVA for wholesale power purchases. Under the seasonal rate structure swings will occur. Resultantly, distributors, such as the City, will be required to maintain higher cash reserve levels to ensure adequate funds are on hand to meet operating costs, including purchased power. The City increased electric rates 1.9% in October 2010 in preparation of this change. The next rate review is schedule for the fall of 2013.

On September 27, 2010, the City received an Administrative Order (AO) from the United States Environmental Protection Agency (EPA). The City was found to be in violation of Section 301 of the Clean Water Act (CWA), 33 U.S.C. Section 1311 regarding the City wastewater infrastructure. The City has been given a timetable and actions to be made to remedy the violations with various deadlines from two to twenty-four months. The AO requires the City to provide additional information regarding the violations, develop plans to evaluate and resolve the issues described, and based on the plans, make changes to policies and construct assets if necessary. The plans must be approved by EPA. Failure to comply with the AO may subject the City to certain penalties.

The City is in the process of completing system reviews including city-wide smoke testing and scoping of sewer lines with closed circuit TV cameras. At this time, the cost of required capital projects and the increase in additional ongoing operating expenses to maintain the system are not known. Debt issuances to fund capital expenditures over the next couple of years are projected in the $10,000,000 to $20,000,000 range. A $10,000,000 debt issuance is planned in early fiscal 2012.

Both a water and wastewater rate increases are being implemented in two phases with the first phase on May 1, 2012 and the second on January 1, 2013. The wastewater rate increase is expected to be significant based the capital and ongoing operating expenses required to meet the AO. The challenges for the water system will be a continuation of declining sales volume from DOE.

In the City's Emergency Communications District Fund, revenues are budgeted at $1,528,735 and expenses at $1,523,980. The decreases in revenues and expenses from the prior fiscal year are primarily due to a grant from the US Department of Justice to enhance and extend the range of the City's 800 MHz radio system.

Challenges and Strategies

A primary focus of the annual budget process is the revenues and expenditures/operating transfers out of the General Fund and the resulting impact on the property tax rate. As with past fiscal years, the major focus of the budget process is one the General Fund and specifically aimed at retaining a flat property tax rate. No increases in municipal expenditures and operating transfers to the Oak Ridge schools over the prior year's budget have been incorporated to achieve a flat property tax rate.

In fiscal 2013, the General Fund has a projected fund balance draw of $697,871. This level of fund balance draw cannot be sustained and future property tax increases will most likely be required to retain current expenditure levels and anticipated capital maintenance needs, such as roofs, HVAC's etc. The City utilizes a multiyear model to calculate the required current budget year property tax rate and forecast future year property tax rates based on projected levels of General Fund revenues, expenditures and operating transfers. The current General Fund multiyear model discussion is located on page III-22 of this document. The model currently projects a 10-cent property tax rate increase on each of the next three years.

In fiscal 2012, the City embarking on a new program "Not in Our City" to deal with housing and housing related issues. The "Not in Our City" campaign will address drugs and crime, eliminate blighted residential structures, improve housing conditions and make Oak Ridge a better place to live and invest. This revitalization, in particular in the legacy WWII neighborhoods, will result in safer neighborhoods and stabilize and/or increase property values in those areas.

City revenues from local sales taxes collections were unusually high since fiscals 2010 due to expenditures by federal contractors from stimulus grant awards. As federal funding to local contractors from stimulus awards diminish, sales tax collections began declining during fiscal 2012. The City anticipates continued reductions in local sales tax collections if the stimulus spending is not replaced by spending for new or expanded federal programs or through expansion in the retail sector in Oak Ridge. In this regard, the City is aggressively pursuing expansion opportunities in the local retail sector. There are potential new federal projects that could generate new local sales taxes dollars to replace the decline in sales tax collections resulting from dwindling stimulus funding. Federal support continues for the construction of the $4.2 to $6.5 billion Uranium Processing Facility (UPF) at the Y-12 plant site in Oak Ridge. This would result in a considerable stimulus to the Oak Ridge economy during the 6-8 year construction phase.

Recent developments in Oak Ridge that will impact fiscals 2013 and 2014 include the relocation of a restaurant to a larger facility and the addition of 6 new restaurants, four of which will be located in new building construction sites. The completion of the 64,000 sq. foot expansion to the Roane State Community College campus in spring of 2014 will bring in additional students to the community. Since adopting of the budget, Kroger announced the removal of over 60 houses to construct an 113,531 sq. foot Marketplace store. The site will also include a 12,000 sq. foot strip center and 5 outparcels.

City of Oak Ridge
2011-2013 Summary of Financial Sources and Uses
Governmental Funds

	General Fund				Special Revenue Funds			
	2011 Actual	2012 Budget	2012 Projected	2013 Budget	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES:								
Taxes	32,675,352	32,765,773	32,953,343	32,407,113	531,416	490,000	485,085	540,000
Licenses & Permits	207,479	203,000	193,000	203,000	-	-	-	-
Intergovernmental	3,157,780	3,153,426	3,339,515	3,246,000	38,238,837	40,121,691	38,739,235	39,941,823
Charges for Services	346,223	341,070	345,000	347,000	4,470,700	4,976,088	4,537,451	4,712,514
Fines & Forfeitures	332,805	362,000	333,500	362,000	699,579	680,000	533,484	490,000
Private Sources	-	-	-	-	-		-	-
Other	496,039	508,000	560,000	528,333	3,319,254	7,569,634	5,154,676	6,713,725
Total Revenues	37,215,678	37,333,269	37,724,358	37,093,446	47,259,786	53,837,413	49,449,931	52,398,062
EXPENDITURES:								
General Government	1,859,658	1,885,557	1,864,448	1,876,803	-	-	-	-
Police	6,057,954	6,187,683	6,283,801	6,218,441	293,136	508,000	282,845	458,000
Fire	4,161,207	4,327,324	4,059,303	4,340,474	2,272,673	2,923,000	2,328,225	2,948,000
Public Works	1,931,856	2,058,588	1,995,028	1,988,292	3,419,301	3,387,546	3,466,503	3,362,000
Community Development	681,895	713,972	627,713	709,382	602,410	1,073,848	330,745	969,822
Recreation & Parks	2,706,590	2,863,140	2,760,915	2,893,011	-	-	-	-
Library	1,349,761	1,416,986	1,410,063	1,426,847	109,400	191,500	123,907	315,000
Economic Development	-	-	-	-	1,095,647	2,494,000	1,470,172	2,487,500
Other Activities	-	-	-	-	-	3,454,276	6,000	3,257,980
Education	-	-	-	-	52,101,865	56,575,222	56,958,031	56,535,325
Capital Outlay	-	-	-	-	157,966	1,065,000	300,000	1,345,000
Debt Service	-	-	-	-	73,947	95,000	95,000	95,000
Golf Operations	-	-	-	-	1,136,133	1,335,000	1,197,759	1,335,000
Total Expenditures	18,748,921	19,453,250	19,001,271	19,453,250	61,262,478	73,102,392	66,559,187	73,108,627
Excess (Deficiency) of Revenues over Expenditures	18,466,757	17,880,019	18,723,087	17,640,196	(14,002,692)	(19,264,979)	(17,109,256)	(20,710,565)
OTHER FINANCING SOURCES (USES):								
Debt Proceeds	-	-	-	-	-	-	-	-
Debt Premium	-	-	-	-	-	-	-	-
Debt Redeemed	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-	-
Transfers In	2,685,281	2,765,000	2,855,907	2,914,085	16,831,627	17,083,322	17,083,198	16,440,682
Transfers Out	(20,852,898)	(22,140,322)	(22,140,198)	(21,252,152)	-	-	-	(300,000)
Total Other Financing Sources (Uses)	(18,167,617)	(19,375,322)	(19,284,291)	(18,338,067)	16,831,627	17,083,322	17,083,198	16,140,682
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	299,140	(1,495,303)	(561,204)	(697,871)	2,828,935	(2,181,657)	(26,058)	(4,569,883)
FUND BALANCE - 7/1	9,169,606	8,606,603	9,468,746	8,907,542	6,929,771	7,447,077	9,758,706	9,752,067
LESS NONSPENDABLE FUND BALANCE	(5,127,143)	-	(3,445,833)	(1,779,167)	-	-	-	(19,419)
FUND BALANCE - 6/30	4,341,603	7,111,300	5,461,709	6,430,504	9,758,706	5,265,420	9,732,648	5,162,765

City of Oak Ridge
2011-2013 Summary of Financial Sources and Uses
Governmental Funds

	Debt Service Fund				Capital Projects Fund			
	2011 Actual	2012 Budget	2012 Projected	2013 Budget	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES:								
Taxes	2,163,082	2,132,000	2,134,313	1,367,530	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-
Intergovernmental	892,732	892,732	892,732	892,732	59,751	607,652	489,679	1,167,973
Charges for Services	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-
Private Sources	403,367	511,863	403,531	511,863	-	-	-	-
Other	25,890	40,000	25,000	25,000	3,791	5,000	2,000	5,000
Total Revenues	3,485,071	3,576,595	3,455,576	2,797,125	63,542	612,652	491,679	1,172,973
EXPENDITURES:								
General Government	-	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-	-
Fire	-	-	-	-	-	-	-	-
Public Works	-	-	-	-	-	-	-	-
Community Development	-	-	-	-	-	-	-	-
Recreation & Parks	-	-	-	-	-	-	-	-
Library	-	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-	-
Other Activities	-	-	-	-	-	-	-	-
Education	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	1,551,549	4,500,000	2,159,130	3,685,000
Debt Service	7,451,369	8,142,000	7,207,532	8,300,000	-	-	-	-
Golf Operations	-	-	-	-	-	-	-	-
Total Expenditures	7,451,369	8,142,000	7,207,532	8,300,000	1,551,549	4,500,000	2,159,130	3,685,000
Excess (Deficiency) of Revenues over Expenditures	(3,966,298)	(4,565,405)	(3,751,956)	(5,502,875)	(1,488,007)	(3,887,348)	(1,667,451)	(2,512,027)
OTHER FINANCING SOURCES (USES):								
Debt Proceeds	7,420,000	-	-	-	-	-	-	-
Debt Premium	151,047	-	-	-	-	-	-	-
Debt Redeemed	(7,470,000)	-	-	-	-	-	-	-
Contingency	-	500,351	-	213,388	-	1,524,569	-	1,000,496
Transfers In	3,545,000	3,045,000	3,045,000	4,311,470	476,271	2,012,000	2,012,000	800,000
Transfers Out	-	-	-	-	-	-	-	-
Total Other Financing Sources (Uses)	3,646,047	3,545,351	3,045,000	4,524,858	476,271	3,536,569	2,012,000	1,800,496
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(320,251)	(1,020,054)	(706,956)	(978,017)	(1,011,736)	(350,779)	344,549	(711,531)
FUND BALANCE - 7/1	12,313,862	11,919,433	11,993,611	11,286,655	2,388,176	1,398,031	1,376,411	1,720,990
LESS NONSPENDABLE FUND BALANCE	-	-	-	-	-	-	-	-
FUND BALANCE - 6/30	11,993,611	10,899,379	11,286,655	10,308,638	1,376,440	1,047,252	1,720,960	1,009,459

City of Oak Ridge
2011-2013 Summary of Financial Sources and Uses
Governmental Funds

	Total Governmental Funds			
	2011 Actual	2012 Budget	2012 Projected	2013 Budget
REVENUES:				
Taxes	35,369,850	35,387,773	35,572,741	35,081,113
Licenses & Permits	207,479	203,000	193,000	203,000
Intergovernmental	42,349,100	44,775,501	43,461,161	45,248,528
Charges for Services	4,816,923	5,317,158	4,882,451	5,059,514
Fines & Forfeitures	1,032,384	1,042,000	866,984	852,000
Private Sources	403,367	511,863	403,531	511,863
Other	3,844,974	8,122,634	5,741,676	7,272,058
Total Revenues	88,024,077	95,359,929	91,121,544	94,228,076
EXPENDITURES:				
General Government	1,859,658	1,885,557	1,864,448	1,876,803
Police	6,351,090	6,695,683	6,566,646	6,676,441
Fire	6,433,880	7,250,324	6,387,528	7,288,474
Public Works	5,351,157	5,446,134	5,461,531	5,350,292
Community Development	1,284,305	1,787,820	958,458	1,679,204
Recreation & Parks	2,706,590	2,863,140	2,760,915	2,893,011
Library	1,459,161	1,608,486	1,533,970	1,741,847
Economic Development	1,095,647	2,494,000	1,470,172	2,487,500
Other Activities	-	3,454,276	6,000	3,257,980
Education	52,101,865	56,575,222	56,958,031	56,535,325
Capital Outlay	1,709,515	5,565,000	2,459,130	5,030,000
Debt Service	7,525,316	8,237,000	7,302,532	8,395,000
Golf Operations	1,136,133	1,335,000	1,197,759	1,335,000
Total Expenditures	89,014,317	105,197,642	94,927,120	104,546,877
Excess (Deficiency) of Revenues over Expenditures	(990,240)	(9,837,713)	(3,805,576)	(10,318,801)
OTHER FINANCING SOURCES (USES):				
Debt Proceeds	7,420,000	-	-	-
Debt Premium	151,047	-	-	-
Debt Redeemed	(7,470,000)	-	-	-
Contingency	-	2,024,920	-	1,213,884
Transfers In	23,538,179	24,905,322	24,996,105	24,466,237
Transfers Out	(20,852,898)	(22,140,322)	(22,140,198)	(21,552,152)
Total Other Financing Sources (Uses)	2,786,328	4,789,920	2,855,907	4,127,969
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	1,796,088	(5,047,793)	(949,669)	(6,190,832)
FUND BALANCE - 7/1	30,801,415	29,371,144	32,597,474	31,667,254
LESS NONSPENDABLE FUND BALANCE	(5,127,143)	-	(3,445,833)	(1,779,167)
FUND BALANCE - 6/30	27,470,360	24,323,351	28,201,972	23,697,255

City of Oak Ridge

2011-2013 Summary of Financial Sources and Uses

Proprietary Funds

	Enterprise Funds				Internal Service Funds			
	2011 Actual	2012 Budget	2012 Projected	2013 Budget	2011 Actual	2012 Budget	2012 Projected	2013 Budget
OPERATING REVENUES:								
Intergovernmental	232,388	232,791	230,779	232,791	-	-	-	-
Charges for Services	72,837,034	75,925,305	71,620,046	77,469,158	11,942,279	12,006,270	12,134,251	12,368,033
Other	991,770	904,440	2,485,750	2,475,574	-	-	-	-
Total Operating Revenues	74,061,192	77,062,536	74,336,575	80,177,523	11,942,279	12,006,270	12,134,251	12,368,033
OPERATING EXPENDITURES:								
Other Activities	341,217	1,396,862	305,324	1,372,596	8,524,166	8,507,970	8,624,005	8,780,000
Power Purchased	41,266,396	41,373,125	41,324,861	43,804,353	-	-	-	-
Water Purchased	2,097,155	2,140,000	2,190,000	2,140,000	-	-	-	-
Operating Expenses	17,356,440	18,752,035	17,915,465	19,012,226	-	-	-	-
Maintenance Expenses	-	-	-	-	2,267,778	2,051,355	2,377,323	2,435,000
Depreciation and Amortization	6,446,091	6,637,677	6,731,812	6,905,632	784,692	955,000	760,709	750,000
Total Operating Expenditures	67,507,299	70,299,699	68,467,462	73,234,807	11,576,636	11,514,325	11,762,037	11,965,000
Operating Income (Loss)	6,553,893	6,762,837	5,869,113	6,942,716	365,643	491,945	372,214	403,033
Nonoperating Revenues (Expenses):								
Grant Proceeds	55,000	1,069,000	24,456	1,044,544	-	-	-	-
Capital Contributions	1,915,670	-	-	-	-	-	4,172	-
Interest Revenue	55,471	51,900	51,900	51,900	7,994	7,000	6,694	7,300
Interest Expenses	(1,940,301)	(2,723,301)	(2,166,361)	(2,997,547)	(34,594)	(28,916)	(28,232)	(20,716)
Other income	-	-	-	-	10,622	20,000	9,455	10,000
Total Nonoperating Revenues (Expenses)	85,840	(1,602,401)	(2,090,005)	(1,901,103)	(15,978)	(1,916)	(7,911)	(3,416)
Change in Net Assets Before Operating Transfers	6,639,733	5,160,436	3,779,108	5,041,613	349,665	490,029	364,303	399,617
Operating Transfers Out	(2,685,282)	(2,765,000)	(2,846,891)	(2,914,085)	-	-	-	-
Change in Net Assets	3,954,451	2,395,436	932,217	2,127,528	349,665	490,029	364,303	399,617
NET ASSETS 7/1	75,227,864	77,075,954	79,182,315	80,113,132	4,406,771	4,899,119	4,756,436	5,120,739
NET ASSETS 6/30	79,182,315	79,471,390	80,114,532	82,240,660	4,756,436	5,389,148	5,120,739	5,520,356

City of Oak Ridge
2011-2013 Summary of Financial Sources and Uses
Proprietary Funds

	Total Proprietary Funds			
	2011 Actual	2012 Budget	2012 Projected	2013 Budget
OPERATING REVENUES:				
Intergovernmental	232,388	232,791	230,779	232,791
Charges for Services	84,779,313	87,931,575	83,754,297	89,837,191
Other	991,770	904,440	2,485,750	2,475,574
Total Operating Revenues	86,003,471	89,068,806	86,470,826	92,545,556
OPERATING EXPENDITURES:				
Other Activities	8,865,383	9,904,832	8,929,329	10,152,596
Power Purchased	41,266,396	41,373,125	41,324,861	43,804,353
Water Purchased	2,097,155	2,140,000	2,190,000	2,140,000
Operating Expenses	17,356,440	18,752,035	17,915,465	19,012,226
Maintenance Expenses	2,267,778	2,051,355	2,377,323	2,435,000
Depreciation and Amortization	7,230,783	7,592,677	7,492,521	7,655,632
Total Operating Expenditures	79,083,935	81,814,024	80,229,499	85,199,807
Operating Income (Loss)	6,919,536	7,254,782	6,241,327	7,345,749
Nonoperating Revenues (Expenses):				
Grant Proceeds	55,000	1,069,000	24,456	1,044,544
Capital Contributions	1,915,670	-	4,172	-
Interest Revenue	63,465	58,900	58,594	59,200
Interest Expenses	(1,974,895)	(2,752,217)	(2,194,593)	(3,018,263)
Other income	10,622	20,000	9,455	10,000
Total Nonoperating Revenues (Expenses)	69,862	(1,604,317)	(2,097,916)	(1,904,519)
Change in Net Assets Before Operating Transfers	6,989,398	5,650,465	4,143,411	5,441,230
Operating Transfers Out	(2,685,282)	(2,765,000)	(2,846,891)	(2,914,085)
Change in Net Assets	4,304,116	2,885,465	1,296,520	2,527,145
NET ASSETS 7/1	79,634,635	81,975,073	83,938,751	85,233,871
NET ASSETS 6/30	83,938,751	84,860,538	85,235,271	87,761,016

III. GENERAL FUND

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GENERAL FUND

The General Fund is the principal Fund of the City and is used to account for all activities of the City not included in other specified Funds. The General Fund accounts for the normal recurring activities of the City (i.e. police, fire, recreation, public works, general government, library, etc.) that are referred to in this document as municipal expenditures. Revenue generated through property tax collections is utilized to fund municipal expenditures and operating transfers of the General Fund. Property tax revenues are only used to support the functions or operations of other City and School Funds that are specifically identified as being financed through an operating transfer from the General Fund. For fiscal 2013, this is the General Purpose School, Debt Service, Capital Projects, Solid Waste, State Street Aid, Street & Public Transportation, and Grant Fund.

A General Fund budget summary is presented on page III-23 that outlines the revenue, expenditures and operating transfers of the General Fund.

Municipal expenditures and operating transfers out for the General Fund are projected at $40,705,402, a decrease of $888,170 or 2.1% from fiscal 2012 levels.

Municipal expenditures are budgeted at $19,453,250, remaining at fiscal 2012 levels.

Operating transfers out are budgeted at $21,252,152, down $888,170 or 4.0%.

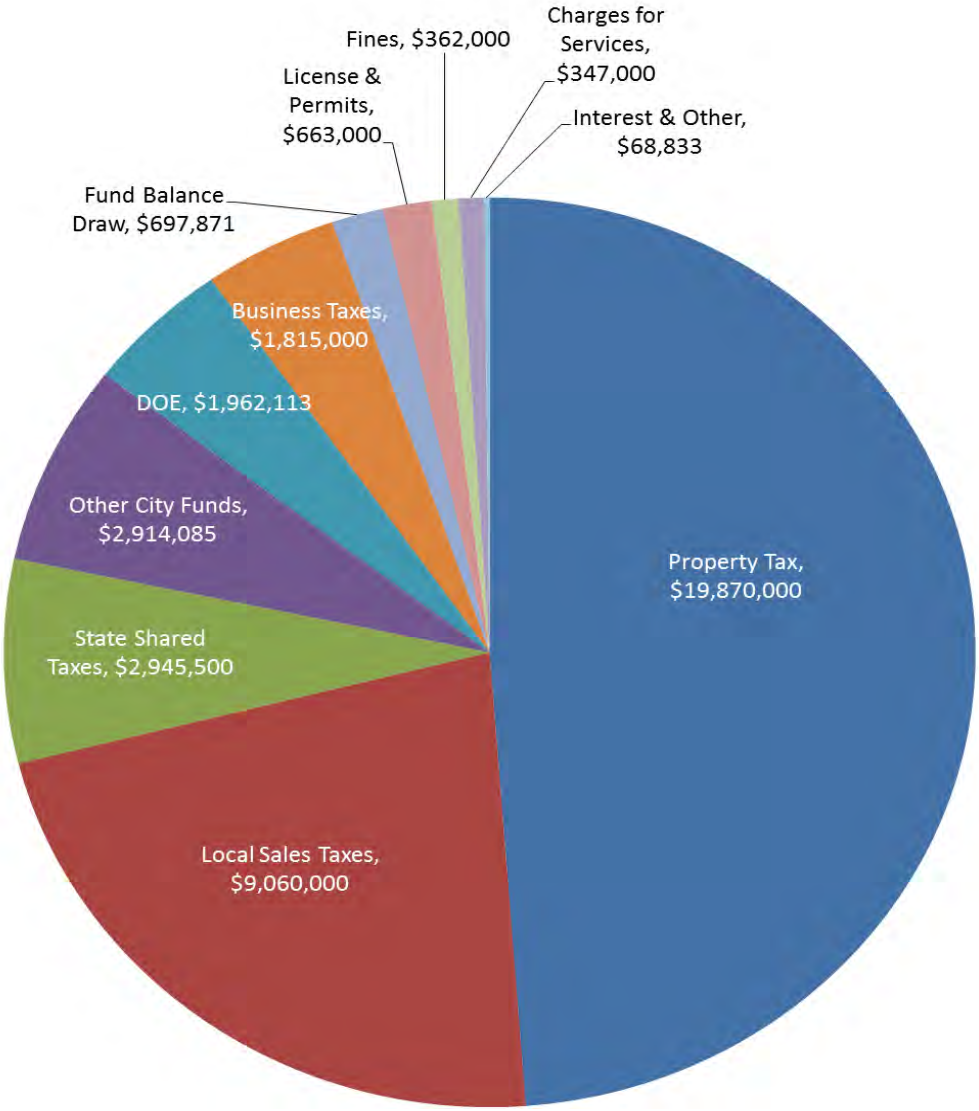
In order to maintain the property tax rate at the fiscal 2012 of $2.39 per hundred dollars of assessed valuation, budgeted municipal expenditures remained at the fiscal 2012 level. Included in operating transfers out is the City's contribution toward the operations of the Oak Ridge Schools. Operating transfers to the Oak Ridge Schools was reduced by $766,470 with the funding reallocated as an operating transfer to the Debt Service Fund to pay for existing debt service on debt issued to fund the renovation and expansion of the Oak Ridge High School.

City Council approves the total legal expenditure appropriation for the General Purpose School Fund; however, City Council cannot alter any budget line item within the School's budget. The School Board reviews and may alter detail line items within the School's operating budget.

GENERAL FUND REVENUES

General Fund revenues for fiscal 2013 are projected at $37,093,446, a decrease of $239,823 or 0.6% from the previous year. Additional funding of $2,914,085 will be provided through an operating transfer from in-lieu of property tax payments from the City's Electric and Waterworks Funds and a budgeted $697,871 fund balance draw for fiscal 2013. At the end of fiscal 2012, the fund balance of the General Fund will be adequate enough to allow this draw while still maintaining adequate fund balance levels. The General Fund's primary revenue sources are from property taxes (49%), local sales taxes (22%), state-shared taxes (7%) and other City Funds (7%). A General Fund Summary of Revenues by Source can be found on page III-25.

General Fund Revenues By Source, Budget 2013:



Property Taxes

The property tax rate is established by City Council each year to finance municipal expenditures and operating transfers of the General Fund. Property taxes are the General Fund's largest revenue source providing 48.8% of total General Fund revenues. Property tax revenues are budgeted at $19,870,000 for 2013.

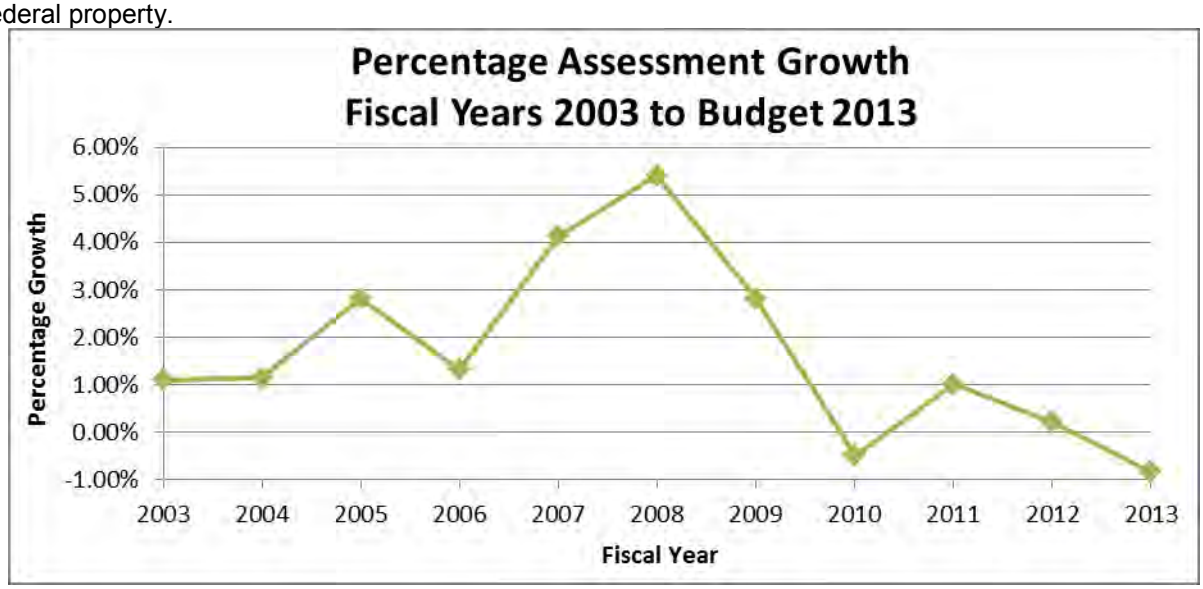
The last reappraisal of property located in Oak Ridge was conducted for tax year 2010, which funded fiscal year 2011. The Tennessee State Board of Equalization "certified" the City 2010 tax year base property tax rate at $2.39 per hundred dollars of assessed valuation. A property reappraisal is conducted every five years.

City Council adopted a property tax rate of $2.39 per hundred dollars of assessed valuation to fund the City's fiscal 2013 expenditures by Ordinance 7-2012 located on page II-12 of this document. Overall, the fiscal 2013 projected assessed valuations for real, personal property and public utilities are projected to drop 1.0% from fiscal 2012. The real property assessed valuation for the 2012 tax roll, which funds fiscal 2013, is projected to decline by 1% due to continuing tax appeals attributed to the reappraisal and appraisal reductions for property that remains underdeveloped due to the 2008 national downturn in the housing sector of the economy.

Personal property assessments will fluctuate as assets move in or out of Oak Ridge and from the rapid depreciation of high dollar technology assets located at taxable federal sites. Tax roll 2012 personal property assessed valuations are projected to decrease slightly at .1%. The assessed valuation of public utilities, primarily phone infrastructure, has been declining for the past several years and this tread is expected to continue. The public utility assessed valuation for the 2012 roll is projected to decrease by 4.8% based on actual 2011 tax roll values. The $2.39 property tax rate is projected to generate $19,253,000 in tax revenues from real, personal and public utilities assessments in fiscal 2013.

An additional $125,000 is budgeted from interest and penalties on late tax payments and $492,000 from in-lieu of tax payments based on rates established under separate contract with the City (i.e. reduced property taxes to locate business in Oak Ridge) or entities taxed under specific statutes (such as the Oak Ridge Housing Authority). Each penny on the property tax rate generates approximately $90,000 in funding.

Located below is a chart indicating the assessment percentage growth, actual 2003 through 2011 and projected 2012 and 2013. As the table shows, assessment growth has fluctuated over this time frame. Peaks during 2005, 2007 and 2008 were from the construction of large taxable commercial buildings on federal property.



GENERAL FUND

ANALYSIS OF PROPERTY TAX REVENUES

	ACTUAL** FY 2011 2010 LEVY	BUDGET FY 2012 2011 LEVY	PROJECTED FY 2012 2011 LEVY	BUDGET FY 2013 2012 LEVY	BUDGET FY 13 vs 12	% CHANGE
ASSESSED VALUATION:						
Real Property	$ 749,836,240	$ 753,347,280	$ 753,055,000	$ 746,000,000	$ (7,347,280)	-1.0
Personal Property	47,410,412	46,652,720	46,420,000	46,600,000	(52,720)	-0.1
Public Utilities	10,508,868	10,460,251	9,960,968	9,958,000	(502,251)	-4.8
Total Assessed Valuation	$ 807,755,520	$ 810,460,251	$ 809,435,968	$ 802,558,000	$ (7,902,251)	-1.0
TAX RATE PER $100 VALUATION	$ 2.39	$ 2.39	$ 2.39	$ 2.39	$ -	0.0
PROPERTY TAX REVENUES:						
Real Property Taxes	$ 17,563,281	$ 18,005,000	$ 18,220,000	$ 17,900,000	$ (105,000)	-0.6
Personal Property Taxes	1,124,926	1,115,000	1,110,000	1,115,000	-	0.0
Public Utility Taxes	250,562	250,000	238,230	238,000	(12,000)	-4.8
Interest and Penalties	138,825	125,000	355,000	125,000	-	0.0
Total Property Tax Revenues	$ 19,077,594	$ 19,495,000	$ 19,923,230	$ 19,378,000	$ (117,000)	-0.6

NOTE: Estimated assessments are based on the following constitutionally established ratios: (a) Residential Real, 25 percent; (b) Commercial and Industrial Real, 40 percent, Personal 30 percent; (c) Public Utilities, 55 percent and 40 percent.

PROPERTY TAX RATES - ALL OVERLAPPING GOVERNMENTS
LAST TEN TAX YEARS

FISCAL YEAR	ANDERSON COUNTY, TENNESSEE			ROANE COUNTY, TENNESSEE		
	CITY	COUNTY	TOTAL	CITY	COUNTY	TOTAL
2003	$ 2.94	$ 3.14	$ 6.08	$ 2.94	$ 2.11	$ 5.05
2004	2.87	3.14	6.01	2.87	2.445	5.315
2005	2.87	3.22	6.09	2.87	2.445	5.315
2006	** 2.55	2.68	5.23	** 2.55	2.02	4.57
2007	2.55	2.68	5.23	2.55	2.02	4.57
2008	2.65	2.68	5.33	2.65	2.27	4.92
2009	2.77	2.68	5.45	2.77	2.27	5.04
2010	2.77	2.68	5.45	2.77	2.36	5.13
2011	** 2.39	2.26	4.65	** 2.39	1.9051	4.2951
2012	2.39	2.35	4.74	2.39	1.97	4.36
2013	2.39	2.35	4.74	2.39	1.97	4.36

The City of Oak Ridge is located in two Tennessee counties: Anderson and Roane. About 17 percent of the taxable real parcels are located in the Roane County section of Oak Ridge. All properties in Anderson County and Roane County sections of Oak Ridge were re-appraised in fiscal years 2006 and 2011.

** Tax reappraisal year

Fiscal 2013 Average Household Contribution per Month (Based on $140,000 at a $2.39 Tax Rate):

		FY 2013 Monthly Contribution
Property Tax Supported Operations:		
School Operations	$	23.74
Police		10.65
Solid Waste (includes monthly recycle $7 fee)		9.80
Fire		7.43
Debt Service		7.38
Parks & Recreation		4.95
General Government		3.21
City Building & Street Maintenance (Public Works)		2.67
Library		2.45
Traffic and Street Lighting		1.87
Community and Economic Development		1.70
Capital Projects/Maintenance		0.86
MONTHLY TAX TOTAL	**$**	**76.71**
Average Monthly Residential Utility Costs:		
Electricity	$	131.70
Water		24.70
Wastewater		34.40
MONTHLY UTILITY TOTAL	**$**	**190.80**

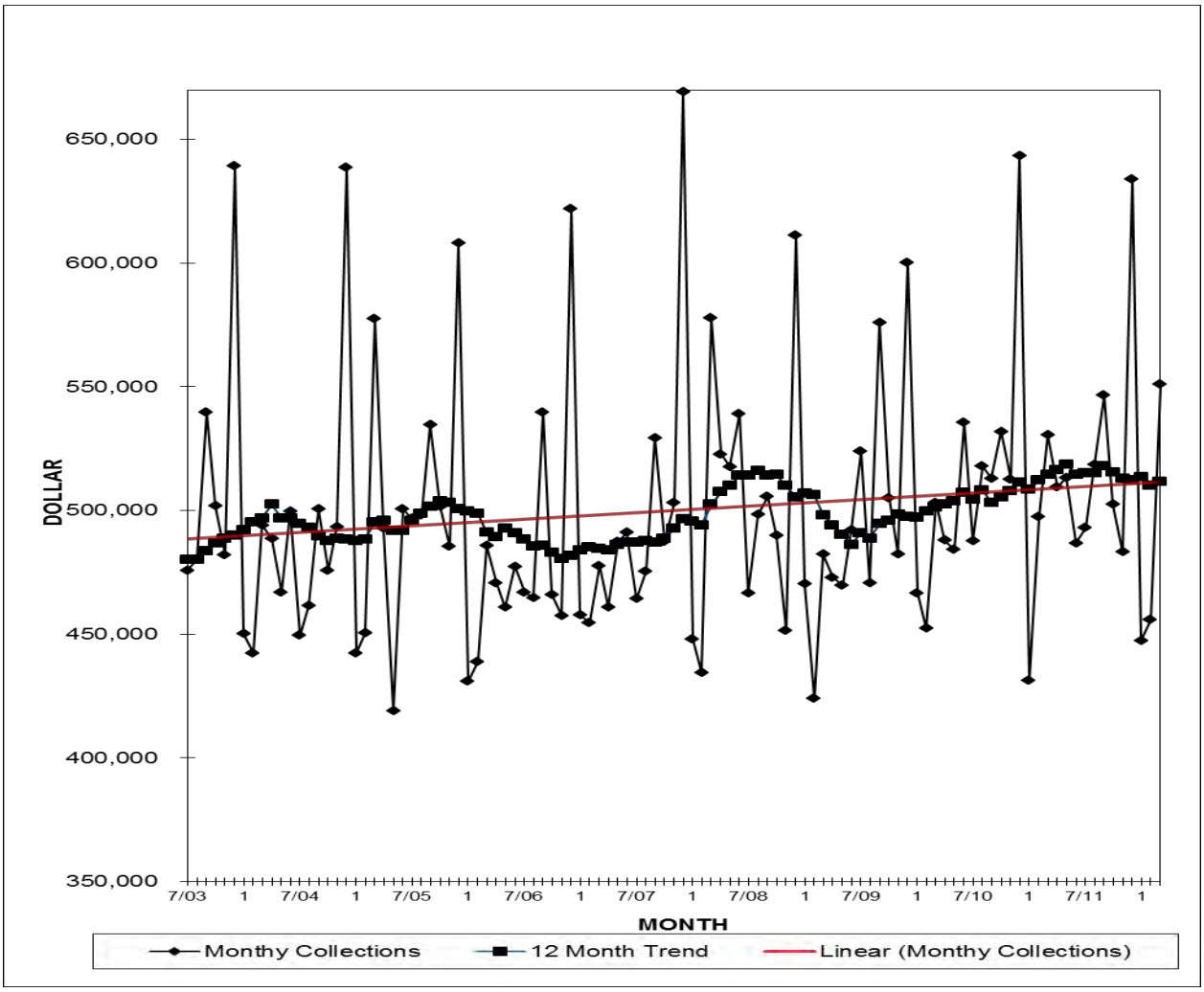
Local Sales Taxes

Local Sale Tax revenues are the General Fund's second largest revenue source at 22.26% of total General Fund revenues. Local sales tax revenues are budgeted at $9,060,000 for fiscal 2013, down 4.6% or $440,000 from the previous year. The local sales tax rate in both the Anderson County and Roane County sections of Oak Ridge are at the state allowed maximum of 2.75%, which when combined with the State sales tax rate of 7% totals 9.75%. On August 5, 2004, the citizens in the Anderson County portion of Oak Ridge overwhelmingly voted to increase the local sales tax option from 2.25% to the state maximum of 2.75%, with the additional tax proceeds being legally restricted to fund the renovation, construction and related debt service of the ORHS project. The sales tax rate increase became effective with sales beginning on October 1, 2004. In May 2006, Anderson County citizens voted to supersede the City's local sales tax increase. The 0.50% increase was split between Oak Ridge and Anderson County effective July 1, 2006. The City's share of the additional 0.50% local sales tax proceeds will continue to be accounted for in the Debt Service Fund and utilized to fund the debt on the ORHS project. The 2.75% local sales tax rate in the Oak Ridge portion of Roane County consists of a 2.50% rate imposed by Roane County and shared with the City and a 0.25% City of Oak Ridge rate. A detail of local sales taxes follows:

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Local Sales Taxes:						
Anderson County	$ 6,175,516	$ 6,105,000	$ 6,055,000	$ 6,055,000	$ (50,000)	(0.8)
Roane County	2,889,267	2,850,000	2,500,000	2,500,000	(350,000)	(12.3)
City Only - Roane Co.	583,690	545,000	505,000	505,000	(40,000)	(7.3)
Total Local Sales Taxes	$ 9,648,473	$ 9,500,000	$ 9,060,000	$ 9,060,000	$ (440,000)	(4.6)

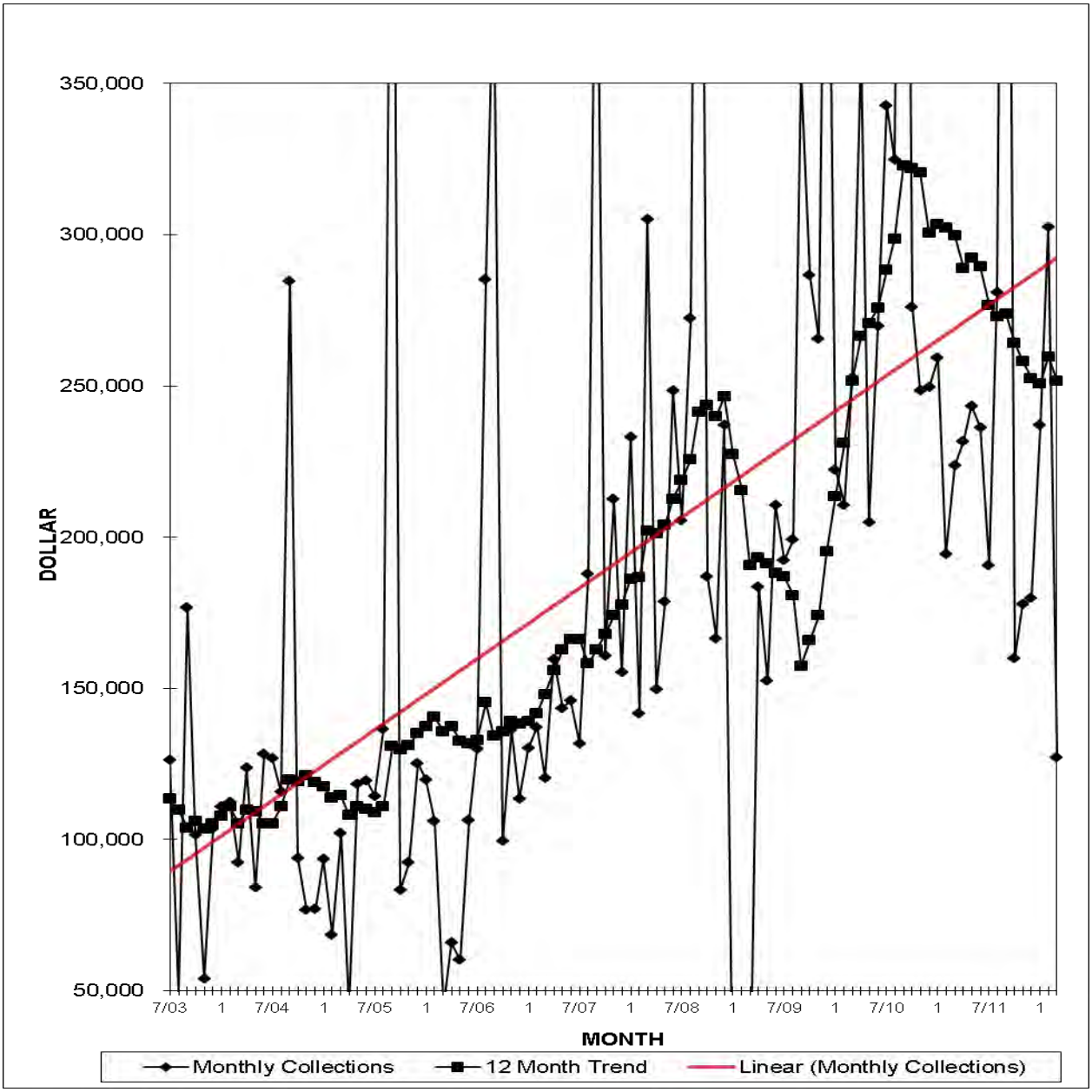
Sales tax collections in the Anderson County portion of Oak Ridge are budgeted at $6,055,000, a $50,000 or 0.8% decrease over budget 2012 based on recent collection levels. As shown on the graph below, these sales tax collections have been sporadic but overall have increased an average of 0.8% per year since 2003. Fiscal 2012 collections are projected to be 2% below actual fiscal 2011 collections. Fiscal 2013 collections are budgeted to remain flat with projected 2012 collections. Recent new restaurant developments and announcements are projected to offset the decrease in sales that resulted from the closure of the Oak Ridge Sears store and other economic factors during fiscal 2012.

ANDERSON COUNTY SALES TAX REVENUE
July 2003 to March 2012



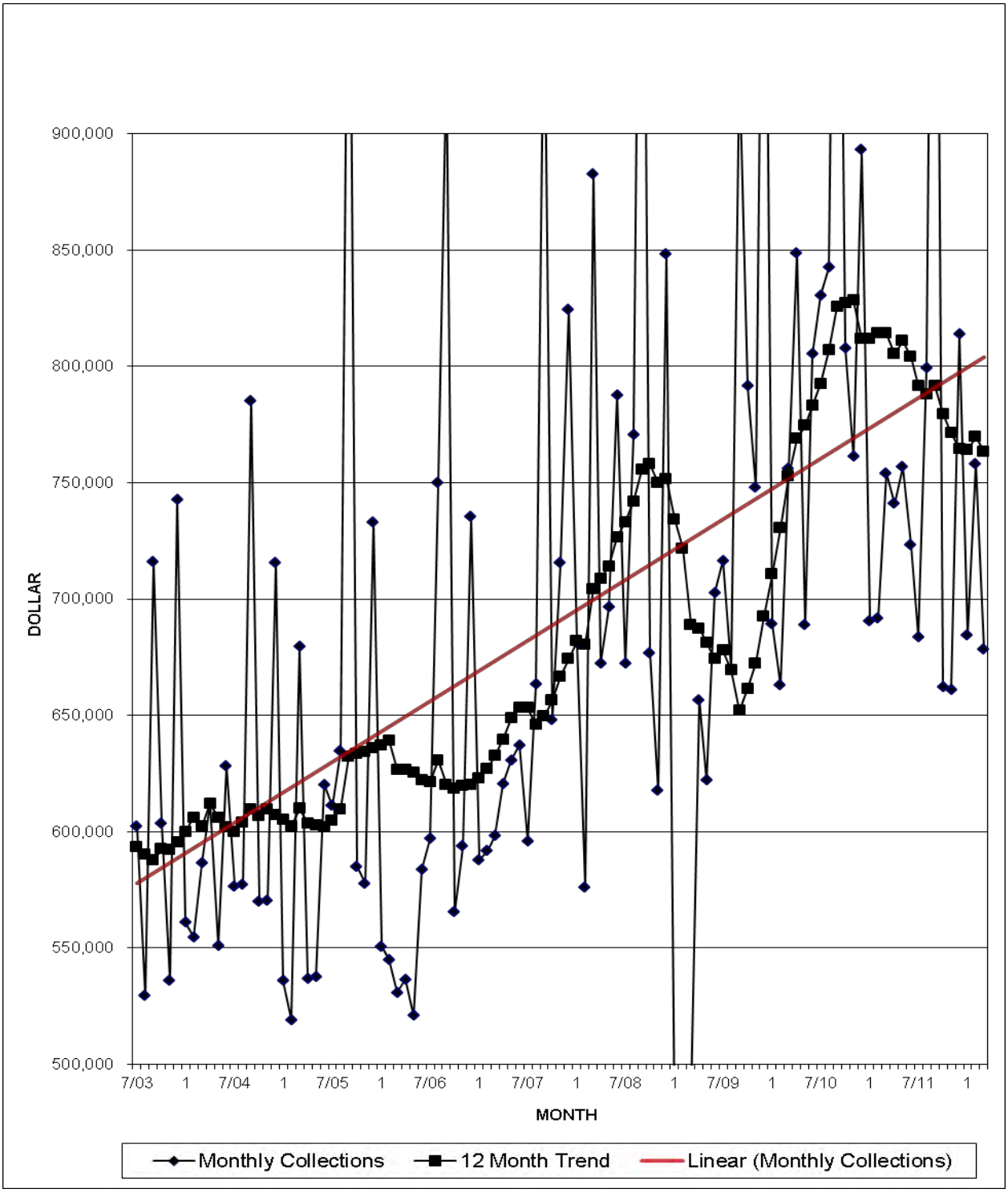
Sales tax collections in the Roane County portion of Oak Ridge, budgeted at $3,005,000, a $390,000 or 11.5% decrease over budget 2012 based on recent trends. As shown on the graph below, collections in the Roane County portion of Oak Ridge fluctuated widely over the past 10 years, but overall have increased 10.6% per year. Collections in this portion of Oak Ridge are primarily related to the operations at the federal Oak Ridge National Laboratory (ORNL) and K-25 (ETTP) facilities. Recent collections have increased significantly due to modernization programs at ORNL and federal stimulus award spending. The projected $467,957, 13.47% reduction in actual sales tax collections in fiscal 2012 reflects the decline in spending by local federal contractors from federal stimulus awards. Fiscal 2013 sales tax collections in the Roane County portion of Oak Ridge are budgeted to be flat with projected 2012 collection levels.

ROANE COUNTY SALES TAX REVENUE
July 2003 to March 2012



Combined sale and use tax collection in Anderson and Roane Counties since July 2003 are shown on the graph below reflecting the trends described above.

Anderson/Roane County Sales Tax Collections
July 2003 to March 2012

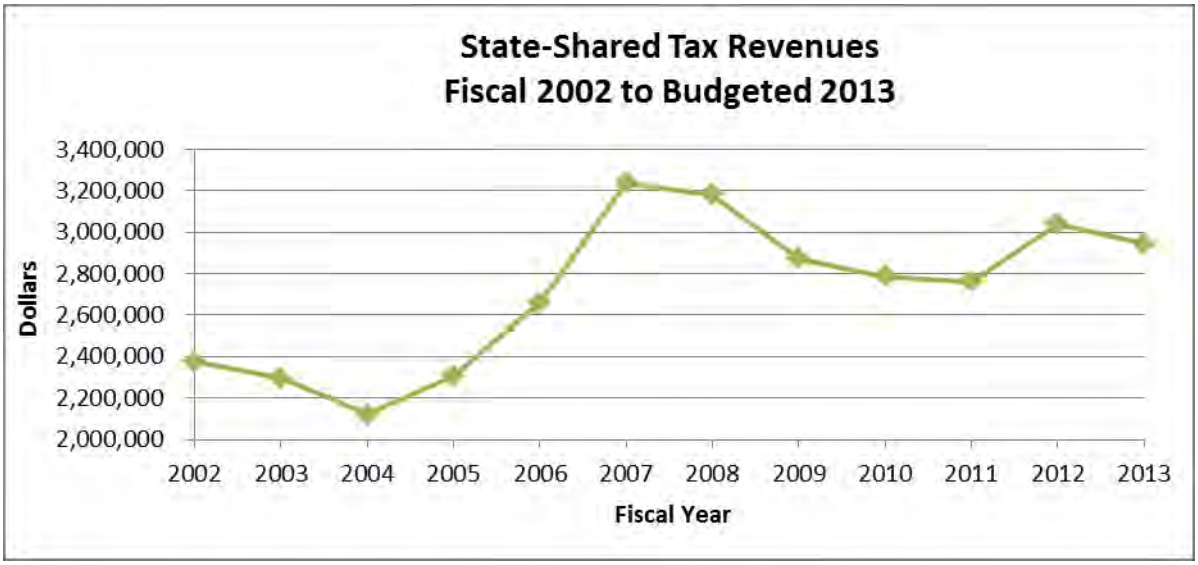


State Shared Taxes

Revenues provided from state-shared taxes, budgeted at $2,945,500, comprise 7.24% of total General Fund revenues. State-shared taxes are collected by the state with a portion distributed back to local governments based on either population or actual collections within that government's jurisdiction. The largest of these is sales taxes, budgeted at $1,990,000, and income tax, budgeted at $381,000 as outlined below.

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
State-Shared Taxes:						
Sales Tax	$ 1,828,532	$ 1,896,185	$ 1,940,000	$ 1,990,000	$ 93,815	4.9
Income Tax	377,931	381,000	381,000	381,000	-	0.0
TVA Impact	217,749	100,000	241,628	100,000	-	0.0
TVA Replacement Tax	311,492	324,683	342,193	350,000	25,317	7.8
Mixed Drink Tax	99,423	91,000	110,000	100,000	9,000	9.9
Excise Tax	7,769	45,000	9,663	10,000	(35,000)	-77.8
Beer Barrelage	14,288	14,958	14,500	14,500	(458)	-3.1
Total State-Shared Taxes	$ 2,857,184	$ 2,852,826	$ 3,038,984	$ 2,945,500	$ 92,674	3.2

Most state-shared taxes, with the exception of income tax, are allocated by the State to local entities based on population. The State reviews and makes modifications to the local allocations after each 10-year federal census. Revenues from the state-shared tax collections declined an average of 9% in fiscal 2004 due to a reduction in allocations to local entities by the State. Half of the reduction was restored to local entities in fiscal 2006, with the remainder restored in fiscal 2007. During fiscal 2009, actual collections for state sales and income tax declined reflecting concerns in the economy nationwide. Actual State shared sales tax collections began increasing in 2012 and the fiscal 2013 collections are projected to be $93,815 higher than budget 2012 based on current collection patterns. The fiscal 2013 budget for income tax collections remain at the fiscal 2012 level. The TVA impact revenue is awarded to areas impacted by TVA operation, in this instance the Kingston Fossil Plant ash spill, and is not anticipated to be an ongoing revenue source.



Other Revenues

Tax Equivalent Payments from Other City Funds

Revenues provided from Other City Funds, budgeted at $2,914,085, comprise 7.16% of total General Fund revenues. This revenue is collected from the City's Electric and Waterworks Funds for tax equivalent (in-lieu of property tax) payments. In accordance with accounting standards, these payments are recorded as an operating transfer in.

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
From Other City Funds:						
Tax Equiv.-Electric Fund	$ 1,317,761	$ 1,380,000	$ 1,432,462	$ 1,466,085	$ 86,085	6.2
Tax Equiv.-Waterworks Fund	1,367,520	1,385,000	1,423,445	1,448,000	63,000	4.5
Total From Other City Funds	$ 2,685,281	$ 2,765,000	$ 2,855,907	$ 2,914,085	$ 149,085	5.4

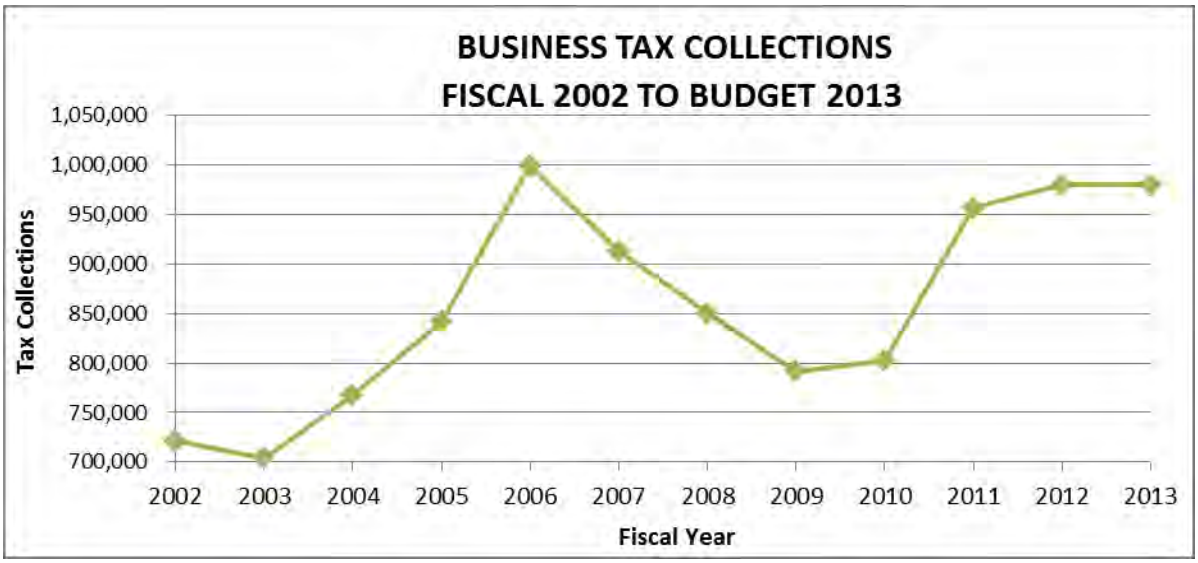
State law outlines the calculation for in-lieu of tax payments from electric distributors, which are based on operating revenues, net book value of fixed assets and the equalized property tax rate of the city and county in which the assets are located. Based on this calculation, the Electric Fund tax equivalent payment for fiscal 2013 is budgeted at $1,446,085, an $86,085 increase over fiscal 2012 levels. The Waterworks Fund in-lieu of tax payment is based on the net fixed asset value of the water and wastewater systems and the General Fund's initial cash investment in those systems. Based on this calculation, the Waterworks Fund tax equivalent payment for fiscal 2013 is budgeted at $1,488,000, a $63,000 increase over fiscal 2012 levels.

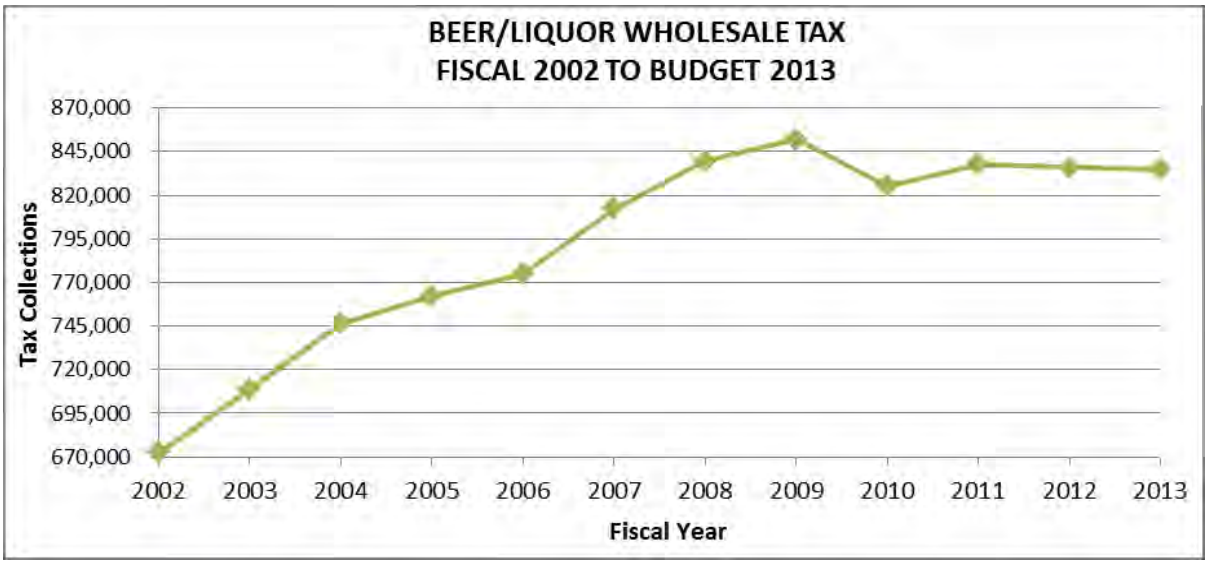
Local Business Taxes

Revenues provided from local business taxes, budgeted at $1,815,000, comprise 4.46% of total General Fund revenues. Collections are budgeted to increase $217,000 for fiscal 2013 for business taxes based on actual collection patterns.

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Local Business Taxes:						
Business Tax	$ 957,007	$ 775,000	$ 980,000	$ 980,000	$ 205,000	26.5
Beer Wholesale Tax	592,964	580,000	593,000	592,000	12,000	2.1
Liquor Wholesale Tax	244,703	243,000	243,000	243,000	-	0.0
Total Business Taxes	$ 1,794,674	$ 1,598,000	$ 1,816,000	$ 1,815,000	$ 217,000	13.6

The graphs below show the ten-year actual trend for these taxes. Business tax collections had been steadily increasing through fiscal 2005. Collections overall since 2006 have been basically flat or declining with spikes and dips, including 2006, caused by the timing of payments by large taxpayers. Beginning in February 2010, the State began processing business licenses in Tennessee, including the local city business license. The initial business licenses are still obtained through the City at a nominal fee. However, the annual license renewal and tax payments are now remitted directly to the State. Beer and liquor wholesale tax collections have been steadily increasing on an average of 3.8% from 2000 to 2009. Collections decreased slightly in 2010 and have continued to remain relatively flat since then. Beer Wholesale taxes are budgeted up slightly by 2.1% in 2013, a $12,000 increase.





DOE

Revenues from the US Department of Energy (DOE), which includes in-lieu tax (PILOT) payments and grant proceeds, are budgeted at $1,962,113 and comprises 4.82% of General Fund revenues. DOE's PILT payment to the City is based on the number of acres on the federal reservation (currently 32,908 acres) at a per acre appraisal approved by DOE at the City's property tax rate ($2.39). In accordance with the Atomic Energy Commission Act, the land value is assessed based on the original usage of the property, which was residential farmland when DOE purchased the land for the WWII effort, rather than the current use of the property. The residential property tax assessment rate of 25% is therefore used, rather than the 40% rate that would normally apply to commercial/industrial properties. DOE's remittance is also contingent on the annual federal appropriation of this payment.

In fiscal 2006, the City was awarded a $300,000 annual grant from DOE for five fiscal years to provide police patrol services and traffic control on DOE roadways located inside the federal reservation. Five additional police officer positions were added in mid-fiscal 2006 whose salaries and equipment requirements are funded by this grant. It is anticipated this grant will be renewed for fiscal 2013.

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
US Dept of Energy:						
In-Lieu of Tax	$ 1,662,773	$ 1,662,773	$ 1,662,113	$ 1,662,113	$ (660)	(0.0)
Federal Grant	300,000	300,000	300,000	300,000	-	0.0
Total DOE Funds	$ 1,962,773	$ 1,962,773	$ 1,962,113	$ 1,962,113	$ (660)	(0.0)

Licenses and Permits

Revenues provided from licenses and permits, budgeted at $663,000, comprise 1.63% of total General Fund revenues as outlined below:

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Licenses and Permits:						
CATV Franchise	$ 394,187	$ 390,000	$ 410,000	$ 400,000	$ 10,000	2.6
Building Permits	128,709	125,000	125,000	125,000	-	0.0
ORUD Right-Of-Way	60,000	60,000	60,000	60,000	-	0.0
Alcohol Sale Permits	22,122	21,000	22,000	22,000	1,000	4.8
Electrical Permits	21,527	20,000	15,000	20,000	-	0.0
Plumbing Permits	19,673	20,000	15,000	20,000	-	0.0
Animal Regist. Permits	9,553	7,000	9,000	9,000	2,000	28.6
Other Permits & Fees	5,895	10,000	7,000	7,000	(3,000)	(30.0)
Total Licenses & Permits	$ 661,666	$ 653,000	$ 663,000	$ 663,000	$ 10,000	1.5

Revenues from Building, Electric, Plumbing and Grading Permits are directly impacted by local economic conditions and will vary from year-to-year based on large commercial/residential projects. Revenues for the Cable (CATV) TV Franchise Fee are projected to increase by $10,000. In fiscal 2012, an additional cable carrier began providing service in Oak Ridge.

Charges for Services

Revenues provided from charges for services, budgeted at $347,000, comprise 0.85% of total General Fund revenues as outlined below:

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 12 vs 13	% CHANGE
Charges For Services:						
Rental Of Lands & Buildings	$ 118,632	$ 130,070	$ 122,500	$ 127,000	$ (3,070)	(2.4)
Outdoor Pool Fees	105,159	95,000	103,000	100,000	5,000	5.3
Indoor Pool Fees	41,441	45,000	38,000	40,000	(5,000)	(11.1)
Animal Shelter Fees	31,936	23,000	35,000	32,000	9,000	39.1
Records Processing	19,146	20,000	19,000	20,000	-	0.0
General & Admin. Costs	24,875	23,000	23,000	23,000	-	0.0
Misc. Recreation Usage Fees	5,035	5,000	4,500	5,000	-	0.0
Total Charges For Services	$ 346,224	$ 341,070	$ 345,000	$ 347,000	$ 5,930	1.7

Budgeted revenues from land and building rentals include room rentals at the Civic and Scarboro Centers and the rental of two buildings located at the Marina. Records processing fee collections are primarily from police record checks related to federal contractors. General and Administration fees are charged to offset overhead costs to process miscellaneous billings (e.g. damage to City property as the result of a traffic accident). Various charges for services were adjusted slightly to reflect current collection patterns and proposed increases in pool fees in fiscal 2013.

Fines and Forfeitures

Revenues provided from fines, budgeted at $362,000, comprise 0.89% of total General Fund revenues as outlined below:

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Fines, Penalties & Forfeitures:						
City Court Revenues	286,454	312,000	288,500	312,000	-	0.0
Library Fines and Fees	46,351	50,000	45,000	50,000	-	0.0
Total Fines, Penalties & Forfeitures	$ 332,805	$ 362,000	$ 333,500	$ 362,000	$ -	0.0

Collections from City Court revenues have been sporadic in past few years due to staffing turnover and vacancies in the Police Department.

Interest and Miscellaneous

Revenues provided from interest and other revenues, budgeted at $68,833 comprise 0.17% of total General Fund revenues as outlined below.

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Other Revenues:						
Interest on Investments	$ 25,034	$ 50,000	$ 20,000	$ 30,000	$ (20,000)	(40.0)
Interest on Capital Outlay Notes	-	-	50,000	33,333	33,333	0.0
Miscellaneous	17,414	8,600	20,531	5,500	(3,100)	(36.0)
Total Other Revenues	$ 42,448	$ 58,600	$ 90,531	$ 68,833	$ 10,233	17.5

Revenues from interest on investments vary based on cash levels and prevailing interest rates. The decline in budgeted interest on investments is due to the continuation of low interest rates at the national level. The decrease in Interest on Capital Outlay Notes is due to the reduction in the outstanding principal balance of the Capital Outlay Notes, which is basically an internal fund loan from the General Fund and the Waterworks Fund.

Fund Balance Appropriation

In fiscal 1986, the City received $23.1 million dollars from the United States Department of Energy (DOE) as a settlement to cease annual financial assistance payments from DOE and for ten-years of in-lieu of tax payments. Through fiscal 2007, the City budgeted the gradual draw down of fund balance created by the DOE settlement in order to maintain a reduced property tax rate. The City continues to balance budgeted revenues, expenditures and operating transfers through the Fund Balance draw in the General Fund. The fund balance draw for fiscal 2013 is budgeted at $697,871 and comprises 1.72% of the General Fund revenues.

GENERAL FUND EXPENDITURES

City staff's major focus during the budget process is the expenditures in the General Fund. Since revenue shortfalls must generally be offset by property taxes, the goal of staff is to maintain expenditures at the lowest possible level while continuing to provide quality services to the community. Gross expenditures before Cost Recoveries from other Funds, (refer to the schedule on pages III-31), are budgeted at $24,620,130 for fiscal 2013, up $82,957 or 0.3% from fiscal 2012. Approximately 21% of the General Fund's gross expenditures are transferred to other City Funds or Recovered from Users. In order to retain the property tax rate at the fiscal 2012 level of $2.39 per $100 of assessed valuation, General Fund Municipal Expenditures, net of Reduction of Costs, remained at the fiscal 2012 level of $19,453,250.

Budgeted funds were reallocated from categories were they were no longer needed to other categories to provide funding to areas were costs were increased without increasing the overall budgeted appropriation as outlined below by expenditure classification.

Personal Service expenditures budgeted at $16,993,735 account for 69.0% of total General Fund expenditures. Personal Services are budgeted to increase $19,385 or 0.1%. Salaries and retirement benefits are projected to decrease $125,242, while still incorporating an average 1.5% increase in salaries for City employees. The overall budgeted percentage change in salaries is below 1.5% due to a large number of retirements of long-term employees during the past year.

Actual expenditures for City employee medical, retirement (through the Tennessee Consolidated Retirement System) and workers compensation benefits are accounted for in the Insurance Fund. Other City Funds, primarily the General, Electric and Waterworks Funds, are charged a flat charge per each of their budgeted full-time employees for these benefits, which is shown as an applicable expenditure in that Fund. The revenues from these flat charges are accounted for as revenue in the Insurance Fund, which is shown as Charges for Services. The accounting for costs in this manner allows for the spreading of the impact on the General Fund of rapidly increasing expenditure items such as medical, workers compensation and retirement over a multi-year period.

The City fully funds employee retirement costs with the Tennessee Consolidated Retirement System (TCRS). Retirement rates are reviewed biennially and decreased from 14.99% to 14.87% of wages in fiscal 2013. Budgeted funding for retirement costs decreased $15,623 in fiscal 2013.

The City provides medical insurance options to employees through the State of Tennessee medical plans. Revisions to employee medical premiums are effective January 1 of each calendar year. In calendar 2012, the medical plans and deductibles were revised which resulted in a reduction in actual medical premiums paid by the City in that year from the previous year. Budgeted fiscal 2013 funding by the General Fund for employee medical insurance has increased by $144,627. Funding increased $575 per employee over fiscal 2012 levels, with much of the increase due to workers' compensation and employee dental and vision claims.

Contractual Services total $6,687,993 and comprise 27.2% of total General Fund expenditures. Budgeted funding for Contractual Services increased $48,302, up 0.7% over the prior fiscal year. The fiscal 2013 budgeted amount for these line items were reviewed and funding allocated based on actual costs and highest funding priority.

Utility services are budgeted at $2,307,420. Of this amount, $1,070,100 is budgeted to maintain traffic and street lighting throughout the City. The Electric Fund pays the cost of initial installation and routine maintenance of traffic and street lighting. Each year the General Fund pays to the Electric Fund an investment charge that is 13% of the net asset value of traffic and street lighting recorded in the Electric Fund. The General Fund pays the actual electric usage charges to operate traffic and streetlights. The remaining $1,237,320 budgeted for utility charges includes electric, water, wastewater and gas usage and

refuse collection at City owned buildings and telephone and other communication charges. Utility funding for City facilities is budgeted down $45,780 or 3.6%, reflecting utility efficiencies and stabilization of natural gas costs.

Vehicle and large Equipment Usage Charges budgeted at $1,252,715 increased $53,538 or 4.5%. This charge provides funding for future vehicle replacement in the form of rent and actual maintenance and operating costs, including fuel. The vehicle rent is paid to the Equipment Replacement Rental Fund to accumulate cash for replacement of City vehicles. Rental charges have been increased in fiscal 2013 related to escalating costs for the purchase of new replacement vehicles. Vehicles are replaced on an as needed basis rather than immediately after full depreciation. The increased funding levels in fiscal 2013 primarily reflect higher fuel costs and maintenance. $420,597 is budgeted for the maintenance and replacement of small equipment items, including computers.

$691,593 is budgeted for custodial services at City buildings ($241,196), mowing ($358,375), street sweeping (27,492) and litter pickup along right-of-ways, at City recreational facilities and at other City-owned sites ($64,530). These services are provided under multiyear contracts that increase annually based on changes in the consumer price index (CPI).

$650,395 is budgeted for repair and maintenance costs for City buildings, parks, sporting fields and other City facilities and sweeping of City streets. This includes annual maintenance contracts for services such as security systems, sprinkler systems and pest control.

$823,991 is budgeted in fiscal 2013 for professional services. Expenditures budgeted here include $185,000 for contractual meter reading services, $100,000 for communication resources, $94,500 for GIS and network upgrades, $52,919 for personnel costs including drug screening, medical exams and psychological exams for police and fire applicants, $6,735 for computer training and support services, and $53,800 for the annual independent audit. The remaining $331,037 budgeted for professional services is spread throughout the General Fund for a variety of services such as engineering, surveys, appraisals, library book binding and instructors for recreational sponsored classes. The $12,012 budgeted increase in professional services is primarily due to increases in professional services under contractual commitments, such as the annual independent audit, and $5,000 for code enforcement activities and $4,500 for Police Investigation services.

The $177,965 budgeted for travel to schools and conferences by City employees and City Council. Funding for travel and training includes $71,717 for police and fire employees, $38,000 for City Council and $19,493 for the City Manager and Legal offices.

Rents are budgeted at $159,024 for fiscal 2013, a $3,480 decrease over prior fiscal year. The decrease was due to the elimination of some small equipment rents, particularly copiers which have been purchased rather than rented. Rents include $67,220 for space occupied by the Senior Center, $30,000 for Anderson County Court rent, leases for copiers and other equipment and for portable toilets at recreational facilities. The Anderson County Court hears City cases and the City pay a portion of the Court's facility rent.

$92,000 is budgeted for mailing costs, which includes monthly utility and annual property tax bills. All central mailing costs are budgeted in one activity, 854 Stationary Stores, and then the costs for the utility billings are allocated back to the Electric and Waterworks Funds through cost recoveries. $59,888 is budgeted for dues, memberships and subscriptions, including library subscription services, $47,530 for advertising and legal notice publication and $4,875 for printing costs. Budgeted funding for Advertising and Publicity costs decreased $4,000 due to the increased usage of the City's website in place of large print notices.

Commodities total $632,656 and comprise 2.6% total General Fund municipal expenditures. The fiscal 2013 budget for these items increased $15,270 over fiscal 2012 levels. Miscellaneous commodities, small tools and supply purchases are budgeted at $394,175. Commodity purchases include not only supplies such as printer and copier paper, ribbons, toner cartridges, batteries and cleaning supplies but

items such as veterinary supplies and food for the animal shelter, landscaping materials for City parks and sporting fields, chemicals for the indoor and outdoor pool, sanitary gloves for first responder firefighters and ammunition for police. $140,342 is budgeted for Library materials including book, CD, cassette and DVD purchases, $26,714 for non-Library books and educational materials and $71,425 for uniforms. The fiscal 2013 budget for uniforms increased $15,000, reflecting actual cost levels.

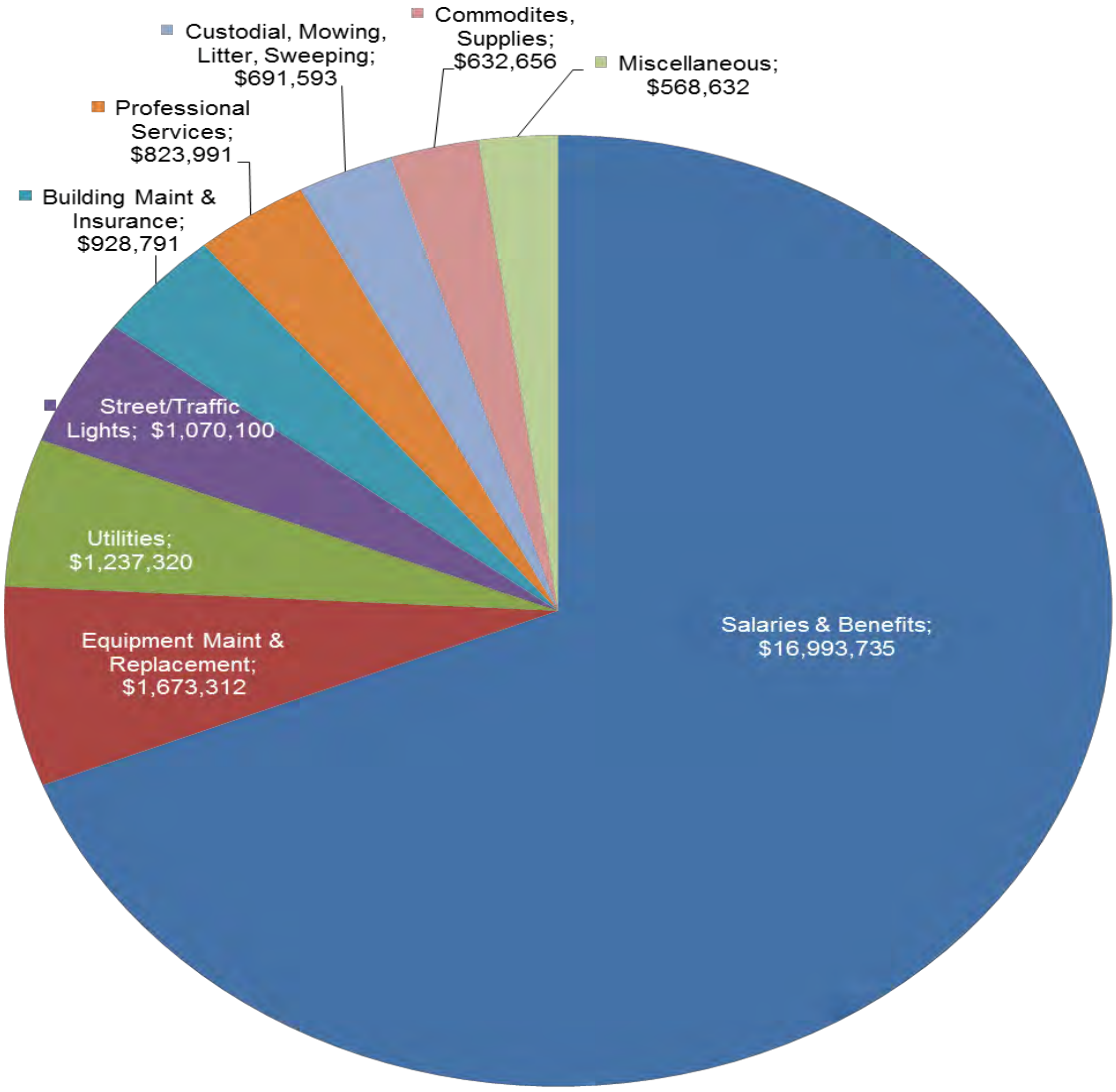
Other Charges total $305,746 and comprise 1.2% of total General Fund municipal expenditures. $278,396 is budgeted for property and liability insurance, remaining at fiscal 2012 levels. The City maintains insurance coverage for property and other liabilities through commercial insurance carriers with per incident deductibles ranging from $2,500 to $10,000 for common occurrences and a $50,000 per incident deductible for damage caused by floods or earthquakes. $22,000 is budgeted for grants and subsidies including $9,500 to the Oak Ridge Arts Council, $9,000 for Youth Advisory Board activities and $3,500 for the Secret City Festival.

No capital expenditures are budgeted for fiscal 2013. All major general capital projects are accounted for in the Capital Projects Fund.

Reduction of Costs includes two components, Recovered from Users and Recovered from Funds. Costs that are recovered from specific users include billings for a police officer to be present at a non-City sponsored event that recover the officer's overtime and fees for special classes or programs, particularly recreational, that the City sponsors for which the costs for the class or program will fully or almost fully be recovered by fees. This has allowed the City to sponsor one-time or new programs without impacting the legal appropriation. Funds recovered from users are budgeted to increase by $82,957 or 1.6% based on actual collection levels.

Recovered from Funds includes the transfer of expenditures to other City Funds based on the percentage of work performed by that activity for another City Fund. For Example, Activity 862, Finance performs the accounting, purchasing and warehousing etc., functions to support the operations of all City Funds. Finance transfers 37% of its gross expenditures to the Electric Fund, 38% to the Waterworks Fund, and 4% to the State Street Aid Fund with a net of 21% remaining in the General Fund. The transfer percentage is based on the level of work provided by that activity for each Fund. The costs that are transferred to the other Funds are included as expenditures/expenses in those Funds and funded by the revenue source for that Fund (i.e. Electric Fund from user electric fees). Reduction of Costs totaled $4,790,598 for fiscal 2013, up $83,115 or 1.8%.

General Fund Municipal Expenditures By Type, Budget 2013



GENERAL FUND OPERATING TRANSFERS

Operating Transfers are transfers of General Fund revenues to other City Funds to help finance that Fund's operating expenditures. Operating Transfers are budgeted at $21,252,152, down 4.0% or $888,170 in fiscal 2013.

The largest single use of General Fund revenues is the operating transfer to the Oak Ridge Schools, which is 34.06% of total General Fund Expenditures and Operating Transfers. This is a $766,470 decrease or 5.2% over the fiscal 2012 amount. Operating transfers to the Oak Ridge Schools was reduced by $766,470 with the funding reallocated as an operating transfer to the Debt Service Fund to

pay for existing debt service on debt issued to fund the renovation and expansion of the Oak Ridge High School. This operating transfer will finance approximately 24.5% of the General Purpose School Fund's budgeted expenditures for fiscal 2013.

$4,311,470 is budgeted for transfer to the Debt Service Fund for annual principal and interest payments on outstanding long-term debt issued to finance City and School Capital Projects. This transfer was increased by $1,266,470 for fiscal 2013. $766,470 of the increase was for a reallocation of funding from the Oak Ridge Schools to the Debt Service Fund to fund annual debt service payments for debt previously issued to for the renovation and expansion of the Oak Ridge High School. The remaining $500,000 was to restore funding to fiscal 2011 levels. Funding was reduced by $500,000 for one year in fiscal 2012 to reflect the reallocation of savings achieved from debt refunds to the Capital Projects Fund for a donation for the expansion of the Oak Ridge Roane State Community College campus.

$1,636,000 is budgeted for transfer to the Solid Waste Fund in fiscal 2013. This funds a portion of the costs for residential refuse collection and the operations of a convenience center. These services are provided under a long-term contract with Waste Connections of Tennessee, which contains an annual contract price escalator based on the consumer price index (CPI) and an adjustment for fuel price variances. The $111,830 increased budget level for 2013 is primarily related to the CPI and fuel costs. In 2009, the City began participating in the Recycle Bank program. As part of this program households were given large recycle bins and have the opportunity to earn Recycle Bank points that can be used to shop at over 1,500 local and national businesses. The residential refuse fee for refuse collection increased from $5 to $7 to pay for the costs for this new program that is direct revenue to the Solid Waste Fund.

As the City's physical facilities continue to age, it has become more apparent that the City cannot continue to borrow the funds necessary for the maintenance and replacement of these facilities at the current pace. Over the past 20 years, the City has committed over $60 million in tax-supported debt to pay for capital improvements, maintenance and replacement of facilities. Capital maintenance and facility replacement will continue to be a major drain on the City's resources in the future. In fiscal 2000, the City established a $410,000 transfer from the General Fund to the Capital Projects Fund to begin the initial funding for this annual reserve. Without this reserve, the full cost of maintaining and replacing major assets must be paid through the use of borrowed funds. With annual General Fund debt service payments approaching $5 million, equal to about $1.00 on the property tax rate, City staff has expressed the concern that it will be difficult for the City to continue borrowing at this pace. During fiscal 2008 and 2009, this annual operating transfer was stopped in order to maintain an adequate fund balance in the General Fund. This operating transfer resumed at reduced amounts in fiscal 2010 and 2011, with funding for capital maintenance items provided from the issuance of long-term debt. The fiscal 2012 operating transfer was $2,012,000, of which $500,000 is for a one-time increase for the donation to Roane State Community College. In order to retain a flat property tax rate funding was reduced to $500,000 for fiscal 2013.

The revenues of the State Street Aid Fund (SSA) are insufficient to finance expenditure levels recorded in that Fund for street paving and routine street maintenance. In fiscal 1995, the City began a major Pavement Management Program with long-term goals of the program to provide adequate maintenance to City streets in order to prevent or prolong the need for more expensive street reconstruction. Funding for this program and other street maintenance costs are to be provided through operating transfers from the General Fund budgeted at $660,000 in fiscal 2013, up $7,000 from fiscal 2012.

$60,000 is budgeted for transfer to the Street & Public Transportation Fund to support the City's taxi coupon and public transit bus service programs. The revenue stream for the Street & Public Transportation Fund from state funding sources is insufficient to completely support these operations. Funding increased by $5,000 for fiscal 2013.

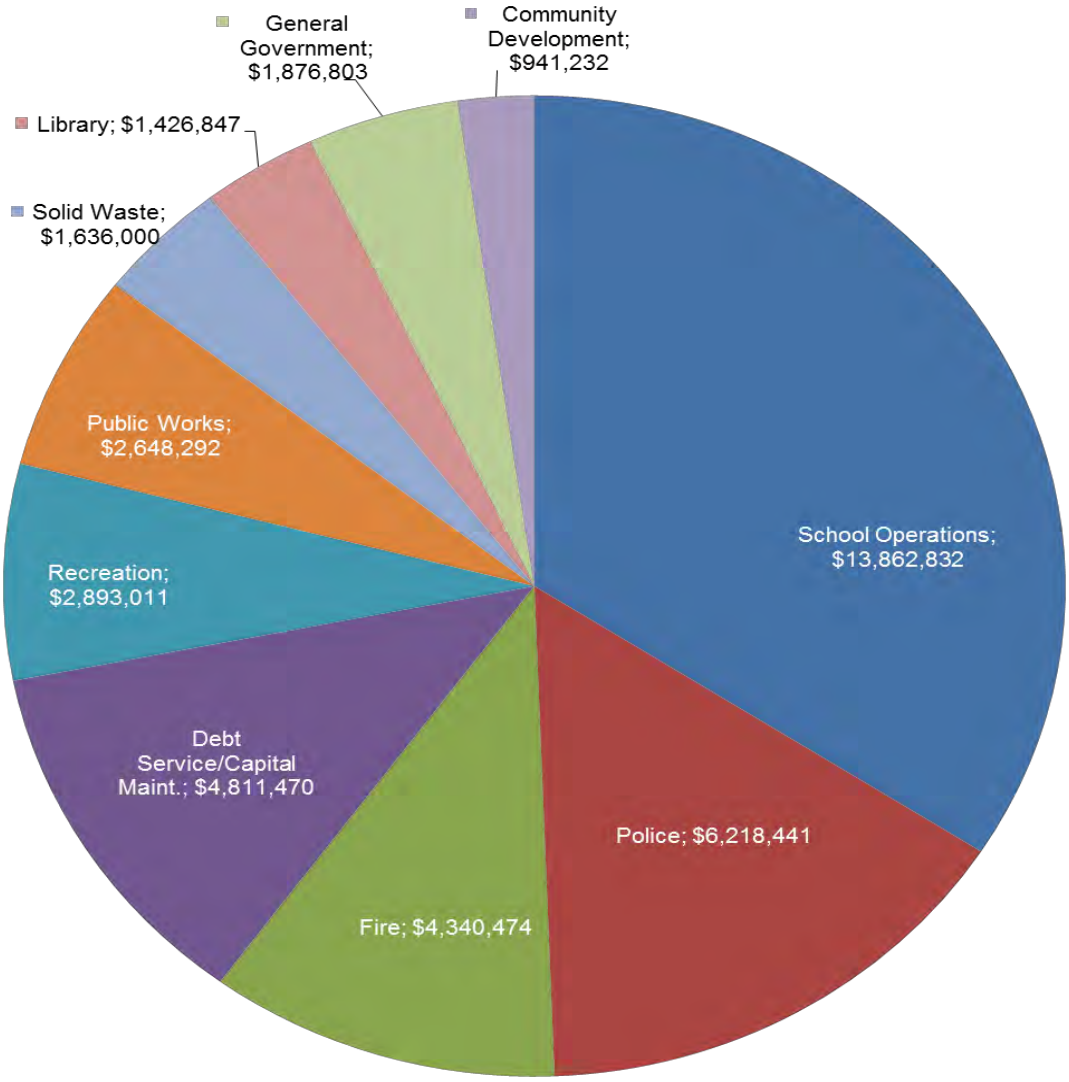
$171,850 is budgeted for transfer to the Grant Fund for social service funding for Aid to Distressed Families of Appalachian Counties (ADFAC) ($140,000) and the Anderson County Health Council (ACHC) for the Healthy Start program ($31,850). ADFAC administers the City's social service program which

provides assistance with rent, mortgage and utility payments, transportation for doctor appointments or job interviews, counseling toward self-sufficiency and referrals to appropriate agencies for further assistance to eligible citizens. The Anderson County Health Council Healthy Start program provides assistance, training and support program for young mothers.

$50,000 is budgeted for transfer to the Economic Diversification Fund for housing initiatives.

A spreadsheet of the General Fund Summary of Gross Expenditures and Transfers by Object Code Classification is show on page III-29. A spreadsheet of General Fund Expenditures and Operating Transfers for Fiscal Year 2013 can be found on page III-30.

General Fund Expenditures and Operating Transfers, Budget 2013:



MULTIYEAR MODEL

The City utilizes a multiyear model to calculate the required current budget year property tax rate and forecast future year property tax rates based on projected levels of General Fund revenues, expenditures and operating transfers. Debt service on long-term debt, excluding that of Proprietary Funds, is an intricate part of the multiyear model and is directly related to increases in the current and future property tax rates.

The multiyear model was designed to be used as a long-range planning tool for establishing a proposed property tax rate during the annual budget review process. This model is only concerned with the revenues, expenditures and operating transfers of the General Fund since only these items impact the property tax rate. The multiyear model on page III-22 contains projected revenues, expenditures and operating transfers through fiscal 2018. It contains debt service requirements for the General Fund on existing long-term debt issuances as well as establishment of a funding stream for a future potential debt issuance.

Model Assumptions:

- Expenditures for municipal operations and operating transfer to the Oak Ridge Schools for operations are projected to increase 1.15% in fiscal 2014 and 2.5% annually through 2018. Historical actual percentage increases have generally been in the 2.5% to 3.5% range until the past few years when they have decreased to 1.5% or less to retain a flat property tax rate.
- Revenues are anticipated to grow at the historical growth rate of each specific revenue source. The City's primarily revenue source is from property taxes and sales and use tax collections. Property assessment growth is projected to decrease by 1.08% in fiscal 2013 due to a significant slowing of property investment primarily resulting from nationwide economic concerns. Assessment growth is projected at 2% annually thereafter beginning in 2014 as growth resumes a more normal level of investment.
- Sales and use tax collections is the General Fund's other major revenue source. Actual collections levels in fiscals 2010 and 2011 were higher than normal due to ongoing modernization programs at federal sites in Oak Ridge and federal stimulus awards to federal contractors located within Oak Ridge. Collections are projected to decline by 6.09% in fiscal 2012. No growth is expected for 2013 as stimulus funding begins to flatten. Growth is expected to return to a more normal pattern of annual increases of 1% in fiscal 2014, 2.5% in fiscal 2015 and 2% thereafter. The higher collection level in 2015 is based on planned retail developments in the community.
- The fund balance of the General Fund combined with that of the General Purpose School Funds should stabilize at approximately $10 million.

Changes in Operating Transfers:

- Transfers to the Solid Waste Fund are projected to grow by 3% annually. The primary operations funded by this transfer for residential solid waste collections are provided under a contract with a private business. Annual contractual increases are set at 90% of the current rate of inflation as indicated by the Consumer Price-Index. During fiscal 2007, there was a fuel cost adjustment added to the contract.
- The addition of a $50,000 annual operating transfer from the General Fund to the Economic Diversification Fund which was established in 2012 to fund some of the City's housing initiative programs.
- Transfers to the Grant Fund for social service program funding are projected to remain flat at $172,000 through 2018.
- The City has two City Street Funds, the State Street Aid (SSA) Fund and the Street and Public Transportation (SPT) Fund. The City's major street resurfacing program and maintenance on non-state streets are accounted for in the SSA Fund. Public transportation assistance programs are funded through the SPT Fund. Revenues in both the street funds, which are primarily from state shared fuel taxes and grants, have been flat for many years and are insufficient to cover the cost of operations accounted for in these Funds. In fiscal 2013, the General Fund is budgeted to transfer

$720,000 to the two Street Funds with increases projected at 1.5% in fiscal 2014, 2.5% annually thereafter.

- In fiscal 2001, the City started a reserve to fund capital maintenance projects costing between $10,000 and $300,000 from operating transfers from the General Fund to the Capital Projects Fund. This program was initiated to reduce the usage of long-term debt issuances to finance the City's routine capital maintenance needs. Due to property tax rate concerns, the necessary funding to provide financing for these capital needs on a consistent annual basis has yet to be met. Proceeds from long-term debt issuances were used to offset a portion of the required funding levels required through fiscal 2011. The fiscal 2012 funding levels for capital maintenance projects were increased to $1,472,000. Funding was reduced to $500,000 in fiscal 2013 and is projected to remain at that level through 2018.

- The Debt Service – new projects line begins an annual funding stream, starting at $20,000 in fiscal 2011 and increasing to $100,000 in 2016, to provide funding for the annual debt service requirement on a proposed new debt issuance.

- The Debt Service existing transfer line only includes the annual operating transfer required to fund debt service on existing debt issuances. The current amortization schedule for General Long-Term Debt, which is funded through the operating transfer from the General Fund to the Debt Service Fund, is in Section IV of this document.

Based on these parameters in the multiyear model on page III-22**,** the projected property tax rate will increase to $2.43 in fiscal 2014 and increase again in 2015 to $2.47, and in 2016 to $2.51. The property tax rate remains at $2.51 in fiscal 2017 and 2018. The multiyear model presented here is to demonstrate how the City relates the impact of debt and other related increases in expenditure levels to the property tax rate. For each cent on the tax rate, General Fund revenues will increase approximately $90,000. Therefore, the property tax rate must be increased by one-cent for each $90,000 increase in expenditures. This amount will vary slightly from year-to-year based on assessment growth.

The City has utilized fund balance draws since 1986 to balance the budget (i.e. revenues equal expenditures). A fund balance draw of $697,000 in fiscal 2013, $378,000 in 2014 and $49,000 in 2015 is included in the model.

The multiyear model is used for projection purposes and for management decisions concerning long-range projects. Obviously, the future property tax rates presented in these models will not necessarily be the rate that will be in effect during that fiscal year. The multiyear model is updated each year as a part of the budget process and is utilized by City staff to set the proposed property tax rate presented to City Council.

City of Oak Ridge Tennessee

GENERAL FUND MULTIYEAR FINANCIAL MODEL (IN THOUSANDS)

Fiscal Year	2010 ACTUAL	2011 ACTUAL	2012 PROJ.	2013 PROJ.	2014 PROJ.	2015 PROJ.	2016 PROJ.	2017 PROJ.	2018 PROJ.
REVENUES:									
General Property Taxes	18367	18716	18969	19378	19892	20624	21377	21805	22341
Prior Year Property Tax Year Collections	261	362	954						
Other Property Taxes	2940	3177	3348	3406	3497	3590	3684	3721	3758
Business Taxes	1628	1794	1816	1815	1869	1925	1983	2042	2103
Licenses & Permits	244	207	193	203	205	207	209	211	213
DOE In-Lieu of Taxes	1476	1663	1663	1663	1691	1719	1746	1746	1746
Local Sales Tax	9397	9648	9060	9060	9151	9379	9567	9758	9953
Intergovernmental	2719	2781	2958	2865	2951	3040	3131	3225	3322
Hall Income Tax	367	377	381	381	392	404	416	428	441
Charges for Services	312	349	345	347	357	368	379	390	402
Fines & Penalties	370	330	333	362	373	384	396	408	420
Photo Enforcement Fees	952								
Other Revenues	514	496	560	528	528	528	541	555	569
TOTAL REVENUES	39547	39900	40580	40008	40905	42168	43430	44290	45269
TOTAL MUNICIPAL EXPENDITURES	18438	18748	19001	19453	19745	20238	20744	21263	21795
OPERATING TRANSFERS:									
Gen. Purpose School Fund	13981	14470	14629	13863	14071	14423	14783	15153	15532
Solid Waste Fund	1293	1407	1524	1636	1685	1736	1788	1842	1897
Economic Diversification Fund			50	50	50	50	50	50	50
Grant Fund	168	247	172	172	172	172	172	172	172
Public Transportation	30	55	55	60	60	60	60	60	60
Street Resurfacing	224	653	653	660	670	687	704	721	739
Capital Maintenance	80	476	1512	500	500	500	500	500	500
Debt Service - New Projects		20	45	45	65	85	100	100	100
Capital Projects - Debt Service Savings Roane State			500						
Debt Service	3500	3525	3000	4266	4266	4266	4266	4266	4266
TOTAL OPERATING TRANSFERS	19276	20853	22140	21252	21539	21978	22423	22864	23316
TOTAL EXPENDITURES & TRANSFERS	37714	39601	41141	40705	41284	42217	43167	44127	45111
REVENUES LESS EXPEND. & TRANS.	1833	299	-561	-697	-378	-49	262	162	158
CITY FUND BAL. (BOY):	7223	9056	9355	8794	8097	7719	7670	7932	8095
CITY FUND BAL. (EOY):	9056	9355	8794	8097	7719	7670	7932	8095	8253
SCHOOL FUND BAL. (EOY):	3593	5503	5082	3062	2300	2300	2300	2300	2300
TOTAL FUND BALANCE (EOY):	**12649**	**14858**	**13876**	**11159**	**10019**	**9970**	**10232**	**10395**	**10553**
Fund Balance As % Expend. & Trans.	33.54%	37.52%	33.73%	27.41%	24.27%	23.62%	23.70%	23.56%	23.39%
PROPERTY TAX RATE:	**277**	**239**	**239**	**239**	**243**	**247**	**251**	**251**	**251**
% INCREASE PROPERTY TAX RATE	0.00%	0.00%	0.00%	0.00%	1.67%	1.65%	1.62%	0.00%	0.00%
ASSESSMENT (0,000,000's)	69.08	80.76	81.13	80.26	81.86	83.50	85.17	86.87	88.61
Total Tax rate Increase (Annual)	**0.0**	**0.0**	**0.0**	**0.0**	**4.0**	**4.0**	**4.0**	**0.0**	**0.0**
Ann. Assmnt. Growth	1.13%	1.00%	0.46%	-1.08%	2.00%	2.00%	2.00%	2.00%	2.00%
Ann. Sales Tax Growth	16.16%	2.67%	-6.09%	0.00%	1.00%	2.50%	2.00%	2.00%	2.00%
Average Household Monthly Tax Increase	0.00	0.00	0.00	0.00	1.17	1.17	1.17	0.00	0.00

GENERAL FUND BUDGET DETAIL

General Fund Budget Summary

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:						
Taxes	32,675,352	32,765,773	32,953,343	32,407,113	(358,660)	-1.1
Licenses and Permits	207,479	203,000	193,000	203,000	0	0.0
Intergovernmental Revenues	3,157,780	3,153,426	3,339,515	3,246,000	92,574	2.9
Charges for Services	346,223	341,070	345,000	347,000	5,930	1.7
Fines and Forfeitures	332,805	362,000	333,500	362,000	0	0.0
Other Revenues	496,039	508,000	560,000	528,333	20,333	4.0
Total Revenues	37,215,678	37,333,269	37,724,358	37,093,446	(239,823)	-0.6
EXPENDITURES:						
General Government	1,859,658	1,885,557	1,864,448	1,876,803	(8,754)	-0.5
Police	6,057,954	6,187,683	6,283,801	6,218,441	30,758	0.5
Fire	4,161,207	4,327,324	4,059,303	4,340,474	13,150	0.3
Public Works	1,931,856	2,058,588	1,995,028	1,988,292	(70,296)	-3.4
Community Development	681,895	713,972	627,713	709,382	(4,590)	-0.6
Recreation and Parks	2,706,590	2,863,140	2,760,915	2,893,011	29,871	1.0
Library	1,349,761	1,416,986	1,410,063	1,426,847	9,861	0.7
Total Municipal Expenditures	18,748,921	19,453,250	19,001,271	19,453,250	0	0.0
Excess of Revenues Over Municipal Expenditures	18,466,757	17,880,019	18,723,087	17,640,196	(239,823)	-1.3
OTHER FINANCING SOURCES (USES):						
Operating Transfers In:						
Electric Fund	1,317,761	1,380,000	1,432,462	1,466,085	86,085	6.2
Waterworks Fund	1,367,520	1,385,000	1,423,445	1,448,000	63,000	4.5
Operating Transfers Out:						
Oak Ridge Schools	(14,470,131)	(14,629,302)	(14,629,302)	(13,862,832)	(766,470)	-5.2
General Fund Debt Service	(3,545,000)	(3,045,000)	(3,045,000)	(4,311,470)	1,266,470	41.6
Solid Waste Fund	(1,406,817)	(1,524,170)	(1,524,046)	(1,636,000)	111,830	7.3
Capital Projects Fund	(476,271)	(2,012,000)	(2,012,000)	(500,000)	(1,512,000)	-75.1
State Street Aid Fund	(653,000)	(653,000)	(653,000)	(660,000)	7,000	1.1
Economic Diversification Fund	0	(50,000)	(50,000)	(50,000)	0	100.0
Grant Fund	(246,573)	(171,850)	(171,850)	(171,850)	0	0.0
Street & Public Transportation Fund	(55,106)	(55,000)	(55,000)	(60,000)	5,000	9.1
Total Other Financing Source (Uses)	(18,167,617)	(19,375,322)	(19,284,291)	(18,338,067)	(1,037,255)	-5.4
Excess (Deficiency) of Revenues Over Expenditures & Other Financing Uses	299,140	(1,495,303)	(561,204)	(697,871)	(797,432)	-53.3
TOTAL FUND BALANCE - 7/1	9,169,606	8,606,603	9,468,746	8,907,542	300,939	3.5
LESS NONSPENDABLE FUND BALANCE	(5,127,143)	0	(3,445,833)	(1,779,167)	(496,493)	100.0
REMAINING FUND BALANCE - 6/30	4,341,603	7,111,300	5,461,709	6,430,504	(680,796)	-9.6

General Fund Fiscal 2013 vs. 2012 Budget Variance Summary

	BUDGET 2012	BUDGET 2013	BUDGET 2013% of TOTAL	BUDGET 13 vs 12	13 vs 12 % CHANGE
REVENUES:					
Property Taxes	$ 20,005,000	$ 19,870,000	48.81%	$ (135,000)	-0.67%
Local Sales Taxes	9,500,000	9,060,000	22.26%	(440,000)	-4.63%
State Shared Taxes (Sales, Income, TVA, Excise, etc)	2,852,826	2,945,500	7.24%	92,674	3.25%
Other City Funds (In-lieu of Taxes & Rents)	2,765,000	2,914,085	7.16%	149,085	5.39%
Business Taxes (Business & Alcohol Wholesale)	1,598,000	1,815,000	4.46%	217,000	13.58%
DOE In-Lieu & Federal Grant	1,962,773	1,962,113	4.82%	(660)	-0.03%
Licenses and Permits - (Construction Permits, Beer/Liquor Sale, Animal Registration, ROW, Cable)	653,000	663,000	1.63%	10,000	1.53%
Charges for Services - (Recreation Usage Fees, Building & Facility Rentals, Animal Shelter Fees)	341,070	347,000	0.85%	5,930	1.74%
Fines and Forfeitures - (Traffic Violations, City Court, Library Fines)	362,000	362,000	0.89%	-	0.00%
Interest & Misc.	58,600	68,833	0.17%	10,233	17.46%
Fund Balance Draw	1,495,303	697,871	1.71%	(797,432)	-53.33%
TOTAL REVENUES	$ 41,593,572	$ 40,705,402	100.00%	$ (888,170)	-2.14%
EXPENDITURES AND OPERATING TRANSFERS:					
Oak Ridge Schools Operations	$ 14,629,302	$ 13,862,832	34.06%	$ (766,470)	-5.24%
Police	6,187,683	6,218,441	15.28%	30,758	0.50%
Fire	4,327,324	4,340,474	10.66%	13,150	0.30%
Debt Service (Principal & Interest Payments)	3,045,000	4,311,470	10.59%	1,266,470	41.59%
Recreation and Parks	2,863,140	2,893,011	7.11%	29,871	1.04%
Library	1,416,986	1,426,847	3.51%	9,861	0.70%
Residential Garbage Pickup & Convenience Center	1,524,170	1,636,000	4.02%	111,830	7.34%
Capital Projects Funding	2,012,000	500,000	1.23%	(1,512,000)	-75.15%
Traffic & Street Lighting	1,086,111	1,090,400	2.68%	4,289	0.39%
Public Works (Building & Street Maintenance)	972,477	897,892	2.21%	(74,585)	-7.67%
General Government (City Council, City Clerk, City Manger, City Court, Legal, Finance, Personnel, Information Services & Utilities Business Office)	1,885,557	1,876,803	4.61%	(8,754)	-0.46%
Community & Economic Development & Social Services	935,822	931,232	2.29%	(4,590)	-0.49%
Street Resurfacing	653,000	660,000	1.62%	7,000	1.07%
Street & Public Transportation Fund	55,000	60,000	0.15%	5,000	9.09%
TOTAL EXPENDITURES & OPERATING TRANSFERS	$ 41,593,572	$ 40,705,402	100.00%	$ (888,170)	-2.14%

General Fund Summary of Revenues by Source

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
TAXES:						
Property Taxes:						
4101 General Property Taxes:						
4110 Real Property Taxes	17,563,281	18,005,000	18,220,000	17,900,000	(105,000)	-0.6
4225 Personal Property	1,124,926	1,115,000	1,110,000	1,115,000	0	0.0
4120 Public Utilities	250,562	250,000	238,230	238,000	(12,000)	-4.8
4125 Interest and Penalties	138,825	125,000	355,000	125,000	0	0.0
Total Property Taxes	19,077,594	19,495,000	19,923,230	19,378,000	(117,000)	-0.6
Other Property Taxes:						
4130 Other than Assessed (In-Lieu)	491,838	510,000	492,000	492,000	(18,000)	-3.5
4311 D.O.E. In-Lieu of Tax	1,662,773	1,662,773	1,662,113	1,662,113	(660)	0.0
Total Other Property Taxes	2,154,611	2,172,773	2,154,113	2,154,113	(18,660)	-0.9
Local Sates Taxes:						
4187 City Sales Tax - Roane Co.	583,690	545,000	505,000	505,000	(40,000)	-7.3
County Shared Sales Taxes:						
4366 Oak Ridge/Anderson County	6,175,516	6,105,000	6,055,000	6,055,000	(50,000)	-0.8
4370 Oak Ridge/Roane County	2,889,267	2,850,000	2,500,000	2,500,000	(350,000)	-12.3
Total Local Sales Taxes	9,648,473	9,500,000	9,060,000	9,060,000	(440,000)	-4.6
Other Taxes:						
4151 Gross Receipts Bus. Taxes:						
4155 Beer Wholesale Tax	592,964	580,000	593,000	592,000	12,000	2.1
4160 Liquor Wholesale Tax	244,703	243,000	243,000	243,000	0	0.0
4170 Business Taxes	957,007	775,000	980,000	980,000	205,000	26.5
Total Other Taxes	1,794,674	1,598,000	1,816,000	1,815,000	217,000	13.6
TOTAL TAXES	32,675,352	32,765,773	32,953,343	32,407,113	(358,660)	-1.1
LICENSES AND PERMITS:						
4205 Beer & Liquor Licenses & Permits	22,122	21,000	22,000	22,000	1,000	4.8
4225 Building Permits	128,709	125,000	125,000	125,000	0	0.0
4230 Electrical Permits	21,527	20,000	15,000	20,000	0	0.0
4235 Plumbing Permits	19,673	20,000	15,000	20,000	0	0.0
4250 Animal Registration Permits	9,553	7,000	9,000	9,000	2,000	28.6
4260 Other Permits and Fees	5,895	10,000	7,000	7,000	(3,000)	-30.0
TOTAL LICENSES & PERMITS	207,479	203,000	193,000	203,000	0	0.0
INTERGOVERNMENTAL:						
4313 Federal Grants	300,000	300,000	300,000	300,000	0	0.0
4355 State Grants in Aid	596	600	531	500	(100)	-16.7
Shared State Taxes:						
4309 TVA Impact	217,749	100,000	241,628	100,000	0	100.0
4310 TVA Replacement Tax	311,492	324,683	342,193	350,000	25,317	7.8
4320 Sales Tax	1,828,532	1,896,185	1,940,000	1,990,000	93,815	4.9
4325 Income Tax	377,931	381,000	381,000	381,000	0	0.0
4340 Excise Tax	7,769	45,000	9,663	10,000	(35,000)	-77.8
4345 Beer Barrelage	14,288	14,958	14,500	14,500	(458)	-3.1
4350 Mixed Drink Tax	99,423	91,000	110,000	100,000	9,000	9.9
TOTAL INTERGOVERNMENTAL	3,157,780	3,153,426	3,339,515	3,246,000	92,574	2.9

General Fund Summary of Revenues by Source (Continued)

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
CHARGES FOR SERVICES:						
Charges for Current Services:						
4405 Records Processing	19,146	20,000	19,000	20,000	0	0.0
4417 General & Admin. Costs	24,875	23,000	23,000	23,000	0	0.0
4430 Animal Shelter Fees	31,936	23,000	35,000	32,000	9,000	39.1
Use of Property Services:						
4440 Activities	5,035	5,000	4,500	5,000	0	0.0
4450 Outdoor Pool	105,159	95,000	103,000	100,000	5,000	5.3
4455 Indoor Pool	41,441	45,000	38,000	40,000	(5,000)	-11.1
4460 Rental of Lands & Buildings	84,340	95,070	92,000	92,000	(3,070)	-3.2
4485 Community Center Building	34,292	35,000	30,500	35,000	0	0.0
TOTAL CHARGES FOR SERVICES	346,224	341,070	345,000	347,000	5,930	1.7
FINES, PENALTIES AND FORFEITURES:						
4505 City Court - Fines	64,815	65,000	65,000	65,000	0	0.0
4510 City Court - Costs	74,807	85,000	75,000	85,000	0	0.0
4515 Bail Forfeitures	144,061	160,000	145,000	160,000	0	0.0
4519 Misc. Court Revenues	2,771	2,000	3,500	2,000	0	0.0
4520 Library - Fines and Lost Books	46,351	50,000	45,000	50,000	0	0.0
TOTAL FINES, PENALTIES, & FORFEITURES	332,805	362,000	333,500	362,000	0	0.0
OTHER REVENUES:						
4610 Interest on Investments	25,034	50,000	20,000	30,000	(20,000)	-40.0
4610 Interest on Capital Outlay Notes	-	-	50,000	33,333	33,333	100.0
4710 CATV Franchise	394,187	390,000	410,000	400,000	10,000	2.6
4750 Right-of-Way	60,000	60,000	60,000	60,000	0	0.0
4790 Miscellaneous	16,818	8,000	20,000	5,000	(3,000)	-37.5
TOTAL OTHER REVENUES	496,039	508,000	560,000	528,333	20,333	4.0
TOTAL REVENUES	37,215,679	37,333,269	37,724,358	37,093,446	(239,823)	-0.6
TRANSFERS IN - INLIEU OF TAX:						
4135 Electric Fund	1,317,761	1,380,000	1,432,462	1,466,085	86,085	6.2
4140 Waterworks Fund	1,367,520	1,385,000	1,423,445	1,448,000	63,000	4.5
TOTAL TRANSFERS IN	2,685,281	2,765,000	2,855,907	2,914,085	149,085	5.4
TOTAL REVENUES & OPERATING TRANSFERS	39,900,960	40,098,269	40,580,265	40,007,531	(90,738)	-0.2
FUND BALANCE APPROPRIATION	0	1,495,303	561,204	697,871	(797,432)	-53.3
TOTAL REVENUES, OPERATING TRANSFER & FUND BALANCE DRAW	39,900,960	41,593,572	41,141,469	40,705,402	(888,170)	-2.1

General Fund Summary of Expenditures and Transfers by Departments and Activities

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
General Government:						
810 City Council	124,810	110,785	110,561	112,205	1,420	1.3
816 City Clerk	122,658	113,767	108,267	110,524	(3,243)	-2.9
820 City Manager	289,224	309,106	315,005	239,635	(69,471)	-22.5
832 City Court	205,473	204,438	204,871	207,608	3,170	1.6
843 Legal	227,658	231,573	230,686	236,264	4,691	2.0
845 Information Services	362,428	371,412	362,059	396,180	24,768	6.7
846 Personnel	217,354	232,377	228,601	238,949	6,572	2.8
854 Stationery Stores	78,823	74,702	77,442	78,018	3,316	4.4
862 Finance	160,980	164,865	160,122	187,974	23,109	14.0
864 Business Office	70,250	72,532	66,834	69,446	(3,086)	-4.3
Total General Government	1,859,658	1,885,557	1,864,448	1,876,803	(8,754)	-0.5
Police Department:						
910 Supervision	254,185	274,256	310,145	299,890	25,634	9.3
911 Investigations	928,129	929,095	974,407	970,032	40,937	4.4
912 Staff Services	396,431	401,436	518,063	381,583	(19,853)	-4.9
913 Patrol	3,775,931	3,843,515	3,800,883	3,854,835	11,320	0.3
915 Emergency Communications	313,223	304,565	317,929	317,829	13,264	4.4
916 Animal Control	288,671	303,549	265,628	284,658	(18,891)	-6.2
917 School Resource Officer Program	101,384	131,267	96,746	109,614	(21,653)	-16.5
Total Police Department	6,057,954	6,187,683	6,283,801	6,218,441	30,758	0.5
Fire Department:						
921 Supervision	220,936	231,304	201,253	205,744	(25,560)	-11.1
922 Fire Prevention	112,697	118,711	107,154	117,353	(1,358)	-1.1
923 Fire Fighting	3,624,392	3,710,458	3,546,081	3,749,120	38,662	1.0
924 Fire Stations	110,163	122,902	113,848	123,658	756	0.6
925 Fire Specialists	93,019	143,949	90,967	144,599	650	0.5
Total Fire Department	4,161,207	4,327,324	4,059,303	4,340,474	13,150	0.3
Public Works Department:						
930 Supervision	86,469	108,010	115,530	22,845	(85,165)	-78.8
935 Engineering	124,919	133,606	132,571	135,679	2,073	1.6
942 State Highway Maintenance	53,269	61,709	73,096	84,104	22,395	36.3
943 General Maintenance	387,419	384,543	402,258	374,638	(9,905)	-2.6
946 Central Service Center	122,688	130,618	110,542	128,139	(2,479)	-1.9
948 Municipal Building	146,905	153,991	141,706	152,487	(1,504)	-1.0
953 Traffic Control and Lights	1,010,187	1,086,111	1,019,325	1,090,400	4,289	0.4
Total Public Works Department	1,931,856	2,058,588	1,995,028	1,988,292	(70,296)	-3.4

General Fund Summary of Expenditures and Transfers by Departments and Activities (Continued)

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Community Development						
960 Supervision	185,200	186,189	177,201	192,302	6,113	3.3
962 Planning	121,855	127,362	126,260	128,903	1,541	1.2
966 Code Enforcement	374,840	400,421	324,252	388,177	(12,244)	-3.1
Total Community Development	681,895	713,972	627,713	709,382	(4,590)	-0.6
Recreation and Parks Department:						
970 Supervision	235,025	252,794	248,314	256,506	3,712	1.5
972 Indoor Aquatics	183,740	207,820	197,050	205,980	(1,840)	-0.9
973 Outdoor Aquatics	248,458	278,487	256,575	279,747	1,260	0.5
974 Centers, Camps & Programs	697,832	732,490	698,846	744,836	12,346	1.7
975 Athletics	135,771	140,381	139,845	143,599	3,218	2.3
976 Parks	753,755	786,983	756,451	797,573	10,590	1.3
977 Scarboro Center	178,721	178,149	173,113	182,641	4,492	2.5
978 Senior Center	273,288	286,036	290,721	282,129	(3,907)	-1.4
Total Recreation and Parks Department	2,706,590	2,863,140	2,760,915	2,893,011	29,871	1.0
979 Public Library	1,349,761	1,416,986	1,410,063	1,426,847	9,861	0.7
TOTAL MUNICIPAL EXPENDITURES	18,748,921	19,453,250	19,001,271	19,453,250	-	0.0
Operating Transfers:						
990 Housing Fund	-	50,000	-	-	(50,000)	100.0
991 State Street Aid Fund	653,000	653,000	653,000	660,000	7,000	1.1
991 Street & Public Transportation Fund	55,106	55,000	55,000	60,000	5,000	9.1
992 Capital Projects Fund	476,271	2,012,000	2,012,000	500,000	(1,512,000)	-75.1
995 Grant Fund	246,573	171,850	171,850	171,850	-	0.0
996 Economic Diversification Fund	-	-	50,000	50,000	50,000	0.0
997 Debt Service	3,545,000	3,045,000	3,045,000	4,311,470	1,266,470	41.6
998 Solid Waste	1,406,817	1,524,170	1,524,046	1,636,000	111,830	7.3
999 Oak Ridge Schools	14,470,131	14,629,302	14,629,302	13,862,832	(766,470)	-5.2
TOTAL OPERATING TRANSFERS	20,852,898	22,140,322	22,140,198	21,252,152	(888,170)	-4.0
TOTAL EXPENDITURES AND OPERATING TRANSFERS	39,601,819	41,593,572	41,141,469	40,705,402	(888,170)	-2.1

Summary of Gross Expenditures & Transfers by Object Code Classification

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHNG
PERSONAL SERVICES:						
5111 Salaries-Regular Employees	10,100,246	10,757,044	10,195,757	10,649,540	(107,504)	-1.0
5120 Salaries-Temporary Employees	348,706	349,428	312,137	352,493	3,065	0.9
5131 Regular Overtime Pay	880,750	825,269	934,361	827,443	2,174	0.3
5141 Social Security	845,890	912,309	830,778	904,955	(7,354)	-0.8
5150 Retirement	1,802,229	1,822,243	1,822,243	1,806,620	(15,623)	-0.9
5160 Medical & Workers' Compensation	2,295,004	2,308,057	2,308,057	2,452,684	144,627	6.3
Total Personal Services	16,272,825	16,974,350	16,403,333	16,993,735	19,385	0.1
CONTRACTUAL SERVICES:						
5201 Rents	172,518	162,504	159,484	159,024	(3,480)	-2.1
5205 Printing & Duplicating Charges	3,890	3,575	3,575	4,875	1,300	36.4
5206 Mailing & Delivery	90,698	87,000	92,000	92,000	5,000	5.7
5207 Dues, Memberships and Subscript.	69,346	58,710	59,680	59,888	1,178	2.0
5210 Professional & Contractual Services	907,553	811,979	1,001,269	823,991	12,012	1.5
5210 Custodial Contract	192,975	241,196	219,000	241,196	0	0.0
5210 Mowing Contract	319,280	335,440	365,820	358,375	22,935	6.8
5210 Litter Contract	58,584	64,530	61,500	64,530	0	0.0
5236 Street Sweeping	25,673	24,730	27,492	27,492	2,762	11.2
5211 Advertising and Publicity	34,450	51,530	49,030	47,530	(4,000)	-7.8
5212 Utility Services	1,057,244	1,283,100	1,045,054	1,237,320	(45,780)	-3.6
5212 Street & Traffic Lights	991,431	1,065,811	999,025	1,070,100	4,289	0.4
5220 Travel, Schools and Conferences	132,367	177,180	193,330	177,965	785	0.4
5235 Repair & Maintenance	741,563	652,200	650,360	650,395	(1,805)	-0.3
5236 Other Equipment Maintenance	320,731	421,029	420,597	420,597	(432)	-0.1
5289 Vehicle/Equipment Use Charges	1,197,999	1,199,177	1,220,639	1,252,715	53,538	4.5
Total Contractual Services	6,316,302	6,639,691	6,567,855	6,687,993	48,302	0.7
COMMODITIES:						
5310 Commodities/Tools/Supplies	482,727	391,905	406,625	394,175	2,270	0.6
5320 Books/Education Materials	26,574	28,714	26,214	26,714	(2,000)	-7.0
5320 Library Materials	137,394	140,342	140,342	140,342	0	0.0
5325 Uniforms/Clothing	84,322	56,425	56,425	71,425	15,000	26.6
Total Commodities	731,017	617,386	629,606	632,656	15,270	2.5
OTHER CHARGES:						
5410 Insurance	278,766	278,396	278,396	278,396	0	0.0
5430 Grants/Subsidies/Contributions	22,000	22,000	22,000	22,000	0	0.0
5499 Elections/Contingency/Other	19,817	5,350	5,350	5,350	0	0.0
Total Other Charges	320,583	305,746	305,746	305,746	0	0.0
CAPITAL EXPENDITURES:	25,624	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES	23,666,351	24,537,173	23,906,540	24,620,130	82,957	0.3
REDUCTION OF COSTS:						
5610 Recovered from Users	(397,337)	(376,440)	(376,440)	(376,282)	158	0.0
5670 Recovered from Funds	(4,520,093)	(4,707,483)	(4,528,829)	(4,790,598)	(83,115)	1.8
Total Reduction of Costs	(4,917,430)	(5,083,923)	(4,905,269)	(5,166,880)	(82,957)	1.6
TOTAL MUNICIPAL EXPENDITURES	18,748,921	19,453,250	19,001,271	19,453,250	0	0.0
OPERATING TRANSFERS:						
5710 Operating Transfers	20,852,898	22,140,322	22,140,198	21,252,152	(888,170)	-4.0
TOTAL NET EXPENDITURES	39,601,819	41,593,572	41,141,469	40,705,402	(888,170)	-2.1

General Fund Expenditures & Operating Transfers

	BUDGET 2013	PERCENT OF GROSS	ACCUMULATED PERCENT OF GROSS
Personal Services (Salaries, FICA Retirement, Insurance)	$ 16,993,735	37.05	
Oak Ridge School Operations	13,862,832	30.22	67.27
Debt Service (Principal & Interest) City & Schools	4,311,470	9.40	76.67
Equipment Maintenance, Operation & Replacement (Vehicle & Computer)	1,673,312	3.65	80.31
Residential Garbage & Convenience Center	1,636,000	3.57	83.88
Utilities (Electric, Water, Sewer, Phones, Internet.)	1,237,320	2.70	86.58
Streets Lights and Traffic Lights	1,070,100	2.33	88.91
Professional and Contractual Services	823,991	1.80	90.71
Custodial, Mowing, Litter Pick-Up & Street Sweeping Contracts	691,593	1.51	92.21
Street Resurfacing	660,000	1.44	93.65
Repairs & Maintenance (Buildings)	650,395	1.42	95.07
Capital Maintenance Funding City & Schools & Grant Matches	500,000	1.09	96.16
Commodities (Including Small Tools & Supplies)	394,175	0.86	97.02
Insurance (Property & Liability)	278,396	0.61	97.63
Training & Conferences	177,965	0.39	98.01
Social Service Grants	171,850	0.37	98.39
Rents (Including Senior Center and Court)	159,024	0.35	98.74
Library Materials	140,342	0.31	99.04
Mailing & Delivery	92,000	0.20	99.24
Uniforms/Clothing	71,425	0.16	99.40
Street & Public Transportation	60,000	0.13	99.53
Dues, Memberships and Subscriptions	59,888	0.13	99.66
Economic Development	50,000	0.11	99.77
Advertising and Publicity (includes Legal Notices)	47,530	0.10	99.87
Books/Education Materials	26,714	0.06	99.93
Other Grants/Subsidies/Contributions	22,000	0.05	99.98
Contingency/Election/Other	5,350	0.01	99.99
Printing & Dup. Charges	4,875	0.01	100.00
GROSS EXPENDITURES AND OPERATING TRANSFERS	45,872,282		
Costs Recovered From Users	(376,282)		
Costs Transferred to Other City Funds	(4,790,598)		
NET EXPENDITURES AND OPERATING TRANSFERS	$ 40,705,402		

General Fund – Transfers to Other Funds, Interdepartmental Credits and Costs Recovered

Below are costs allocated to user Funds and costs recovered from external users by General Fund department.

	GROSS BUDGET	ELECTRIC FUND		WATERWORKS FUND WATER		WATERWORKS FUND WASTEWATER		STATE STREET AID FUND		COSTS RECOVERED		GENERAL FUND	
DEPARTMENT:													
GENERAL GOVERNMENT:													
810 City Council	$ 158,035	16%	$ 25,286	7%	$ 11,062	6%	$ 9,482		$ -		$ -	71%	$ 112,205
816 City Clerk	155,668	16%	24,907	7%	10,897	6%	9,340		-		-	71%	110,524
820 City Manager's Office	479,272	25%	119,818	12%	57,513	12%	57,513	1%	4,793		-	50%	239,635
832 City Court	207,608		-		-		-		-		-	100%	207,608
843 Legal	332,765	16%	53,241	7%	23,294	6%	19,966		-		-	71%	236,264
845 Information Services	1,100,497	27%	297,133	15%	165,075	22%	242,109		-		-	36%	396,180
846 Personnel	442,496	15%	66,374	13%	57,524	15%	66,374	3%	13,275		-	54%	238,949
854 Stationary Stores	229,468	26%	59,662	20%	45,894	20%	45,894		-		-	34%	78,018
862 Finance	895,118	37%	331,194	18%	161,121	20%	179,024	4%	35,805		-	21%	187,974
864 Business Office	992,082	43%	426,595	27%	267,862	23%	228,179		-		-	7%	69,446
TOTAL GENERAL GOVERNMENT	4,993,009	28%	1,404,210	16%	800,242	17%	857,881	1%	53,873		-	38%	1,876,803
POLICE DEPARTMENT:													
910 Supervision	299,890		-		-		-		-		-	100%	299,890
911 Investigations	970,032		-		-		-		-		-	100%	970,032
912 Staff Services	381,583		-		-		-		-		-	100%	381,583
913 Patrol	3,854,835		-		-		-		-		-	100%	3,854,835
915 Emergency Communications	534,786	12%	64,174	6%	32,087	2%	10,696		-	21%	110,000	59%	317,829
916 Animal Control	315,658		-		-		-		-	10%	31,000	88%	284,658
917 School Resource Officer	109,614		-		-		-		-	0%	-	100%	109,614
TOTAL POLICE DEPARTMENT	6,466,398	1%	64,174	0%	32,087	0%	10,696		-	2%	141,000	98%	6,218,441
FIRE DEPARTMENT:													
921 Supervision	205,744		-		-		-		-		-	100%	205,744
922 Fire Prevention	117,353		-		-		-		-		-	100%	117,353
923 Fire Fighting	3,770,120		-		-		-		-	1%	21,000	99%	3,749,120
924 Fire Stations	123,658		-		-		-		-		-	100%	123,658
925 Fire Specialists	144,599		-		-		-		-		-	100%	144,599
TOTAL FIRE DEPARTMENT	4,361,474		-		-		-		-		21,000	100%	4,340,474
PUBLIC WORKS DEPARTMENT:													
930 Supervision	456,893		-	27%	123,361	53%	242,153	15%	68,534		-	5%	22,845
935 Engineering	387,655	10%	38,766	20%	77,531	20%	77,531	15%	58,148		-	35%	135,679
942 State Highway Maintenance	215,651		-		-		-		-	61%	131,547	39%	84,104
943 General Maintenance	374,638		-		-		-		-		-	100%	374,638
946 Central Services Complex	533,915	42%	224,244	18%	96,105	10%	53,392	6%	32,035		-	24%	128,139
948 Municipal Building	224,246	15%	33,637	9%	20,182	8%	17,940		-		-	68%	152,487
953 Traffic Control & Lighting	1,090,400		-		-		-		-		-	100%	1,090,400
TOTAL PUBLIC WORKS	3,283,398	9%	296,647	10%	317,179	12%	391,016	5%	158,717	4%	131,547	61%	1,988,292
COMMUNITY DEVELOPMENT:													
960 Supervision	331,558	13%	43,103	13%	43,103	16%	53,050		-		-	58%	192,302
962 Planning	198,314	13%	25,781	11%	21,815	11%	21,815		-		-	65%	128,903
966 Code Enforcement	473,386		-	9%	42,605	9%	42,604		-		-	82%	388,177
TOTAL COMMUNITY DEVELOPMENT	1,003,258	7%	68,884	11%	107,523	12%	117,469		-		-	71%	709,382
RECREATION & PARKS:													
970 Supervision	256,506		-		-		-		-		-	100%	256,506
972 Indoor Aquatics	258,980		-		-		-		-	20%	53,000	87%	205,980
973 Outdoor Aquatics	280,747		-		-		-		-	0%	1,000	100%	279,747
974 Centers, Camps & Programs	843,496		-		-		-		-	12%	98,660	88%	744,836
975 Athletics	158,599		-		-		-		-	9%	15,000	91%	143,599
976 Parks	812,573		-		-		-		-	2%	15,000	96%	797,573
977 Scarboro Center	190,716		-		-		-		-	4%	8,075	97%	182,641
978 Senior Center	284,129		-		-		-		-	1%	2,000	99%	282,129
TOTAL RECREATION & PARKS	3,085,746		-		-		-		-	6%	192,735	94%	2,893,011
PUBLIC LIBRARY:													
979 Public Library	1,426,847		-		-		-		-			100%	1,426,847
GRAND TOTAL	$ 24,620,130	7%	$ 1,833,915	5%	$ 1,257,031	6%	$ 1,377,062	1%	$ 212,590	2%	$ 486,282	79%	$ 19,453,250

GENERAL GOVERNMENT

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GENERAL GOVERNMENT

The General Government function includes the following activities: City Council, City Clerk, City Manager's Office, City Court, Legal, Information Services, Personnel, Stationary Stores, Finance and the Utility Business Office. Incorporated in 1960, the City of Oak Ridge operates under a charter providing for a modified City Manager-Council form of government, which combines the political leadership of elected officials in the form of a City Council with the managerial experience and expertise of a City Manager. City Council consists of seven members elected at large, with the Mayor and Mayor Pro Tem elected by fellow Council members for two-year terms. City Council members set policy and enact legislation, review and adopt the City budget, and appoint the City Manager and City Attorney.

The City Clerk is responsible for recording legislative actions of City Council, assisting the City Manager in implementing ordinances and resolutions approved by City Council, and performing related functions.

The City Manager is responsible for the supervision of all City departments and serves as Council's chief advisor, providing Council with any information and recommendations they may request. He is also responsible for implementing Council approved policies.

The City Court has jurisdiction within the City over cases involving violations of City ordinance. The Court is presided over by a City Judge elected for a four-year term.

The Legal Department is responsible for providing legal assistance and guidance to the City Council and City Manager and keeping all department directors fully advised on any legal matters. The Department also represents the City in civil litigations and serves as the staff representative to the City's Beer Board. The City Attorney is appointed by City Council. The legal staff also contains a Senior Staff Attorney position.

The Information Services (IS) department has a staff of 10 employees and provides public affairs and intergovernmental support, along with information technology, data and computer support for the City departments. Areas of support include development of news releases, government relations, desktop and laptop computers, network and server infrastructure, City websites, data security and internet access, printers, cameras & door locks, and specialized software needs such as those for the Public Safety and the Utility departments. The IS department also operates a mainframe computer for the City's business functions. IS staff are responsible for providing and maintaining approximately 372 personal computers at workstations located in the Municipal Building, Library and Civic Center, Central Services Center, four fire stations, the animal shelter, neighborhood watch, water treatment plant, wastewater treatment plant, and various utility stations. This activity includes staff that assists in the management of relationships with the public and with external agencies and media organizations at the federal, state and local level.

The Personnel staff, comprised of 4 employees, is responsible for managing the personnel and training functions and risk management. Personnel also provides staff support to the City's Personnel Advisory Board. In fiscal 2013, the City's work force will be comprised of 465 full-time and part-time employees, which is the equivalent of 400.81 staff years. This department administers many services accounted for in the Insurance Fund. The City's various insurance programs are secured by a combination of commercial insurance and self-funding. The last citywide compensation plan review was completed in fiscal 2003 with employee job classification reviews performed by an independent contractor.

Stationary Stores is comprised of one employee who is responsible for printing and binding major City documents, maintaining a central copier and office supply facility for the Municipal Building, as well as the City's mail distribution.

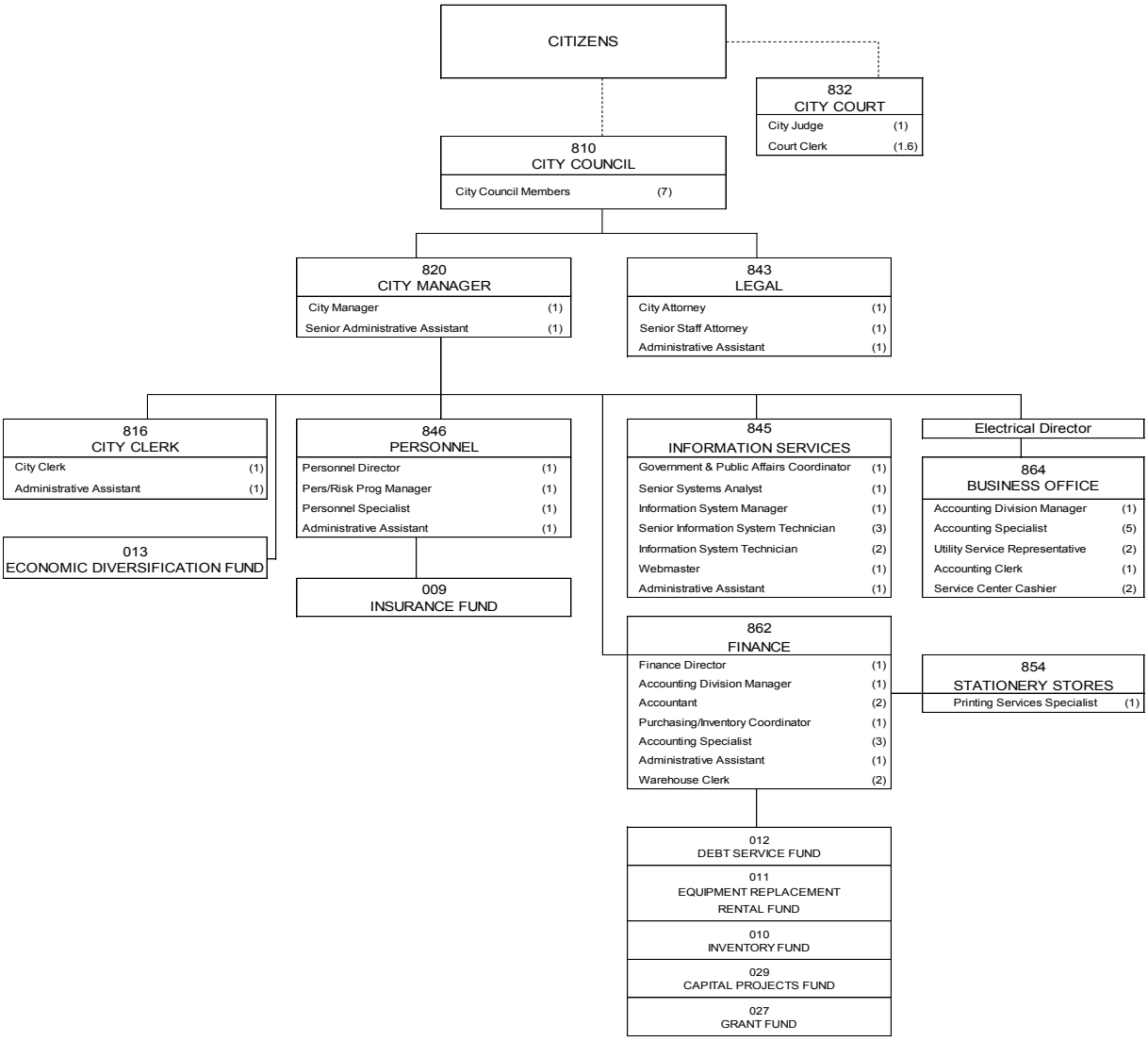
Finance is comprised of 11 employees and is responsible for the financial management activities of the City. Program responsibilities include serving as the centralized accounting office for the City, processing

payment of all City obligations, cash management and investments, procurement and operation of the central warehouse facility and utility accounting systems. Other responsibilities include administration of the Equipment Replacement Rental, Inventory, Grant, Debt Service Fund and Capital Projects Funds.

A primary function of Finance is the development and publishing of the City's audit and comprehensive annual financial report (CAFR) and annual operating budget. The City has received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting since inception of the City in 1960 and the Distinguished Budget Presentation Award for the past 29 years. Staff is also responsible for the biennial utility rate studies for the City's Electric and Waterworks Funds.

The Utilities Business Office comprised of 11 employees, under the direction of the Electric Department and is responsible for the billing, collection and customer service for the City's utility services and property taxes. The City has over 15,000 utility accounts and 14,000 parcels of property. The Business Office is responsible for the recording and depositing of all cash received by the City.

ORGANIZATIONAL CHART



2011-2012 ACCOMPLISHMENTS

CITY CLERK

- Coordinated the 2011 Boards and Commissions end-of-year election with 55 applicants seeking membership to 12 boards with a total of 33 vacancies.
- Planned, designed, processed, and implemented the first database in the City Clerk's Office to help manage the records for boards and commissions, log for city mail, and city meeting calendars.
- Introduced new record management for files for better organization and retrieval of documents.
- Increased utilization of a cloud service application and website pages with City Council, city staff, and the public thus reducing paper copies distributed and increasing efficiency of document reviews.
- Administered an on-line application for the public to apply for boards and commissions vacancies during elections.
- Began managing all open records requests received by city staff.
- Participated in seminars, conferences, and classes toward completing Municipal Clerk Certification for the State of Tennessee.

LEGAL

- Provided timely legal opinions for the City Manager, City Departments, City Boards and Commissions, and City Council.
- Provided effective prosecution in City Court for all contested cases.
- Provided effective defense for claims and lawsuits against the City.
- Provided timely bid and contract preparation for City Departments, consisting of approximately 25 (twenty-five) bid packages, six (6) requests for proposals/qualifications and 378 (three hundred seventy-eight) contracts.
- As staff liaison to the Oak Ridge Beer Permit Board, processed approximately 25 (twenty-five) manager applications and 20 (twenty) beer permit applications.
- Assisted in the update of various administrative policies.
- Assisted in the preparation of ordinance amendments, including adding contempt of court in City Court, increasing court costs, and the "Not in Our City" ordinances.
- Assisted in the development of legislation to create a Land Bank Program as part of the "Not in Our City" campaign.
- Provided training to the Police Department regarding implementation of the on-street parking provisions of the "Not in Our City" campaign.
- Negotiated a settlement with the EPA for alleged violations in the sanitary sewer collection system.

INFORMATION SERVICES: GOVERNMENT AND PUBLIC AFFAIRS

- Developed City's 2012 State and Federal Legislative Agenda and provided staff support to governmental affairs consultants.
- Assisted in the development of federal legislation regarding the Manhattan Project National Historical Park.
- Supported the successful passage of State Land Bank Legislation.
- Assisted with preparation of TDOT Enhancement Grant application.
- Assisted in the development and adoption of a new Interlocal Agreement for implementation of the Tennessee Oversight Agreement between DOE and the State of TN.
- Assisted with the transition of the City Clerk's office.
- Assisted with the transition of the Computer Services Department, including departmental assessment.
- Prepared comprehensive public information and provided staff support for website.
- Prepared approximately sixty press releases.
- Produced *Report to the Citizens* newsletter.
- Provided staff support for Secret City Festivals.

- Provided support for City Council meeting with Congressman Fleischmann.
- Produced presentation materials for City Manager's office.
- Dedicated the new *Preserve America Grant* monuments.
- Provided staff support to Center for Oak Ridge Oral History Project (COROH).
- Represented City Manager's office in activities of the Energy Communities Alliance (ECA); Energy, Technology and Environmental Business Association (ETEBA); Oak Ridge Chamber of Commerce; League of Women Voters of Oak Ridge; East Tennessee Economic Council (ETEC); TN Municipal League; U.S. Department of Energy (DOE).

INFORMATION SERVICES: COMPUTER & DATA SERVICES

- Improved video production of Council Meetings using TriCaster broadcast system.
- Televised City Council Meetings with AT&T U-Verse.
- Upgraded Utility online bill pay system to accept Visa and MasterCard.
- Upgraded MS-Exchange email software for enhanced features.
- Supported the City Clerk in new database project to manage Boards and Commissions information.
- Changed telephone and internet service providers to enhance services and bandwidth.
- Continued progress toward upgrading departmental websites, and replace Secret City Festival website.
- Developed consistent and comprehensive computer replacement schedule for laptops and desktop computers.
- Migrated from 10 year old sequel server to a new database server.

FINANCE DEPARTMENT

- Restructured the 2012 budget document, which received the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA).
- Prepared the 2011 City Comprehensive Annual Financial Report (CAFR), which received the Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association (GFOA).
- Reorganized the City warehouse, including the purchase of new shelving which allowed for more efficient stock organization.

UTILITY BUSINESS OFFICE

- Streamline the online payment program, the system was updated to prompt customers to set up a user name and password, eliminating the need to remember their account number.
- Update of online payment program included the ability to accept MasterCard as well as Visa to give the customers more flexibility and accessibility in the payment process.
- Implemented council approved changes to utility deposits.
- Enforced ordinance specified timelines for payment receipt and service termination.
- Developed and implemented improved security and cash handling process.
- Conducted extensive customer service training for employees.

2012-2013 GOALS

CITY MANAGER

Quality of Life

- Initiate progress of the Climate Action Plan (CAP).
- Develop the visionary concept of the Manhattan Project National Historical Park and coordinate with local and national officials to move this project forward.
- Enhance the promotional image and marketing of Oak Ridge as a professional, innovative, and progressive city through its various contractual entities and regional partners.
- Coordinate the City support of events that provide recognizable return on investment and community economy.

- Monitor and support the planning of the City waterfront into a community asset of constantly evolving activities.
- Develop the implementation of the Bicycle-Pedestrian Plan as recently adopted by City Council.
- Support the educational needs of the community through “growing our own” or other such programs, including service/emergency personnel.
- Maintain autonomy of library and evaluate other resources for use, including e-books.

Economics

- Develop further sources of sales tax revenues through Chamber recruitment.
- Develop marketing strategies for use of tax increment programs to incentivize further retail and commercial activity, including other areas.
- Work with the IDB in actively completing the marketing and build out of Horizon Center and its complimentary infrastructure, as well as pursue other areas and other opportunities.
- Assess regional initiatives and make determinations as to value and return on investment.
- Implement major sewer rate increase to offset costs associated with EPA Administrative Order, including bond financing plan that minimizes rate impact.
- Assess free resources provided by the City for functions and events.
- Actively pursue the use of grants.

Safety

- Incorporate the Oak Ridge Police Department in a targeted approach to eliminating ongoing repeat offenders or locations.
- Enjoin the Oak Ridge Housing Authority into utilizing its resources and powers to overcome housing locations and housing vouchers that harbor criminal or drug activity and aggressive pursue violators of HUD and ORHA policy.
- Develop Neighborhood Watches to support level for Police Department through advanced volunteer programs.
- Use existing ordinances to accomplish neighborhood improvements through code enforcement, housing inspections and vehicle parking.
- Improve infiltration and inflow into City sewer system through capital repairs.

Governance

- Enhance communication and reporting from City boards and commissions.
- Develop Comprehensive Plan update on Housing.
- Maintain and improve existing response times for city controlled processes in commercial development.
- Conduct additional focused Council special work sessions governing budget overviews, including better understanding of school budget processes and needs.
- Conduct 1-2 joint meetings with the School Board.
- Appoint new Boards and Commissions utilizing talents needed to accomplish Council defined goals.

Housing

- Conduct a HUD level inspection program on residential housing during occupancy changes with particular focus on City utilities, including sewer system I&I confirmation.
- Develop legislation and implementation Oak Ridge Community Land Bank.
- Utilize new grant resources for Oak Ridge housing programs through CDBG and contracted parties like ADFAC.
- Examine city policies that can change highly dense housing pockets in City.

CITY CLERK

- Maintain support to City Council, City Manager, City Departments, and City Boards and Commissions.
- Continue to identify and implement technology that leads to increased efficiency and accuracy.
- Develop and implement a process that allows for electronic document management within the City Clerk's Office that complies with applicable laws and regulations.
- Continue to develop the current City Clerk Database to expand its utilization beyond Boards and Commissions, city mail log, and city meeting calendars.
- Develop a streamlined and efficient means of producing the City Council agendas, while creating a uniformed appearance of said agendas.
- Continue to pursue a suitable environment for conservation and accessibility of key city records.
- Increase training with office staff to advance knowledge of current trends in local government, computer hardware and software, records management, and laws and regulations pertaining to the department's procedures and tasks.

LEGAL

- Continue to provide legal assistance and support to City Manager, City Departments, City Boards and Commissions, and City Council.
- Continue to provide legal representation through prosecution in City Court and defense in civil litigation.
- Continue to attend meetings of the Oak Ridge Beer Permit Board as staff liaison.
- Continue to function as the City's Title VI Coordinator for purposes of Title VI compliance.
- Update the City Code for clarity and State law compliance, with particular focus on motor vehicles and beer provisions for FY2013.
- Continue to provide legal research and advice regarding implementation of the "Not in Our City" campaign.

INFORMATION SERVICES

- Assist in the development, implementation, and communication of legislative priorities for the City.
- Oversee the transition of Information Services in city organization.
- Develop short term plan and longer term organizational vision for Information Services.
- Identify additional opportunities for efficiencies and innovation in the provision of information services.
- Excel at customer service, both internal and external.
- Participate in professional development training.
- Complete *Preserve America* Project.
- Support implementation of the Tennessee Oversight Interlocal Agreement.
- Broadcast Council Meetings using the Internet.
- Complete conversion to new City website.
- Expand the VOIP phone system to additional departments.
- Begin implementation of city-wide fiber ring project.
- Implement GIS for the Infor system within Public Works.
- Replace a number of the City's aging Windows File Sharing servers with Windows Distributed File System Replication (DFSR).
- Complete departmental policies and procedures.
- Implement improvements to server file backup system.
- Implement new Helpdesk software package to improve ease-of-use and cost savings.
- Implement an ArcGIS Server and ArcSDE server for GIS data sharing and storage.
- Complete domain name transition to oakridgetn.gov for websites and email.
- Upgrade the Police Records Management Software (RMS) and server.
- Centralize and deploy digital signage technologies for the City departments.

FINANCE DEPARTMENT

- Obtainment of the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the City's 2013 budget document.
- Obtainment of the Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association (GFOA) for the City's 2012 Comprehensive Annual Financial Report (CAFR).
- Review of the City's fixed asset inventory and asset systems toward streamlining processes and replacement of accounting software for these systems.
- Continue departmental reorganization and reallocation of duties.

UTILITY BUSINESS OFFICE

- Implement an internal audit system.
- Examine statement billing.
- Re-evaluate and revise collection efforts.
- Improve the process in issuing solicitor permits.

EXPENDITURES OVERALL

Authorized Personnel General Government:

	FY 12	FY 13
816 City Clerk	2	2
820 City Manager	4	2
832 City Court	3	3
843 Legal	3	3
845 Information Services	9	10
846 Personnel	4	4
854 Stationary Stores	1	1
862 Finance	10	11
864 Business Office	11	11
Total	**47**	**47**

General Government Summary of Net Expenditures by Activity:

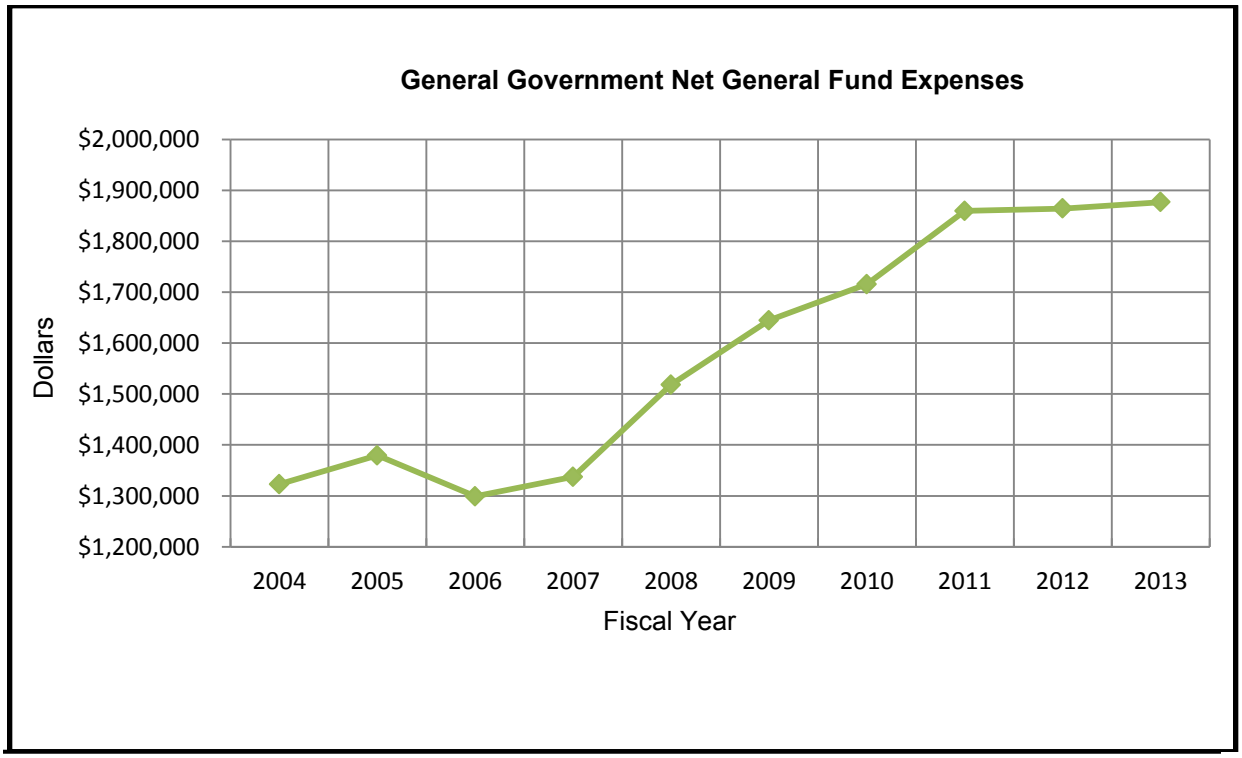
	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
General Government:						
810 City Council	124,810	110,785	110,561	112,205	1,420	1.3
816 City Clerk	122,658	113,767	108,267	110,524	(3,243)	-2.9
820 City Manager	289,224	309,106	315,005	239,635	(69,471)	-22.5
832 City Court	205,473	204,438	204,871	207,608	3,170	1.6
843 Legal	227,658	231,573	230,686	236,264	4,691	2.0
845 Information Services	362,428	371,412	362,059	396,180	24,768	6.7
846 Personnel	217,354	232,377	228,601	238,949	6,572	2.8
854 Stationery Stores	78,823	74,702	77,442	78,018	3,316	4.4
862 Finance	160,980	164,865	160,122	187,974	23,109	14.0
864 Business Office	70,250	72,532	66,834	69,446	(3,086)	-4.3
Total General Government	1,859,658	1,885,557	1,864,448	1,876,803	(8,754)	-0.5

FY2013 General Fund Budget – General Government Activities - Costs Allocated to Other Funds and Costs Recovered:

DEPARTMENT:	GROSS BUDGET	ELECTRIC FUND		WATERWORKS FUND WATER		WATERWORKS FUND WASTEWATER		STATE STREET AID FUND		COSTS RECOVERED	GENERAL FUND	
GENERAL GOVERNMENT:												
810 City Council	$ 158,035	16%	$ 25,286	7%	$ 11,062	6%	$ 9,482		$ -	$ -	71%	$ 112,205
816 City Clerk	155,668	16%	24,907	7%	10,897	6%	9,340		-	-	71%	110,524
820 City Manager's Office	479,272	25%	119,818	12%	57,513	12%	57,513	1%	4,793	-	50%	239,635
832 City Court	207,608		-		-		-		-	-	100%	207,608
843 Legal	332,765	16%	53,241	7%	23,294	6%	19,966		-	-	71%	236,264
845 Information Services	1,100,497	27%	297,133	15%	165,075	22%	242,109		-	-	36%	396,180
846 Personnel	442,496	15%	66,374	13%	57,524	15%	66,374	3%	13,275	-	54%	238,949
854 Stationary Stores	229,468	26%	59,662	20%	45,894	20%	45,894		-	-	34%	78,018
862 Finance	895,118	37%	331,194	18%	161,121	20%	179,024	4%	35,805	-	21%	187,974
864 Business Office	992,082	43%	426,595	27%	267,862	23%	228,179		-	-	7%	69,446
TOTAL GENERAL GOVERNMENT	4,993,009	28%	1,404,210	16%	800,242	17%	857,881	1%	53,873	-	38%	1,876,803

Chart of General Government Net General Fund Expenditures – Actual 2004 to Budget 2013:

Reductions in fiscal 2006 and 2007 were due to the turn-over in the City Manager position during this time frame. Additions in fiscal 2008 were an Administrative Assistant position for Economic Development & Public Affairs functions and funding for special project/ communication resources.



City Council – Activity No. 810

Activity Description:
The City of Oak Ridge is governed by a seven-member City Council, which is the legislative and policy-making body of the City. Council members are elected at large for four-year, staggered terms, in elections held biennially on the date of the general state election on the first Tuesday after the first Monday in November of even-numbered years in accordance with the general election laws of the State of Tennessee. Following the election, the council elects one of its members to serve as Mayor for a term of two years and also chooses a member to serve as Mayor Pro Tem in the temporary absence or disability of the Mayor.

The responsibilities of the City Council include (1) adopting ordinances, resolutions and policies necessary for the proper governing of the City's affairs; (2) reviewing and adopting the annual budget; (3) reviewing and acting on recommendations from various boards and commissions; (4) appointing a City Manager, City Attorney, and residents to various boards and commissions; (5) issuing directives and initiating measures to promote the general welfare of the City and the safety and health of its residents; and (6) representing the City at official functions.

City Council conducts its official business in regular meetings held in the Courtroom of the Municipal Building typically on the second Monday of each month. The fourth Monday of each month is generally reserved for work sessions, and is typically held at the Central Services Complex.

Program Comments:
This activity provides for the engagement of an independent firm of certified public accountants to conduct an annual audit of the official accounting records of the City. A comprehensive annual financial report is prepared by the Finance Department, submitted to the Council, and made a part of the City's records.

Additional items provided for in this activity are memberships in the Tennessee Municipal League, the National League of Cities, the East Tennessee Development District, and the Energy Communities Alliance; and attendance by City Council members at meetings and conferences conducted by the Tennessee Municipal League, the National League of Cities, and the Energy Communities Alliance.

Significant Expenditure Changes:
Professional and Contractual services increased $2,100 for an inflationary increase in funding for the annual independent financial audit.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

City Clerk – Activity No. 816

Activity Description:

The City Clerk's office is responsible for recording and preserving the legislative actions of City Council and performing related functions as prescribed by the City Charter, City Manager and City Council. Implementation of these general functions involves preparation and distribution of Council meeting agenda materials and production of Council meeting minutes; filing and storage of official records; maintenance of the City Charter and Code; licensing and titling of City vehicles; and providing administrative and clerical support services for the City Manager, the Mayor and members of City Council.

Performance Objectives:

1. To accurately record the legislative actions of City Council.
2. To effectively respond to all requests for information.
3. To provide efficient administrative and clerical support to the City Manager and City Council.
4. To provide reliable records management service.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
City Council Agenda Production-Number of Sessions	21	16	21	21
Minutes Recorded	21	16	19	19
Ordinances Adopted	20	22	21	21
Resolutions Adopted	114	120	117	117
Proclamations	23	32	22	22
Administrative Action Referrals	250	282	255	255
Publications/Legal Notices	45	39	40	40
Official Notices Mailed to Individuals	28	83	25	25

Significant Expenditure Changes:

Contractual Services decreased by $2,750, in particular for the reduction of $3,000 in funding for legal notice advertising. Charter changes and increased usage of the web has allowed for a reduction in the size or in some instances elimination of printing legal notices.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

City Manager's Office – Activity No. 820

Activity Description:
The City Charter establishes the City Manager as the chief executive officer of the City. The City Manager is responsible for planning, organizing, directing, controlling and evaluating the operations of the municipal government. The City Manager's job is to implement Council policies in an effective, fair and economical manner.

In carrying out these responsibilities, the City Manger interprets and implements Council-determined policy and oversees the enforcement of all laws and ordinances. The City Manager is charged with overseeing the activities of each and every employee and department. The City Manager provides general guidance and prepares the annual operating and capital improvement budgets. The City Manager works closely with the City Council in providing the strategic direction of the City government. He prepares agenda materials; provides information to local media; recommends legislation that appears necessary and desirable; advises Council of the financial conditions and future needs of the City; informs the public through reports to Council and other governmental and private agencies.

It is the goal of this activity to provide coordination and administrative direction to City departments in the delivery of municipal services to the residents of Oak Ridge, while also informing and advising the City Council of the ongoing City issues, requirements and problems. In an effort to enhance communication internally and within the community, the City Manager has included costs of intergovernmental and communication as an integral part of the City Manager staffing.

Government and Public Affairs also part of the City Manager's office and is comprised of two staff members who are based in the City Manager's Department. Primary functions are to:

- Research, develop, and coordinate the City's legislative and policy agendas;
- Facilitate intergovernmental and community relations;
- Develop press releases and coordinate media relations;
- Provide information to Oak Ridge Citizens through website and publications;
- Produce quarterly *Report to the Citizens* newsletter; and
- Support special projects and communications.

Program Comments:
Annually, the City Manager coordinates a set of goals and objectives for the fiscal year through the budgeting process and evaluation process with the City Council. These goals and objectives serve as critical measures of performance for this activity and the activities throughout the organization.

Performance Measures:
Government and Public Affairs:

- Compare legislative agenda with outcomes;
- Compare FY13 website for usage, complaints, and social media use with prior years; and evaluate city-sponsored events, e.g. Council's Night Out.

Significant Expenditure Changes:
Salaries and benefits decreased $139,039, a reduction of 32.1% due to the transfer of the Government and Public Affairs Coordinator and an Administrative Assistant position to the Information Services activity 845. The duties of these two positions are related to public communications including those on the City's website.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

City Court – Activity No. 832

Activity Description:
The City Court, presided over by a judge elected for a four-year term, has jurisdiction within the City over cases involving violations of City ordinances. The City Judge can assess fines of up to $50 and can sentence convicted defendants to terms of up to ninety days in the County jail for violations of City ordinances. The City Judge is empowered, in his capacity as a Judicial Magistrate, to sign and issue State criminal arrest warrants and search warrants. This provides an additional judicial service to the Oak Ridge Police Department and the citizens of the City of Oak Ridge as well as facilitating the operations of the General Sessions Court. A major goal of the Oak Ridge City Court is to contribute to an orderly society by providing adjudication in compliance with the Constitutional guarantees of promptness and impartiality.

The City Court Clerk's office records and maintains permanent records of cases, which come before the City Court. City warrants, Show Cause Orders, Court Orders, subpoenas, appearance bonds, and cash bonds are issued by this office. Money for fines and court costs is received in this office and is revenue to the General Fund.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Number of Court Cases:				
City Violations	4,412	4,000	3,908	4,000
Fines and other Costs Collected	$318,199	$340,000	$319,796	$340,000

Significant Expenditure Changes:
Contractual Services funding decreased by $1,000, a 2.7% reduction. Rents decreased $1,400 for the elimination of a copier rental. This was offset by a $300 increase for document archiving and $100 for technical and communication services.

Legal – Activity No. 843

Activity Description:
The Legal Department provides legal services and guidance to the City. The City Attorney is responsible for representing and defending the City in all litigation in which the City is a party, attending all City Council meetings, advising City Council and advising City boards and commissions. The City Attorney is appointed by and serves at the pleasure of City Council.

Legal staff is responsible for providing legal counsel to the City Manager, all departments, city staff and the Oak Ridge Beer Permit Board. Other responsibilities include researching/drafting ordinances and resolutions; preparing, reviewing, and administering contracts, deeds, bonds, leases, and other official documents; prosecuting violations of City ordinances in City Court and Juvenile Court, as well as higher courts should cases be appealed; tracking legislation, both state and federal, to be up to date on issues affecting local governments; processing bankruptcy claims when the City is a creditor; assisting in collections when necessary; and handling other matters as needed. The Senior Staff Attorney also serves as the City's Title VI (of the Civil Rights Act of 1964) Coordinator.

Performance Objectives:

1. Collect or recommend other methods of disposition for outstanding City fines and costs.
2. Continue review and revision of the City Code in order to be in compliance with State law.

Significant Expenditures:
Contractual Services increased $600 for technical and communication services.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

Information Services – Activity No. 845

Activity Description:
The Information Services Department (IS) provides for better integration of the city's public information function with the delivery of information through the use of technology such as computers, servers, network and website. In addition, IS provides phone maintenance and support service to all City departments and performs an active role in recommending and securing innovations in automation that promote organizational efficiency. The goals are to (1) analyze functional and management information needs of all municipal activities; (2) recommend cost-effective solutions utilizing information technology; and (3) effectively meet the information services needs of municipal users. Computers and major software purchases are funded by the Equipment Replacement Rental Fund.

Government and Public Affairs is the primary focus of two IS staff members. Primary functions are to:

- Research, develop, and coordinate the City's legislative and policy agendas;
- Facilitate intergovernmental and community relations;
- Develop press releases and coordinate media relations;
- Provide information to Oak Ridge Citizens through website and publications;
- Produce newsletter and specialized publications; and
- Support special projects and communications.

Performance Objectives:

1. To provide system accessibility 24/7 and maintain system availability as close to 100% as possible for normal work hours.
2. To maintain and improve the City's network of servers, including all server applications.
3. To maintain and improve technical support for the City Geographic Information System (GIS).
4. Ensure citywide compliance with state, federal, and other requirements for computer software and hardware.
5. To provide support for the City's telecommunication equipment.
6. Continue to improve the City's website as an avenue to provide additional information to citizens.
7. Maintain important AS 400 applications for the City operations.
8. Compare legislative agenda with outcomes.
9. Compare FY13 website for usage, complaints, and social media use with prior years; assess and evaluate city-sponsored events; increase number of press releases and other information to enhance city's image.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Help Desk Request	3,200	3,200	4,275	5,000
Remote site supported	18	23	23	23
Applications supported	17	17	45	45
Computer peripheral devices maintained (Printers, scanners, and copiers)	250	250	270	270
Computer and Servers maintained	345	345	400	400
Network devices maintained (switches, routers, and firewalls)	180	180	190	190
Physical security – proximity card readers, DVRs and cameras	65	70	70	75
Replacement personal computer deployed	80	100	100	100

Significant Expenditure Changes:
Budgeted funding for Contractual Services has increased by $770. Utility Services increased by $1,375 for technical and communication services, including email filtering and internet access. Rents decreased for elimination of copier rental.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

Personnel – Activity No. 846

Activity Description:
Personnel is a service activity that coordinates personnel management functions for all City departments. Services include (1) recruitment, selection, and retention of competent employees; (2) maintenance of the classification plan; (3) coordination of the merit system, employee performance evaluation and compensation plan; (4) coordination of training and development; and (5) management of employment benefits. The activity provides staff and clerical support to the Personnel Advisory Board. Personnel is also responsible for administering the City's risk management program, employee safety program and all insurance coverage (Insurance Fund). This activity is responsible for managing the risks of the City in order to minimize the loss of physical, financial and human resources; including management of exposure and accidents, acts of nature, liability, theft and vandalism, and safety and employee health.

Performance Objectives:

1. Process all solicited applications (in response to recruitment notices) and forward to hiring manager within three days after application deadline.
2. Achieve an applicant mix for open positions that maximizes the opportunity for meeting the City's Work Force Diversity Plan objectives.
3. Ensure the selection process used to fill each opening is valid and nondiscriminatory toward any applicant.
4. Maximize positive employee attitudes toward all components of the work experience.
5. Coordinate safety inspections of all City facilities and work areas with OSHA and TML.
6. Coordinate safety and other meetings to assist departments in meeting their training needs.
7. Maintain a combination of insurance and City funds to satisfy foreseeable losses.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Applications received and processed	1,122	1,000	1,029	1,000
Minority applicants	9.2%	8.5%	9.2%	8.5%
Injuries requiring medical attention	30	35	65	35
Legitimate non-automotive liability claims	37	25	37	25
Automobile accidents preventable by employee	8	5	15	5

Significant Expenditure Changes:
Contractual Services funding decreased by $2,185, a 3.1% reduction. Funding for employment ads was reduced by $1,000 due to increase usage of the City's web site for employee recruitment. The Training budget was reduced by $1,000. Funding for a Copier Rental of $485 was eliminated.

A portion of the costs of this activity is distributed to the utility funds and the State Street Aid Fund due to involvement in the operations of these funds.

Stationary Stores – Activity No. 854

Activity Description:
This activity is responsible for providing printing, duplicating and related publication services to all City departments. This activity also provides daily mail service for City departments and serves as a centralized store of office supplies for departments located in the Municipal Building and Civic Center. The activity's goal is to provide these services in an effective and efficient manner.

Performance Objectives:

1. Complete all major duplicating requests by date requested.
2. Maintain minimum level of office and printing supplies inventory.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Proposed Annual Budgets Printed	50	50	50	50
Adopted Annual Budgets Printed	50	50	50	50
Annual Financial Reports Printed	75	125	75	75
Requests completed on schedule	100%	100%	100%	100%

Significant Expenditure Changes:
Contractual Services increased by $8,190 primarily for a $5,000 increase in mailing due to increases in postage and shipping charges. Rents increased by $3,000 for copier rentals.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

Finance – Activity No. 862

Activity Description:
The Finance activity provides centralized control over the procurement, storage and distribution of all materials, supplies and services that are required for City operations, serves as the centralized accounting service for the Public Works and Electrical Departments and is responsible for paying all City obligations. This activity is responsible for determining the cost of maintaining City streets, the electrical distribution system, water distribution system and treatment plant, sewage collection system and treatment plants, equipment repair shop and the service department. The Finance activity assists with the establishment of City internal controls and preparation of the annual city budget and is responsible for the accounting of the City's Equipment Rental Replacement Fund.

The Finance Director and city-wide accounting and financial functions are accounted for in this activity. This includes preparation of the city's annual financial statements and budget documents, biennial utility rate reviews, financial analysis, coordinating long-term debt issuances, and administering the City's cash management program and investing funds accordingly. The activity is responsible for the establishment of city internal controls and recording all City financial transactions in accordance with generally accepted accounting principles (GAAP).

Performance Objectives:
1. Prepare the city's annual budget.
2. Provide effective support services to other City departments.
3. Maintain adequate stock levels for inventory items by establishing economic reorder points and quantities.
4. Obtain needed goods and services at the lowest cost and at required quality.
5. Process cost distribution of labor and materials timely and accurately.
6. Retain the GFOA Certificate of Achievement for Excellence in Financial Reporting and Distinguished Budget Presentation Award.
7. Contribute to the financial stability of the City by providing timely financial data to City Management.

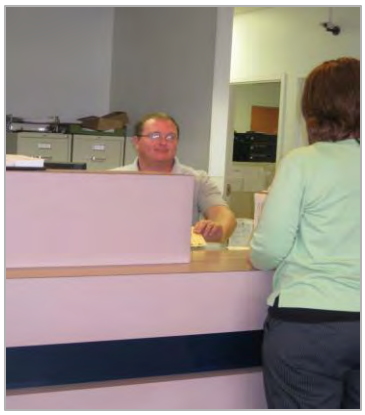
Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Purchase Orders issued	4,979	4,600	4,947	5,000
Purchase Orders for stock purchases	853	1,200	803	900
Checks Written	7,706	7,300	7,641	7,700

Significant Expenditure Changes:
Salaries and benefits increased by $105,616 due to a departmental reorganization and the transfer of an Accounting Technician to Finance from the Information Services activity 845. Contractual Services increased by $2,931. Vehicle and Equipment Use Charges increased by $2,501 for fuel and maintenance costs and technical and communication charges increased by $430.

A portion of the costs of this activity is distributed to the utility fund and the State Street Aid Fund due to involvement in the operations of these funds.

Business Office – Activity No. 864



Activity Description:
This activity is responsible for reading all electric and water meters monthly and for billing and collecting monthly charges. All service requests for utility connections and meter installations and removals are processed by this office, along with the administration of a TVA residential heat pump program. This activity is also responsible for billing and collecting all real, personal and public utility property taxes and initial business licenses. The activity's goal is to bill and collect all utility and tax bills in a timely manner and to equitably administer all state statutes and City codes and ordinances relative to utility collections, tax assessments, and business licensing.

Performance Objectives:

1. Meet the pre-established utility billing schedule for 100 percent of billings.
2. Improve the collection process in order to reduce loss of revenue from bad debt.
3. Issue all delinquent notices within 60 days after delinquencies occur.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Utility billings prepared on schedule	100%	100%	100%	100%
Utility customers billed (monthly)	16,760	16,000	16,704	16,000
Tax parcels billed	14,480	14,300	14,480	14,300

Significant Expenditures:
Funding for all areas was reviewed and reallocated based on current funding requirements. Overall Contractual Services increased by $2,670. Reductions were made to utility services by $1,030 based on actually occurring cost levels. Funding for employee training increased by $3,500.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

City Council – Activity No. 810 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	14,012	14,400	14,325	14,400	0	0.0
5141.	Social Security	1,102	1,102	1,096	1,102	0	0.0
Total Personal Services		15,114	15,502	15,421	15,502	0	0.0
Contractual Services							
5207.	Dues, Memberships & Sub.	20,187	18,000	18,000	18,000	0	0.0
5210.	Prof. & Contractual Ser.	58,918	51,700	51,700	53,800	2,100	4.1
5211.	Advertising & Publicity	0	500	500	500	0	0.0
5212.	Utility Services	1,824	2,100	1,865	2,000	-100	-4.8
5220.	Training & Travel	29,574	38,000	38,000	38,000	0	0.0
5235.	Repair & Maintenance	2,915	2,600	2,600	2,600	0	0.0
5236.13	Other Equipment Maint.	345	524	524	524	0	0.0
5289.	Vehicle/Equip Use Charge	2,691	3,017	3,017	3,017	0	0.0
Total Contractual Services		116,454	116,441	116,206	118,441	2,000	-0.7
Commodities							
5310.	Commodities/Tools/Supplies	9,171	3,440	3,440	3,440	0	0.0
5320.	Books/Education Material	0	200	200	200	0	0.0
Total Commodities		9,171	3,640	3,640	3,640	0	0.0
Other Charges							
5410.	Liability Insurance	15,402	15,402	15,402	15,402	0	0.0
5420.	Litigation/Judicial Costs	20	50	50	50	0	0.0
5499.	Contingency	19,629	5,000	5,000	5,000	0	0.0
Total Other Charges		35,051	20,452	20,452	20,452	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		175,790	156,035	155,719	158,035	2,000	1.3
Reduction of Costs							
5670.	Recovered from Funds	-50,980	-45,250	-45,158	-45,830	-580	1.3
Total Reduction of Costs		-50,980	-45,250	-45,158	-45,830	-580	1.3
TOTAL NET EXPENDITURES		124,810	110,785	110,561	112,205	1,420	1.3

City Clerk - Activity No. 816 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	88,807	88,889	82,462	86,744	-2,145	-2.4
5120.	Salaries-PT/Seasonal Employ	1,729	0	0	0	0	0.0
5131.	Regular Overtime Pay	904	1,300	802	1,320	20	1.5
5141.	Social Security	6,783	6,900	5,857	6,737	-163	-2.4
5150.	Retirement	16,239	14,343	14,343	13,663	-680	-4.7
5160.	Medical & Workers Comp	20,651	20,694	20,694	21,844	1,150	5.6
Total Personal Services		135,113	132,126	124,158	130,308	-1,818	-1.4
Contractual Services							
5207.	Dues, Memberships & Sub.	459	600	600	600	0	0.0
5210.	Prof. & Contractual Ser.	3,009	2,400	2,400	2,400	0	0.0
5211.	Advertising & Publicity	12,919	15,000	15,000	12,000	-3,000	-20.0
5212.	Utility Services	1,780	1,800	2,020	2,050	250	13.9
5220.	Training & Travel	4,552	4,000	4,000	4,000	0	0.0
5235.	Repair & Maintenance	175	0	0	0	0	0.0
5236.13	Other Equipment Maint.	1,825	1,260	1,260	1,260	0	0.0
Total Contractual Services		24,719	25,060	25,280	22,310	-2,750	-11.0
Commodities							
5310.	Commodities/Tools/Supplies	12,376	2,500	2,500	2,500	0	0.0
5320.	Books/Education Material	343	350	350	350	0	0.0
Total Commodities		12,719	2,850	2,850	2,850	0	0.0
Other Charges							
5410.	Liability Insurance	50	0	0	0	0	0.0
5420.	Litigation/Judicial Costs	156	200	200	200	0	0.0
Total Other Charges		206	200	200	200	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		172,757	160,236	152,488	155,668	-4,568	-2.9
Reduction of Costs							
5670.	Recovered from Funds	-50,099	-46,469	-44,221	-45,144	1,325	-2.9
Total Reduction of Costs		-50,099	-46,469	-44,221	-45,144	1,325	-2.9
TOTAL NET EXPENDITURES		122,658	113,767	108,267	110,524	-3,243	-2.9

City Manager's Office - Activity No. 820 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	300,657	311,932	278,247	204,069	-107,863	-34.6
5120.	Salaries-PT/Seasonal Employ	0	0	0	12,120	12,120	100.0
5131.	Regular Overtime Pay	6,168	4,488	4,453	4,555	67	1.5
5141.	Social Security	23,923	24,206	69,700	16,887	-7,319	-30.2
5150.	Retirement	46,704	50,380	50,380	33,186	-17,194	-34.1
5160.	Medical & Workers Comp	37,033	41,782	41,782	22,932	-18,850	-45.1
Total Personal Services		414,485	432,788	444,562	293,749	-139,039	-32.1
Contractual Services							
5207.	Dues, Memberships & Sub.	3,666	2,000	2,000	2,000	0	0.0
5210.	Prof. & Contractual Ser.	87,916	100,000	100,000	100,000	0	0.0
5211.	Advertising & Publicity	15,980	28,000	28,000	28,000	0	0.0
5212.	Utility Services	6,094	6,100	6,125	6,200	100	1.6
5220.	Training & Travel	18,142	15,200	15,200	15,200	0	0.0
5235.	Repair & Maintenance	6,520	225	225	225	0	0.0
5236.13	Other Equipment Maint.	690	2,844	2,844	2,844	0	0.0
5289.	Vehicle/Equip Use Charge	11,590	13,052	13,052	13,052	0	0.0
Total Contractual Services		150,598	167,421	167,446	167,521	100	0.1
Commodities							
5310.	Commodities/Tools/Supplies	5,823	2,100	2,100	2,100	0	0.0
5320.	Books/Education Material	282	500	500	500	0	0.0
Total Commodities		6,105	2,600	2,600	2,600	0	0.0
Other Charges							
5410.	Liability Insurance	15,402	15,402	15,402	15,402	0	0.0
Total Other Charges		15,402	15,402	15,402	15,402	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		586,590	618,211	630,010	479,272	-138,939	-22.5
Reduction of Costs							
5610.	Recovered from Users	-8,142	0	0	0	0	0.0
5670.	Recovered from Funds	-289,224	-309,105	-315,005	-239,637	69,468	-22.5
Total Reduction of Costs		-297,366	-309,105	-315,005	-239,637	69,468	-22.5
TOTAL NET EXPENDITURES		289,224	309,106	315,005	239,635	-69,471	-22.5

City Court - Activity No. 832 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	102,373	104,292	102,501	105,212	920	0.9
5131.	Regular Overtime Pay	6,922	4,930	6,370	6,019	1,089	22.1
5141.	Social Security	8,179	8,355	7,664	8,509	154	1.8
5150.	Retirement	16,394	16,818	16,818	17,100	282	1.7
5160.	Medical & Workers Comp	30,851	30,498	30,498	32,223	1,725	5.7
Total Personal Services		164,719	164,893	163,851	169,063	4,170	2.5
Contractual Services							
5201.	Rents	31,465	31,400	30,000	30,000	-1,400	-4.5
5210.	Prof. & Contractual Ser.	4,024	1,500	4,500	1,800	300	20.0
5212.	Utility Services	1,782	2,100	1,975	2,200	100	4.8
5220.	Training & Travel	178	674	674	674	0	0.0
5236.13	Other Equipment Maint.	1,680	1,746	1,746	1,746	0	0.0
Total Contractual Services		39,129	37,420	38,895	36,420	-1,000	-2.7
Commodities							
5310.	Commodities/Tools/Supplies	1,501	2,025	2,025	2,025	0	0.0
5320.	Books/Education Material	124	100	100	100	0	0.0
Total Commodities		1,625	2,125	2,125	2,125	0	0.0
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		205,473	204,438	204,871	207,608	3,170	1.6
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		205,473	204,438	204,871	207,608	3,170	1.6

Legal - Activity No. 843 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	213,035	216,226	216,050	219,726	3,500	1.6
5141.	Social Security	15,621	16,541	14,917	16,809	268	1.6
5150.	Retirement	33,435	34,104	34,104	34,619	515	1.5
5160.	Medical & Workers Comp	31,560	31,195	31,195	32,920	1,725	5.5
Total Personal Services		293,651	298,066	296,266	304,074	6,008	2.0
Contractual Services							
5207.	Dues, Memberships & Sub.	3,341	2,500	2,500	2,500	0	0.0
5210.	Prof. & Contractual Ser.	125	1,710	1,710	1,710	0	0.0
5211.	Advertising & Publicity	1,178	750	750	750	0	0.0
5212.	Utility Services	3,420	3,200	3,750	3,800	600	18.8
5220.	Training & Travel	862	4,293	4,293	4,293	0	0.0
5236.13	Other Equipment Maint.	690	2,158	2,158	2,158	0	0.0
Total Contractual Services		9,616	14,611	15,161	15,211	600	4.1
Commodities							
5310.	Commodities/Tools/Supplies	1,547	1,000	1,000	1,000	0	0.0
5320.	Books/Education Material	15,820	12,380	12,380	12,380	0	0.0
Total Commodities		17,367	13,380	13,380	13,380	0	0.0
Other Charges							
5420.	Litigation/Judicial Costs	12	100	100	100	0	0.0
Total Other Charges		12	100	100	100	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		320,646	326,157	324,907	332,765	6,608	2.0
Reduction of Costs							
5670.	Recovered from Funds	-92,988	-94,584	-94,221	-96,501	-1,917	2.0
Total Reduction of Costs		-92,988	-94,584	-94,221	-96,501	-1,917	2.0
TOTAL NET EXPENDITURES		227,658	231,573	230,686	236,264	4,691	2.0

Information Services – Activity No. 845 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	484,177	553,822	421,852	524,305	-29,517	-5.3
5120.	Salaries-PT/Seasonal Employ	45,971	0	0	0	0	0.0
5131.	Regular Overtime Pay	2,995	3,300	2,546	3,350	50	1.5
5141.	Social Security	39,529	42,620	30,497	40,366	-2,254	-5.3
5150.	Retirement	86,496	88,215	88,215	83,713	-4,502	-5.1
5160.	Medical & Workers Comp	92,961	93,084	93,084	103,547	10,463	11.2
Total Personal Services		752,129	781,041	636,194	755,281	-25,760	-3.3
Contractual Services							
5201.	Rents	2,318	2,805	2,200	2,200	-605	-21.6
5207.	Dues, Memberships & Sub.	2,630	1,175	1,175	1,175	0	0.0
5210.	Prof. & Contractual Ser.	104,519	101,235	220,000	101,235	0	0.0
5212.	Utility Services	71,080	79,400	77,745	80,775	1,375	1.7
5220.	Training & Travel	0	2,908	2,908	2,908	0	0.0
5235.	Repair & Maintenance	383	3,500	3,500	3,500	0	0.0
5236.13	Other Equipment Maint.	137,453	133,703	133,703	133,703	0	0.0
5289.	Vehicle/Equip Use Charge	6,416	7,200	7,200	7,200	0	0.0
Total Contractual Services		324,799	331,926	448,431	332,696	770	0.2
Commodities							
5310.	Commodities/Tools/Supplies	20,518	12,520	12,520	12,520	0	0.0
5320.	Books/Education Material	30	0	0	0	0	0.0
5325.	Uniforms/Safety Equip.	727	0	0	0	0	0.0
Total Commodities		21,275	12,520	12,520	12,520	0	0.0
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		1,098,203	1,125,487	1,097,145	1,100,497	-24,990	-2.2
Reduction of Costs							
5610.	Recovered from Users	21	0	0	0	0	0.0
5670.	Recovered from Funds	-735,796	-754,075	-735,086	-704,317	49,758	-6.6
Total Reduction of Costs		-735,775	-754,075	-735,086	-704,317	49,758	-6.6
TOTAL NET EXPENDITURES		362,428	371,412	362,059	396,180	24,768	6.7

Personnel - Activity No. 846 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	247,570	250,428	249,597	260,439	10,011	4.0
5131.	Regular Overtime Pay	1,138	1,000	1,576	1,015	15	1.5
5141.	Social Security	17,899	19,234	16,996	20,001	767	4.0
5150.	Retirement	38,679	39,449	39,449	40,709	1,260	3.2
5160.	Medical & Workers Comp	42,028	41,438	41,438	43,738	2,300	5.6
Total Personal Services		347,314	351,549	349,056	365,902	14,353	4.1
Contractual Services							
5201.	Rents	3,981	485	0	0	-485	-100.0
5207.	Dues, Memberships & Sub.	864	2,862	2,862	2,862	0	0.0
5210.	Prof. & Contractual Ser.	36,502	52,919	52,919	52,919	0	0.0
5211.	Advertising & Publicity	2,371	5,000	2,500	4,000	-1,000	-20.0
5212.	Utility Services	3,351	3,700	3,685	4,000	300	8.1
5220.	Training & Travel	125	2,500	1,000	1,500	-1,000	-40.0
5235.	Repair & Maintenance	244	0	0	0	0	0.0
5236.13	Other Equipment Maint.	1,725	2,344	2,344	2,344	0	0.0
Total Contractual Services		49,163	69,810	65,310	67,625	-2,185	-3.1
Commodities							
5310.	Commodities/Tools/Supplies	5,482	6,890	6,890	6,890	0	0.0
5320.	Books/Education Material	527	1,479	1,479	1,479	0	0.0
5325.	Uniforms/Safety Equip.	0	600	600	600	0	0.0
Total Commodities		6,009	8,969	8,969	8,969	0	0.0
Other Charges							
5410.	Liability Insurance	20	0	0	0	0	0.0
Total Other Charges		20	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		402,506	430,328	423,335	442,496	17,435	4.2
Reduction of Costs							
5670.	Recovered from Funds	-185,152	-197,951	-194,734	-203,547	-5,596	2.8
Total Reduction of Costs		-185,152	-197,951	-194,734	-203,547	-5,596	2.8
TOTAL NET EXPENDITURES		217,354	232,377	228,601	238,949	6,572	2.8

Stationary Stores - Activity No. 854 Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	47,035	47,481	47,271	48,171	690	1.5
5131.	Regular Overtime Pay	7,160	7,242	7,661	7,351	109	1.5
5141.	Social Security	4,044	4,186	3,891	4,247	61	1.5
5150.	Retirement	8,243	8,408	8,408	8,537	129	1.5
5160.	Medical & Workers Comp	10,347	10,313	10,313	10,888	575	5.6
Total Personal Services		76,829	77,630	77,544	79,194	1,564	2.0
Contractual Services							
5201.	Rents	29,817	18,000	21,000	21,000	3,000	16.7
5206.	Mailing & Delivery	90,546	87,000	92,000	92,000	5,000	5.7
5212.	Utility Services	1,068	1,060	1,205	1,250	190	17.9
5235.	Repair & Maintenance	291	0	0	0	0	0.0
5236.13	Other Equipment Maint.	3,445	1,774	1,774	1,774	0	0.0
5289.	Vehicle/Equip Use Charge	3,863	4,250	4,250	4,250	0	0.0
Total Contractual Services		129,030	112,084	120,229	120,274	8,190	7.3
Commodities							
5310.	Commodities/Tools/Supplies	25,974	30,000	30,000	30,000	0	0.0
Total Commodities		25,974	30,000	30,000	30,000	0	0.0
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		231,833	219,714	227,773	229,468	9,754	4.4
Reduction							
5670.	Recovered from Funds	-153,010	-145,012	-150,331	-151,450	-6,438	4.4
Total Reduction of Costs		-153,010	-145,012	-150,331	-151,450	-6,438	4.4
TOTAL NET EXPENDITURES		78,823	74,702	77,442	78,018	3,316	4.4

Finance - Activity No. 862 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	457,524	511,888	459,169	584,679	72,791	14.2
5131.	Regular Overtime Pay	2,273	3,500	1,901	3,553	53	1.5
5141.	Social Security	33,530	39,427	31,743	45,000	5,573	14.1
5150.	Retirement	79,341	80,917	80,917	91,791	10,874	13.4
5160.	Medical & Workers Comp	103,472	103,032	103,032	119,357	16,325	15.8
Total Personal Services		676,140	738,764	676,762	844,380	105,616	14.3
Contractual Services							
5201.	Rents	729	0	0	0	0	0.0
5207.	Dues, Memberships & Sub.	719	1,635	1,635	1,635	0	0.0
5210.	Prof. & Contractual Ser.	44,933	4,000	43,000	4,000	0	0.0
5212.	Utility Services	12,881	5,770	6,190	6,200	430	7.5
5220.	Training & Travel	2,099	4,800	4,800	4,800	0	0.0
5235.	Repair & Maintenance	0	500	500	500	0	0.0
5236.13	Other Equipment Maint.	3,645	10,718	10,718	10,718	0	0.0
5289.	Vehicle/Equip Use Charge	7,585	7,234	7,234	9,735	2,501	34.6
Total Contractual Services		72,591	34,657	74,077	37,588	2,931	8.5
Commodities							
5310.	Commodities/Tools/Supplies	16,361	9,000	9,000	10,500	1,500	16.7
5320.	Books/Education Material	333	700	700	700	0	0.0
5325.	Uniforms/Safety Equip.	1,150	1,950	1,950	1,950	0	0.0
Total Commodities		17,844	11,650	11,650	13,150	1,500	12.9
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		766,575	785,071	762,489	895,118	110,047	14.0
Reduction of Costs							
5670.	Recovered from Funds	-605,595	-620,206	-602,367	-707,144	-86,938	14.0
Total Reduction of Costs		-605,595	-620,206	-602,367	-707,144	-86,938	14.0
TOTAL NET EXPENDITURES		160,980	164,865	160,122	187,974	23,109	14.0

Business Office - Activity No. 864 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	381,997	478,937	402,830	435,397	-43,540	-9.1
5120.	Salaries-PT/Seasonal Employ	14,849	0	0	0	0	0.0
5131.	Regular Overtime Pay	14,887	14,892	19,044	15,115	223	1.5
5141.	Social Security	30,022	37,778	29,264	34,464	-3,314	-8.8
5150.	Retirement	74,946	77,172	77,172	70,713	-6,459	-8.4
5160.	Medical & Workers Comp	113,096	113,874	113,874	120,199	6,325	5.6
Total Personal Services		629,797	722,653	642,184	675,888	-46,765	-6.5
Contractual Services							
5201.	Rents	2,307	2,400	2,560	2,600	200	8.3
5205.	Printing & Dup. Charges	1,304	0	0	0	0	0.0
5207.	Dues, Memberships & Sub.	50	100	100	100	0	0.0
5210.	Prof. & Contractual Ser.	245,779	239,000	239,000	239,000	0	0.0
5212.	Utility Services	8,252	7,830	6,740	6,800	-1,030	-13.2
5220.	Training & Travel	4,605	4,000	4,000	7,500	3,500	87.5
5235.	Repair & Maintenance	43,231	480	480	480	0	0.0
5236.13	Other Equipment Maint.	23,193	13,187	13,187	13,187	0	0.0
5289.	Vehicle/Equip Use Charge	22,916	25,699	25,699	25,699	0	0.0
Total Contractual Services		351,637	292,696	291,766	295,366	2,670	0.9
Commodities							
5310.	Commodities/Tools/Supplies	14,683	14,215	14,215	14,215	0	0.0
5320.	Books/Education Material	0	100	100	100	0	0.0
5325.	Uniforms/Safety Equip.	3,781	2,850	2,850	2,850	0	0.0
Total Commodities		18,464	17,165	17,165	17,165	0	0.0
Other							
5410.	Liability Insurance	3,663	3,663	3,663	3,663	0	0.0
Total Other Charges		3,663	3,663	3,663	3,663	0	0.0
Capital Expeditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		1,003,561	1,036,177	954,778	992,082	-44,095	-4.3
Reduction Costs							
5670.	Recovered from Funds	-933,311	-963,645	-887,944	-922,636	41,009	-4.3
Total Reduction of Costs		-933,311	-963,645	-887,944	-922,636	41,009	-4.3
TOTAL NET EXPENDITURES		70,250	72,532	66,834	69,446	-3,086	-4.3

POLICE DEPARTMENT

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POLICE DEPARTMENT

The Oak Ridge Police Department is responsible for enhancing the safety and security of all residents and other persons working in or visiting the City. The Department strives to maintain peace and order throughout the community by education, prevention of criminal activity, response to calls for assistance, and reports of criminal law violations. Comprised of 64 uniform officers (includes Animal Control), 14 non-uniform support personnel and seven part-time school crossing guards, the Department is organized into the following activities: Supervision, Investigations, Staff Services, Patrol, Emergency Communications, Animal Control and School Resource Officer Program. A Police Chaplain and other associate chaplains provide counseling assistance to crime victims, indigent families and individuals, and departmental personnel on a voluntary basis

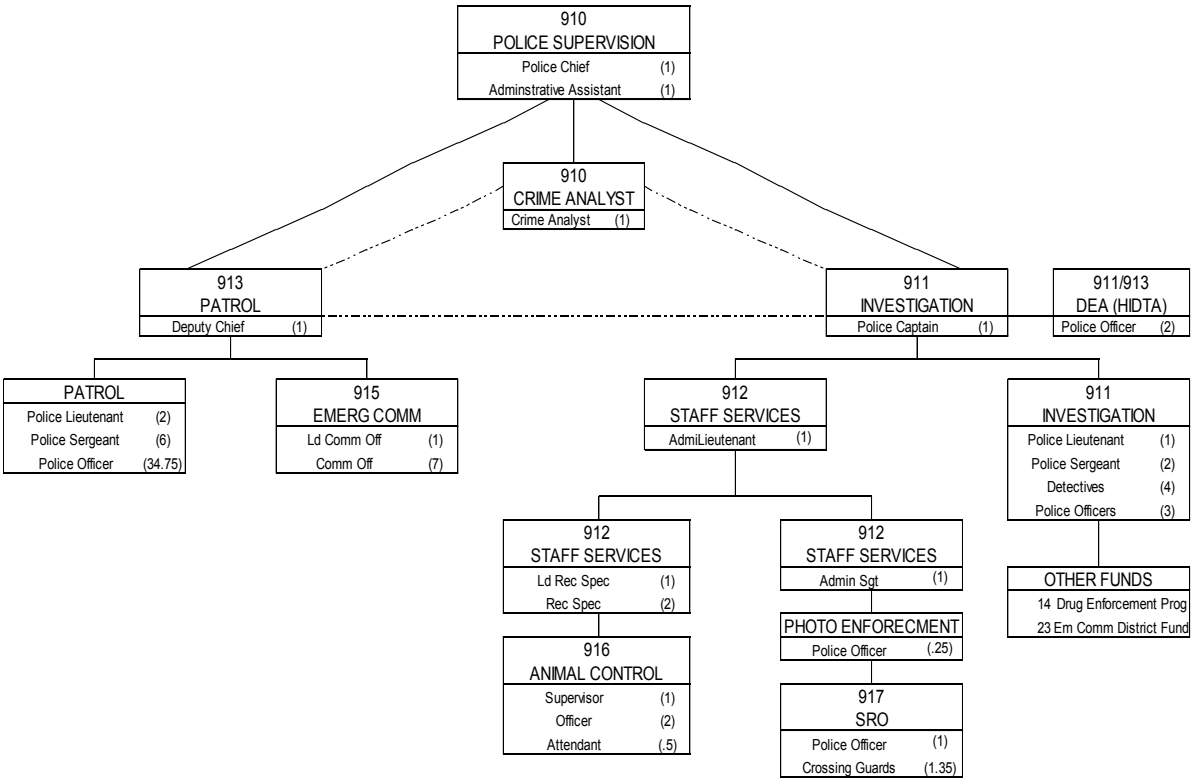
The Department is also responsible for administering the Drug Fund and the Emergency Communications District Fund. The Drug Fund is a Special Revenue Fund utilized to account for drug related revenue and expenditures directly related to drug curtailment activities. The Emergency Communications Fund is an Enterprise Fund utilized to account for the proceeds of a surcharge on telephones in the City's 911 district which is used to support the City's 911 and other emergency communication systems. The Police Department is responsible for the City's ongoing operation and maintenance of the 800 MHz radio system.

The Investigations and Patrol activities work jointly to investigate all serious crimes, which include murder, rape, robbery, aggravated assault, burglary, larceny, and motor vehicle theft.

The Animal Control activity, in cooperation with the Anderson County Humane Society, operates a model animal control program. Anderson County, the City of Clinton, and the City of Oliver Springs utilize the animal shelter facility on a fee basis.

The School Resource Officer Program utilizes a police officer that is dedicated solely to working within the Oak Ridge school system at the High School. The objectives of this program are not only to decrease the number of crimes committed at or near school property, but to provide educational programs on topics such as drugs, law and justice, and to provide a means for positive interaction between the police and youth of the community.

ORGANIZATIONAL CHART



2011-2012 ACCOMPLISHMENTS

- New Police Chief hired and reported for duty.
- Department evaluated and restructured.
- Crime Analyst hired and reported for duty.
- Aggressively hired and trained personnel; certified officers at full strength.
- Created and staffed Special Projects Unit; additional officer assigned to DEA.

2012-2013 GOALS

- Create and staff Volunteers in Police Service (VIPS) Program.
- Full implementation of Crime Analysis Program.
- Finalization of Records Management System (RMS) upgrade.
- Next Generation 911 compliance.
- TN State Accreditation.

EXPENDITURES OVERALL

Authorized Personnel Police Department:

	FY 12	FY 13
910 Supervision	3	3
911 Investigations	11	12
912 Staff Services	5	5
913 Patrol	46	45
915 Emergency Comm.	8	8
916 Animal Control	4	4
917 School Resource Prog. Officer	8	8
026 Special Programs Fund	0	0
Total	**85**	**85**

Police Department Summary of Net Expenditures by Activity:

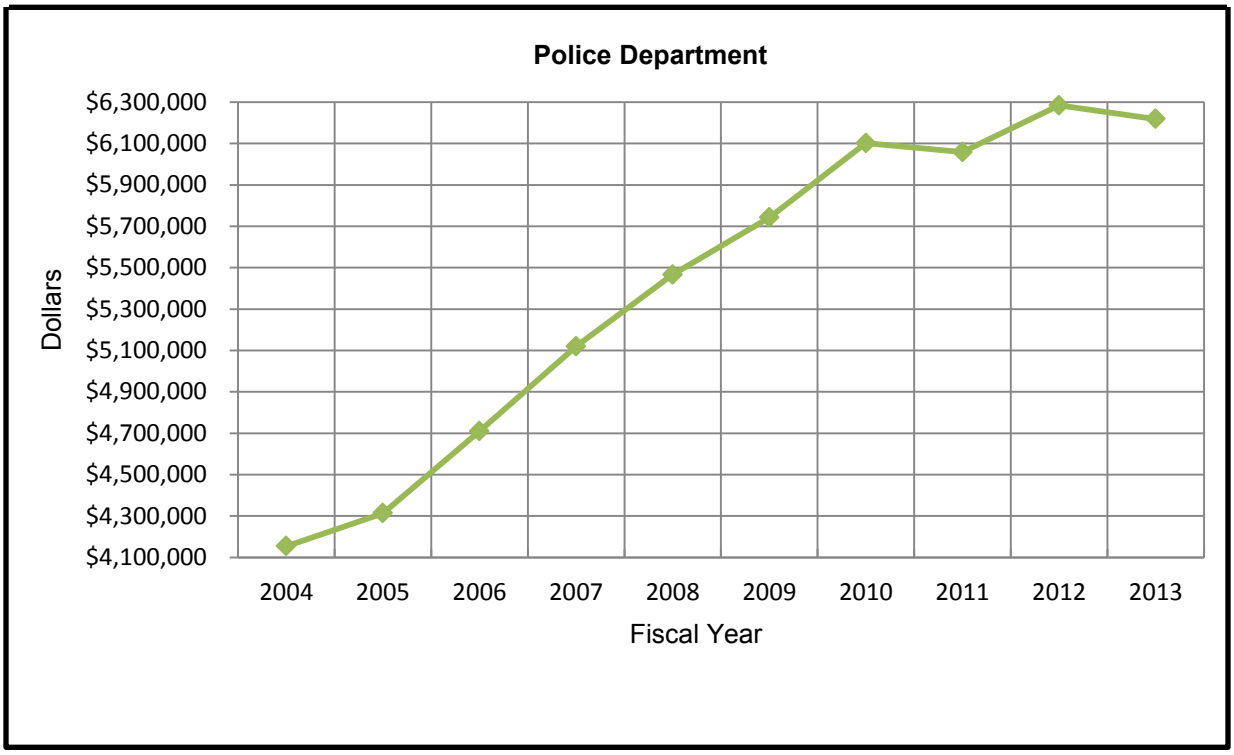
	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Police Department:						
910 Supervision	254,185	274,256	310,145	299,890	25,634	9.3
911 Investigations	928,129	929,095	974,407	970,032	40,937	4.4
912 Staff Services	396,431	401,436	518,063	381,583	(19,853)	-4.9
913 Patrol	3,775,931	3,843,515	3,800,883	3,854,835	11,320	0.3
915 Emergency Communications	313,223	304,565	317,929	317,829	13,264	4.4
916 Animal Control	288,671	303,549	265,628	284,658	(18,891)	-6.2
917 School Resource Officer Prograr	101,384	131,267	96,746	109,614	(21,653)	-16.5
Total Police Department	6,057,954	6,187,683	6,283,801	6,218,441	30,758	0.5

FY2013 General Fund Budget – Police Department Activities - Costs Allocated to Other Funds and Costs Recovered:

	GROSS BUDGET	ELECTRIC FUND		WATERWORKS FUND WATER		WATERWORKS FUND WASTEWATER		STATE STREET AID FUND	COSTS RECOVERED		GENERAL FUND	
POLICE DEPARTMENT:												
910 Supervision	299,890		-		-		-	-		-	100%	299,890
911 Investigations	970,032		-		-		-	-		-	100%	970,032
912 Staff Services	381,583		-		-		-	-		-	100%	381,583
913 Patrol	3,854,835		-		-		-	-		-	100%	3,854,835
915 Emergency Communications	534,786	12%	64,174	6%	32,087	2%	10,696	-	21%	110,000	59%	317,829
916 Animal Control	315,658		-		-		-	-	10%	31,000	88%	284,658
917 School Resource Officer	109,614		-		-		-	-	0%	-	100%	109,614
TOTAL POLICE DEPARTMENT	6,466,398	1%	64,174	0%	32,087	0%	10,696	-	2%	141,000	98%	6,218,441

Chart of Police Department Net General Fund Expenditures – Actual 2004 to Budget 2013:

Increases for FY06 to FY08, included the addition of 5 Police Officer positions funded by a DOE grant in FY06 and 1 Officer added in FY08. The reduction in FY11 is related to vacancies caused by employee turnover, including the Police Chief position. The reduction in FY13 is related to the retirement of long-term employees.



DEPARTMENT ACTIVITIES

Police Supervision – Activity No. 910

Activity Description:
Police Supervision administers the resources of the Police Department, supervises all police operations and plans and coordinates programs designed to accomplish the department's objectives.

The primary goals of the Police Department are as follows: (1) protection of life and property; (2) maintenance of law and order with justice; (3) identification and arrest of criminals; (4) prevention of crime; (5) regulation of non-criminal behavior; (6) provision of public assistance; and (7) promotion of department professionalism and training.

The Department's first priority is responding to emergency situations, including areas of responsibility imposed by law and tradition and other emergencies for which no other governmental agency is responsible. Second priority is the suppression of crime and prosecution of violators. Third priority is the apprehension of violators of other laws and ordinances, including traffic offenses.

Performance Objectives:

1. Oversee and manage the accomplishment of the department's performance objectives.
2. Oversee the development of operational action plans to achieve department objectives.
3. Maintain a current Policy and Procedures Manual through periodic update.
4. Continue to enhance and expand community oriented policing.
5. Identify and provide necessary training.

Significant Expenditure Changes:
The $25,149 addition in funding for salaries reflects a reorganization of the Police Department. Funding for all areas was reviewed and reallocated based on current funding requirements.

Investigations – Activity No. 911

Activity Description:
The Investigations division conducts follow-up investigations of violent and serious crimes; drug enforcement, vice crime and all reported hate crimes. The division consists of general criminal and drug enforcement investigators that conduct covert operations.

Performance Objectives:

1. Maintain a 50 percent serious crime clearance rate.
2. Maintain a 60 percent clearance rate of violent serious crimes.
3. Continue to reduce number of reported burglaries while continuing to increase clearance rate (3% higher in 2013 than 2012). Goal is to achieve a 20% clearance rate for burglaries.
4. Continue partnership with Drug Enforcement Administration in fight against illegal drug activity.
5. Continue to be contributing partner in 7th Judicial Crime Task Force and 9th Judicial Drug Task Force along with District Attorneys General and surrounding police agencies.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Serious Crimes (including all Group A offenses expect theft.)	1,944	1,950	1,950	1,900
Serious Crimes clearance rate	51.2%	50.0%	50.0%	50.0%
Crimes against persons clearance rate	63.1%	60.0%	60.0%	60.0%
Burglaries	371	360	360	350
Burglary clearance rate	14.3%	17.0%	17.0%	20.0%

Significant Expenditure Changes:
The $37,307 addition in funding for salaries and benefits reflects a reorganization of the Police Department. Professional and Contractual Services increased by $4,500 for the Leads onlines service. Utility Services decreased by $2,300 and funding for commodities increase $1,230 based on actually occurring cost levels. Funding for all areas was reviewed and reallocated based on current funding requirements.

Staff Services – Activity No. 912

Activity Description:
The Staff Services section supervises Police Records, monitors training for sworn personnel in accordance with minimum POST standards, maintains custody of all evidence and performs any other staff functions as assigned. The mission of police records is to maintain information on investigations and supporting files, provide limited statistical analysis, and provide for the dissemination of appropriate information to the public and other law enforcement agencies in accordance with legal requirements and departmental policy.

Performance Objectives:
1. Monitor training received by sworn personnel to ensure compliance with minimum POST standards.
2. Maintenance and quality control of submitted records and the records management system.
3. Monitor the property control system and conduct random internal audits.
4. Maintain compliance with F.B.I. and T.B.I. requirements for records and crime reporting.
5. Provide information to the public without unreasonable delay and in accordance with legal requirements.
6. Continue training records personnel in use of reporting software.
7. Complete major upgrade of records management software system.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Projected minimum training to meet:				
POST requirements.	2,440	3,400	3,400	3,400
Projected non-POST training	960	960	960	960

Significant Expenditure Changes:
The $19,803 reduction in salaries and benefits reflects a reorganization of the Police Department. There were no other significant expenditures changes for this activity for fiscal 2013.

Patrol – Activity No. 913

Activity Description:
The basic responsibility of the uniformed Patrol force is to ensure community peace through the prevention, detection and investigation of crimes; the apprehension of criminal and traffic law violators; the regulation and control of traffic on city streets; and the provision of miscellaneous information and services to citizens and visitors on non-criminal matters.

Activity goals are to deter crime through visible patrol; to investigate crimes and apprehend criminal violators; to regulate traffic in such a manner as to ensure, to the greatest extent possible, the safe movement of traffic; to provide non-criminal assistance to the public as appropriate

Performance Objectives:
1. Reduce the number of serious crimes in 2013 from 2012.
2. Increase the ratio of arrests to reported serious offenses from the FY 2012 level of 45%.
3. Increase the level of criminal traffic enforcement in 2013.
4. Provide crime scene investigation training and CIT training for patrol personnel.

5. Increase cooperation and patrols with DOE and Wackenhut Securities and their properties.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Serious crimes (all Group A offenses including theft)	2,814	3,500	3,000	3,500
Serious crimes clearance rate	44.49%	45.00%	45.00%	50.00%
Serious crimes per 100,000 population	9,594	10,000	10,000	10,000
Total Arrests	1,444	2,000	2,000	2,000
Arrests per 100,000	4,923	5,500	5,200	6,000

Significant Expenditures:
The $9,247 reduction in funding for salaries and benefits reflect the retirement of long-term employees. Funding for Contractual Services has increased by $20,567. Utility Services decreased by $4,475 based on actually occurring cost levels. Vehicle and Equipment use charges are up by $24,497, for fuel and maintenance of patrol vehicles. Funding for all areas was reviewed and reallocated based on current funding requirements.

Emergency Communications – Activity No. 915

Activity Description:
The Emergency Communications activity provides emergency communication and dispatch services for Fire, Police and county ambulance services in Oak Ridge. In addition this activity coordinates maintenance for and manages the city's 800MHz trunked radio system and the 911 telephone system. The goal is to provide effective methods of communication between citizens and the members of all emergency services of the City.

Performance Objectives:

1. Dispatch all police, fire, and ambulance calls timely and accurately.
2. Maintain training of all Public Safety Dispatchers in accordance with APCO standards and compliance with statutory requirements.
3. Continuation of West End Communication Expansion and Communication Interoperability Project.
4. Continue planning for Next Generation 911 process. (Advanced system to access emergency care with enhanced data capabilities)

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Total calls for service	37,596	35,000	37,326	39,000

Significant Expenditures:
Funding for Contractual Services decreased $1,721 primarily for a $1,671 reduction for dispatcher training and travel. Dispatcher training and travel will be funded through the Emergency Communications Fund. The State currently provides $8,000 annually for dispatcher training.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

Animal Control – Activity No. 916

Activity Description:
This activity includes operation of the Animal Shelter and the enforcement of City animal control ordinances through animal registration, city patrol, apprehension of animals running at large, quarantine of bites, answering of citizen complaints, and follow-up on suspected rabies cases.

Performance Objectives:

1. Increase the number of registered animals through enforcement and public education.
2. Continue to improve shelter health care by working with staff veterinarian and humane society volunteers.
3. Reduce the number of animal apprehensions through public education and public relations campaigns.
4. Certify new employees through NACA (National Animal Control Association).
5. Maintain all employee and facility certifications and licenses.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Animal bites reported	31	35	35	35
Animal bites attributable to at-large animals	12	10	10	10
Animal apprehensions	2,592	2,500	2,500	3,000
Registered animals	1,466	4,000	1,400	4,000

Significant Expenditures:
Funding salaries and benefits decreased $14,076 due to employee turnover. Funding for all areas was reviewed and reallocated based on current funding requirements. Budgeted funding for Contractual Services has decreased by a net of $6,815. Funding for utility services decreased by $7,725 based on actually occurring cost levels.

Reduction of Costs includes fees charged to Anderson County and the City of Clinton for care, boarding and disposal of animals apprehended by those entities.

School Resource Officer Program – Activity No. 917

Activity Description:
During fiscal year 1995, the Police Department began the initial startup of a full time School Resource Officer Program. The mission of this program is to work primarily in the area of proactive or preventive police services. In this program, one police officer is dedicated solely to working within the school system, dividing time among the various City schools. This activity also accounts for seven part-time Schools Crossing Guard positions.

The goals of the School Resource Officer Program are:

- To improve the police image in the eyes of the staff and the students.
- To develop a close coordination between a school and police community team that works on mutual problems.
- To prevent delinquent behavior through early detection by working closely with students, their parents and the community to redirect antisocial behavior.

- To investigate violations of criminal law in the schools.
- Increased education and training through specialized courses designed for School Resource Officer Certification.

Performance Objectives:

1. To decrease the number of crimes committed on or near school property, and at school sponsored activities.

2. To provide a confidential setting conducive to youth's willingness to report crimes committed against themselves or their property.
3. To provide positive interaction between the police, school officials, and youth in the community.
4. To improve educational efforts in the schools concerning law, justice, and safety.
5. To help initiate and maintain police/school relations and to aid in the referral of juveniles to appropriate helping persons and agencies.
6. To provide early identification of youth who have potential behavior problems.
7. To provide support to Youth Advisory Board activities.

Significant Expenditures:

The budgeted funding for personal services (salaries and benefits) declined by $21,153 due to a reorganization of the Police Department

Police Supervision – Activity No. 910 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	140,098	175,343	196,774	194,519	19,176	10.9
5131.	Regular Overtime Pay	553	850	943	863	13	1.5
5141.	Social Security	10,558	13,479	14,150	14,947	1,468	10.9
5150.	Retirement	28,217	28,367	28,367	31,134	2,767	9.8
5160.	Medical & Workers Comp	30,893	30,837	30,837	32,562	1,725	5.6
Total Personal Services		210,319	248,876	271,071	274,025	25,149	10.1
Contractual Services							
5206.	Mailing & Delivery	140	0	0	0	0	0.0
5207.	Dues, Memberships & Sub.	325	670	1,125	1,000	330	49.3
5210.	Prof. & Contractual Ser.	22,483	0	7,500	0	0	0.0
5211.	Advertising & Publicity	639	0	0	0	0	0.0
5212.	Utility Services	2,016	2,620	2,095	2,125	-495	-18.9
5220.	Training & Travel	1,093	2,230	7,200	3,000	770	34.5
5236.13	Other Equipment Maint.	1,035	4,034	4,034	4,034	0	0.0
5289.	Vehicle/Equip Use Charge	13,228	13,706	15,000	13,706	0	0.0
Total Contractual Services		40,959	23,260	36,954	23,865	605	2.6
Commodities							
5310.	Commodities/Tools/Supplies	2,856	2,005	2,005	1,885	-120	-6.0
5325.	Uniforms/Safety Equip.	51	115	115	115	0	0.0
Total Commodities		2,907	2,120	2,120	2,000	-120	-5.7
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		254,185	274,256	310,145	299,890	25,634	9.3
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		254,185	274,256	310,145	299,890	25,634	9.3

Investigations – Activity No. 911 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	519,320	554,873	556,920	568,821	13,948	2.5
5131.	Regular Overtime Pay	82,694	46,669	74,736	47,369	700	1.5
5141.	Social Security	46,035	45,569	44,037	47,139	1,570	3.4
5150.	Retirement	91,292	93,118	93,118	97,307	4,189	4.5
5160.	Medical & Workers Comp	112,694	112,637	112,637	129,537	16,900	15.0
Total Personal Services		852,035	852,866	881,448	890,173	37,307	4.4
Contractual Services							
5207.	Dues, Memberships & Sub.	620	200	400	400	200	100.0
5210.	Prof. & Contractual Ser.	250	500	14,700	5,000	4,500	900.0
5212.	Utility Services	1,507	3,550	1,150	1,250	-2,300	-64.8
5220.	Training & Travel	6,256	4,083	4,083	4,083	0	0.0
5236.13	Other Equipment Maint.	1,725	4,712	4,712	4,712	0	0.0
5289.	Vehicle/Equip Use Charge	36,761	39,608	39,608	39,608	0	0.0
Total Contractual Services		47,119	52,653	64,653	55,053	2,400	4.6
Commodities							
5310.	Commodities/Tools/Supplies	8,438	3,770	8,500	5,000	1,230	32.6
5325.	Uniforms/Safety Equip.	2,531	2,100	2,100	2,100	0	0.0
Total Commodities		10,969	5,870	10,600	7,100	1,230	21.0
Other Charges							
5410.	Liability Insurance	18,006	17,706	17,706	17,706	0	0.0
Total Other Charges		18,006	17,706	17,706	17,706	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		928,129	929,095	974,407	970,032	40,937	4.4
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		928,129	929,095	974,407	970,032	40,937	4.4

Staff Services – Activity No. 912 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	231,313	239,728	358,189	223,240	-16,488	-6.9
5131.	Regular Overtime Pay	7,701	7,211	4,217	5,075	-2,136	-29.6
5141.	Social Security	17,609	18,891	20,141	17,466	-1,425	-7.5
5150.	Retirement	37,754	38,389	38,389	35,760	-2,629	-6.8
5160.	Medical & Workers Comp	51,824	51,896	51,896	54,771	2,875	5.5
Total Personal Services		346,201	356,115	472,832	336,312	-19,803	-5.6
Contractual Services							
5201.	Rents	3,240	3,250	3,250	3,250	0	0.0
5207.	Dues, Memberships & Sub.	50	110	110	110	0	0.0
5210.	Prof. & Contractual Ser.	5,419	0	0	0	0	0.0
5212.	Utility Services	3,667	4,050	3,960	4,000	-50	-1.2
5220.	Training & Travel	705	1,830	1,830	1,830	0	0.0
5236.13	Other Equipment Maint.	23,916	31,381	31,381	31,381	0	0.0
Total Contractual Services		36,997	40,621	40,531	40,571	-50	-0.1
Commodities							
5310.	Commodities/Tools/Supplies	11,521	3,565	3,565	3,565	0	0.0
5325.	Uniforms/Safety Equip.	1,712	1,135	1,135	1,135	0	0.0
Total Commodities		13,233	4,700	4,700	4,700	0	0.0
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		396,431	401,436	518,063	381,583	-19,853	-4.9
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		396,431	401,436	518,063	381,583	-19,853	-4.9

Patrol – Activity No. 913 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	1,854,121	1,927,512	1,784,319	1,896,560	-30,952	-1.6
5131.	Regular Overtime Pay	195,715	173,400	266,221	176,000	2,600	1.5
5141.	Social Security	156,831	160,720	136,752	158,551	-2,169	-1.3
5150.	Retirement	332,002	333,175	333,175	328,611	-4,564	-1.4
5160.	Medical & Workers Comp	457,992	461,103	461,103	486,941	25,838	5.6
Total Personal Services		2,996,661	3,055,910	2,981,570	3,046,663	-9,247	-0.3
Contractual Services							
5205.	Printing & Dup. Charges	1,691	2,200	2,200	3,500	1,300	59.1
5207.	Dues, Memberships & Sub.	648	155	155	400	245	158.1
5210.	Prof. & Contractual Ser.	112	2,300	2,300	1,300	-1,000	-43.5
5212.	Utility Services	8,909	12,782	8,157	8,307	-4,475	-35.0
5220.	Training & Travel	7,185	12,164	25,000	12,164	0	0.0
5235.	Repair & Maintenance	3,786	6,908	6,908	6,908	0	0.0
5236.13	Other Equipment Maint.	46,092	82,122	82,122	82,122	0	0.0
5289.	Vehicle/Equip Use Charge	559,637	540,503	560,000	565,000	24,497	4.5
Total Contractual Services		628,060	659,134	686,842	679,701	20,567	3.1
Commodities							
5310.	Commodities/Tools/Supplies	24,131	25,000	29,000	25,000	0	0.0
5320.	Books/Education Material	1,402	1,280	1,280	1,280	0	0.0
5325.	Uniforms/Safety Equip.	45,008	16,450	16,450	16,450	0	0.0
Total Commodities		70,541	42,730	46,730	42,730	0	0.0
Other Charges							
5410.	Liability Insurance	85,741	85,741	85,741	85,741	0	0.0
Total Other Charges		85,741	85,741	85,741	85,741	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		3,781,003	3,843,515	3,800,883	3,854,835	11,320	0.3
Reduction of Costs							
5610.	Recovered from Users	-5,072	0	0	0	0	0.0
Total Reduction of Costs		-5,072	0	0	0	0	0.0
TOTAL NET EXPENDITURES		3,775,931	3,843,515	3,800,883	3,854,835	11,320	0.3

Emergency Communications – Activity No. 915 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	285,735	303,825	296,409	308,296	4,471	1.5
5131.	Regular Overtime Pay	58,161	28,846	53,479	35,525	6,679	23.2
5141.	Social Security	25,630	25,449	24,987	26,302	853	3.4
5150.	Retirement	51,499	52,224	52,224	53,922	1,698	3.3
5160.	Medical & Workers Comp	81,971	82,218	82,218	86,818	4,600	5.6
Total Personal Services		502,996	492,562	509,317	510,863	18,301	3.7
Contractual Services							
5201.	Rents	8,000	8,000	8,000	8,000	0	0.0
5207.	Dues, Memberships & Sub.	92	150	150	150	0	0.0
5212.	Utility Services	150	200	150	150	-50	-25.0
5220.	Training & Travel	1,363	2,871	2,871	1,200	-1,671	-58.2
5235.	Repair & Maintenance	0	1,800	1,800	1,800	0	0.0
5236.13	Other Equipment Maint.	6,385	2,930	2,930	2,930	0	0.0
Total Contractual Services		15,990	15,951	15,901	14,230	-1,721	-10.8
Commodities							
5310.	Commodities/Tools/Supplies	1,165	1,330	1,330	1,330	0	0.0
5325.	Uniforms/Safety Equip.	2,714	2,200	2,200	2,200	0	0.0
Total Commodities		3,879	3,530	3,530	3,530	0	0.0
Other Charges							
5410.	Liability Insurance	6,163	6,163	6,163	6,163	0	0.0
Total Other Charges		6,163	6,163	6,163	6,163	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		529,028	518,206	534,911	534,786	16,580	0.0
Reduction of Costs							
5670.	Recovered from Funds	-215,805	-213,641	-216,982	-216,957	-3,316	0.0
Total Reduction of Costs		-215,805	-213,641	-216,982	-216,957	-3,316	1.6
TOTAL NET EXPENDITURES		313,223	304,565	317,929	317,829	13,264	4.4

Animal Control – Activity No. 916 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	106,637	119,718	104,484	106,842	-12,876	-10.8
5120.	Salaries-PT/Seasonal Employ	7,772	12,706	10,417	12,580	-126	-1.0
5131.	Regular Overtime Pay	18,667	15,300	13,316	15,530	230	1.5
5141.	Social Security	9,868	11,301	8,927	10,324	-977	-8.6
5150.	Retirement	21,233	21,657	21,657	19,605	-2,052	-9.5
5160.	Medical & Workers Comp	30,672	30,848	30,848	32,573	1,725	5.6
Total Personal Services		194,849	211,530	189,649	197,454	-14,076	-6.7
Contractual Services							
5201.	Rents	1,057	1,400	1,400	600	-800	-57.1
5207.	Dues, Memberships & Sub.	119	140	140	140	0	0.0
5210.	Prof. & Contractual Ser.	11,041	13,722	13,722	13,722	0	0.0
5210.202	Custodial Contract	631	1,380	1,000	1,380	0	0.0
5210.203	Mowing Contract	644	770	1,245	1,750	980	127.3
5212.	Utility Services	31,091	47,850	31,485	40,125	-7,725	-16.1
5220.	Training & Travel	1,894	965	965	965	0	0.0
5235.	Repair & Maintenance	18,072	10,300	10,300	10,300	0	0.0
5236.13	Other Equipment Maint.	690	2,833	2,833	2,833	0	0.0
5289.	Vehicle/Equip Use Charge	23,490	19,770	20,000	20,500	730	3.7
Total Contractual Services		88,729	99,130	83,090	92,315	-6,815	-6.9
Commodities							
5310.	Commodities/Tools/Supplies	12,832	21,000	21,000	21,000	0	0.0
5325.	Uniforms/Safety Equip.	1,022	930	930	930	0	0.0
Total Commodities		13,854	21,930	21,930	21,930	0	0.0
Other Charges							
5410.	Liability Insurance	3,959	3,959	3,959	3,959	0	0.0
Total Other Charges		3,959	3,959	3,959	3,959	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		301,391	336,549	298,628	315,658	-20,891	-6.2
Reduction of Costs							
5610.	Recovered from Users	-12,720	-33,000	-33,000	-31,000	2,000	-6.1
Total Reduction of Costs		-12,720	-33,000	-33,000	-31,000	2,000	-6.1
TOTAL NET EXPENDITURES		288,671	303,549	265,628	284,658	-18,891	-6.2

School Resource Officer Program – Activity No. 917 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	48,204	52,911	41,692	37,301	-15,610	-29.5
5120.	Salaries-PT/Seasonal Employ	20,339	38,571	21,300	36,005	-2,566	-6.7
5131.	Regular Overtime Pay	1,429	3,335	101	3,385	50	1.5
5141.	Social Security	5,815	7,254	4,957	5,867	-1,387	-19.1
5150.	Retirement	8,495	8,653	8,653	6,438	-2,215	-25.6
5160.	Medical & Workers Comp	10,352	10,325	10,325	10,900	575	5.6
Total Personal Services		94,634	121,049	87,028	99,896	-21,153	-17.5
Contractual Services							
5212.	Utility Services	219	500	0	0	-500	-100.0
5220.	Training & Travel	1,961	2,000	2,000	2,000	0	0.0
5236.13	Other Equipment Maint.	1,035	1,085	1,085	1,085	0	0.0
5289.	Vehicle/Equip Use Charge	0	510	510	510	0	0.0
Total Contractual Services		3,215	4,095	3,595	3,595	-500	-12.2
Commodities							
5310.	Commodities/Tools/Supplies	0	2,140	2,140	2,140	0	0.0
5325.	Uniforms/Safety Equip.	232	680	680	680	0	0.0
Total Commodities		232	2,820	2,820	2,820	0	0.0
Other Charges							
5410.	Liability Insurance	3,303	3,303	3,303	3,303	0	0.0
Total Other Charges		3,303	3,303	3,303	3,303	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		101,384	131,267	96,746	109,614	-21,653	-16.5
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		101,384	131,267	96,746	109,614	-21,653	-16.5

Fire Department

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FIRE DEPARTMENT

The Fire Department's mission is to instill a sense of safety, security and pride in those we serve with our exceptional staff, using traditional and innovative methods to provide high levels of community protection in emergency response, hazard mitigation, public education and prevention services.

The Fire Department is composed of two offices, Operations and Prevention that work in unison to fulfill its mission. The Prevention Office is an activity to itself, Activity 922. The Operations Office consists of three activities; Firefighting - Activity 923; Fire Stations - Activity 924; and Fire Specialists - Activity 925. Both of these offices work under the direction of the Fire Chief accounted for in Fire Supervision - Activity 921.

The mission of the Fire Prevention Office is to increase public safety through education, engineering and enforcement. The Office achieves this mission through a number of public outreach programs. Some examples include: distributing and installing smoke alarms; managing the Juvenile Fire Setter Program; and the commercial building inspection program. The Juvenile Fire Setter Program is nationally recognized and provides training and education to juvenile offenders. The Prevention Office also assists with the infant car seat installation and inspection program and bicycle helmet safety program.

The Prevention Office is actively involved in the pre-development process. It ensures compliance with the City's safety standards in the planning and construction phases. The Fire Prevention Office inspects commercial occupancies on a periodic basis and these inspections facilitate the enforcement of the City's Fire Code.

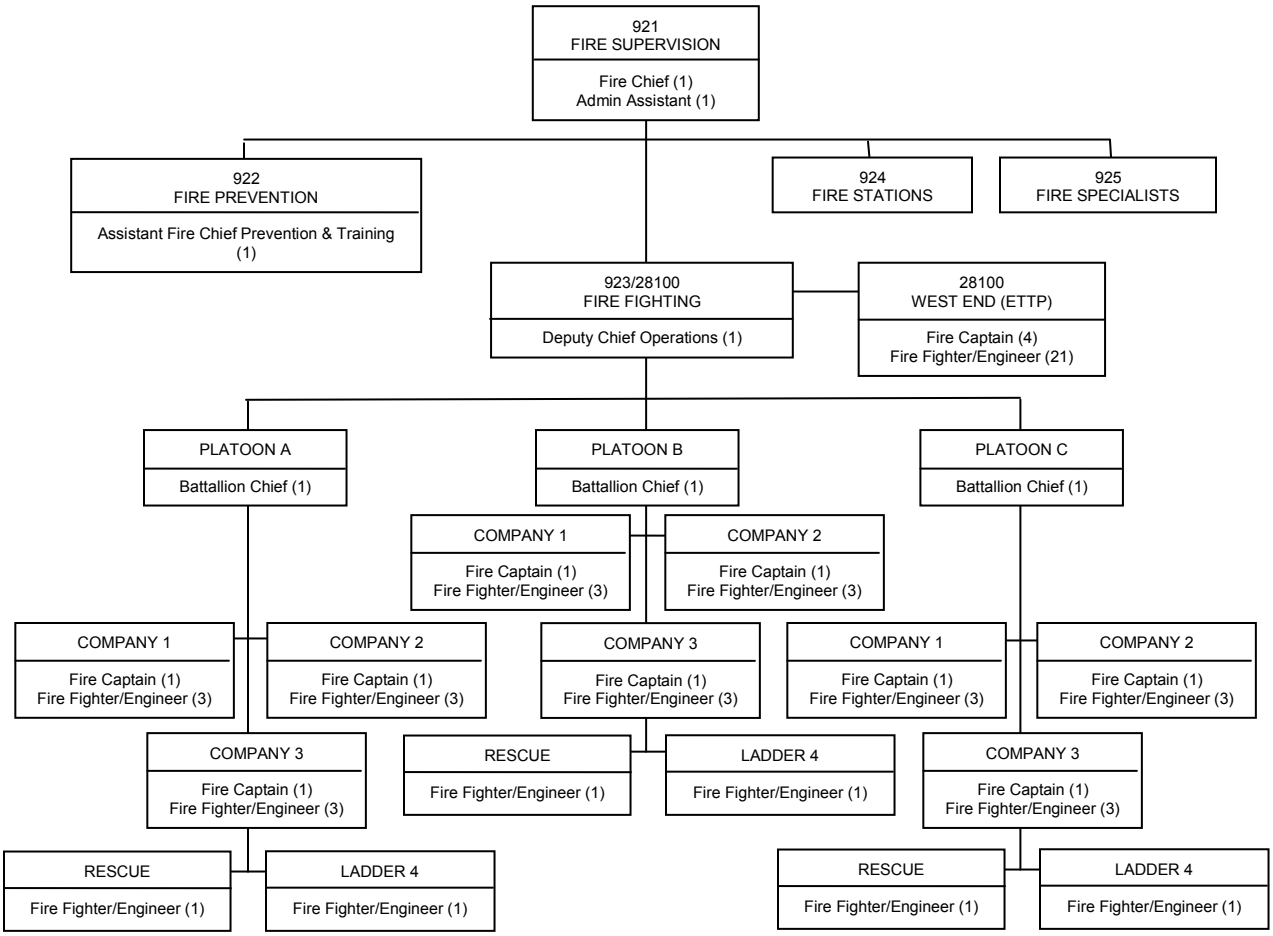
The Operations Office is responsible for short and long-term strategic planning designed to achieve the highest level of effectiveness and efficiency while enabling the Department to meet the goals of the City Council and the needs of the citizens. A major objective of the Operations office is to facilitate partnerships with other agencies, both internal and external to the organization. These agencies share similar interests and goals in specific areas such as training, fire suppression, rescue operations and emergency medical services.

The Operations Office delivers services activated by the E-911 system. It provides for emergency response to "all risks" in the community including those associated with fire, emergency medical services (EMS), technical rescue, hazardous materials, and disaster response. Utilizing a three shift system, the department provides required staffing to complete its mission 24 hours a day/365 days a year. The shifts are led by Battalion Chiefs who have collateral duties in providing oversight for EMS, suppression, and other special operations while providing the crew with the leadership of a Chief Officer. Fleet Services is also a key component of the battalion chief duties. The Battalion Chief, in a coordinated effort with Public Works Fleet Management, ensures the readiness of our apparatus to respond.

The Operation Office is under the supervision of a Deputy Chief and is responsible for Department training, internal affairs, safety, succession planning and accreditation of the ambulance service licensure. Training is provided in the areas of fire suppression, operational strategy and tactics, emergency medical certifications, hazardous materials response, technical rescue and firefighter safety and survival. Continuing education for basic emergency medical technicians and paramedics is also provided by in-house fire department instructors working under the supervision of the University of Tennessee. The

deputy chief of operations reviews the accident reports, injuries, personnel actions and customer complaints. Succession planning activities includes recruitment and testing of entry level personnel and internal promotion of officer candidates. In addition, the Operations Office forecasts and plans for the long and short-term personnel needs and equipment purchases. The Deputy Chief of Operations is an accredited Chief Fire Officer (CFO) through the Center for Public Safety Excellence, Commission for Professional Credentialing.

ORGANIZATIONAL CHART



2011-2012 ACCOMPLISHMENTS

- Replaced the roof on fire station 4 at ETTP.
- Ordered a new Fire Medic Ambulance to be stationed at ETTP (expected delivery Oct 2012).
- Designed and placed out for bid a replacement light rescue vehicle (expected delivery Nov. 2012).
- Provided dedicated technical rescue (confined space and high angle rope) teams for high risk work being performed at the Department of Energy's (DOE) East Tennessee Technology Park.
- Provided dedicated technical rescue (confined space and high angle rope) teams for high risk work being performed at the Tennessee Valley Authority – Bull Run Steam Plant.

- Actively participated in planning and conducting the 10th Annual Secret City Festival.
- Through various State and Federal grants updated the command module on the Anderson County Hazardous Materials Response Vehicle.
- Inspected 70% of the commercial buildings in Oak Ridge.
- Conducted a variety of simulation training drills with our DOE partners at various DOE locations.
- Revised and updated a memorandum of agreement (MOA) with Anderson County for the staffing, maintenance, and response of the Anderson County HazMat vehicle.
- Implemented a program to provide smoke alarms and educational outreach materials to high risk citizens and acquired private donations to purchase additional smoke alarms.
- Provided classroom instruction and fire education to nearly 5000 citizens ranging from pre-school students to senior citizens, on topics including fire safety, emergency preparedness, CPR and fire extinguisher training.
- Updated our emergency generator to provide power to our living spaces at station 4 during severe storms events or extended power outages with manual switching equipment.
- Hired four new employees.
- Continued Implementation of the 2011 – 2015 Strategic Plan.

2012-2013 GOALS

The Oak Ridge Fire Department's Strategic Plan, has identified Common Vision, Organizational Discipline, Recruitment and Development, Service programs, Planning and Communications as the six primary focus areas to be addressed beginning immediately. To move this plan forward, several goals have been established:

- Begin the planning for replacement of 3 fire suppression apparatus (Engines 1, 2, and 3).
- Purchase a Community Alerting System to notify residence of local emergencies or severe weather alerts.
- Continue the review and updating of our Procedure Guidelines.
- Implement an ordinance regulating dangerous or abandon buildings (Not In Our City).
- Continue to educate officer staff at the National Fire Academy at a minimum of one 2-week class per year per Officer.
- Continue succession planning for Battalion Chief Officers through participation in the National Fire Academy executive officer and management classes.
- Develop and deliver a Company Officer and acting officer academy.
- Provide promotional testing for Fire Captain and Fire Engineer.
- Develop table top exercises to test the City's Emergency Operations Center (EOC) and train battalion chiefs to staff the EOC along with other city departments.
- Continue to provide outreach training to businesses on fire safety and extinguisher use and CPR.
- Continue to work with Anderson County for the updating of the Hazard Mitigation Plan along with other local planning documents.
- Continue to aggressively seek grant opportunities to fund programs that otherwise would need to be curtailed.

EXPENDITURES OVERALL

In support of maintaining the City's current property tax rate, the Fire Department is making significant efforts to do its part in reducing expenses within the department and partnering with others to accomplish our mission.

Authorized Personnel Fire Department:

	FY 12	FY 13
921 Fire Supervision	2	2
922 Fire Prevention	1	1
923 Fire Fighting	42	42
924 Fire Stations	29	29
Total	**74**	**74**

Authorized Personnel by Function	FY 12	FY 13
Administration	3	3
Supervision (Officers)	16	16
Suppression	54	54
Training\Inspection & Public Education Manager (Fire Prevention Office or FPO)	1	1
Total	**74**	**74**

The Oak Ridge Fire Department responded to over 4,600 calls last calendar year, including commercial and residential fires, hazardous materials Incidents and emergency medical assistance. In addition to these emergency activities, the Emergency Medical Services Division is also very active and visible in the DOE community.

Call Volume	Actual 09	Actual 10	Actual 11	Projected 12	Budget 13
Totals	4,493	4,653	4,667	4,700	4,780
Fires\Alarms	859	853	1202	1200	890
Rescues	281	211	218	210	250
EMS	2,348	2,702	2,658	2,800	2,850
Other Service Calls	944	887	589	1000	960

The Oak Ridge Fire Department also assists our neighbors. The Department responded with a multitude of other agencies to structure fires, transportation accidents and hazardous materials events during the catastrophic Tennessee Valley Authority (TVA) Ash Pond failure. Our Technical Rescue Team members (Tennessee Task Force 3) safely responded to and assisted with the rescue of many individuals during the flooding in West Tennessee and the tornados just south of our City in Bradley County. Most notably, our Deputy Chief of Operations deployed to Ashland City during the floods as a part of the newly formed State Wide Incident Management Team. Over the last year our Department has provided mutual aid to several of our local volunteer agencies and the Anderson County Ambulance Service upon request. Our relationship with our neighboring departments, including the City of Knoxville Fire Department, has never been stronger. Employees of the Oak Ridge Fire Department are also involved at the National and State

levels. We have been invited to participate with the Tennessee Association of Fire Chiefs Professional Development Committee, the Sevier County Fire Chiefs Association's Chief Officer Development Class and the Tennessee Mutual Aid Coordinating Committee. Oak Ridge Fire Department personnel hold offices on the boards of the Anderson County Fire Board and serve as adjunct instructors for the Tennessee Fire Service and Codes Academy and as board members of the Anderson County Ambulance Services Committee.

Please note that the West End fire station, although listed in the activities above, is not funded through the General Fund. The operations of the West End fire station are accounted for in a special revenue fund, the West End Fund. In fiscal 2008, the West End fire station was transferred from the US Department of Energy (DOE) to the City of Oak Ridge and the operations of that station are currently almost entirely funded under a Memorandum of Agreement (MOA) with DOE through September 30, 2015. Renewal of the contract is expected to be extended through 2019. Additional information on the West End Fund is contained in Section VI, Special Revenue Funds, of this document.

Fire Department Summary of Net Expenditures by Activity:

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Fire Department:						
921 Supervision	220,936	231,304	201,253	205,744	(25,560)	-11.1
922 Fire Prevention	112,697	118,711	107,154	117,353	(1,358)	-1.1
923 Fire Fighting	3,624,392	3,710,458	3,546,081	3,749,120	38,662	1.0
924 Fire Stations	110,163	122,902	113,848	123,658	756	0.6
925 Fire Specialists	93,019	143,949	90,967	144,599	650	0.5
Total Fire Department	4,161,207	4,327,324	4,059,303	4,340,474	13,150	0.3

The Fire Department's operational budget funded through the General Fund shows an increase of 0.3% from last year. The low percentage increase is mainly due to the retirement of senior personnel who were replaced with lesser paid employees.

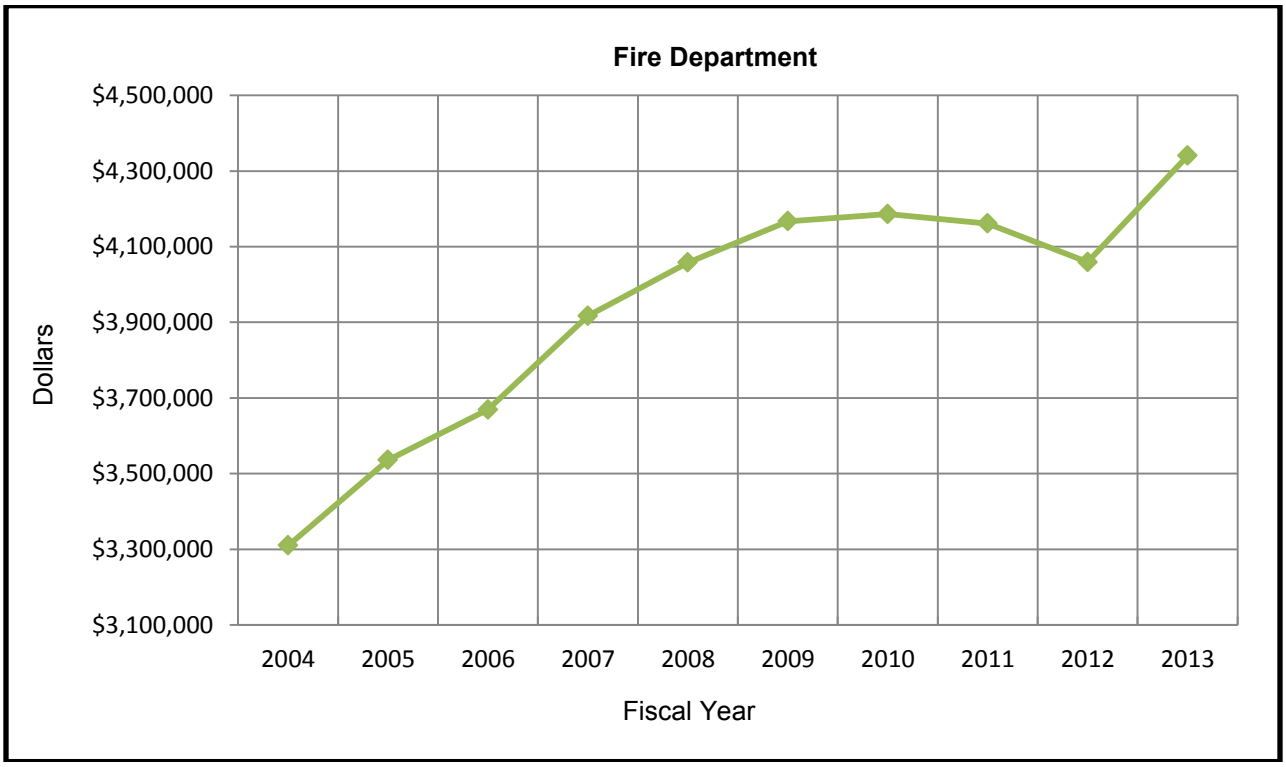
FY2013 General Fund Budget – Fire Department Activities - Costs Allocated to Other Funds and Costs Recovered:

	GROSS BUDGET	ELECTRIC FUND	WATERWORKS FUND		STATE STREET AID FUND	COSTS RECOVERED		GENERAL FUND	
			WATER	WASTEWATER					
FIRE DEPARTMENT:									
921 Supervision	205,744	-	-	-	-		-	100%	205,744
922 Fire Prevention	117,353	-	-	-	-		-	100%	117,353
923 Fire Fighting	3,770,120	-	-	-	-	1%	21,000	99%	3,749,120
924 Fire Stations	123,658	-	-	-	-		-	100%	123,658
925 Fire Specialists	144,599	-	-	-	-		-	100%	144,599
TOTAL FIRE DEPARTMENT	4,361,474	-	-	-	-		21,000	100%	4,340,474

Due to the nature of the services provided, fire costs are not allocated to other City Funds.

Chart of Fire Department Net General Fund Expenditures – Actual 2004 to Budget 2013:

The chart below shows the ten year trend of Fire Expenditure funded through the General Fund including projected 2012 and budget 2013. The increases over time are due to normal salary and benefit increases and routine equipment maintenance and replacement costs. The reduction in fiscal 2011 and 2012 reflects the retirement of long-term employees.



DEPARTMENTAL ACTIVITIES

Fire Supervision – Activity No. 921

Activity Description:
The Fire Department, under the direction of the Fire Chief, is responsible for the protection of life and property against fire and other disastrous emergencies. This responsibility is affected through the supervision of the department in its efforts to prevent and extinguish fires and to reduce life safety hazards. The Fire Chief coordinates the other activities within the department and external interaction necessary to accomplish department's goals and objectives. The goals of the department include the maintenance of an environment free from the devastating effects of fire and other potential hazards of a disastrous nature and the confinement of damage from hostile fires to the room of origin. These goals are furthered by conducting public education programs and encouraging the installation of smoke detectors and fire suppression systems.

Fire Supervision administers the department; supervises all fire operations; plans for emergency operations, fire prevention programs and in-service training; and directs public education and fire safety

programs.

Performance Objectives:

1. Maintain the current disaster plan and participate in community-wide exercises utilizing agencies other than City departments.
2. Evaluate record keeping procedures. Insure the maintenance of adequate departmental records to monitor performance, while eliminating forms and records no longer needed.
3. Develop training programs, both on the job and formal, that will allow employees seeking promotion to the officer level to meet selected guidelines of the National Fire Protection Association, and that will allow other employees to develop their skills to the extent they desire.
4. Return site review comments to Development Implementation within two days of receipt.
5. Maintain the Fire Department's positive image in the community by taking advantage of as many opportunities as possible to make presentations to groups, especially adults.
6. Finalize plans to provide fire response consistent with other fire department goals.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Newly constructed or substantially renovated commercial structures with automatic fire suppression systems or early alarm systems	85%	100%	100%	100%
Building fires confined to room of origin	92%	99%	98%	98%

Significant Expenditure Changes:

Funding for salaries and benefits decreased $20,347 due to retirement of long-term employees. Contractual Services decreased $5,213 or 21.3% due to revision of communication charges. Funding for all areas was reviewed and reallocated based on current funding requirements.

Fire Prevention – Activity No. 922

Activity Description:

This activity, under the direction of the Deputy Chief-Fire Prevention, performs functions intended to prevent fires through the abatement of potential fire causes. Abatement activities include review of site and building plans for new commercial construction and initial compliance inspections for Certificate of Occupancy permits. In addition to these duties, this activity is responsible for investigating fire code violations and complaints; for performing code compliance inspections and surveys that are conducted by firefighting personnel; and for conducting fire safety education efforts such as lectures and press releases. This activity also investigates and prepares reports on all fire incidents. Suspicious fires are physically investigated and, through this office, information and evidence are gathered in support of a police investigation.

Performance Objectives:

1. Conduct fire prevention surveys of all commercial property on an annual basis. Some specific properties are surveyed on a semi-annual basis.
2. Ensure compliance with fire protection standards for commercial development by reviewing construction plans within seven days and by monitoring the Certificate of Occupancy program.
3. Use an aggressive public fire safety education program to reduce the number of residential fires in the top "Ignition Factor" category by 25 percent and increase attendance at fire safety education presentations.
4. Reduce fires resulting from intentional causes by thoroughly and accurately identifying all occurrences of incendiary fires through the development of a fire investigation program, and increase the number of arson cases successfully closed.

5. Assure the installation of appropriate fire detection and suppression systems in all new and substantially renovated properties through the plans review and inspection processes.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Commercial fire prevention surveys conducted annually	677	1,200	927	1,250
Violations reported by department inspection	1,232	1,200	1,400	1,200
Construction plans reviewed within 7 days	95%	100%	95%	100%
Attendance at presentations	6,000	8,000	6,000	8,000
Residential fires from “electrical causes”	3	5	3	5

Significant Expenditure Changes:
The budgeted funding for personal services (salaries and benefits) has declined by $1,952 due to the retirement of the Deputy Chief of Fire Prevention. Funding for all areas was reviewed and reallocated based on current funding requirements. Funding for Contractual Services increased $594 or 3.1%. Travel increased by $1,363, while utility services decreased by $1,450.

Fire Fighting – Activity No. 923

Activity Description:
Under the direction of the Fire Chief, this activity includes the trained on-duty firefighting staff and equipment necessary to provide a range of services to respond to fires, accidents, or natural disasters; to reduce the frequency and severity of fires through fire prevention activities; and to prevent neighborhood deterioration through voluntary inspections and community education. Additional activities include commercial inspections, firefighting pre-planning, residential safety inspections and hydrant inspection and maintenance.

Performance Objectives:
1. Confine all fires to the damage level existing at the arrival time of fire suppression units.
2. Maintain fire suppression performance levels that exceed national standards.
3. Maintain firefighting training levels that exceed national standards.
4. Conduct routine preventive maintenance on City fire hydrants in the most cost effective manner, permanently identify with current color coding (NFPA standards), and flow test all hydrants to determine capacity on a three year schedule.
5. Identify all locations within the City where regulatory quantities of hazardous materials are located and prepare pre-incident plans to control fires and/or spills for these locations. Update one-third of the pre-incident plans annually.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Average Response Time	5.12 mins	4.0 mins	5.0 mins	5.0 mins
Average Control Time (after arrival)	9.18 mins	6.0 mins	6.0 mins	6.0 mins
Fires contained to damage level	95%	100%	100%	100%
Employees certified at NFPA Fire Fighter II	66	70	70	70
Fire hydrants maintained annually	1,238	2,550	2,550	2,550

Significant Expenditure Changes:
Funding for salaries and benefits decreased $776 due to the retirement of long-term employees. Funding for Contractual Services increased $26,438 or 5.7% primarily for fuel and maintenance costs for fire trucks and other emergency response vehicles. Utility services funding increased by $1,250 for charges paid to the City's Waterworks Fund for fire hydrants. Funding for commodities increased by $13,000, a 15.4% increase. Funding for uniforms and safety equipment increased by $15,000; primarily for replacement of protective turnout gear for firefighters. This increase was partially offset by a $2,000 reduction in funding for books.

Fire Stations – Activity No. 924

Activity Description:
Building maintenance and operation of the three fire stations listed below are charged to this activity:

Station No. 1 - 2097 Oak Ridge Turnpike (West End)
Station No. 2 - 609 Oak Ridge Turnpike (East End)
Station No. 3 - 333 Tuskegee Drive

Performance Objectives:

1. Maintain average energy consumption at fire stations at FY 1994 levels.
2. Maintain an accident-free environment for the fire station activities.
3. Maximize cost effectiveness in application of materials, equipment and supplies related to site use and maintenance.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Energy Consumption: KWH of electricity used	277,529	315,000	283,377	315,000

Significant Expenditure Changes:
Overall fiscal 2013 budgeted funding increased by 0.6%, totaling $756. Budget funding was reviewed and reallocated based on current expenditure needs.
.

Fire Specialists – Activity No. 925

Activity Description:
Fire Specialists are off-duty Fire Fighters on stand-by. Upon receiving notice of an alarm, they respond directly to the scene of a structural fire in order to supplement on duty Fire Fighters arriving from the fire stations. Fire Specialists are on call on a regularly scheduled basis and are equipped with a radio pager, firefighting gear, and a City vehicle.

Performance Objectives:

1. 100% response of Specialists on stand-by to all structural fires.
2. Staff four specialists per day

Programs Comments:
Fire Specialists are compensated at both a standby rate, which is fixed annually, and a per-call rate. Job classification, pay step and uniform rank determine the per-call rate. In order to comply with Fair Labor Standards Act (FLSA), all nonexempt City employees performing as Fire Specialists are compensated at the overtime rate associated with their regular job when those hours are served in addition to their basic workweek. The Personal Services total represents the average overtime rate for those employees currently enrolled in the program that are in pay classifications 1 through 9, using a minimum of four responses daily as basic compensation in place of standby pay.

The Fire Specialist Program remains cost effective in that the cost of providing fire suppression services through the more traditional method of adding personnel to the on-duty strength of fire units would cost approximately $445,000 rather than $145,000 budgeted annually. This would result in the addition of four Fire Fighters (a number equal to the number of Fire Specialists on-duty each day of the year) to each of the department's three duty shifts, for a total of twelve fire fighters.

Significant Expenditures:
Funding for this activity only increased $650 or 0.5%. Overall, budgeted funding was reviewed and reallocated to areas where expenditures were required based on current needs.

Fire Supervision - Activity No. 921 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	145,052	147,210	126,496	129,827	-17,383	-11.8
5131.	Regular Overtime Pay	240	810	547	822	12	1.5
5141.	Social Security	10,872	11,324	7,720	9,995	-1,329	-11.7
5150.	Retirement	22,798	23,252	23,252	20,455	-2,797	-12.0
5160.	Medical & Workers Comp	20,913	20,845	20,845	21,995	1,150	5.5
Total Personal Services		199,875	203,441	178,860	183,094	-20,347	-10.0
Contractual Services							
5201.	Rents	407	450	450	450	0	0.0
5207.	Dues, Memberships & Sub.	439	500	500	500	0	0.0
5210.	Prof. & Contractual Ser.	0	313	313	500	187	59.7
5212.	Utility Services	10,252	12,300	6,830	6,900	-5,400	-43.9
5220.	Training & Travel	0	1,875	1,875	1,875	0	0.0
5236.13	Other Equipment Maint.	790	2,158	2,158	2,158	0	0.0
5289.	Vehicle/Equip Use Charge	6,068	6,867	6,867	6,867	0	0.0
Total Contractual Services		17,956	24,463	18,993	19,250	-5,213	-21.3
Commodities							
5310.	Commodities/Tools/Supplies	3,062	3,000	3,000	3,000	0	0.0
5320.	Books/Education Material	43	400	400	400	0	0.0
Total Commodities		3,105	3,400	3,400	3,400	0	0.0
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		220,936	231,304	201,253	205,744	-25,560	-11.1
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		220,936	231,304	201,253	205,744	-25,560	-11.1

Fire Prevention – Activity No. 922 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	59,448	64,242	54,007	61,939	-2,303	-3.6
5131.	Regular Overtime Pay	242	0	1,747	0		
5141.	Social Security	4,225	4,914	3,460	4,738	-176	-3.6
5150.	Retirement	12,102	9,940	9,940	9,892	-48	-0.5
5160.	Medical & Workers Comp	10,479	10,440	10,440	11,015	575	5.5
Total Personal Services		86,496	89,536	79,594	87,584	-1,952	-2.2
Contractual Services							
5205.	Printing & Dup. Charges	-3	775	775	775	0	0.0
5207.	Dues, Memberships & Sub.	853	1,500	1,500	2,000	500	33.3
5212.	Utility Services	3,004	3,000	1,385	1,550	-1,450	-48.3
5220.	Training & Travel	5,710	3,237	3,237	4,600	1,363	42.1
5236.13	Other Equipment Maint.	645	2,394	2,394	2,394	0	0.0
5289.	Vehicle/Equip Use Charge	7,694	8,519	8,519	8,700	181	2.1
Total Contractual Services		17,903	19,425	17,810	20,019	594	3.1
Commodities							
5310.	Commodities/Tools/Supplies	6,040	7,500	7,500	7,500	0	0.0
5320.	Books/Education Material	2,258	2,000	2,000	2,000	0	0.0
5325.	Uniforms/Safety Equip.	0	250	250	250	0	0.0
Total Commodities		8,298	9,750	9,750	9,750	0	0.0
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		112,697	118,711	107,154	117,353	-1,358	-1.1
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		112,697	118,711	107,154	117,353	-1,358	-1.1

Fire Fighting - Activity No. 923 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	1,702,727	1,783,933	1,675,833	1,772,670	-11,263	-0.6
5131.	Regular Overtime Pay	389,392	410,000	385,363	400,925	-9,075	-2.2
5141.	Social Security	158,606	167,817	139,104	166,280	-1,537	-0.9
5150.	Retirement	353,817	346,539	346,539	343,488	-3,051	-0.9
5160.	Medical & Workers Comp	431,070	432,447	432,447	456,597	24,150	5.6
Total Personal Services		3,035,612	3,140,736	2,979,286	3,139,960	-776	0.0
Contractual Services							
5205.	Printing & Dup. Charges	318	0	0	0	0	0.0
5207.	Dues, Memberships & Sub.	653	460	460	460	0	0.0
5210.	Prof. & Contractual Ser.	12,521	17,420	17,420	17,420	0	0.0
5212.	Utility Services	63,613	65,350	64,923	66,600	1,250	1.9
5220.	Training & Travel	30,839	40,000	40,000	40,000	0	0.0
5235.	Repair & Maintenance	16,619	5,000	5,000	5,000	0	0.0
5236.13	Other Equipment Maint.	7,627	6,750	6,750	6,750	0	0.0
5289.	Vehicle/Equip Use Charge	329,694	324,812	324,812	350,000	25,188	7.8
Total Contractual Services		461,884	459,792	459,365	486,230	26,438	5.7
Commodities							
5310.	Commodities/Tools/Supplies	80,654	60,000	60,000	60,000	0	0.0
5320.	Books/Education Material	2,521	6,500	4,000	4,500	-2,000	-30.8
5325.	Uniforms/Safety Equip.	18,211	17,920	17,920	32,920	15,000	83.7
Total Commodities		101,386	84,420	81,920	97,420	13,000	15.4
Other Charges							
5410.	Liability Insurance	46,510	46,510	46,510	46,510	0	0.0
Total Other Charges		46,510	46,510	46,510	46,510	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		3,645,392	3,731,458	3,567,081	3,770,120	38,662	1.0
Reduction of Costs							
5610.	Recovered from Users	-21,000	-21,000	-21,000	-21,000	0	0.0
Total Reduction of Costs		-21,000	-21,000	-21,000	-21,000	0	0.0
TOTAL NET EXPENDITURES		3,624,392	3,710,458	3,546,081	3,749,120	38,662	1.0

Fire Stations - Activity No. 924 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
Total Personal Services		0	0	0	0	0	0.0
Contractual Services							
5201.	Rents	222	485	225	225	-260	-53.6
5210.	Prof. & Contractual Ser.	0	535	535	535	0	0.0
5212.	Utility Services	54,769	65,475	56,240	66,050	575	0.9
5235.	Repair & Maintenance	19,368	22,741	22,741	22,741	0	0.0
5236.13	Other Equipment Maint.	2,273	8,867	8,867	8,867	0	0.0
5289.	Vehicle/Equip Use Charge	2,136	1,759	2,200	2,200	441	25.1
Total Contractual Services		78,768	99,862	90,808	100,618	756	0.8
Commodities							
5310.	Commodities/Tools/Supplies	29,445	21,090	21,090	21,090	0	0.0
Total Commodities		29,445	21,090	21,090	21,090	0	0.0
Other Charges							
5410.	Liability Insurance	1,950	1,950	1,950	1,950	0	0.0
Total Other Charges		1,950	1,950	1,950	1,950	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		110,163	122,902	113,848	123,658	756	0.6
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		110,163	122,902	113,848	123,658	756	0.6

Fire Specialists - Activity No. 925 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	29,621	55,000	25,908	55,000	0	0.0
5131.	Regular Overtime Pay	16,065	35,000	15,032	35,525	525	1.5
5141.	Social Security	3,494	6,885	2,963	6,925	40	0.6
5150.	Retirement	14,490	14,490	14,490	14,575	85	0.6
Total Personal Services		63,670	111,375	58,393	112,025	650	0.6
Contractual Services							
5289.	Vehicle/Equip Use Charge	25,609	27,411	27,411	27,411	0	0.0
Total Contractual Services		25,609	27,411	27,411	27,411	0	0.0
Commodities							
5310.	Commodities/Tools/Supplies	77	500	500	500	0	0.0
5325.	Uniforms/Safety Equip.	0	1,000	1,000	1,000	0	0.0
Total Commodities		77	1,500	1,500	1,500	0	0.0
Other Charges							
5410.	Liability Insurance	3,663	3,663	3,663	3,663	0	0.0
Total Other Charges		3,663	3,663	3,663	3,663	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		93,019	143,949	90,967	144,599	650	0.5
Reduction of Costs							
Total Reduction of Costs		0	0	0	0	0	0.0
TOTAL NET EXPENDITURES		93,019	143,949	90,967	144,599	650	0.5

Public Works Department

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PUBLIC WORKS DEPARTMENT

The Public Works Department is responsible for maintaining city-owned streets and rights-of-way, water and wastewater treatment plants, water distribution system, wastewater collection system, city vehicles and equipment, city-owned buildings and Solid Waste contractual services for residential refuse collection.

The Department consists of 104 employees and seven divisions including Supervision/Administration, Engineering, Wastewater Treatment, Water Treatment, West End Waterworks, Equipment and Fleet Maintenance, and Work Pool. The activities and functions performed by the Department are included in the General Fund, Waterworks Fund, State Street Aid Fund, Equipment Replacement Rental Fund and Solid Waste Fund. The Department serves as the City staff representative to the Traffic Safety Advisory Board, and also prepares and administers the Solid Waste Collection Contract.

The Engineering Division is responsible for reviewing all subdivision and development plans proposed for construction within the city. This division is also responsible for performing site inspections to verify that utilities and roadways proposed for dedication to the City are properly installed and constructed to City specifications. Employees of this division are also responsible for revising and updating as-built plans and maps of the water, wastewater and storm drainage systems.

The Equipment and Fleet Maintenance Division of Public Works is responsible for maintaining the City's entire fleet of vehicles and equipment which includes 71 sedans, 76 pickup trucks, 40 SUV's, 78 heavy duty trucks and 23 fire vehicles, and other various light and heavy equipment. In addition, the fleet includes 4 hybrid SUV's.

The Work Pool Division is responsible for the Water Distribution System Maintenance; Wastewater Collection System Maintenance and Rehabilitation; Water and Wastewater Treatment Plant Maintenance; Roads, Streets and Drainage Maintenance; and Buildings and Facilities Maintenance. Employee crew assignments are flexible in order to allow for shifting of workers to various crews as necessary to satisfy large project demands or deadlines. The Work Pool is responsible for maintaining all city-owned buildings, including the Municipal Building and Central Service Center Complex along with other City facilities upon departmental requests. Maintenance of the water distribution system performed by the Work Pool Division involves maintaining approximately 246 miles of water main piping, 2,845 fire hydrants, 5,520 main valves, 9,040 service laterals, 12,894 water meters, 6 elevated water storage tanks, 2 in-ground reservoirs, 11 water pumping stations and 76 main pressure reducing valves. Maintenance of the wastewater collection system performed by the Work Pool Division involves 6,344 manholes and 261 miles of wastewater collection mains. The Department is also responsible for maintaining approximately 230 miles of streets and 120 miles of sidewalk, including mowing on street rights-of-ways, maintaining flow of storm drainage ditches, providing an annual leaf pick-up program and an annual brush and rubbish pick-up program. Snow and ice is also a responsibility of this division.

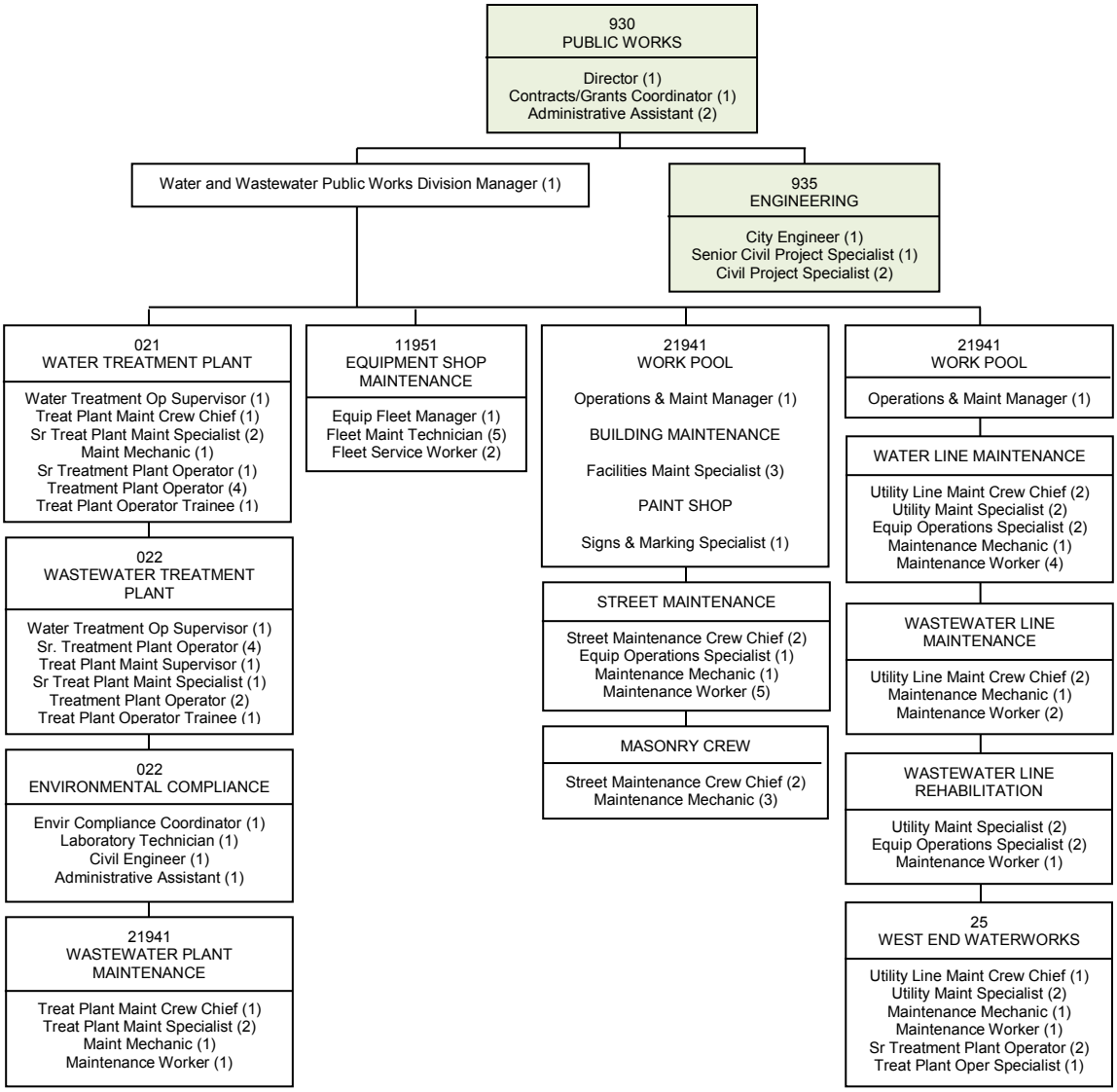
The Public Works Department operates the water and wastewater treatment facilities. The main 10 millions of gallons per day (MGD) capacity wastewater treatment plant serves most of the city and current daily flow averages 5-6 MGD from City and Federal customers. A new 0.6 MGD wastewater treatment plant has been constructed to serve the west end of Oak Ridge including Rarity Ridge, ETTP and Horizon Center Industrial Park. The City water plant near Y-12 produces 10-12 MGD of drinking water for the City, Y-12 and Oak Ridge National Lab. In addition to maintaining all treatment plants, the Treatment Plant maintenance staff maintains 47 wastewater-pumping stations, two raw water intake pump stations

and a raw water booster pumping station. In 2008, the City also assumed ownership of the K-25 WTP at ETTP and added an additional 4 MGD Treatment Plant, 2 storage tanks and an intake to its operation and maintenance responsibilities.

In fiscal year 2011, the Department came under an Administrative Order (AO) from EPA to rehabilitate the wastewater collection system. Additional information regarding the impact of this AO is in Section VI, Enterprise Funds, of this document.

ORGANIZATIONAL CHART

Areas highlighted in green are funded through the General Fund.



2011-2012 ACCOMPLISHMENTS

General

IDB

- Received and calculated annual PILOT information for the Finance Director.
- Produced and distributed the PILOT Annual Report and letters per the PILOT Policies and Procedures.

Grants

- Completed and closed the $100,000 Tennessee Energy Efficiency Community Development Block Grant (TNEECBG) to improve HVAC and lighting controls at the Central Services complex.
- Administered the Emergency Shelter Grant Program.
- Completed and closed the $239,000 Safe Routes to School Grant with Robertsville Middle School.

Solid Waste

- Waste Connections is responsible for the regular backdoor trash pickup, recycling, and scheduled annual events for leaves, household trash, and brush pickup. Through May 2012 the totals for Waste Connections were:

  Residential refuse collection: 4,665 tons,
  Residential recycling collection: 4,569 tons,
  Leaf and Brush collection: 1,534 tons.

Engineering

- Served as Project Manager over construction improvements for the Safe Routes to School Program for Robertsville Middle School. Primary areas of improvements included signs, pavement markings, speed limit assemblies, sidewalks and handicap ramps along Robertsville Road, Jefferson Avenue, South Jefferson Circle and on the school property.
- Completed the plan design and construction of pedestrian improvement projects that included, rumble strips on Emory Valley Road, enhanced crosswalk markings at multiple intersections and an east-west bicycle route along multiple streets.
- Participated in meetings with the Traffic Safety Advisory Board and the Oak Ridge Bicycle Pedestrian Advisory Committee to present plans that identified and prioritized needed pedestrian and bicycle facilities that promotes walking and bicycling. The project included several public meetings as well as City Council approval.
- Participated in the design and completion of a pedestrian improvement project for missing sidewalk sections, pedestrian traffic signals and pavement markings at several intersections on Illinois Avenue, Rutgers Avenue and Jefferson Avenue.
- Completed design plans and specifications for bidding a construction project to remove and replace two 78" storm drainage culverts on Graceland Road in Country Club Estates. Served as project manager and inspected the completion of culvert replacement.
- Participated in the completion of the Oak Ridge Turnpike (SR 95) improvement project. This 3.2 mile widening project from Westover Drive to the SR 58 interchange began in 2010 and will be completed in June 2012. Public Works staff inspected construction of major water lines and minor sanitary sewer lines and served as liaison with contractors and citizens on issues.
- Completed preparation for three contracts to improve the West End Water distribution system including land acquisition and revision of environmental documents, for three contracts. Submitted all three to the Tennessee Department of Environment and Conservation for technical review and the Environmental Protection Agency for authorization to let for bid. Bids were received on November 3, 2011. Notice to proceed issued for 1st contract (COR 11-03 River Bore) with construction presently under way.
- Worked with TDOT to prepare plans and bid documents to resurface 12 sections of City streets. These streets total 2.79 miles or 6.11 lane miles. This project was let for bid in May 2012 and will

be paved using STP funds with an 80/20 match between TDOT and the City. TDOT will determine the construction schedule anticipated to be during summer of 2012 (FY13).

- Prepared and let for bid a new emergency point repair contract for the City wastewater collection system. Fourteen repairs were performed using this contract during FY12.
- Completed design for four contracts for improvements to the City wastewater collection system as required by the EPA administrative order. All four contracts were let for bid in FY12 with awards and notices to proceed issued for two.

Streets and General Maintenance

- Repaired 5,200 linear feet of streets in preparation for resurfacing.
- Installed 11 handicap accessible ramps.
- Repaired or replaced 240 linear feet of concrete and asphalt sidewalks.
- Repaired or replaced 400 linear feet of storm sewer piping.
- Cleaned 1,360 linear feet of ditches.
- Repaired or replaced 20 storm water catch basins.
- Swept bicycle lanes on the Oak Ridge Turnpike west of Illinois Avenue.
- Replaced 1,420 linear feet of curbs and gutter.
- Repaired 32 driveways damaged by Electric Department contractor.
- Installed 14 driveway curb cuts.
- Repaired five roadway guardrails and one handrail damaged by accidents.
- Performed snow and ice removal on city and state roadways during two snow events.
- Constructed two brine distribution trailers and pre-treated streets prior to two predicted snow events.
- Completed the sign inventory and inspection for reflectivity as mandated by federal regulations and replaced all signs in Zone 1 that were not in compliance.

Facilities

- Installed new handicapped accessible entrance with awning on the south entrance to the Municipal Building at the Mayor's office.
- Designed and let contract for roof and guttering replacement for Fire Station 3.
- Replaced the emergency exit doors from the courtroom to the Police Department in the Municipal Building due to Fire Code issues.
- Replaced the roof at Fire Station 4 (K-1652 Building at ETTP).
- Remodeled the Drafting area to add new office space for Public Works Administration.
- Completed the program to bring all city-owned parking lot striping and signage into full compliance with the latest ADA standards.
- Completed the design of security upgrades for the Police Department in the Municipal Building and secured a contractor.
- Replaced one air-conditioner compressor at the Central Services Complex.
- Installed accessible drinking fountain at Elm Grove Park.
- Prepared the Outdoor Pool for the season utilizing prison labor.
- Installed ductless HVAC units in computer room at Water Plant and in Electric substations 700 and 800.
- Completed construction of Salt Brine production facility.
- Installation of HVAC and dehumidification in Pennsylvania water booster station.
- Completed installation of HVAC and lighting controls at the Central Services complex.
- Renovated the Control Room, restrooms and showers at the Water Treatment Plant.

Fleet Maintenance

- Completed installation of new 2,000 gallon oil separator.
- Began program to sell used tires in the on-line auction.
- Reviewed vehicle use and removed unused vehicles from the fleet and put up for sale in the on-line auction.

Miscellaneous

- Collected over nine tons of refuse during five Not In Our City events.

2012-2013 GOALS

General

Grants

- Applied for $250,000 Clean Tennessee Energy Grant Program funded through TDEC for use with energy efficient building projects. If awarded the grant will be matched with an equal amount of funding from the Capital Improvements Fund. The grant will be for a period of two years ending June 30, 2014.
- Continue to administer the City of Oak Ridge Social Services grant funded through the Economic Diversification Fund.

IDB

- Continue to provide support services for the annual PILOT report for the IDB.

Engineering

- Complete in-house design/specifications and let a construction contract for pedestrian safety improvements at the Oak Ridge Turnpike/Oak Ridge High School intersection and at three pedestrian crossings on Melton Lake Drive by October 2012.
- Complete in-house design/specifications and let a construction contract for a sidewalk project along the south side of Oak Ridge Turnpike in the area from Tulane Avenue to Rutgers Avenue by September 2012.
- Complete engineering services contract and let a construction contract for pedestrian improvements along Oak Ridge Turnpike at select intersections as identified in the Oak Ridge Bicycle and Pedestrian Plan by March 2013.
- Prepare amendments to the City Erosion Control and Storm Water Management Ordinance to better address allowable storm water detention methods and property owner's perpetual maintenance responsibility by May 2013.
- Conduct field reviews, prepare punch list and work with DOE and Heritage Center for improvements on several DOE streets to allow dedication to the City for perpetual maintenance purposes.
- Convert the City's pavement management software from the current outdated RSMS to Paver version 6.5 by June 30, 2013.
- Complete contract COR 11-03 and issue notices to proceed for remaining two contracts for improvements to the West End Water distribution system. Complete construction of all three during FY13 allowing the City to provide water from the main water treatment plant located on the east end of Bear Creek Road to Horizon and Heritage Centers and Rarity Ridge located west of the Clinch River.
- Work with TDOT to prepare plans for resurfacing of portions of Emory Valley Road using STP funds which provide an 80/20 match between TDOT and the City. Letting this project for bid is dependent on CSX abandoning the Oak Ridge railway spur and the Emory Valley Road rail crossing and is beyond the control of TDOT and the City.
- Complete construction of two contracts for improvements to the City wastewater collection system that was begun in 2012 and issue notices to proceed and begin construction of remaining two contracts let for bid in 2012.
- Oversee completion of design, bid letting and continuing construction for sewer system improvements required by EPA Administrative Order. Presently there are five contracts under design for renewal or replacement of gravity sewer lines. In addition Public Works engineering will work with Wastewater Plant maintenance personnel to perform in house replacement of

Gregory's lift station pumping equipment. Continue working closely with EPA Program Manager to ensure all design, bidding and construction of all work under EPA Order progresses and remains on schedule and budget.

Streets and General Maintenance

- Evaluate Infrared pothole patching method as recommended by TDOT.
- Continue installation of new signage with enhanced retro-reflectivity as required by MUTCD.
- Repair subgrade and asphalt on streets prior to resurfacing.
- Improve drainage on Tuskegee Drive stone road extension.
- Repair probable drainage pipe failure at Blankenship Field.
- Repair damaged sidewalks in conjunction with new sidewalk projects.
- Repair sidewalks and add handicapped ramps in the Woodland area.
- Install curbing at Water Plant road to prevent slope failure along roadway.

Facilities

- Complete ADA accessible public restrooms in the Municipal Building.
- Complete the security renovations to the Police Department.
- Begin renovations to the wall coverings and lighting in the Municipal Building.
- Evaluate expected life span of all HVAC units for future budget inclusion.
- Evaluate roof at 1010 Commerce Park building.
- Install new roof at Water Treatment Plant.
- Install new roof and HVAC at Fire Station 4.
- Renovate Water Plant Filter Gallery to include painting, replacing glass block windows with new windows and install new ceiling tile and lighting.
- Continue painting of the Water Plant Pipe Galleries during the winter months and exterior handrails as time permits during dry weather.
- Complete the restoration of the floor tile in the lobbies of the Municipal Building after Police and restroom renovations are completed.

Fleet Maintenance

- Evaluate free-standing portable lift system for Fire trucks.
- Evaluate current Preventive Maintenance mileage and time requirements for possible cost reduction.
- Add new storage cabinets and shelving to increase productivity and decrease clutter.
- Increase training with the goal of having the mechanics become ASE certified.

EXPENDITURES OVERALL

Authorized Personnel Public Works Department:

	FY 12	FY 13
930 Public Works Supervision	5	5
935 Engineering	4	4
011 Equipment Shop	8	8
021 Work Pool	40	49
021 Work Plant	11	11
022 Wastewater Treatment	19	19
025 West End Waterworks	8	8
Total	**95**	**104**

Public Works Summary of Net Expenditures by Activity:

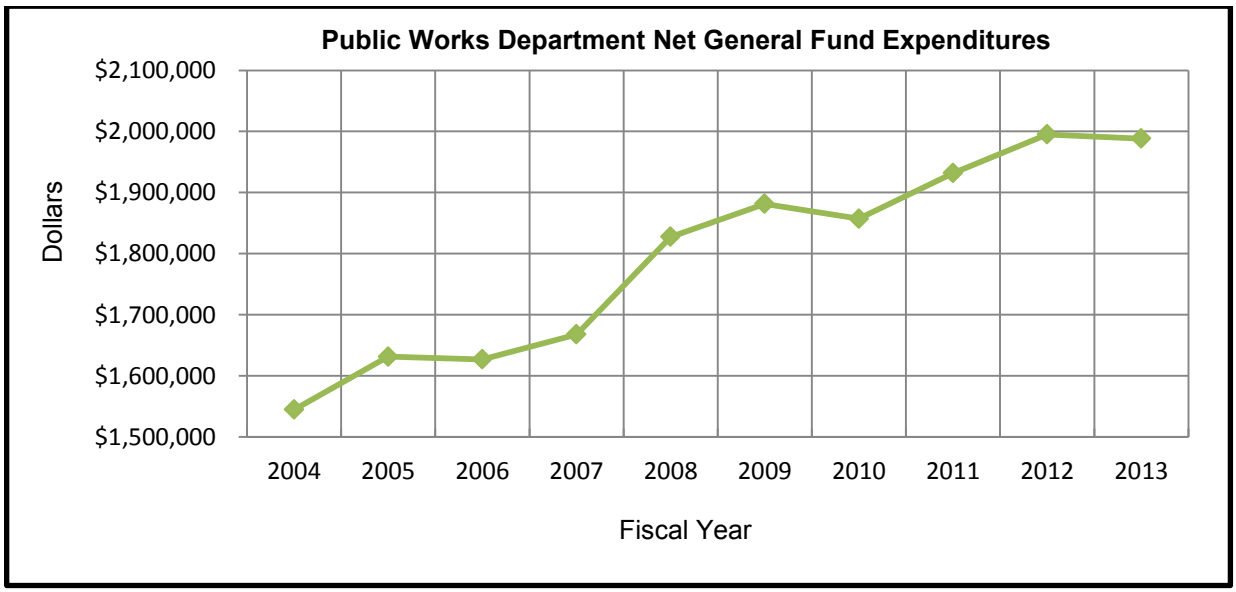
	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Public Works Department:						
930 Supervision	86,469	108,010	115,530	22,845	(85,165)	-78.8
935 Engineering	124,919	133,606	132,571	135,679	2,073	1.6
942 State Highway Maintenance	53,269	61,709	73,096	84,104	22,395	36.3
943 General Maintenance	387,419	384,543	402,258	374,638	(9,905)	-2.6
946 Central Service Center	122,688	130,618	110,542	128,139	(2,479)	-1.9
948 Municipal Building	146,905	153,991	141,706	152,487	(1,504)	-1.0
953 Traffic Control and Lights	1,010,187	1,086,111	1,019,325	1,090,400	4,289	0.4
Total Public Works	1,931,856	2,058,588	1,995,028	1,988,292	(70,296)	-3.4

FY2013 General Fund Budget – Public Works Activities – Costs Allocated to Other Funds and Costs Recovered:

	GROSS BUDGET	ELECTRIC FUND		WATERWORKS FUND WATER		WATERWORKS FUND WASTEWATER		STATE STREET AID FUND		COSTS RECOVERED		GENERAL FUND	
PUBLIC WORKS DEPARTMENT:													
930 Supervision	456,893		-	27%	123,361	53%	242,153	15%	68,534		-	5%	22,845
935 Engineering	387,655	10%	38,766	20%	77,531	20%	77,531	15%	58,148		-	35%	135,679
942 State Highway Maintenance	215,651		-		-		-		-	61%	131,547	39%	84,104
943 General Maintenance	374,638		-		-		-		-		-	100%	374,638
946 Central Services Complex	533,915	42%	224,244	18%	96,105	10%	53,392	6%	32,035		-	24%	128,139
948 Municipal Building	224,246	15%	33,637	9%	20,182	8%	17,940		-		-	68%	152,487
953 Traffic Control & Lighting	1,090,400		-		-		-		-		-	100%	1,090,400
TOTAL PUBLIC WORKS	3,283,398	9%	296,647	10%	317,179	12%	391,016	5%	158,717	4%	131,547	61%	1,988,292

Chart of Public Works Net General Fund Expenditures – Actual 2004 to Budget 2013:

$115,000 in annual funding was added to maintain streets in FY08. Other drivers were routine items such as utility costs and routine maintenance.



Public Works Supervision – Activity No. 930

Activity Description:
The Public Works Department is responsible for the maintenance of City streets, water distribution system, wastewater collection system, treatment plants, and City-owned buildings; for the construction of and improvements to these facilities; and for maintenance, service and repair of all City and School automotive vehicles, heavy equipment and stationary equipment.

The goals of this activity are to ensure the provision of an acceptable level of physical services, to provide general supervision of Public Works programs, to ensure implementation of these programs through effective and efficient management and to coordinate extraordinary maintenance improvements to the City's physical assets.

Performance Objectives:
1. Continue rehabilitation activities for reducing inflow and infiltration from entering the wastewater collection system.
2. Continue efforts toward reducing unaccounted for water with continuation of meter replacement, meter downsizing and distribution system leak detection programs.
3. Continue efforts to improve overall condition and appearance of City streets, sidewalks and right-of-ways.
4. Coordinate operation of water and wastewater treatment plants to meet all state and federal requirements.

Significant Expenditure Changes:
A portion of the $55,983 increase in salaries and benefits is for an additional position and reorganization due to the Administrative Order by EPA.

A portion of the costs of this activity is distributed to the utility funds and the State Street Aid Fund due to involvement in the operation of these funds.

Engineering – Activity No. 935

Activity Description:
The Engineering activity oversees the design and construction of various municipal infrastructure and utility improvements within the City. These include capital projects initiated by the City and portions of projects built for City ownership by private developers. The activity provides three major services: (1) Design - including surveying, preparing and/or reviewing construction plans and specifications, estimating costs, monitoring City construction contracts and updating maps and records; (2) Development Review – reviewing preliminary and final subdivision plats, inspecting water, sewer, street and drainage construction within private developments and reviewing construction plans for commercial/industrial projects; and (3) Traffic Engineering – conducting traffic counts and analyzing the performance of the traffic circulation system, conducting and reviewing traffic impact studies and recommending improvements to signals and streets.

The goal is to obtain infrastructure and utility improvements into City ownership, which meet established engineering standards and code requirements and serve the community effectively, efficiently and safely.

Performance Objectives:

1. Inspect all projects in a timely manner in order to insure proper construction.
2. Respond to the development review process to ensure quality infrastructure improvements while minimizing time delays for the developer.
3. Complete the review of subdivision plans within one week.
4. Complete the review of plans for issuance of commercial/industrial grading permits within one week.
5. Provide current information obtained from new plats and as-built infrastructure drawings onto City permanent record drawings.
6. Complete roadway and intersection analysis and respond within eight weeks.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Daily inspection of major construction	95%	95%	95%	95%
Weekly inspection of projects during minor Construction	95%	95%	95%	95%
Project plans reviewed within one week	90%	90%	90%	90%
Subdivision plans reviewed within one week	90%	90%	90%	90%
Completion of City record drawings	90%	95%	90%	95%
Traffic analysis within eight weeks	80%	80%	80%	80%

Significant Expenditure Changes:
Budget funding was reviewed and reallocated based on current expenditure needs. There were no significant expenditures changes for this activity for fiscal 2013.

A portion of the costs of this activity is distributed to the State Street Aid Fund and the utility funds due to the involvement in the operations of these funds.

State Highway Maintenance – Activity No. 942

Activity Description:
This activity accounts for the maintenance of those portions of State Highway 62 (Illinois Avenue) and Highway 170 (Edgemoor Road) located within the city limits of Oak Ridge, and Highway 95 (Oak Ridge Turnpike) from the 95/61 split to the end of Wisconsin Ave.

The Tennessee Department of Transportation has a $131,547 contract with the City of Oak Ridge for repairing the pavement, painting center and edge lines, street sweeping, snow and ice removal, and mowing median strips of State Highways. The State reimburses the City based on actual expenditures for maintaining state highways, within set maximum reimbursement amounts for each type of maintenance covered by the contract. The additional cost for rights-of-way mowing of these routes, which is not covered by the contract, is also budgeted in this activity.

If weather permits, State highways are swept by mechanical sweepers at least five times per year. Mowing of median strips and rights-of-way in the center of town is performed six times per year between March 15 and November 15. During the mowing season, the mowing contractor is responsible for litter pickup as the right-of-way is mowed. During the balance of the year, litter pickup is performed by a contractor on a monthly basis.

Performance Objectives:

1. Maintain 867,005 square yards of pavement at a cost of fifteen cents per square yard.
2. Mow 20.58 acres six times between March 15 and November 15.
3. Perform mechanical sweeping of state highways.
4. Litter pick-up on 3.39 miles of roadway twelve times per year.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
State Highways 62, 95 and 170:				
Square yards	826,708	826,708	826,708	826,708
Maintenance (hours)	477	500	500	500
Mowing R-O-W's (acres)	14.84	14.84	14.84	14.84

Significant Expenditure Changes:
Contractual Services increased $30,662 or 16.6%. The fiscal 2013 budget for contracted mowing services increased by $22,675 and contracted street sweeping services increased by $2,762. Funding for City employee labor and purchased materials, shown under Repairs and Maintenance, increased by $5,225.

General Maintenance – Activity No. 943

Activity Description:
This activity provides for maintenance of the following functions: storm drainage ditches; street cleaning; litter removal; mowing of street rights-of-way and other areas; city-wide cleanup; cemetery maintenance; and miscellaneous building maintenance.

In addition to cleaning City streets, the City-owned Jackson Square and Grove Center parking lots are also maintained in order to present a neat and orderly appearance. Litter removal is performed by a private contractor for the months of November through March, with City crews providing assistance as required. Mowing includes 162 acres of street rights-of-way and other small parcels. Cemetery maintenance is provided to ten small cemeteries located throughout the City.

Formerly cared for by the Atomic Energy Commission, the cemeteries were transferred to the City upon incorporation. Minor building maintenance is performed on the Marina and the old Fire Alarm Building, which houses the Anderson County Ambulance Service.

Performance Objectives:

1. Maintain 12.4 miles of storm drains without a major flooding incident attributable to maintenance.
2. Perform 210 miles of sweeping on City Streets twice a year.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Storm drains – miles	12.4	12.4	12.4	12.4
Maintenance – hours	2,523	2,500	2,500	2,500

Significant Expenditure Changes:
Funding for mowing services funded through this activity decreased by $10,025. These services are performed under contracts with private vendors.

Central Service Complex – Activity No. 946

Activity Description:
This activity includes maintenance and operation of the Central Services Center Complex located at 100 Woodbury Lane. The Complex houses Public Works Supervision, Equipment Shop, Work Pool, Parks activities, Electrical Department, Finance and the Schools' maintenance shop and bus dispatching office.

Performance Objectives:
Maintain and operate 177,000 square feet of building space at a cost of $3.07 per square-foot.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Square feet maintained	177,000	177,000	177,000	177,000
Cost per square-foot	$2.73	$3.07	$2.76	$3.07

Significant Expenditures:
Funding for Contractual Services decreased by $10,330, primarily based on a $12,620 reduction in utility services based on current usage levels. Funding for mowing services funded through this activity increased by $2,290.

A portion of the costs of this activity is distributed to the utility funds and the State Street Aid Fund due to involvement in the operations of these funds.

Municipal Building – Activity No. 948

Activity Description:
This activity includes expenses involved in the operation of the Municipal Building such as utilities, custodial services, motor pool, maintenance of the heating and air conditioning system, plumbing and electrical repairs and other building maintenance.

Performance Objectives:
Maintain 35,652 square feet of building space at a cost of $6.35 per square-foot.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Building maintenance, cost per square-foot	$5.98	$6.35	$5.98	$6.35

Significant Expenditures:
Funding for Contractual Services decreased by $2,210, primarily based on a $2,925 reduction in utility services based on current usage levels. Funding for mowing services funded through this activity increased by $715. A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

Traffic Control and Lights – Activity No. 953

Activity Description:
This activity includes traffic control maintenance, the cost of traffic control signals and painting of crosswalks on city streets. The proper lighting of city streets, sidewalks and public parking areas is also included in this activity. Adequate lighting will increase traffic and pedestrian safety, reduce crime and vagrancy and promote business and commercial activities.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Street Name Signs:				
Hours for maintenance and installation	296	400	300	400
Traffic control and School Flashing Signals:				
Inventory – each	390	400	390	400
Hours for maintenance and installation	2,214	2,500	2,062	2,500
Street Lights, Public				
Inventory –each	5,784	5,800	5,800	5,800
Hours for maintenance and installation	1,479	2,300	1,400	2,300

Programs Comments:
The automated traffic control equipment and the street lighting system are installed and maintained by the Electric Department. The General Fund pays an annual investment charge (13%) for the maintenance and amortization of these fixtures, a charge for energy usage and the actual cost of materials to replace lamps and glassware. The investment charge is an annual charge paid by the General Fund to the Electric Fund for use of the traffic control equipment and the street lighting system. An assessment by TVA in 1986 established the investment rate at 13 percent of the plant value of the traffic control and street lighting systems. For the beginning of fiscal 2011, the plant value of the street lighting system is $3,451,782 and the book value of the traffic control system is $2,146,642.

Significant Expenditures:
Utility costs are up by $4,289 due to usage adjustment and rate changes for electricity.

Supervision – Activity No. 930 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	214,908	265,916	288,272	301,050	35,134	13.2
5131.	Regular Overtime Pay	1,451	867	1,099	880	13	1.5
5141.	Social Security	17,645	20,409	19,081	23,098	2,689	13.2
5150.	Retirement	33,593	41,680	41,680	46,952	5,272	12.6
5160.	Medical & Workers Comp	36,966	43,068	43,068	55,943	12,875	29.9
Total Personal Services		304,563	371,940	393,200	427,923	55,983	15.1
Contractual Services							
5201.	Rents	240	64	64	64	0	0.0
5207.	Dues, Memberships & Sub.	199	750	750	750	0	0.0
5212.	Utility Services	3,826	3,500	4,695	4,375	875	25.0
5220.	Training & Travel	526	4,000	4,000	4,000	0	0.0
5236.13	Other Equipment Maint.	1,725	6,309	6,309	6,309	0	0.0
5289.	Vehicle/Equip Use Charge	10,703	11,022	11,022	11,022	0	0.0
Total Contractual Services		17,219	25,645	26,840	26,520	875	3.4
Commodities							
5310.	Commodities/Tools/Supplies	1,976	2,200	7,600	2,200	0	0.0
5320.	Books/Education Material	203	250	250	250	0	0.0
Total Commodities		2,179	2,450	7,850	2,450	0	0.0
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expeditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		323,961	400,035	427,890	456,893	56,858	14.2
Reduction of Costs							
5610.	Recovered from Users	-1,000	0	0	0	0	0.0
5670.	Recovered from Funds	-236,492	-292,025	-312,360	-434,048	-142,023	48.6
Total Reduction of Costs		-237,492	-292,025	-312,360	-434,048	-142,023	48.6
TOTAL NET EXPENDITURES		86,469	108,010	115,530	22,845	-85,165	-78.8

Engineering - Activity No. 935 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	218,477	236,799	236,695	240,513	3,714	1.6
5131.	Regular Overtime Pay	0	1,000	0	1,015	15	1.5
5141.	Social Security	15,626	18,190	15,998	18,477	287	1.6
5150.	Retirement	38,978	37,207	37,207	37,775	568	1.5
5160.	Medical & Workers Comp	41,720	41,455	41,455	43,755	2,300	5.5
Total Personal Services		314,801	334,651	331,355	341,535	6,884	2.1
Contractual Services							
5207.	Dues, Memberships & Sub.	2,233	1,305	1,305	1,305	0	0.0
5210.	Prof. & Contractual Ser.	1,531	6,500	6,500	6,500	0	0.0
5211.	Advertising & Publicity	0	250	250	250	0	0.0
5212.	Utility Services	3,267	3,360	3,700	2,400	-960	-28.6
5220.	Training & Travel	724	2,500	2,500	2,500	0	0.0
5235.	Repair & Maintenance	32	0	0	0		
5236.13	Other Equipment Maint.	1,380	3,060	3,060	3,060	0	0.0
5289.	Vehicle/Equip Use Charge	19,413	22,612	22,612	22,612	0	0.0
Total Contractual Services		28,580	39,587	39,927	38,627	-960	-2.4
Commodities							
5310.	Commodities/Tools/Supplies	9,351	3,380	3,380	3,380	0	0.0
5325.	Uniforms/Safety Equip.	518	450	450	450	0	0.0
Total Commodities		9,869	3,830	3,830	3,830	0	0.0
Other Charges							
5410.	Liability Insurance	3,663	3,663	3,663	3,663	0	0.0
Total Other Charges		3,663	3,663	3,663	3,663	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		356,913	381,731	378,775	387,655	5,924	1.6
Reduction of Costs							
5670.	Recovered from Funds	-231,994	-248,125	-246,204	-251,976	-3,851	1.6
Total Reduction of Costs		-231,994	-248,125	-246,204	-251,976	-3,851	1.6
TOTAL NET EXPENDITURES		124,919	133,606	132,571	135,679	2,073	1.6

State Highway Maintenance - Activity No. 942 Budget Detail

	ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services						
Total Personal Services	0	0	0	0	0	0.0
Contractual						
5210. Prof. & Contractual Ser.	0	12,000	12,000	12,000	0	0.0
5210.203 Mowing Contract	61,601	68,970	72,370	91,645	22,675	32.9
5236.15 Street Sweeping	17,300	16,340	19,102	19,102	2,762	16.9
5235. Repair & Maintenance	71,212	87,679	92,904	92,904	5,225	6.0
Total Contractual Services	150,113	184,989	196,376	215,651	30,662	16.6
Commodities						
Total Commodities	0	0	0	0	0	0.0
Other Charges						
Total Other Charges	0	0	0	0	0	0.0
Capital Expenditures						
Total Capital Expenditures	0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES	150,113	184,989	196,376	215,651	30,662	16.6
Reduction of Costs						
5610. Recovered from Users	-96,844	-123,280	-123,280	-131,547	-8,267	6.7
Total Reduction of Costs	-96,844	-123,280	-123,280	-131,547	-8,267	6.7
TOTAL NET EXPENDITURES	53,269	61,709	73,096	84,104	22,395	36.3

General Maintenance - Activity No. 943 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
Total Personal Services		0	0	0	0	0	0.0
Contractual Services							
5210.	Prof. & Contractual Ser.	135,814	125,000	125,000	125,000	0	0.0
5210.203	Mowing Contract	124,609	130,000	151,500	119,975	-10,025	-7.7
5210.205	Litter Contract	15,139	18,700	16,000	18,700	0	0.0
5236.15	Street Sweeping	4,786	4,830	4,830	4,830	0	0.0
5212.	Utility Services	6,325	7,355	6,270	7,475	120	1.6
5235.	Repair & Maintenance	109,768	98,160	98,160	98,160	0	0.0
Total Contractual Services		396,441	384,045	401,760	374,140	-9,905	-2.6
Commodities							
5310.	Commodities/Tools/Supplies	2,354	0	0	0	0	0.0
Total Commodities		2,354	0	0	0	0	0.0
Other Charges							
5410.	Liability Insurance	498	498	498	498	0	0.0
Total Other Charges		498	498	498	498	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		399,293	384,543	402,258	374,638	-9,905	-2.6
Reduction of Costs							
Total Reduction of Costs		-11,874	0	0	0	0	0.0
TOTAL NET EXPENDITURES		387,419	384,543	402,258	374,638	-9,905	-3

Central Services Complex - Activity No. 946 Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
Total Personal Services		0	0	0	0	0	0.0
Contractual Services							
5201.	Rents	5,904	6,500	6,500	6,500	0	0.0
5210.	Prof. & Contractual Ser.	15,408	5,000	5,000	5,000	0	0.0
5210.202	Custodial Contract	46,376	57,185	49,500	57,185	0	0.0
5210.203	Mowing Contract	4,235	4,400	5,970	6,690	2,290	52.0
5212.	Utility Services	262,815	322,180	244,640	309,560	-12,620	-3.9
5235.	Repair & Maintenance	150,081	129,720	129,720	129,720	0	0.0
5236.13	Other Equipment Maint.	2,841	2,124	2,124	2,124	0	0.0
5289.	Vehicle/Equip Use Charge	3	0	0	0	0	0.0
Total Contractual Services		487,663	527,109	443,454	516,779	-10,330	-2.0
Commodities							
5310.	Commodities/Tools/Supplies	0	2,000	2,000	2,000	0	0.0
Total Commodities		0	2,000	2,000	2,000	0	0.0
Other Charges							
5410.	Liability Insurance	15,136	15,136	15,136	15,136	0	0.0
Total Other Charges		15,136	15,136	15,136	15,136	0	0.0
Capital Expenditures							
5540	Machinery & Equipment	8,400	0	0	0	0	0.0
Total Capital Expenditures		8,400	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		511,199	544,245	460,590	533,915	-10,330	-1.9
Reduction of Costs							
5670.	Recovered from Funds	-388,511	-413,627	-350,048	-405,776	7,851	-1.9
Total Reduction of Costs		-388,511	-413,627	-350,048	-405,776	7,851	-1.9
TOTAL NET EXPENDITURES		122,688	130,618	110,542	128,139	-2,479	-1.9

Municipal Building - Activity No. 948 Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
Total Personal Services		0	0	0	0	0	0.0
Contractual Services							
5210.	Prof. & Contractual Ser.	6,052	4,055	4,055	4,055	0	0.0
5210.20	Custodial Contract	35,563	40,940	38,500	40,940	0	0.0
5210.203	Mowing Contract	4,111	4,300	4,935	5,015	715	16.6
5236.15	Street Sweeping	1,293	1,280	1,280	1,280	0	0.0
5212.	Utility Services	83,213	96,550	80,290	93,625	-2,925	-3.0
5235.	Repair & Maintenance	77,457	70,460	70,460	70,460	0	0.0
5289.	Vehicle/Equip Use Charge	847	1,170	1,170	1,170	0	0.0
Total Contractual Services		208,536	218,755	200,690	216,545	-2,210	-1.0
Commodities							
5310.	Commodities/Tools/Supplies	0	200	200	200	0	0.0
Total Commodities		0	200	200	200	0	0.0
Other Charges							
5410.	Liability Insurance	7,501	7,501	7,501	7,501	0	0.0
Total Other Charges		7,501	7,501	7,501	7,501	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		216,037	226,456	208,391	224,246	-2,210	-1.0
Reduction of Costs							
5670.	Recovered from Funds	-69,132	-72,465	-66,685	-71,759	706	-1.0
Total Reduction of Costs		-69,132	-72,465	-66,685	-71,759	706	-1.0
TOTAL NET EXPENDITURES		146,905	153,991	141,706	152,487	-1,504	-1.0

Traffic Control and Lights - Activity No. 953 Detail

	ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services						
Total Personal Services	0	0	0	0	0	0.0
Contractual Services						
5212. Utility Services	991,431	1,065,811	999,025	1,070,100	4,289	0.4
5235. Repair & Maintenance	15,444	20,300	20,300	20,300	0	0.0
Total Contractual Services	1,006,875	1,086,111	1,019,325	1,090,400	4,289	0.4
Commodities						
5310. Commodities/Tools/Supplies	3,312	0	0	0	0	0.0
Total Commodities	3,312	0	0	0	0	0.0
Other Charges						
Total Other Charges	0	0	0	0	0	0.0
Capital Expenditures						
Total Capital Expenditures	0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES	1,010,187	1,086,111	1,019,325	1,090,400	4,289	0.4
Reduction of Costs						
Total Reduction of Costs	0	0	0	0	0	0.0
TOTAL NET EXPENDITURES	1,010,187	1,086,111	1,019,325	1,090,400	4,289	0.4

Community Development Department

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COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department strives to promote orderly physical growth within the City, while at the same time protecting Oak Ridge's quality lifestyle by facilitating development sensitive to aesthetics and the environment. The Department is divided into three (3) sections: Administrative Division, Code Enforcement Division, and Planning Division. Collectively the department strives to partner with citizens and the building and development professions to create a community which is attractive, safe, and sustainable.

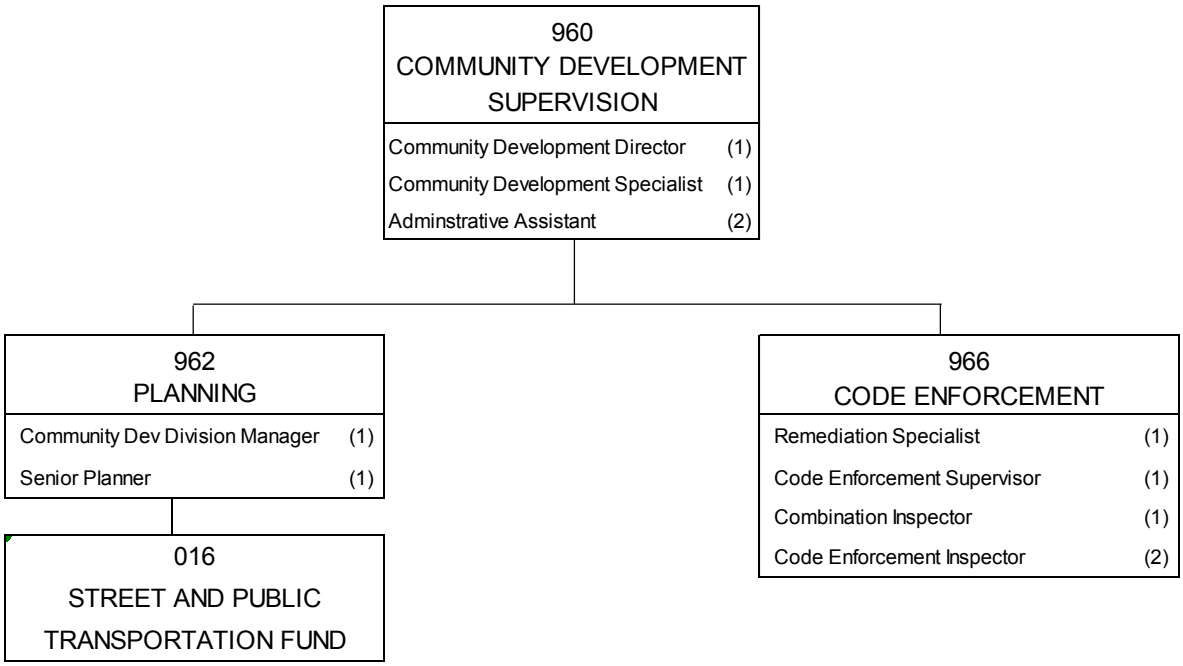
The Department staff consists of 11 employees who also provide support to the following citizen boards and commissions: Oak Ridge Municipal Planning Commission, Board of Zoning Appeals, Board of Building and Housing Code Appeals, Environmental Quality Advisory Board, the Trade Licensing Board, Greenways Oak Ridge and the Highland View Redevelopment Advisory Committee.

The Department continues its work on housing and redevelopment issues with emphasis on the Highland View neighborhood. Work continues with the Board of Building and Housing Code Appeals to evaluate blighted properties that pose risks to the public or occupants' safety and identify a path for remediation or timely removal. The Code Enforcement Division administers these efforts, working closely with advisory boards and neighborhood leaders, along with professional organizations interested in neighborhood preservation efforts.

The Planning Division continues to coordinate plan review functions with various city departments including public works, fire and electric departments. This includes identification of efforts to streamline review functions while developing and maintaining criteria that creates successful, attractive and sustainable developments. In addition the division is responsible for administration of the Community Development Block Grant Program (CDBG) and tracks expenditures, individual allocations and compliance with Housing and Urban Development (HUD) criteria. This division is also involved in obtaining and administering various housing grants including the Neighborhood Stabilization Program (NSP) which was implemented in an effort to promote infill housing.

The Community Development Department is frequently assigned the preparation of special projects such as the Oak Ridge Bicycle Pedestrian Plan and the Climate Action Plan. The Bicycle Pedestrian Plan was developed to establish a Master Plan which would guide the creation of a multi-modal transportation network in addition to aiding in the application of construction grants. The Climate Action Plan was pursued in an effort to reduce the carbon footprint of the City of Oak Ridge. Community Development staff will continue to oversee the city's sustainability initiatives and monitor progress identified in the Plan. Once again staff will stay apprised of grant opportunities which may provide funding sources for implementation of action items identified in the Climate Action Plan.

ORGANIZATIONAL CHART



2011-2012 ACCOMPLISHMENTS:

- Adoption of Bicycle and Pedestrian Plan.
- MBA Student Study of Jackson Square.
- EPA Building Blocks Program – Jackson Square (May 2011).
- Adoption of Climate Action Plan.
- Community Development Block Grant (CDBG) – Adoption of 3-Year Consolidated Plan FY12 – FY14.
- Utilization of CDBG Grant monies to assist 71 low-income to very low-income households with down payments assistance, homeownership counseling, transitional housing, home repairs, and yard enhancements.
- PlanET – Sustainable Communities Grant participant.
- Adoption of various zoning ordinance amendments: accessible parking spaces for disabled drivers; various housekeeping amendments; and creation of IND-2 Industrial Manhattan District Overlay special district.
- 10 of the Applewood Apartments buildings were brought before the Board of Building and Housing Code Appeals, and ordered demolished.
- Adoption of an amendment to the sewer use ordinance for a Fats, Oils and Grease (FOG) program.
- Updated Analysis of Impediments to Fair Housing.
- Established a Grease Management Certification Program for Grease Control Equipment Inspectors; two Code Enforcement Division staff members completed this program.

- Implemented the FOG program, which includes inspection of all food service establishments for compliance with the FOG program.
- Combined the Boards of Electrical and Plumbing Examiners into the Trade Licensing Board.
- Woodland Town Center.
- Passed audit by the State Fire Marshal's office for our Electrical Permits and Inspections section.
- Passed audit by the State Fire Marshal's office for Code Enforcement Division's plan review and Inspection process.

2012-2013 GOALS:

- Rewrite Article VII of the Zoning Ordinance.
- Not In Our City Campaign.
- Adoption of Form-Based Code for Jackson Square Area.
- Revitalization Project in Jackson Square.
- Revise housing element of the Comprehensive Plan.
- Obtain Rails-to-Trails funding to enhance abandoned railroad rights-of-way.
- Adopt 2012 edition of the International Building, Fire, Plumbing, and Residential Codes.
- Add a Mechanical Permit and Inspection Program.

EXPENDITURES OVERALL

Authorized Personnel Community Development:

	FY 12	FY 13
960 Supervision	4	4
962 Planning	2	2
966 Code Enforcement	5	5
027 Grants fund	1	0
Total	**12**	**11**

Community Development Summary of Net Expenditures by Activity:

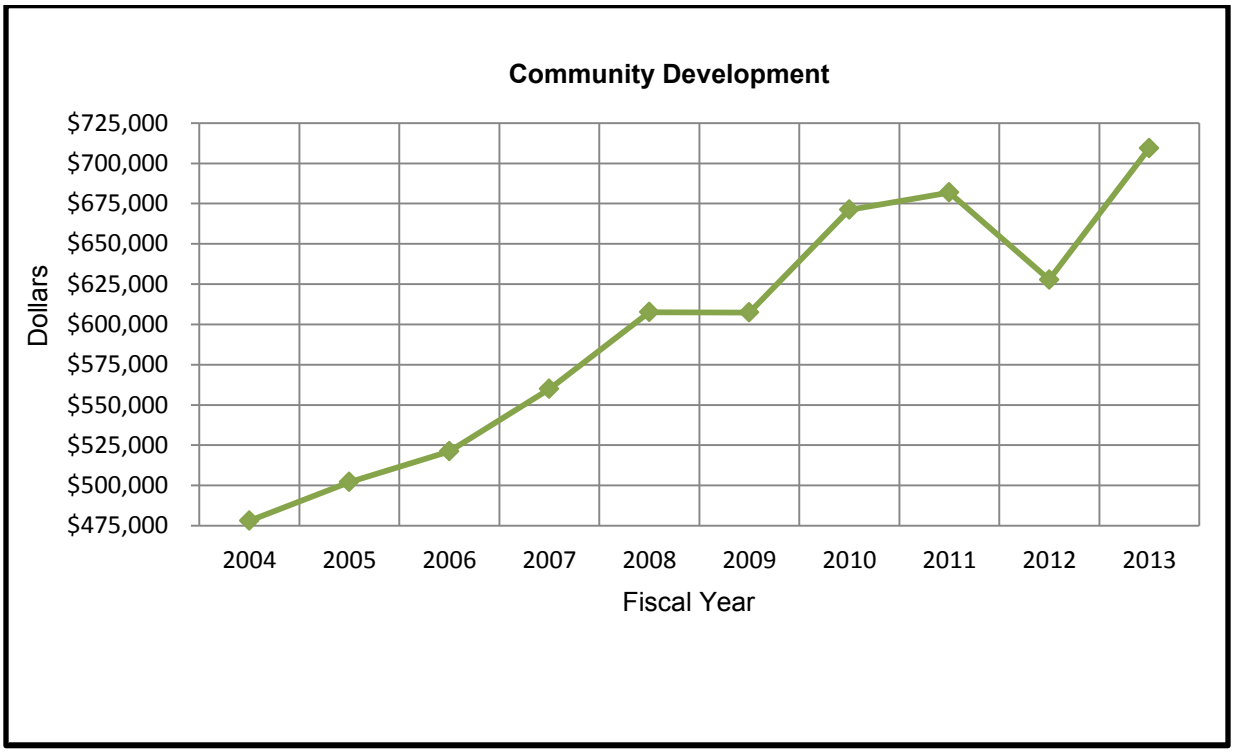
	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Community Development:						
960 Supervision	185,200	186,189	177,201	192,302	6,113	3.3
962 Planning	121,855	127,362	126,260	128,903	1,541	1.2
966 Code Enforcement	374,840	400,421	324,252	388,177	(12,244)	-3.1
Total Community Development	681,895	713,972	627,713	709,382	(4,590)	-0.6

FY2013 General Fund Budget – Community Development Activities – Costs Allocated to Other Funds and Costs Recovered:

	GROSS BUDGET	ELECTRIC FUND		WATERWORKS FUND WATER		WATERWORKS FUND WASTEWATER		STATE STREET AID FUND	COSTS RECOVERED	GENERAL FUND	
COMMUNITY DEVELOPMENT:											
960 Supervision	331,558	13%	43,103	13%	43,103	16%	53,050	-	-	58%	192,302
962 Planning	198,314	13%	25,781	11%	21,815	11%	21,815	-	-	65%	128,903
966 Code Enforcement	473,386		-	9%	42,605	9%	42,604	-	-	82%	388,177
TOTAL COMMUNITY DEVELOPMENT	1,003,258	7%	68,884	11%	107,523	12%	117,469	-	-	71%	709,382

Chard of Community Development Net General Fund Expenditures – Actual 2004 to Budget 2013:

The flat level in FY09 is for administration funding from CDBG and ESG grants that are now administered by this department. The decline in fiscal 2012 was due to departmental turnover and staff vacancies.



Community Development Supervision – Activity No. 960

Activity Description:
The Community Development Department, under the supervision of the Departmental director, includes the divisions of Planning and Code Enforcement. The Department consolidates the planning and building code portions of development in order to improve service delivery coordination. This is accomplished through active facilitation with the applicant to guide the project through the review and permitting process. The objectives of the Community Development Department is to effectively coordinate and improve the municipal government's initiatives and cultivate a warm environment to attract quality development in a competitive environment. The basis to encourage quality growth and development is through implementation of the Comprehensive Plan, the Capital Improvements Program (CIP), the Zoning Ordinance, and the Subdivision Regulations in addition to one-on-one dialogue and feedback with the development community.

Performance Objectives:

1. Maintain regular communications with department heads and staff to coordinate workflow among departments. Hold weekly site plan review meetings with 4 Departments on pending applications.
2. Assist and advise the City Manager promptly in carrying out City planning goals, particularly with regards to special projects and developing solutions to issues raised by City Council.
3. Insure the responses to applicants and citizens are carried out in a courteous manner.
4. Continually cultivate and nurture a positive relationship with the private sector to encourage new growth that will be an asset to the community.
5. Develop comprehensive projects which incorporate interdepartmental coordination to improve sustainability, economic stability, and the Oak Ridge quality of life.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Hold weekly site plan review meetings with four Departments on pending applications	26	35	35	35
Percent of citizen comments followed up with a response which has been verified	100%	100%	100%	100%
Meetings with private sector parties involved in the development of Oak Ridge	50	50	50	50
Percent of requests from the City Manager responded to by due date	100%	100%	100%	100%

Significant Expenditure Changes:
Budget funding for the Department was reviewed and reallocated based on current expenditure needs. Overall, funding for Contractual Services increased $1,553, an 8.6% increase.

Planning – Activity No. 962

Activity Description:
The Planning Division is responsible for reviewing subdivision plats, rezoning requests, site plans and planned unit developments with the Planning Commission and other City departments. Advance planning includes reviewing and updating regulations and procedures that affect development (zoning, subdivision regulations and others), helping to develop programs to achieve objectives of the Comprehensive Plan, assessing the impact of new proposals relative to those objectives and periodically reviewing the Plan itself. The Division analyzes and makes recommendations regarding internal traffic designs, land development needs, annexation service studies and related matters. Information related to development of the community is shared with citizens, developers, investors and other local governments.

The Board of Zoning Appeals reviews cases such as additions to principal buildings, placement of carports and accessory buildings, height of fences, setback reductions, and interpretations of the Zoning Ordinance.

Performance Objectives:

1. Administer Subdivision Regulations and the Zoning Ordinance within new residential and commercial developments and maintain quality standards.
2. Work to insure the health, safety and welfare of all residents in new and existing neighborhoods.
3. Respond to appointed and elected officials as well as residents to establish guidelines which create a livable community.
4. Draft major amendments to the Subdivision Regulations and Zoning Ordinance in an effort to update information and streamline process.
5. Reference the Comprehensive Plan regularly in making zoning, subdivision and site review decisions to provide consistency toward more quality growth and development.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Plats of Corrections	6	5	6	5
Subdivision plats reviewed	15	15	14	15
Zoning changes reviewed	2	5	5	5
TND & PUDs (preliminary & final) reviewed	9	5	1	5
Site plans reviewed - Non-Residential	11	15	12	15
Site plans reviewed – All Residential Permits	22	200	378	375
Board of Zoning Appeals	10	12	11	12

Significant Expenditure Changes:
Budget funding for the Department was reviewed and reallocated based on current expenditure needs. Overall, funding for Contractual Services decreased $1,032, a 9.6% reduction.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

Code Enforcement – Activity No. 966

Activity Description:
Code Enforcement is responsible for administering and enforcing all Codes and Ordinances involving the construction, repair and use of all buildings and structures within the City, including building, housing, plumbing, electrical, zoning, and environmental codes. For new construction and alterations, the City issues necessary permits, examines all plans and checks for compliance with building and zoning codes. The City also inspects properties for code compliance routinely and on a complaint basis - including abandoned vehicles, litter and weeds. The goal of this division is to ensure the health and safety of the citizen's in their residences, as well as in all commercial and public buildings, and to provide assistance to citizens on building problems.

Performance Objectives:

1. Provide inspection service within 24 hours of a request for routine inspections.
2. Promote preservation of our existing neighborhoods.
3. Continue the inspector certifications program to promote in-house cross training among inspectors.
4. Provide inspection expertise in assisting homeowners, developers and architects.
5. Provide staff support for the Trade Licensing Board and Building and Housing Code Appeals Boards.
6. Provide staff support for the Highland View Redevelopment Advisory Board.
7. Successfully implement the "Not In Our City" campaign.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Building Permits	440	400	415	400
Inspections	650	625	520	625
Plumbing Permits	376	350	300	350
Inspections	526	500	345	500
Electrical Permits	492	475	360	475
Inspections	691	675	437	675
Zoning Investigations and Nuisance Complaints				
Nuisance Abatement	1,285	1,300	1,060	1,300
Abandoned Vehicles	234	220	192	220
Housing Inspections	109	240	109	240

Significant Expenditure Changes:
Budget funding for the Department was reviewed and reallocated based on current expenditure needs. Overall, funding for Contractual Services decreased $1,357, a 2.0% reduction. The Professional Services budget increased by $5,000 for additional funding for "Not in Our City" projects, including housing demolition and enforcement of property maintenance codes. The budget for Repair & Maintenance decreased $7,030 to reflect current needs.

A portion of the costs of this activity is distributed to the utility funds due to involvement in the operations of these funds.

Supervision – Activity No. 960 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	205,453	210,054	188,747	215,606	5,552	2.6
5131.	Regular Overtime Pay	158	500	115	508	8	1.6
5141.	Social Security	14,720	16,107	12,921	16,533	426	2.6
5150.	Retirement	32,275	33,255	33,255	33,957	702	2.1
5160.	Medical & Workers Comp	41,142	40,983	40,983	43,283	2,300	5.6
Total Personal Services		293,748	300,899	276,021	309,887	8,988	3.0
Contractual Services							
5201.	Rents	4,205	4,300	4,450	4,450	150	3.5
5207.	Dues, Memberships & Sub.	664	365	680	650	285	78.1
5210.	Prof. & Contractual Ser.	2,729	575	6,800	1,500	925	160.9
5211.	Advertising & Publicity	308	0	0	0	0	0.0
5212.	Utility Services	3,840	3,800	4,365	4,425	625	16.4
5220.	Training & Travel	4,254	2,531	4,500	2,531	0	0.0
5236.13	Other Equipment Maint.	1,035	2,432	2,000	2,000	-432	-17.8
5289.	Vehicle/Equip Use Charge	2,603	4,005	4,005	4,005	0	0.0
Total Contractual Services		19,638	18,008	26,800	19,561	1,553	8.6
Commodities							
5310.	Commodities/Tools/Supplies	5,924	2,110	2,700	2,110	0	0.0
Total Commodities		5,924	2,110	2,700	2,110	0	0.0
Other Charges							
Total Other Charges		0	0	0	0	0	0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		319,310	321,017	305,521	331,558	10,541	3.3
Reduction of Costs							
5670.	Recovered from Funds	-134,110	-134,828	-128,320	-139,256	-4,428	3.3
Total Reduction of Costs		-134,110	-134,828	-128,320	-139,256	-4,428	3.3
TOTAL NET EXPENDITURES		185,200	186,189	177,201	192,302	6,113	3.3

Planning - Activity No. 962 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	127,588	129,408	128,866	131,531	2,123	1.6
5141.	Social Security	9,119	9,900	8,841	10,062	162	1.6
5150.	Retirement	19,968	20,368	20,368	20,677	309	1.5
5160.	Medical & Workers Comp	20,756	20,714	20,714	21,864	1,150	5.6
Total Personal Services		177,431	180,390	178,789	184,134	3,744	2.1
Contractual Services							
5206.	Mailing & Delivery	12	0	0	0	0	0.0
5207.	Dues, Memberships & Sub.	3,940	1,882	1,882	1,500	-382	-20.3
5210.	Prof. & Contractual Ser.	37	500	1,100	500	0	0.0
5211.	Advertising & Publicity	237	730	730	730	0	0.0
5212.	Utility Services	1,722	1,868	1,798	1,843	-25	-1.3
5220.	Training & Travel	455	2,425	1,800	1,800	-625	-25.8
5236.13	Other Equipment Maint.	2,328	1,047	1,047	1,047	0	0.0
5289.	Vehicle/Equip Use Charge	979	2,310	2,310	2,310	0	0.0
Total Contractual Services		9,710	10,762	10,667	9,730	-1,032	-9.6
Commodities							
5310.	Commodities/Tools/Supplies	328	4,340	4,340	4,000	-340	-7.8
5320.	Books/Education Material	0	450	450	450	0	0.0
Total Commodities		328	4,790	4,790	4,450	-340	-7.1
Other Charges							
Total Other Charges		0	0	0	0	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		187,469	195,942	194,246	198,314	2,372	1.2
Reduction of Costs							
5670.	Recovered from Funds	-65,614	-68,580	-67,986	-69,411	-831	1.2
Total Reduction of Costs		-65,614	-68,580	-67,986	-69,411	-831	1.2
TOTAL NET EXPENDITURES		121,855	127,362	126,260	128,903	1,541	1.2

Codes Enforcement - Activity No. 966 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	271,799	281,535	206,624	267,528	-14,007	-5.0
5120.	Salaries-PT/Seasonal Employ	1,990	8,040	2,205	8,202	162	2.0
5131.	Regular Overtime Pay	235	1,000	135	1,015	15	1.5
5141.	Social Security	19,724	22,229	17,308	21,171	-1,058	-4.8
5150.	Retirement	42,340	44,699	44,699	43,139	-1,560	-3.5
5160.	Medical & Workers Comp	51,995	51,766	51,766	54,641	2,875	5.6
Total Personal Services		388,083	409,269	322,737	395,696	-13,573	-3.3
Contractual Services							
5205.	Printing & Dup. Charges	580	600	600	600	0	0.0
5207.	Dues, Memberships & Sub.	1,192	680	680	680	0	0.0
5210.	Prof. & Contractual Ser.	14,191	10,000	10,000	15,000	5,000	50.0
5211.	Advertising & Publicity	818	1,300	1,300	1,300	0	0.0
5212.	Utility Services	9,649	9,400	10,110	10,125	725	7.7
5220.	Training & Travel	4,377	5,052	5,052	5,000	-52	-1.0
5235.	Repair & Maintenance	201	7,365	300	335	-7,030	-95.5
5236.13	Other Equipment Maint.	2,070	3,665	3,665	3,665	0	0.0
5289.	Vehicle/Equip Use Charge	25,480	29,122	29,122	29,122	0	0.0
Total Contractual Services		58,558	67,184	60,829	65,827	-1,357	-2.0
Commodities							
5310.	Commodities/Tools/Supplies	5,294	5,740	5,740	5,740	0	0.0
5320.	Books/Education Material	715	1,500	1,500	1,500	0	0.0
5325.	Uniforms/Safety Equip.	809	960	960	960	0	0.0
Total Commodities		6,818	8,200	8,200	8,200	0	0.0
Other Charges							
5410.	Liability Insurance	3,663	3,663	3,663	3,663	0	0.0
Total Other Charges		3,663	3,663	3,663	3,663	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		457,122	488,316	395,429	473,386	-14,930	-3.1
Reduction of Costs							
5670.	Recovered from Funds	-82,282	-87,895	-71,177	-85,209	2,686	-3.1
Total Reduction of Costs		-82,282	-87,895	-71,177	-85,209	2,686	-3.1
TOTAL NET EXPENDITURES		374,840	400,421	324,252	388,177	-12,244	-3.1

RECREATION AND PARKS DEPARTMENT

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RECREATION AND PARKS DEPARTMENT

The Recreation and Parks Department is responsible for planning, organizing, supervising and conducting a comprehensive program of leisure activities and facilities for the citizens of Oak Ridge. The department is comprised of 23 full-time and 62 part-time employees organized into the following activities: Supervision; Indoor Aquatics; Outdoor Aquatics; Centers, Camps and Programs; Athletics; Scarboro Center; Parks and the Senior Center. Over 30 City-owned properties are maintained by the department including 17 parks, 15 athletic fields, 23 lighted tennis courts, 3 community centers, 2 pools (indoor and outdoor), 12 greenways and 1,336 acres of greenbelts.

City-sponsored activities are geared to the needs of various age groups and coordinated with community organizations in an effort to reduce duplication of services. Recreational opportunities sponsored by the City include swimming lessons and exercise classes, and softball, basketball and volleyball league play.

Other events and programs offered through the department include an annual Egg Hunt and a Halloween Carnival for children ages 10 and under. The Scarboro Community Center staff hosts "Community Share Day" in April that includes free food, games and music for area families. Scarboro also worked with The Center for Oral Histories to install display cases to exhibit memorabilia from the Scarboro Community during the Manhattan Days.

The department once again hosted the award-winning Secret City Festival June 15-16. Each year, the festival is recognized by the Southeast Tourism Society as a Top 20 event in the South East. The mission of the festival is to become a premier event in East Tennessee while fostering pride and involvement in the Oak Ridge community by showcasing its diversity through cultural events and activities for people of all ages. The festival promotes the history of the city and unites its World War II heritage with the technological advancements that are ongoing within the City of Oak Ridge.

Each summer the department offers camp programs for children ages 6–12 at both the Civic Center and the Scarboro Community Center. Campers enjoy activities such as games, sports, swimming, special events, arts & crafts and field trips. Both locations serve lunches provided by the East Tennessee Resource Agency and offer a free dental check-up and sealant program provided by the Tennessee Department of Dental Health. A Memory Magic Scrapbook event is held each fall with over 200 scrap bookers in attendance. The two-day event includes a large crop area, vendors and over 30 classes.

The Senior Center is open six days a week with services directed toward citizens 55 and older. In addition to the recreation facilities available to seniors, the city sponsors meals-on-wheels, blood pressure screenings, a tax assistance program, flu shot clinics, a "55-Alive" driver education course and a taxi coupon assistance program. Education programs on a variety of subjects of interest to senior adults are offered regularly and staff maintains a database of information about agencies and programs that can assist the elderly. There are also many special events such as dances, picnics, dinners, lunches and parties scheduled throughout the year. The staff initiated a process to select an A/E firm to conduct a Needs Assessment for a new Senior Enrichment Center.

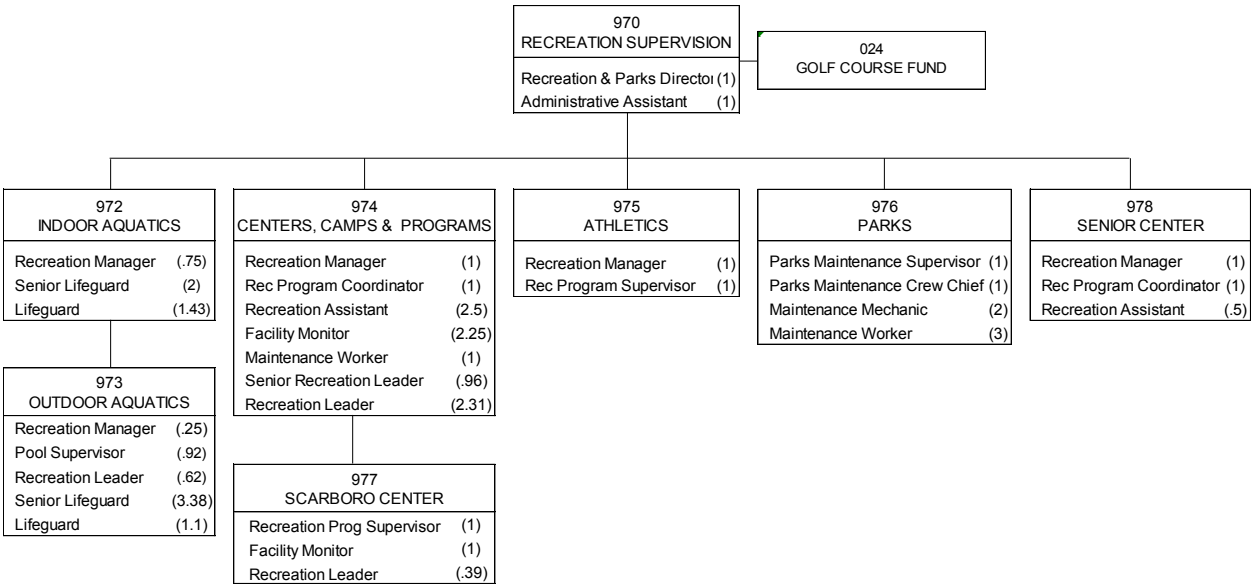
Departmental staff also supports a sixteen-member Youth Advisory Board (YAB) which acts as a liaison between the Oak Ridge City Council and the youth of the community. The board encourages the positive growth and development of area youth by inviting them to become involved in a wide range of programs

and activities that are drug and alcohol free. The YAB sponsors a variety of events and educational sessions for teens, and provides volunteer services for several community events. Graduation Celebration is the largest event sponsored by the YAB with assistance from the Graduation Celebration Community Foundation. During fiscal 2012, the Youth Advisory Board hosted a variety of community events including the first ever Summer Jobs & Career Fair for Teens, the first Freshman Sophomore Dance, a Turkey Bowl Disc Golf Tournament, Breakfast with Santa and Battle of the Teen Bands. The 16th Annual Graduation Celebration had an attendance of 82% (274 students) of the ORHS graduating class. The Battle of the Teens Bands featured 9 bands and the Jobs Fair hosted over 20 vendors. The YAB also partnered with Oak Ridge Youth Leadership to take over 30 young leaders to Nashville to meet Governor Haslam and to participate in a variety of government sessions.

The City received Tree City USA designation for the 24th consecutive year and observed Arbor Day at Saint Mary's School. During fiscal 2012, the department installed 40 bike racks at 17 locations throughout the City, upgraded bleachers at Big Turtle Softball Field and completed the construction of Melton Lake Greenway Phase IV to extend Melton Lake Greenway from the Edgemoor Bridge to the Solway Park. Department staff installed split rail fencing at LaSalle Park. Staff continued its marketing efforts through increased utilization of the web page, Facebook and Twitter. The department conducted a Christmas Tree Recycling Program at Big Turtle Park, tree planting at selected park areas and successfully bid and awarded a construction contract for a new waterfront pavilion. The staff also redesigned and updated the Secret City Festival web page. Work is underway to redesign the department web page as well.

The City was designated as a Playful City USA community for the first time in 2012. Oak Ridge accomplished this honor by systematically upgrading playgrounds in various areas of the city and for implementing the community-build model at Cedar Hill Park. Department staff also had to inventory all play-spaces within city limits, while also committing to create play opportunities within walking distance of all children. The department hosted a Play Day on June 16, 2012, at the Secret City Festival and plans to host "Playful Events" throughout the year in 2013.

ORGANIZATIONAL CHART



2011-2012 ACCOMPLISHMENTS

Aquatics

- Hosted the Award Winning Secret City Festival on June 15-16 and raised $146,000 in sponsorships.
- Opened the Outdoor Pool on Memorial Day weekend.
- Updated the operations manuals for the Civic Center, Municipal, and Wading pools.
- Installed a shade structure over wading pool filter equipment at the Municipal Pool.
- Replaced 4 filter pumps and 3 chemical controllers at Municipal Pool.
- Taught two WSI and three Lifeguarding classes.
- Launched a new webpage for the Secret City Festival.
- Added seven Water Safety Instructors to aquatics staff.
- Attracted 53,728 swimmers to the outdoor pool.
- Collected $110,686 in revenues from the outdoor pool.

Centers, Camps and Programs

- Offered three special events: Memory Magic Scrapbook Event October 2011 with 200 participants; City Halloween Party on October 27 with approximately 500 children and an Egg Hunt in Bissell Park in late March with over a 1,000 in attendance.
- Civic Center events and programs consistently receive good and excellent ratings on participant surveys.
- Offered an eight-week summer camp for children ages 6-12.
- Certified 19 Recreation Leaders in CPR for summer camp.
- Implemented a new Recreation Leader in Training (RecLiT) Program for teens.
- Implemented on-line registration for the 2012 summer camp season.
- Developed a new Secret City Festival Event Application for the 2012 festival.
- Civic Center Front Desk staff was certified in Professional CPR and First Aid.

Athletics

- Revised the AYSO/SCOR Soccer Maintenance Agreement outlining field use requirements for other youth soccer groups.
- Replaced the aging bleachers at Big Turtle Softball Field.
- Streamlined facility request procedures for athletics and coordinated use by community groups and recurring users.
- Implemented a standard use agreement for facility requests for athletics.
- Coordinated 12 independent special events using City athletic facilities.
- Sponsored free Adult Volleyball Clinic.
- Co-sponsored free Youth Tennis Clinics with the Oak Ridge Tennis Club.
- Increased the department's visibility using social media, web page and print media to market activities and programs and re-enforce the concept of the department as a community resource and a contributor to the quality of life in Oak Ridge.
- Offered athletic league play for softball, basketball and volleyball.
- Offered an experimental kickball league to determine potential interest as an ongoing athletic program.

Youth Advisory Board

- Sponsored the 16th Annual Graduation Celebration with 82% (274 students) of the ORHS graduating class in attendance.
- Won 3 awards in 2012 through TRPA: Special Event Award: Graduation Celebration; Individual Service Award: Chuck Hope, Volunteer; Renovated Facility Award: Cedar Hill Playground.
- Won 2 grants in 2012: $750 Let's Play Maintenance Grant from KaBOOM and Dr. Pepper Snapple, and $500 Playground Survey Grant from Dr. Pepper Snapple.

- 2012 Playful City USA Winner: Oak Ridge, TN was selected as Playful City USA community for the first time.
- Sponsored six Angel Tree children with clothing and gifts valued at $750 on November 23, 2011.
- Hosted the Turkey Bowl Disc Golf Tournament, Breakfast with Santa, and Battle of the Teen Bands.
- Travelled to Nashville and met with Governor Haslam and participated in a mock-senate session with Senator Randy McNally and Representative John Ragan on February 15, 2012.
- Formed a new partnership with the Oak Ridge Youth Leadership group at the Chamber of Commerce.
- Hosted the first Freshman/Sophomore Semi-formal Dance at the Paradox Teen Center on April 13, 2012.
- Hosted the first Summer Jobs Fair & Career Fair for teens at ORHS on April 25, 2012.
- Donated $1500 to install youth tennis lines at the ORHS tennis courts to assist in promoting the sport to kids and to facilitate bringing tournaments to Oak Ridge.

Parks Division

- The construction of Melton Lake Greenway Phase IV was completed with a ribbon cutting ceremony held May 16.
- Poured-in-place rubber surfacing was installed at the new Cedar Hill Playground to provide greater accessibility to the equipment while maintaining safety standards.
- New diamond rail fencing was installed at the Baseball Complex, and additional diamond rail fencing was replaced at LaSalle Park.
- Trees were planted at Highland View Park and AK Bissell Park in collaboration with Keep Anderson County Beautiful.
- Additional trees were planted at the Emory Valley Greenway and the Municipal Building.
- An Arbor Day celebration was held at St. Mary's School on March 2, 2012, and the City's certification as a Tree City USA was maintained.
- Provided logistical support to the Secret City Festival.
- Bleachers were replaced at Big Turtle softball field, bringing them in compliance with current safety and accessibility standards. Work included the installation of a concrete pad and sidewalk improvements.
- A Christmas tree recycling program was held at Big Turtle Park in January.
- Forty bicycle racks were installed on new concrete pads in seventeen locations throughout Oak Ridge.
- Successfully bid and received the Notice to Proceed for a project at Melton Lake Park to replace the existing picnic shelter with a waterfront pavilion.

Scarboro Center

- Hosted the 10th annual "Community Share Day" in April that included free food, games and music for area families.
- Offered an eight-week day camp program for children ages 6–12.
- Held a Ribbon Cutting Ceremony on September 8, 2011, dedicating the Scarboro Memorabilia Wall exhibit that showcases the African American Community's involvement and participation in the growth and development of the City of Oak Ridge.
- Offered free computer classes.
- Hosted a Neighborhood Watch community Christmas dinner.
- Sponsored a Halloween Party/Trunk or Treat in the Scarboro Center parking lot.
- Sponsored a children's Christmas Party.
- Co-sponsored a Free Stroke Screening and Health Check event and offered the first 30 participants a free cholesterol check.
- Partnered with the senior group from Oak Valley Church to offer activities for seniors such as corn hole toss, low impact exercise, and morning bingo on Tuesdays.
- Offer free potlucks and breakfasts for seniors.
- Co-sponsored a Neighborhood Meet and Greet with the new Chief of Police and City Council

members to discuss issues in the Scarboro area with the Neighborhood Watch Group.
- Started a new evening bingo session for seniors to be offered on a monthly basis.
- Hosted a free chili luncheon in February for the Scarboro community residents.
- Assisted Neighborhood Watch with a Community Cleanup Day in October and ended the event with grilled hamburgers and hotdogs in the parking lot outside the Scarboro gym.
- Community Network Committee partnered with COROH to assist in gathering the oral history of Oak Ridge.

Senior Center
- Scheduled and completed 38 senior educational programs.
- Interviewed architectural firms and selected Studio Four Design, held public meetings, and submitted a needs assessment for a new Senior Citizens Center to City Council in March 2012.
- Established Friday Movie Matinees on the 2nd and 4th Fridays at the center.
- Initiated a new process to more accurately and effective count daily attendance and track use of the Senior Center Programs.
- Offered beans/cornbread lunches, Bingo dinners, senior breakfast, pool tournaments, Senior Christmas Party, walking program and a Secret City Festival Bridge Party.

2012-2013 GOALS

Aquatics
- Send facility requests for aquatics in March/July and coordinate use with community groups and recurring users.
- Certify 100% of the aquatics guard staff in American Red Cross Lifeguard Training, AED and oxygen administration while training the non-guard staff in basic first aid by June 1, 2013.
- Conduct at least 40 hours of training for the summer staff to include but not limited to customer service training, communications, injury prevention, conflict resolution and emergency procedures.
- Recover between 30-40% of the operating costs for the indoor and outdoor pools.
- Open the Outdoor Pool for Memorial Day Weekend.
- Continue to offer non-summer swimming instruction.
- Sponsor at least five different special events at the Outdoor Pool.
- Offer a WSI class.

Centers, Camps and Programs
- Send facility requests for centers in November and coordinate use with community groups and recurring users.
- Involve each facility monitor and recreation coordinator in the planning, implementation, and evaluation of at least one special event.
- Conduct at least 40 hours of training for the summer staff to include but not limited to customer service training, communications, injury prevention, conflict resolution and emergency procedures.
- Work with personnel in order to have lifeguards and summer camp counselors selected by mid-April.
- Prior to opening, inspect each center/pool on a daily basis to ensure compliance with the cleaning contract and to provide a safe environment for participants, and document all safety inspections and submit repair requests.
- Sponsor at least five seasonal special events at the Civic Center.

Athletics
- Complete the evaluation of light poles and fixtures for athletic fields, update the Capital Improvement Program for 2014 and develop a plan for pole/fixture replacement.

- Send facility requests for athletics in December/June and coordinate use with community groups and recurring users.
- Complete monthly facility inspections, take corrective action in a timely fashion and document actions.
- Include Adult Kickball as a City-sponsored recreational league.
- Convert the Robertsville softball field to a multi-use recreational area.
- Coordinate efforts with AYSO and explore options for adult league soccer in Oak Ridge.
- Host an informational meeting in January 2013 for potential users of City athletic facilities.
- Offer athletic league play for softball, basketball and volleyball.

Youth Advisory Board

- Develop a calendar of Playful City events that promote play within the City and complete the recertification application for Playful City USA.
- Maintain at least a 75% participation level for Graduation Celebration.
- Prepare and present a "State of the Youth Report" to City Council by the end of each fiscal year.
- Sponsor at least one new big event for teens through the Youth Advisory Board.
- Promote and sponsor a Disc Golf tournament/class.
- Complete the Facility Notebook for front desk reference and on-line access to Recreation and Park facilities.
- Increase the department's visibility by fully utilizing social media, web page and print media to market activities and programs and re-enforce the concept of the department as a community resource and a contributor to the quality of life in Oak Ridge.

Parks Division

- Complete the construction and hold a dedication for the new Waterfront pavilion at Melton Lake Park.
- Maintain the designation by the National Arbor Day Foundation as Tree City USA, including sponsorship of the annual Arbor Day Ceremony and educational programs for elementary schools.
- Complete the installation of benches and plantings along Melton Lake Greenway Phase IV.
- Collaborate with the Electric Department to install dark skies lighting at Cedar Hill Park as a pilot high efficiency lighting project.
- Complete the installation of split rail fencing at the Baseball Complex.
- Remove the basketball court at Elm Grove Park.
- Provide accessibility improvements at Briarcliff Park, including the installation of a sidewalk from the parking lot to the playground and an accessible water fountain.
- Begin to develop a City Master Planting Plan by conducting an inventory of existing trees in city parks and right-of-ways in collaboration with the University of Tennessee.

Scarboro Center

- Involve each facility monitor and recreation coordinator in the planning, implementation, and evaluation of at least one special event.
- Promote and sponsor at least two new programs at the Scarboro Center.
- Continue offering regularly scheduled meetings for senior citizens at the Scarboro Center and provide at least ten educational sessions.
- Increase attendance at the Scarboro Community Center by 10%.
- Continue working with the CNC to sponsor programs and activities.
- Host at least one health screening at the Scarboro Community Center.
- Host an outdoor movie night at the Scarboro Community Center.
- Work with the CNC group to offer a fall event at the Scarboro Center.

Senior Center

- Sponsor at least three educational sessions for seniors per month with the Recreation Program Coordinator being responsible for five sessions during the year.

- Maintain the department's web page with at least weekly updates and ensure the material is current.
- Work to formalize the volunteer program at the Senior Center.
- Update the participant data base at the Senior Center to include age and activity information.
- Start a new program at the Senior Center; educational in nature, that meets at least once a month.
- Provide computer classes at the Senior Center on a regular basis.
- Offer at least five seasonal special events at the Senior Center.

EXPENDITURES OVERALL

Authorized Personnel Recreation and Parks Department:

	FY 12	FY 13
970 Supervision	2	2
972 Indoor Aquatics	14	14
973 Outdoor Aquatics	26	26
974 Centers, Camps & Programs	29	27
975 Athletics	2	2
976 Parks	7	7
977 Scarboro Center	4	4
978 Senior Center	3	3
Total	**87**	**85**

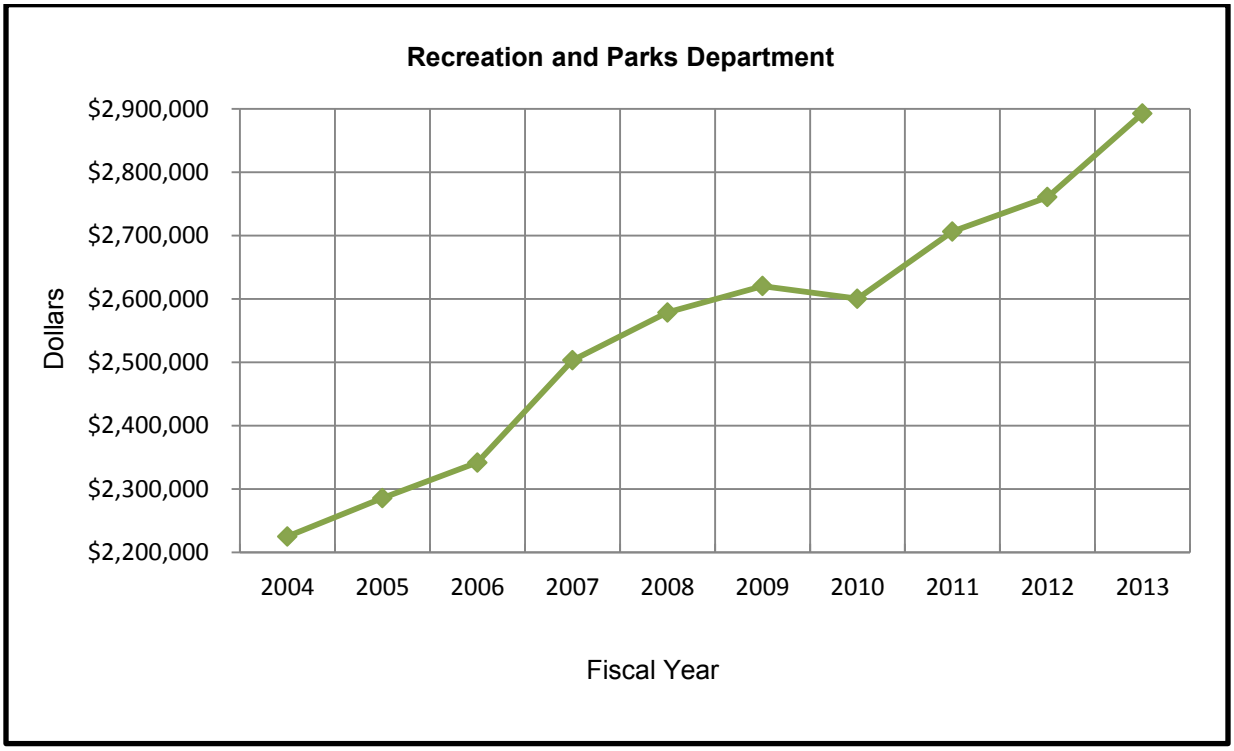
Recreation and Parks Summary of Net Expenditures by Activity:

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Recreation & Parks Department:						
970 Supervision	235,025	252,794	248,314	256,506	3,712	1.5
972 Indoor Aquatics	183,740	207,820	197,050	205,980	(1,840)	-0.9
973 Outdoor Aquatics	248,458	278,487	256,575	279,747	1,260	0.5
974 Centers, Camps & Programs	697,832	732,490	698,846	744,836	12,346	1.7
975 Athletics	135,771	140,381	139,845	143,599	3,218	2.3
976 Parks	753,755	786,983	756,451	797,573	10,590	1.3
977 Scarboro Center	178,721	178,149	173,113	182,641	4,492	2.5
978 Senior Center	273,288	286,036	290,721	282,129	(3,907)	-1.4
Total Recreation & Parks	2,706,590	2,863,140	2,760,915	2,893,011	29,871	1.0

FY2013 General Fund Budget – Recreation and Parks Activities – Cost Allocated to Other Funds and Costs Recovered:

	GROSS BUDGET	ELECTRIC FUND	WATERWORKS FUND		STATE STREET AID FUND	COSTS RECOVERED		GENERAL FUND	
			WATER	WASTEWATER					
RECREATION & PARKS:									
970 Supervision	256,506	-	-	-	-		-	100%	256,506
972 Indoor Aquatics	258,980	-	-	-	-	20%	53,000	87%	205,980
973 Outdoor Aquatics	280,747	-	-	-	-	0%	1,000	100%	279,747
974 Centers, Camps & Programs	843,496	-	-	-	-	12%	98,660	88%	744,836
975 Athletics	158,599	-	-	-	-	9%	15,000	91%	143,599
976 Parks	812,573	-	-	-	-	2%	15,000	96%	797,573
977 Scarboro Center	190,716	-	-	-	-	4%	8,075	97%	182,641
978 Senior Center	284,129	-	-	-	-	1%	2,000	99%	282,129
TOTAL RECREATION & PARKS	3,085,746	-	-	-	-	6%	192,735	94%	2,893,011

Chart of Recreation and Parks Net General Fund Expenditures – Actual 2004 to Budget 2013:



Recreation and Parks Supervision – Activity No. 970

Activity Description:
Recreation and Parks Supervision is responsible for the planning, coordination and general administration of the Recreation and Parks Department. Supervision provides direction in fiscal management, planning, staffing, and organizing and program evaluation procedures. Supervision is also responsible for operating a systematic and economical maintenance program for Recreation and Parks facilities. Such programs and facilities must be provided to assure all residents an opportunity to participate in a wide variety of leisure time activities. To further enhance the recreational opportunities within the community, the staff continues to assist and advise interested outside agencies.

Performance Objectives:
1. Inspect all recreation and park areas at least monthly and document necessary maintenance.
2. Establish City-wide special events that emphasize seasonal activities and programs.
3. Increase the number of participants in the Cold Facts Program by 5%.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Documented monthly inspections	12	12	12	12
City wide special events	7	7	7	7
Cold Facts Program participants	2,429	2,390	2,420	2,390

Significant Expenditure Changes:
Contractual Services decreased by $2,150, down 4.9%. Funding was decreased for training and travel by $1,500, rents for copiers by $400 and utility services by $250.

Indoor Aquatics – Activity No. 972

Activity Description:
The function of the Indoor Aquatics activity is to provide safe and healthy swimming facilities with a varied and comprehensive swimming program. A well-rounded aquatics program is provided which includes recreational, therapeutic, competitive and instructional aquatic programs. This facility accommodates a wide variety of groups and/or swimming sessions. The pool is open for public, department programs, and rented to groups the rest of the time. This activity also includes the maintenance and operations of the Civic Center Swimming Pool. A Recreation Manager coordinates the aquatics program. Swimming lessons, ORCA swim team, water exercise, aqua power, and programmed activities are used to recover a portion of operational costs.

The overall goal of the activity is to provide a well-maintained aquatic facility, which is operated in an efficient and safe manner.

Performance Objectives:
1. Increase the aquatic staff certified in the American Red Cross Lifeguard Training Course (which includes CPR/PR, AED, and first aid) and trained in the operations of the swimming pool in order to better safeguard and serve the public.
2. Collect revenue equal to 25 percent of the pool's operating costs.
3. To increase attendance by one percent.
4. Train 100% of the Aquatic staff in Oxygen administration.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Pool staff certified in first aid and pool operation	100%	100%	100%	100%
Revenues as percentage of cost	22%	25%	25%	25%
Revenue Generated	$41,439	$46,000	$45,000	$46,000
Staff certified in Red Cross Lifeguard Training Course	95%	100%	100%	100%
Number of Participants	27,896	41,000	35,000	41,000
Pool staff trained in O2	100%	100%	100%	100%
Attendance % increase	4%	1%	4%	1%

Significant Expenditure Changes:
Budgeted salaries and benefits decreased $2,940 due to staffing turnover. Funding for utility services has increased by $1,100.

Outdoor Aquatics – Activity No. 973

Activity Description:
The Outdoor Aquatics activity includes the maintenance and operation of the Oak Ridge Municipal Swimming Pool. Municipal Pool operations begin Memorial Day weekend. Daily operations continue until mid-August. In addition to recreational swimming, a variety of other activities are offered through the Outdoor Aquatics program including swimming lessons and competitive and recreational swimming (ORCA summer league). Private swim parties are reserved by several community organizations. A Recreation Manager, who is responsible for both indoor and outdoor aquatic programs, performs the coordination of this activity

Performance Objectives:

1. Certify 100 percent of the Guard staff in American Red Cross Lifeguard Training.
2. Collect revenues equal to 30 percent of operating costs.
3. To increase attendance.
4. Train 100 percent of the Guard staff in oxygen administration.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Guard Staff certified in Red Cross Life Guard Training	100%	100%	100%	100%
Revenues as percentage of cost	42%	35%	35%	30%
Revenues	$105,156	$85,000	$81,000	$85,000
Attendance	54,965	48,000	47,000	48,000

Hours of in-service training (first aid, rescue, techniques, and pool maintenance)	60	60	60	60
Staff Certified in oxygen administration	100%	100%	100%	100%
Attendance % increase	29%	2%	2%	2%

Significant Expenditure Changes:
Budgeted salaries and benefits decreased $1,950 due to staffing turnover. Budget funding was reviewed and reallocated based on current expenditures needs. Funding for contacted mowing services increased $2,800. Funding for utility services decreased $1,590.

Centers, Camps and Programs – Activity No. 974

Activity Description:
This activity includes the operation and maintenance of the Civic Center Recreation Building. It also includes all non-aquatic camps, programs and special events at this facility. The Civic Center has two rooms with space for 124 people and two rooms with space for 30 people. The game room, available for drop-in use, offers billiards, table tennis, foosball and cable television. The Shep Lauter Room (gymnasium) is used primarily for free play and league play but is also used for large events. Rooms are available for rent by community groups.

The eight-week summer programs operate with a staff of 17 full-time seasonal employees to provide a variety of recreation and leisure activities to area children. Summer Camp, held at the Civic Center, includes sports, organized games, arts & crafts, field trips and special events.

Performance Objectives:
1. Improve public awareness of leisure services and providers.
2. Include monthly activities in the Oak Ridger.
3. Conduct basic first aid training for all employees.
4. Conduct a Summer Camp with maximum enrollment of 975.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Employees Certified:				
CPR	96%	95%	94%	95%
Multimedia First Aid	96%	95%	96%	95%
Instructors (Multimedia)	1	1	2	1
Instruction hours per employee	8	8	8	8
Summer Camp enrollment	1,093	975	1,080	975

Significant Expenditure Changes:
There are no significant expenditure changes for this activity in fiscal 2013.

Athletics – Activity No. 975

Activity Description:
This activity plans, organizes and directs adult and youth athletics and other programs with the cooperation of volunteer leaders, groups organized by the Recreation and Parks Department, and community groups serving as sponsors of an activity or for individual teams. Programs include baseball, softball, tennis, soccer, kickball, volleyball and basketball.

Performance Objectives:
1. Promote a variety of athletic activities for youth and adults.
2. Promote and encourage volunteers to help conduct the athletic programs.
3. Promote and sponsor two special events.
4. Promote more sporting events.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Youth participants	196	150	202	150
Adult participants	1,562	1,500	1,724	1,525
Youth teams	20	16	20	16
Adult teams	118	115	127	120

Significant Expenditures:
There are no significant expenditure changes for this activity in fiscal 2013.

Parks – Activity No. 976

Activity Description:
The Parks activity provides an opportunity for Oak Ridge citizens to enjoy the out-of-doors without traveling great distances from the City. This activity provides grounds, turf and equipment maintenance for seven City-owned properties, 12 flower gardens, 15 athletic fields, 17 parks, 23 tennis courts, 12 greenway trails (33.25 miles), One National Recreation Trail (10.3 miles), Haw Ridge Park trails (25 miles) and 1,3336 acres of greenbelt. Park design, landscaping and beautification programs are also performed by this activity. One of the overall goals of the activity is to provide monthly inspections and follow-up maintenance for all outdoor facilities to ensure citizens and participants a safe environment for their recreational and leisure time activities.

Performance Objectives:
1. Budget hours of 12,650 reflect crew hours worked.
2. Continue to inspect all facilities on a monthly basis.
3. Man-hours for athletic field maintenance increased due to addition of Energy Solutions soccer field.
4. Man-hours for administration increased due to additional required documentation.
5. Man-hours for flowerbed maintenance increased due to improved record keeping.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Athletic field maintenance (hours)	1,880	2,800	1,843	1,900
Flower garden maintenance (hours)	437	400	401	450
Building/grounds maintenance (hours)	1,801	1,750	1,714	1,750
Parks maintenance (hours)	5,971	6,050	5,402	5,750
Facilities (hours)	1,078	1,000	691	800
Administrative (hours)	1,946	2,000	1,965	2,000

Significant Expenditures:
Budget funding was reviewed and reallocated based on current expenditures needs. Funding for contracted mowing services increased $3,500. Budgeted utility services decreased $4,195.

Scarboro Center – Activity No. 977

Activity Description:
The Scarboro Community Center includes a middle school size gym, full-size kitchen with a pass-through window, small kitchenette, four meeting rooms, game room, and a state-of-the-art Computer Lab. The Scarboro Daycare is housed in the A and B rooms, Ebony room, and has use of the kitchen facilities. Outdoor facilities include a park/playground, fenced softball field, tennis court and basketball/volleyball courts. Rooms are available for rent and the computer lab is open daily with classes being offered to the public at various times during the year.

The eight-week summer programs operate with a staff of two full-time seasonal employees to provide a variety of recreation and leisure activities to area children. The Scarboro summer program includes games, crafts, field trips and special events.

Performance Objectives:
1. Conduct a Scarboro Summer Program at the Scarboro Center with maximum enrollment of 75.
2. Conduct an after school program for 6-12 year olds at the Scarboro Center.
3. Provide 12 educational sessions for Senior Adults at the Scarboro Center.
4. Provide 2 new programs at the Scarboro Center.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Employees Certified in CPR	4	4	4	4
Summer Camp enrollment	20	50	25	30
Educational sessions for seniors	8	12	8	12
2 new programs at Scarboro	2	2	2	2
Scarboro Community Center attendance	9,370	13,000	10,200	12,000
Computer classes	6	6	6	6

Significant Expenditures:
There are no significant expenditure changes for this activity in fiscal 2013.

Senior Center – Activity No. 978

Activity Description:
This activity includes expenditures for various programs conducted on behalf of the City's elderly, including all Senior Center expenditures and the Taxi Coupon Program. The goal is to provide and maintain programs which are available and accessible to all senior citizens and contribute to their physical, mental, social and cultural well-being.

The Senior Center temporarily occupies facilities leased from Anderson County located at 728 Emory Valley Road. The Senior Center has rooms for large and small groups, a kitchen, TV lounge, recreation room with billiard tables and other game tables available for use.

Programs Comments:
The scope of municipal services to senior citizens is not limited to General Fund expenditures in this activity. Many elder citizens benefit from a variety of service programs such as prescription drug purchases, large print books in the Library, and home insulation assistance. The Business Office also processes applications for State-funded tax relief to elderly, low-income persons under the Property Assessment and Classification Act of 1973.

Other services available to senior citizens include a nutrition program through the East Tennessee Human Resource Agency (ETHRA), utility bill payments through Anderson County Community Action Commission, public housing and rental assistance through the Housing Authority, and services of the Anderson County Health Department.

The administration of the Taxi Coupon Program is performed by this activity, while expenditures are reflected in the Streets and Public Transportation Fund. The Taxi Coupon Program is expected to cost $65,000 in FY 2013 with 50 percent of the costs being funded through a grant from the Tennessee Department of Transportation. The City subsidizes the coupon price by $1.95 per coupon.

Performance Objectives:
1. Effectively utilize local newspaper, radio and newsletters to advertise activities at the Center.
2. Utilize computer equipment to target outreach efforts to older Oak Ridgers.
3. Continue to promote "Cold Facts" program, utilizing volunteers for outreach and implementations.
4. Develop new fitness programs and promote Senior Games competition.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Senior Center users (non-duplicated)	1,696	2,100	1,700	2,100
Senior Center users (duplicated)	54,192	46,000	46,000	46,000
Physical fitness participants	278	340	300	340
Cost per participant (non-duplicated)	$169	$136	$170	$136
Taxi system users	480	500	500	500
Volunteer hours	2,591	3,500	3,000	3,500
Cold Facts participants	2,421	2,390	2,430	2,390

Significant Expenditures:
Budgeted salaries and expenditures decreased $3,907 due to employee turnover.

Supervision – Activity No. 970 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	131,417	133,209	132,605	137,279	4,070	3.1
5131.	Regular Overtime Pay	851	700	1,034	711	11	1.6
5141.	Social Security	9,229	10,244	8,613	10,556	312	3.0
5150.	Retirement	20,602	21,012	21,012	21,331	319	1.5
5160.	Medical & Workers Comp	20,894	20,796	20,796	21,946	1,150	5.5
Total Personal Services		182,993	185,961	184,060	191,823	5,862	3.2
Contractual Services							
5201.	Rents	922	1,400	900	1,000	-400	-28.6
5207.	Dues, Memberships & Sub.	826	760	760	760	0	0.0
5212.	Utility Services	2,755	4,300	3,721	4,050	-250	-5.8
5220.	Training & Travel	1,040	7,500	6,000	6,000	-1,500	-20.0
5235.	Repair & Maintenance	486	3,540	3,540	3,540	0	0.0
5236.13	Other Equipment Maint.	1,035	3,654	3,654	3,654	0	0.0
5289.	Vehicle/Equip Use Charge	21,219	22,539	22,539	22,539	0	0.0
Total Contractual Services		28,283	43,693	41,114	41,543	-2,150	-4.9
Commodities							
5310.	Commodities/Tools/Supplies	1,512	1,140	1,140	1,140	0	0.0
5320.	Books/Education Material	246	0	0	0	0	0.0
Total Commodities		1,758	1,140	1,140	1,140	0	0.0
Other Charges							
5430.	Grants/Subsidies/Contr.	22,000	22,000	22,000	22,000	0	0.0
Total Other Charges		22,000	22,000	22,000	22,000	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		235,034	252,794	248,314	256,506	3,712	1.5
Reduction of Costs							
5610.	Recovered from Users	-9	0	0	0	0	0.0
Total Reduction of Costs		-9	0	0	0	0	0.0
TOTAL NET EXPENDITURES		235,025	252,794	248,314	256,506	3,712	1.5

Indoor Aquatics - Activity No. 972 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	63,689	65,515	68,079	64,182	-1,333	-2.0
5120.	Salaries-PT/Seasonal Employ	72,855	61,632	61,426	59,966	-1,666	-2.7
5131.	Regular Overtime Pay	1,782	4,300	1,748	4,365	65	1.5
5141.	Social Security	10,443	10,056	9,615	9,831	-225	-2.2
5150.	Retirement	10,568	10,765	10,765	10,553	-212	-2.0
5160.	Medical & Workers Comp	7,843	7,733	7,733	8,164	431	5.6
Total Personal Services		167,180	160,001	159,366	157,061	-2,940	-1.8
Contractual Services							
5207.	Dues, Memberships & Sub.	546	480	480	480	0	0.0
5210.	Prof. & Contractual Ser.	34,944	18,000	18,000	18,000	0	0.0
5212.	Utility Services	54,108	64,250	54,115	65,350	1,100	1.7
5220.	Training & Travel	737	495	495	495	0	0.0
5235.	Repair & Maintenance	3,877	9,580	9,580	9,580	0	0.0
5236.13	Other Equipment Maint.	345	486	486	486	0	0.0
Total Contractual Services		94,557	93,291	83,156	94,391	1,100	1.2
Commodities							
5310.	Commodities/Tools/Supplies	6,216	3,710	3,710	3,710	0	0.0
5320.	Books/Education Material	1,615	0	0	0		
5325.	Uniforms/Safety Equip.	56	155	155	155	0	0.0
Total Commodities		7,887	3,865	3,865	3,865	0	0.0
Other Charges							
5410.	Liability Insurance	3,663	3,663	3,663	3,663	0	0.0
Total Other Charges		3,663	3,663	3,663	3,663	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		273,287	260,820	250,050	258,980	-1,840	-0.7
Reduction of Costs							
5610.	Recovered from Users	-89,547	-53,000	-53,000	-53,000	8,000	-17.8
Total Reduction of Costs		-89,547	-53,000	-53,000	-53,000	0	0.0
TOTAL NET EXPENDITURES		183,740	207,820	197,050	205,980	-1,840	-0.9

Outdoor Aquatics - Activity No. 973 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	16,106	16,495	16,172	16,747	252	1.5
5120.	Salaries-PT/Seasonal Employ	96,906	127,216	122,001	124,722	-2,494	-2.0
5131.	Regular Overtime Pay	10,386	15,000	11,151	15,225	225	1.5
5141.	Social Security	9,337	12,141	10,271	11,987	-154	-1.3
5150.	Retirement	5,019	5,071	5,071	5,148	77	1.5
5160.	Medical & Workers Comp	2,578	2,578	2,578	2,722	144	5.6
Total Personal Services		140,332	178,501	167,244	176,551	-1,950	-1.1
Contractual Services							
5207.	Dues, Memberships & Sub.	680	100	100	100	0	0.0
5210.	Prof. & Contractual Ser.	528	600	600	600	0	0.0
5210.203	Mowing Contract	516	1,500	4,300	4,300	2,800	186.7
5212.	Utility Services	35,130	51,840	38,385	50,250	-1,590	-3.1
5235.	Repair & Maintenance	36,540	17,035	17,035	17,035	0	0.0
5236.13	Other Equipment Maint.	445	2,524	2,524	2,524	0	0.0
Total Contractual Services		73,839	73,599	62,944	74,809	1,210	1.6
Commodities							
5310.	Commodities/Tools/Supplies	27,621	20,335	20,335	20,335	0	0.0
5320.	Books/Education Material	0	50	50	50	0	0.0
5325.	Uniforms/Safety Equip.	258	1,880	1,880	1,880	0	0.0
Total Commodities		27,879	22,265	22,265	22,265	0	0.0
Other Charges							
5410.	Liability Insurance	7,122	7,122	7,122	7,122	0	0.0
Total Other Charges		7,122	7,122	7,122	7,122	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		249,172	281,487	259,575	280,747	3,803	1.4
Reduction of Costs							
5610.	Recovered from Users	-714	-3,000	-3,000	-1,000	2,000	-66.7
Total Reduction of Costs		-714	-3,000	-3,000	-1,000	2,000	-66.7
TOTAL NET EXPENDITURES		248,458	278,487	256,575	279,747	1,260	0.5

Centers, Camps & Programs - Activity No. 974 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	258,730	261,554	250,862	265,167	3,613	1.4
5120.	Salaries-PT/Seasonal Employ	50,419	64,191	64,191	66,547	2,356	3.7
5131.	Regular Overtime Pay	23,701	24,972	31,228	25,347	375	1.5
5141.	Social Security	23,730	26,830	23,642	27,315	485	1.8
5150.	Retirement	44,273	45,149	45,149	45,823	674	1.5
5160.	Medical & Workers Comp	76,813	76,796	76,796	81,109	4,313	5.6
Total Personal Services		477,666	499,492	491,868	511,308	11,816	2.4
Contractual Services							
5207.	Dues, Memberships & Sub.	170	130	130	130	0	0.0
5210.	Prof. & Contractual Ser.	32,386	25,700	25,700	25,700	0	0.0
5210.202	Custodial Contract	47,335	61,145	53,500	61,145	0	0.0
5236.15	Street Sweeping	704	700	700	700	0	0.0
5212.	Utility Services	125,156	138,595	120,220	139,125	530	0.4
5220.	Training & Travel	747	3,283	3,283	3,283	0	0.0
5235.	Repair & Maintenance	72,553	56,375	56,375	56,375	0	0.0
5236.13	Other Equipment Maint.	1,090	8,307	8,307	8,307	0	0.0
Total Contractual Services		280,141	294,235	268,215	294,765	530	0.2
Commodities							
5310.	Commodities/Tools/Supplies	35,843	27,770	27,770	27,770	0	0.0
5320.	Books/Education Material	344	300	300	300	0	0.0
5325.	Uniforms/Safety Equip.	1,361	1,150	1,150	1,150	0	0.0
Total Commodities		37,548	29,220	29,220	29,220	0	0.0
Other Charges							
5410.	Liability Insurance	8,203	8,203	8,203	8,203	0	0.0
Total Other Charges		8,203	8,203	8,203	8,203	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		803,558	831,150	797,506	843,496	12,346	1.5
Reduction of Costs							
5610.	Recovered from Users	-105,726	-98,660	-98,660	-98,660	0	0.0
Total Reduction of Costs		-105,726	-98,660	-98,660	-98,660	0	0.0
TOTAL NET EXPENDITURES		697,832	732,490	698,846	744,836	12,346	1.7

Athletics - Activity No. 975 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	96,489	97,637	97,703	99,295	1,658	1.7
5131.	Regular Overtime Pay	2,854	2,576	2,957	2,615	39	1.5
5141.	Social Security	7,159	7,666	6,703	7,796	130	1.7
5150.	Retirement	15,581	15,893	15,893	16,134	241	1.5
5160.	Medical & Workers Comp	20,672	20,630	20,630	21,780	1,150	5.6
Total Personal Services		142,755	144,402	143,886	147,620	3,218	2.2
Contractual Services							
5207.	Dues, Memberships & Sub.	0	80	80	80	0	0.0
5212.	Utility Services	1,357	1,325	1,305	1,325	0	0.0
5220.	Training & Travel	918	800	800	800	0	0.0
5236.13	Other Equipment Maint.	345	524	524	524	0	0.0
Total Contractual Services		2,620	2,729	2,709	2,729	0	0.0
Commodities							
5310.	Commodities/Tools/Supplies	241	2,970	2,970	2,970	0	0.0
5325.	Uniforms/Safety Equip.	28	0	0	0	0	0.0
Total Commodities		269	2,970	2,970	2,970	0	0.0
Other Charges							
5410.	Liability Insurance	5,280	5,280	5,280	5,280	0	0.0
Total Other Charges		5,280	5,280	5,280	5,280	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		150,924	155,381	154,845	158,599	3,218	2.1
Reduction of Costs							
5610.	Recovered from Users	-15,153	-15,000	-15,000	-15,000	0	0.0
Total Reduction of Costs		-15,153	-15,000	-15,000	-15,000	0	0.0
TOTAL NET EXPENDITURES		135,771	140,381	139,845	143,599	3,218	2.3

Parks - Activity No. 976 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	243,693	247,000	224,485	250,433	3,433	1.4
5131.	Regular Overtime Pay	16,273	4,080	11,846	4,141	61	1.5
5141.	Social Security	18,324	19,208	16,055	19,475	267	1.4
5150.	Retirement	38,994	39,554	39,554	40,053	499	1.3
5160.	Medical & Workers Comp	71,596	71,983	71,983	76,008	4,025	5.6
Total Personal Services		388,880	381,825	363,923	390,110	8,285	2.2
Contractual Services							
5201.	Rents	12,813	8,365	8,365	8,365	0	0.0
5210.	Prof. & Contractual Ser.	13,505	3,625	3,625	3,625	0	0.0
5210.203	Mowing Contract	123,562	125,500	125,500	129,000	3,500	2.8
5210.205	Litter Contract	43,445	45,830	45,500	45,830	0	0.0
5212.	Utility Services	43,211	62,930	50,630	58,735	-4,195	-6.7
5220.	Training & Travel	322	364	364	364	0	0.0
5235.	Repair & Maintenance	33,301	59,710	59,710	59,710	0	0.0
5236.13	Other Equipment Maint.	345	1,724	1,724	1,724	0	0.0
5289.	Vehicle/Equip Use Charge	57,371	62,480	62,480	62,480	0	0.0
Total Contractual Services		327,875	370,528	357,898	369,833	-695	-0.2
Commodities							
5310.	Commodities/Tools/Supplies	43,559	44,580	44,580	44,580	0	0.0
5320.	Books/Education Material	15	150	150	150	0	0.0
5325.	Uniforms/Safety Equip.	3,827	3,550	3,550	3,550	0	0.0
Total Commodities		47,401	48,280	48,280	48,280	0	0.0
Other Charges							
5410.	Liability Insurance	4,350	4,350	4,350	4,350	0	0.0
Total Other Charges		4,350	4,350	4,350	4,350	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		768,506	804,983	774,451	812,573	7,590	0.9
Reduction of Costs							
5610.	Recovered from Users	-14,751	-18,000	-18,000	-15,000	3,000	-16.7
Total Reduction of Costs		-14,751	-18,000	-18,000	-15,000	3,000	-16.7
TOTAL NET EXPENDITURES		753,755	786,983	756,451	797,573	10,590	1.3

Scarboro Center - Activity No. 977 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	65,840	66,432	66,044	67,529	1,097	1.7
5120.	Salaries-PT/Seasonal Employ	5,824	6,659	5,799	6,528	-131	-2.0
5131.	Regular Overtime Pay	5,487	4,121	6,600	4,183	62	1.5
5141.	Social Security	5,488	5,907	5,256	5,985	78	1.3
5150.	Retirement	10,836	11,053	11,053	11,224	171	1.5
5160.	Medical & Workers Comp	20,533	20,626	20,626	21,776	1,150	5.6
Total Personal Services		114,008	114,798	115,378	117,225	2,427	2.1
Contractual Services							
5210.	Prof. & Contractual Ser.	1,842	1,360	1,360	1,360	0	0.0
5210.202	Custodial Contract	21,412	28,426	30,500	28,426	0	0.0
5236.15	Street Sweeping	317	320	320	320	0	0.0
5212.	Utility Services	25,975	35,780	28,090	35,920	140	0.4
5235.	Repair & Maintenance	18,329	2,250	2,250	2,250	0	0.0
5236.13	Other Equipment Maint.	345	800	800	800	0	0.0
Total Contractual Services		68,220	68,936	63,320	69,076	140	0.2
Commodities							
5310.	Commodities/Tools/Supplies	3,143	3,000	3,000	3,000	0	0.0
Total Commodities		3,143	3,000	3,000	3,000	0	0.0
Other Charges							
5410.	Liability Insurance	1,415	1,415	1,415	1,415	0	0.0
Total Other Charges		1,415	1,415	1,415	1,415	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		186,786	188,149	183,113	190,716	2,371	1.3
Reduction of Costs							
5610.	Recovered from Users	-8,065	-10,000	-10,000	-8,075	1,925	-19.3
Total Reduction of Costs		-8,065	-10,000	-10,000	-8,075	1,925	-19.3
TOTAL NET EXPENDITURES		178,721	178,149	173,113	182,641	4,492	2.5

Senior Center - Activity No. 978 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	106,285	107,363	113,652	102,748	-4,615	-4.3
5131.	Regular Overtime Pay	4,265	4,080	6,393	4,141	61	1.5
5141.	Social Security	7,821	8,525	8,433	8,177	-348	-4.1
5150.	Retirement	16,896	17,234	17,234	16,791	-443	-2.6
5160.	Medical & Workers Comp	25,973	25,663	25,663	27,101	1,438	5.6
Total Personal Services		161,240	162,865	171,375	158,958	-3,907	-2.4
Contractual Services							
5201.	Rents	62,040	67,220	67,220	67,220	0	0.0
5207.	Dues, Memberships & Sub.	70	70	70	70	0	0.0
5210.	Prof. & Contractual Ser.	75	0	0	0	0	0.0
5210.202	Custodial Contract	17,499	21,170	19,500	21,170	0	0.0
5212.	Utility Services	15,257	17,655	15,500	18,155	500	2.8
5220.	Training & Travel	1,068	0	0	0	0	0.0
5235.	Repair & Maintenance	4,297	2,795	2,795	2,795	0	0.0
5236.13	Other Equipment Maint.	3,035	5,253	5,253	5,253	0	0.0
Total Contractual Services		103,341	114,163	110,338	114,663	500	0.4
Commodities							
5310.	Commodities/Tools/Supplies	6,844	6,720	6,720	6,720	0	0.0
5320.	Books/Education Material	0	25	25	25	0	0.0
5325.	Uniforms/Safety Equip.	81	100	100	100	0	0.0
Total Commodities		6,925	6,845	6,845	6,845	0	0.0
Other Charges							
5410.	Liability Insurance	3,663	3,663	3,663	3,663	0	0.0
Total Other Charges		3,663	3,663	3,663	3,663	0	0.0
Capital Expenditures							
Total Capital Expenditures		0	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		275,169	287,536	292,221	284,129	-3,407	-1.2
Reduction of Costs							
5610.	Recovered from Users	-1,881	-1,500	-1,500	-2,000	-500	33.3
Total Reduction of Costs		-1,881	-1,500	-1,500	-2,000	-500	33.3
TOTAL NET EXPENDITURES		273,288	286,036	290,721	282,129	-3,907	-1.4

Public Library

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Public Library

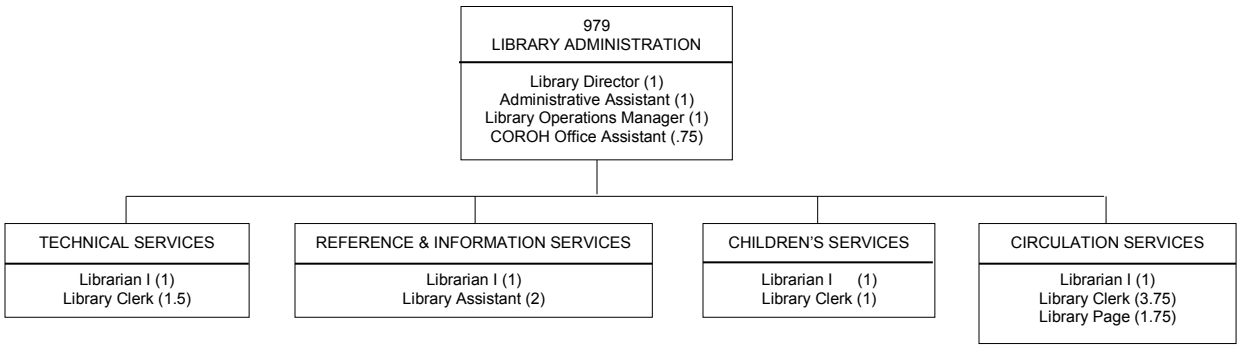
The Oak Ridge Public Library provides informational and recreational material to meet the needs of the community. The Library is staffed by a combination of 24 full-time and part-time employees, and also recruits and trains volunteers to support the staff and services offered. During fiscal 2011, 78 volunteers provided 2,494.5 hours of service and support. The Library's total collection consists of approximately 116,326 volumes and 25,976 other non-print material, including eBooks, videos, CD's, DVD's, MP3's, microforms, etc. The Library is currently open 65 hours a week during the school year and 61 hours a week during the summer. In fiscal 2011, Library staff circulated 174,292 books and audiovisual materials. Library patrons borrowed 279 books from other libraries through the Interlibrary Loan Service, while the Library loaned 325 books to other libraries. The staff answered 34,539 reference questions.

The Library also houses the Oak Ridge Room, and collects materials pertaining to the history and development of the Oak Ridge area. The Library is working on digitizing and archiving its unique collection. Some of the Oak Ridge Room's outstanding features include the DOE photograph collection of approximately 1,000 photos of early Oak Ridge, the DVD photos of all pre- Oak Ridge housing, blueprints of the 'alphabet houses', cemetery lists, all phone books used in Oak Ridge, and entire sets of School Board and City Council minutes, city budgets, and many maps of early Oak Ridge to the present day. The Center for Oak Ridge Oral History (COROH) works to record the accounts from people who lived the history of the area. The online is orpl.org, Departments & Services, COROH, View Oral Histories, Browse All, View Image and text. COROH operates with Department of Energy funding and is administered through the public library.

The Children's Room provides material and services such as 2 Preschool story times (Squigglers and Reading Ready), Ruff Reading and the Summer Reading/Listening program. Participation in these programs in fiscal 2011 totaled 4,022 children and 480 for Summer Reading and Listening. The Library provides a book delivery service to the senior residences in town through its Service to Seniors program. Books are exchanged once a month at the six residences bringing reading materials to those who cannot come to the Library.

The Library offers public access to the Internet in the Main Library and the Children's Room. The Library's automated system allows the Library to automate acquisitions, cataloging, and provide a user-friendly system for Library patrons. Workstations are offered to the public for 2-hour per day for Internet, job searching and applications, word processing, genealogy, etc. The only requirement is that they be a member in good standing at library.

ORGANIZATIONAL CHART



2011-2012 ACCOMPLISHMENTS:

- Initiated the eBook service with a kick-off in January 2012.
- Held public classes for Internet, email and a series for Nook, Kindle, etc. devices.
- With Council approval, added a contract for a second videographer for COROH in February 2012.
- With Council approval, moved our integrated system software provider, SirsiDynix, to a hosted cloud services.
- Withdrew all cassettes, puzzles, and sheet music from the collection.
- Administered the COROH grant through the 2nd (of 5) year, having an online launch reception in May 2012.

2012-2013 GOALS

Administrative

- Continue efforts towards the Library renovation and expansion project.
- Expand the oral history program.
- Upgrade Sirsi Workflows to Symphony and Webcat to eLibrary.
- Trim collection of less used formats.

Children's Room

- Continue to update all story time folders.
- Weed and update Easy Readers.
- Explore new options for J Easy Reader book leveling.
- Create at least 3 crossover JF/YP reading lists by June 30, 2013.

Circulation

- Continue to offer a variety of adult programs given at Oak Ridge Public Library.
- Continue to investigate the automation of overdue and reserves.
- Continue rotation of topics in the Culture Corner.

Reference

- To develop a "Focus on Reference" area in place of the current Career Center.
- To investigate the costs and features of online Reference databases versus similar print Reference materials.
- To continue processing the special donated collections to the Oak Ridge Room.
- To extend the use of CONTENTdm to the Library Reference collection.

Technical Services

- To complete re-cataloging INFO and TRAVEL DVDs into Dewey categories.
- To continue changing subject headings containing "Cookery" to "Cooking".
- To continue relabeling the fiction books that does not have the "F" designation in their call numbers.

EXPENDITURE OVERALL

Authorized Personnel Library:

	FY 12	FY 13
979 Library	23	23
027 Grants Fund	1	1
Total	**24**	**24**

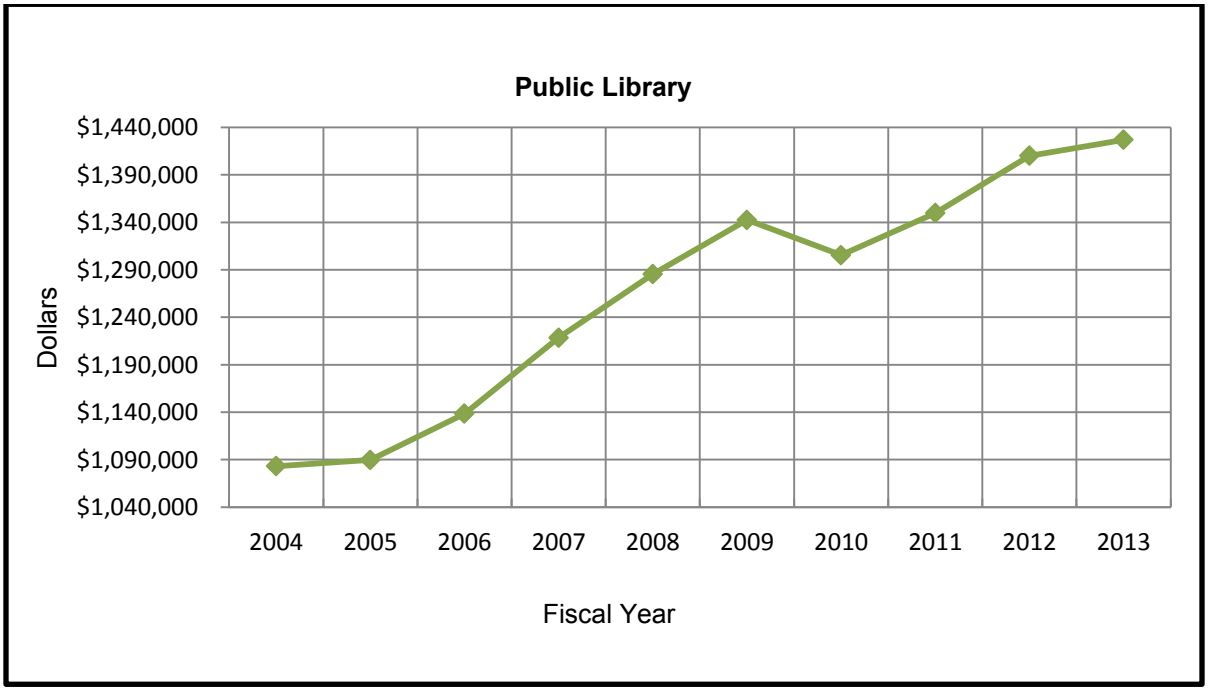
The above 24 positions, include full and part-time employees which equates to 17.75 staff years.

Library Summary of Net Expenditures by Activity:

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
Public Library:						
979 Public Library	1,349,761	1,416,986	1,410,063	1,426,647	9,661	0.7

Chart of Library Net General Fund Expenditures – Actual 2004 to Budget 2013:

Increases are due to inflationary costs. The decrease in fiscal 2010 was due to the funding of a portion of salary and benefit costs from the Oral History Grant.



Public Library – Activity No. 979

Activity Description:
The Oak Ridge Public Library provides informational and recreational materials to meet the needs of the community. The Library acquires printed and non-printed materials, organizes them for convenient use and assists the public in using the materials. The Library provides access to a growing collection of historical archives including books and pamphlets, videos, photographs, oral histories, etc. focusing on the earliest days of Oak Ridge up to the present.

The Library supports programming designed to connect books and information with the user. These programs provide access to Library resources for residents of all ages. The Library offers Squigglers and Reading Ready Storytime programs, Summer Reading/Listening Programs, and Service to Seniors, which is a book delivery service to the senior residences. In addition, the Library provides classes in Beginning Internet and Beginning Email and programming for adults on a wide range of information and entertaining topics (gardening, stress relief, Book Doctor, jewelry making, eBook readers, etc.).

Performance Objectives:

1. To enhance the quality of life in our community by offering exceptional library services.
2. To provide a continuum of knowledge, making information available in its ever-changing formats.
3. To collect, preserve and make available the history of our unique community.
4. To furnish our community with an extensive, easily accessible collection of recreational resources that combines the best of the old and the new.
5. To nurture the children and youth of our community by giving them access to the exciting world of ideas.
6. To address the concerns of library users by listening and responding to their suggestions.
7. To appreciate the unique qualities of all individuals and to give each respect, consideration and excellent service.

Performance Measures:

	Actual FY 2011	Budget FY 2012	Projected FY 2012	Budget FY 2013
Total Circulation	174,292	160, 000	160,000	160,000
Registered Patrons	24,111	22,500	23,000	23,000
Items Added to the Collection	7,336	6,700	6,700	6,700
Items Withdrawn from the Collection	3,675	3,000	7,000	3,000
Reference Questions and Readers Service	34.539	31,000	32,000	32,000
Story time Attendance	4,022	3,500	5,000	4,000

Significant Expenditure Changes:
Contractual services decreased by $12,305. Utility services costs decreased by $9,425 based on current usage patterns. Funding for rents, primarily copiers, have decreased by $2,880.

Public Library – Activity No. 979 Budget Detail

		ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs. 12	% CHG
Personal Services							
5111.	Salaries-Reg. Employees	620,308	635,537	681,616	651,775	16,238	2.6
5120.	Salaries-PT/Seasonal Employ	30,051	30,413	24,798	25,823	-4,590	-15.1
5141.	Social Security	47,351	50,945	49,218	51,836	891	1.7
5150.	Retirement	98,130	99,693	99,693	101,845	2,152	2.2
5160.	Medical & Workers Comp	134,663	133,760	133,760	141,235	7,475	5.6
Total Personal Services		930,503	950,348	989,085	972,514	22,166	2.3
Contractual Services							
5201.	Rents	2,854	5,980	2,900	3,100	-2,880	-48.2
5207.	Dues, Memberships & Sub.	23,112	19,351	19,351	19,351	0	0.0
5210.	Prof. & Contractual Ser.	10,960	9,810	9,810	9,810	0	0.0
5210.202	Custodial Contract	24,158	30,950	26,500	30,950	0	0.0
5236.15	Street Sweeping	1,273	1,260	1,260	1,260	0	0.0
5212.	Utility Services	88,910	127,675	89,545	118,250	-9,425	-7.4
5220.	Training & Travel	56	600	600	600	0	0.0
5235.	Repair & Maintenance	36,382	33,177	33,177	33,177	0	0.0
5236.13	Other Equipment Maint.	35,463	59,596	59,596	59,596	0	0.0
Total Contractual Services		223,168	288,399	242,739	276,094	-12,305	-4.3
Commodities							
5310.	Commodities/Tools/Supplies	35,557	27,120	27,120	27,120	0	0.0
5320.	Books/Education Material	137,394	140,342	140,342	140,342	0	0.0
Total Commodities		172,951	167,462	167,462	167,462	0	0.0
Other Charges							
5410.	Liability Insurance	10,777	10,777	10,777	10,777	0	0.0
Total Other Charges		10,777	10,777	10,777	10,777	0	0.0
Capital Expenditures							
5530	Improve Other Than Building	11,279	0	0	0	0	0.0
5540	Machinery & Equipment	5,945	0	0	0	0	0.0
Total Capital Expenditures		17,224	0	0	0	0	0.0
TOTAL GROSS EXPENDITURES		1,354,623	1,416,986	1,410,063	1,426,847	9,861	0.7
Reduction of Costs							
5610.	Recovered from Users	-4,861	0	0	0	0	0.0
Total Reduction of Costs		-4,861	0	0	0	0	0.0
TOTAL NET EXPENDITURES		1,349,762	1,416,986	1,410,063	1,426,847	9,861	0.7

IV. DEBT AND CAPITAL PROJECTS

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DEBT OVERVIEW – ALL CITY FUNDS

On page IV-2 is a summary of the City's outstanding $169,584,232 in long-term debt projected as of June 30, 2012 by Fund. Also listed are the budgeted principal and interest payments for fiscal 2013. Almost all the City's debt is backed by the "full faith and credit" of the City, with the exception of $3,990,000 in electric revenue bonds issued in 2003, which are backed solely by the net revenues of the electric system. The annual Debt Service payments for long-term debt issued for Enterprise Fund capital projects (Electric, Waterworks and Emergency Communication Funds) will be repaid by user charges for services provided by the operations accounted for in those Funds, rather than revenues generated through the City's taxing authority. There are currently no restrictions on the City's debt levels.

As of June 30, 2012, the outstanding principal balance of debt issuances accounted for in the Debt Service Fund was $99,120,818. The description of this debt begins on page IV-15 of this document. Funding for annual debt service is provided from operating transfers from the General Fund; building and equipment rental charges from the Electric, Waterworks and Street Funds; and 18.18% of local sales tax collections in the Anderson portion of Oak Ridge to fund debt service on issuances related to the Oak Ridge High School project (ORHS).

The annual debt service payment on $417,000 in outstanding debt used by the City to renovate the Scarboro Community Center is being funded through the Community Development Block Grant (CDBG) award and is being accounted for in the Grant Fund. $770,000 in outstanding debt used to purchase fire trucks and computer software and equipment is being accounted for in the Equipment Replacement Rental Fund (ERRF) with annual debt service payments provided from existing cash reserves in the ERRF and charges for services to other City Funds for their share of the usage of this equipment.

As of June 30, 2012, there was $70,276,414 in outstanding Enterprise Fund debt. Of this amount, $22,848,169 is serviced by the Electric Fund, $46,774,559 by the Waterworks Fund (water and wastewater services) and $653,686 by the Emergency Communications District Fund. During fiscal 2008, the City's Emergency Communications District entered into a capital lease purchase agreement for an 800 MHz radio system upgrade. These types of leases are accounted for as long-term debt. The revenues generated by these Enterprise Funds will be utilized for the annual debt service payments on this debt.

The debt service payments by the City's utility funds impact user fees for electric, water and wastewater service. A rate study is prepared biennially to establish the user charges for these services. The City currently has $1,295,054 in authorized and available loan proceeds that can be drawn upon for wastewater rehabilitation capital projects. Loan proceeds are drawn as the work occurs.

On September 27, 2010, the City received an administrative order (AO) from the United States Environmental Protection Agency (EPA) regarding the City's wastewater system. The City has been given a timetable and actions to remedy the City's violations of the Clear Water Act. The amount of funds necessary to remedy the violations in not known at this time, however, it is anticipated that up to $20,000,000 in new debt issuances will be required in fiscal 2012 to fund the required capital projects.

Projected future utility rate increases are primarily the result of debt service requirements on debt issued to finance capital improvements. The water and wastewater rates are scheduled to have increases that are implemented in two stages starting with the first on May 1, 2012 and the second on January 1, 2013. The EPA AO is the major driver for the wastewater rate increase. Water rate increases were based in part to begin the process of major upgrades to the Water Treatment Plant. A portion of the upgrades to the Water Treatment Plant will be funding by the US Department of Energy who currently uses over 50% of the water plant production.

Debt service amortization schedules begin on page IV-3.

CITY OF OAK RIDGE
SUMMARY OF LONG-TERM DEBT
BUDGET 2013

Issues	Rate Type	Available For Draw	Projected Principal Outstanding 6/30/2012	Budget FY 2013 Principal	Budget FY 2013 Interest	Budget FY 2013 Total Debt Service
GOVERNMENTAL ACTIVITIES						
DEBT SERVICE FUND						
GO Bonds 2003 (Refunding)	Fixed	$ -	$ 3,560,000	$ 215,000	$ 142,400	$ 357,400
GO Bonds 2009 (Refunding)	Fixed	-	17,215,000	-	775,700	775,700
GO Bonds 2010 (Golf Course Refunding)	Fixed	-	4,455,000	420,000	143,694	563,694
GO Bonds 2011 (Refunding)	Fixed	-	4,935,000	2,610,000	98,700	2,708,700
Build America Bonds 2009B City	Fixed	-	1,453,366	-	56,314	56,314
Build America Bonds 2009B School	Fixed		1,366,640	-	50,802	50,802
TMBF 1995	Variable	-	568,765	-	25,594	25,594
TMBF 2008	Variable	-	1,991,636	-	89,624	89,624
TMBF 2008 (ORHS)	Variable	-	5,760,652	-	259,229	259,229
TN LOANS (ORHS Debt) B-9-A	Fixed	-	14,550,000	250,000	651,313	901,313
TNLOANS (ORHS Debt) B-11-A	Fixed	-	5,325,000	-	232,969	232,969
TNLOANS (ORHS Debt) VII E-1	Fixed Swap	-	21,140,000	-	1,057,000	1,057,000
TNLOANS (ORHS Debt) VI-M-1	Fixed Swap	-	4,735,000	-	220,675	220,675
Build America Bonds 2009B (ORHS)	Fixed	-	6,479,994	-	268,137	268,137
QZAB Series 2004 (ORHS Debt)	Fixed	-	3,965,265	440,585	2,115	442,700
QZAB Series 2005 (ORHS Debt)	Fixed	-	619,500	68,833	330	69,163
TOTAL DEBT SERVICE FUND		$ -	$ 98,120,818	$ 4,004,418	$ 4,074,595	$ 8,079,013
GRANT FUND *Debt Service Funded By CDBG Grant						
TMBF 2001	Variable	$ -	$ 417,000	$ 76,000	$ 21,724	$ 97,724
EQUIPMENT REPLACEMENT RENTAL FUND						
GO Bonds 2003 (Refunding)	Fixed	$ -	$ 70,000	$ 70,000	$ 2,800	$ 72,800
Build America Bonds 2009B	Fixed	-	700,000	-	17,916	17,916
TOTAL EQUIPMENT REPLACEMENT RENTAL FUND		$ -	$ 770,000	$ 70,000	$ 20,716	$ 90,716
TOTAL GOVERNMENTAL ACTIVITIES		**$ -**	**$ 99,307,818**	**$ 4,150,418**	**$ 4,117,035**	**$ 8,267,453**
ENTERPRISE FUNDS						
ELECTRIC FUND						
Revenue Bonds 2003 (Refunding)	Fixed	$ -	$ 3,990,000	$ 1,010,000	$ 169,700	$ 1,179,700
2009 Bonds (Refunding)	Fixed	-	10,070,000	-	448,444	448,444
Build America Bonds 2009B	Fixed	-	5,000,000	-	196,804	196,804
TMBF 2006	Variable	-	2,334,873	127,769	104,597	232,366
TMBF 2008	Variable	-	1,453,296	-	65,398	65,398
TOTAL ELECTRIC FUND		$ -	$ 22,848,169	$ 1,137,769	$ 984,943	$ 2,122,712
WATERWORKS FUND						
GO Bonds 2011 B		$ -	$ 9,810,000	$ 100,000	$ 259,550	$ 359,550
Water						
TMBF 1995	Variable	$ -	$ 1,033,409	$ -	$ 46,503	$ 46,503
TMBF 2001	Variable	-	1,859,000	148,000	83,108	231,108
TMBF 2006	Variable	-	2,852,006	156,068	127,763	283,831
TMBF 2008	Variable	-	931,139	-	41,901	41,901
Capital Outlay Notes (General Fund)	Fixed	-	1,000,000	500,000	10,000	510,000
Build America Bonds 2009B	Fixed	-	2,920,000	-	110,891	110,891
GO Bonds 2003 (Refunding)	Fixed	-	840,877	200,979	33,631	234,610
TOTAL WATER DEBT		$ -	$ 11,436,431	$ 1,005,047	$ 453,797	$ 1,458,844
Wastewater						
TMBF 1995	Variable	$ -	$ 1,770,326	$ -	$ 79,665	$ 79,665
TMBF 2006	Variable	-	1,812,122	99,163	81,179	180,342
TMBF 2008	Variable	-	863,277	-	38,848	38,848
Build America Bonds 2009B	Fixed	-	2,080,000	-	78,990	78,990
GO Bonds 2003 (Refunding)	Fixed	-	979,123	234,021	39,169	273,190
Capital Outlay Notes (General Fund)	Fixed	-	2,333,333	1,166,667	23,333	1,190,000
State Revolving Loan 97	Fixed	-	6,971,163	576,144	274,404	850,548
State Revolving Loan 98	Fixed	-	3,013,838	235,248	117,432	352,680
State Revolving Loan 02	Fixed	1,295,054	5,704,946	-	218,500	218,500
TOTAL WASTEWATER DEBT		$ 1,295,054	$ 25,528,128	$ 2,311,243	$ 951,520	$ 3,262,763
TOTAL WATERWORKS FUND		$ 1,295,054	$ 46,774,559	$ 3,416,290	$ 1,664,867	$ 5,081,157
EMERGENCY COMM. FUND						
Capital Lease Agreement (Radio System Upgrade)		$ -	$ 653,686	$ 118,348	32,554	150,902
TOTAL ENTERPRISE FUNDS		**$ 1,295,054**	**$ 70,276,414**	**$ 4,672,407**	**$ 2,682,364**	**$ 7,354,771**
TOTAL CITY DEBT		**$ 1,295,054**	**$ 169,584,232**	**$ 8,822,825**	**$ 6,799,399**	**$ 15,622,224**

CITY OF OAK RIDGE, TENNESSEE
GENERAL OBLIGATION BONDS PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - GOVERNMENTAL ACTIVITIES
FISCAL 2013 BUDGET**

	Refunding Bonds Series 2003		2009B Build America Bonds				Refunding Bonds Series 2009		Refunding Bonds Series 2010		Refunding Bonds Series 2011		Total		
Fiscal Year	Principal	Interest	Principal	Coupon Interest	Treasury Rebate (1)	Net Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Net Interest	Total Requirements
2013	$ 285,000	$ 145,200	$ -	$ 604,876	$ (211,706)	$ 393,169	$ -	$ 775,700	$ 420,000	$ 143,694	$ 2,610,000	$ 98,700	$ 3,315,000	$ 1,556,463	$ 4,871,463
2014	660,000	133,800	50,000	604,876	(211,706)	393,169	-	775,700	435,000	131,094	2,025,000	46,500	3,170,000	1,480,263	4,650,263
2015	1,305,000	107,400	200,000	603,438	(211,203)	392,234	1,005,000	775,700	445,000	118,044	300,000	6,000	3,255,000	1,399,378	4,654,378
2016	1,380,000	55,200	-	597,188	(209,015)	388,172	1,325,000	745,550	460,000	104,694	-	-	3,165,000	1,293,616	4,458,616
2017	-	-	150,000	597,188	(209,015)	388,172	2,785,000	679,300	475,000	90,894	-	-	3,410,000	1,158,365.62	4,568,366
2018	-	-	-	591,188	(206,915)	384,272	2,920,000	540,050	500,000	76,644	-	-	3,420,000	1,000,965.62	4,420,966
2019	-	-	300,000	591,188	(206,915)	384,272	2,640,000	423,250	555,000	56,644	-	-	3,495,000	864,165.62	4,359,166
2020	-	-	-	577,313	(202,059)	375,253	2,735,000	317,650	570,000	38,606	-	-	3,305,000	731,509.12	4,036,509
2021	-	-	-	577,313	(202,059)	375,253	2,870,000	180,900	595,000	20,081	-	-	3,465,000	576,234.13	4,041,234
2022	-	-	-	577,313	(202,059)	375,253	935,000	37,400	-	-	-	-	935,000	412,653	1,347,653
2023	-	-	-	577,313	(202,059)	375,253	-	-	-	-	-	-	-	375,253	375,253
2024	-	-	-	577,313	(202,059)	375,253	-	-	-	-	-	-	-	375,253	375,253
2025	-	-	550,000	577,313	(202,059)	375,253	-	-	-	-	-	-	550,000	375,253	925,253
2026	-	-	650,000	546,375	(191,231)	355,144	-	-	-	-	-	-	650,000	355,144	1,005,144
2027	-	-	600,000	509,000	(178,150)	330,850	-	-	-	-	-	-	600,000	330,850	930,850
2028	-	-	400,000	473,750	(165,813)	307,938	-	-	-	-	-	-	400,000	307,938	707,938
2029	-	-	300,000	449,750	(157,413)	292,338	-	-	-	-	-	-	300,000	292,338	592,338
2030	-	-	300,000	431,750	(151,113)	280,638	-	-	-	-	-	-	300,000	280,638	580,638
2031	-	-	-	413,750	(144,813)	268,938	-	-	-	-	-	-	-	268,938	268,938
2032	-	-	-	413,750	(144,813)	268,938	-	-	-	-	-	-	-	268,938	268,938
2033	-	-	-	413,750	(144,813)	268,938	-	-	-	-	-	-	-	268,938	268,938
2034	-	-	-	413,750	(144,813)	268,938	-	-	-	-	-	-	-	268,938	268,938
2035	-	-	-	413,750	(144,813)	268,938	-	-	-	-	-	-	-	268,938	268,938
2036	-	-	-	413,750	(144,813)	268,938	-	-	-	-	-	-	-	268,938	268,938
2037	-	-	-	413,750	(144,813)	268,938	-	-	-	-	-	-	-	268,938	268,938
2038	-	-	-	413,750	(144,813)	268,938	-	-	-	-	-	-	-	268,938	268,938
2039	-	-	2,500,000	413,750	(144,812)	268,937	-	-	-	-	-	-	2,500,000	268,937	2,768,937
2040	-	-	2,500,000	260,000	(91,000)	169,000	-	-	-	-	-	-	2,500,000	169,000	2,669,000
2041	-	-	1,500,000	97,500	(34,125)	63,375	-	-	-	-	-	-	1,500,000	63,375	1,563,375
Total	$ 3,630,000	$ 441,600	$ 10,000,000	$ 14,145,689	$ (4,950,990)	$ 9,194,698	$ 17,215,000	$ 5,251,200	$ 4,455,000	$ 780,393	$ 4,935,000	$ 151,200	$ 40,235,000	$ 15,819,090	$ 56,054,090

(1) The federal government provides a 35% subsidy on the interest payment due on these bonds.
The City has no assurance that the United States government will continue to make direct subsidy payments or that the United States Congress will not attempt to reduce the amount of the direct subsidy payments.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
NOTE PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - GOVERNMENTAL ACTIVITIES
FISCAL 2013 BUDGET**

Fiscal	Public Building Authority of Clarksville, TN TMBF Series 1994 (1)		Public Building Authority of Clarksville, TN TMBF Series 2001 (1)		Public Building Authority of Clarksville, TN TMBF Series 2008 (1)		Public Building Authority Blount County, TN Series B-9-A (2)		Public Building Authority Blount County, TN Series B-11-A (2)	
Year	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2013	$ -	$ 25,594	$ 76,000	$ 21,724	$ -	$ 348,853	$ -	$ 232,969	$ 250,000	$ 651,313
2014	-	25,594	79,000	18,293	70,000	348,594	-	232,969	300,000	641,938
2015	-	25,594	83,000	14,723	45,000	345,537	-	232,969	350,000	630,688
2016	-	25,594	87,000	10,973	5,000	343,659	-	232,969	400,000	617,563
2017	65,722	25,351	92,000	7,040	-	343,453	-	232,969	450,000	603,563
2018	70,326	22,377	-	-	-	343,453	-	232,969	500,000	587,250
2019	75,251	19,194	-	-	-	343,453	-	232,969	550,000	568,500
2020	80,512	15,788	-	-	75,000	343,176	-	232,969	500,000	547,875
2021	86,145	12,144	-	-	35,000	339,949	-	232,969	550,000	527,875
2022	92,183	8,245	-	-	470,000	336,765	-	232,969	2,600,000	505,875
2023	98,626	4,073	-	-	1,100,000	313,284	-	232,969	3,100,000	382,375
2024	-	-	-	-	775,000	264,987	-	232,969	3,300,000	235,125
2025	-	-	-	-	1,555,000	227,227	-	232,969	1,700,000	70,125
2026	-	-	-	-	1,905,000	155,957	-	232,969	-	-
2027	-	-	-	-	1,717,288	70,926	-	232,969	-	-
2028	-	-	-	-	-	-	-	232,969	-	-
2029	-	-	-	-	-	-	-	232,969	-	-
2030	-	-	-	-	-	-	-	232,969	-	-
2031	-	-	-	-	-	-	-	232,969	-	-
2032	-	-	-	-	-	-	-	232,969	-	-
2033	-	-	-	-	-	-	-	232,969	-	-
2034	-	-	-	-	-	-	-	232,969	-	-
2035	-	-	-	-	-	-	-	232,969	-	-
2036	-	-	-	-	-	-	-	232,969	-	-
2037	-	-	-	-	-	-	2,600,000	232,969	-	-
2038	-	-	-	-	-	-	2,725,000	119,219	-	-
Total	$ 568,765	$ 209,551	$ 417,000	$ 72,753	$ 7,752,288	$ 4,469,272	$ 5,325,000	$ 5,943,438	$ 14,550,000	$ 6,570,063

(1) The interest rate varies on a weekly basis on loans through the Public Building Authority of Clarksville, TN (TMBF).
The amortization schedules are calculated at 4.5% interest rate.

(2) The interest rate is fixed on the loans through the Public Building Authority of Blount County.
Interest on the B-9-A loan is at 4.375%. Interest on the B-11-A loan ranges from 3.0% to 4.125%

(3) The loans through the Public Building Authority of Sevier County are under interest rate swap agreements.
The amortization schedules are calculated from 4.66% to 5.0% interest rate.

(4) Qualified Zone Academy Bonds (QZAB) is a federal program which provide interest free loans to finance eligible school renovations.
The QZAB programs are administered through the state department of educations.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

(Continued)

CITY OF OAK RIDGE, TENNESSEE
NOTE PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - GOVERNMENTAL ACTIVITIES
FISCAL 2013 BUDGET**

Fiscal Year	Public Building Authority Sevier County, TN Series VII-E-1 (3)		Public Building Authority Sevier County, TN Series VI-M-1 (3)		Tennessee School Bond Authority QZAB Series 2004 (4)		Tennessee School Bond Authority QZAB Series 2005 (4)		Total		Total Requirements
	Principal	Interest	Principal	Interest	Principal	Fees	Principal	Fees	Principal	Fees/ Interest	
2013	$ -	$ 1,057,000	$ -	$ 220,675	$ 440,585	$ 2,115	$ 68,833	$ 330	$ 835,418	$ 2,560,572	$ 3,395,990
2014	-	1,057,000	-	220,675	440,585	2,115	68,833	330	958,418	2,547,507	3,505,925
2015	-	1,057,000	-	220,675	440,585	2,115	68,834	330	987,419	2,529,630	3,517,049
2016	-	1,057,000	-	220,675	440,585	2,115	68,833	330	1,001,418	2,510,878	3,512,296
2017	-	1,057,000	-	220,675	440,585	2,115	68,833	330	1,117,140	2,492,495	3,609,635
2018	-	1,057,000	-	220,675	440,585	2,115	68,834	330	1,079,745	2,466,168	3,545,913
2019	-	1,057,000	-	220,675	440,585	2,115	68,833	330	1,134,669	2,444,235	3,578,904
2020	-	1,057,000	-	220,675	440,585	2,115	68,833	330	1,164,930	2,419,927	3,584,857
2021	-	1,057,000	-	220,675	440,585	2,115	68,834	330	1,180,564	2,393,056	3,573,620
2022	-	1,057,000	-	220,675	-	-	-	-	3,162,183	2,361,529	5,523,712
2023	-	1,057,000	-	220,675	-	-	-	-	4,298,626	2,210,376	6,509,002
2024	-	1,057,000	-	220,675	-	-	-	-	4,075,000	2,010,755	6,085,755
2025	-	1,057,000	-	220,675	-	-	-	-	3,255,000	1,807,995	5,062,995
2026	-	1,057,000	1,465,000	215,063	-	-	-	-	3,370,000	1,660,989	5,030,989
2027	-	1,057,000	1,540,000	146,499	-	-	-	-	3,257,288	1,507,395	4,764,683
2028	-	1,057,000	1,615,000	74,440	-	-	-	-	1,615,000	1,364,409	2,979,409
2029	1,570,000	1,050,548	115,000	4,919	-	-	-	-	1,685,000	1,288,436	2,973,436
2030	1,745,000	971,329	-	-	-	-	-	-	1,745,000	1,204,298	2,949,298
2031	1,820,000	883,771	-	-	-	-	-	-	1,820,000	1,116,739	2,936,739
2032	4,315,000	782,517	-	-	-	-	-	-	4,315,000	1,015,486	5,330,486
2033	4,515,000	565,945	-	-	-	-	-	-	4,515,000	798,914	5,313,914
2034	2,295,000	349,318	-	-	-	-	-	-	2,295,000	582,287	2,877,287
2035	2,390,000	234,178	-	-	-	-	-	-	2,390,000	467,147	2,857,147
2036	2,490,000	112,050	-	-	-	-	-	-	2,490,000	345,019	2,835,019
2037	-	-	-	-	-	-	-	-	2,600,000	232,969	2,832,969
2038	-	-	-	-	-	-	-	-	2,725,000	119,219	2,844,219
Total	$ 21,140,000	$ 21,861,656	$ 4,735,000	$ 3,309,695	$ 3,965,265	$ 19,034	$ 619,500	$ 2,970	$ 59,072,818	$ 42,458,431	$ 101,531,249

(1) The interest rate varies on a weekly basis on loans through the Public Building Authority of Clarksville, TN (TMBF). The amortization schedules are calculated at 4.5% interest rate.

(2) The interest rate is fixed on the loans through the Public Building Authority of Blount County. Interest on the B-9-A loan is at 4.375%. Interest on the B-11-A loan ranges from 3.0% to 4.125%

(3) The loans through the Public Building Authority of Sevier County are under interest rate swap agreements. The amortization schedules are calculated from 4.66% to 5.0% interest rate.

(4) Qualified Zone Academy Bonds (QZAB) is a federal program which provide interest free loans to finance eligible school renovations. The QZAB programs are administered through the state department of educations.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
GENERAL OBLIGATION DEBT PRINCIPAL AND INTEREST SUMMARY BY FUND
REQUIREMENTS BY FISCAL YEAR - GOVERNMENTAL ACTIVITIES
FISCAL 2013 BUDGET**

	DEBT SERVICE FUND		GRANT FUND		EQUIPMENT RENTAL FUND		TOTAL		
Fiscal Year	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Net Interest	Total Requirements
2013	$ 4,004,418	$ 4,074,595	$ 76,000	$ 21,724	$ 70,000	$ 20,716	$ 4,150,418	$ 4,117,035	$ 8,267,453
2014	3,999,418	3,991,561	79,000	18,293	50,000	17,916	4,128,418	4,027,770	8,156,188
2015	3,959,419	3,897,304	83,000	14,723	200,000	16,981	4,242,419	3,929,008	8,171,427
2016	4,079,418	3,780,602	87,000	10,973	-	12,919	4,166,418	3,804,494	7,970,912
2017	4,285,140	3,630,902	92,000	7,040	150,000	12,919	4,527,140	3,650,861	8,178,001
2018	4,499,745	3,458,115	-	-	-	9,019	4,499,745	3,467,134	7,966,879
2019	4,329,669	3,299,382	-	-	300,000	9,019	4,629,669	3,308,401	7,938,070
2020	4,469,930	3,151,437	-	-	-	-	4,469,930	3,151,437	7,621,367
2021	4,645,564	2,969,291	-	-	-	-	4,645,564	2,969,291	7,614,855
2022	4,097,183	2,774,182	-	-	-	-	4,097,183	2,774,182	6,871,365
2023	4,298,626	2,585,630	-	-	-	-	4,298,626	2,585,630	6,884,256
2024	4,075,000	2,386,008	-	-	-	-	4,075,000	2,386,008	6,461,008
2025	3,805,000	2,183,248	-	-	-	-	3,805,000	2,183,248	5,988,248
2026	4,020,000	2,016,133	-	-	-	-	4,020,000	2,016,133	6,036,133
2027	3,857,288	1,838,245	-	-	-	-	3,857,288	1,838,245	5,695,533
2028	2,015,000	1,672,347	-	-	-	-	2,015,000	1,672,347	3,687,347
2029	1,985,000	1,580,773	-	-	-	-	1,985,000	1,580,773	3,565,773
2030	2,045,000	1,484,935	-	-	-	-	2,045,000	1,484,935	3,529,935
2031	1,820,000	1,385,677	-	-	-	-	1,820,000	1,385,677	3,205,677
2032	4,315,000	1,284,423	-	-	-	-	4,315,000	1,284,423	5,599,423
2033	4,515,000	1,067,851	-	-	-	-	4,515,000	1,067,851	5,582,851
2034	2,295,000	851,225	-	-	-	-	2,295,000	851,225	3,146,225
2035	2,390,000	736,084	-	-	-	-	2,390,000	736,084	3,126,084
2036	2,490,000	613,956	-	-	-	-	2,490,000	613,956	3,103,956
2037	2,600,000	501,906	-	-	-	-	2,600,000	501,906	3,101,906
2038	2,725,000	388,156	-	-	-	-	2,725,000	388,156	3,113,156
2039	2,500,000	268,938	-	-	-	-	2,500,000	268,938	2,768,938
2040	2,500,000	169,000	-	-	-	-	2,500,000	169,000	2,669,000
2041	1,500,000	63,375	-	-	-	-	1,500,000	63,375	1,563,375
Total	$ 98,120,818	$ 58,105,281	$ 417,000	$ 72,753	$ 770,000	$ 99,489	$ 99,307,818	$ 58,277,523	$ 157,585,341

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
BOND PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
FISCAL 2013 BUDGET**

Fiscal	Electric Revenue Bonds Refunding Series 2003		General Obligation Bonds Refunding Series 2003		2009B Build America Bonds				Total		
Year	Principal	Interest	Principal	Interest	Principal	Coupon Interest	Treasury Rebate (1)	Net Interest	Principal	Net Interest	Total Requirements
2013	$ 1,010,000	$ 169,700	$ -	$ 448,444	$ -	$ 302,775	$ (105,971)	$ 196,804	$ 1,010,000	$ 814,948	$ 1,824,948
2014	1,095,000	119,200	-	448,444	-	302,775	(105,971)	196,804	1,095,000	764,448	1,859,448
2015	925,000	75,400	-	448,444	-	302,775	(105,971)	196,804	925,000	720,648	1,645,648
2016	960,000	38,400	-	448,444	-	302,775	(105,971)	196,804	960,000	683,648	1,643,648
2017	-	-	1,000,000	448,444	-	302,775	(105,971)	196,804	1,000,000	645,248	1,645,248
2018	-	-	1,045,000	398,444	-	302,775	(105,971)	196,804	1,045,000	595,248	1,640,248
2019	-	-	1,055,000	356,644	-	302,775	(105,971)	196,804	1,055,000	553,448	1,608,448
2020	-	-	1,135,000	314,444	-	302,775	(105,971)	196,804	1,135,000	511,248	1,646,248
2021	-	-	1,150,000	257,694	-	302,775	(105,971)	196,804	1,150,000	454,498	1,604,498
2022	-	-	1,210,000	200,194	-	302,775	(105,971)	196,804	1,210,000	396,998	1,606,998
2023	-	-	1,300,000	151,794	-	302,775	(105,971)	196,804	1,300,000	348,598	1,648,598
2024	-	-	1,065,000	96,544	-	302,775	(105,971)	196,804	1,065,000	293,348	1,358,348
2025	-	-	1,110,000	49,950	-	302,775	(105,971)	196,804	1,110,000	246,754	1,356,754
2026	-	-	-	-	-	302,775	(105,971)	196,804	-	196,804	196,804
2027	-	-	-	-	-	302,775	(105,971)	196,804	-	196,804	196,804
2028	-	-	-	-	450,000	302,775	(105,971)	196,804	450,000	196,804	646,804
2029	-	-	-	-	450,000	275,775	(96,521)	179,254	450,000	179,254	629,254
2030	-	-	-	-	450,000	248,775	(87,071)	161,704	450,000	161,704	611,704
2031	-	-	-	-	450,000	221,775	(77,621)	144,154	450,000	144,154	594,154
2032	-	-	-	-	450,000	194,775	(68,171)	126,604	450,000	126,604	576,604
2033	-	-	-	-	450,000	167,775	(58,721)	109,054	450,000	109,054	559,054
2034	-	-	-	-	450,000	140,775	(49,271)	91,504	450,000	91,504	541,504
2035	-	-	-	-	450,000	113,775	(39,821)	73,954	450,000	73,954	523,954
2036	-	-	-	-	450,000	86,100	(30,135)	55,965	450,000	55,965	505,965
2037	-	-	-	-	475,000	58,425	(20,449)	37,976	475,000	37,976	512,976
2038	-	-	-	-	475,000	29,212	(10,224)	18,988	475,000	18,988	493,988
Total	$ 3,990,000	$ 402,700	$ 10,070,000	$ 4,067,928	$ 5,000,000	$ 6,381,562	$ (2,233,545)	$ 4,148,017	$ 19,060,000	$ 8,618,645	$ 27,678,645

(1) The federal government provides a 35% subsidy on the interest payment due on these bonds.
The City has no assurance that the United States government will continue to make direct subsidy payments or that the United States Congress will not attempt to reduce the amount of the direct subsidy payments.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
NOTE PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
FISCAL 2013 BUDGET**

Fiscal Year	Public Building Authority of Clarksville, TN TMBF Series 2005 (1)		Public Building Authority of Clarksville, TN TMBF Series 2008 (1)		Total		Total Requirements
	Principal	Interest	Principal	Interest	Principal	Interest	
2013	$ 127,769	$ 104,597	$ -	$ 65,398	$ 127,769	$ 169,995	$ 297,764
2014	132,773	98,829	-	65,398	132,773	164,227	297,000
2015	138,111	92,834	25,000	65,306	163,111	158,140	321,251
2016	143,448	86,599	70,000	64,014	213,448	150,614	364,062
2017	149,453	80,122	-	61,123	149,453	141,245	290,698
2018	155,124	73,376	-	61,123	155,124	134,499	289,623
2019	161,463	66,372	35,000	60,994	196,463	127,365	323,828
2020	167,801	59,082	-	59,548	167,801	118,631	286,432
2021	174,807	51,505	40,000	59,400	214,807	110,906	325,713
2022	181,812	43,613	-	57,748	181,812	101,361	283,173
2023	188,818	35,406	-	57,748	188,818	93,154	281,972
2024	196,491	26,880	290,000	56,676	486,491	83,556	570,047
2025	204,498	18,009	305,000	43,570	509,498	61,579	571,077
2026	212,505	8,777	355,000	29,660	567,505	38,437	605,942
2027	-	-	333,296	13,766	333,296	13,766	347,062
Total	$ 2,334,873	$ 846,000	$ 1,453,296	$ 821,475	$ 3,788,169	$ 1,667,475	$ 5,455,644

(1) The interest rate varies on a weekly basis on loans through the Public Building Authority of Clarksville, TN (TMBF). The amortization schedules are calculated at 4.5% interest rate.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
PRINCIPAL AND INTEREST SUMMARY
REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
FISCAL 2013 BUDGET**

Fiscal	ELECTRIC BOND		ELECTRIC NOTES		Total		
						Net	Total
Year	Principal	Interest	Principal	Interest	Principal	Interest	Requirements
2013	$ 1,010,000	$ 814,948	$ 127,769	$ 169,995	$ 1,137,769	$ 984,943	$ 2,122,712
2014	1,095,000	764,448	132,773	164,227	1,227,773	928,675	2,156,448
2015	925,000	720,648	163,111	158,140	1,088,111	878,788	1,966,899
2016	960,000	683,648	213,448	150,614	1,173,448	834,262	2,007,710
2017	1,000,000	645,248	149,453	141,245	1,149,453	786,493	1,935,946
2018	1,045,000	595,248	155,124	134,499	1,200,124	729,747	1,929,871
2019	1,055,000	553,448	196,463	127,365	1,251,463	680,813	1,932,276
2020	1,135,000	511,248	167,801	118,631	1,302,801	629,878	1,932,679
2021	1,150,000	454,498	214,807	110,906	1,364,807	565,403	1,930,210
2022	1,210,000	396,998	181,812	101,361	1,391,812	498,359	1,890,171
2023	1,300,000	348,598	188,818	93,154	1,488,818	441,752	1,930,570
2024	1,065,000	293,348	486,491	83,556	1,551,491	376,904	1,928,395
2025	1,110,000	246,754	509,498	61,579	1,619,498	308,333	1,927,831
2026	-	196,804	567,505	38,437	567,505	235,241	802,746
2027	-	196,804	333,296	13,766	333,296	210,569	543,865
2028	450,000	196,804	-	-	450,000	196,804	646,804
2029	450,000	179,254	-	-	450,000	179,254	629,254
2030	450,000	161,704	-	-	450,000	161,704	611,704
2031	450,000	144,154	-	-	450,000	144,154	594,154
2032	450,000	126,604	-	-	450,000	126,604	576,604
2033	450,000	109,054	-	-	450,000	109,054	559,054
2034	450,000	91,504	-	-	450,000	91,504	541,504
2035	450,000	73,954	-	-	450,000	73,954	523,954
2036	450,000	55,965	-	-	450,000	55,965	505,965
2037	475,000	37,976	-	-	475,000	37,976	512,976
2038	475,000	18,988	-	-	475,000	18,988	493,988
Total	$ 19,060,000	$ 8,618,645	$ 3,788,169	$ 1,667,475	$ 22,848,169	$ 10,286,120	$ 33,134,289

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
BOND PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
FISCAL 2013 BUDGET**

Fiscal	General Obligation Bonds Refunding Series 2003		2009B Build America Bonds				General Obligation Bonds Refunding Series 2011 B		Total		
Year	Principal	Interest	Principal	Coupon Interest	Treasury Rebate (1)	Net Interest	Principal	Interest	Principal	Net Interest	Total Requirements
2013	$ 435,000	$ 72,800	$ -	$ 292,125	$ (102,244)	$ 189,881	$ 100,000	$ 259,550	$ 535,000	$ 522,231	$ 1,057,231
2014	445,000	55,400	-	292,125	(102,244)	189,881	100,000	257,550	545,000	502,831	1,047,831
2015	460,000	37,600	-	292,125	(102,244)	189,881	100,000	255,550	560,000	483,031	1,043,031
2016	480,000	19,200	-	292,125	(102,244)	189,881	100,000	253,550	580,000	462,631	1,042,631
2017	-	-	-	292,125	(102,244)	189,881	200,000	251,550	200,000	441,431	641,431
2018	-	-	-	292,125	(102,244)	189,881	200,000	247,550	200,000	437,431	637,431
2019	-	-	-	292,125	(102,244)	189,881	225,000	243,550	225,000	433,431	658,431
2020	-	-	-	292,125	(102,244)	189,881	225,000	239,050	225,000	428,931	653,931
2021	-	-	-	292,125	(102,244)	189,881	225,000	234,550	225,000	424,431	649,431
2022	-	-	-	292,125	(102,244)	189,881	275,000	230,050	275,000	419,931	694,931
2023	-	-	200,000	292,125	(102,244)	189,881	975,000	223,863	1,175,000	413,744	1,588,744
2024	-	-	450,000	282,125	(98,744)	183,381	1,325,000	199,488	1,775,000	382,869	2,157,869
2025	-	-	450,000	257,375	(90,081)	167,294	1,375,000	166,363	1,825,000	333,656	2,158,656
2026	-	-	400,000	232,063	(81,222)	150,841	1,500,000	128,550	1,900,000	279,391	2,179,391
2027	-	-	750,000	209,063	(73,172)	135,891	1,650,000	86,550	2,400,000	222,441	2,622,441
2028	-	-	900,000	165,000	(57,750)	107,250	1,235,000	37,050	2,135,000	144,300	2,279,300
2029	-	-	900,000	111,000	(38,850)	72,150	-	-	900,000	72,150	972,150
2030	-	-	950,000	56,999	(19,950)	37,049	-	-	950,000	37,049	987,049
Total	$ 1,820,000	$ 185,000	$ 5,000,000	$ 4,527,000	$ (1,584,450)	$ 2,942,550	$ 9,810,000	$ 3,314,363	$ 16,630,000	$ 6,441,912	$ 23,071,912

(1) The federal government provides a 35% subsidy on the interest payment due on these bonds.
The City has no assurance that the United States government will continue to make direct subsidy payments or that the United States Congress will not attempt to reduce the amount of the direct subsidy payments.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
NOTE PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
FISCAL 2013 BUDGET**

Fiscal Year	Public Building Authority of Clarksville, TN TMBF Series 1994 (1)		Public Building Authority of Clarksville, TN TMBF Series 2001 (1)		Public Building Authority of Clarksville, TN TMBF Series 2005 (1)		Public Building Authority of Clarksville, TN TMBF Series 2008 (1)		Capital Outlay Notes Interfund Loan From General Fund (2)	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2013	$ -	$ 126,168	$ 148,000	$ 83,108	$ 255,231	$ 208,942	$ -	$ 80,749	$ 1,666,667	$ 33,333
2014	-	126,168	155,000	76,422	265,227	197,419	-	80,749	1,666,666	16,667
2015	-	126,168	163,000	69,417	275,889	185,445	-	80,749	-	-
2016	-	126,168	171,000	62,053	286,552	172,990	-	80,749	-	-
2017	323,978	124,970	180,000	54,324	298,547	160,051	75,000	80,471	-	-
2018	346,674	110,307	189,000	46,191	309,876	146,575	85,000	77,059	-	-
2019	370,949	94,617	198,000	37,653	322,537	132,583	60,000	73,327	-	-
2020	396,888	77,828	208,000	28,706	335,199	118,022	60,000	70,627	-	-
2021	424,655	59,865	218,000	19,309	349,193	102,887	60,000	67,927	-	-
2022	454,417	40,646	229,000	9,458	363,188	87,121	-	65,449	-	-
2023	486,174	20,080	-	-	377,182	70,726	160,000	64,857	-	-
2024	-	-	-	-	392,509	53,696	295,000	57,158	-	-
2025	-	-	-	-	408,503	35,974	315,000	43,809	-	-
2026	-	-	-	-	424,497	17,532	335,000	29,560	-	-
2027	-	-	-	-	-	-	349,416	14,431	-	-
2028	-	-	-	-	-	-	-	-	-	-
2029	-	-	-	-	-	-	-	-	-	-
2030	-	-	-	-	-	-	-	-	-	-
2031	-	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-	-
Total	$ 2,803,735	$ 1,032,985	$ 1,859,000	$ 486,639	$ 4,664,128	$ 1,689,964	$ 1,794,416	$ 967,669	$ 3,333,333	$ 50,000

(1) The interest rate varies on a weekly basis on loans through the Public Building Authority of Clarksville, TN (TMBF).
The amortization schedules are calculated at 4.5% interest rate.

(2) In accordance with Tennessee State Law, an interfund loan between the waterworks fund and general fund was issued in the form of capital outlay notes.
Interest on the loan was set at 1%.

(3) The City is still drawing funds as capital projects occur on this loan through the State Revolving Loan Fund . Currently, $1,295,054 remains available for future draw on this loan. Principal payments will begin when the projects have been completed and the loan is closed by the state for future draws.
The amortization schedule is based on the annual payments that would occur if the loan had been closed at the current outstanding principal amount.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

(Continued)

CITY OF OAK RIDGE, TENNESSEE
NOTE PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
FISCAL 2013 BUDGET**

Fiscal Year	State Revolving Loan Fund Interest at 4.09%		State Revolving Loan Fund Interest at 4.04%		State Revolving Loan Fund Interest at 3.83% (3)		Total Waterworks Notes		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Fees/ Interest	Total Requirements
2013	$ 576,144	$ 274,404	$ 235,248	$ 117,432	$ -	$ 218,500	$ 2,881,290	$ 1,142,635	$ 4,023,925
2014	600,156	250,392	244,932	107,748	193,619	215,124	3,125,600	1,070,689	4,196,289
2015	625,164	225,384	255,012	97,668	201,167	207,577	1,520,232	992,408	2,512,639
2016	651,216	199,320	265,500	87,180	209,008	199,736	1,583,276	928,195	2,511,471
2017	678,360	172,188	276,432	76,248	217,155	191,588	2,049,472	859,841	2,909,313
2018	706,632	143,916	287,808	64,872	225,620	183,124	2,150,609	772,044	2,922,653
2019	736,080	114,468	299,652	53,028	234,414	174,329	2,221,632	680,005	2,901,637
2020	766,752	83,784	311,988	40,692	243,551	165,192	2,322,378	584,851	2,907,229
2021	798,708	51,828	324,828	27,852	253,045	155,698	2,428,429	485,366	2,913,795
2022	831,951	18,552	338,196	14,484	262,909	145,835	2,479,660	381,545	2,861,205
2023	-	-	174,242	2,058	273,157	135,587	1,470,754	293,307	1,764,062
2024	-	-	-	-	283,804	124,939	971,313	235,793	1,207,106
2025	-	-	-	-	294,867	113,877	1,018,369	193,659	1,212,029
2026	-	-	-	-	306,360	102,383	1,065,857	149,475	1,215,332
2027	-	-	-	-	318,302	90,441	667,718	104,873	772,591
2028	-	-	-	-	330,709	78,034	330,709	78,034	408,743
2029	-	-	-	-	343,600	65,143	343,600	65,143	408,743
2030	-	-	-	-	356,994	51,750	356,994	51,750	408,743
2031	-	-	-	-	370,909	37,834	370,909	37,834	408,743
2032	-	-	-	-	385,367	23,376	385,367	23,376	408,743
2033	-	-	-	-	400,389	8,355	400,389	8,355	408,743
Total	$ 6,971,163	$ 1,534,236	$ 3,013,838	$ 689,262	$ 5,704,946	$ 2,688,423	$ 30,144,559	$ 9,139,177	$ 39,283,736

(1) The interest rate varies on a weekly basis on loans through the Public Building Authority of Clarksville, TN (TMBF). The amortization schedules are calculated at 4.5% interest rate.

(2) In accordance with Tennessee State Law, an interfund loan between the waterworks fund and general fund was issued in the form of capital outlay notes. Interest on the loan was set at 1%.

(3) The City is still drawing funds as capital projects occur on this loan through the State Revolving Loan Fund . Currently, $1,295,054 remains available for future draw on this loan. Principal payments will begin when the projects have been completed and the loan is closed by the state for future draws. The amortization schedule is based on the annual payments that would occur if the loan had been closed at the current outstanding principal amount.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
PRINCIPAL AND INTEREST SUMMARY
REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
FISCAL 2013 BUDGET**

Fiscal	WATERWORKS BONDS		WATERWORKS NOTES		TOTAL WATERWORKS FUND		
Year	Principal	Interest	Principal	Interest	Principal	Net Interest	Total Requirements
2013	$ 535,000	$ 522,231	$ 2,881,290	$ 1,142,635	$ 3,416,290	$ 1,664,866	$ 5,081,156
2014	545,000	502,831	3,125,600	1,070,689	3,670,600	1,573,520	5,244,120
2015	560,000	483,031	1,520,232	992,408	2,080,232	1,475,439	3,555,671
2016	580,000	462,631	1,583,276	928,195	2,163,276	1,390,826	3,554,102
2017	200,000	441,431	2,049,472	859,841	2,249,472	1,301,272	3,550,744
2018	200,000	437,431	2,150,609	772,044	2,350,609	1,209,475	3,560,084
2019	225,000	433,431	2,221,632	680,005	2,446,632	1,113,436	3,560,068
2020	225,000	428,931	2,322,378	584,851	2,547,378	1,013,782	3,561,160
2021	225,000	424,431	2,428,429	485,366	2,653,429	909,797	3,563,226
2022	275,000	419,931	2,479,660	381,545	2,754,660	801,476	3,556,136
2023	1,175,000	413,744	1,470,754	293,307	2,645,754	707,051	3,352,806
2024	1,775,000	382,869	971,313	235,793	2,746,313	618,662	3,364,975
2025	1,825,000	333,656	1,018,369	193,659	2,843,369	527,316	3,370,685
2026	1,900,000	279,391	1,065,857	149,475	2,965,857	428,866	3,394,723
2027	2,400,000	222,441	667,718	104,873	3,067,718	327,314	3,395,032
2028	2,135,000	144,300	330,709	78,034	2,465,709	222,334	2,688,043
2029	900,000	72,150	343,600	65,143	1,243,600	137,293	1,380,893
2030	950,000	37,049	356,994	51,750	1,306,994	88,799	1,395,792
2031	-	-	370,909	37,834	370,909	37,834	408,743
2032	-	-	385,367	23,376	385,367	23,376	408,743
2033	-	-	400,389	8,355	400,389	8,355	408,743
Total	$ 16,630,000	$ 6,441,912	$ 30,144,559	$ 9,139,177	$ 46,774,559	$ 15,581,089	$ 62,355,649

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
PRINCIPAL AND INTEREST SUMMARY
REQUIREMENTS BY FISCAL YEAR - EQUIPMENT REPLACEMENT RENTAL FUND
FISCAL 2013 BUDGET**

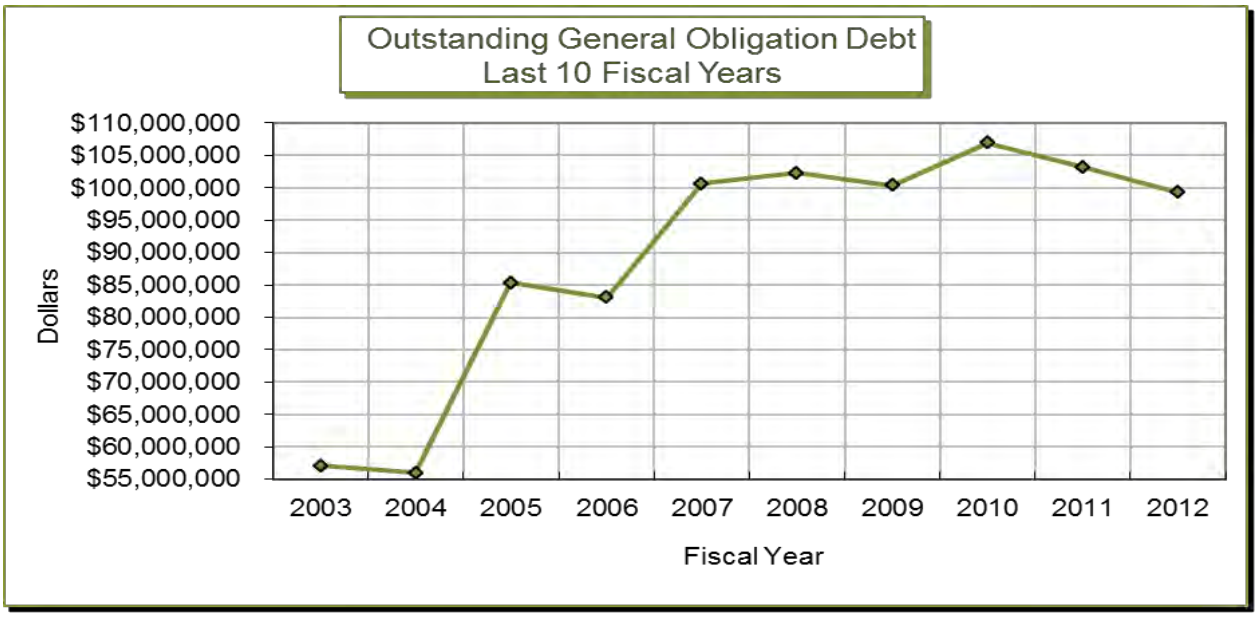
Fiscal Year	Principal	Interest	Total Requirements
2013	$ 70,000	$ 20,716	$ 90,716
2014	50,000	17,916	67,916
2015	200,000	16,981	216,981
2016	0	12,919	12,919
2017	150,000	12,919	162,919
2018	0	9,019	9,019
2019	300,000	9,019	309,019
Total	$ 770,000	$ 99,487	$ 869,487

** Amortization schedules are based on projected debt balances as of June 30, 2012.
It does not include debt anticipated to be issued during fiscal 2013.

DEBT SERVICE FUND OVERVIEW

The Debt Service Fund is used for the accumulation of resources for the payment of principal and interest on general obligation long-term debt backed and funded by the full faith and credit of the City. This includes the debt service on Schools projects. City Charter prohibits the Schools from issuing long-term debt. The City issues the debt for school capital projects and provides funding for the annual debt service payments on those issuances. Over 80% of the City's outstanding general long-term debt accounted for in the Debt Service Fund was issued to provide funding for School capital projects. The use of general long-term debt is normally restricted to those capital improvements or projects that cannot be financed with current revenues, with the bonds repaid over a period less than or equal to the projects' useful life. Long-term debt for the City's Enterprise and Internal Service Funds are accounted for in those Funds rather than the Debt Service Fund.

Information regarding the City's outstanding general obligation debt as of June 30, 2011 is located in the Appendix of the document under Statistical Information. The City's General Obligation Bonds are rated "Aa3" by Moody's Investor Service and "AA" by Standard and Poor's. Below is a graph of the City's outstanding general obligation debt for the past 10 fiscal years. The spike in fiscal 2005, 2007 and 2010 is due to the issuance of $59,529,354 in debt for the Oak Ridge High School Project.



The following is a summary of the City's general obligation debt issuances since 1998 for the debt service payments that are accounted for in the Debt Service Fund. The bond proceeds and the related capital expenditures for these issuances are accounted for in the Capital Projects Fund.

$10,000,000 in General Obligation Bonds (GOB) and notes was issued in 1988 to fund the renovation of Willow Brook and Woodland Elementary Schools and the construction of Emory Valley Road and other street improvements.

$5,385,000 in General Obligation Bonds were issued in 1989 to fund the construction of a new Glenwood Elementary School.

$4,950,000 in General Obligation Bonds were issued in 1991 to fund the renovation of several municipal and sports facilities, the purchase of an 800 MHz trucking communications system, the renovation of the outdoor pool, the construction of a central fire station and the renovation of two existing fire stations.

$11,150,000 in General Obligation Bonds were issued in 1995 for the renovation of the High School and two City Middle Schools.

A $1,247,994 variable rate loan was obtained in fiscal 1995 from the Tennessee Municipal Bond Fund for the purchase of land for a new Roane State Community College Campus in Oak Ridge and storm drainage improvements.

$16,000,000 in General Obligation Bonds were issued in 1996 to fund construction of a new City Central Service Complex and various other City and School facility improvements and equipment, including construction of three baseball/softball fields at Parcel 457, Briarcliff/Laboratory Road extension, purchase of the Library MARC system and improvements at Linden Elementary School, including construction of a stage and the addition of an elevator to meet ADA requirements.

A $3,213,000 variable rate loan was obtained in 1998 through the TN-LOANs program to fund demolition and remediation of the old Central Service Complex site, street resurfacing including Rutgers Avenue, storm water drainage improvements, Schools ADA enhancements and Willow Brook Elementary wall repairs, Melton Lake Greenway construction and other City building improvements.

On August 1, 1998, the City issued $7,275,000 in Golf Course Revenue and Tax Bonds related to construction and equipping of the City-owned Tennessee Centennial Golf Course. This debt is backed by the full faith and credit of the City of Oak Ridge. This debt was refunded in fiscal 2010.

$10,000,000 in General Obligation Bonds were issued in FY 2000 with the bond proceeds split equally on City and School capital improvements. School projects include American Disabilities Act (ADA) renovations and replacement of windows at various school buildings, roof and chiller replacement at Linden Elementary School, upgrades to the auditoriums at the High School and two Middle Schools and system wide technology upgrades. City projects include storm water drainage improvements, which includes the Mitchell Road and Emory Creek Projects, City share of the State roadway expansion into the City's southwest quadrant, completion of Phase II and Phase III of the Melton Lake greenway and the Emory Valley Road greenway, expansion of the Animal Shelter to house the City's two K-9 dogs and numerous building and recreation facility improvements.

$66,522,506 in long-term debt has been issued for the construction and renovation of the Oak Ridge High School (ORHS) project. $8,081,860 has been issued through the Tennessee State School Board Authorities Qualified Zone Academy Bonds (QZAB) program. The QZAB program provides interest fee loans to school systems that meet certain criteria. $25,875,000 has been issued utilizing an interest rate SWAP, $26,804,994 through fixed rate debt issuances and $5,760,652 in variable interest rate issuances. An additional $1,991,636 in variable interest rate debt was issued during fiscal 2008 for miscellaneous school capital including roofs, HVAC's, gas packs and coolers.

In November 2009, the City issued $20,000,000 in Build America Bonds (BAB) of which $9,300,000 was utilized to fund projects whose debt will be serviced by the Debt Service Fund. $6,479,994 was utilized to complete the ORHS project and $1,453,366 used for City and $1,366,640 used for School miscellaneous capital projects. The remaining BAB bond proceeds were used for Waterworks and Equipment Replacement Rental Fund capital.

Since 1988, there have been 8 bond refunds, which consolidated and lowered the interest rate on the outstanding debt on the above debt issuances.

The outstanding principal balance of long-term debt funded through the Debt Service Fund is projected to be $98,120,818 at June 30, 2012. Pages IV-17 contains the summary amortization schedule for Debt Service Fund Debt. A graph of these debt service payments by fiscal year is on page IV-18. Of this amount, $34,196,053 is in variable interest rate debt, which includes $25,875,000 in interest rate SWAPs. For budget purposes, the debt service amortization for these variable rate issuances was estimated using a 4.5% to 5% interest rate.

CITY OF OAK RIDGE, TENNESSEE

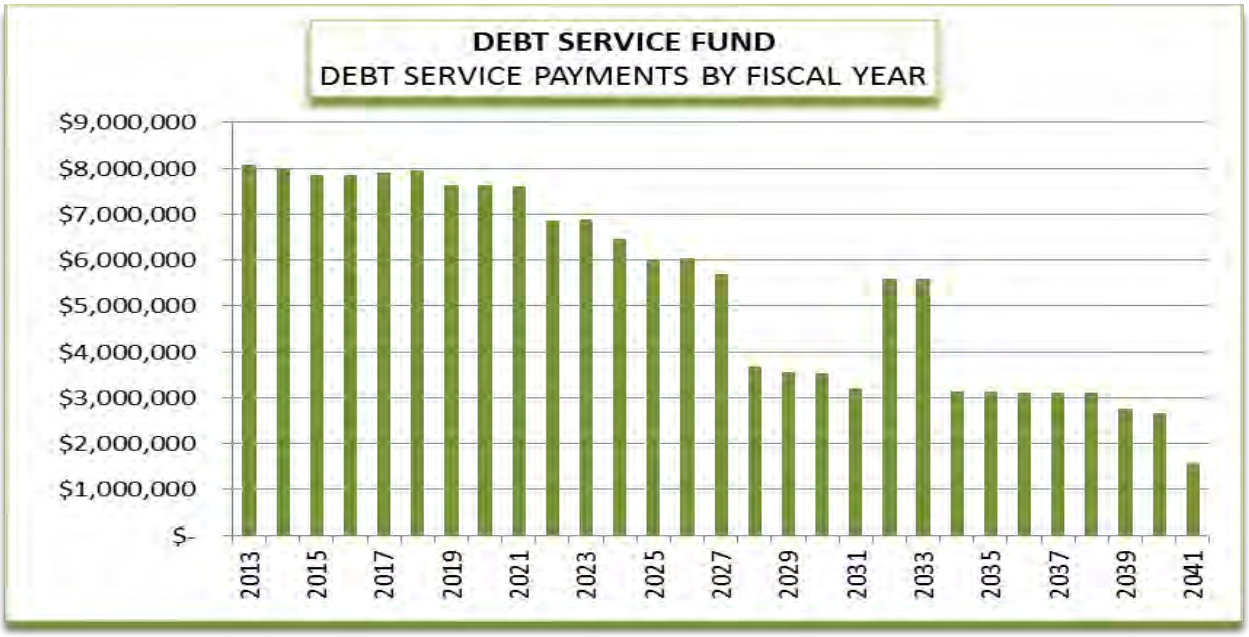
GENERAL OBLIGATION DEBT PRINCIPAL AND INTEREST SUMMARY**

REQUIREMENTS BY FISCAL YEAR - DEBT SERVICE FUND

	DEBT SERVICE FUND		
Fiscal Year	Principal	Interest (1)	Total Requirements
2013	$ 4,004,418	$ 4,074,595	$ 8,079,013
2014	3,999,418	3,991,561	7,990,979
2015	3,959,419	3,897,304	7,856,723
2016	4,079,418	3,780,602	7,860,020
2017	4,285,140	3,630,902	7,916,042
2018	4,499,745	3,458,115	7,957,860
2019	4,329,669	3,299,382	7,629,051
2020	4,469,930	3,151,437	7,621,367
2021	4,645,564	2,969,291	7,614,855
2022	4,097,183	2,774,182	6,871,365
2023	4,298,626	2,585,630	6,884,256
2024	4,075,000	2,386,008	6,461,008
2025	3,805,000	2,183,248	5,988,248
2026	4,020,000	2,016,133	6,036,133
2027	3,857,288	1,838,245	5,695,533
2028	2,015,000	1,672,347	3,687,347
2029	1,985,000	1,580,773	3,565,773
2030	2,045,000	1,484,935	3,529,935
2031	1,820,000	1,385,677	3,205,677
2032	4,315,000	1,284,423	5,599,423
2033	4,515,000	1,067,851	5,582,851
2034	2,295,000	851,225	3,146,225
2035	2,390,000	736,084	3,126,084
2036	2,490,000	613,956	3,103,956
2037	2,600,000	501,906	3,101,906
2038	2,725,000	388,156	3,113,156
2039	2,500,000	268,938	2,768,938
2040	2,500,000	169,000	2,669,000
2041	1,500,000	63,375	1,563,375
Total	$ 98,120,818	$ 58,105,281	$ 156,226,099

(1) Interest on $34,196,053 of varable rate debt and debt under SWAP agreeements was estimated using a 4.5% to 5% interest rate.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.



Major Revenue/Other Financing Sources

Revenues and Other Financing Sources for the Debt Service Fund are budgeted at $7,321,983 for fiscal 2013, a $200,037 increase from fiscal 2012 levels. Revenues include $1,367,530 from local sales tax proceeds, $892,732 from building rental from the Electric, Waterworks and Streets Funds to provide funding for the debt service on $12.7 million borrowed in fiscal 1996 to construct a new Central Service Center Complex, $511,863 in contributions from the Oak Ridge Foundation and $25,000 in interest earnings. The $4,524,858 budget from Other Financing Sources includes an operating transfer from the General Fund budgeted at $4,311,470 and a $213,388 contingency.

On August 5, 2004, the citizens in the Anderson County portion of Oak Ridge overwhelmingly voted to increase the local sales tax option from 2.25% to the state maximum of 2.75%, with the additional tax proceeds being legally restricted to fund the renovation, construction and related debt service of the ORHS project. 18.18% of the City's total local sales tax proceeds received through Anderson County is allocated to funding the annual debt service on the ORHS project debt. Sales tax collections are budgeted to decrease 764,470. The Schools previously transmitted 18.18% of the local sales tax they received through Anderson County to the City for debt service on debt issued for the ORHS project. For budget 2013, the Schools will retain these local sales tax collections, which are estimated to be 766,470. In replacement of these funds, the General Fund operating transfer to the Oak Ridge Schools was reduced by $766,470 and the General Fund operating transfer to the Debt Service Fund was increased by $766,470.

The Oak Ridge Public Schools Education Foundation has been working to raise private contributions in support of the ORHS project. It is anticipated that the Foundation will continue to provide funding to the City to pay the annual debt service on the Qualified Zone Academy Bonds. Interest earnings are budged down $15,000 due to very low interest rates related to national economic issues.

Major Expenditure Areas

Fiscal 2013 projected debt service obligations on existing and future debt totaled $8,300,000. Revenues and expenditures both contain a $213,388 contingency for fluctuations in variable rate debt and for timing variances on future debt issuances. There were no new debt issuances funded through the Debt Service Fund during fiscal 2012. There is no new debt issuances funded through the Debt Service Fund planned for fiscal 2013 at this time.

DEBT SERVICE FUND
BUDGET SUMMARY

		ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:							
4187	Sales Tax Proceeds (High School Project)	2,163,082	2,132,000	2,134,313	1,367,530	(764,470)	-35.9
4467	City Building Rentals	892,732	892,732	892,732	892,732	0	0.0
4840	Private Sources	403,367	511,863	403,531	511,863	0	0.0
4610	Interest	25,890	40,000	25,000	25,000	(15,000)	-37.5
	Total Revenues	3,485,071	3,576,595	3,455,576	2,797,125	(779,470)	(21.8)
EXPENDITURES:							
Debt Issuances for City Capital Projects:							
12151	TMBF 1994 Variable Rate Loan	4,943	25,594	5,100	25,594	0	0.0
12175	General Obligation Bond Refunding 2003	386,078	129,503	129,503	324,734	195,231	150.8
12177	General Obligation Bond Refunding 2009	69,350	69,350	69,350	69,350	0	0.0
12173	General Obligation Bond Refunding 2011	2,109,950	2,037,001	2,037,343	2,108,462	71,461	3.5
12180	Build America Bonds, Series 2009B	56,365	56,365	56,365	56,365	0	0.0
12200	Golf Course	562,750	561,484	561,484	564,334	2,850	0.5
	Total City Projects	3,189,436	2,879,297	2,859,145	3,148,839	269,542	9.4
Debt Issuances for School Capital Projects:							
12120	Oak Ridge High School Project Issuances	2,750,558	3,321,487	2,984,550	3,456,785	135,298	4.1
12176	General Obligation Bond Refunding 2003	39,094	13,114	13,114	32,883	19,769	150.7
12178	General Obligation Bond Refunding 2009	706,754	706,754	706,754	706,754	0	0.0
12158	TMBF 2008 Variable Rate Loan	12,318	89,624	12,500	89,624	0	0.0
12181	Build America Bonds	50,850	50,850	50,850	50,850	0	0.0
12174	General Obligation Bond Refunding 2011	601,312	580,523	580,619	600,877	20,354	3.5
	Total School Projects	4,160,886	4,762,352	4,348,387	4,937,773	175,421	3.7
12999	Contingency (Issuance Cost, Admin & Misc.)	101,047	500,351	0	213,388	(286,963)	-57.4
	Total Expenditures	7,451,369	8,142,000	7,207,532	8,300,000	158,000	1.9
	Excess (Deficiency) of Revenues over Expenditures	(3,966,298)	(4,565,405)	(3,751,956)	(5,502,875)	(937,470)	20.5
OTHER FINANCING SOURCES							
Bond Proceeds		7,420,000	0	0	0	0	0.0
Bond Premium		151,047	0	0	0	0	0.0
Bonds Redeemed		(7,470,000)	0	0	0	0	0.0
Contingency		0	500,351	0	213,388	(286,963)	-57.4
Operating Transfers In:							
	General Fund	3,545,000	3,045,000	3,045,000	4,311,470	1,266,470	41.6
	Total Other Financing Sources	3,646,047	3,545,351	3,045,000	4,524,858	979,507	27.6
	Excess (Deficiency) of Revenues and Other Sources over Expenditures	(320,251)	(1,020,054)	(706,956)	(978,017)	42,037	-4.1
FUND BALANCE - 7/1		12,313,862	11,919,433	11,993,611	11,286,655	(632,778)	-5.3
FUND BALANCE - 6/30		11,993,611	10,899,379	11,286,655	10,308,638	(590,741)	(5.4)

DEBT SERVICE FUND EXPENDITURES	ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs 12	% CHANGE
12120 ORHS RENOVATION ISSUANCES						
5210 Professional & Cont. Services	5,224	2,924	5,600	5,600	2,676	91.5
5439.1 Principal Retirement	150,000	200,000	200,000	250,000	50,000	25.0
5439.2 Interest Charges	2,191,968	2,606,700	2,375,419	2,689,322	82,622	3.2
Total	2,347,192	2,809,624	2,581,019	2,944,922	135,298	4.8
12121 HIGH SCHOOL RENOVATION QZAB's						
5210 Fees	0	2,445	0	2,445	0	0.0
5439.1 Principal Retirement	403,366	509,418	403,531	509,418	0	0.0
Total	403,366	511,863	403,531	511,863	0	0.0
12180 BUILD AMERICA BONDS 2009B - CITY						
5210 Professional & Cont. Services	52	52	52	52	0	0.0
5439.1 Principal Retirement	0	0	0	0	0	0.0
5439.2 Interest Charges (Net Treasury Rebate)	56,313	56,313	56,313	56,313	0	0.0
Total	56,365	56,365	56,365	56,365	0	0.0
12181 BUILD AMERICA BONDS 2009B - SCHOOLS (ORHS PORTION IN 12120)						
5210 Professional & Cont. Services	48	48	48	48	0	100.0
5439.1 Principal Retirement	0	0	0	0	0	0.0
5439.2 Interest Charges	50,802	50,802	50,802	50,802	0	0.0
Total	50,850	50,850	50,850	50,850	0	0.0
12151 TMBF 1994 VARIABLE RATE LOAN - CITY						
5439.1 Principal Retirement	0	0	0	0	0	0.0
5439.2 Interest Charges	4,943	25,594	5,100	25,594	0	0.0
Total	4,943	25,594	5,100	25,594	0	0.0
12158 TMBF 2008 VARIABLE RATE LOAN - SCHOOLS (ORHS PORTION IN 12120)						
5439.1 Principal Retirement	0	0	0	0	0	0.0
5439.2 Interest Charges	12,318	89,624	12,500	89,624	0	0.0
Total	12,318	89,624	12,500	89,624	0	0.0
12177 GENERAL OBLIGATION BONDS REFUNDING 2009 CITY						
5210 Professional & Cont. Services	36	36	36	36	0	0.0
5439.1 Principal Retirement	0	0	0	0	0	0.0
5439.2 Interest Charges	69,314	69,314	69,314	69,314	0	0.0
Total	69,350	69,350	69,350	69,350	0	0.0

DEBT SERVICE FUND EXPENDITURES	ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs 12	% CHANGE
12178 GENERAL OBLIGATION BONDS REFUNDING 2009 SCHOOLS						
5210 Professional & Cont. Services	368	368	368	368	0	0.0
5439.1 Principal Retirement	0	0	0	0	0	0.0
5439.2 Interest Charges	706,386	706,386	706,386	706,386	0	0.0
Total	706,754	706,754	706,754	706,754	0	0.0
12173 GENERAL OBLIGATION BOND REFUNDING 2001 & 2011 - CITY						
5210 Professional & Cont. Services	0	156	498	498	342	219.2
5439.1 Principal Retirement	1,696,513	1,933,869	1,933,869	2,031,154	97,285	5.0
5439.2 Interest Charges	413,437	102,976	102,976	76,810	(26,166)	-25.4
Total	2,109,950	2,037,001	2,037,343	2,108,462	71,461	3.5
12174 GENERAL OBLIGATION BOND REFUNDING 2001 & 2011 - SCHOOLS						
5210 Professional & Cont. Services	0	45	141	141	96	213.3
5439.1 Principal Retirement	483,487	551,131	551,131	578,846	27,715	5.0
5439.2 Interest Charges	117,825	29,347	29,347	21,890	(7,457)	-25.4
Total	601,312	580,523	580,619	600,877	20,354	3.5
12175 GENERAL OBLIGATION BOND REFUNDING 2003 CITY						
5210 Professional & Cont. Services	197	197	197	197	0	0.0
5439.1 Principal Retirement	247,898	0	0	195,231	195,231	100.0
5439.2 Interest Charges	137,983	129,306	129,306	129,306	0	0.0
Total	386,078	129,503	129,503	324,734	195,231	150.8
12176 GENERAL OBLIGATION BONDS REFUNDING 2003 SCHOOLS						
5210 Professional & Cont. Services	20	20	20	20	0	0.0
5439.1 Principal Retirement	25,102	0	0	19,769	19,769	100.0
5439.2 Interest Charges	13,972	13,094	13,094	13,094	0	0.0
Total	39,094	13,114	13,114	32,883	19,769	150.7
12200 GENERAL OBLIGATION BONDS REFUNDING GOLF COURSE						
5210 Professional & Cont. Services	640	640	640	640	0	0.0
5439.1 Principal Retirement	380,000	405,000	405,000	420,000	15,000	3.7
5439.2 Interest Charges	182,110	155,844	155,844	143,694	(12,150)	-7.8
Total	562,750	561,484	561,484	564,334	2,850	0.5
12999 CONTINGENCY						
5439.2 Future Debt, Issuance Cost, Admin & Misc.	101,047	500,351	0	213,388	(286,963)	-57.4
TOTAL DEBT SERVICE FUND EXPENDITURES	7,451,369	8,142,000	7,207,532	8,300,000	158,000	1.9

CAPITAL PROJECTS FUND OVERVIEW

This Capital Projects Fund is used to account for financial resources segregated for the acquisition, construction or renovation of major City and School capital facilities other than those financed by Enterprise Funds. By charter, the Oak Ridge Schools cannot issue debt. Expenditures for major School capital projects are accounted for in the Capital Projects Fund and are financed primarily either through long-term debt issued by the City and/or capital maintenance reserves funded by operating transfers from the City General Fund.

Major Revenue/Other Financing Sources

Revenues and Other Financing Sources for fiscal 2013 total $2,973,469, a $1,175,752 decrease over the prior fiscal year. Funding for 2013 will be provided primarily from a $500,000 operating transfer from the General Fund, $300,000 operating transfer from the Special Programs Fund, $800,000 in grant funding for revitalization in Jackson Square, $250,000 from a Clean TN Energy Grant, $117,973 from a TDOT Greenways Grant and existing cash reserves. There is no new debt issuances planned to fund the Capital Projects Fund for fiscal 2013.

For the past several years, the City has been funding capital maintenance projects through the issuance of long-term debt. The funding of these type items through the issuance of long-term debt is eroding the City's debt capacity, in addition to the required borrowings for major renovations or construction projects. In fiscal 2001, a program was recommended to City Council to finance capital projects costing between $10,000 and $300,000 from operating transfers from the General Fund to the Capital Projects Fund rather than through the issuance of long-term debt. The initial operating transfer in 2001 was for $410,000 with the intent of gradually increasing the transfer amount each fiscal year until the required annual funding level of approximately $1.5 to $1.8 million is achieved. In fiscal 2011, the General Fund transfer amount was $476,271. The General Fund operating transfer for fiscal 2012 was $2,012,000 which includes resumption of full funding of capital maintenance projects at $1,500,000, $500,000 for a pledge by the City toward expansion of the Roane State Community College campus located in Oak Ridge and $12,000 to accumulate funds for the renovation of the City's Senior Center. The General Fund operating transfer for 2013 was reduced to $500,000 in order to maintain an adequate fund balance in the General Fund and stabilize the property tax rate.

Revenues and expenditures both contain $1,000,496 in contingency funding for project timing variances between fiscal years and emergency capital maintenance projects.

Major Expenditures Areas

Capital improvements totaling $3,685,000 are budgeted for fiscal 2013. $500,000 is budgeted for School capital maintenance and $2,184,504 is for City capital maintenance projects. The budget includes a $1,000,496 contingency for unplanned or timing variances in capital projects.

School capital improvements are budgeted at $500,000 for structural repairs to Woodland Elementary School.

Major City capital improvements of $2,184,504 budgeted for fiscal 2013 include $1,830,000 in projects that will be funded by $1,167,973 in grant proceeds which includes completion of the Greenways Phase IV, facility energy efficiency upgrades and revitalization of Jackson Square. Other improvements include continuation of upgrades to the City's recreational facilities to comply with the American Disabilities Act (ADA), $250,000 for expansion of the Oak Ridge Roane State Community College campus, HVAC replacement at Fire Station 3 and replacement of fencing, lighting and play equipment at miscellaneous parks throughout the City.

A more in-depth presentation of planned City and School capital projects is located in the separately issued Capital Improvements Program 2013-2018 document.

CAPITAL PROJECTS FUND
BUDGET SUMMARY

		ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:							
4610	Interest on Investments	3,791	5,000	2,000	5,000	-	0.0
4800	Clean TN Energy Grant	-	-	-	250,000	250,000	100.0
4830	TDOT - Jackson Square	-	-	-	800,000	800,000	100.0
4830	Greenways Grants	59,751	607,652	489,679	117,973	(489,679)	-80.6
	TOTAL REVENUES	63,542	612,652	491,679	1,172,973	560,321	91.5
EXPENDITURES:							
School Expenditures:							
29211	Miscellaneous Building Improvements:	557,399	750,000	700,000	-	(750,000)	-100.0
29202	Woodland Elementary	-	-	-	500,000	500,000	100.0
	Total School Expenditures	557,399	750,000	700,000	500,000	(250,000)	-33.3
City Expenditures:							
29323	Roane State Community College	-	500,000	250,000	250,000	(250,000)	-50.0
29307	Municipal Building Improvements:						
	Security Upgrades & Renovations	-	300,000	250,000	-	(300,000)	-100.0
	ADA Restroom	-	-	10,000	-	-	0.0
	Roof Replacement	343,667	-	2,363	-	-	0.0
	Exterior Doors and Awnings	-	55,000	23,868	-	(55,000)	-100.0
29313	Fire Stations Improvements						
	Roof Replacement	-	-	57,000	-	-	0.0
	Station 3 HVAC	-	-	-	25,000	25,000	100.0
29318	Central Services Complex						
	HVAC Management System	45,349	42,000	49,940	-	(42,000)	-100.0
29322	Storm Water Drainage	45,306	100,000	91,707	-	(100,000)	-100.0
29332	Intersection Improvements	2,139	-	2,775	-	-	0.0
29326	Parking Lot Maintenance	17,527	50,000	5,738	-	(50,000)	-100.0
29333	Sidewalk Construction/Maintenance	7,742	90,000	911	-	(90,000)	-100.0
29336	Park Meade Road Area Slope	13,088	-	-	-	-	0.0
29341	Library HVAC Controls	24,200	-	-	-	-	0.0
29306	Tennis Courts	35,202	-	-	-	-	0.0
29317	Recreation Facility ADA Improvements	1,543	30,000	9,801	30,000	-	0.0
29400	Ball Field Lights, Poles and Misc. Recreation	42,286	80,000	250	80,000	-	0.0
29400	Senior Center Feasibility Study	-	-	25,387	-	-	0.0
29400	Field Fencing	-	25,000	-	-	(25,000)	-100.0
29400	Bleachers Replacement	-	-	4,875	-	-	0.0
29494	Greenways Phase IV	74,688	758,431	612,099	146,332	(612,099)	-80.7
29405	Oak Ridge Marina Rowing Improvements	-	75,000	12,500	25,000	(50,000)	-66.7
29409	Big Turtle Park - Parking Lot Rehab	-	50,000	-	-	(50,000)	-100.0
29412	Cedar Hill Park	191,534	-	49,916	-	-	0.0
29413	Elm Grove Park	-	40,000	-	-	(40,000)	-100.0
29416	LaSalle Park	77,528	30,000	-	-	(30,000)	-100.0
29420	Elza Gate Park - Parking	72,350	-	-	-	-	0.0
5530	Jackson Square Revitalization	-	-	-	1,080,000	1,080,000	100.0
5530	Facility Energy Efficiency Upgrades	-	-	-	500,000	500,000	100.0
29999	Contingency	-	-	-	48,172	48,172	100.0
	Total City Expenditures	994,149	2,225,431	1,459,130	2,184,504	(40,927)	-1.8
29999	Project Carryforward and Emergency Projects	-	1,524,569	-	1,000,496	(524,073)	-34.4
	TOTAL EXPENDITURES	1,551,548	4,500,000	2,159,130	3,685,000	(815,000)	-18.1
	Excess (Deficiency) of Revenues Over Expenditures	(1,488,006)	(3,887,348)	(1,667,451)	(2,512,027)	1,375,321	35.4
OTHER FINANCING SOURCES (USES):							
Other Financing Sources and Transfers In:							
	Contingency Funding/Carryforward	-	1,524,569	-	1,000,496	(524,073)	-34.4
	General Fund	476,271	2,012,000	2,012,000	500,000	(1,512,000)	-75.1
	Special Program Fund	-	-	-	300,000	300,000	100.0
	Total Other Financing Sources (Uses)	476,271	3,536,569	2,012,000	1,800,496	(1,736,073)	-49.1
	Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures and Other Uses	(1,011,735)	(350,779)	344,549	(711,531)	(360,752)	102.8
FUND BALANCE - 7/1		2,388,176	1,398,031	1,376,441	1,720,990	322,959	23.1
FUND BALANCE - 6/30		1,376,441	1,047,252	1,720,990	1,009,459	(37,793)	-3.6

CAPITAL IMPROVEMENTS PROGRAMS OVERVIEW – ALL FUNDS

Beginning on page IV-25, is a summary and description of citywide capital improvement projects budgeted for fiscal 2013. The summary on page IV-25 outlines the projects by funding source.

The projects funded by the Capital Projects Fund are financed by a combination of long-term debt proceeds and existing fund balance created from operating transfers from the General Fund. The long-term goal is to fund major capital projects through the issuance of long-term debt and routine capital maintenance through the accumulated annual operating transfers from the General Fund. The break between routine and major is currently being defined at the $300,000 level. The major budgeted projects in the Capital Projects Fund in fiscal 2013 are various capital maintenance improvements to City and School building and recreational facilities and includes a $250,000 donation for the expansion of the Oak Ridge campus of Roane State Community College.

The Electric and Waterworks Fund capital improvements will be funded through a combination of long-term debt and existing cash generated through the applicable user rates for those services. The City currently has $1,295,054 in authorized and available loan proceeds that can be drawn for wastewater rehabilitation capital projects. This debt is in the form of draw loans, which are drawn down as capital expenditures occur over the next year. The City is currently under an Administrative Order (AO) from the United States Environmental Protection Agency (EPA) to remedy violations of the Clean Water Act that occurred through the City's wastewater system. This order will result in an estimated additional $20,000,000 in debt issuances and will require a significant increase in wastewater rates. The amounts and timing of debt to be issued and the impact on the wastewater rates was not determined at the time the fiscal 2013 budget was prepared. An estimated $6,500,000 in capital required by the EPA AO was used for 2013 budget purposes.

Capital improvement projects accounted for in the State Street Aid Fund are funded through an operating transfer from the General Fund and state shared tax revenues. The capital improvement level in this Fund should remain fairly constant from year-to-year.

At the end of each calendar year, a Capital Improvements Program (CIP) document is prepared that outlines the City's capital needs for the next six years. City staff drafts the document and then it is forwarded to the Oak Ridge Regional Planning Commission for review. A detail sheet is prepared outlining the need and cost of each capital project. The final adopted CIP is then incorporated into the City's annual budget document. Please refer to the CIP 2013-2018 document for a more in-depth discussion of the capital projects presented in this budget document.

SUMMARY OF CAPITAL IMPROVEMENT PROGRAMS
FISCAL YEAR 2013

PROJECT DESCRIPTION	CAPITAL PROJECTS FUND	ELECTRIC FUND	WATERWORKS FUND	OTHER CITY FUNDS	STATE/ FEDERAL/ PRIVATE	TOTAL CAPITAL PROJECTS
FIRE STATION 3 HVAC	25,000					25,000
JACKSON SQUARE PARKING LOT/PLAZA - TDOT GRANT	280,000				$ 800,000	1,080,000
FACILITY ENERGY EFFICIENCY UPGRADES - CLEAN TN GRANT	250,000				$ 250,000	500,000
ROANE STATE COMMUNITY COLLEGE	250,000					250,000
CAPITAL MAINTENANCE - UNSPECIFIED	48,172					48,172
RECREATION FACILITY ADA IMPROVEMENTS - BRIARCLIFF	30,000					30,000
GREENWAY IMPLEMENTATION	28,359				117,973	146,332
BALL FIELD LIGHTS, POLE & MISC. RECREATION	80,000					80,000
ROWING IMPROVEMENTS	25,000					25,000
SIDEWALK IMPROVEMENTS	-			30,000		30,000
STREET RESURFACING & CITY-OWNED PARKING LOTS				1,230,000	360,000	1,590,000
TRANSPORTATION ENHANCEMENT PROGRAM				310,000		310,000
EPA MANDATE (ESTIMATED)			6,500,000			6,500,000
STREET LIGHT IMPROVEMENT PROGRAM		65,000				65,000
FACILITIES EXPANSION FOR NEW LOADS AND SERVICES		455,000				455,000
ROUTINE EXPANSION, MAINTENANCE AND MINOR ADDITIONS		620,000				620,000
ELECTRIC SUBSTATION IMPROVEMENTS		210,000				210,000
DISTRIBUTION SYSTEM IMPROVEMENTS		1,300,000				1,300,000
TRAFFIC SIGNAL, PUBLIC & PRIVATE LT MAINT./IMPROVEMENTS		150,000				150,000
TRANSMISSION SYSTEM MAINTENANCE		100,000				100,000
SCADA AND REMOTE METERING		900,000				900,000
WATER TREATMENT PLANT CAPITAL MAINTENANCE			1,950,000			1,950,000
WATER BOOSTER STATION UPGRADES			100,000			100,000
WATER DISTRIBUTION SYSTEM REHABILITATION			570,000			570,000
SEWER LINE REHABILITATION PROGRAM			5,000,000			5,000,000
WASTEWATER PUMP STATION REPLACEMENT/UPGRADES			700,000			700,000
WEST WASTEWATER TREATMENT PLANT			150,000			150,000
RAW WATER INTAKE AND RAW WATER BOOSTER STATION			550,000			550,000
WEST END/DEVELOPMENT -SEWER			250,000			250,000
WEST END/DEVELOPMENT -WATER			900,000		650,000	1,550,000
WOODLAND ELEMENTARY SCHOOL	500,000					500,000
TOTAL CAPITAL IMPROVEMENT PROGRAMS	**$ 1,516,531**	**$ 3,800,000**	**$ 16,670,000**	**$ 1,570,000**	**$ 2,177,973**	**$ 25,734,504**

Capital Improvements Program
Fiscal Year 2013

I. Commercial / Residential Development

1. West End Development & Expansion

In June of 1999, eight "Partners for Progress" consisting of the City of Oak Ridge, Roane County, Anderson County, Department of Energy (DOE), Tennessee Valley Authority (TVA), State of Tennessee, Boeing-Oak Ridge, and The Community Reuse Organization of East Tennessee (CROET), entered into a Memorandum of Understanding (MOU) for the partners to work together to find sources of funding for the installation of infrastructure, projected to cost $15.2 million, to five large parcels of land in the Oak Ridge portion of Roane County. Since that time, a 1,400 acre parcel of land is now being developed as a residential/commercial community known as Rarity Ridge and a 957 acre parcel was developed by CROET as an industrial park.

Construction of water service infrastructure to the initial phase of Rarity Ridge has been completed. This includes a connection to Cumberland Utility District, a booster pump station, elevated storage tank and all interconnecting piping. A new Wastewater Treatment Plant (WWTP) with a permitted capacity of 0.6 MGD has been completed to handle the Rarity Ridge development, Horizon Center and the DOE owned East Tennessee Technology Park. The City has acquired the on-site water infrastructure at Horizon Center and on May 29, 2009 DOE transferred ownership of water and wastewater infrastructure located at the ETTP site to the City, which included a 4.0 million per day capacity water treatment plant, raw water intake station, two water storage tanks with a 4.0 million combined capacity, five wastewater-pumping stations and water and sewer lines. The City was awarded a Federal Grant to assist with interconnecting the ETTP Water Treatment Plant (WTP) and the Rarity Ridge water system.

CROET has completed construction of the force main between ETTP and Horizon Center. Additional work by CROET includes a new pump station and force main from Heritage Center to the new Rarity WWTP. The City's WWTP at the Clinch River Industrial Park is over 30 years old and needs to be replaced as quickly as its flow can be directed toward the system at Heritage Center, and ultimately to the Rarity Ridge plant.

Funding Source and Projects

Waterworks Fund (ETTP paid indirectly through DOE Contract)		$1,300,000
Federal Funds EPA Grant		650,000
TOTAL		$1,950,000
Rarity Ridge River Crossing		
Waterworks Fund	$650,000	
EPA Grant for Matching Funds	650,000	
ETTP Water System	250,000	
ETTP Wastewater System	250,000	
West Wastewater Treatment Plant	150,000	
TOTAL	$1,950,000	

Operational Impact: As this project moves forward, additional costs for operation and maintenance will be incurred and are included in this item. With the assumption of the water and sewer infrastructure as well as the roadways within ETTP, in fiscal 2009 a five position

west end maintenance crew was added as well as one water plant operator to handle the demands of the west end systems at ETTP, Horizon and Rarity Ridge. DOE is funding water and wastewater operational costs for west end utilities through its contractor URS/CH2M through May 2013.

2. Roane State Community College – Oak Ridge Campus Donation

In May 2009, the City agreed to provide $500,000 in funding toward a new building for the Oak Ridge Roane State Community College campus if sufficient state funding could be obtained to construct the facility. In January 2011, the City was notified that Roane State received a $9,000,000 state grant for the project and requested the $500,000 funding from the City in 2012, which was divided into two installments. The first installment was paid on September 9, 2011. The second $250,000 installment is to be paid in September 2012.

Funding Source	
Capital Projects Fund	$250,000

Operational Impact: None

3. Jackson Square Parking Lot/Plaza

This project will transform the Jackson Square Town site parking lot into a landscaped public plaza in an effort to increase mobility and provide better access to local small businesses and cultural activities. Several studies on Jackson Square have been conducted over the past few years and findings indicate that revitalization is needed. The Planning Commission believes this revitalization project in Jackson Square will provide numerous social and economic benefits to the community. Current retail shops and businesses in Jackson Square will thrive as commuters that work in the Square are encouraged to stay and shop, while new businesses will relocate to the Square as it becomes a more attractive and walkable area.

Funding Source	
State of Tennessee and Federal Funding	$ 800,000
Capital Projects Fund	280,000
TOTAL	$1,080,000

Operational Impact: None

TOTAL COMMERCIAL/RESIDENTIAL DEVELOPMENT	**$3,280,000**

II. Municipal Facilities

1. Renovations/Additions to Municipal Facilities (Capital Maintenance)

This project provides for improvements to existing City-owned facilities. In fiscal 2012, the City applied for Clean Tennessee Energy Grant with a 50 percent grant / 50 percent match for a total project cost of $500,000. The funds will be used on building maintenance on various city facilities to reduce energy consumption and comply with federal mandates. This project is contingent upon grant funding. $25,000 in funding has been allotted to install a new high efficiency system HVAC at Fire Station 3.

Funding Source and Projects

Capital Projects Fund	$323,172
State of Tennessee and Federal Funding	250,000
TOTAL	$573,172

Energy Efficiency Upgrades	$500,000
Fire Station 3 HVAC	25,000
Unspecified Capital Maintenance	48,172
TOTAL	$573,172

Operational Impact: Replacement and upgrade of systems with energy efficient products will result in reduced energy consumption.

TOTAL MUNICIPAL FACILITIES **$573,172**

III. Recreation and Parks

1. Greenway Implementation – Melton Lake Phase IV

A Greenway is a system of walking trails connecting the City's greenbelts. The advantage is to bring parkland nearer to all Oak Ridge citizens. The Citywide system recommended by the Greenway Task Force has been endorsed by City Council. These greenways are being funded through a combination of City and grant money from the Tennessee Department of Transportation (TDOT).

Funding Source

Capital Projects Fund	$ 28,359
Tennessee Department of Transportation Grants	117,973
TOTAL	$146,332

Operational Impact: Maintenance cost is estimated at $220 per mile per year.

2. Construction and Improvement of Various Park and Recreation Facilities

Capital maintenance funding will be utilized for various recreational facility improvements. The comprehensive plan outlines the development or improvement of a neighborhood park within walking distance of each neighborhood. The City is continuing its ongoing process to make upgrades and enhancements to City owned playgrounds to comply with standards by the American Disabilities Act (ADA), Consumer Product Safety Council (CPSC) and American Society for Testing and Materials (ASTM).

Fiscal Year 2013 projects include replacement of fencing and lighting at athletic fields that have been damaged by deterioration, vandalism and age as dictated by security and safety concerns. The rowing venue on Melton Hill Lake will be upgraded to include new docks, timing device, expansion of the existing boathouse, widening the course and dredging near the start line. The City is contributing is matching $25,000 toward these rowing venue improvements.

Funding Source and Projects

Capital Projects Fund		$135,000
ADA Compliant Playgrounds (Renovation)	$ 30,000	
Rowing Improvements	25,000	
Ball Field Lights, Pole & Misc. Recreation	80,000	
TOTAL	$135,000	

Operational Impact: Most projects are to maintain existing infrastructure, which minimizes future more costly repairs/replacements from both a maintenance and safety perspective. Enhancing the rowing venue will increase the City's opportunity to attract national and international rowing evens and regattas to the City. The tourism revenue generated by these events should offset the costs of the maintaining the new rowing infrastructure.

TOTAL RECREATION AND PARKS **$281,332**

IV. Transportation

1. Street Resurfacing including City-Owned Parking Lots (Maintenance)

This program funds the City's Enhanced Pavement Maintenance Program and provides for annual resurfacing of designated city streets in a manner, which utilizes both corrective and preventative maintenance strategies. Corrective maintenance includes the use of conventional hot-mix asphalt overlays along with pavement milling where necessary, and is used to rehabilitate and correct streets that are deteriorated and/or have poor pavement conditions. Preventative maintenance strategies include the application of thin micro-surface overlays and the application of asphalt rejuvenating surface treatments. These strategies are used to extend the life of street pavements that are still in good to excellent condition.

In addition to resurfacing streets, this program also includes resurfacing of city-owned parking lots that are in poor condition including such parking lots as those located in the Grove Center and Jackson Square commercial area and various city parks.

Funding Source

State Street Aid	$1,230,000
Tennessee Department of Transportation Grants	360,000
TOTAL	$1,590,000

Operational Impact: By resurfacing or rejuvenating streets on an as needed basis, this project reduces the overall cost and amount of maintenance required for City streets. This project is performed under contract with minimal impact on operations.

2. Sidewalk Improvements

Rehabilitation of existing sidewalks will continue throughout the City.

Until such time that the State grant funding becomes available for new sidewalk construction, efforts will be concentrated on rehabilitation of existing sidewalks. The construction of new sidewalks will resume should additional State funds become available.

Approximately 100 miles of concrete and asphalt sidewalks are located throughout Oak Ridge. Many of the existing sidewalks are 30+ years old and the cost of repairing sidewalks and handicap ramps has significantly increased. Funding levels increased by $30,000 for fiscal 2013 which will aid in keeping sidewalks in an acceptable position to assure pedestrian safety.

Funding Source

State Street Aid Fund	$30,000

Operational Impact:Sidewalk renovation does not initially impact operating expenses. Direct operating costs are generally insignificant and can be handled with existing municipal forces.

3. Transportation Enhancement Program

This project is to provide funding to improve traffic capacity/safety, school crossings, and bicycle/pedestrian safety at various locations within the City as identified by transportation enhancement projects and the Oak Ridge Bicycle and Pedestrian Plan. Initial projects are located at intersections along Oak Ridge Turnpike and Illinois Avenue. Improvements include crosswalks, pedestrian signals with count down timers, traffic signs, pavement markings, and new sidewalks to connect missing link sections.

Some minor projects were completed by the City during the fall of 2011. Minor projects will include installation of rumble strips on Emory Valley Road between the greenway and street, pedestrian crosswalk enhancement along the Oak Ridge Turnpike, Illinois Avenue and other intersections, and traffic signs along a designated east-west bicycle route.

Some major projects will be designed by consultants during the fall of 2011 with project construction during the spring of 2012. Major projects will include new sidewalk construction on Illinois Avenue, Jefferson Circle and other missing link sections within the downtown business section of the City and possibly geometric improvements at the Oak Ridge Turnpike/Illinois Avenue intersection.

Funding Source

Special Programs Fund	$310,000

Operational Impact: Ongoing maintenance will be provided under the City's highway maintenance contract with the State.

TOTAL TRANSPORTATION	**$1,930,000**

V. Utilities

1. Facilities Expansion for New Load

This item combines the various elements of the Electric Department's efforts to serve new loads with the exception of substations and major feeder lines. These include line extensions, construction within subdivisions and other such activities. Cost is dependent on development activity and this should be treated as a placeholder.

The cost and timelines for these projects are development driven, and thus difficult to predict. Expenditures for underground residential development topped in FY09, a large increase from the years prior. Commercial expansion expenditures were also ahead of projections slightly. We expect moderation in these figures over the next few years. Funding demands in the ETTP area have also exceeded expectation and capital has been adjusted accordingly.

This expense is required to serve new loads under existing council policy. All costs expended in this item are protected by the City's justified investment policy, which should provide for cost recovery through the rate over time.

Funding Source and Projects		
Electric Fund		$455,000
Underground Residential	$200,000	
Overhead Residential	55,000	
Underground Commercial	150,000	
Overhead Commercial	50,000	
TOTAL	$455,000	

Operational Impact: Expanded service areas will require additional maintenance by City electrical crews. Outside contractors are utilized for distribution expansion and other operational projects to supplement electric crews on an as needed basis.

2. Electrical Distribution System Improvements

This project provides for the upgrade of existing system components, including conductors, underground service vaults, and the addition of specific protection devices. It describes non-routine work done by the department to rectify identified inadequacies, along with items required to enhance system performance.

All circuits are continually monitored for overloading, deterioration or other conditions that require updating.

Underground cable failure and replacement continues to be a major effort. This work was originally intended to be cut in half next year, but a spate of failures has moderated this goal to 25% reduction for the next three years. Our projects have been left unchanged as progress through the system indicates a reduction will be in order at that time. Work is beginning in the Westwood subdivision to supply a new feed into the area. We plan to finish this important feed over the next two years. Other improvements were made in small sections.

Line segments are routinely evaluated via the Department's system model for potential use in switching operations, alternate feeds and line loss, as well as age, condition and functionality. Other structures, particularly underground vaults, need to be upgraded. With new equipment

installed, annual operating costs should decrease and system safety improved. Additionally, underground cables in parts of the City are reaching the end of their useful life.

Funding Source and Projects

Electric Fund		$1,300,000
Circuit Improvement	$150,000	
Underground Cable Replacement	800,000	
Department of Energy Conversion	100,000	
East End Back Fees to Sub300 Area	250,000	
TOTAL	$1,300,000	

Operational Impact: With new equipment installed annual operating costs should decrease and system safety improved.

3. Electrical Routine Expansion, Maintenance, Replacement and Minor Additions (Maintenance)

Most of the routine work done by the Department is considered capital (under TVA guidelines). This item has been included to capture the cost of that routine capital. Much of the City's underground cable has aged to the point that replacement is necessary. Also this item represents minor items that are completed on an ongoing basis in the Department – such as pole change outs. Miscellaneous capital includes a broad range of items from meters and transformers to protection equipment. A significant increase in metering cost has been encountered and will continue as the system absorbs customers formerly on the DOE System.

Funding Source

Electric Fund		$620,000
Undescribed Capital	$145,000	
Overhead Distribution	165,000	
Underground Distribution	165,000	
Inspect and Treat Poles	50,000	
Substation Equipment	45,000	
Metering	50,000	
TOTAL	$620,000	

Operational Impact: This is an ongoing project for replacement of aging equipment and will reduce overall maintenance expenses and insure good quality electric power delivery.

4. Street Light Improvement Program (Capital)

This ongoing project provides for the correction of problems to improve the level of street lighting activity within the City. Reduced funding will allow for minor improvements to critical need locations. There has been interest expressed in past year for "high-efficiency" dark sky compliant lighting. The high-efficiency lighting component is somewhat nebulous and will have to be defined. Further funding can be considered based on the acceptance of the lighting and it projected cost.

The Electrical Department has a street light survey of the city and has policies and guidelines for street lighting. This program will address the street lighting in areas with deteriorated or

inadequate lighting. No money is included for significant new lighting. An increased emphasis on “dark sky lighting” will be part of the future effort to minimize the effects of light pollution on the nighttime sky.

Funding Source

Electric Fund	$65,000

Operational Impact: This is an ongoing project for replacement of aging equipment and will reduce overall maintenance expenses and provide better lighting of City streets.

5. SCADA and Remote Metering (Capital)

This program combines two significant efforts that will be required in the next few years to operate effectively under the new TVA rate structures, AMR & SCADA. SCADA (Supervisory Control and Data Acquisition) allows remote monitoring and operation of the Electric System. AMR (Automatic Meter Reading) will permit new structures to be implemented and reduce some costs.

The installation of fiber optic cable will proved a communications back bone from which SCADA operations can be launched. The beginning of this system should start within one year. An engineering review of available SCADA options, as well as an evaluation of their ability to reduce operational and energy cost needs to be undertaken. A small test section of AMR is currently operating. Evaluation of its interface abilities is needed.

Additionally, this project could have reduced duration and frequency of electrical outages and improved efficiency of operations. New TVA rate structures will reward utilities that are able to remotely control voltage use monitor loads in real time. Neither of these is possible without a SCADA system. Finally, the communication back bone needed for SCADA system will serve data needs of advanced metering, which will be required to comply with TVA directives and rates.

Funding Source

Electric Fund	$900,000

Operational Impact: A more in-depth analysis will be required to more effectively define both the qualitative and quantitative benefits and payback of installing these systems.

6. Traffic Signal and Street Lighting Improvements (Maintenance)

This project provides for the routine maintenance, installation and replacement of existing traffic signals, street and private lighting. These items are maintained and replaced on an ongoing basis and will be budgeted annually.

Funding Source

Electric Fund	$150,000

Operational Impact: The Electric Fund pays for and installs the capital equipment and performs on-going maintenance to the traffic/street lighting systems. The General Fund annually pays the Electric Fund a 13% investment charge on the net book value of the traffic signal and street lighting assets for the installation and maintenance of the equipment.

7. Transmission System Improvements (Maintenance)

This program provides funding for maintenance of the City's 69kV system. Other amounts reflect the occasional need to replace wooden poles as they decay.

Pole replacement is being completed as needed. Work in replacing insulators, connectors, and switches have been identified in engineering studies.

Funding Source	
Electric Fund	$100,000

Operational Impact: This project represents an effort to maintain the 69kV system. Delay of this project significantly increases chance of widespread electrical outages.

8. Electric Substation Improvements

This project provides funding to install communications and security equipment in electrical substations, and also to provide upgrades to equipment in the stations. The manufacturer has identified protective equipment relays at several substations as obsolete. Replacement planning is underway with a view toward standardization and future electronic (SCADA) control. Additionally, security is being tightened via broadband communications and improved security systems. Communication will eventually be through a fiber optic system, although this will be some time in the future.

In the past, we have used telephone lines to monitor alarm conditions, which have prevented many outages and helped the situation somewhat. Current equipment being installed in substations has significantly greater communications capability. As the price of wireless wide-area network technology decreases, the ability to utilize this capability and provide basic system monitoring becomes economically feasible. The security of the stations, both from a homeland security standpoint and from a pilferage standpoint needs to be improved. This project would allow both of these objectives to be met. Many of the relays in the field are antiquated units with "hard to find" parts. Improvements include moving station equipment into the field and replacing it with newer more reliable equipment.

Costs have been adjusted this year to compact the time frame of the work.

Funding Source	
Electric Fund	$210,000

Operational Impact: Most of the operating costs required by the new systems would be covered by the replacement of those currently being paid for existing services.

9. EPA Mandate (estimated)

On September 27, 2010, the City received an administrative order (AO) from the United States Environmental Protection Agency (EPA). The City was found to be in violation of Section 301 of the Clean Water Act (CWA), 33 U.S.C. Section 1311. The City has been given a timetable and actions to be made to remedy the violations with various deadlines from two to twenty-four months. The AO requires the City to provide additional information regarding the violations; develop plans to evaluate and resolve the issues described; and, based on the plans, make changes to policies and construct assets, if necessary. The plans must be approved by the EPA. The City was in the discovery stage, which includes smoke testing and scoping of sewer

lines with closed circuit TV cameras of the City's wastewater system, at the time this budget was prepared. More accurate costs regarding capital and ongoing operating expenses will be determined during fiscal 2013. The $6,500,000 budgeted for capital expenditures related to this mandate were an estimate based on information available at that time. Significantly higher capital and ongoing operating expenses are anticipated due to this mandate.

Funding Source

Waterworks Fund	$6,500,000

Operational Impact: None

10. Water Booster Station Upgrades (Maintenance)

Additional maintenance capital is added to replace or upgrade items such as pumps, motors, or pipes that will fail as time further degrades these forty plus year old structures. The general upgrade of all water booster stations is complete. Additional capital maintenance funding is added to replace existing equipment such as pumps and motors over time.

Water booster stations are an integral part of the water system. Repairs and upgrades have resulted in the stations performing more efficiently. The extended life of over thirty years necessitates continued maintenance to provide uninterrupted water service for our customers.

Funding Source

Waterworks Fund	$100,000

Operational Impact: Continuation of upgrades to the City's main water booster pump stations including buildings, pumps, motors and the hydraulic capability of the pumping stations. This will reduce maintenance costs and improve the operation of the pumping stations.

11. Water Distribution System Rehabilitation (Maintenance)

This program provides funding for ongoing routine capital maintenance activities within the water distribution system. Replacement of obsolete fire hydrants and large diameter water valves and piping occur throughout the year. Inspection and repainting of the elevated tanks will be performed using routine capital maintenance.

This project continues a plan for rehabilitation of the City's water distribution system concentrating on:

1) Replacing obsolete fire hydrants which are no longer manufactured and repair parts are no longer available;
2) Inspection and painting of the six elevated water tanks and cleaning in-ground reservoirs is on-going;
3) Replacement of approximately 6,000 feet of 14 inch force main from the west booster station up to West Outer Drive due to age and large number of breaks on that line, estimated to be approximately $900,000 and;
4) Replacement and downsizing of water meters.

Funding Source and Projects

Waterworks Fund	$570,000

Water Tank Painting & Inspection, Reservoir Cleaning	$80,000
Water System Rehabilitation	255,000
Fire Hydrant Replacement	160,000
Water Meter Replacement & Downsizing	75,000
TOTAL	$570,000

Operational Impact: This project will concentrate on replacement of aged system components focusing initially on large diameter valves (14" through 30") and valve vaults and finally on water main replacement. This will decrease the number of water breaks and lower maintenance costs. Older fire hydrants are being replaced instead of being repaired because the parts are obsolete.

12. Water Treatment Plant Improvements (Capital/Maintenance)

This program provides ongoing capital improvements to the Water Treatment Plant necessary to ensure the plants physical and mechanical structure is solid, thus allowing it to continuously produce drinking water that meets the guidelines established by State and Federal regulations. DOE had owned and operated the plant since its construction in the early 1940's. The plant provides portable water to both the Y-12 and ORNL facilities as well as to the City of Oak Ridge. The City assumed ownership and operational responsibilities of the Water Treatment Plant from DOE on May 1, 2000. Prior to the transfer to the City, a physical and structural analysis of the plant and its related facilities indicated that the plant's physical condition, while still functional, would require various improvements in order to replace outdated equipment with new, modern and more reliable equipment and allow the facility to run cost efficiently. Engineers identified a four million dollar five-year improvement program and the financial support of this program has been factored into the rate structure. These improvements have been slowly implemented since the city assumed ownership. Ongoing capital maintenance funding will continue annually.

Fiscal 2013 improvements include replacement of approximately 7,000 feet of 24-inch raw water main due to age and location, clean and paint the building and replace windows in the main operation buildings. The completion of the electrical upgrades is expected to extend into fiscal 2016. Annual routine capital improvements are budgeted at $500,000.

This project is subject to change based on future regulations from the EPA.

Funding Source and Projects

Waterworks Fund		$1,950,000
Electrical Upgrade	$400,000	
Building Repairs and Roof replacement	450,000	
Paint and replace window-Main Operation	250,000	
Replace Chemical Storage Building	350,000	
Maintenance Capital Improvements	500,000	
TOTAL	$1,950,000	

Operational Impact: These upgrades should provide more efficient, effective and safer operations with minimal ongoing operating cost increases.

13. Sewer Line Rehabilitation

This program provides funding to rehabilitate deteriorated lines on an ongoing basis. Work has continued at a steady pace for many years to the complete satisfaction of the Tennessee Department of Conservation (TDEC). In 2010, the Environmental Protection Agency (EPA) decided to pre-empt TDEC and assume oversight of the City's sewer system. They have placed an Administrative Order on the City, significantly increasing the required work and compressing the time to complete it. Staff expects a significant increase in cost to comply with this Order and this item reflects preliminary estimates, subject to final results of the many studies and analyses being mandated by EPA. These studies are to be completed in 2012 to determine the exact cost to fully rehabilitate the system. A reduction to prior rehab levels is projected in FY17.

This multi-year project is intended to reduce the large quantities of extraneous flow entering the system, eliminate sanitary sewer overflows (SSO's) and provide ongoing capital maintenance to ensure a tight system well into the future thus preventing future overflows.

Timing and costs are accelerated from recent years due to the EPA Order. Additional on-going work will result to ensure the system remains in compliance through the mandated Management Operation, and Maintenance Program (MOM). Staff and equipment costs are identified.

Funding Source

Waterworks Fund	$5,000,000

Operational Impact: This program is part of an annual repair and replacement program to upgrade the City's sewer collection system and correct Infiltration and Inflow problems. Funding will be provided from a 20-year loan from the Tennessee State Revolving Loan Program.

14. Wastewater Pump Station Replacement /Upgrade Program (Capital/Maintenance)

This program funds the systematic replacement of deteriorated sewer pump stations and the upgrading of some other lift stations.

Funds were approved for upgrades and purchase of equipment for pump station due to the EPA Administrative Order issued September 28, 2010. During FY13, portable generators and portable pumps will be purchased as required by the EPA at an estimated cost of $200,000. .

The stations are in need of significant upgrading of mechanical and electrical systems. These stations continue to be maintenance problems. Their advanced age has made locating replacement parts extremely difficult. This program has addressed many stations as was reported above. The remaining stations are on a priority basis and this program will continue as planned. Additional capital maintenance funding is included to replace or update items such as pumps, motors or transmission pipes that will fail as time takes its toll on this equipment. The level of annual funding is approximately one percent of the total asset value.

Funding Source

Waterworks Fund	$700,000

Operational Impact: Systematic replacement of wastewater lift stations will reduce maintenance expenses. Ongoing maintenance as required in the MOM will add to recurring program costs

15. Raw Water Intake and Raw Water Booster Station (Capital/Maintenance)

This program provides on-going capital improvements to the Raw Water Intake and Raw Water Booster Station necessary to ensure the physical and mechanical structure allowing raw water from the river to be continuously pumped to the Water Treatment Plant to produce drinking water. DOE had owned and operated these facilities since their construction in the early 1940's. The operation of these facilities provides potable water to both the Y-12 and ORNL facilities, as well as, the City of Oak Ridge. The City assumed ownership and operational responsibilities from DOE on May 1, 2000.

This project is subject to change based on future regulations from the EPA.

Funding Source and Projects

Waterworks Fund		$550,000
Replace approximately 700' of 24" raw water line	$300,000	
Raw Water Intake Replace Electric Feed	250,000	
TOTAL	$550,000	

Operational Impact: These upgrades should provide more efficient, effective and safer operations with minimal ongoing operating cost increases.

TOTAL UTILITIES	**$19,170,000**
TOTAL CITY OF OAK RIDGE	**$25,234,504**

VI. Schools

1. Site Development and Building Improvements to Woodland Elementary School

This project provides for improvements to existing School facility. An engineering study was performed to evaluate the settlement of the building foundation indicated serious safety issues. Due to known geological instabilities in the Woodland area, some classrooms are experiencing settlement of the floor slab. Several spaces are currently inadequate for programming needs and such deficiencies will eventually be a hindrance to providing a facility conducive to a learning environment. The Asbestos Hazard Emergency Act requires that all schools in the nation inspect, test and evaluate all suspect building materials.

Funding Source and Projects

Capital Projects Fund	$ 500,000

Operational Impact: Most projects will increase efficiency and effectiveness of equipment resulting in minimal operational impact on School Staff.

TOTAL SCHOOLS	**$500,000**

GRAND TOTAL - CAPITAL IMPROVEMENTS	**$25,734,504**

V. Special Revenue Funds

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SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. The City maintains eleven Special Revenue Funds as outlined in this Section.

The eleven Special Revenue Funds are as follows:

- **General Purpose School Fund -** Accounts for Oak Ridge School Operations.
- **Drug Enforcement Program Fund –** Accounts for drug enforcement activities funded through restricted use drug fines and forfeitures.
- **State Street Aid Fund** – Accounts for maintenance on non-state streets funded through restricted use State-shared gas and motor fuel taxes supplemented by operating transfers from the City's General Fund.
- **Street and Public Transportation Fund** – Accounts for the City's public transportation programs funded through restricted use State-shared petroleum product inspection fees and a state operating assistance grant.
- **Economic Diversification Fund** - Accounts for the City's economic development endeavors from funds City Council has allocated specifically for that purpose.
- **Grant Fund** – Accounts for the receipt of various non-utility state and federal grant revenues, including the annual Community Development Block Grant (CDBG) and other grants that benefit low-income persons in the community.
- **Solid Waste Fund** – Accounts for the collection and disposal of residential refuse. Under Tennessee State Law, these activities must be accounted for in a special revenue fund.
- **Golf Course Fund** – Accounts for the construction and operation of the Tennessee Centennial municipal golf course and sale of the remaining available land surrounding the course.
- **West End Fund** – Accounts for the City's fire and ambulance services located at the ETTP site that is currently being funded under a contract with Bechtel Jacobs.
- **Special Programs Fund** – Accounts for programs to be determined.

GENERAL PURPOSE SCHOOL FUND

School operations are funded by transfers from the City's General Fund, set at $13,862,832 for fiscal 2013, and from revenues from the State of Tennessee, Anderson and Roane Counties as well as federal sources. An elected five member School Board has oversight responsibility for the Oak Ridge Schools. The School Board reviews the budget prepared by School staff and then submits a funding request to the City to finance School operations. The General Fund provides funding for approximately 24.5% of the Schools total budgeted expenditures. In fiscal 2013, the Oak Ridge Schools operating transfer was reduced by $766,470 with the funding reallocated as an operating transfer to the Debt Service Fund to pay for existing debt service on debt issued to fund the renovation and expansion of the Oak Ridge High School.

City Council approves the total legal expenditure appropriation for the General Purpose School Fund; however, City Council cannot alter any budget line item within the School's budget. The School Board reviews and may alter detail line items within the School's operating budget. The legal expenditure appropriation for the General Purpose School Fund for fiscal 2013 is $56,535,325; a $39,897 or 1.0% decrease over the prior fiscal year. The Schools prepare a separate budget document that details the revenues and expenditures of the General Purpose School Fund.

GENERAL PURPOSE SCHOOL FUND

BUDGET SUMMARY

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:						
Local Funds:						
Local Taxes-Anderson/Roane Co.	12,802,124	13,030,023	12,730,000	13,402,470	372,447	2.9
Charges for Services	414,601	406,000	363,000	368,000	(38,000)	-9.4
Other Local Revenues	169,221	82,100	57,000	97,500	15,400	18.8
State Funds:						
State Education Funds	19,839,214	20,295,711	20,283,064	20,189,622	(106,089)	-0.5
Federal Funds:						
Federal Funds Received Thru State	154,078	132,604	129,157	146,074	13,470	10.2
Federal Revenues	2,961,966	3,262,254	3,184,649	3,201,560	(60,694)	-1.9
Other Sources	3,206,562	4,182,538	5,033,201	3,247,797	(934,741)	-22.3
Total Revenues	39,547,766	41,391,230	41,780,071	40,653,023	(738,207)	-1.8
EXPENDITURES:						
Instruction:						
Regular Education Program	22,546,964	23,975,592	24,635,739	24,348,038	372,446	1.6
Alternative Schools	298,421	356,889	368,000	437,652	80,763	22.6
Special Education Program	4,041,899	4,299,858	4,214,180	4,277,189	(22,669)	-0.5
Technology Career Program	1,107,976	968,938	971,000	998,142	29,204	3.0
Other - Instruction Services	67,196	324,230	150,000	287,805	(36,425)	-11.2
Support Services:						
Health Services	328,444	355,018	355,700	384,924	29,906	8.4
Other Student Support	1,353,302	1,228,190	1,214,190	1,251,476	23,286	1.9
Regular Instructional Support	1,851,534	2,178,330	2,231,092	2,246,890	68,560	3.1
Special Education Support	543,142	571,132	676,018	681,308	110,176	19.3
Technology - Career Support	160,052	167,091	167,091	88,195	(78,896)	-47.2
Board of Education Support	732,310	909,672	909,672	898,073	(11,599)	-1.3
Office of Superintendent	250,199	265,742	267,855	281,943	16,201	6.1
Office of Principal	2,643,475	2,763,946	2,763,946	2,836,666	72,720	2.6
Fiscal Services	606,915	675,775	679,617	687,650	11,875	1.8
Human Services	223,637	246,706	248,494	264,584	17,878	7.2
Operation of Plant	4,355,750	4,601,641	4,602,951	4,677,315	75,674	1.6
Maintenance of Plant	1,362,074	1,439,395	1,448,003	1,339,991	(99,404)	-6.9
Transportation	1,126,367	1,392,069	1,350,272	1,421,310	29,241	2.1
Central Services	991,028	918,800	940,770	899,812	(18,988)	-2.1
Non-Instructional Services:						
Food Service	1,816,744	1,919,685	1,919,685	1,928,836	9,151	0.5
Community Services	1,077,554	1,449,602	1,100,000	1,106,989	(342,613)	-23.6
Capital Outlay	89,856	603,000	769,127	1,199,000	596,000	98.8
Federal Projects	2,971,392	3,262,254	3,184,649	3,201,560	(60,694)	-1.9
Other	1,555,633	1,701,667	1,789,980	789,977	(911,690)	-53.6
Total Expenditures	52,101,865	56,575,222	56,958,031	56,535,325	(39,897)	-0.1
Excess (Deficiency) of Revenues Over Expenditures	(12,554,099)	(15,183,992)	(15,177,960)	(15,882,302)	(698,310)	4.6
Other Financing Sources (Uses)						
Operating Transfers In	14,470,131	14,629,302	14,629,302	13,862,832	(766,470)	-5.2
Operating Transfers Out	0	0	0	0	0	0.0
Total Other Financing Sources (Uses)	14,470,131	14,629,302	14,629,302	13,862,832	(766,470)	-5.2
Excess (Deficiency) of Revenues and Other Sources Over (Under) Expenditures and Other Uses	1,916,032	(554,690)	(548,658)	(2,019,470)	(1,464,780)	264.1
Reserves and Fund Balance 7/1	3,714,135	3,689,349	5,630,167	5,081,509	1,392,160	37.7
Reserves and Fund Balance 6/30	5,630,167	3,134,660	5,081,509	3,062,039	(72,621)	-2.3

DRUG ENFORCEMENT PROGRAM FUND

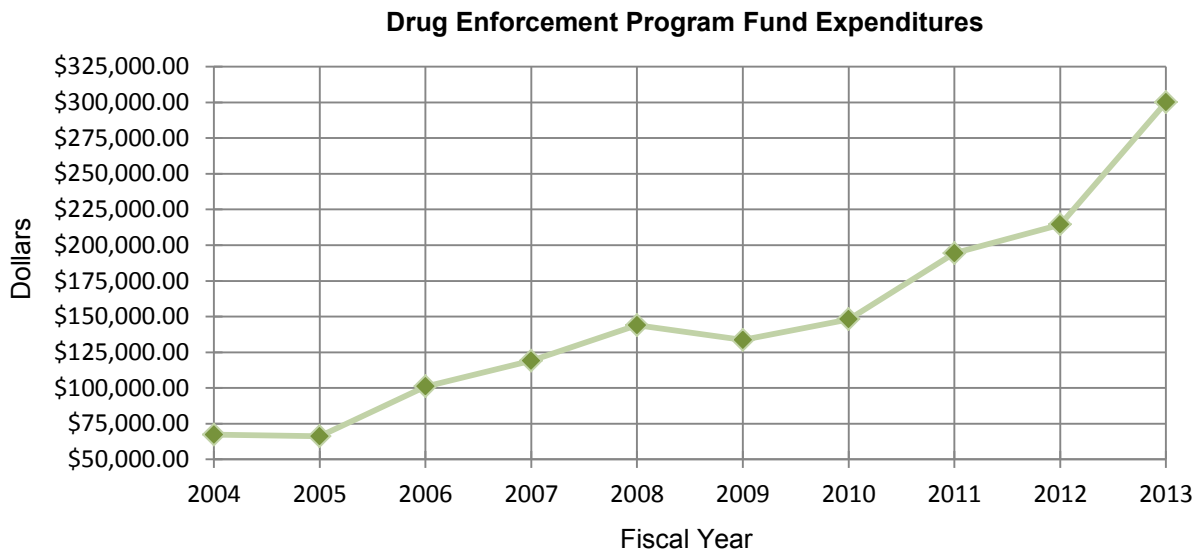
Fund Overview:
In 1985, the Drug Enforcement Program Fund was established by the City to account for revenues from drug fines and from the sale of items confiscated during drug curtailment activities. Tennessee state law requires those revenues to be accounted for in a separate special revenue fund and that disbursements from those revenues be legally restricted to drug enforcement, drug education, drug treatment and nonrecurring general law enforcement expenditures. The operations accounted for in this Fund are under the supervision of the Police Department.

Major Revenue Sources:
Fiscal 2013 revenues are budgeted at $116,750 from drug fines and the sale of items confiscated during drug curtailment activities. Over the past five years, the City has been receiving equitable shared funding from the Department of Justice, Internal Revenue Service and the US Marshall Service. Equitable sharing is a program designed to enhance cooperation among federal, state and local law enforcement agencies through the sharing of proceeds resulting from federal forfeitures. The percentage of net proceeds shared with state and local law enforcement agencies is based on the degree of the agencies' direct participation in the case and therefore can vary greatly from year to year.

Major Expenditure Areas:
Fiscal 2013 expenditures are budgeted at $300,000 for drug enforcement, drug education, drug treatment and nonrecurring general law enforcement expenditures.

Budget Overview and Changes:
Revenues and expenditures for this Fund will vary from year-to-year based on the level of Fund Balance and revenues collected during the fiscal year. Since expenditures are legally restricted, the $300,000 appropriation for the Drug Enforcement Program Fund allows for fluctuations in expenditure levels due to irregular revenue/expenditure patterns from enforcement activities and the occasional state and/or federal grant award without requiring amendment of the appropriation ordinance.

Drug Enforcement Program Fund Expenditures by Fiscal Year



Expenditure levels will vary greatly from year to year depending on cash availability and staffing levels.

DRUG ENFORCEMENT PROGRAM FUND

BUDGET SUMMARY

		ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:							
4035	Drug Fines	19,106	20,000	16,351	20,000	-	0.0
4036	Confiscations	61,239	35,000	82,133	35,000	-	0.0
4314	Future Grants	-	50,000	-	-	(50,000)	-100.0
4306	DOJ Equitable Sharing	-	25,000	23,966	25,000	-	0.0
4307	IRS Equitable Sharing	-	25,000	5,000	10,000	(15,000)	-60.0
4308	US Marshalls Equitable Sharing	29,080	10,000	31,383	25,000	15,000	150.0
4610	Interest on Investments	575	750	600	750	-	0.0
4790	Proceeds from Salvage Sale	109	1,000	-	1,000	-	0.0
	Total Revenues	110,109	166,750	159,433	116,750	(50,000)	-30.0
EXPENDITURES:							
5201	Rents	50,982	12,000	9,996	12,000	-	0.0
5207	Dues & Memberships	600	300	320	300	-	0.0
5210	Prof. & Contractual Services	13,708	15,000	11,976	15,000	-	0.0
5212	Utility Services	41,885	40,000	37,293	40,000	-	0.0
5220	Travel, Schools & Conferences	18,197	15,000	12,662	15,000	-	0.0
5235	Routine Repairs & Maintenance	1,941	2,000	2,000	2,000	-	0.0
5289	Equipment Use Charges	4,040	4,000	4,041	4,000	-	0.0
5292	Drug Cases	20,381	69,200	25,000	69,200	-	0.0
5293	Dare Program	-	3,000	1,500	3,000	-	0.0
5310	Commodities	16,404	35,000	99,568	35,000	-	0.0
5500	Machinery & Equipment	16,245	49,500	10,000	49,500	-	0.0
5999	Contingency/Grants	10,000	105,000	-	55,000	(50,000)	-47.6
	Total Expenditures	194,383	350,000	214,356	300,000	(50,000)	-14.3
	Excess (Deficiency) of Revenues over Expenditures	(84,274)	(183,250)	(54,923)	(183,250)	-	0.0
FUND BALANCE - 7/1		337,920	244,833	253,646	198,723	(46,110)	-18.8
FUND BALANCE - 6/30		253,646	61,583	198,723	15,473	(46,110)	-74.9

STATE STREET AID (SSA) FUND

Fund Overview:
The State Street Aid Fund provides for the maintenance of all City streets that are not designated State highways. The goal is to provide a cost effective and acceptable level of street maintenance and to improve overall quality of streets and sidewalks. The operations accounted for in this Fund are under the supervision of the Public Works Department. The City's work pool employees generally perform the routine street maintenance accounted for in this Fund, with the exception of major street resurfacing projects, which are contracted to private vendors.

Maintenance of State streets located within Oak Ridge is accounted for in the City's General Fund, Activity 942. The State reimburses the City for a portion of State street maintenance under a separate contract.

Major Revenue Source:
Revenues in this Fund are received from the State of Tennessee's state-shared twenty-one-cent gasoline and motor fuel tax and may be used for street construction and maintenance related activities. The State restricts municipalities as to what types of expenditures are eligible for disbursement from these tax proceeds. Revenues from state-shared fuel taxes are budgeted at $755,200 for fiscal 2013, a 0.2% increase from the prior year based on actual allocation trends.

The revenue stream provided from fuel taxes is insufficient to fund all the expenditures accounted for in the State Street Aid Fund. The fiscal 2013 budget includes a $660,000 operating transfer from the General Fund, a $7,000 or 1.1% increase over prior fiscal year level.

Major Expenditure Areas:
Expenditures are budgeted at $2,064,000, a 15.7 percent increase over fiscal 2012. In fiscal 1995, the City began a major Pavement Management Program. Long-term goals of the program are to provide adequate maintenance to City streets in order to prevent or prolong the need for more expensive street reconstruction. Expenditures for this program should run between $600,000 and $700,000 annually.

Major projects for FY 2013 include:

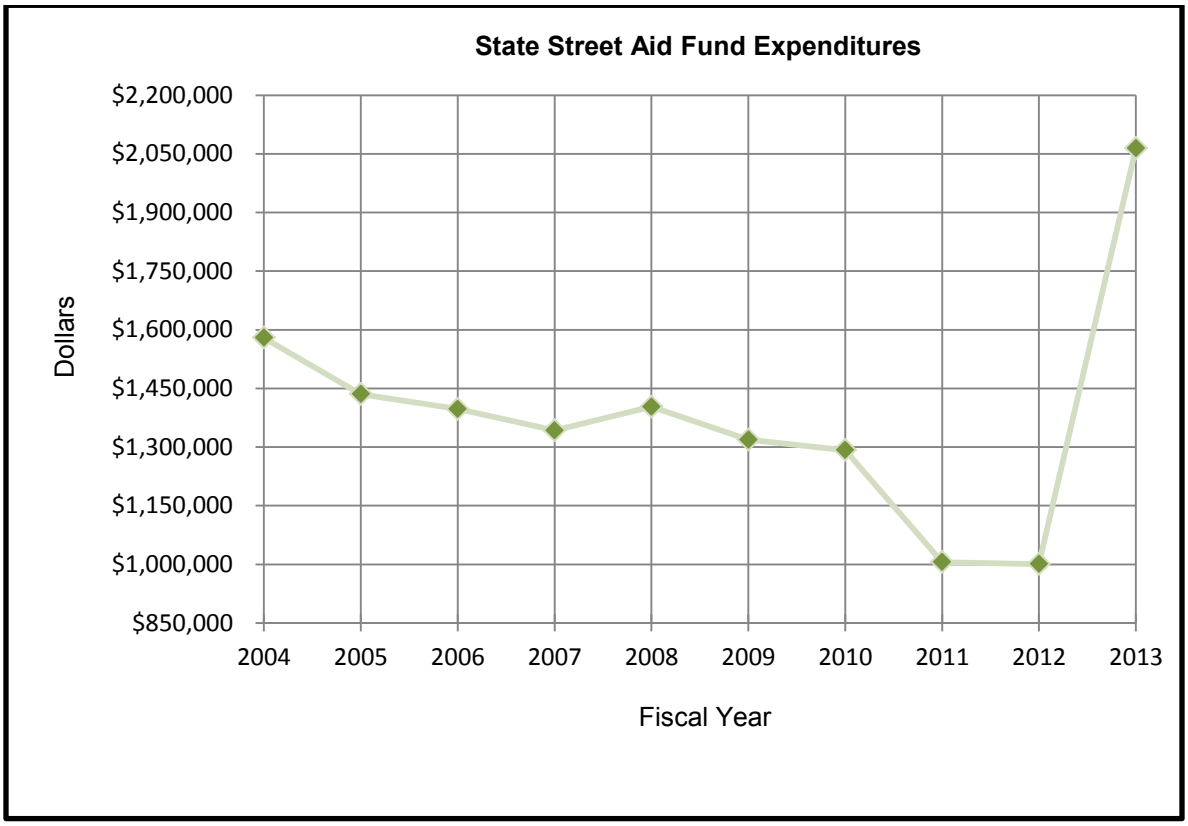
- Maintenance activities are budgeted at $434,000 and include street maintenance ($254,000), sidewalk maintenance ($30,000), leaf pickup ($20,000), storm drains and spoil dumps ($110,000) and snow and ice removal ($20,000).
- Resurfacing of City streets is budgeted at $1,345,000.
- Other Costs are budgeted at $285,000 include the allocation of charges from the General Fund for engineering and other services rendered, and rental for space occupied at the Central Services Complex.

Budget Changes:
The $280,000 budgeted increase in expenditures from fiscal 2012 levels is primarily for street resurfacing. The State will pave certain streets located in the City, with the City providing a 20% local funding match. $115,000 is budgeted in fiscal 2013 for the City's local match for paving already under contract with the State.

Budgeted funding for paving contracted by the City is up $280,000. The City generally paves in the summer, with services contracted at the beginning of the fiscal year. Historically, each summer the City has used encumbered money from the prior fiscal year to fund a portion of the paving costs. In an effort to reduced dependency on encumbrance funding, no encumbrances will be made for paving at the end of fiscal 2012. The budget for paving for 2013 was increased to compensate for funding that previously would have been provided by encumbrances.

During budget deliberations in fiscal 2004, $60,000 in funding for snow removal on non-state streets was removed from the budget. This service reduction was made solely to reduce the property tax rate. Correspondingly, a $60,000 reduction was made to budgeted operating transfers from the General Fund. Fiscal 2013 will see snow removal efforts remaining at the reduced 2004 level with any excess expenditure over the $20,000 budget coming from funds designated for street resurfacing.

State Street Aid Fund Expenditures by Fiscal Year:
In FY04, the full resumption of City funded street resurfacing. Expenditures vary somewhat from year-to-year based on needed street maintenance and snow removal for that year. The increase in FY13 is for street resurfacing as outlined above.



STATE STREET AID FUND

BUDGET SUMMARY

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:						
4610 Interest on Investments	1,100	500	200	200	(300)	-60.0
4810 Motor Fuel Tax	153,847	153,000	155,000	155,000	2,000	1.3
4811 State Shared Gasoline Tax	594,360	600,000	600,000	600,000	-	0.0
Total Revenues	749,307	753,500	755,200	755,200	1,700	0.2
EXPENDITURES:						
15100 Street Maintenance	177,059	150,000	189,917	150,000	-	0.0
15110 Curb & Gutter Replacement	15,574	55,000	24,516	55,000	-	0.0
15120 Traffic Sign Maintenance	26,209	24,000	41,773	24,000	-	0.0
15130 Striping City Streets	24,593	25,000	25,000	25,000	-	0.0
15200 Sidewalk Maintenance	24,752	30,000	25,641	30,000	-	0.0
15300 Leaf Pickup	-	20,000	-	20,000	-	0.0
15400 Storm Drains	165,037	110,000	107,909	110,000	-	0.0
15500 Snow & Ice Removal	185,242	20,000	16,020	20,000	-	0.0
15700 Other Costs	264,813	285,000	270,000	285,000	-	0.0
15800 Street Resurfacing-State Prepaid	-	115,000	-	115,000	-	0.0
15800 Street Resurfacing	122,450	950,000	300,000	1,230,000	280,000	29.5
Total Expenditures	1,005,729	1,784,000	1,000,776	2,064,000	280,000	15.7
Excess (Deficiency) of Revenues over Expenditures	(256,422)	(1,030,500)	(245,576)	(1,308,800)	(278,300)	27.0
OTHER FINANCING SOURCES (USES)						
Operating Transfers In						
General Fund	653,000	653,000	653,000	660,000	7,000	1.1
Total Other Financing Sources (Uses)	653,000	653,000	653,000	660,000	7,000	1.1
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	396,578	(377,500)	407,424	(648,800)	(271,300)	71.9
FUND BALANCE - 7/1	250,216	429,254	646,794	1,054,218	624,964	145.6
FUND BALANCE - 6/30	646,794	51,754	1,054,218	405,418	353,664	683.4

STREET AND PUBLIC TRANSPORTATION FUND

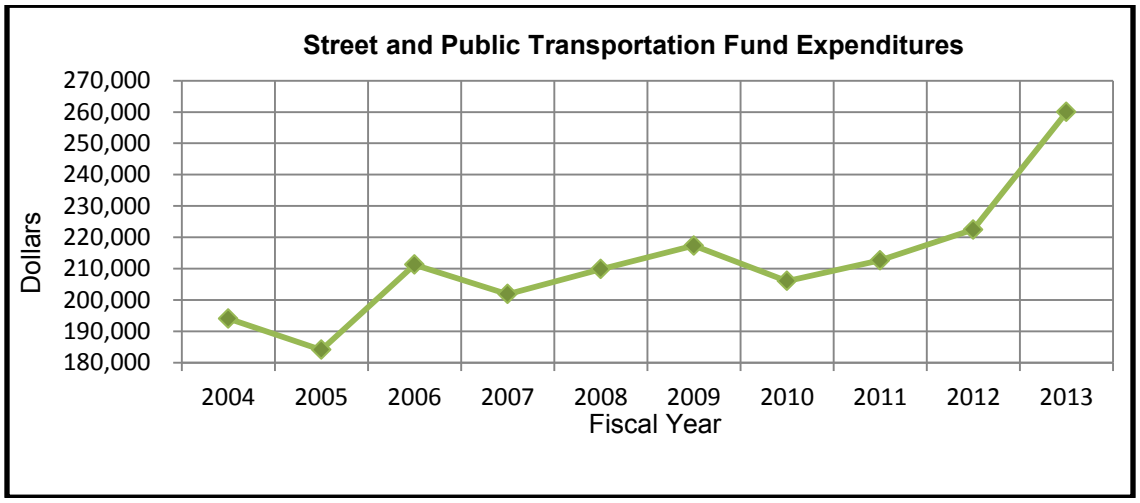
Major Revenue Sources
The primary source of revenue for this Fund is a special one-cent-per-gallon inspection fee levied on all petroleum products bought, sold or stored in the state and an operating assistance grant from the Tennessee Department of Transportation (TDOT). The inspection fee is distributed on a per-capita basis to assist municipalities with street signage and public transportation. Fiscal 2013 revenues from this fee are budgeted at $60,125.

The TDOT operating assistance grant reimburses the City for 50% of the expenditures for the taxicab coupon program and the public transit program, up to a total grant award that is adjusted annually. Historically, eligible expenses have been well below the grant maximum resulting in the full 50% reimbursement allowed under the grant. During fiscal 2004, the City's contract with the East Tennessee Human Resource Agency (ETHRA), the contractor who operates the public transit buses, was renewed at an approximate 55% increase. Revenues from the state-shared fuel taxes and the TDOT operating assistance grant are insufficient to finance the higher operating costs for this program. In fiscal 2004, the General Fund began providing an operating transfer to the Street and Public Transportation Fund to support the operations of the public transit buses. For fiscal 2013 this operating transfer is budgeted at $60,000, a $5,000 or 9.1% increase over fiscal 2012 levels.

Major Expenditure Areas:
The Public Transit Program provides for the operation of four wheelchair lift equipped vans. The program is demand responsive and provides service within the City's corporate limits on a 24-hour advance reservation basis. Service is provided six days a week, Monday through Saturday, from 8:00 a.m. until 5:00 p.m. for a fare of $1.50 per one-way trip. The system is operated under contract with the East Tennessee Human Resources Agency (ETHRA). ETHRA is responsible for all facets of operation, including hiring and training of personnel, scheduling, dispatch functions, vehicle maintenance and financial report/record keeping. ETHRA's 2004 contract to operate the public transit buses has nine optional annual renewal terms with a built-in cost-of-living escalator. $195,000 is budgeted for this program in FY 2013.

The Taxi Coupon Program, administered in the Senior Center (Activity 978), provides for the purchase of coupons by the elderly for reduced taxi fares. The participant's share of the coupon is $.75 for the rider, $.30 for the taxi company and $1.95 for the City. $65,000 is budgeted for this program in fiscal 2013.

Street and Public Transportation Fund Expenditures by Fiscal Year:



STREET AND PUBLIC TRANSPORTATION FUND

BUDGET SUMMARY

		ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:							
4610	Interest on Investments	21	-	25	-	-	0.0
4300	Future Grant	-	10,000	-	10,000	-	0.0
4820	State Shared Gasoline Tax Inspection Fees	58,901	60,125	60,205	60,125	-	0.0
4358	Tennessee Department of Transportation	106,308	130,000	111,153	130,000	-	0.0
	Total Revenues	165,230	200,125	171,383	200,125	-	0.0
EXPENDITURES:							
16102	Maintenance Traffic Signs	-	-	111	-	-	0.0
16200	Taxi Coupon Program	55,417	65,000	56,240	65,000	-	0.0
16200	Public Transit Program	157,199	195,000	166,066	195,000	-	0.0
	Total Expenditures	212,616	260,000	222,417	260,000	-	0.0
	Excess (Deficiency) of Revenues over Expenditures	(47,386)	(59,875)	(51,034)	(59,875)	-	0.0
OTHER FINANCING SOURCES (USES):							
	Operating Transfers In General Fund	55,106	55,000	55,000	60,000	5,000	9.1
	Total Other Financing Sources (Uses)	55,106	55,000	55,000	60,000	5,000	9.1
	Excess (Deliciency) of Revenues and Other Sources Over Expenditures	7,720	(4,875)	3,966	125	5,000	-102.6
FUND BALANCE - 7/1		23,666	29,444	31,386	35,352	5,908	20.1
FUND BALANCE - 6/30		31,386	24,569	35,352	35,477	10,908	44.4

ECONOMIC DIVERSIFICATION (ED) FUND

Fund Overview:
A primary objective of the City is to promote diversification of the local Oak Ridge economic base, create and protect jobs, and provide for the common wealth of current and future Oak Ridgers. To assist in the attainment of this objective, the Economic Diversification (ED) Fund was established in fiscal 2000.

Major Revenue Source:
Fiscal 2013 revenues are budgeted at $1,943,675, up $50,755, a 2.7% increase over the prior fiscal year. Hotel/Motel Tax collections are projected to be $540,000 in fiscal 2013; a $50,000 or 10.2% increase over the prior fiscal year based on current collection levels and the anticipated opening of a new hotel during fiscal 2013.

Incentive returns are projected to be $106,675 in fiscal 2013, a $755 or 0.7% increase over the prior fiscal year based on actual incentives awarded. After approval by City Council, the City through the Economic Diversification Fund has paid businesses an incentive to expand or relocate in Oak Ridge. The incentive return is reimbursement of these funds advanced to the business back to the City over a multi-year period.

$1,000,000 in revenues is also budgeted to allow for expenditures that may occur from any future grant awards. To date, there are no pending grant revenues identified for fiscal 2013. The other major source of funding for the ED Fund is $296,000 for the City's Electric and Waterworks Fund for payment of their share of economic development services accounted for in the ED fund. This funding remains at fiscal 2012 levels.

Major Expenditure Areas:
Expenditures for the ED Fund are budgeted at $2,385,000 for fiscal 2013, a $254,000 or 11.9% increase over fiscal 2012 levels. Expenditures budgeted in the ED Fund include: $167,000 for the City's costs to facilitate special events being held in Oak Ridge, such as the rowing regattas, 4th of July fireworks, summer sounds concerts and the Secret City Festival; $25,000 to maintain the right-of-ways and vacant Industrial Development Board lots in City Industrial Parks and for major maintenance to the City's Incubator Building; $147,000 for legal and lobbying services related to economic development services and $26,057 for miscellaneous expenditures.

$769,943 is budgeted for economic development services with $268,943 budgeted for the Oak Ridge Chamber of Commerce, $15,000 for Anderson County Economic Development Association (ACEDA), $10,000 for Roane Alliance, $24,000 for Innovation Valley and $12,000 for the Oak Ridge Revitalization Effort. The Oak Ridge Convention and Visitors Bureau (CVB) operational funding is budgeted at $410,000. Budgeted funding for the Chamber increased $8,340 for the projected annual inflationary escalation based on terms in the current contract and funding for the CVB increased by 1.4%. The remaining agencies remain at fiscal 2012 funding levels.

$250,000 is budgeted for land bank and demolitions services for removal of dilapidated housing in Oak Ridge. These items are part of the "Not in Our City" campaign.

Budgeted expenditures include a $1,000,000 contingency amount. Budgeting for a contingency allows the City the flexibility of obtaining state/federal grant funding and/or the awarding of location incentives for opportunities that arise after adoption of the budget without the requirement of re-appropriation of the budget ordinance. This contingency is not operationally funded. Any actual expenditure for these contingency items would be funded through the ED Fund's existing fund balance or new grant revenues.

The projected fund balance of the ED Fund's is $212,417 at the end of fiscal 2013. Programs funded will need to be eliminated or reduced for fiscal 2014 if additional revenue sources are not obtained to support fund operations.

ECONOMIC DIVERSIFICATION FUND

BUDGET SUMMARY

		ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:							
4110	Incentive Return	105,920	105,920	107,865	106,675	755	0.7
4165	Hotel/Motel Tax Collections	531,416	490,000	485,085	540,000	50,000	10.2
4,426	Intergovernmental						
	Electric Fund	164,000	164,000	164,000	164,000	-	0.0
	Waterworks Fund	132,000	132,000	132,000	132,000	-	0.0
4305	Future Grants	-	1,000,000	-	1,000,000	-	0.0
4610	Interest on Investments	1,420	1,000	1,000	1,000	-	0.0
	Total Revenues	934,756	1,892,920	889,950	1,943,675	50,755	2.7
EXPENDITURES:							
5111	Salaries & Fringe Benefits	67,418	-	-	-	-	0.0
5200	Special Events/Recreational Projects	61,372	90,000	73,573	80,000	(10,000)	-11.1
5200	Fireworks	-	25,000	22,125	25,000	-	0.0
5200	Building & Property Maintenance	24,874	45,000	21,452	25,000	(20,000)	-44.4
5210	Professional Services/Legal/Lobbying Services						
	Ferguson Group LLC	98,945	102,000	100,349	102,000	-	0.0
	Bill Nolan & Associates	55,800	55,800	55,800	45,000	(10,800)	-19.4
5210	Economic Development Services	-	-	10,000	30,000	30,000	100.0
5510	Land Bank	-	-	-	25,000	25,000	100.0
5210	Demolition	-	-	-	225,000	225,000	100.0
5430	Convention & Visitors Bureau	404,208	404,208	404,208	410,000	5,792	1.4
5430	Oak Ridge Chamber of Commerce	253,752	260,603	261,872	268,943	8,340	3.2
5430	ACEDA	15,000	15,000	15,000	15,000	-	0.0
5430	Roane Alliance	-	10,000	10,000	10,000	-	0.0
5430	Art Council	50,000	50,000	50,000	50,000	-	0.0
5430	Art Council - Summner Concerts	4,800	12,000	12,000	12,000	-	0.0
5430	Innovation Valley	24,000	24,000	24,000	24,000	-	0.0
5430	Jackson Square Business Association	8,000	-	-	-	-	0.0
5430	Oak Ridge Revitalization Effort	12,000	12,000	12,000	12,000	-	0.0
5300	Miscellaneous Costs	14,351	25,389	6,510	26,057	668	2.6
5480	Investment/Initiative Grant Funded	-	1,000,000	-	1,000,000	-	0.0
	Total Expenditures	1,094,520	2,131,000	1,078,889	2,385,000	254,000	11.9
	Excess (Deficiency) of Revenues over Expenditures	(159,764)	(238,080)	(188,939)	(441,325)	(203,245)	85.4
OTHER FINANCING SOURCES:							
	Transfers From Other Funds						
	General Fund	-	50,000	50,000	50,000	-	100.0
	Total Other Financing Sources (Uses)	-	50,000	50,000	50,000	-	0.0
	Excess (Deficiency) of Revenues and Other Sources Over Expenditures	(159,764)	(188,080)	(138,939)	(391,325)	(203,245)	108.1
FUND BALANCE(EXCLUDES NONSPENDABLE) - 7/1		902,445	626,462	742,681	603,742	(22,720)	-3.6
FUND BALANCE(EXCLUDES NONSPENDABLE) - 6-30		742,681	438,382	603,742	212,417	(225,965)	-51.5

GRANT FUND

Fund Overview:
The Grant Fund accounts for the receipt of various non-utility state and federal grant revenues, including those that benefit low-income persons in the community. With the passage of the Urban-Rural Recovery Act of 1983, Oak Ridge became eligible for an automatic annual community block grant entitlement (CDBG) through the US Department of Housing and Urban Development (HUD). The entitlement has been used for projects that benefit low and very low-income persons; eliminate or prevent slums; and eliminate conditions detrimental to the health, safety and public welfare. The Grant Fund was initially established to account for the annual CDBG award. As grant opportunities expanded to other areas, the accounting for non-utility grants was centralized in the Grant Fund. Routine grant awards now include an Emergency Shelter Grant (ESG) through the Tennessee Department of Human Services and police grants through the US Department of Justice.

Major Revenue/Expenditure Sources and Budget Changes:
Grants awarded and therefore the appropriated expenditure level will vary from year to year in the Grant Fund. Revenues and expenditures are budgeted to be equal in the Grant Fund at $3,750,000 for fiscal 2013.

The fiscal 2013 CDBG entitlement award is projected at $352,572. On January 22, 2002, City Council approved a staff recommendation that established the CDBG Program Model for awarding sub-recipient grants to community organizations. City Council established housing rehabilitation and construction as its top priority for funding. Usage of the CDBG model has brought a sense of fairness and consistency to the funding process. In fiscal 2013, two of the CDBG projects awarded are in support of the City's efforts in the Highland View Redevelopment Area and one in the Scarboro neighborhood. The fiscal 2013 allocation of CDBG funds is as follows:

- $243,072 for acquisition and demolition of vacant blighted properties.
- $95,000 for annual debt service on funds borrowed by the City to renovate and expand the Scarboro Community Center. This is the tenth of fifteen installments on this debt.
- $11,500 for Aid to Distressed Families of Appalachian Counties (ADFAC) to improve residences occupied by very low and low income persons, including emergency repairs, down payments assistance and housing counseling services.
- $3,000 for general program administration, project implementation, management of subrecipient agreements and all reporting requirements.

$171,850 is budgeted for City social services funding including $140,000 for the City's social service program administered under a contract with Aid to Distressed Families of Appalachian Counties (ADFAC). The City's social service program provides assistance with rent, mortgage and utility payments, transportation for doctor appointments or job interviews, counseling toward self-sufficiency and referrals to appropriate agencies for further assistance to eligible citizens. $31,850 in funding is budgeted for the Anderson County Health Council Healthy Start program that provides assistance, training and support program for young mothers. Both of these programs are 100% funded by the operating transfer from the General Fund.

$336,000 is budgeted for grants that have been applied for or areas that miscellaneous grants to the City have historically been awarded. This includes a $100,000 Preserve America Grant from the Department of the Interior, $188,000 in police and fire grants, $45,000 Emergency Solutions Grant from the HUD and $3,000 for Farmers Market Grant. For the past few years, the City has been awarded grants toward police functions from the US Department of Justice and Fire grants from the Tennessee Department of

Military. The City has completed a Manhattan Project Heritage historic preservation grant to retain the history of a decommissioned federal site and received a grant in fiscal 2010 from DOE to collect and retain oral histories related to the Manhattan project in Oak Ridge. The oral history grant is anticipated to be $915,765 over a five year period with the 2013 allotment of $315,000.

Other grants include $234,900 for an economic development initiative program (EDI) to acquire and redevelop foreclosed properties that might become sources of abandonment and blight within the Highland View neighborhood. The City is required to utilize the NSP funds within census tract 205, which encompasses the area west of Highland Avenue and east of Louisiana Avenue, north to West Outer Drive and south to Oak Ridge Turnpike. This census tract was determined by Tennessee Housing Development Agency as the City's area of greatest need.

The fiscal 2013 appropriation for the Grant Fund also contains a $2,339,678 contingency so that the City can aggressively pursue other federal and state grants.

GRANT FUND
BUDGET SUMMARY

		ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:							
4839	Oral History	109,400	191,500	123,907	315,000	123,500	64.5
4839	Preserve America	1,127	100,000	16,366	100,000	-	0.0
4845	Police/Fire Grants	98,753	188,000	80,809	188,000	-	0.0
4877	HOME Grant	-	500,000	-	-	(500,000)	-100.0
4878	Emergency Shelter Grant (ESG)	34,102	-	34,367	10,000	10,000	100.0
	Emergency Solutions Grant	-	-	-	35,000		100.0
4879	Community Development Block Grant (CDBG)	186,999	250,000	213,778	352,572	102,572	41.0
4881	American Recovery and Reinvestment Act (ARRA)	13,998	9,498	4,500	-	(9,498)	-100.0
4883	Neighborhood Stablization Program (NSP)	55,442	-	-	-	-	0.0
4882	Tennessee Energy Efficiency Community Block Grant (TEECBG)	48,864	-	97,305	-	-	0.0
4875	HUD Development Grant	1,350	237,500	1,250	234,900	(2,600)	-1.1
4899	TDOT Safe Routes to School Grant (SRTS) 2008	109,102	137,376	137,376	-	(137,376)	-100.0
4880	Future and Other Grants	-	2,214,276	8,500	2,342,678	128,402	5.8
	Total Revenues	659,137	3,828,150	718,158	3,578,150	(285,000)	-7.4
EXPENDITURES:							
Community Development Block Grant (CDBG):							
27401	Property Maintenance Inspector	70,089	63,000	8,752	-	(63,000)	-100.0
27405	Habitat for Humanity	6,438	-	-	-	-	0.0
27406	Grants Coordinator/Administrative	2,534	3,000	3,000	3,000	-	0.0
27507	Demolition of Property	-	89,000	67,600	243,072	154,072	173.1
27411	Ridgeview Psychiatric Hospital	22,917	-	-	-	-	0.0
27215	Scarboro Center (Loan Payment)	73,947	95,000	95,000	95,000	-	0.0
27501	ADFAC	11,074	-	39,426	11,500	11,500	100.0
27506	CDBG-R	13,998	9,498	4,500	-	(9,498)	-100.0
Other Grants:							
27503	HOME Grant	-	500,000	-	-	(500,000)	-100.0
27504	Emergency Shelter Grant (ESG)	34,102	-	34,367	10,000	10,000	100.0
	Emergency Solutions Grant	-	-	-	35,000	35,000	100.0
27604	Police Grants	82,753	58,000	50,809	58,000	-	0.0
27617	DOJ Grant (Police)	16,000	100,000	-	100,000	-	0.0
27605	Fire Grants	-	30,000	30,000	30,000	-	0.0
27611	ADFAC (Social Services Program)	140,000	140,000	140,000	140,000	-	0.0
27612	Healthy Start	31,850	31,850	31,850	31,850	-	0.0
27614	Farmers Market Grant	-	3,000	2,500	3,000	-	0.0
27615	Oral History Grant	109,400	191,500	123,907	315,000	123,500	64.5
27616	Preserve America	1,127	100,000	16,366	100,000	-	0.0
27618	TEECBG	48,864	-	97,305	-	-	0.0
27512	HUD EDI Highland View Neighborhood	1,350	237,500	1,250	234,900	(2,600)	-1.1
27305	SRTS Grant	109,102	137,376	137,376	-	(137,376)	-100.0
27511	NSP Grant	55,442	-	-	-	-	0.0
27900	Other Grants/Contingency	-	2,211,276	6,000	2,339,678	128,402	5.8
	Total Expenditures	830,987	4,000,000	890,008	3,750,000	(250,000)	-6.3
	Excess (Deficiency) of Revenues over Expenditures	(171,850)	(171,850)	(171,850)	(171,850)	-	0.0
OTHER FINANCING SOURCES:							
	Transfer From General Fund	246,573	171,850	171,850	171,850	-	0.0
	Excess (Deficiency) Of Revenues and Other Financing Sources Over (Under) Expenditures	74,723	-	-	-	-	0.0
FUND BALANCE - 7/1		38,154	38,154	112,877	112,877	74,723	195.8
FUND BALANCE - 6/30		112,877	38,154	112,877	112,877	74,723	195.8

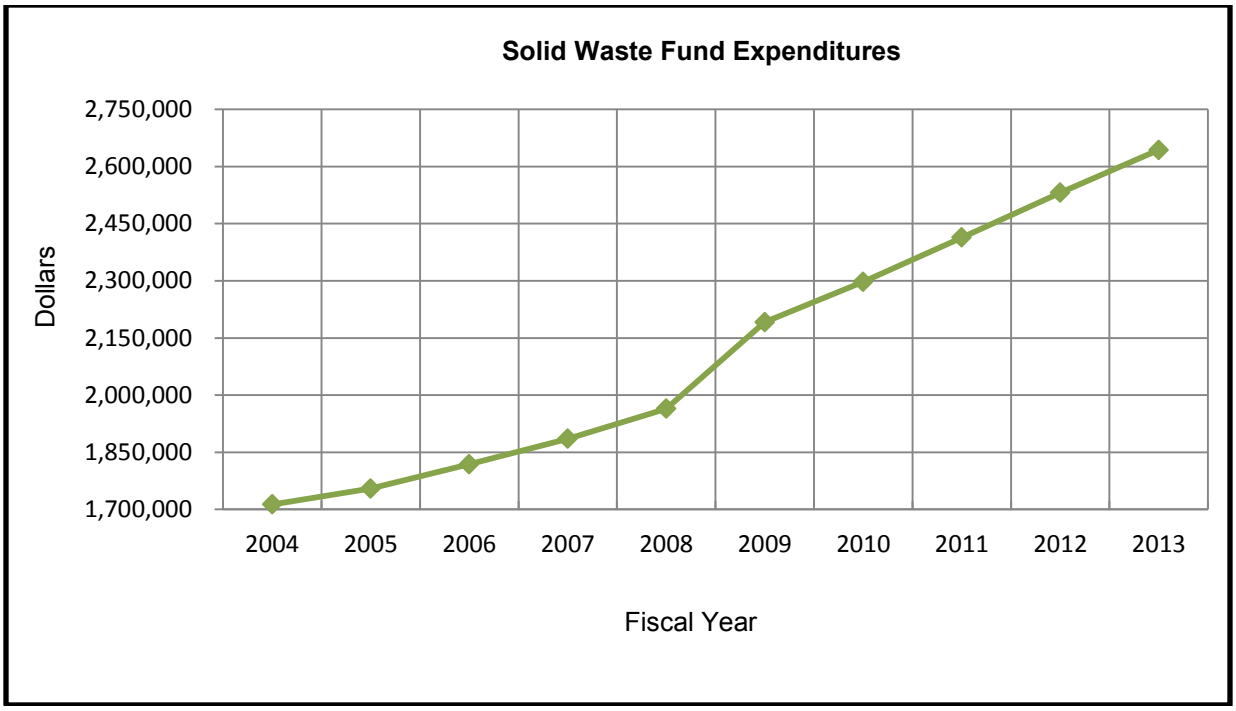
SOLID WASTE FUND

Fund Overview:
This Fund provides for the collection and disposal of residential refuse and recyclables. The goal is to contribute to the health and welfare of the community by providing a quality level of refuse collection, while at the same time continually striving to identify and recommend measures which improve the efficiency of the service to the public. This service had historically been funded and accounted for in the City's General Fund. In 1992, state legislation required that the City establish a separate Fund to account for solid waste management expenditures. General Fund revenues continue to provide funding for solid waste expenditures via an operating transfer from the General Fund.

Major Revenue Source:
In fiscal 1999, City Council authorized a $5 monthly fee be charged to residential households for solid waste collection. In March 2009, the monthly residential refuse fee increased to $7 to recover the additional costs for the Recycle Bank program. In fiscal 2013, this fee is estimated to provide $1,007,000 in funding for the Solid Waste Fund. The City does not provide refuse collection to commercial entities located within Oak Ridge. The operating transfer from the General Fund is budgeted at $1,636,000, up $111,830 or 7.3% from the prior fiscal year. The operating transfer amount is adjusted each year so that budgeted revenues and expenditures will be equal.

Major Expenditures Areas:
For fiscal 2013, expenditures for the Solid Waste Fund are budgeted at $2,643,000, a $111,830 increase from the preceding fiscal year. As a part of the Recycle Bank program, households were given large recycle bins and have the opportunity to earn Recycle Bank points that can be used to shop at over 1,500 local and national businesses. The City contracts with Waste Connections for the collection and disposal of residential solid waste at an estimated cost of $2,175,000, which includes the fuel cost surcharge. During fiscal 2007, a contract revision was allowed to compensate the vendor for the significant increase in fuel costs over the past year. Residential refuse collection is provided once a week at the back door and once a week at curbside for recyclable items. The contractor is also responsible for the operation of a convenience center for disposing of residential waste and recyclable items, budgeted at a cost of $340,000. In an effort to mitigate escalating costs, the City entered into a contract for these services, which extends through June 30, 2021. The current multi-year contract provides for annual increases in contract payments determined by a formula calculated on an increase of 90% of the change in the Consumer Price Index. Also budgeted in this Fund, is $42,000 for an annual spring household trash and brush collection, $81,000 for disposal of green waste at a mulching facility and $5,000 for Not in Our City Cleanup Container Program.

Solid Waste Fund Expenditures by Fiscal Year:
The majority of the services are provided under a long-term contract with an inflationary escalation clause. The increase in 2009 and 2010 is from the recycle bank program that began in the spring of 2009 and higher fuel costs.


Solid Waste Fund Expenditures
2,750,000
2,600,000
2,450,000
2,300,000
2,150,000
2,000,000
1,850,000
1,700,000
Dollars
2004
2005
2006
2007
2008
2009
2010
2011
2012
2013
Fiscal Year

SOLID WASTE FUND

BUDGET SUMMARY

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:						
4400 Charges for Services	1,006,755	1,007,000	1,007,000	1,007,000	0	0.0
EXPENDITURES:						
5210 Residential Refuse Pickup & Recycle Service	1,893,477	1,959,750	1,918,631	1,975,000	15,250	0.8
5210 Convenience Center Rental	323,915	335,250	328,275	340,000	4,750	1.4
5210 Fuel Surcharge	85,475	125,000	168,000	200,000	75,000	60.0
5210 Annual Brush Collection	27,948	28,880	28,330	29,000	120	0.4
5210 Annual Household Trash Collection	12,344	12,730	12,460	13,000	270	2.1
5210 Mulching Contract	49,661	49,560	52,000	58,000	8,440	17.0
5235 Support Services for Mulching/Brush	18,936	20,000	21,500	23,000	3,000	15.0
5235 Not in Our City	1,816	-	1,850	5,000	5,000	100.0
Total Expenditures	2,413,572	2,531,170	2,531,046	2,643,000	111,830	4.4
Excess (Deficiency) of Revenues over Expenditures	(1,406,817)	(1,524,170)	(1,524,046)	(1,636,000)	(111,830)	7.3
OTHER FINANCING SOURCES:						
Operating Transfers In General Fund	1,406,817	1,524,170	1,524,046	1,636,000	111,830	7.3
Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures	-	-	-	-	-	0.0
FUND BALANCE - 7/1	-	-	-	-	-	0.0
FUND BALANCE - 6/30	-	-	-	-	-	0.0

GOLF COURSE FUND

Fund Overview:
In fiscal 1995, the City established the Golf Course Fund to account for the construction and operation of a Municipal Golf Course. The City issued $7,275,000 in Golf Course Revenue and Tax Bonds to finance the construction and equipping of an 18-hole Golf Course, named the Tennessee Centennial Golf Course. The Course became operational in late-June 1997. Billy Casper Golf Management is currently under contract for operation and management of the course. The course is located on a 700 acre tract known as "Parcel A" which was purchased by the City from the Department of Energy. The course and range occupies approximately 192 acres with the remaining 500 acres having been sold by the City to private developers for residential and commercial development.

The Golf Course Fund was previously accounted for as an Enterprise Fund. In fiscal 2007, the Golf Course Fund was converted to a Special Revenue Fund. While the fees for usage of the course are sufficient to cover the operational and maintenance costs of the course, they are insufficient to cover depreciation expense and interest expense on the debt issued to construct the course. The debt service expenditures on the bonds issued to construct the course are now accounted for in the Debt Service Fund.

Major Revenue Source:
Fiscal 2013 revenues budgeted at $1,347,000 remains at the prior fiscal year level. Budgeted revenues include green fees, cart fees, and driving range. Budgeted revenues are based on projections provided from Billy Casper Golf Management.

Major Expenditure Areas:
Operating expenses, budgeted at $1,335,000, remained at the prior fiscal year level. Budgeted expenditure items are based on projections provided from Billy Casper Golf Management.

GOLF COURSE FUND

BUDGET SUMMARY

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 12 vs 13	% CHANGE
REVENUES:						
Green Fees	551,890	650,000	565,000	650,000	-	0.0
Cart Fees	314,539	365,000	334,120	365,000	-	0.0
Pro Shop Sales	82,634	90,000	93,000	90,000	-	0.0
Food & Beverage	167,254	170,000	168,000	170,000	-	0.0
Driving Range	37,988	60,000	37,000	60,000	-	0.0
Misc/Other	4,532	10,000	5,641	10,000	-	0.0
Interest Income	1,802	2,000	1,800	2,000	-	0.0
Total Revenues	1,160,639	1,347,000	1,204,561	1,347,000	-	0.0
EXPENDITURES:						
Cost of Goods Sold	112,217	125,000	115,035	125,000	-	0.0
Golf Operations	218,633	255,000	214,366	255,000	-	0.0
Utility Costs	3,334	4,000	2,598	4,000	-	0.0
Maintenance	359,725	450,000	444,592	450,000	-	0.0
Food & Beverage	45,546	75,000	43,918	75,000	-	0.0
Marketing	19,447	35,000	27,793	35,000	-	0.0
General & Administration	254,128	260,000	271,977	260,000	-	0.0
Equipment Leases	120,199	115,000	73,980	115,000	-	0.0
Miscellaneous Expenses	2,904	16,000	3,500	16,000	-	0.0
Total Expenditures	1,136,133	1,335,000	1,197,759	1,335,000	-	0.0
Excess (Deficiency) of Revenues over Expenditures	24,506	12,000	6,802	12,000	-	0.0
FUND BALANCE - 7/1	1,060,234	1,062,174	1,084,740	1,091,542	29,368	2.8
FUND BALANCE - 6/30	1,084,740	1,074,174	1,091,542	1,103,542	29,368	2.7

WEST END FUND

Fund Overview:
In 2006, the City Fire Department performed a feasibility study to determine if it could provide fire protection and emergency response services to the East Tennessee Technology Park (ETTP). The US Department of Energy (DOE), through its contractor Bechtel Jacobs Co. LLC (BJC), provided $88,000 in funding to the City to perform the feasibility study. Results of the study indicated that the City could provide the services DOE required utilizing the existing fire station and equipment at the ETTP site along with the addition of 29 new employees. In preparation for this transition, the City hired a Fire Battalion Chief in fiscal 2007. A "transition agreement" was executed with BJC in early 2007 with BJC funding approximately $900,000 to the Oak Ridge Fire Department to prepare for the assumption of operations at ETTP.

On October 1, 2007, DOE transferred 2.23 acres of land, the ETTP fire station and several million dollars' worth of firefighting apparatus and equipment to the City and the Oak Ridge Fire Department (ORFD) commenced operations of City Fire Station 4. In addition to serving the ETTP site, this fire station will also serve the west end of Oak Ridge. The City added an additional 28 employees during fiscal 2008 to man this station. Under an agreement with DOE, through its contractor BJC, the City will receive an estimated $10,000,000 in funding over a four-year period to provide fire protection and emergency response services to the ETTP site.

In 2011 the agreement with DOE was extended four additional years to expire on September 30, 2015. The City anticipates additional renewals of the contract past 2015. $2,918,000 was budgeted for fiscal 2013 operations of the west end fire station (West End Fund). The budget was increased by $25,000 over fiscal 2012 levels to provide for $45,000 in additional funding for ambulance services and $30,000 for salary and benefits. These increases were offset by a $50,000 reduction in budgeted contingency expenditures.

WEST END FUND

BUDGET SUMMARY

		ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:							
4610	Interest on Investments	1,360	1,500	1,360	1,500	-	100.0
4800	URS/CH2M Oak Ridge LLC	2,305,108	2,624,088	2,327,690	2,360,514	(263,574)	-10.0
	Total Revenues	2,306,468	2,625,588	2,329,050	2,362,014	(263,574)	-10.0
EXPENDITURES:							
5210	Personal Services and Benefits	1,966,132	1,993,000	1,918,522	2,023,000	30,000	1.5
5201	Rents	420	500	250	500	-	0.0
5207	Dues & Subscriptions	264	500	250	500	-	0.0
5210	Professional & Contractual Services	12,196	20,000	25,786	20,000	-	0.0
5212	Utility Services	6,234	10,000	10,000	10,000	-	0.0
5220	Training & Travel	20,819	20,000	17,763	20,000	-	0.0
5235	Repair & Maintenance	32,581	65,000	22,444	65,000	-	0.0
5289	Vehicle/Equip Use Charge	77,226	115,000	110,150	115,000	-	0.0
5288	Ambulance Service	42,536	66,000	57,884	111,000	45,000	68.2
5310	Commodities	82,575	100,000	64,364	100,000	-	0.0
5410	Insurance	2,923	3,000	2,923	3,000	-	0.0
5540	Machinery & Equipment	7,767	100,000	50,389	100,000	-	0.0
5999	Contingency	21,000	400,000	17,500	350,000	(50,000)	-12.5
	Total Expenditures	2,272,673	2,893,000	2,298,225	2,918,000	25,000	0.9
	Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures	33,795	(267,412)	30,825	(555,986)	(288,574)	107.9
FUND BALANCE - 7/1		603,001	677,257	636,796	667,621	(9,636)	-1.4
FUND BALANCE - 6/30		636,796	409,845	667,621	111,635	(298,210)	-72.8

SPECIAL PROGRAMS FUND

Fund Overview:
In fiscal 2011, the City added a new Special Programs Fund to account for the revenues from photo enforcement cameras. For fiscal 2011, the Special Programs Fund was established with a budgeted appropriation of $900,000 with City Council to determine the purpose for which the funds were to be spent during the fiscal year. On April 11, 2011, City Council adopted resolution number 4-30-11 which authorized the use of Special Programs Funds for transportation enhancement projects for traffic capacity/safety improvements, school crossing and bicycle/pedestrian safety improvements. Budgeted expenditures were appropriated at $918,302 for fiscal 2013 and expenditures will include $18,302 in funding toward the salaries of the police officers that review and issue the speeding and red light violations. In fiscal 2013, there will be a $300,000 operating transfer to the Capital Projects Fund to fund a portion of the structural improvements to Willowbrook Elementary School..

SPECIAL PROGRAMS FUND

BUDGET SUMMARY

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
REVENUES:						
4500 Photo Enforcement	619,234	625,000	435,000	435,000	(190,000)	-30.4
4610 Interest on Investments	385	150	125	125	(25)	-16.7
Total Revenues	619,619	625,150	435,125	435,125	(190,025)	-30.4
EXPENDITURES:						
26100 Salaries & Benefits	-	17,760	17,680	18,302	542	3.1
26100 Special Programs	-	1,225,240	150,000	900,000	(325,240)	-26.5
Total Expenditures	-	1,243,000	167,680	918,302	(324,698)	-26.1
Excess (Deficiency) of Revenues over Expenditures	619,619	(617,850)	267,445	(483,177)	134,673	-100.0
OTHER FINANCING SOURCES (USES):						
Operating Transfers Out						
Capital Projects Fund	-	-	-	(300,000)	(300,000)	100.0
Total Other Financing Sources (Uses)	-	-	-	(300,000)	(300,000)	100.0
Excess (Deliciency) of Revenues and Other Sources Over Expenditures	619,619	(617,850)	267,445	(783,177)	(165,327)	26.8
FUND BALANCE - 7/1	-	650,150	619,619	887,064	236,914	100
FUND BALANCE - 6/30	619,619	32,300	887,064	103,887	71,587	221.6

VI. Enterprise Funds & Internal Service Funds

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ENTERPRISE FUNDS

Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that peri determination of revenues earned, expei incurred, and/or net income is approp for capital maintenance, public poiicy, management control, accountability or other purpose.

Due to external influences beyond the City's control, actual expenses may vary either higher or lower than projected budgeted expenses in the City's Enterprise Funds. Factors such as weather patterns, mild or severe summers or winters, rainfall or drought conditions, unusual maintenance requirements (such as replacement of downed electric lines, water line breaks, etc.), affect the level of expenses of these Funds. Therefore, the budgeted expenses for the City's Enterprise Funds are not legally appropriated and are presented for informational purposes to show operational projections for the remaining major Funds of the City. As outlined in this Section, the City maintains three Enterprise Funds:

- **Electric Fund** – Accounts for the provision of electric service to the residents of the City.
- **Waterworks Fund** – Accounts for the provision of water treatment and distribution and wastewater collection and treatment for residents and commercial customers in the City.
- **Emergency Communications Fund** – Accounts for some activities related to the provision of emergency communication service (911) to the residents of the City and some surrounding areas.

ELECTRIC FUND

Fund Overview

The City is a TVA electric power distributor. Major activities include purchasing power from TVA and providing service to the City's more than 16,085 residential and industrial customers within the city limits, excluding the DOE Reservation. Historically, purchased power costs range from 75% to 79% of electric sales revenues. A projected statement of revenue and expenses for the Electric Fund is found on page V-6.

Under the responsibility of the Electric Department, the system's physical plant is maintained by a variety of specialized crews supplemented by contract labor. The Department is divided into three divisions; engineering, operations and technical services, and is staffed by 35 employees. The Electric Fund

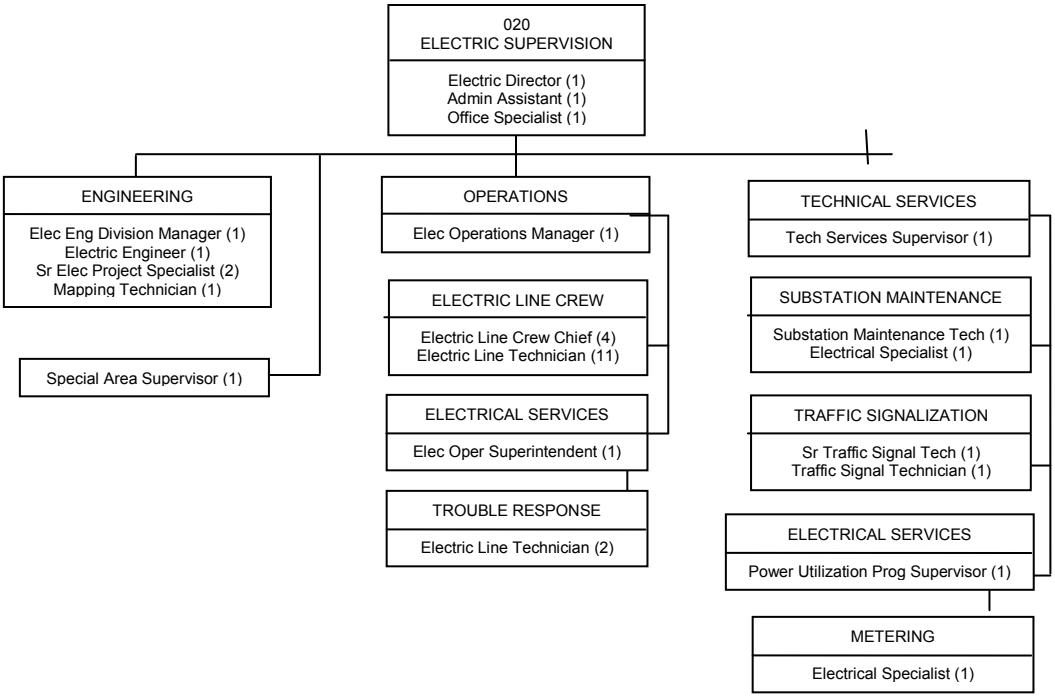
provides for the construction, operation and maintenance of the electrical distribution system, the street lighting system and the traffic signal system. The Electric Department also provides technical expertise and assistance with specific components of the waste water systems and provides electric maintenance of all City buildings.

The City purchases electrical power from Tennessee Valley Authority (TVA) at a voltage of 161 kV at one of four delivery points and distributes it to commercial and residential customers through five distribution substations. Electricity is supplied to the substations through 14.5 miles of 69 kV transmission lines, at which point the voltage is stepped down to 13.2 kV for utilization in the distribution circuits. The distribution system consists of 1,044 miles of overhead primary and 238 miles of various underground conductors.

These services are provided in accordance with three guiding principles: 1) safety for employees and City customers; 2) quality; and 3) efficiency of operations. Other departmental objectives of the Electric Department include:

- Respond to all customer requests for meter accuracy verification within two working days.
- Respond to 90% of street light complaints within two working days of receipt.
- Meet/exceed state law requirements in response to all requests for underground line location.
- Respond to all requests for tree trimming or removal within one week of request.

Organizational Chart - Electric Department



2011-2012 Accomplishments

- Reviewed and revised policies and techniques for handling of specific hazardous waste streams, including PCB oil, out of service transformers.
- Designed and implemented a procedure for handling of waste light bulbs from all City operations that comply with the stringent regulations concerning disposal of same.
- Operated a successful safety committee who suggested and helped implement processes, such as a new process for use, testing and replacement of high voltage rubber goods.
- Complete construction of 13kV bay at Substation 800 on Union Valley Road.
- Completed installing video monitoring level security at all substations.
- Started a circuit by circuit review of system condition using infrared and physical inspection of power system.
- Completed design of new feed to strengthen the West End of Oak Ridge (Whipoorwill area) and procured materials for construction.
- Assumed responsibility for providing electrical power to the East Tennessee Technology Park. This included finalizing negotiations on billing arrangements, creating billing systems, construction of electrical lines.
- Met with, designed and completed construction to meet the electrical requirements of all commercial and residential customers in the City of Oak Ridge.

2012-2013 Goals

- Complete design and begin construction of a fiber optic network.
- Upgrade 13kV protection devices in all distribution substations.
- Continually evaluate replacement and upgrade options for lighting system in City facilities in preparation for the obsolescence of older fluorescent lighting tubes.
- Examine and comply with all new OSHA guidelines covering areas of operation.
- Complete selection process for Automated Meter Reading/ Automated Meter Infrastructure and make recommendations to City Council for procurement and installation.
- Submit to a third party review of tree trimming policies and practices by an experienced specialist in utility right of way maintenance.
- Strengthen feeds to the Whippoorwill area, increasing reliability and relieving issues such as phase imbalance and load growth potential.
- Complete and bring on line two new 13kV circuits in the Union Valley Road area.
- Complete a circuit by circuit review of system condition for fifty percent of the system using infrared and physical inspection.
- Work with industry and city boards in planning and implementing capacity additions needed to facilitate the economic development of the City.
- Assess available technologies in automated outage management.
- Examine available technologies for a fiber based SCADA system to control substation components and facilitate load shifting through load reduction and other programs.
- Facilitate the addition of renewable energy resources through participation in current and future TVA programs such as the green power switch, generation partners and others that may become available.
- Work with DOE in assuming responsibility for providing power within the ETTP over City owned and operated lines.

Revenue and Expenses

Major Budgetary Changes
The major budgetary changes for fiscal 2013 resulted from the inclusion of the East Tennessee Technology Park (ETTP) as an Oak Ridge Electric Department service area. Previously, these customers received electric service as part of the DOE reservation, which is served electricity directly from TVA.

Revenue Sources
Fiscal 2013 Electric Fund operating revenues are budgeted at $58,184,724. Operating revenues for the system stems from the sale of electricity to residential and commercial customers. Among the variables that affect sales revenue are weather, electric rates and the quantity of power sold. Actual electric sales revenues can vary greatly from year-to-year due solely to weather conditions. Based on historical trends, the number of electric customers has increased on average at approximately one percent annually. Commercial activities account for approximately 66% of power sales.

Fiscal 2013 electric sales revenues budgeted are up 5.6%, $3,081,853, from that of fiscal 2012. This increase is based on proposed rates by TVA, which is passed through by the City to its electric customers, as well as projected fuel cost adjustments from TVA during fiscal 2013. On October 1, 2006, TVA instituted a fuel cost adjustment (FCA) program whereby TVA's wholesale rate and the City's retail rate may be adjusted quarterly to pass through increases and decreases in TVA's fuel and purchased power costs. Beginning in October 2009, the FCA rate began changing on a monthly basis, rather than a quarterly basis. Any increases to the wholesale power rates by TVA, including the FCA's must be passed through to the City's retail customers.

Increases in electrical sales of $1,077,557 in Large Lighting and Power Customers and $1,580,000 in Substation Charges are primarily related to the assumption of the DOE ETTP service area. Correspondingly, purchased power costs are budgeted to increase $2,431,228 for fiscal 2013.

Included in revenues for street and outdoor lighting is an annual investment charge paid by the City's General Fund for the maintenance and amortization of traffic control equipment and the street lighting system.

TVA acts as the regulatory agency for the City's rates. TVA rate analysts review and must approve all electric rate increase requests by the City. After approval of the billing rate structure by TVA, this structure is presented to City Council for its adoption prior to being effective for the City's residential and commercial electric customers. Electric rates are generally reviewed and adjusted on a biennial basis to cover operating expenses and funding for system capital improvements.

Expenses
Purchased power from TVA, projected at $43,804,353 for fiscal 2013, accounts for 79.7% of the total expenses. Operating expenses, excluding purchased power, tax equivalents and depreciation are projected at $7,559,081, up $309,146 or 4.3%. The increase is to align projected budgeted expenses with actual expense patterns and is primarily inflationary. Expenses include routine maintenance of overhead and underground lines and street and traffic lights. Budgeted depreciation and amortization increased by $141,000 or 6.2% and tax equivalent payments increased by $86,085 based on planned capital improvements to the electric system. Tax Equivalent payments to the City's General Fund are shown as an Operating Transfer Out. This includes a budgeted $164,000 to support the City's economic development endeavors.

For budgeting purposes, the departmental operating expenses are divided into six activities including 1) Purchased Power; 2) Other Expenses (depreciation, tax equivalents and interest expense); 3) Substation Cost; 4) Line Maintenance; 5) Street Lighting and Traffic Signals; and 6) General and Administration (includes Bad Debt and Services from the General Fund).

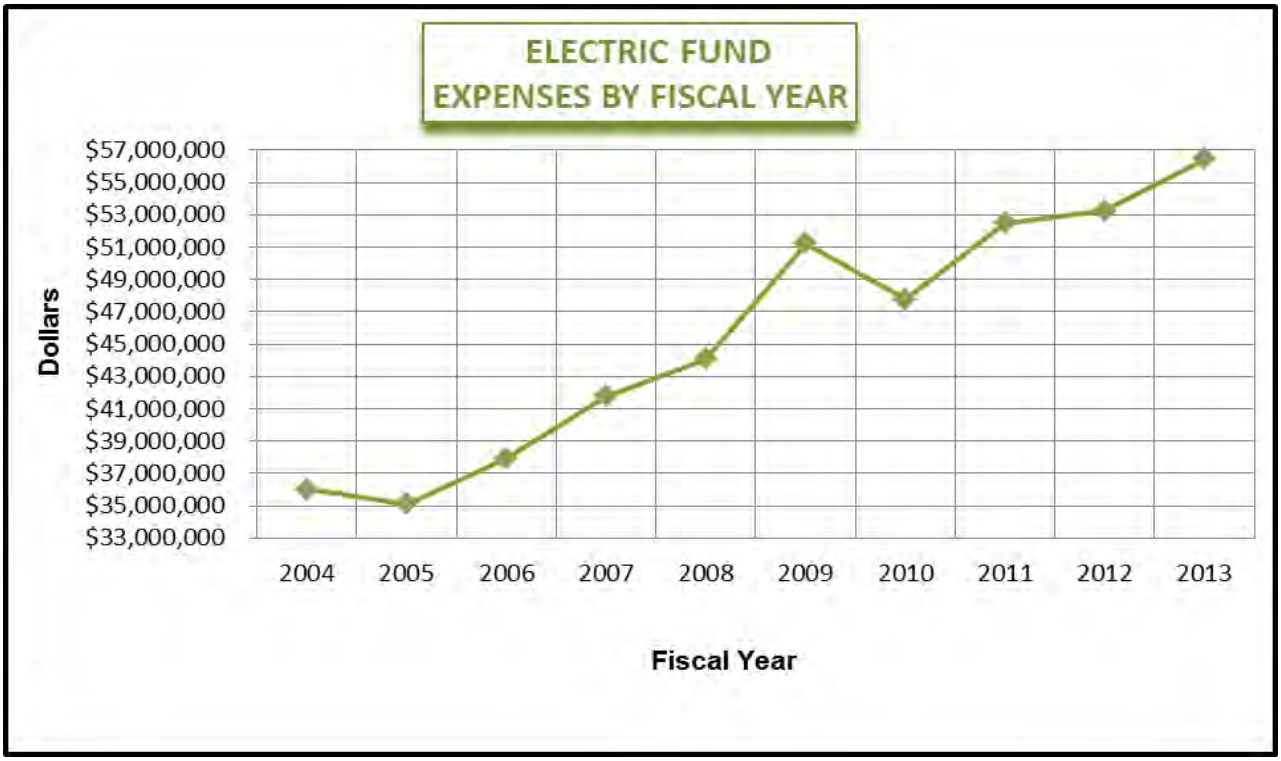
ELECTRIC FUND

PROJECTED STATEMENT OF REVENUE AND EXPENSES

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
OPERATING REVENUES:						
Electric Sales Revenues:						
4011 Residential	18,568,016	18,931,260	18,127,705	19,215,367	284,107	1.5
4013 Small Lighting & Power	4,121,619	4,166,470	4,023,881	4,265,314	98,844	2.4
4014 Large Lighting & Power	30,033,095	30,002,605	29,320,907	31,080,162	1,077,557	3.6
4017 Street & Outdoor Lighting	1,199,076	1,207,670	1,170,642	1,240,881	33,211	2.8
Total Electric Sales Revenues	53,921,806	54,308,005	52,643,135	55,801,724	1,493,719	2.8
Other Operating Revenues:						
4041 Customer Forfetted discounts	333,928	330,000	300,000	300,000	(30,000)	-9.1
4042 Rent from Electric Property	261,726	252,244	268,000	268,000	15,756	6.2
4045 Substation Charges	76,857	-	1,580,000	1,580,000	1,580,000	100.0
4043 Misc. Electric Revenues	228,306	212,622	250,000	235,000	22,378	10.5
Total Other Operating Revenues	900,817	794,866	2,398,000	2,383,000	1,588,134	199.8
Total Operating Revenues	54,822,623	55,102,871	55,041,135	58,184,724	3,081,853	5.6
OPERATING EXPENSES:						
5460 Depreciation and Amortization	2,263,229	2,267,000	2,353,000	2,408,000	141,000	6.2
5465 Purchased Power from TVA	41,266,396	41,373,125	41,324,861	43,804,353	2,431,228	5.9
5431 Economic Development	164,000	164,000	164,000	164,000	-	0.0
5000 Operating Expenses	6,606,981	7,249,935	7,070,000	7,559,081	309,146	4.3
Total Operating Expenses	50,300,606	51,054,060	50,911,861	53,935,434	2,881,374	5.6
Operating Income	4,522,017	4,048,811	4,129,274	4,249,290	200,479	5.0
NONOPERATING REVENUES (EXPENSES)						
4810 Interest Revenue	45,860	45,000	45,000	45,000	-	0.0
5439 Interest Expense	(870,681)	(1,052,940)	(895,000)	(1,052,940)	-	0.0
Total Nonoperating Revenues (Expenses)	(824,821)	(1,007,940)	(850,000)	(1,007,940)	-	0.0
Net Income Before Operating Transfers Out	3,697,196	3,040,871	3,279,274	3,241,350	200,479	6.6
OPERATING TRANSFERS (Out)						
Operating Transfers Out - Tax Equivalent	(1,317,761)	(1,380,000)	(1,423,446)	(1,466,085)	(86,085)	6.2
Total Operating Transfers (Out)	(1,317,761)	(1,380,000)	(1,423,446)	(1,466,085)	(86,085)	6.2
Change In Net Assets	2,379,435	1,660,871	1,855,828	1,775,265	114,394	6.9
TOTAL NET ASSETS - 7/1	25,059,115	27,469,654	27,438,550	29,294,378	1,824,724	6.6
TOTAL NET ASSETS - 6/30	27,438,550	29,130,525	29,294,378	31,069,643	1,939,118	6.7

ELECTRIC DEPARTMENT	ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013	BUDGET 13 vs 12	% CHANGE
ELECTRIC FUND						
Purchased Power	41,266,396	41,373,125	41,324,861	43,804,353	2,431,228	5.9
Other Expenses (Depreciation, Tax Equivalent & Interest Expense)	4,451,671	4,699,940	4,671,446	4,927,025	227,085	4.8
Substation Costs	198,281	152,676	284,690	310,680	158,004	103.5
Line Maintenance	1,772,522	1,322,665	1,672,065	1,698,865	376,200	28.4
Street Lighting/Traffic Signals	267,064	181,828	303,378	306,128	124,300	68.4
General and Administration	4,533,114	5,756,766	4,973,867	5,407,408	(349,358)	-6.1
TOTAL EXPENSES	52,489,048	53,487,000	53,230,307	56,454,459	2,967,459	5.5
Capital Projects	5,190,829	4,185,000	3,155,000	3,800,000	(385,000)	-9.2
Equipment	643,504	75,000	75,000	75,000	0	0.0
TOTAL CAPITAL	5,834,333	4,260,000	3,230,000	3,875,000	(385,000)	-9.0
TOTAL EXPENSES & CAPITAL	58,323,381	57,747,000	56,460,307	60,329,459	2,582,459	4.5

Electric Fund Expenses by Fiscal Year:
Purchased power costs increased 7.5% in Oct. 2005, 9.95% in April 2006, 7% in April 2008, and 8% in Oct. 2009 due to rate increases from TVA. The spike in fiscal 2009 was due to the quarterly Fuel Cost Adjustment by TVA. The fiscal 2005 decline in expenses is due to lower power charges related to weather patterns.



Capital Projects, Electric Rates and Long-Term Debt

The current electric user rates are sufficient to finance most routine capital improvements. However, major capital projects must be funded through the issuance of long-term debt. Page VI-8 of this document contains a listing of the $3,800,000 in electric system capital projects planned for fiscal 2013. Included in this total are major capital projects budgeted for fiscal 2013 that might require funding through long-term debt, such as $455,000 for facilities expansion for new loads, $1,300,000 for distribution system improvements and $900,000 for a SCADA system and remote meter reading. The issuance of long-term debt will impact the electric rates at the next review cycle in the summer of 2013. A more in-depth presentation of planned Electric Fund capital projects is located the Capital Section of this document and in the separately issued Capital Improvements Program 2013-2018 document

Capital improvements impact electric user rates from increased expenses for depreciation and tax equivalent payments based on higher asset values, and the need for sufficient cash levels to fund principal and interest payments on long-term debt issued to finance the projects. Interest expense remains budgeted at the fiscal 2012 level of $1,052,940, based on actual debt issued and potential debt issuances for fiscal 2013. The Electric Fund currently has $22,848,169 in outstanding long-term debt, of which $3,788,169 has a variable interest rate. The interest rate on this debt varies on a weekly basis. For amortization purposes, this is estimated at a 4.5% interest rate. A current long-term debt amortization schedule is on page VI-9. The Electric Fund's outstanding long-term debt is secured by the revenues of the Electric system and therefore will not impact the City's property tax rate.

ELECTRIC FUND

CAPITAL PROJECTS AND EQUIPMENT

	BUDGET 2012	PROJECTED 2012	BUDGET 2013
CAPITAL IMPROVEMENT PROJECTS			
Electric Distribution System Improvements	$ 1,750,000	$ 1,750,000	$ 1,300,000
Electric Substation Improvements	100,000	100,000	210,000
Facilities Expansion for New Loads and Services	455,000	455,000	455,000
SCADA and Remote Metering	1,030,000	-	900,000
Street Lighting Improvements	65,000	65,000	65,000
CAPITAL MAINTENANCE PROJECTS			
Routine Expansion, Maintenance, Replacement and Minor Additions (including Transformers)	675,000	675,000	620,000
Traffic Signal, Public and Private Light Maintenance and Improvements	110,000	110,000	150,000
Transmission System Improvements	-	-	100,000
TOTAL CAPITAL PROJECTS	$ 4,185,000	$ 3,155,000	$ 3,800,000
EQUIPMENT			
Furniture Purchases	$ 5,000	$ 5,000	$ 5,000
Hand-Held Radio Replacement	20,000	20,000	20,000
Underground Equipment	25,000	25,000	25,000
Electric System Model	25,000	25,000	25,000
TOTAL EQUIPMENT	$ 75,000	$ 75,000	$ 75,000
TOTAL CAPITAL PROJECTS & EQUIPMENT	$ 4,260,000	$ 3,230,000	$ 3,875,000

CITY OF OAK RIDGE, TENNESSEE
BOND PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
FISCAL 2013 BUDGET**

Fiscal	Electric Revenue Bonds Refunding Series 2003		General Obligation Bonds Refunding Series 2003		2009B Build America Bonds				Total		
Year	Principal	Interest	Principal	Interest	Principal	Coupon Interest	Treasury Rebate (1)	Net Interest	Principal	Net Interest	Total Requirements
2013	$ 1,010,000	$ 169,700	$ -	$ 448,444	$ -	$ 302,775	$ (105,971)	$ 196,804	$ 1,010,000	$ 814,948	$ 1,824,948
2014	1,095,000	119,200	-	448,444	-	302,775	(105,971)	196,804	1,095,000	764,448	1,859,448
2015	925,000	75,400	-	448,444	-	302,775	(105,971)	196,804	925,000	720,648	1,645,648
2016	960,000	38,400	-	448,444	-	302,775	(105,971)	196,804	960,000	683,648	1,643,648
2017	-	-	1,000,000	448,444	-	302,775	(105,971)	196,804	1,000,000	645,248	1,645,248
2018	-	-	1,045,000	398,444	-	302,775	(105,971)	196,804	1,045,000	595,248	1,640,248
2019	-	-	1,055,000	356,644	-	302,775	(105,971)	196,804	1,055,000	553,448	1,608,448
2020	-	-	1,135,000	314,444	-	302,775	(105,971)	196,804	1,135,000	511,248	1,646,248
2021	-	-	1,150,000	257,694	-	302,775	(105,971)	196,804	1,150,000	454,498	1,604,498
2022	-	-	1,210,000	200,194	-	302,775	(105,971)	196,804	1,210,000	396,998	1,606,998
2023	-	-	1,300,000	151,794	-	302,775	(105,971)	196,804	1,300,000	348,598	1,648,598
2024	-	-	1,065,000	96,544	-	302,775	(105,971)	196,804	1,065,000	293,348	1,358,348
2025	-	-	1,110,000	49,950	-	302,775	(105,971)	196,804	1,110,000	246,754	1,356,754
2026	-	-	-	-	-	302,775	(105,971)	196,804	-	196,804	196,804
2027	-	-	-	-	-	302,775	(105,971)	196,804	-	196,804	196,804
2028	-	-	-	-	450,000	302,775	(105,971)	196,804	450,000	196,804	646,804
2029	-	-	-	-	450,000	275,775	(96,521)	179,254	450,000	179,254	629,254
2030	-	-	-	-	450,000	248,775	(87,071)	161,704	450,000	161,704	611,704
2031	-	-	-	-	450,000	221,775	(77,621)	144,154	450,000	144,154	594,154
2032	-	-	-	-	450,000	194,775	(68,171)	126,604	450,000	126,604	576,604
2033	-	-	-	-	450,000	167,775	(58,721)	109,054	450,000	109,054	559,054
2034	-	-	-	-	450,000	140,775	(49,271)	91,504	450,000	91,504	541,504
2035	-	-	-	-	450,000	113,775	(39,821)	73,954	450,000	73,954	523,954
2036	-	-	-	-	450,000	86,100	(30,135)	55,965	450,000	55,965	505,965
2037	-	-	-	-	475,000	58,425	(20,449)	37,976	475,000	37,976	512,976
2038	-	-	-	-	475,000	29,212	(10,224)	18,988	475,000	18,988	493,988
Total	$ 3,990,000	$ 402,700	$ 10,070,000	$ 4,067,928	$ 5,000,000	$ 6,381,562	$ (2,233,545)	$ 4,148,017	$ 19,060,000	$ 8,618,645	$ 27,678,645

(1) The federal government provides a 35% subsidy on the interest payment due on these bonds.
The City has no assurance that the United States government will continue to make direct subsidy payments or that the United States Congress will not attempt to reduce the amount of the direct subsidy payments.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
NOTE PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
FISCAL 2013 BUDGET**

Fiscal Year	Public Building Authority of Clarksville, TN TMBF Series 2005 (1)		Public Building Authority of Clarksville, TN TMBF Series 2008 (1)		Total		Total Requirements
	Principal	Interest	Principal	Interest	Principal	Interest	
2013	$ 127,769	$ 104,597	$ -	$ 65,398	$ 127,769	$ 169,995	$ 297,764
2014	132,773	98,829	-	65,398	132,773	164,227	297,000
2015	138,111	92,834	25,000	65,306	163,111	158,140	321,251
2016	143,448	86,599	70,000	64,014	213,448	150,614	364,062
2017	149,453	80,122	-	61,123	149,453	141,245	290,698
2018	155,124	73,376	-	61,123	155,124	134,499	289,623
2019	161,463	66,372	35,000	60,994	196,463	127,365	323,828
2020	167,801	59,082	-	59,548	167,801	118,631	286,432
2021	174,807	51,505	40,000	59,400	214,807	110,906	325,713
2022	181,812	43,613	-	57,748	181,812	101,361	283,173
2023	188,818	35,406	-	57,748	188,818	93,154	281,972
2024	196,491	26,880	290,000	56,676	486,491	83,556	570,047
2025	204,498	18,009	305,000	43,570	509,498	61,579	571,077
2026	212,505	8,777	355,000	29,660	567,505	38,437	605,942
2027	-	-	333,296	13,766	333,296	13,766	347,062
Total	$ 2,334,873	$ 846,000	$ 1,453,296	$ 821,475	$ 3,788,169	$ 1,667,475	$ 5,455,644

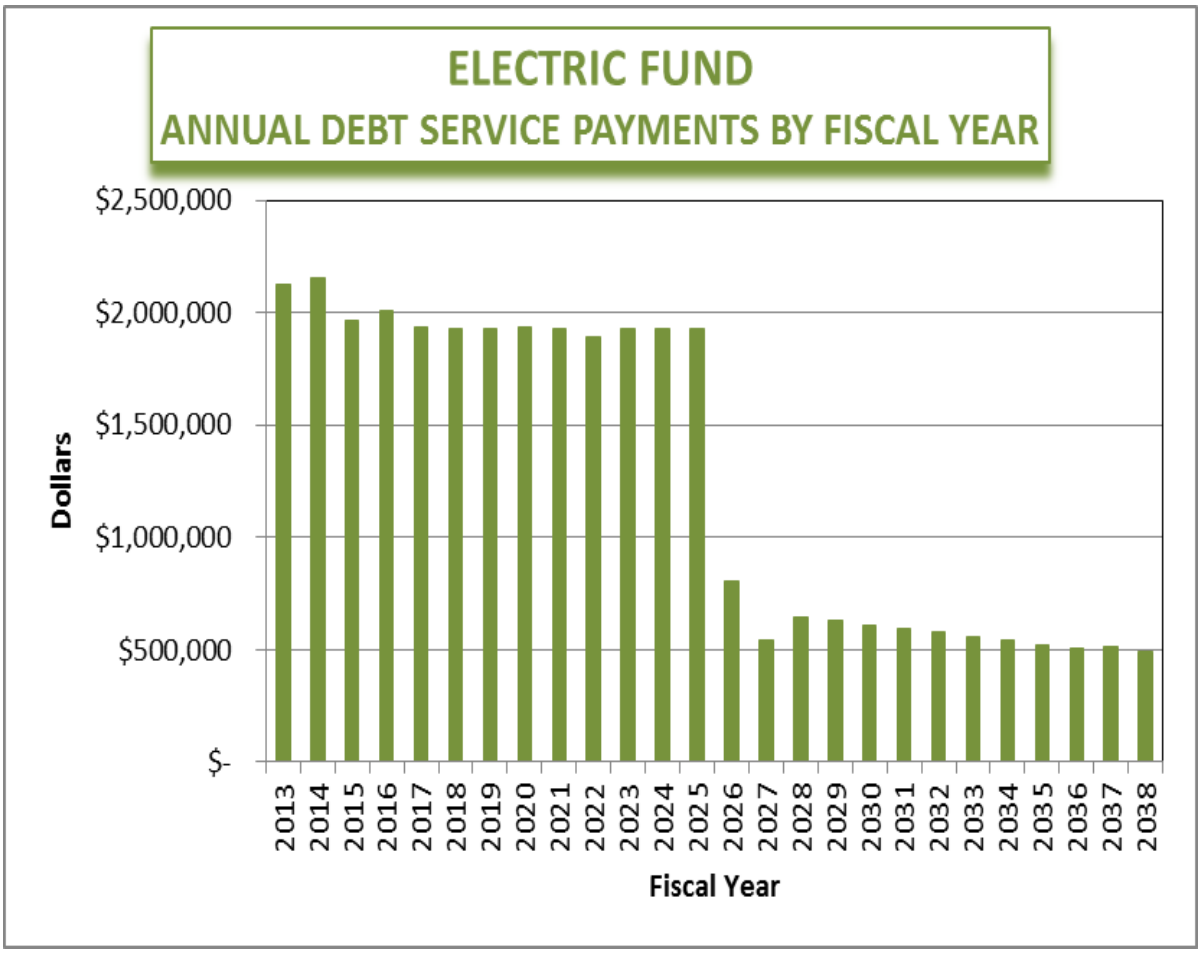
(1) The interest rate varies on a weekly basis on loans through the Public Building Authority of Clarksville, TN (TMBF). The amortization schedules are calculated at 4.5% interest rate.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
PRINCIPAL AND INTEREST SUMMARY
REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
FISCAL 2013 BUDGET**

Fiscal	ELECTRIC BOND		ELECTRIC NOTES		Total		
						Net	Total
Year	Principal	Interest	Principal	Interest	Principal	Interest	Requirements
2013	$ 1,010,000	$ 814,948	$ 127,769	$ 169,995	$ 1,137,769	$ 984,943	$ 2,122,712
2014	1,095,000	764,448	132,773	164,227	1,227,773	928,675	2,156,448
2015	925,000	720,648	163,111	158,140	1,088,111	878,788	1,966,899
2016	960,000	683,648	213,448	150,614	1,173,448	834,262	2,007,710
2017	1,000,000	645,248	149,453	141,245	1,149,453	786,493	1,935,946
2018	1,045,000	595,248	155,124	134,499	1,200,124	729,747	1,929,871
2019	1,055,000	553,448	196,463	127,365	1,251,463	680,813	1,932,276
2020	1,135,000	511,248	167,801	118,631	1,302,801	629,878	1,932,679
2021	1,150,000	454,498	214,807	110,906	1,364,807	565,403	1,930,210
2022	1,210,000	396,998	181,812	101,361	1,391,812	498,359	1,890,171
2023	1,300,000	348,598	188,818	93,154	1,488,818	441,752	1,930,570
2024	1,065,000	293,348	486,491	83,556	1,551,491	376,904	1,928,395
2025	1,110,000	246,754	509,498	61,579	1,619,498	308,333	1,927,831
2026	-	196,804	567,505	38,437	567,505	235,241	802,746
2027	-	196,804	333,296	13,766	333,296	210,569	543,865
2028	450,000	196,804	-	-	450,000	196,804	646,804
2029	450,000	179,254	-	-	450,000	179,254	629,254
2030	450,000	161,704	-	-	450,000	161,704	611,704
2031	450,000	144,154	-	-	450,000	144,154	594,154
2032	450,000	126,604	-	-	450,000	126,604	576,604
2033	450,000	109,054	-	-	450,000	109,054	559,054
2034	450,000	91,504	-	-	450,000	91,504	541,504
2035	450,000	73,954	-	-	450,000	73,954	523,954
2036	450,000	55,965	-	-	450,000	55,965	505,965
2037	475,000	37,976	-	-	475,000	37,976	512,976
2038	475,000	18,988	-	-	475,000	18,988	493,988
Total	$ 19,060,000	$ 8,618,645	$ 3,788,169	$ 1,667,475	$ 22,848,169	$ 10,286,120	$ 33,134,289

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.


ELECTRIC FUND
ANNUAL DEBT SERVICE PAYMENTS BY FISCAL YEAR
$2,500,000
$2,000,000
$1,500,000
$1,000,000
$500,000
$-
Dollars
2013
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024
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2026
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2028
2029
2030
2031
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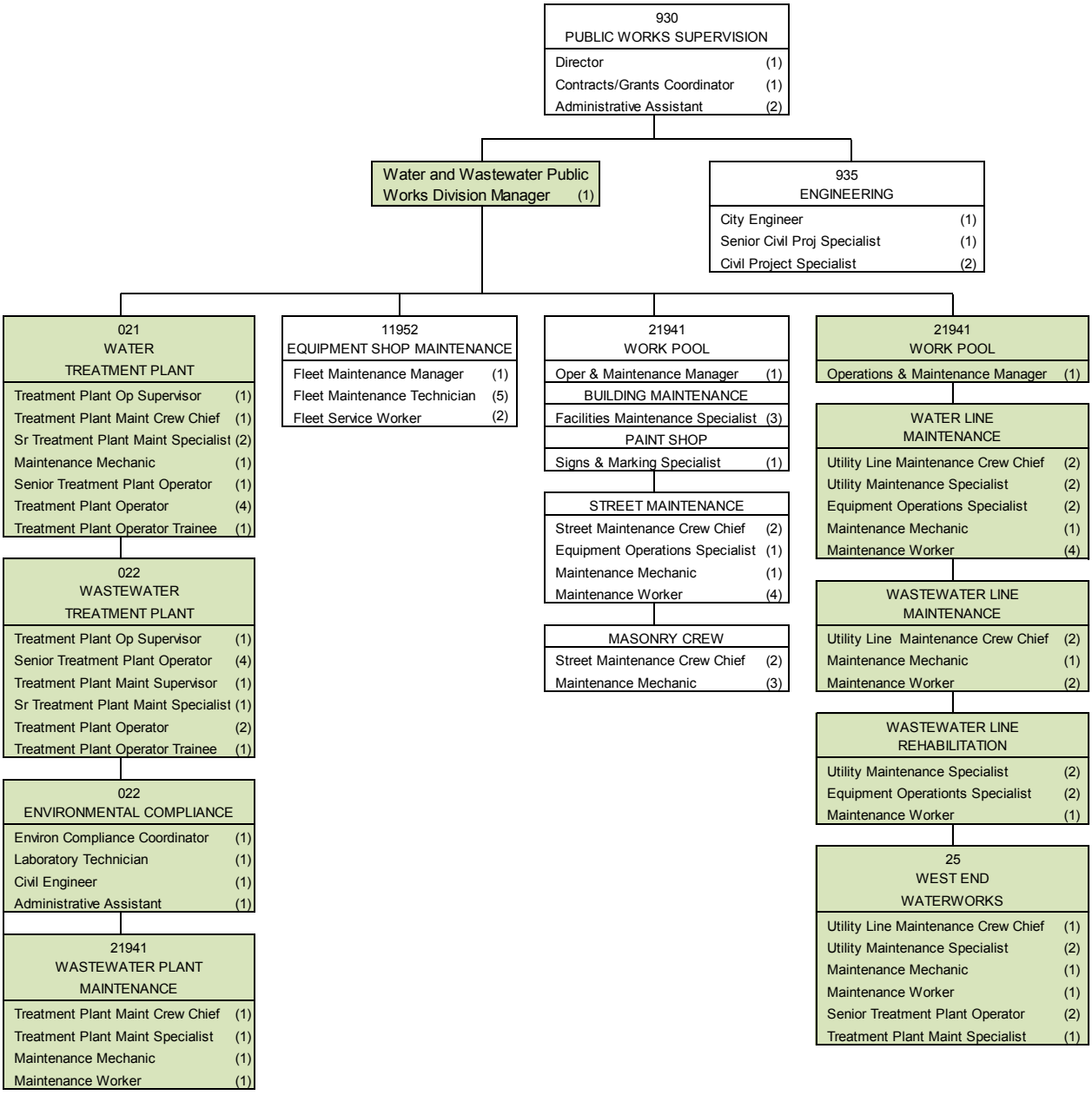
2036
2037
2038
Fiscal Year

WATERWORKS FUND

The Waterworks Fund provides water treatment and distribution and wastewater collection and treatment within Oak Ridge. Fund activities include the sale of water and maintenance of reservoirs, distribution mains, booster stations, and water and wastewater treatment plants. Water and wastewater operations are under the supervision of the Public Works Department. The Public Works Department consists of 104 employees and seven divisions including Supervision/Administration, Engineering, Wastewater Treatment, Water Treatment, West End Waterworks, Equipment and Fleet Maintenance, and Work Pool. Costs for employees in the Work Pool are charged out to the applicable City Fund based on the actual jobs performed. A major portion of the jobs the Work Pool performs is maintenance to water and wastewater systems. Waterworks employees are highlighted in green in the organizational chart below.



Water Operations

From incorporation of the City through April 30, 2000, the City purchased treated water from the US Department of Energy (DOE) for sale to residential and commercial entities within Oak Ridge, excluding the DOE plants. On May 1, 2000, the City acquired the water treatment plant from DOE and assumed responsibility for water plant operations. The City entered into an initial 10-year contract for the sale of water to DOE's Oak Ridge National Laboratory and Y-12 facilities in exchange for the plant. This contract has subsequently been extended through September 30, 2012 and negotiations are ongoing with DOE to refine and extend the contract for a longer time period. The plant has a treatment capacity of approximately 27 MGD. Water sales to DOE historically comprised approximately 30% of total water sales revenues.

Maintenance of the water distribution system is performed by the Work Pool Division and involves maintaining approximately 246 miles of water main piping, 2,845 fire hydrants, 5,520 main valves, 9,040 service laterals, 12,894 water meters, 6 elevated water storage tanks, 2 in ground reservoirs, 11 water pumping stations, and 76 main pressure reducing valves.

PERFORMANCE MEASURES	ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013
Miles of mains	242	242	242	242
Maintenance (hours)	18,800	19,000	17,000	19,000
Fire Hydrants (each)	2,845	2,845	2,845	2,845
Water meters installed (each)	12,894	12,870	12,850	12,870

Wastewater Operations

The wastewater system consists of two treatment facilities operated by the Wastewater Treatment Division and approximately 261 miles of collection system piping maintained by the Work Pool Division. The 10 MGD main treatment plant provides primary and secondary treatment for all of the developed areas of the City and the Y-12 plant. The new 0.6 MGD wastewater treatment plant has been constructed to service the far west end of Oak Ridge including the Rarity Ridge development, East Tennessee Technology Park, and Horizon Center Industrial Park. A major goal of this activity is to meet the National Pollutant Discharge Elimination System (NPDES) permit for plant effluent and to protect the environment from industrial wastewater pollutants in a cost-effective manner.

The City's major wastewater customer is the Y-12 plant whose consumption is nearly 22% of total billed wastewater consumption and equates to about 40% of all residential consumption combined in any given month.

The Wastewater Treatment Plant maintenance staff maintains 47 wastewater pumping stations, two raw water intake pump stations and a raw water booster pumping station. The Work Pool wastewater tasks include maintenance of mains, laterals, and taps as well as installation of new connections and extensions, lateral lines and maintenance of approximately 6,299 manholes. In fiscal year 1995, the Department initiated

a multi-year program to rehabilitate the collection system and upgrade the wastewater treatment plant. The upgrade and expansion to the wastewater treatment plant was completed at a cost of approximately $13 million. Since fiscal 1996, approximately $23 million has been spent on the collection system. In fiscal year 2011, the Department came under an Administrative Order from EPA to accelerate the rehabilitation of the collection system which will dramatically increase spending for this activity over the next four years. Maintenance of the collection system will be an ongoing annual program with increased annual costs in excess of $400,000 to meet EPA requirements,

PERFORMANCE MEASURES	ACTUAL FY 2011	BUDGET FY 2012	PROJECTED FY 2012	BUDGET FY 2013
Turtle Park Sewer Plant				
Water treated (gallons (billions)	1.9	2.0	2.0	2.0
Average reduction of B. O. D.	97%	97%	97%	97%
NPDES Effluent Permit Violations	1	0	2	0
Collection System				
Miles of sewer mains	260	260	260	260
Sewer maintenance (staff hours	14,568	16,500	15,000	16,500
Customers	12,187	12,225	12,225	12,225

ETTP – West End Utilities
On May 29, 2008, responsibility for water and wastewater services to the East Tennessee Technology Park (ETTP) transferred from DOE to the City of Oak Ridge. DOE transferred ownership of water and wastewater infrastructure located at the ETTP site, which included a 4.0 MGD capacity water treatment plant, raw water intake station, two water storage tanks with a 4.0 million gallon combined capacity, five wastewater pumping stations and water and sewer lines. The City entered into a five year agreement with DOE to pay for the operations to provide water and sewer services to the far west end of Oak Ridge, which also includes a newly constructed west end wastewater treatment plant. DOE pays the City approximately $1,625,000 annually for these operations, reduced by revenues received by the City from utility customers located on the far west end of Oak Ridge including the Rarity Ridge subdivision. The current contract is through the end of May 2013.

2011-2012 Accomplishments

WATERWORKS – WATER
Water Treatment Plant

- Treated 2,707,583,000 gallons of water at the Y-12 Plant through April 2012.
- Treated 142,907,000 gallons of water at the ETTP Plant through April 2012.
- Tested 438 compliance bacteriological samples at the Y-12 plant through April 2012.
- Tested 15 compliance bacteriological samples at the ETTP plant through April 2012.
- Remodeled the kitchen/break area and the control room at the Y-12 plant.
- Upgraded all controls in the control room to modern PLC based systems.

River Intake & Raw Water Booster

- Serviced and maintained 11 pumps and motors.

Water Distribution

- Completed upgrade of the Pennsylvania Water Booster Station: three new pumps and motors, new piping, new electric service and controls and SCADA system.
- Upgraded the controls and telemetry systems at the Orchard Lane tank pump station.
- Replaced 32 old galvanized service lines from the water main to meter through May 25th.
- Repaired 50 water main breaks through May 31st.
- Replaced 45 obsolete fire hydrants through May 25th.
- Replaced or installed 11 fire hydrant valves through May 25th.
- Replaced 14 broken main line valves through May 31st.
- Installed 36 main line valves in new locations to allow better isolation during water shut offs through May 31st.
- Tested 1,122 backflow preventers.
- Tested 193 meters for the annual meter testing.
- Downsized 7 water meters through May 25th.
- Serviced and maintained 60 main line pressure reducing valves and rebuilt 13 through May 25th.
- Performed annual system-wide water main flushing per TDEC standards.
- Orchard Lane 1.2 mil gal reservoir – cleaned and inspected.
- Replaced approx. 3,500 feet of old 14 inch cast iron water main with 16 inch ductile iron pipe from the Robertsville Pump Station to West Outer Drive.
- ETTP – Completely refurbished the 1.5 mil gal raw water tank.
- Rarity Ridge, Wisconsin, Louisiana, Delaware, and Parcel "A" water tanks were drained and cleaned.
- Up-Graded the controls at the Summit Ridge Booster Station.
- Replaced the controls and drives at Whippoorwill booster station and Golden Gate booster station.

WATERWORKS – WASTEWATER

Wastewater Treatment Plant

- Treated 1,733,262,000 gallons of wastewater at Big Turtle Park through April 2012.
- Treated 35,419,425 gallons of wastewater at the Rarity Ridge Plant through April 2012.
- Hauled 2,839 wet tons of pressed sludge to the landfill through April 2012.
- Land applied 255,000 gallons of sludge through April 2012.

Wastewater Collections System

- Serviced and maintained 47 sewer lift stations.
- Developed and wrote the specifications for the new control panels required for the EPA Order.
- Bid and awarded a contract for construction of 23 of the new control panels.
- Installed the first seven of the new lift station control panels as required by the EPA Order.
- Installed by-pass piping at 15 of the lift station that were lacking this connection.
- Wrote specifications, bid and purchased two new portable by-pass pumps.
- Developing specifications for the telemetry and SCADA systems that will be used to monitor the new control panels located at the lift stations.

Environmental Protection Agency (EPA**)**

- Information Management System (IMS) Pump Station Implementation completed by December 28, 2011 per Administrative Order (AO).
- Information Management System (IMS) Complaint Tracking completed by March 31, 2012.
- Information Management System (IMS) Engineering Programs completed.
- Directed completion of the Capacity Assessment Plan (CAP) with final report submitted to EPA.
- Directed completion of Sewer System Evaluation Study (SSES) and submitted to EPA.
- Completed development of the MOM program and submittal to EPA.

2012-2013 Goals

WATERWORKS - WATER

Water Treatment Plant

- Design and bid electrical system upgrade.
- Build chemical storage building to switch from gaseous chlorine to liquid chlorine.

Water Distribution

- Replace 45 old galvanized service lines on the roads scheduled for repaving.
- Replace 25 obsolete fire hydrants.
- Test 163 meters for the annual tests, bi-annual tests of top 30 users and repair as needed.
- Service and maintain 60 main line pressure reducing valves and rebuild as needed.
- Annual system-wide water main flushing per TDEC standards.
- ETTP 2.5 mil gal water tank – replace roof, paint interior and exterior of tank.

WATERWORKS – WASTEWATER

Wastewater Collection System

- Clean and TV 178,500 linear feet of sanitary sewer starting in the Emory Valley sewer shed using city crews and contractors by June 30, 2013.
- Inspect 975 sanitary sewer manholes starting in the Emory Valley sewer shed by June 30, 2013.
- Smoke Test 178,500 linear feet of sanitary sewer mains starting in the Emory Valley sewer shed by June 30, 2013.
- Clear off 15,000 linear feet of sanitary sewer easements using city crews and mowing contractor by June 30, 2013.
- Flow monitoring of the sanitary sewer, post rehab work in the Emory Valley sewer shed.
- Continue to check for Sanitary Sewer Overflow's during rain events totaling more than 0.01 of an inch of rainfall.
- Continue to monitor ground water levels at 16 different manhole locations.
- Replace 50 manhole frame and covers due to street resurfacing by June 30, 2013.
- Service and maintain 47 sewer pump stations.
- Clean wet wells as requested by WWTP personnel.
- Write specifications, bid and purchase new stand-by generator for pump stations.
- Write specifications, bid and purchase new telemetry and SCADA system for pump stations.

Environmental Protection Agency (EPA)

- Administer and document work activities in accordance with the approved MOM program.
- Information Management System (IMS) for Gravity Line Maintenance complete by December 28, 2012 per Administrative Order (AO).
- Information Management System (IMS) for warehousing activities complete by June 30, 2013
- GIS files for gravity sewer transferred and added to IMS by October 1, 2012.
- GIS files for West End gravity sewer and pump stations and the WWTP added to IMS by October 1, 2012.
- GIS files for city facilities added to IMS by June 30, 2013.
- Receive equipment for pump station MOM crew by September 1, 2012.
- Recruit, promote and hire employees for the pump station MOM crew by October 1, 2012.
- Train pump station MOM crew on IMS beginning October 1, 2012.
- Direct completion of the Remediation Plan by September 3, 2012 and begin its implementation.

State Revolving Fund (SRF)

- Apply for a third State Revolving loan through TDEC for assistance with funding sewer projects as required by the EPA Administrative Order. Request for reimbursement of the loan will be the responsibility of the Finance Department.

Revenue and Expenses

Major Budgetary Changes

On September 27, 2010, the City received an administrative order (AO) from the United States Environmental Protection Agency (EPA). The City was found to be in violation of Section 301 of the Clean Water Act (CWA), 33 U.S.C. Section 1311 regarding the City wastewater infrastructure. The City has been given a timetable and actions to be made to remedy the violations with various deadlines from two to twenty-four months. The AO requires the City to provide additional information regarding the violations, develop plans to evaluate and resolve the issues described, and based on the plans, make changes to policies and construct assets if necessary. The plans must be approved by EPA. Failure to comply with the AO may subject the City to certain penalties.

The City is in the process of performing system reviews including city-wide smoke testing and scoping of sewer lines with closed circuit TV cameras. At this time, the cost of required capital projects and the increase in additional ongoing operating expenses to maintain the system are not known. Debt issuances to fund capital expenditures over the next couple of years are projected in the $10,000,000 to $20,000,000 range.

Both a water and wastewater rate increase is planned for May 1, 2012 and on January 1, 2013. Capital and fluctuations in revenue from DOE is the City's major driver for these rate increases. The wastewater rate increases are expected to be significant based the capital and ongoing operating expenses required to meet the AO.

Revenue Sources

Waterworks operating revenues are projected to increase overall by $33,134, up 0.2%. The 2013 budget reflects both a water and wastewater rate increase in fiscal 2013. The water and wastewater rate increases were originally anticipated to occur in fiscal 2012, which explain in part the low overall revenue budgetary increase from 2012 to 2013. Residential and commercial water and wastewater billings, excluding DOE water sales, are projected to generate an increase of $589,083 or 4.8%. The percentage of the rate increases will be determined when the rate study is completed and adopted by City Council prior to May 2012.

Raw water sales to DOE are projected to decline by $89,250 based on reduced consumption levels. Water consumption by DOE is expected to continue its slow declining trend over the next few years. The amount charged to DOE per thousand gallon used is based on contractual terms that remain in effect through September 30, 2012. Under the City's contract with DOE, the City had to treat flows from the main water plant as sales to either the City (COR) or DOE. There are two water lines flowing out of the main water plant, one to the DOE federal reservation and the other to feed treated water to the City's other water customers. COR sales are projected to remain at prior year levels based on trending consumption patterns. DOE wastewater sales are projected to decline by $444,726 based on recent declines in sewer consumption. This trend is expected to continue.

Monthly billings to customers for wastewater usage are based on metered water consumption. Therefore, the revenue patterns will be the same for both water and wastewater usage. Weather, in the form of drought or high rainfall conditions, can significantly impact the revenue collections in any particular fiscal year.

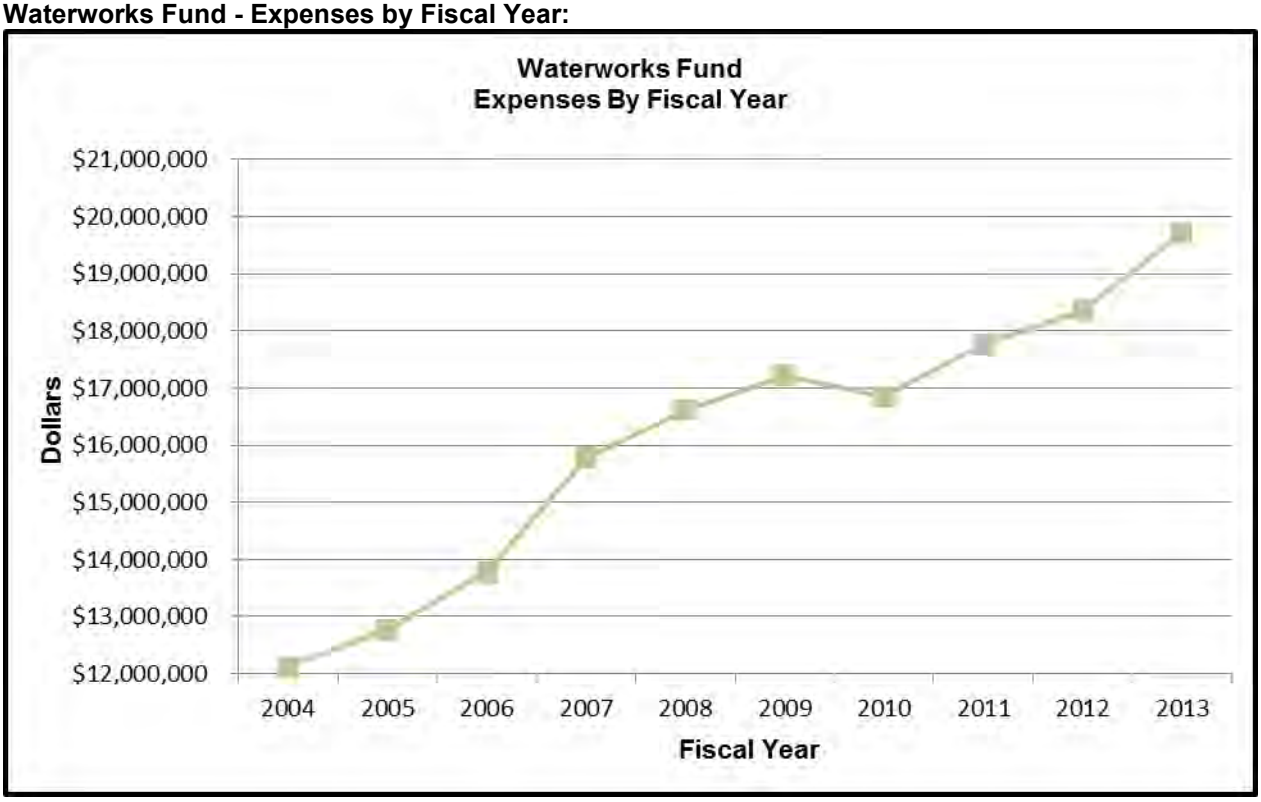
Expenses

Waterworks operating expenses are projected to increase $61,480 or 0.3%. Tax equivalent payments are projected to increase $63,000. These costs are based on net asset value, with the increases related to the completion of major capital projects and contributed (donated) capita, or changes in the City's property tax rate. The 2013 increase is based on higher fixed asset values based on the level of planned and ongoing capital projects. Depreciation expense is projected to increase $126,955 based on current amortization levels. Actual depreciation for fiscal 2011 fell well below budget due to a slowing of capital

expenditures while the discovery stage to determine the capital requirements to meet the EPA AO are complete. Purchased water costs are projected to remain at the previous year's level based on actual usage patterns. Interest expense is budgeted to increase $280,000 to fund debt service on anticipated new debt to be issued during 2013, particularly for capital required to meet the EPA AO. Budgeted other operating expenses increased $48,955, up 0.4% for salaries, routine maintenance costs and the additional maintenance and personnel costs required to meet EPA's AO.

This includes a budgeted $132,000 operating transfer out to the City's Economic Diversification Fund to support the City's economic development endeavors.

Waterworks Fund - Expenses by Fiscal Year:



WATERWORKS FUND

PROJECTED STATEMENT OF REVENUE AND EXPENSES

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
OPERATING REVENUES:						
4021 Residential Water Sales and Wastewater Fees	6,158,641	7,538,500	6,412,752	7,860,000	321,500	4.3
4022 Commercial Water Sales and Wastewater Fees	3,971,482	4,707,417	4,196,452	4,975,000	267,583	5.7
4024 DOE Treated Water Sales	2,486,859	2,500,000	2,125,000	2,510,027	10,027	0.4
4025 COR Treated Water Sales	2,051,792	2,100,000	2,150,000	2,100,000	-	0.0
4026 DOE Raw Water Sales	318,557	315,000	325,000	225,750	(89,250)	-28.3
4034 DOE Wastewater Sales	1,960,109	2,520,783	1,815,000	2,076,057	(444,726)	-17.6
4025 Bechtel Jacobs	1,616,696	1,625,000	1,625,000	1,610,000	(15,000)	-0.9
4023 Public Fire Protection	61,068	60,600	58,968	60,600	-	0.0
4041 Forfeited Discounts	88,505	107,000	85,000	90,000	(17,000)	-15.9
4043 Miscellanious Revenue	2,448	2,574	2,750	2,574	-	0.0
Total Operating Revenues	18,716,157	21,476,874	18,795,922	21,510,008	33,134	0.2
OPERATING EXPENSES:						
5460 Depreciation	4,059,371	4,248,900	4,257,035	4,375,855	126,955	3.0
5466 Purchased Water	2,097,155	2,140,000	2,190,000	2,140,000	-	0.0
5000 Operating Expenses						
Water	5,334,883	5,418,070	5,335,000	5,590,595	172,525	3.2
Wastewater	4,338,360	5,000,000	4,425,127	4,762,000	(238,000)	-4.8
West End	912,216	920,030	921,338	936,550	16,520	1.8
Total Operating Expenses	16,741,985	17,727,000	17,128,500	17,805,000	61,480	0.3
Operating Income (Loss)	1,974,172	3,749,874	1,667,422	3,705,008	(28,346)	-0.8
NONOPERATING REVENUES (EXPENSES)						
4791 Capital Contributions	1,915,670	-	-	-	-	0.0
4810 Interest Revenue	8,164	5,500	5,500	5,500	-	0.0
5439 Interest Expense	(1,028,778)	(1,635,000)	(1,236,000)	(1,915,000)	(280,000)	17.1
Total Nonoperating Revenues (Expenses)	895,056	(1,629,500)	(1,230,500)	(1,909,500)	(280,000)	17.2
Net Income (Loss) Before Operating Transfers	2,869,228	2,120,374	436,922	1,795,508	(308,346)	-14.5
OPERATING TRANSFERS						
Operating Transfers Out - Tax Equivalent	(1,367,521)	(1,385,000)	(1,423,445)	(1,448,000)	(63,000)	4.5
Change in Net Assets	1,501,707	735,374	(986,523)	347,508	(371,346)	50.5
TOTAL NET ASSETS- 7/1	49,466,807	48,856,923	50,968,514	49,981,991	1,125,068	2.3
TOTAL NET ASSETS - 6/30	50,968,514	49,592,297	49,981,991	50,329,499	737,202	1.5

Capital Projects, Water and Wastewater Rates and Long-Term Debt

For accounting purposes, the operations of the water and wastewater systems are combined into one Fund, the Waterworks Fund. Costs for the two systems are tracked separately and user rates are established based on the operations of the individual systems. Therefore, the water user rates are based on the operations of the water treatment and distribution system and the wastewater user rates are based on the operations of the wastewater collection and treatment system.

Biennially, the City reviews its rate structure for water and wastewater services. Water rates were increased 20% effective June 1, 2007 and an additional 20% effective June 1, 2008. The previous water rate increase was in 1998. Wastewater rates were increased by 18% effective May 1, 2008 to fund increasing electric, liability insurance and capital improvement costs. The rate increases scheduled for 2010 were delayed due to the EPA AO. Rates were reviewed in the fall of 2011, with wastewater increases expected to be significant to fund the capital and ongoing operating expenses required to meet the EPA AO. Water and wastewater rate increases are to be split into two parts with the first effective May 1, 2012 and the second effective January 1, 2013.

Capital improvements are the major driver for water and wastewater user rate increases. Capital improvements impact user rates from increased expenses for depreciation and tax equivalent payments based on higher asset values, and the need for sufficient cash levels to fund principal and interest payments on long-term debt issued to finance the projects. A listing of water capital improvements planned for fiscal 2013 totaling $4,720,000 and wastewater capital projects totaling $12,600,000 are located on page VI-22. A more in-depth presentation of planned Waterworks Fund capital projects is located in the Capital Improvements Program 2013-2018 document. A $10,000,000 debt issuance is planned in early fiscal 2013. An additional $10,000,000 to $20,000, 000 is expected to be issued in fiscal 2013 depending on the amount of capital required and the timeline EPA requires to be met to meet the AO.

An updated amortization schedule as of June 30, 2012 for the Waterworks Fund $46,774,559 in outstanding long-term debt is on page VI-23. The $11,121,279 in outstanding variable interest rate debt is projected at a 4.50% interest rate. The City currently has $1,295,054 available from the State Revolving Loan Fund to finance the continuation of the wastewater treatment plant and collection system capital projects. As these funds are drawn to finance capital improvements, this will impact future water and wastewater user rates. The annual debt service payments on the outstanding Waterworks Fund debt will be funded through the revenues generated by the water and wastewater systems. The City's taxing authority is also pledged as an additional security on this outstanding debt. It is not anticipated that the City's taxing authority would ever be utilized to generate cash to pay the annual debt service on Waterworks Fund debt.

WATERWORKS FUND

CAPITAL PROJECTS AND EQUIPMENT

	BUDGET 2012	PROJECTED 2012	BUDGET 2013
CAPITAL PROJECTS:			
Water Capital Projects:			
West End Development			
Water/Rarity Ridge River Crossing	$ 750,000	$ 100,000	$ 650,000
EPA Grant for Matching Funds (Information Only)	750,000	100,000	650,000
ETTP Water System Improvements	250,000	250,000	250,000
SR95 Water Line			
TDOT Matching Funds	100,000	-	-
Booster Station Improvements/Upgrades	-	-	100,000
Water Distribution System Rehabilitation	570,000	570,000	570,000
Water Treatment Plants	650,000	-	-
Building Repairs / Roof Replacement	500,000	50,000	450,000
Electric Upgrades	-	185,000	400,000
Replace Chemical Storage Building	-	50,000	350,000
Paint and Replace Windows - Main Op Bldg.	-	-	250,000
Raw Water Main - 700 ft of 24" Main	500,000	50,000	300,000
Raw Water Intake Replace Electric Feed	-	-	250,000
Capital Maintenance	-	500,000	500,000
TOTAL WATER CAPITAL PROJECTS	$ 4,070,000	$ 1,855,000	$ 4,720,000
Wastewater Capital Projects:			
West End Development			
ETTP Wastewater System Improvements (DOE Funded)	$ 250,000	$ 250,000	$ 250,000
West Wastewater Treatment Plant	-	-	150,000
EPA Mandate (Estimated)	6,500,000	6,500,000	6,500,000
Pump Station Replacement/Improvements	-	-	700,000
Sewer Line Rehabilitation	-	-	5,000,000
TOTAL WASTEWATER CAPITAL PROJECTS	$ 6,750,000	$ 6,750,000	$ 12,600,000
TOTAL WATERWORKS CAPITAL PROJECTS	$ 10,820,000	$ 8,605,000	$ 17,320,000
EQUIPMENT:			
Water Equipment:			
Radio Equipment	$ 7,500	$ 7,500	$ 7,500
Water Treatment Plant			
Radio	3,000	3,000	3,000
Furniture	1,500	1,500	1,500
Laboratory Equipment	2,500	2,500	2,500
Plant Tools	2,500	2,500	2,500
Gradall #460	-	333,015	-
TOTAL WATER EQUIPMENT	$ 17,000	$ 350,015	$ 17,000
Wastewater Equipment:			
Radio Equipment	$ 8,000	$ 8,000	$ 8,000
Lab Equipment	1,500	1,500	1,500
Plant Tools	2,500	2,500	2,500
Furniture	500	500	500
Sewer Cleaning Truck	200,000	-	250,000
Hydraulic Excavator (see Water)	300,000	300,000	-
Backhoe with Attachments	100,000	100,000	-
MOM Crew Equipment			
Jet Rodder	-	-	250,000
Large Dump Truck	-	-	80,000
Small Dump Truck	-	-	50,000
Pickup Trucks x 2	-	-	50,000
TOTAL WASTEWATER EQUIPMENT	$ 612,500	$ 412,500	$ 692,500
	$ 629,500	$ 762,515	$ 709,500
TOTAL CAPITAL PROJECTS & EQUIPMENT	$ 11,449,500	$ 9,367,515	$ 18,029,500

CITY OF OAK RIDGE, TENNESSEE
BOND PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
FISCAL 2013 BUDGET**

Fiscal	General Obligation Bonds Refunding Series 2003		2009B Build America Bonds				General Obligation Bonds Refunding Series 2011 B		Total		
Year	Principal	Interest	Principal	Coupon Interest	Treasury Rebate (1)	Net Interest	Principal	Interest	Principal	Net Interest	Total Requirements
2013	$ 435,000	$ 72,800	$ -	$ 292,125	$ (102,244)	$ 189,881	$ 100,000	$ 259,550	$ 535,000	$ 522,231	$ 1,057,231
2014	445,000	55,400	-	292,125	(102,244)	189,881	100,000	257,550	545,000	502,831	1,047,831
2015	460,000	37,600	-	292,125	(102,244)	189,881	100,000	255,550	560,000	483,031	1,043,031
2016	480,000	19,200	-	292,125	(102,244)	189,881	100,000	253,550	580,000	462,631	1,042,631
2017	-	-	-	292,125	(102,244)	189,881	200,000	251,550	200,000	441,431	641,431
2018	-	-	-	292,125	(102,244)	189,881	200,000	247,550	200,000	437,431	637,431
2019	-	-	-	292,125	(102,244)	189,881	225,000	243,550	225,000	433,431	658,431
2020	-	-	-	292,125	(102,244)	189,881	225,000	239,050	225,000	428,931	653,931
2021	-	-	-	292,125	(102,244)	189,881	225,000	234,550	225,000	424,431	649,431
2022	-	-	-	292,125	(102,244)	189,881	275,000	230,050	275,000	419,931	694,931
2023	-	-	200,000	292,125	(102,244)	189,881	975,000	223,863	1,175,000	413,744	1,588,744
2024	-	-	450,000	282,125	(98,744)	183,381	1,325,000	199,488	1,775,000	382,869	2,157,869
2025	-	-	450,000	257,375	(90,081)	167,294	1,375,000	166,363	1,825,000	333,656	2,158,656
2026	-	-	400,000	232,063	(81,222)	150,841	1,500,000	128,550	1,900,000	279,391	2,179,391
2027	-	-	750,000	209,063	(73,172)	135,891	1,650,000	86,550	2,400,000	222,441	2,622,441
2028	-	-	900,000	165,000	(57,750)	107,250	1,235,000	37,050	2,135,000	144,300	2,279,300
2029	-	-	900,000	111,000	(38,850)	72,150	-	-	900,000	72,150	972,150
2030	-	-	950,000	56,999	(19,950)	37,049	-	-	950,000	37,049	987,049
Total	$ 1,820,000	$ 185,000	$ 5,000,000	$ 4,527,000	$ (1,584,450)	$ 2,942,550	$ 9,810,000	$ 3,314,363	$ 16,630,000	$ 6,441,912	$ 23,071,912

(1) The federal government provides a 35% subsidy on the interest payment due on these bonds.
The City has no assurance that the United States government will continue to make direct subsidy payments or that the United States Congress will not attempt to reduce the amount of the direct subsidy payments.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
NOTE PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
FISCAL 2013 BUDGET**

Fiscal Year	Public Building Authority of Clarksville, TN TMBF Series 1994 (1)		Public Building Authority of Clarksville, TN TMBF Series 2001 (1)		Public Building Authority of Clarksville, TN TMBF Series 2005 (1)		Public Building Authority of Clarksville, TN TMBF Series 2008 (1)		Capital Outlay Notes Interfund Loan From General Fund (2)	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2013	$ -	$ 126,168	$ 148,000	$ 83,108	$ 255,231	$ 208,942	$ -	$ 80,749	$ 1,666,667	$ 33,333
2014	-	126,168	155,000	76,422	265,227	197,419	-	80,749	1,666,666	16,667
2015	-	126,168	163,000	69,417	275,889	185,445	-	80,749	-	-
2016	-	126,168	171,000	62,053	286,552	172,990	-	80,749	-	-
2017	323,978	124,970	180,000	54,324	298,547	160,051	75,000	80,471	-	-
2018	346,674	110,307	189,000	46,191	309,876	146,575	85,000	77,059	-	-
2019	370,949	94,617	198,000	37,653	322,537	132,583	60,000	73,327	-	-
2020	396,888	77,828	208,000	28,706	335,199	118,022	60,000	70,627	-	-
2021	424,655	59,865	218,000	19,309	349,193	102,887	60,000	67,927	-	-
2022	454,417	40,646	229,000	9,458	363,188	87,121	-	65,449	-	-
2023	486,174	20,080	-	-	377,182	70,726	160,000	64,857	-	-
2024	-	-	-	-	392,509	53,696	295,000	57,158	-	-
2025	-	-	-	-	408,503	35,974	315,000	43,809	-	-
2026	-	-	-	-	424,497	17,532	335,000	29,560	-	-
2027	-	-	-	-	-	-	349,416	14,431	-	-
2028	-	-	-	-	-	-	-	-	-	-
2029	-	-	-	-	-	-	-	-	-	-
2030	-	-	-	-	-	-	-	-	-	-
2031	-	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-	-
Total	$ 2,803,735	$ 1,032,985	$ 1,859,000	$ 486,639	$ 4,664,128	$ 1,689,964	$ 1,794,416	$ 967,669	$ 3,333,333	$ 50,000

(1) The interest rate varies on a weekly basis on loans through the Public Building Authority of Clarksville, TN (TMBF).
The amortization schedules are calculated at 4.5% interest rate.

(2) In accordance with Tennessee State Law, an interfund loan between the waterworks fund and general fund was issued in the form of capital outlay notes.
Interest on the loan was set at 1%.

(3) The City is still drawing funds as capital projects occur on this loan through the State Revolving Loan Fund . Currently, $1,295,054 remains available for future draw on this loan. Principal payments will begin when the projects have been completed and the loan is closed by the state for future draws.
The amortization schedule is based on the annual payments that would occur if the loan had been closed at the current outstanding principal amount.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

(Continued)

CITY OF OAK RIDGE, TENNESSEE
NOTE PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
FISCAL 2013 BUDGET**

Fiscal Year	State Revolving Loan Fund Interest at 4.09%		State Revolving Loan Fund Interest at 4.04%		State Revolving Loan Fund Interest at 3.83% (3)		Total Waterworks Notes		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Fees/ Interest	Total Requirements
2013	$ 576,144	$ 274,404	$ 235,248	$ 117,432	$ -	$ 218,500	$ 2,881,290	$ 1,142,635	$ 4,023,925
2014	600,156	250,392	244,932	107,748	193,619	215,124	3,125,600	1,070,689	4,196,289
2015	625,164	225,384	255,012	97,668	201,167	207,577	1,520,232	992,408	2,512,639
2016	651,216	199,320	265,500	87,180	209,008	199,736	1,583,276	928,195	2,511,471
2017	678,360	172,188	276,432	76,248	217,155	191,588	2,049,472	859,841	2,909,313
2018	706,632	143,916	287,808	64,872	225,620	183,124	2,150,609	772,044	2,922,653
2019	736,080	114,468	299,652	53,028	234,414	174,329	2,221,632	680,005	2,901,637
2020	766,752	83,784	311,988	40,692	243,551	165,192	2,322,378	584,851	2,907,229
2021	798,708	51,828	324,828	27,852	253,045	155,698	2,428,429	485,366	2,913,795
2022	831,951	18,552	338,196	14,484	262,909	145,835	2,479,660	381,545	2,861,205
2023	-	-	174,242	2,058	273,157	135,587	1,470,754	293,307	1,764,062
2024	-	-	-	-	283,804	124,939	971,313	235,793	1,207,106
2025	-	-	-	-	294,867	113,877	1,018,369	193,659	1,212,029
2026	-	-	-	-	306,360	102,383	1,065,857	149,475	1,215,332
2027	-	-	-	-	318,302	90,441	667,718	104,873	772,591
2028	-	-	-	-	330,709	78,034	330,709	78,034	408,743
2029	-	-	-	-	343,600	65,143	343,600	65,143	408,743
2030	-	-	-	-	356,994	51,750	356,994	51,750	408,743
2031	-	-	-	-	370,909	37,834	370,909	37,834	408,743
2032	-	-	-	-	385,367	23,376	385,367	23,376	408,743
2033	-	-	-	-	400,389	8,355	400,389	8,355	408,743
Total	$ 6,971,163	$ 1,534,236	$ 3,013,838	$ 689,262	$ 5,704,946	$ 2,688,423	$ 30,144,559	$ 9,139,177	$ 39,283,736

(1) The interest rate varies on a weekly basis on loans through the Public Building Authority of Clarksville, TN (TMBF). The amortization schedules are calculated at 4.5% interest rate.

(2) In accordance with Tennessee State Law, an interfund loan between the waterworks fund and general fund was issued in the form of capital outlay notes. Interest on the loan was set at 1%.

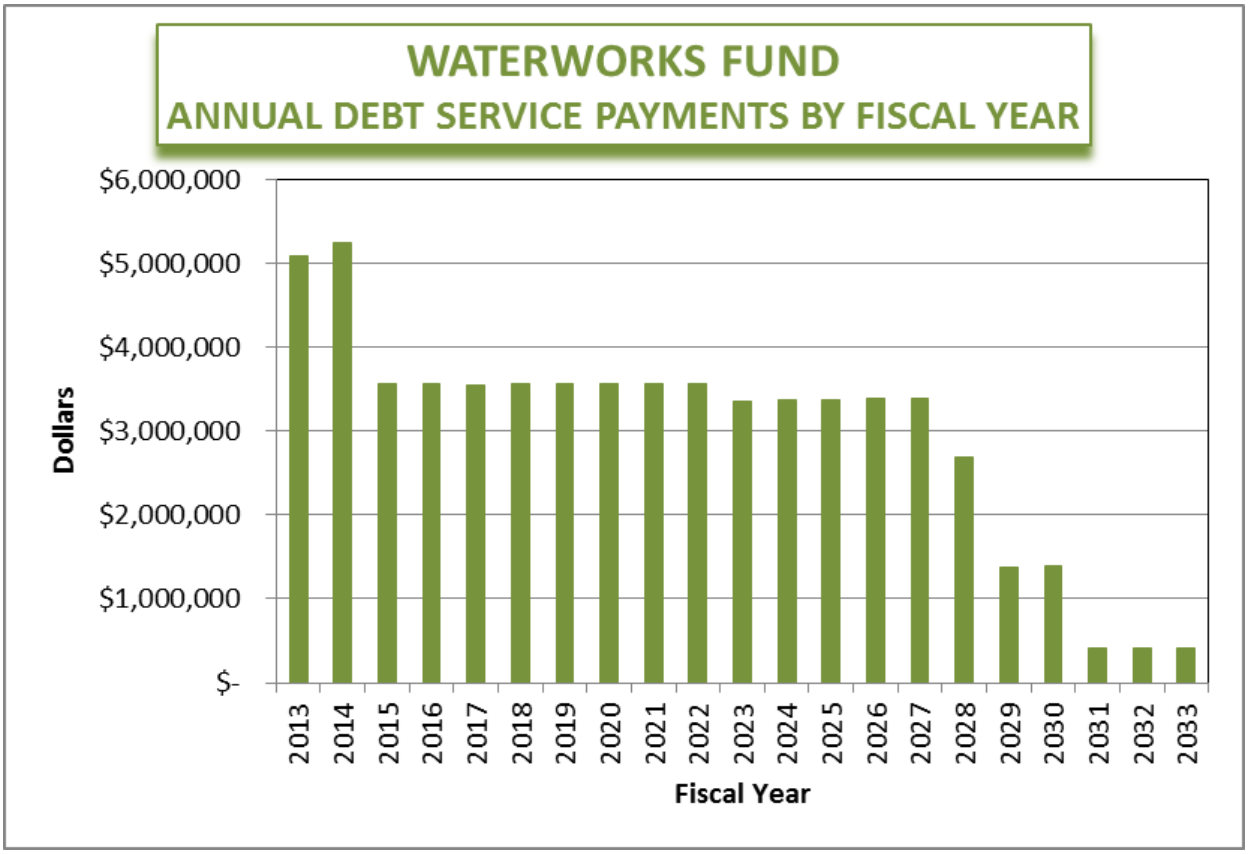
(3) The City is still drawing funds as capital projects occur on this loan through the State Revolving Loan Fund . Currently, $1,295,054 remains available for future draw on this loan. Principal payments will begin when the projects have been completed and the loan is closed by the state for future draws. The amortization schedule is based on the annual payments that would occur if the loan had been closed at the current outstanding principal amount.

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.

CITY OF OAK RIDGE, TENNESSEE
PRINCIPAL AND INTEREST SUMMARY
REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
FISCAL 2013 BUDGET**

Fiscal	WATERWORKS BONDS		WATERWORKS NOTES		TOTAL WATERWORKS FUND		
Year	Principal	Interest	Principal	Interest	Principal	Net Interest	Total Requirements
2013	$ 535,000	$ 522,231	$ 2,881,290	$ 1,142,635	$ 3,416,290	$ 1,664,866	$ 5,081,156
2014	545,000	502,831	3,125,600	1,070,689	3,670,600	1,573,520	5,244,120
2015	560,000	483,031	1,520,232	992,408	2,080,232	1,475,439	3,555,671
2016	580,000	462,631	1,583,276	928,195	2,163,276	1,390,826	3,554,102
2017	200,000	441,431	2,049,472	859,841	2,249,472	1,301,272	3,550,744
2018	200,000	437,431	2,150,609	772,044	2,350,609	1,209,475	3,560,084
2019	225,000	433,431	2,221,632	680,005	2,446,632	1,113,436	3,560,068
2020	225,000	428,931	2,322,378	584,851	2,547,378	1,013,782	3,561,160
2021	225,000	424,431	2,428,429	485,366	2,653,429	909,797	3,563,226
2022	275,000	419,931	2,479,660	381,545	2,754,660	801,476	3,556,136
2023	1,175,000	413,744	1,470,754	293,307	2,645,754	707,051	3,352,806
2024	1,775,000	382,869	971,313	235,793	2,746,313	618,662	3,364,975
2025	1,825,000	333,656	1,018,369	193,659	2,843,369	527,316	3,370,685
2026	1,900,000	279,391	1,065,857	149,475	2,965,857	428,866	3,394,723
2027	2,400,000	222,441	667,718	104,873	3,067,718	327,314	3,395,032
2028	2,135,000	144,300	330,709	78,034	2,465,709	222,334	2,688,043
2029	900,000	72,150	343,600	65,143	1,243,600	137,293	1,380,893
2030	950,000	37,049	356,994	51,750	1,306,994	88,799	1,395,792
2031	-	-	370,909	37,834	370,909	37,834	408,743
2032	-	-	385,367	23,376	385,367	23,376	408,743
2033	-	-	400,389	8,355	400,389	8,355	408,743
Total	$ 16,630,000	$ 6,441,912	$ 30,144,559	$ 9,139,177	$ 46,774,559	$ 15,581,089	$ 62,355,649

** Amortization schedules are based on projected debt balances as of June 30, 2012. It does not include debt anticipated to be issued during fiscal 2013.


WATERWORKS FUND
ANNUAL DEBT SERVICE PAYMENTS BY FISCAL YEAR
$6,000,000
$5,000,000
$4,000,000
$3,000,000
$2,000,000
$1,000,000
$-
Dollars
2013
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
2030
2031
2032
2033
Fiscal Year

EMERGENCY COMMUNICATIONS DISTRICT (ECD) FUND

Fund Overview

In 1972, the City of Oak Ridge implemented a 911 emergency telephone system. In 1987, Oak Ridge voters overwhelmingly approved a referendum to establish an enhanced 911 Emergency Communications District (ECD). An ECD Board was established to oversee the management of the district, with system operations commencing in August 1988. Oak Ridge City Council serves as the Board for the Oak Ridge ECD. The initial intent of establishing the ECD was to provide a revenue stream to finance the purchase of equipment, including the 800 MHz trunking radio communications system to receive and dispatch 911 calls. The eight Public Safety Dispatcher positions are under the supervision of the Police Department and the operational costs related to those positions are accounted for in activity 915 in the City's General Fund.

The 911 system is capable of providing the following information and reports:

1. Instant display of caller's name, telephone number, address and landmark information;
2. Display of history of calls from calling number; and
3. Management reports (daily and weekly) of 911 calls.

Revenue and Expenses

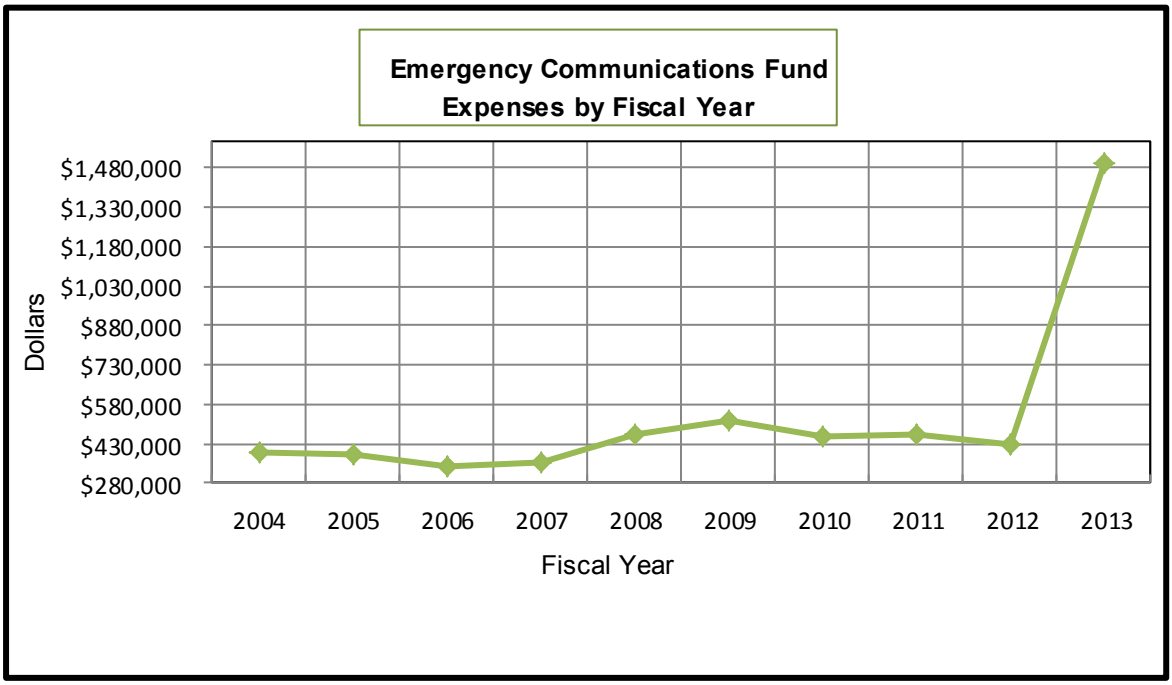
Revenue Sources
Fiscal 2013 revenues are budgeted at $1,528,735, down $24,456 to reflect a lower availability of remaining funds from a grant from the US Department of Justice to enhance and extend the range of the City's 800 MHz radio system. Revenues are provided from user fees on landline telephones located within Oak Ridge that are collected by the telephone service providers and then remitted to the District. The ECD also receives an allocated share of State collected user fees on wireless telephones. Fiscal 2013 revenues from telephone service providers are projected at $250,000, the same as the previous year's budget. Overall, revenues from landline phones are continuing to decline, however, 2012 actual revenues exceeded budgeted amounts. Since inception of the district, Oak Ridge landline telephone users had paid monthly fees of $0.44 per residential and $1.33 per business phone line. Effective June 1, 2002, this monthly fee increased to $0.65 and $2.00 per residential and business phone line, respectively. The rate increase was required due to a lower number of landline telephones in Oak Ridge, particularly business lines as newer business telephone systems allow for more extensions on fewer telephone lines, and increasing costs to operate the 911 equipment. City Council, which also serves as the Board of Directors for the ECD, approved increasing the fee to the state maximum to generate revenues to fund dispatcher salaries accounted for in the General Fund. The maximum user fee allowed under current Tennessee State Law is $1.50 and $3.00 monthly for residential and business phones lines respectively. The State 911 Board approved this increase on January 15, 2003.

Expenses
Fiscal 2013 expenses are budgeted at $1,523,980, down $30,020 due to a lower availability of remaining funds from a grant from the US Department of Justice to enhance and extend the range of the City's 800 MHz radio system and lower interest costs. $110,000 is being paid annually to the General Fund to finance a portion of dispatcher salary and benefits. $45,500 is budgeted for replacement of radios and other equipment purchases and supplies. Other operational costs of the 911 systems include $47,552 to BellSouth for addressing information and $91,000 to Motorola for the maintenance contract on the 800 MHz radio system.

In December 2006, City Council authorized a lease purchase agreement between the City and Motorola, Inc. for the leasing of communications equipment to upgrade the City's radio system. This will provide the City an analog/digital hybrid upgrade solution and allow the City to continue using mobile and portable

radios. The amortization schedule for the capital lease is located on page VI-29. Budgeted depreciation expense of $121,777 and interest expense of $29,607 is primarily related to the upgraded radio equipment leased from Motorola.

Emergency Communications Fund - Expenses by Fiscal Year:
Fund began contributing $110,000 annually for dispatcher salary costs in FY04. The FY07 and FY08 increases are for leasing of a new radio system and equipment purchases funded primarily from grant proceeds. The spike in fiscal 2013 is for a grant from the US Department of Justice for enhancement of the 800 MHz system and expansion of the system range.



CITY OF OAK RIDGE, TENNESSEE
PRINCIPAL AND INTEREST SUMMARY - CAPITAL LEASE AMORTIZATION
REQUIREMENTS BY FISCAL YEAR - EMERGENCY COMMUNICATIONS DISTRICT FUND
FISCAL 2013 BUDGET**

Fiscal Year	Principal	Interest	Total Requirements
2013	$ 118,348	$ 32,554	$ 150,902
2014	124,242	26,660	150,902
2015	130,429	20,473	150,902
2016	136,924	13,977	150,902
2017	143,743	7,158	150,902
Total	$ 653,686	$ 100,822	$ 754,508

** Amortization schedules are based on projected debt balances as of June 30, 2012.
It does not include debt anticipated to be issued during fiscal 2013.

EMERGENCY COMMUNICATIONS DISTRICT FUND

BUDGET SUMMARY

State Account Number	City Account Number		ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
OPERATING REVENUES:								
3001	4841	Emergency Telephone Service Charge	290,024	250,000	268,739	250,000	-	0.0
3002	4841.1	State Emergency Communications Board	71,597	72,000	69,988	72,000	-	0.0
3003	4841.2	State Emer Comm Board Operational Funding	142,791	142,791	142,791	142,791	-	0.0
3004	4841.3	GIS Funding	10,000	10,000	10,000	10,000	-	0.0
3004	4841.4	State Dispatcher Training	8,000	8,000	8,000	8,000	-	0.0
		Total Operating Revenue	522,412	482,791	499,518	482,791	-	0.0
OPERATING EXPENSES:								
4207	5210.20	Contracted Dispatcher Services	110,000	110,000	110,000	110,000	-	0.0
4201	5217.1	Address/Mapping Expenses (BellSouth)	39,227	45,000	40,374	47,552	2,552	5.7
4218	5236.20	Maintenance Contract (800 MHz Radio System)	89,078	90,900	82,904	91,000	100	0.1
4227	5202.2	Communications Equipment Rental	8,739	11,652	-	-	(11,652)	-100.0
4232	5263.19	Maintenance/Repair Communication Equipment	-	15,000	1,151	15,000	-	0.0
4305	5313	Small Equipment Purchases	33,222	40,000	40,000	45,500	5,500	13.8
4310	5217	General Telephone 911 Support Lines	2,141	3,000	2,458	6,000	3,000	100.0
4405	5207.1	Due & Subscriptions	-	500	-	500	-	0.0
4413	5207.4	Licenses and Fees	3,810	3,810	3,890	4,500	690	18.1
4419	5221	Travel	-	8,000	91	8,000	-	0.0
1308	5540	Wireless Communication System Upgrade	55,000	1,069,000	24,456	1,044,544	(24,456)	-2.3
4500	5460	Depreciation	123,491	121,777	121,777	121,777	-	0.0
		Total Operating Expenses	464,708	1,518,639	427,101	1,494,373	(24,266)	-1.6
		Operating Income (Loss)	57,704	(1,035,848)	72,417	(1,011,582)	24,266	-2.3
NONOPERATING REVENUES:								
6002	4840	DOJ Grants (Wireless System Upgrades)	55,000	1,069,000	24,456	1,044,544	(24,456)	-2.3
5002	4610	Interest Income	1,447	1,400	1,400	1,400	-	0.0
5010	5439	Interest Expense	(40,842)	(35,361)	(35,361)	(29,607)	5,754	-16.3
		Total Nonoperating Revenue	15,605	1,035,039	(9,505)	1,016,337	(18,702)	-1.8
		Net Income (Loss)	73,309	(809)	62,912	4,755	5,564	-687.8
	NET ASSES - 7/1		701,942	749,377	775,251	838,163	88,786	11.8
	NET ASSETS - 6/30		775,251	748,568	838,163	842,918	94,350	12.6

INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for services provided by one department to other departments of the City on a cost-reimbursement basis. Rates for revenues are set by City staff in order for projected revenues to be equal to projected expenses. These Funds are presented merely to show an accumulation of the total cost of providing these services to the City. The budgets of these Funds are not legally appropriated. These Funds are not presented in the Combined Summary of Revenues, Expenditures and Changes in Fund Balance – All Funds presented on page II-18 of this document, as this would be a duplication of expenditures/expenses. The City currently maintains two Internal Service Funds, the Equipment Replacement Rental Fund and the Insurance Fund.

EQUIPMENT REPLACEMENT RENTAL FUND (ERRF)

This Fund is used to accumulate resources for the future replacement of equipment utilized by Governmental Funds and by the work pool and to account for the maintenance of that equipment. This is accomplished in the form of an equipment use charge to the corresponding activity/fund that utilizes the equipment. For example, the ERRF charges the General Fund Fire Department, Activity 923, for maintenance and rental (for future replacement) of firefighting equipment (fire trucks, etc.). This is recorded in the General Fund as an equipment use charge. Equipment use charges include both the actual cost of providing maintenance of the equipment (fuel, material and labor) and depreciation charges on the equipment. The accumulation of the proceeds from the depreciation charges is used to fund the future replacement of assets serviced by the Fund (i.e. fire trucks, etc.). The cost of providing this service is recorded as expenditure in both the applicable Fund (General Fund in this example) and in the ERRF for the actual maintenance cost and depreciation expense. Proceeds from equipment use charges to other Funds, which are recorded as revenues in the ERRF, are budgeted at $3,580,789 for fiscal 2013. Maintenance and depreciation expenses are budgeted at $3,185,000.

$2,326,575 in long-term debt was issued in fiscal 1999 to purchase three fire pumpers and one ladder truck and year 2000 compliant mainframe computers and software. In fiscal 2010, $700,000 was issued in Build America Bonds (BAB) to fund computer, networking, fiber and technology related equipment. Debt service on these debt issuances will be funded by the ERRF. Interest payments are budgeted at $20,716 for fiscal 2013. Revenues and existing cash levels of the ERRF should be sufficient to fund the annual debt service requirements for the purchase of this equipment; therefore, no impact for this debt is anticipated on the property tax rate.

CITY OF OAK RIDGE, TENNESSEE
PRINCIPAL AND INTEREST SUMMARY
REQUIREMENTS BY FISCAL YEAR - EQUIPMENT REPLACEMENT RENTAL FUND
FISCAL 2013 BUDGET**

Fiscal Year	Principal	Interest	Total Requirements
2013	$ 70,000	$ 20,716	$ 90,716
2014	50,000	17,916	67,916
2015	200,000	16,981	216,981
2016	0	12,919	12,919
2017	150,000	12,919	162,919
2018	0	9,019	9,019
2019	300,000	9,019	309,019
Total	$ 770,000	$ 99,487	$ 869,487

** Amortization schedules are based on projected debt balances as of June 30, 2012.
It does not include debt anticipated to be issued during fiscal 2013.

Equipment accounted for in this Fund is eligible for replacement review once it is fully depreciated. Each year the equipment shop staff in conjunction with the department reviews the physical state of the equipment to determine if it should be replaced or retained. Equipment replacement is based on the mechanical state of the equipment rather than depreciation status and availability of funding for replacement purchase. $3,282,400 in equipment listed below will be eligible for replacement in FY13.

EQUIPMENT REPLACEMENT RENTAL FUND
CAPITAL EXPENDITURES

The following equipment is fully depreciated and scheduled for replacement in **FY 2013**

Equipment replacement in FY 2013 will ONLY be purchased if funding is available.

ACTIVITY	ASSET NO.	DESCRIPTION	ORIGINAL COST
800 City Council	100	Chevrolet Malibu, 2000	$ 14,000
845 Computer Services	114	Chevrolet Malibu, 2002	15,000
	214	Ford 8 Passenger Van, 1999	22,000
	9999	GIS Software/ArcIMS for Internet use	17,800
	100001	Communication Equipment (CSC)	24,000
	100001	Cannon DR-4080C 90PPM Scanner	5,900
	100002	IBM 6400 Line Matrix Printer	9,200
	100002	IBM AS400 Computer, 1999	74,100
	100002	AS400 Installation, 1999	11,500
	100007	Y2K Compliance, 1999	6,800
	100007	Y2K Compliance, 2000	14,100
	100008	JD Edwards Software 10-36936, 1999	149,000
	100008	JD Edwards Installtion, 2000	6,600
	100009	GIS Equipment/Software, 2001	10,000
854 Stationary Stores	112	Ford Taurus Wagon, 2002	17,000
862 Materials Management	252	Dodge Cargo Van, 2001	16,000
864 Business Office	210	Dodge 4WD Pickup Truck, 2000	15,000
	220	Ford Ranger, 4X4, 2003	15,000
	245	GMC Sierra Pickup Truck, 1997	18,000
910 Supervision	108	Ford Crown Victoria, 2005	23,000
913 Patrol		Ford Crown Victoria, 2007	27,000
	9913	Mobile Date Equipment	298,000
	100003	Visions Software, 1999	327,400
	100003	Visions Air Upgrade,2001	6,000
	100003	Visions Installation, 1999	79,000
	100003	Visions Installation, 2000	16,000
	100014	GIS Crime Analysis Equipment, 2003	6,800
	100015	Dell Workstation, Etc., 2003	9,500
	100016	ESRI, Inc. GEOXT w/Arcpad, 2005	11,300
	100017	OMEGA Group, 2005	6,800
916 Animal Control	389	Ford F250 w/Animal Control Unit	30,000
	9999	Therm TEC G-8-P Animal Crematory (1/3 cost)	35,000
921 Fire Specialist	181	Jeep Cherokee, 1999	25,000
923 Fire Fighting	322	Ford F450 w/Rescue Box, 2001	33,000
	376	International 1250 GPM Pumper, 1992	128,200
	377	International 1250 GPM Pumper, 1992	128,200
	390	Emergency Rescue Vehicle, 1995	100,000
	640	Trailer, Haulmark, 2001	7,000
	997	Rescue Tool , ENGINE 1, 2004	7,000
	998	Rescue Tool , ENGINE 2, 2004	7,000
	100012	Fire Station Communication Equipment	23,000
930 PW Supervision	137	Chevrolet Malibu, 2000	14,000
935 Engineering	247	Ford Expedition, 2003	27,000
946 CSC	9999	Fleenor Security Systems	22,600
948 Municipal Building	9999	Fleenor Security Systems	26,000
960 Community Development	122	Chevrolet Malibu, 2000	25,000
966 Code Enforcement	147	Ford Taurus Sedan, 2001	15,000
	264	Ford Escape, 4X4, 2004	20,500
	265	Ford Escape, 4X4, 2004	20,500

EQUIPMENT REPLACEMENT RENTAL FUND
CAPITAL EXPENDITURES (Continued)

The following equipment is fully depreciated and scheduled for replacement in **FY 2013**

Equipment replacement in FY 2013 will ONLY be purchased if funding is available.

ACTIVITY	ASSET NO.	DESCRIPTION	ORIGINAL COST
970 Recreation Supervision	193	Chevrolet Malibu, 2002	15,000
	206	Ford Expedition, 2003	29,200
	213	Ford 15 Passenger Van, 1999	22,000
976 Parks	226	Ford F250 Pickup Truck, 2003	14,500
	263	Dodge Ext. Cab Pickup, 2001	22,700
	299	GMC Sierra 4x4 Truck, 1994	24,000
	306	Ford 1 Ton Dump w/Plow, 2000	37,000
	606	John Deere 4WD Tractor w/Loader	25,000
	650	Rotary Mower 428D, 2006	9,300
	800	Smithco Super AFAC, 2000	9,700
977 Scarboro Center	9999	Scarboro Phone System	31,200
11951 Equipment Shop	242	GMC Pickup Truck, 1999	25,000
	266	Ford F250 2WD Pickup, 2004	15,000
	870	Engine Analyzer, 2004	9,000
	921	Coats Tire Changer, 1995	7,900
	9952	Wheel Balancer Light/Heavy Equipment	10,000
13100 Economic Development	135	Chevrolet Malibu, 2000	14,000
16100 Street Maintenance	9200	15 Passenger Van, 1998 (GRANT $24K)	6,000
	9204	Handicap Accessible Transit Van, 2002	33,000
	9205	Handicap Accessible Transit Van, 2002	33,000
	9206	Handicap Accessible Transit Van, 2002	33,000
21941 Work Pool	221	Ford EXT-Cab F250, 1998	25,000
	230	Dodge Truck w/Utility, 2001	20,000
	235	Dodge Ext Cab Pickup, 2001	21,000
	243	Ford Pickup w/Utility, 2001	22,000
	287	Ford Econo Line Van, 1990	24,000
	305	Ford 1 Ton Dump Truck, 2000	33,000
	309	Dodge Pickup, 2001	25,000
	314	GMC 1.5 Ton Dump Truck, 1998	26,000
	315	GMC 1.5 Ton Dump Truck, 1998	26,000
	317	GMC 1.5 Ton Dump Truck, 1998	26,000
	318	GMC 1.5 Ton Dump Truck, 1998	26,000
	345	Ford Pickup w/Utility, 2001	27,100
	352	Ford 5 Ton Dump Truck, 1999	65,000
	406	Backhoe, 2006	101,000
	417	Yale Forklift, 1990	14,000
	437	Case Forklift, 1988	20,000
	447	John Deere Backhoe 410D, 1995	57,000
	452	Backhoe 4WD, 1999	52,000
	453	Backhoe 4WD, 1999	52,000
	454	Skid Steer Loader, 1999	39,000
	502	Asphalt Roller Model DD-24, 1998	26,000
	508	Air Compressor, 1999	12,000
	524	Ditch Witch Trencher, 1995	35,000
	636	ODB Vaccuum Leaf Loader, 2002	23,000
24100 Golf Course Fund		Various Equipment	50,000
27401 Property Maintenance	103	Jeep Grand Cherokee, 1997	24,000
28100 ETTP Fire Station	304	Ford Ambulance, Medic 43, 1993	20,000
			$ 3,282,400

EQUIPMENT REPLACEMENT RENTAL FUND

BUDGET SUMMARY

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
OPERATING REVENUES:						
4466 Charges for Service	3,390,808	3,571,915	3,510,577	3,580,789	8,874	0.2
OPERATING EXPENSES:						
5235 Routine Repair & Maintenance	2,267,778	2,051,335	2,377,323	2,435,000	383,665	18.7
5460 Depreciation	784,692	955,000	760,709	750,000	(205,000)	-21.5
Total Operating Expenses	3,052,470	3,006,335	3,138,032	3,185,000	178,665	5.9
Operating Income (Loss)	338,338	565,580	372,545	395,789	(169,791)	-30.0
NONOPERATING REVENUES/(EXPENSES):						
4610 Interest Income	5,019	4,200	4,520	4,500	300	7.1
4790 Capital Contributions	-	-	4,172	-	-	0.0
4720 Gain/(Loss) on Sale of Assets	10,622	20,000	9,455	10,000	(10,000)	-50.0
5439 Interest Expense	(34,594)	(28,916)	(28,232)	(20,716)	8,200	-28.4
Total Nonoperating Revenues (Expenses)	(18,953)	(4,716)	(10,085)	(6,216)	(1,500)	31.8
Net Income (Loss)	319,385	560,864	362,460	389,573	(171,291)	-30.5
NET ASSETS - 7/1	3,095,312	3,414,806	3,414,697	3,777,157	362,351	10.6
NET ASSETS - 6/30	3,414,697	3,975,670	3,777,157	4,166,730	191,060	4.8

INSURANCE FUND

The Insurance Fund ensures that adequate funds are available to pay for various losses, which the City may incur. The Insurance Fund ensures the City's ability to pay for losses through the purchase of insurance, the maintenance of monetary reserves or a combination of both. Revenues to the Insurance Fund are provided through charges to the General, Electric and Waterworks Funds and from employee and retiree contributions toward medical premiums.

Budgeted expenses for the Insurance Fund totaled $8,780,000 for fiscal 2013; a $272,030 or 3.2% increase over fiscal 2012 primarily due to workers compensation projections for fiscal 2013. Expense areas include City employee retirement benefits to the TCRS, employee medical benefits, workers compensation, and property and liability insurance.

In fiscal 2005, the accounting for the City's contribution to the TCRS for employee retirement benefits was centralized in the Insurance Fund in order to spread the rising costs for retirement over multi-year periods. To accomplish this, the General, Electric and Waterworks Funds are charged a flat amount for TCRS contributions. This flat charge is recorded as revenue in the Insurance Fund. Correspondingly, actual retirement payments to the TCRS are recorded as an expense in the Insurance Fund. Short-term shortages in the corresponding revenues verses expenses for retirement benefits will be funded from existing cash reserves in the Insurance Fund. The goal is to reach a flat percentage charged to other City Funds that will not fluctuate as much as the actual TCRS rate. Historically, the TCRS rate has increased and decreased based on fluctuations in the stock market and other investment instruments. In fiscal 2013, expenses for employee retirement benefits with the TCRS are budgeted at $2,730,000, down $105,610 or 3.7% based on reduced salaries levels from the retirement of long-term employees and a reduction in the required contribution percentage to TCRS for fiscal 2013. In fiscal 2013, the City's required contribution to the TCRS decreased from 14.99% to 14.87% of covered wages, a 0.8% decrease. The City's contribution to the TCRS for employee retirement benefits is actuarially reviewed on a biennial basis. The TCRS required contribution rate will be reviewed again for fiscal 2015.

The City continually reviews its insurance programs and providers in an attempt to mitigate ever increasing insurance costs, particularly employee medical. In 1990, the City began a primarily self-insured program for employee medical claims. Medical claims increased 87.8% from 1991 to 1995. On August 1, 1996, the City converted to a Group Hospitalization plan under which employee medical claims were funded entirely through insurance premiums, with contributions by employees and retirees funding a portion of costs. Since 1999, the City has contracted employee medical coverage through the State of Tennessee Local Government Health Insurance Program. In an overall cost reduction endeavor, the employee paid percentages toward the medical insurance premiums were increased on July 1, 2003, with the City paying 85% of the highest single premium and 70% of the highest family premium. Fiscal 2013 budgeted funding for employee medical insurance premiums at $4,510,000, up $94,240 or 2.1% over prior year levels. Actual 2012 costs were below budget due to a restructuring of the medical plans by the City's insurance carrier. More plans were offered to employees, some including higher employee copays and deductibles. Employee medical insurance premiums are budgeted to increase 10% on January 1, 2013.

At the present time, the City purchases insurance with deductibles for Worker's Compensation, and liability and property damage. The City has a $50,000 per incident deductible on Workers' Compensation coverage and property damage due to a natural disaster. Other deductibles for property, equipment and general liabilities range from $5,000 to $10,000 per incident. The City is self-insured for the employee dental/hearing/vision reimbursement program and unemployment compensation. Monetary reserves are maintained within the Insurance Fund to pay for the City's portion of any losses in these areas. The appropriate level of reserves within the Fund is determined by examining the potential for losses in each area of risk and providing the necessary funds to cover a catastrophic loss in any one-risk area.

INSURANCE FUND

BUDGET SUMMARY

	ACTUAL 2011	BUDGET 2012	PROJECTED 2012	BUDGET 2013	BUDGET 13 vs 12	% CHANGE
OPERATING REVENUES:						
4400 Charges for Service	8,551,471	8,434,355	8,623,674	8,787,244	352,889	4.2
OPERATING EXPENSES:						
5150 TCRS	2,773,396	2,835,610	2,699,388	2,730,000	(105,610)	-3.7
5160 Medical Insurance	4,101,230	4,415,760	4,263,422	4,510,000	94,240	2.1
5175 Workers Compensation	641,509	350,000	498,820	500,000	150,000	42.9
5400 Liability/Property Insurance	604,686	601,000	607,158	640,000	39,000	6.5
5400 Other	403,345	305,600	555,217	400,000	94,400	30.9
Total Operating Expenses	8,524,166	8,507,970	8,624,005	8,780,000	272,030	3.2
Operating Income (Loss)	27,305	(73,615)	(331)	7,244	80,859	-109.8
NONOPERATING REVENUES:						
4610 Interest Income	2,975	2,800	2,174	2,800	-	0.0
Net Income (Loss)	30,280	(70,815)	1,843	10,044	80,859	-114.2
NET ASSETS - 7/1	1,311,459	1,484,313	1,341,739	1,343,582	(140,731)	-9.5
NET ASSETS - 6/30	1,341,739	1,413,498	1,343,582	1,353,626	(59,872)	-4.2

VII. APPENDIX

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LEGAL REQUIREMENTS

CHARTER REQUIREMENTS

The following excerpts from the Charter of the City of Oak Ridge provide the basis for budget preparation and administration:

ARTICLE IV. TAXATION AND ISSUANCE OF OBLIGATIONS

Section 1. Assessments.

The council by ordinance may provide for the assessment of property lying within the corporate limits by city assessing personnel, or may enter into any necessary agreements with the appropriate county officials for joint assessments by the city and county, or may elect to use county assessments. There shall be added to any county assessment any property omitted from such assessments.

Section 3. Levy, due date, and delinquencies.

Unless otherwise provided by ordinance, the schedule for ad valorem property tax levy, due date, and delinquencies shall be the same as provided by general law for counties, provided that the tax levy shall be set by council prior to the beginning of the new fiscal year. If no levy is made before the end of the fiscal year, the current levy shall be carried forward to the new fiscal year.

Section 4. Municipal debt.

The City of Oak Ridge may borrow money as provided by Tennessee General Law. Such authority is found within Title 9, Chapter 21, of the Tennessee Code, entitled Local Government Public Obligation Act.

ARTICLE V. CITY MANAGER--ADMINISTRATION OF CITY AFFAIRS

Section 3. Council-manager relationships.

The manager shall be responsible to the council for the administration of all units of the city government under his or her jurisdiction and for carrying out policies adopted by the council. Except for the purpose of inquiry, the council and its members shall deal with the administrative officers and employees solely through the manager. Neither the council nor any member thereof shall give orders to the manager's subordinates or otherwise interfere with managerial functions through such means as directing or requesting the appointment or removal of any of the manager's subordinates, or the making of particular purchases from, or contracts with, any specific organization. The office of any council member violating any provision of this section shall immediately become vacant upon the member’s conviction in a court of competent jurisdiction.

Section 4. Duties and authority of manager.

The manager shall supervise the administrative affairs of the city. The manager shall be charged with the preservation of the public peace and health, the safety of persons and properties, and the enforcement of the laws, ordinances, and franchises, and the development and utilization of the city's resources. The manager shall make such reports and recommendations as may be deemed desirable and perform such other duties as may be prescribed by this Charter or required of him or her by ordinance or resolution of the council not inconsistent with this Charter. The manager shall have the right to take part in the discussion of all matters coming before the council, but not the right to vote.

Section 5. Administrative organization.

Within the framework established by this Charter, the administrative organization of the city shall be organized into departments of general government, finance, and such other departments necessary to provide health, welfare, police, recreation, fire, library, public works, utilities and other municipal services as shall be provided in a plan of administrative organization to be developed by the city manager and submitted to the council for approval and adoption by ordinance. The council may by ordinance amend the plan of administrative organization only after receiving the written recommendations of the city manager. Administrative regulations governing the operations and relationships of departments, agencies, and offices within the administrative organization shall be prepared and issued by the city manager. The authority to prepare and issue departmental rules and regulations may be delegated to designated subordinates.

Section 7. Assessment and collection of taxes.

The city manager or administrative personnel appointed by the manager shall make use of every method provided by general law to insure the collection of taxes due the city, and shall also be authorized to use and shall use, if necessary, the methods now available to cities organized under the uniform city manager- commission charter, TCA 6-22-110 through TCA 6-22-116.

Section 9. Fiscal year.

The fiscal year of the city shall begin on the first day of July and shall end on the thirtieth day of June of the succeeding year, but another fiscal year may be fixed by ordinance for the entire city government or for any utility.

Section 10. Manager to prepare budget -- Contents.

After one or more council meetings devoted to guidance to the city manager with respect to the budget to be submitted, as determined by the council, on or before a date fixed by the council, the manager shall submit to the council a proposed budget for the next fiscal year. The budget shall present a complete financial plan for the ensuing year, including at least the following information:

(a) Detailed estimates of all proposed expenditures for each department, board, officer or other agency of the city, showing in addition the expenditures for corresponding items for the last preceding fiscal year, appropriations and anticipated expenditures for the current fiscal year, and reasons for recommended departures from the current expenditures pattern.

(b) Statements of the bonded and other indebtedness of the city, including the debt redemption and interest requirements, the debt authorized and unissued, and the condition of the sinking funds.

(c) Detailed estimates of all anticipated revenues of the city from all sources including current and delinquent taxes, non tax revenues and proceeds from the sale of any bonds, with a comparative statement of the amounts received by the city from each of such sources for the last preceding fiscal year, the current fiscal year, and the coming fiscal year.

(d) A statement of the estimated balance or deficit, as of the end of the current fiscal year.

(e) Such other supporting schedules as the council may request, or are otherwise required by law.

Section 11. Capital budget program.

As a part of the proposed annual budget, the city manager shall include a statement of pending capital projects and proposed new capital projects, relating the respective amounts proposed to be raised therefor by appropriations in the budget and the respective amounts, if any, proposed to be raised therefor by the issuance of bonds during the fiscal year. Such pending and proposed capital projects shall be based upon the guidance of council as expressed in the guidance meeting(s) carried out under Article V, Section 10 of this Charter. Council shall use as one basis of its guidance to the manager the program of capital projects prepared annually by the planning commission. The manager shall provide the council written comments on the planning commission program at the time of the first guidance meeting.

Section 12. Public hearing on budget--Inspection--Distribution.

A public hearing on the budget shall be held before its final adoption by the council, at such time and place as the council shall direct, and notice of such public hearing shall be published ten (10) days in advance of the date of the hearing. All persons present shall be given a reasonable opportunity to be heard for or against the estimates of any item thereof. The budget and budget message and all supporting schedules shall be a public record in the office of the city clerk open to public inspection by anyone. The city manager shall cause sufficient copies of the budget and budget message to be prepared for distribution to interested persons at least ten (10) days before the hearing.

Section 13. Adoption of budget--Appropriation ordinance.

Before the beginning of the next fiscal year, the council shall adopt an appropriation ordinance, based on the city manager's budget with such modifications as the council considers necessary or desirable, provided that modifications in the school budget as submitted by the board of education shall be subject to the limitations of Article VI, Section 13, of this Charter. Appropriations need not be in more detail than a lump sum for each fund. The council shall not make any appropriations in excess of estimated revenues, except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the city and declared by a unanimous vote of all members of the council present, when there is a quorum. Provided, however, that if for any reason an appropriation ordinance is not adopted prior to the end of the fiscal year, the appropriations for the current fiscal year shall be carried forward for the new fiscal year, until the adoption of the new appropriation ordinance. The appropriation ordinance insofar as it relates to the appropriation for schools shall be further subject to the provisions of Article VI, Section 14, of this Charter.

Section 14. Amendments to appropriation ordinance.

Amendments may be made to the original appropriation at any time during a current fiscal year after a public hearing before the council on ten (10) days notice published once in the official city newspaper, provided that increased appropriations may be made only after the city manager has certified in writing that sufficient amount of unappropriated revenue will be available, except for emergency appropriations as provided above.

Section 15. Unexpended appropriation to lapse.

Any portion of an annual appropriation remaining unexpended and unencumbered at the close of a fiscal year shall lapse and be credited to the general fund, except that any balance remaining in any other fund at the end of a fiscal year may remain to the credit of that fund and be subject to further appropriation.

Section 16. Budget control.

At the beginning of each quarterly period during the fiscal year, and more often if required by the council, the manager shall submit to the council data showing the relations between the estimated and actual revenues and expenditures to date; and if it shall appear that the revenues are less than anticipated, the council may reduce the appropriations, as prescribed in Article V, Section 14, except amounts required for debt and interest charges, and with the further exception to such a degree as may be necessary to keep expenditures within the receipts. The manager may provide for monthly or quarterly allotments of appropriations to all departments, agencies or activities within the manager's jurisdiction under such rules as he or she shall prescribe, and make transfers between departments, agencies, or activities within each fund, and when authorized by the city council, from one fund to another, provided that any transfer of moneys from the city school fund to any other fund shall be made only with the concurrence of the board of education.

A summary balance sheet, including a listing of all fund balances exceeding $100,000.00, a summary quarterly city income and expense statement, and a statement of the number of city employees and full-time equivalent city employees shall be placed quarterly on the city's web site. A comparison between actual and previously estimated fiscal year revenues to date by source and expenses to date by department shall be placed semi-annually in the local library and posted on the city's web site.

ARTICLE VI. PUBLIC SCHOOLS

Section 12. Financial management.

All school moneys appropriated by the city council, all state and county funds received for the city school system, and all other moneys, fees, revenues or income which are received by the city school system or which heretofore or hereafter are granted or permitted to the city school system shall be deposited in a city school fund to be withdrawn only upon the order of the board of education provided that a full estimate thereof shall have been summarized in each school budget and provided further that those portions of such funds derived from city appropriation ordinances shall be subject to the provisions of Article V, Sections 14-16. The board of education shall establish such school funds as are required by general law or as it considers necessary for the operation of the school system. At the end of each fiscal year an audit shall be made of the accounts and funds of the school system covering the operations of the last fiscal year by certified public accountants selected by the board. The board of education may employ certified accountants to audit all or any of the school funds and accounts at any time it may deem

expedient to assure the correctness thereof. Article V, Section 21, shall apply with the board of education standing in the stead of council.

Section 13. School budget.

The city school budget submitted by the board of education through the city manager to the city council shall include estimates of all school revenues as well as estimates of expenditures necessary for the operation of the school system for the next fiscal year period. Neither the city manager nor the city council shall have any authority to modify or delete any item of the school estimates and the council shall have the power to modify only the total amount of the school budget, except that in no event shall a reduction in school budget exceed the total sum requested by the board of education from current city tax revenues. Such budget estimates shall not include any requests for the purchase of land or the purchase, construction, reconstruction, or major alteration of any building for school purposes. Requests for such improvements shall be transmitted to the planning commission for review and incorporation into the capital improvement program before November 1 prior to the next fiscal year.

A summary balance sheet, including a listing of all fund balances exceeding $100,000.00, a summary quarterly schools income and expense statement and a statement of the number of schools employees shall be placed quarterly on the city's web site.

Section 14. Notice of appropriation.

The adoption by the city council of an appropriation ordinance for the next fiscal year, or the allowance of a continuation of the appropriation for the last fiscal year, shall serve as notice to the board of education of the total amount of the school appropriation for the next fiscal year period.

PERSONNEL SCHEDULE

Personnel Schedule - Totals by Department

Summary of Positions and Staff Years by Department	Authorized Positions FY 2011	FY 2012	FY 2013	Authorized Staff Years FY 2011	FY 2012	FY 2013
Total General Government	47	47	47	46.10	46.60	46.60
Total Police Department	84	85	85	78.35	78.85	78.85
Total Fire Department	74	74	74	74.00	74.00	74.00
Total Public Works Department	94	95	104	93.50	95.00	100.25
Total Comm Development Depart	12	12	11	12.00	12.00	11.00
Total Recreation & Parks Depart	87	87	85	37.36	37.36	37.36
Total Library	24	24	24	17.75	17.75	17.75
Total Economic Development	2	-	-	1.00	-	-
Total Electric Department	35	35	35	35.00	35.00	35.00
TOTAL ALL FUNDS:	**459**	**459**	**465**	**395.06**	**396.56**	**400.81**
Total Transfers to Other Funds	**155**	**152**	**160**	**153.75**	**152.00**	**156.25**
TOTAL NET GENERAL FUND:	**304**	**307**	**305**	**241.31**	**244.56**	**244.56**

Personnel Schedule - Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
GENERAL GOVERNMENT						
816 City Clerk						
City Clerk	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	2	2	2	2.00	2.00	2.00
820 City Manager						
City Manager	1	1	1	1.00	1.00	1.00
Government & Public Affairs Coordinator	1	1	-	1.00	1.00	-
Senior Administrative Assistant	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	-	0.50	1.00	-
Total	4	4	2	3.50	4.00	2.00
832 City Court						
City Judge	1	1	1	1.00	1.00	1.00
Court Clerk	2	2	2	1.60	1.60	1.60
Total	3	3	3	2.60	2.60	2.60
843 Legal						
City Attorney	1	1	1	1.00	1.00	1.00
Senior Staff Attorney	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	3	3	3	3.00	3.00	3.00
845 Information Services						
Government & Public Affairs Coordinator	-	-	1	-	-	1.00
Deputy City Manager	1	1	-	1.00	1.00	-
Senior Systems Analyst	2	2	1	2.00	2.00	1.00
Information Systems Manager	1	1	1	1.00	1.00	1.00
Senior Information System Technician	3	3	3	3.00	3.00	3.00
Information System Technician	1	1	2	1.00	1.00	2.00
Webmaster	-	-	1	-	-	1.00
Accounting Specialist	1	1	-	1.00	1.00	-
Administrative Assistant	-	-	1	-	-	1.00
Total	9	9	10	9.00	9.00	10.00
846 Personnel						
Personnel Director	1	1	1	1.00	1.00	1.00
Personnel/Risk Program Manager	1	1	1	1.00	1.00	1.00
Personnel Specialist	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	4	4	4	4.00	4.00	4.00
854 Stationery Stores						
Printing Services Specialist	1	1	1	1.00	1.00	1.00
	1	1	1	1.00	1.00	1.00

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
GENERAL GOVERNMENT						
862 Finance						
Finance Director	1	1	1	1.00	1.00	1.00
Accounting Division Manager	1	1	1	1.00	1.00	1.00
Accountant	1	1	2	1.00	1.00	2.00
Purchasing/Contracts Coordinator	1	1	-	1.00	1.00	-
Purchasing/Inventory Coordinator	1	1	1	1.00	1.00	1.00
Accounting Specialist	2	2	3	2.00	2.00	3.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Warehouse Clerk	2	2	2	2.00	2.00	2.00
Total	10	10	11	10.00	10.00	11.00
864 Business Office						
Accounting Division Manager	1	1	1	1.00	1.00	1.00
Utility Service Representative	3	3	2	3.00	3.00	2.00
Accounting Specialist	5	5	5	5.00	5.00	5.00
Accounting Clerk	1	1	1	1.00	1.00	1.00
Service Center Cashier	1	1	2	1.00	1.00	2.00
Total	11	11	11	11.00	11.00	11.00
TOTAL GENERAL GOVERNMENT	47	47	47	46.10	46.60	46.60
POLICE DEPARTMENT						
910 Police Supervision						
Police Chief	1	1	1	1.00	1.00	1.00
Systems and Training Specialist	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	3	3	3	3.00	3.00	3.00
911 Investigations						
Police Captain	1	1	1	1.00	1.00	1.00
Police Lieutenant	-	-	1	-	-	1.00
Police Sergeant	2	2	2	2.00	2.00	2.00
Police Officer	4	4	4	4.00	4.00	4.00
Detective	4	4	4	4.00	4.00	4.00
Total	11	11	12	11.00	11.00	12.00
912 Staff Services						
Deputy Police Chief	1	1	-	1.00	1.00	-
Police Lieutenant	-	-	1	-	-	1.00
Police Sergeant	1	1	1	1.00	1.00	1.00
Lead Police Records Specialist	1	1	1	1.00	1.00	1.00
Police Records Specialist	2	2	2	2.00	2.00	2.00
Total	5	5	5	5.00	5.00	5.00

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
POLICE DEPARTMENT (Continued)						
913 Patrol						
Deputy Police Chief	-	-	1	-	-	1.00
Police Captain	1	1	-	1.00	1.00	-
Police Lieutenant	4	4	2	4.00	4.00	2.00
Police Sergeant	5	5	6	5.00	5.00	6.00
Police Officer	35	36	36	35.00	35.75	35.75
Total	45	46	45	45.00	45.75	44.75
915 Emergency Communications						
Lead Public Safety Communications Officer	1	1	1	1.00	1.00	1.00
Public Safety Communications Officer	7	7	7	7.00	7.00	7.00
Total	8	8	8	8.00	8.00	8.00
916 Animal Control						
Animal Control Supervisor	1	1	1	1.00	1.00	1.00
Animal Control Officer	2	2	2	2.00	2.00	2.00
Animal Shelter Attendant	-	1	1	-	0.50	0.50
Total	3	4	4	3.00	3.50	3.50
917 School Resource Officer Program						
Police Officer	1	1	1	1.00	1.00	1.00
School Crossing Guard	7	7	7	1.35	1.35	1.35
	8	8	8	2.35	2.35	2.35
027 Grants Fund						
Police Office	1	-	-	1.00	-	-
Total	1	-	-	1.00	-	-
026 Special Programs Fund						
Police Officer	-	-	-	-	0.25	0.25
Total	-	-	-	-	0.25	0.25
TOTAL POLICE DEPARTMENT	84	85	85	78.35	78.85	78.85
FIRE DEPARTMENT						
921 Fire Supervision						
Fire Chief	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	2	2	2	2.00	2.00	2.00
922 Fire Prevention						
Deputy Chief-Fire Prevention	1	1	1	1.00	1.00	1.00
	1	1	1	1.00	1.00	1.00

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
FIRE DEPARTMENT (Continued)						
923 Fire Fighting						
Battalion Chief	3	3	3	3.00	3.00	3.00
Fire Captain	6	6	6	6.00	6.00	6.00
Fire Fighter/Engineer	33	33	33	33.00	33.00	33.00
Total	42	42	42	42.00	42.00	42.00
028 West End Fund (ETTP Station)						
Deputy Chief - Fire Operations	1	1	1	1.00	1.00	1.00
Fire Captain	7	7	7	7.00	7.00	7.00
Fire Fighter/Engineer	21	21	21	21.00	21.00	21.00
Total	29	29	29	29.00	29.00	29.00
TOTAL FIRE DEPARTMENT	74	74	74	74.00	74.00	74.00
PUBLIC WORKS DEPARTMENT						
930 Public Works Supervision						
Public Works Director	1	1	1	1.00	1.00	1.00
Contracts/Grants Coordinator	1	1	1	0.50	1.00	1.00
Administrative Assistant	2	2	2	2.00	2.00	2.00
Office Specialist	-	1	1	-	1.00	1.00
Total	4	5	5	3.50	5.00	5.00
935 Engineering						
City Engineer	1	1	1	1.00	1.00	1.00
Senior Civil Project Specialist	1	1	1	1.00	1.00	1.00
Civil Project Specialist	2	2	2	2.00	2.00	2.00
Total	4	4	4	4.00	4.00	4.00
011 Equipment Shop						
Fleet Maintenance Manager	1	1	1	1.00	1.00	1.00
Fleet Maintenance Technician	5	5	5	5.00	5.00	5.00
Fleet Service Worker	2	2	2	2.00	2.00	2.00
Total	8	8	8	8.00	8.00	8.00

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
PUBLIC WORKS DEPARTMENT (Continued)						
021 Work Pool						
Operations & Maintenance Manager	2	2	2	2.00	2.00	2.00
Utility Line Maintenance Crew Chief	4	4	5	4.00	4.00	4.50
Street Maintenance Crew Chief	4	4	4	4.00	4.00	4.00
Utility Maintenance Specialist	4	4	7	4.00	4.00	6.00
Signs and Markings Specialist	1	1	1	1.00	1.00	1.00
Facilities Maintenance Specialist	3	3	3	3.00	3.00	3.00
Equipment Operations Specialist	5	5	5	5.00	5.00	5.00
Maintenance Mechanic	6	8	10	6.00	8.00	9.25
Maintenance Worker	11	9	12	11.00	9.00	10.50
Total	40	40	49	40.00	40.00	45.25
021 Water Treatment						
Treatment Plant Operations Supervisor	1	1	1	1.00	1.00	1.00
Treatment Plant Maintenance Crew Chief	1	1	1	1.00	1.00	1.00
Senior Treatment Plant Maintenance Specialist	2	2	2	2.00	2.00	2.00
Senior Treatment Plant Operator	1	1	1	1.00	1.00	1.00
Treatment Plant Operator	4	4	4	4.00	4.00	4.00
Treatment Plant Operator Trainee	1	1	1	1.00	1.00	1.00
Maintenance Mechanic	1	1	1	1.00	1.00	1.00
Total	11	11	11	11.00	11.00	11.00
TOTAL WATER FUND	51	51	60	51.00	51.00	56.25
022 Wastewater Treatment						
Public Works Operation Manager	1	1	1	1.00	1.00	1.00
Treatment Plant Maintenance Supervisor	1	1	1	1.00	1.00	1.00
Senior Civil Engineer	1	1	1	1.00	1.00	1.00
Treatment Plant Operations Supervisor	1	1	1	1.00	1.00	1.00
Treatment Plant Maintenance Crew Chief	1	1	1	1.00	1.00	1.00
Senior Treatment Plant Maintenance Specialist	1	1	1	1.00	1.00	1.00
Treatment Plant Maintenance Specialist	1	1	1	1.00	1.00	1.00
Laboratory Technician	1	1	1	1.00	1.00	1.00
Environmental Compliance Coordinator	1	1	1	1.00	1.00	1.00
Senior Treatment Plant Operator	4	4	4	4.00	4.00	4.00
Treatment Plant Operator	2	2	2	2.00	2.00	2.00
Equipment Operations Specialist	1	1	1	1.00	1.00	1.00
Maintenance Mechanic	1	1	1	1.00	1.00	1.00
Maintenance Worker	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	19	19	19	19.00	19.00	19.00

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES (Continued)	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
PUBLIC WORKS DEPARTMENT (Continued)						
025 West End Waterworks						
Utility Line Maintenance Crew Chief	1	1	1	1.00	1.00	1.00
Utility Maintenance Specialist	2	2	2	2.00	2.00	2.00
Maintenance Mechanic	1	1	1	1.00	1.00	1.00
Maintenance Worker	1	1	1	1.00	1.00	1.00
Senior Treatment Plant Operator	2	2	2	2.00	2.00	2.00
Treatment Plant Maintenance Specialist	1	1	1	1.00	1.00	1.00
Total	8	8	8	8.00	8.00	8.00
TOTAL PUBLIC WORKS DEPARTMENT	94	95	104	93.50	95.00	100.25
COMMUNITY DEVELOPMENT DEPARTMENT						
960 Community Development Supervision						
Community Development Director	1	1	1	1.00	1.00	1.00
Community Development Specialist	1	1	1	1.00	1.00	1.00
Administrative Assistant	2	2	2	2.00	2.00	2.00
Total	4	4	4	4.00	4.00	4.00
962 Planning						
Community Development Division Manager	1	1	1	1.00	1.00	1.00
Senior Planner	1	1	1	1.00	1.00	1.00
Total	2	2	2	2.00	2.00	2.00
966 Code Enforcement						
Community Development Division Manager	1	1	-	1.00	1.00	-
Remediation Specialist	-	-	1	-	-	1.00
Code Enforcement Supervisor	1	1	1	1.00	1.00	1.00
Combination Inspector	-	-	1	-	-	1.00
Code Enforcement Inspector	3	3	2	3.00	3.00	2.00
Total	5	5	5	5.00	5.00	5.00
027 Grants Fund						
Code Enforcement Inspector	1	1	-	1.00	1.00	-
Total	1	1	-	1.00	1.00	-
TOTAL COMMUNITY DEVELOPMENT DEPARTMENT	12	12	11	12.00	12.00	11.00
RECREATION AND PARKS DEPARTMENT						
970 Recreation Supervision						
Recreation & Parks Director	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	2	2	2	2.00	2.00	2.00

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
RECREATION AND PARKS DEPARTMENT (Continued)						
972 Indoor Aquatics						
Recreation Manager	1	1	1	0.75	0.75	0.75
Senior Lifeguard	7	7	7	2.00	2.00	2.00
Lifeguard	6	6	6	1.43	1.43	1.43
Total	14	14	14	4.18	4.18	4.18
973 Outdoor Aquatics						
Recreation Manager	1	1	1	0.25	0.25	0.25
Pool Supervisor	3	3	3	0.92	0.92	0.92
Recreation Leader	2	2	2	0.62	0.62	0.62
Senior Lifeguard	11	11	11	3.38	3.38	3.38
Lifeguard	9	9	9	1.10	1.10	1.10
Total	26	26	26	6.27	6.27	6.27
974 Centers, Camps & Programs						
Recreation Manager	1	1	1	1.00	1.00	1.00
Recreation Program Coordinator	1	1	1	1.00	1.00	1.00
Security Guard	4	4	-	0.25	0.25	-
Recreation Assistant	3	3	3	2.50	2.50	2.50
Facility Monitor	2	2	4	2.00	2.00	2.25
Maintenance Worker	1	1	1	1.00	1.00	1.00
Senior Recreation Leader	5	5	5	0.96	0.96	0.96
Recreation Leader	12	12	12	2.31	2.31	2.31
Total	29	29	27	11.02	11.02	11.02
975 Athletics						
Recreation Manager	1	1	1	1.00	1.00	1.00
Recreation Program Supervisor	1	1	1	1.00	1.00	1.00
	2	2	2	2.00	2.00	2.00
976 Parks						
Parks Maintenance Supervisor	1	1	1	1.00	1.00	1.00
Parks Maintenance Crew Chief	1	1	1	1.00	1.00	1.00
Maintenance Mechanic	2	2	2	2.00	2.00	2.00
Maintenance Worker	3	3	3	3.00	3.00	3.00
Total	7	7	7	7.00	7.00	7.00
977 Scarboro Center						
Recreation Program Supervisor	1	1	1	1.00	1.00	1.00
Facility Monitor	1	1	1	1.00	1.00	1.00
Recreation Leader	2	2	2	0.39	0.39	0.39
Total	4	4	4	2.39	2.39	2.39

Personnel Schedule – Breakdown by Department

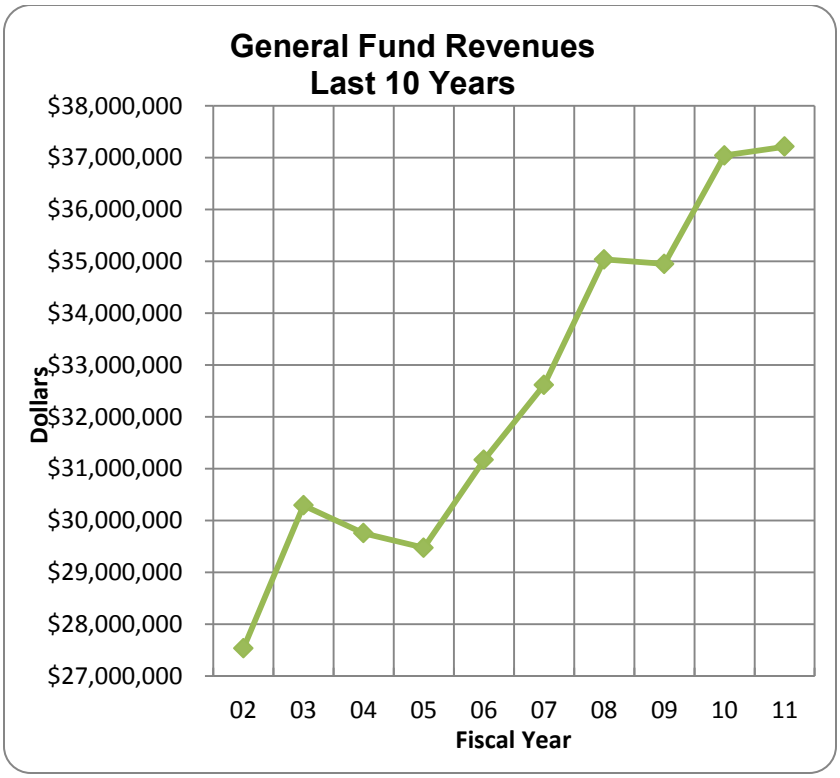
DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
RECREATION AND PARKS DEPARTMENT (Continued)						
978 Senior Center						
Recreation Manager	1	1	1	1.00	1.00	1.00
Recreation Program Coordinator	1	1	1	1.00	1.00	1.00
Recreation Assistant	1	1	1	0.50	0.50	0.50
Total	3	3	3	2.50	2.50	2.50
TOTAL RECREATION AND PARKS DEPARTMENT	87	87	85	37.36	37.36	37.36
LIBRARY						
979 Library						
Library Director	1	1	1	1.00	1.00	1.00
Library Operations Manager	1	1	1	1.00	1.00	1.00
Librarian	4	4	4	4.00	4.00	4.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Library Assistant	3	3	3	2.00	2.00	2.00
Library Clerk	8	8	8	6.25	6.25	6.25
Library Page	5	5	5	1.75	1.75	1.75
Total	23	23	23	17.00	17.00	17.00
027 Grants Fund						
Office Assistant	1	1	1	0.75	0.75	0.75
Total	1	1	1	0.75	0.75	0.75
TOTAL LIBRARY	24	24	24	17.75	17.75	17.75
ECONOMIC DEVELOPMENT						
013 Economic Diversification Fund						
Contracts Grants Coordinator	1	-	-	0.50	-	-
Administrative Assistant	1	-	-	0.50	-	-
Total	2	-	-	1.00	-	-
TOTAL ECONOMIC DEVELOPMENT	2	-	-	1.00	-	-

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS FY 2011	FY 2012	FY 2013	AUTHORIZED STAFF YEARS FY 2011	FY 2012	FY 2013
ELECTRIC DEPARTMENT						
020 Electric						
Electrical Director	1	1	1	1.00	1.00	1.00
Electrical Engineering Division Manager	1	1	1	1.00	1.00	1.00
Senior Electric Project Specialist	2	2	2	2.00	2.00	2.00
Electric Operations Manager	1	1	1	1.00	1.00	1.00
Electric Operations Superintendent	1	1	1	1.00	1.00	1.00
Technical Services Superintendent	1	1	1	1.00	1.00	1.00
Power Utilization Program Supervisor	1	1	1	1.00	1.00	1.00
Special Area Supervisor	1	1	1	1.00	1.00	1.00
Electric Engineer	1	1	1	1.00	1.00	1.00
Electric Line Crew Chief	4	4	4	4.00	4.00	4.00
Substation Maintenance Technician	1	1	1	1.00	1.00	1.00
Electric Line Technician	15	15	15	15.00	15.00	15.00
Senior Traffic Signal Technician	2	2	2	2.00	2.00	2.00
Mapping Technician	1	1	1	1.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Office Specialist	1	1	1	1.00	1.00	1.00
TOTAL ELECTRIC DEPARTMENT	35	35	35	35.00	35.00	35.00
TOTAL ALL FUNDS	457	459	465	394.06	396.56	400.81
TRANSFERS TO OTHER FUNDS:						
Electric Fund	35	35	35	35.00	35.00	35.00
Waterworks Fund	78	78	87	78.00	78.00	83.25
Equipment Replacement Rental Fund	8	8	8	8.00	8.00	8.00
West End Fund	29	29	29	29.00	29.00	29.00
Grants Fund	3	2	1	2.75	1.75	0.75
Economic Diversification Fund	2	-	-	1.00	-	-
Special Programs Fund	-	-	-	-	0.25	0.25
TOTAL TRANSFERS TO OTHER FUNDS	155	152	160	153.75	152.00	156.25
TOTAL NET GENERAL FUND	302	307	305	240.31	244.56	244.56

General Fund Expenditures/Transfers and Revenues/Financing Sources

	FY 2002	FY 2003	FY 2004	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	% Increase Last Ten Years	Last 10 Yrs $ Change
REVENUES:												
Licenses and Permits	173,790	197,357	173,514	340,802	465,364	272,409	271,002	269,593	243,947	207,479	-7.0%	33,689
Intergovernmental	8,743,814	9,316,309	9,144,663	9,308,592	10,163,991	11,007,044	11,774,732	10,885,714	11,926,979	12,222,563	45.8%	3,478,749
Property Taxes	13,388,028	15,315,430	14,930,573	15,581,417	15,778,882	16,323,678	17,864,159	18,955,222	19,067,009	19,569,432	50.3%	6,181,404
Business Taxes	1,898,167	2,006,517	2,090,356	1,825,717	2,039,654	2,060,238	2,118,254	2,022,829	2,184,040	2,378,364	36.1%	480,197
Charges for Services	1,390,694	1,393,281	1,403,450	388,577	323,556	333,617	371,685	340,890	308,894	346,223	-74.9%	(1,044,471)
Fines and Forfeitures	285,514	331,069	340,788	238,503	321,364	347,480	343,259	380,886	1,325,167	332,805	-2.1%	47,291
Other	476,887	437,019	406,555	527,689	714,689	912,859	881,694	620,241	514,109	496,039	-49.5%	19,152
In-Lieu-of-Tax Payment - DOE	1,176,297	1,297,898	1,266,919	1,265,963	1,361,730	1,361,175	1,413,801	1,476,023	1,475,379	1,662,773	45.4%	486,476
Total Current Revenues	27,533,191	30,294,880	29,756,818	29,477,260	31,169,230	32,618,500	35,038,586	34,951,398	37,045,524	37,215,678	36.7%	9,682,487
Fund Balance Appropriation	2,850,600	772,851	334,943	255,434	(397,504)	(298,464)	(1,624,512)	(243,073)	(1,833,299)	(299,141)	-118.3%	(3,149,741)
Total Revenues	30,383,791	31,067,731	30,091,761	29,732,694	30,771,726	32,320,036	33,414,074	34,708,325	35,212,225	36,916,537	27.9%	6,532,746
MUNICIPAL EXPENDITURES												
General Government	625,416	662,177	667,898	710,616	711,070	734,797	805,413	883,736	942,585	969,826	74.8%	344,410
Administration	666,639	712,873	654,858	668,853	587,960	602,439	712,983	760,840	772,966	889,831	34.0%	223,192
Police	4,109,573	4,335,623	4,153,941	4,313,434	4,709,869	5,119,868	5,465,880	5,741,602	6,101,741	6,057,954	49.7%	1,948,381
Fire	3,174,246	3,359,397	3,310,138	3,536,123	3,669,413	3,917,264	4,058,033	4,167,092	4,186,010	4,161,208	32.5%	986,962
Public Works	1,569,310	1,753,310	1,544,789	1,631,582	1,626,955	1,667,843	1,827,693	1,881,562	1,857,205	1,931,858	17.7%	362,548
Community Development	502,051	501,422	477,992	502,040	521,162	559,903	607,587	607,351	671,100	681,893	47.6%	179,842
Recreation and Parks	2,031,101	2,228,975	2,224,872	2,285,544	2,341,764	2,502,998	2,578,609	2,620,231	2,600,468	2,706,589	38.9%	675,488
Library	1,017,939	1,045,519	1,083,161	1,089,645	1,138,387	1,218,417	1,285,358	1,342,385	1,305,308	1,349,761	42.7%	331,822
Total Municipal Expenditures	13,696,275	14,599,296	14,117,649	14,737,837	15,306,580	16,323,529	17,341,556	18,004,799	18,437,383	18,748,920	39.9%	5,052,645
OPERATING TRANSFERS:												
Transfer In												
In-Lieu-of-Tax Payment - Utilities	(1,270,537)	(2,454,343)	(2,476,385)	(2,508,554)	(2,454,936)	(2,502,344)	(2,481,923)	(2,535,471)	(2,500,515)	(2,685,281)	35.5%	(1,414,744)
Transfer Out												
Debt Service Fund	4,621,305	4,213,207	4,034,485	3,024,113	2,900,000	3,200,000	3,500,000	3,500,000	3,500,000	3,545,000	-25.3%	(1,076,305)
Solid Waste Fund	973,422	992,664	1,023,006	1,063,407	1,118,812	1,175,858	1,247,609	1,377,627	1,292,501	1,406,817	53.2%	433,395
State Street Aid Fund	265,000	500,000	500,000	500,000	517,500	539,210	588,770	612,910	223,729	653,000	30.6%	388,000
Street & Public Trans Fund	-	-	10,000	10,000	10,350	10,790	11,230	22,090	30,000	55,106	100.0%	55,106
School Operations	9,949,638	10,646,242	10,646,242	11,186,541	11,578,070	12,070,143	12,988,482	13,508,020	13,980,802	14,470,131	51.5%	4,520,493
Economic Diversification Fund	1,331,688	1,146,665	679,764	171,000	177,000	184,500	50,000	50,000	-	-	-100.0%	(1,331,688)
Grant Fund	-	-	-	168,350	168,350	168,350	168,350	168,350	168,350	246,573	100.0%	246,573
Capital Projects Fund	617,000	711,000	1,057,000	1,080,000	1,150,000	1,150,000	-	-	79,975	476,271	16.2%	(140,729)
Golf Course Fund	200,000	713,000	500,000	300,000	300,000	-	-	-	-	-	100.0%	(200,000)
Total Operating Transfers	16,687,516	16,468,435	15,974,112	14,994,857	15,465,146	15,996,507	16,072,518	16,703,526	16,774,842	18,167,617	17.6%	1,480,101
Total Expenditures/Transfers	30,383,791	31,067,731	30,091,761	29,732,694	30,771,726	32,320,036	33,414,074	34,708,325	35,212,225	36,916,537	27.9%	6,532,746
EXPENDITURES FOR MUNICIPAL OPERATIONS COMPARED TO THE RATE OF INFLATION:												
- Applicable Consumer Price Index, All Urban Consumers, All Items	179.9	183.7	189.4	194.5	202.9	208.4	218.8	215.7	218.0	225.7	26.8%	
- Percentage Inflation Increase from Previous Year	1.1%	2.1%	3.1%	2.7%	4.3%	2.7%	5.0%	-1.4%	1.1%	3.6%	27.6%	
- Percentage Increase in Municipal Expenditures and Solid Waste Transfer	2.4%	6.3%	-2.9%	4.4%	3.9%	6.5%	6.2%	4.3%	1.8%	2.2%	40.7%	


General Fund Revenues
Last 10 Years
$38,000,000
$37,000,000
$36,000,000
$35,000,000
$34,000,000
$33,000,000
$32,000,000
$31,000,000
$30,000,000
$29,000,000
$28,000,000
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Dollars
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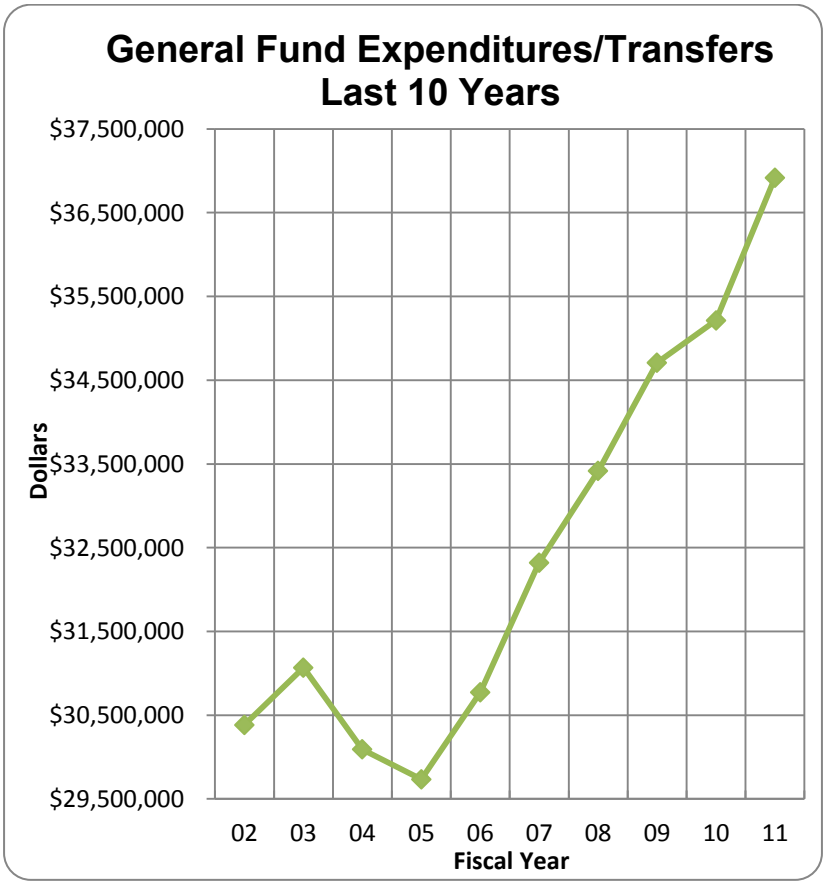
Fiscal Year


General Fund Expenditures/Transfers
Last 10 Years
$37,500,000
$36,500,000
$35,500,000
$34,500,000
$33,500,000
$32,500,000
$31,500,000
$30,500,000
$29,500,000
Dollars
02
03
04
05
06
07
08
09
10
11
Fiscal Year

City of Oak Ridge, Tennessee
List of Principal Employers

These are the principle employers in the City of Oak Ridge, TN as compiled by the Oak Ridge Chamber of Commerce.

Major DOE Subcontractors	Product	Employment
UT- Battelle	National Security	4,900
BWXT Y-12	National Security	4,600
Bechtel Jacobs Co. LLC	Environmental Management	1,337

Other Employers	Product	Employment
Methodist Medical Center	Health Care	1,350
Science Applications Int'l. Corp. (SAIC)	IT Research & Engineering	1,000
Oak Ridge Associated Universities	Research & Development	1,000
Wackenhut-Oak Ridge Team	Security	921
Oak Ridge Schools	Public School System	692
Energy Solutions	WasteManagement/Remediation	678
SiTel	Customer & Technical Service	600
Navarro Research & Engineering	Engineering & Admin. Services	445
City of Oak Ridge	City Government	400
ORNL Federal Credit Union	Financial Institution	381
Pro2Serve Profess. Project Services, Inc	National Security	350
USEC/B&W Clinch River	Alternative Energy/Centrifuge Manufacturer	346
Jacobs Engineering	Environmental Management	300
Emory Valley Center	Business Support Services	240
Ametek	Instruments	234
Answer Financial	Customer Service	220
SCI Consulting	Information & Computer Services	220
Appalachian Underwriters	Insurance	200
Information International	Information Management	190

City of Oak Ridge, Tennessee
Principal Employers - Current Year and Nine Years Ago

	2011			2002		
Employer	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
UT-Battelle	4,900	1	13.47%	4,500	1	12.62%
BWXT Y-12	4,600	2	12.64%	4,300	2	12.06%
Methodist Medical Center	1,350	3	3.71%	1,250	3	3.51%
Bechtel Jacobs Co. LLC	1,337	4	3.68%	652	9	1.83%
Science Applications Int'l Corp. (SAIC)	1,000	5	2.75%	867	5	2.43%
Oak Ridge Associated Universities	1,000	6	2.75%	430	10	1.21%
Wackenhut-Oak Ridge Team	921	7	2.53%	N/A	N/A	N/A
Oak Ridge Schools	680	8	1.87%	700	8	1.96%
Energy Solutions (AKA Duratek, Scientific Ecolog	678	9	1.86%	N/A	N/A	N/A
Sitel (Client Logic)	600	10	1.65%	777	6	2.18%
BNFL, Inc	N/A	N/A	N/A	900	4	2.52%
Boeing Defense and Space	N/A	N/A	N/A	760	7	2.13%
	17,066		46.91%	15,136		42.45%

Source: Oak Ridge Chamber of Commerce and Tennessee Department of Labor and Workforce Development.

Notes: The City of Oak Ridge resides in two counties, Anderson and Roane. For the Percentage of Total City Employment, Anderson County's Civilian Workforce was used.

(1) In 2001, LMES Inc. was the primary contractor at all three main federal facilities located within Oak Ridge. When the contracts for these facilities were last awarded, they went to three different contractors rather than a single contractor. BWXT, UT-Battelle and Bechtel Jacobs are the current primary contractors at the three main federal sites.

City of Oak Ridge, Tennessee
Property Tax Levies and Collection – Last 10 FY

Fiscal Year Ended June 30,	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date		Outstanding Delinquent Taxes	
		Amount	Percentage of Levy		Amount	Percentage of Levy	Amount (1)	Percentage of Levy
2002	$ 13,599,224	$ 12,921,156	95.0%	$ 560,852	$ 13,482,008	99.1%	$ 117,216	0.9%
2003	15,254,129	14,768,834	96.8%	330,540	15,099,374	99.0%	154,755	1.0%
2004	15,060,790	14,460,793	96.0%	440,900	14,901,693	98.9%	159,097	1.1%
2005	15,484,361	14,934,125	96.4%	470,066	15,404,191	99.5%	80,170	0.5%
2006	15,575,281	15,280,442	98.1%	248,788	15,529,230	99.7%	46,051	0.3%
2007	16,218,564	15,901,543	98.0%	266,230	16,167,773	99.7%	50,791	0.3%
2008	17,767,022	17,303,022	97.4%	411,537	17,714,559	99.7%	52,463	0.3%
2009	19,059,547	18,519,409	97.2%	443,742	18,963,151	99.5%	96,396	0.5%
2010	18,974,279	18,120,891	95.5%	386,735	18,507,626	97.5%	466,653	2.5%
2011	19,314,726	18,322,654	94.9%	-	18,322,654	94.9%	992,072	5.1%

(1) On September 20, 2004, City Council authorized the Anderson County Delinquent Tax Attorney to collect City of Oak Ridge delinquent real property taxes in consolidation with the collection of Anderson County delinquent taxes. As real property becomes eligible for a delinquent property tax sale under Tennessee State law, the City is turning those delinquencies over to the Anderson County Delinquent Tax Attorney for collection.

Assessed & Estimated Actual Value of Taxable Property – Last 10 FY

Fiscal Year	Real Residential Property	Real Commercial Property	Personal Property	Public Utilities	Total Taxable Assessed Value (1)	Total Direct Tax Rate	Estimated Actual Taxable Value
2002	$ 267,561,648	$ 184,627,513	$ 48,161,886	$ 12,829,722	$ 513,180,769	$ 2.65	$ 1,715,681,762
2003	270,610,350	183,974,432	52,745,175	11,512,784	518,842,741	2.94	1,739,127,065
2004	272,157,350	191,091,293	51,253,014	10,267,203	524,768,860	2.87	1,755,868,654
2005	274,953,825	200,940,065	53,452,186	10,153,519	539,499,595	2.87	1,798,800,359
2006 (2)	322,792,500	224,568,232	52,163,372	11,390,458	610,914,562	2.55	2,047,178,410
2007	334,908,739	232,023,953	58,066,034	11,091,196	636,089,922	2.55	2,133,414,096
2008	348,129,559	268,680,515	44,406,428	9,269,913	670,486,415	2.65	2,229,095,337
2009	355,123,650	280,813,481	43,858,479	9,427,296	689,222,906	2.77	2,285,863,771
2010	360,936,650	275,346,400	40,908,992	8,596,521	685,788,563	2.77	2,284,105,945
2011	435,048,500	315,578,280	47,011,864	10,508,868	808,147,512	2.39	2,704,952,946

(1) Overall assessment ratios and effective rates for 1973 and thereafter are weighted averages due to varying constitutional assessment ratios which became effective statewide January 1, 1973. Assessment ratios are Residential Property, Real at 25 percent with all bank accounts and $7,500 of all other items in the hands of a taxpayer exempt; Commercial and Industrial - Real at 40 percent and Personal at 30 percent except that the Personal Property of eligible Banks is 40 percent; Public Utilities (excluding Railroads and Telecommunications) - All Property both Real and Personal at 55 percent; Railroads and Telecommunications - Real and Personal at 40 percent.

(2) All properties were reappraised in tax year 1998 (fiscal year 1999) and tax year 2005 (fiscal year 2006).

City of Oak Ridge, Tennessee
Principal Property Taxpayers
Tax Year 2010 and 9 Years Ago - For FY 2011 and 2002

		Tax Year 2010			Tax Year 2001		
Taxpayer	Type of Business	Taxable Assessed Valuation	Rank	Percentage of Total Assessed Valuation	Taxable Assessed Valuation	Rank	Percentage of Total Assessed Valuation
UT-Battelle	Management Contractor (ORNL)	$ 44,489,056	1	5.51%	$ -		-
Oak Ridge Projects LLC	Real Estate Developer	37,778,018	2	4.67%	-		-
Oak Ridge Tech Center Oak Ridge Corp Partners	Office Complex	13,388,273	3	1.66%	10,838,880	2	2.12%
R&R Properties/Richard Chinn	Entrepreneur	11,508,382	4	1.42%	4,807,110	9	0.94%
Methodist Medical Center of Oak Ridge	Health Services	10,546,000	5	1.30%	8,517,344	5	1.66%
Wilkinson Realty	Apartment Complexes	7,434,309	6	0.92%	-		-
BellSouth	Communications	6,998,297	7	0.87%	9,781,954	3	1.91%
Scientific Ecology Group (AKA GTS Duratek)	Environmental Services	6,576,066	8	0.81%	4,934,967	7	0.96%
A & M Enterprises Inc	Real Estate Developer	5,074,560	9	0.63%	-		-
Advanced Measurement Technology	Global Manufacturer	4,332,541	10	0.54%	-		-
Boeing Tennessee Inc.	Manufacturing and Engineering	-		-	13,243,184	1	2.58%
Oak Ridge Mall	Shopping Mall/Misc. Development	-		-	9,732,138	4	1.90%
Southern Management Development	Apartment Complexes	-		-	5,192,430	6	1.01%
International Environmental Resources (AKA Manufacturing Sciences)	Environmental Services	-		-	4,884,069	8	0.95%
Seward Norris Construction	Real Estate Developer	-		-	3,231,858	10	0.63%
TOTAL		$ 148,125,502		18.33%	$ 75,163,934		14.67%

Note: Does not include in-lieu of tax payments.

City of Oak Ridge, Tennessee
Ratios of Outstanding Debt By Type – Last 10 FY

	Governmental-type Activities				Business-type Activities						
Fiscal Year	General Obligation Bonds	QZAB	Notes Payable	Capital Leases	Electric Revenue Bonds	General Obligation Bonds	Notes Payable	Capital Leases	Total Primary Government	Percentage of Personal Income (2)	Per Capita (2)
2002	$ 34,200,000	$ -	$ 24,803,474	$ 275,990	$ 21,512,348	$ -	$ 23,570,451	$ -	$ 104,362,263	14.17%	$ 3,811
2003	37,645,000	-	19,295,028	132,977	22,360,000	5,125,000	18,997,695	-	103,555,700	13.67%	3,781
2004	35,265,000	-	20,043,765	719,243	21,550,000	4,800,000	19,890,589	-	102,268,597	13.06%	3,734
2005	32,820,000	7,049,360	44,992,765	445,193	20,730,000	4,470,000	21,927,521	-	132,434,839	16.67%	4,836
2006	30,285,000	7,641,275	44,938,765	228,476	19,895,000	4,130,000	27,442,240	-	134,560,756	16.26%	4,913
2007	27,650,000	7,131,857	65,882,765	-	19,045,000	3,780,000	30,191,887	1,166,355	154,847,864	18.19%	5,654
2008	24,870,000	6,622,439	70,769,753	544,157	18,165,000	3,410,000	31,450,975	1,073,538	156,905,862	17.17%	5,729
2009	39,190,000	6,113,020	55,084,053	713,129	6,885,000	13,100,000	32,780,315	976,098	154,841,615	(1)	5,654
2010	46,390,000	5,603,602	54,979,053	420,076	5,955,000	22,710,000	32,017,179	873,806	168,948,716	(1)	5,760
2011	43,330,000	5,094,184	54,760,053	119,869	4,990,000	22,310,000	36,779,054	766,420	168,149,580	(1)	5,733

Notes: Under Tennessee State law, the City's outstanding general obligation debt is not limited.

(1) Data Not Available.

(2) See Table 17 for personal income and population data.

Computation of Direct & Overlapping Debt – June 30, 2010

Jurisdiction	Net Debt Outstanding	Percentage of Debt Applicable To the City		City's Share of Debt
Direct:				
City of Oak Ridge -				
General Obligation Bonds	$ 43,330,000	100%		$ 43,330,000
Notes Payable	54,760,053	100%		54,760,053
Qualified Zone Academy Bonds (QZAB)	5,094,184	100%		5,094,184
Capital Lease	119,869	100%		119,869
Debt Service Fund	(11,993,611)			(11,993,611)
Total Direct Debt	91,310,495			91,310,495
Overlapping:				
Anderson County, Tennessee	38,789,148	40.48%	*	15,701,847
Roane County, Tennessee	32,485,000	13.38%	*	4,346,493
Total Overlapping Debt	71,274,148			20,048,340
Total Direct and Overlapping Debt	$ 162,584,643			$ 111,358,835

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City of Oak Ridge. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account.

* Applicable percentage is determined by ratio of assessed valuation of real property subject to taxation in overlapping unit to valuation of real property subject to taxation in reporting unit.

City of Oak Ridge, Tennessee
Revenue Debt Coverage Electric System Debt – Last 10 FY

Fiscal Year	Gross Revenues (1)	Operating Expenses (2)	Net Revenue Available for Debt Service	Debt Service Requirements			Coverage Ratio
				Principal	Interest	Total	
2002	$ 33,434,251	$ 30,414,099	$ 3,020,152	$ 660,000	$ 699,127	$ 1,359,127	2.22
2003	34,689,697	31,647,977	3,041,720	730,000	740,151	1,470,151	2.07
2004	35,913,653	33,623,285	2,290,368	810,000	580,229	1,390,229	1.65
2005	35,724,771	32,545,257	3,179,514	820,000	694,765	1,514,765	2.10
2006	38,922,932	35,131,961	3,790,971	835,000	764,318	1,599,318	2.37
2007	41,971,757	38,798,182	3,173,575	992,673	923,836	1,916,509	1.66
2008	45,608,826	41,103,159	4,505,667	984,750	854,487	1,839,237	2.45
2009	52,597,386	46,957,765	5,639,621	1,009,087	862,630	1,871,717	3.01
2010	48,737,266	43,330,957	5,406,309	1,043,424	883,244	1,926,668	2.81
2011	54,868,484	48,037,377	6,831,107	1,083,095	927,875	2,010,970	3.40

(1) Includes operating and nonoperating revenues.

(2) Total operating expenses exclusive of depreciation.

Ten Largest Electric Customers
Current Year and 10 Years Ago

Customer	2011					2002				
	Annual Demand	Annual Kwh Usage	Annual Sales Dollars	Rank	Percentage Of Total Sales	Annual Demand	Annual Kwh Usage	Annual Sales Dollars	Rank	Percentage Of Total Sales
City of Oak Ridge	62,093	31,798,324	$ 2,928,127	1	5.42%	58,082	31,124,605	$ 1,758,066	1	5.35%
Methodist Medical Center	54,452	26,688,511	2,656,349	2	4.92%	37,557	22,596,248	1,207,162	4	3.67%
USEC Inc	41,456	21,235,225	1,973,891	3	3.66%					
Energy Solutions (AKA GTS Duratek)	63,500	24,577,972	1,818,128	4	3.37%	(1)	26,064,158	1,273,166	2	3.87%
Oak Ridge Board Of Education	44,035	14,890,244	1,592,329	5	2.95%	35,254	12,113,136	803,501	6	2.45%
Oak Ridge Project LLC	31,170	14,239,000	1,334,710	6	2.47%					
US Department of Energy	26,574	13,372,617	1,224,561	7	2.27%	19,271	8,409,468	505,282	8	1.54%
Oak Ridge Technical Centers	19,109	8,130,784	793,553	8	1.47%					
Advanced Measurement	14,707	8,151,450	717,844	9	1.33%	15,962	8,406,600	462,124	9	1.41%
Oak Ridge Associated Universities	16,160	6,847,722	673,284	10	1.25%					
BNFL	-	-	-		-	46,915	21,509,356	1,251,370	3	3.81%
Boeing	-	-	-		-	(1)	22,547,374	1,141,104	5	3.47%
Manufacturing Sciences	-	-	-		-	19,247	9,540,240	540,565	7	1.65%
BWXT Y-12					0.00%	16,998	6,751,416	411,287	10	1.25%
Total			$ 15,712,776		29.11%			$ 9,353,627		28.47%

(1) This customer is on the ESP program offered through the Tennessee Valley Authority.

City of Oak Ridge, Tennessee
Electric, Water and Wastewater Sold By Customer Type – Last 10 FY

	Electric				Water		Wastewater	
Fiscal Year	Residential	Small lighting and power	Large lighting and power	Street and outdoor lighting	Residential	Commercial	Residential	Commercial
2002	12,676	1,586	421	60	10,769	1,429	10,492	1,191
2003	12,937	1,654	383	61	10,914	1,425	10,633	1,179
2004	12,964	1,698	360	62	10,955	1,425	10,671	1,167
2005	13,042	1,731	346	61	11,019	1,492	10,740	1,169
2006	13,096	1,797	339	64	11,160	1,518	10,866	1,167
2007	13,542	1,817	345	61	11,285	1,568	11,007	1,190
2008	13,556	1,787	342	60	11,313	1,561	11,032	1,176
2009	13,608	1,840	354	61	11,260	1,634	10,990	1,197
2010	13,673	1,869	367	61	11,285	1,634	11,017	1,201
2011	14,004	1,793	377	61	11,285	1,661	11,022	1,209

Electric, Water and Wastewater Rates – Last 10 FY

		2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Electric (1)											
Residential											
	Base Charge	$ 5.80	$ 5.80	$ 6.57	$ 7.30	$ 7.37	$ 7.46	$ 7.70	$ 7.70	$ 7.70	$ 9.70
	All kWh	0.06240	0.06240	0.06544	0.66790	0.07732	0.07622	0.08800	0.09300	0.09250	0.09589
Commercial											
GSA1	Base Charge	$ 15.00	$ 15.00	$ 15.00	$ 17.00	$ 17.17	$ 17.37	$ 17.93	$ 17.93	$ 17.93	$ 17.93
	All kWh	0.06756	0.06756	0.07178	0.07382	0.08571	0.08432	0.09686	0.10211	0.10250	0.10805
GSA2	Base Charge	$ 30.00	$ 30.00	$ 30.00	$ 55.00	$ 55.56	$ 56.20	$ 58.00	$ 58.00	$ 58.00	$ 80.00
	1st 15,000 kWh	0.07000	0.07000	0.07421	0.07746	0.08938	0.08803	0.10069	0.10594	0.10633	0.10967
	Additional kWh	0.03587	0.03587	0.03823	0.03935	0.04601	0.04557	0.05463	0.05873	0.05624	0.06139
	kW, 51-1,000	9.94	9.94	10.67	10.93	12.55	12.25	13.31	13.65	14.58	14.58
GSA3	Base Charge	$ 80.00	$ 80.00	$ 80.00	$ 150.00	$ 151.52	$ 153.28	$ 158.19	$ 158.19	$ 158.19	$ 200.00
	All kWh	0.03665	0.03665	0.03901	0.04087	0.04754	0.04712	0.05623	0.06033	0.05784	0.06277
	kW, 0 - 1,000	9.41	9.41	10.09	10.09	11.95	11.61	12.69	13.05	14.03	14.03
	kW, 1,001 - 5,000	10.56	10.56	12.02	12.02	14.27	13.88	15.17	15.59	16.75	16.75
Outdoor Light											
	All kWh	$ 0.04377	$ 0.04377	$ 0.04377	$ 0.04622	$ 0.05265	$ 0.05166	$ 0.05943	$ 0.06368	$ 0.06110	$ 0.06429
Water											
Minimum Bill (0-2,000 gallons)		$ 8.01	$ 8.01	$ 8.01	$ 8.01	$ 8.01	$ 9.65	$ 11.50	$ 11.50	$ 11.50	$ 11.50
Next 8,000 gallons per 1,000 gallons		3.10	3.10	3.10	3.10	3.10	3.75	4.55	4.55	4.55	4.55
Next 40,000 gallons per 1,000 gallons		2.77	2.77	2.77	2.77	2.77	3.35	4.05	4.05	4.05	4.05
Next 150,000 gallons per 1,000 gallons		2.29	2.29	2.29	2.29	2.29	2.75	3.20	3.20	3.20	3.20
Next 800,000 gallons per 1,000 gallons		1.90	1.90	1.90	1.90	1.90	2.30	3.20	3.20	3.20	3.20
Next 1,000,000 gallons per 1,000 gallons		1.56	1.56	1.56	1.56	1.56	2.30	3.20	3.20	3.20	3.20
Wastewater											
Minimum Bill (0-2,000 gallons)		$ 10.25	$ 10.50	$ 10.50	$ 10.50	$ 11.50	$ 11.50	$ 13.50	$ 13.50	$ 13.50	$ 13.50
Next 8,000 gallons per 1,000 gallons		2.94	3.75	3.75	3.75	4.13	4.13	5.15	5.15	5.15	5.15
Next 40,000 gallons per 1,000 gallons		4.38	5.05	5.05	5.05	5.55	5.55	6.45	6.45	6.45	6.45
Next 50,000 gallons per 1,000 gallons		4.20	5.05	5.05	5.05	5.55	5.55	6.45	6.45	6.45	6.45
Next 4,999,900 gallons per 1,000 gallons		4.20	5.05	5.05	5.05	5.55	5.55	6.45	6.45	6.45	6.45
All over 5,000,000 gallons per 1,000 gallons		4.20	5.90	5.90	5.90	5.55	5.55	6.45	6.45	6.45	6.45

Notes: Bills on all above rates are subject to certain adjustments. The above rates are net, the gross rates being 5 percent higher.

1) Electric may change on a quarterly basis due to a pass-through fuel cost adjustment (FCA) on the energy charges from the Tennessee Valley Authority.

City of Oak Ridge, Tennessee
Demographic Statistics
1980 and 1990 Census Year Information and Last 10 FY

Fiscal Year	(1) Population	Personal Income	(2) Per Capita Income	(2) Median Age	(2) Unemployment Rate	School Enrollment
1980	27,662	$ 255,707,528	$ 9,244 (1)	35.0 (1)	5.4% (1)	5,274
1990	27,310	482,321,910	17,661 (1)	39.6 (1)	4.9% (1)	4,432
2000	27,387	679,005,891	24,793 (1)	43.4 (1)	3.2% (1)	4,491
2002	27,387	736,409,043	26,889	(3)	4.0%	4,391
2003	27,387	757,743,516	27,668	(3)	4.7%	4,323
2004	27,387	782,939,556	28,588	(3)	4.9%	4,285
2005	27,387	794,414,709	29,007	(3)	5.1%	4,280
2006	27,387	827,580,366	30,218	(3)	4.7%	4,306
2007	27,387	851,105,799	31,077	(3)	4.2%	4,394
2008	27,387	913,822,029	33,367	(3)	5.7%	4,362
2009	27,387	927,077,337	33,851	(3)	9.9%	4,411
2010	29,330	(3)	(3)	43.5 (1)	8.7%	4,472
2011	29,330	(3)	(3)	(3)	9.4%	4,458

(1) Source: U. S. Census Bureau. Statistic is for the City of Oak Ridge.

(2) Source: East Tennessee Development District/Bureau of Economic Analysis. Statistic is for Anderson County. Information is maintained on a county basis and is unavailable for the City of Oak Ridge as a separate entity in a non-census year. The City comprises approximately 38% of Anderson County.

(3) Data Not Available

City of Oak Ridge, Tennessee
Operating Indicators by Function/Program – Last 10 FY

Function/Program	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
General government										
Ordinances Adopted	21	23	20	15	17	22	31	20	17	22
Resolutions Adopted	173	177	127	144	127	108	107	113	108	120
Number of court cases-city violations	2,989	3,882	3,429	1,709	2,881	3,483	3,566	4,198	4,861	4,412
Administrative services										
Applications received and processed	682	930	653	891	784	839	804	1,527	774	1,122
Purchase Orders issued for departments	2,044	2,044	2,254	4,524	4,525	4,106	4,619	4,720	4,778	4,992
Purchase Orders issued for stock purchases	1,259	1,259	1,420	1,219	1,350	1,328	1,138	706	836	861
Business licenses issued	N/A	N/A	1,282	1,345	1,392	1,344	1,339	1,295	N/A	N/A
Police										
Serious crimes	511	662	620	544	539	551	475	481	437	438
Burglaries	301	331	383	394	394	348	378	426	417	319
Total arrests	2,243	2,511	2,975	2,691	2,938	2,871	2,780	3,571	3,228	3,075
Total calls for services	33,672	36,291	32,854	32,854	35,544	37,055	35,159	38,660	30,999	31,157
Animal apprehensions	1,958	2,116	2,708	2,500	2,850	2,342	1,805	2,341	2,077	2,592
Registered animals	5,012	4,659	4,040	4,400	4,200	4,000	2,000	2,515	1,592	1,466
Fire										
Number of calls	3,339	3,497	3,264	3,560	3,743	3,721	4,095	4,489	4,457	4,528
Public fire education	8,400	10,993	10,993	10,993	9,000	10,750	11,000	11,000	11,000	5,000
Violations reported by department inspection	1,150	850	850	850	900	1,060	1,642	520	941	1,405
Average response time (mins)	4.5	3.5	4.0	4.0	4.0	4.3	4.5	4.1	4.1	5.38
Average control time (mins)	4.8	3.6	4.0	4.0	4.0	4.0	4.5	4.0	10.4	6.45
Community Development										
Site plans reviewed										
Non-Residential	21	19	19	18	19	6	9	15	13	11
Residential	52	65	76	110	112	108	39	45	0	22
Building permits	474	494	582	582	599	567	552	488	497	440
Plumbing permits	424	348	400	400	518	584	474	440	390	376
Electrical permits	347	438	530	530	643	629	507	434	520	492
Nuisance Abatement	1,387	969	1,691	1,691	757	620	733	726	1,076	1,285
Abandoned vehicles	364	112	416	416	416	150	127	289	219	234
Housing inspections	110	86	48	48	66	62	64	149	101	109
Park and Recreation										
City-wide special events	7	7	7	7	7	7	7	7	7	7
Cold Facts Program participants	2,123	2,174	2,325	2,341	2,327	2,353	2,387	2,401	2,409	2,429
Pool attendance	104,069	87,435	78,938	60,775	75,741	77,153	78,689	70,759	66,182	82,861
Summer camp enrollment	960	880	860	1,100	870	949	997	1,000	1,050	1,093
Athletic activities										
Youth participants	218	234	212	186	147	155	166	189	223	196
Adult participants	1,200	1,280	1,496	1,845	1,784	1,579	1,707	1,898	1,774	1,562
Youth teams	22	21	20	18	16	17	16	19	21	20
Adult teams	82	95	106	138	129	113	124	142	125	118
Library										
Total volume	109,434	118,320	118,411	114,707	114,707	112,550	113,890	115,159	117,310	122,250
Total non-print material	22,973	48,993	51,692	52,415	52,415	57,241	57,673	59,258	60,683	60,386
Total circulation	224,967	220,269	204,681	204,585	182,400	186,215	180,293	181,826	174,906	174,292
Registered patrons	24,836	22,477	27,604	23,735	23,455	22,171	20,209	22,301	22,520	24,111
Reference questions and reader service	38,117	37,433	33,029	35,622	33,217	29,883	31,170	30,914	33,011	34,539
Storytime attendance	4,978	5,432	5,395	5,355	4,167	5,262	5,335	4,699	4,797	4,022
Public Works										
Street sign maintenance and installation	201	394	341	412	259	370	286	388	296	300
Traffic control and school flashing signals										
inventory	371	371	390	390	390	390	390	390	390	390
hours for maintenance and installation	2,451	2,278	2,508	2,508	1,865	2,147	2,040	2,080	2214	2062
Public street lights										
inventory	5,362	5,397	5,431	5,426	5,426	5,447	5,426	5,426	5784	5784
hours for maintenance and installation	1,985	2,250	1,536	1,606	2,082	1,807	1,133	1,627	1479	1400
Mowing of ROW (acres)	15	15	15	15	15	15	15	15	15	15
Electric										
Purchased Power										
Kilowatts-hours purchased	544,096,058	561,424,804	551,468,429	534,063,705	539,597,265	547,543,621	557,257,006	545,153,900	550,862,526	558,180,714
Amount	$ 25,226,618	$ 26,066,753	$ 27,615,311	$ 26,543,605	$ 28,833,331	$ 32,063,010	$ 34,364,532	$ 40,786,288	$ 36,808,216	$ 41,266,396
Electric Sales										
Kilowatts-hours sold	516,146,986	543,449,683	525,327,120	514,560,835	505,272,128	521,693,354	528,247,375	522,075,626	520,702,657	532,192,597
Amount	$ 32,859,895	$ 34,097,674	$ 35,245,630	$ 35,051,657	$ 38,227,317	$ 41,184,247	$ 44,844,650	$ 51,764,998	$ 47,916,469	$ 53,998,663
Cost per kilowatt-hour purchases	$0.0464	$0.0464	$0.0501	$0.0497	$0.0534	$0.0586	$0.0617	$0.0748	$0.0668	$0.0739
% losses and unaccounted for KH purchases	5.14%	3.20%	4.74%	3.65%	6.36%	4.72%	5.21%	4.23%	5.48%	4.66%
Water										
Gallons treated (thousands)	4,258,710	4,048,248	3,907,730	3,700,000	4,045,928	3,367,518	3,732,957	3,921,905	3,687,716	3,438,372
Gallons purchased (thousands)	-	-	-	-	-	34,445	23,282	16,025	16,313	18,014
Gallons pumped (thousands)	-	-	-	-	-	3,370,193	3,673,932	3,937,930	3,704,029	3,456,386
Gallons sold (thousands)	3,897,471	3,686,142	3,680,361	3,521,730	3,699,823	2,870,928	3,249,385	3,346,471	3,166,137	2,987,370
Line losses and gallons unaccounted for (thousands)	N/A	N/A	N/A	N/A	N/A	533,710	424,547	591,459	537,892	469,016
Percentage of losses and unaccounted for gallons to total provided (thousands)	N/A	N/A	N/A	N/A	N/A	15.7%	11.6%	15.0%	14.5%	13.6%
Average daily consumption (thousands of gallons)	10,678	10,099	10,083	9,649	10,137	7,866	8,902	9,168	8,674	8,185
Wastewater										
Clinch River Industrial Park Plant										
Gallons treated (thousands)	1,500	2,400	1,724	1,600	1,600	1,200	1,021	1,448	1,890	57
West End Plant										
Gallons treated (thousands)	-	-	-	-	-	-	2,433	37,841	37,662	33,138
West End Plant										
Gallons treated (thousands)	1,674,920	2,200,000	1,942,491	2,100,000	2,100,000	1,600,000	1,579,946	1,589,821	1,997,308	1,790,493
Schools										
Enrollment	4,391	4,323	4,285	4,280	4,306	4,394	4,362	4,411	4,472	4,532
Average Daily Membership	4,418	4,346	4,279	4,284	4,348	4,364	4,407	4,452	4,472	4,532
Average Daily Attendance	4,190	4,127	4,066	4,061	4,127	4,142	4,185	4,220	4,214	4,288
Average Test Scores (ACT)	23.8	23.6	24.4	24.5	24.3	23.6	23.6	24.7	23.0	23.4

* Some information is not available due to system changes.

City of Oak Ridge, Tennessee
Capital Assets Statistic By Function/Program - Last 10 FY

Function/Program	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Police											
Stations	1	1	1	1	1	1	1	1	1	1	1
Marked Vehicles	23	23	23	23	23	23	23	23	25	30	35
Unmarked Vehicles	5	5	5	5	6	6	6	8	8	8	11
Animal Control	2	2	2	2	2	2	2	2	2	2	3
Other Vehicles	9	9	9	9	9	9	9	8	8	8	6
Fire											
Stations	3	3	3	3	3	3	3	4	4	4	4
Fire trucks (Pumpers and ladder)	6	6	6	6	6	6	6	9	9	9	9
Rescue vehicles - radio equipped	2	2	2	2	2	2	2	3	3	3	3
Sedans - radio equipped	3	3	4	4	4	4	4	6	6	8	8
Fire Specialists' vehicles	5	5	5	5	5	5	5	5	5	4	4
Park and Recreation											
Parks	14	14	14	14	14	14	14	14	14	15	15
Parks (total acres)	2,237	2,237	2,237	2,237	2,237	2,237	2,237	2,237	2,237	2,300	2,300
Swimming pools	2	2	2	2	2	2	2	2	2	2	2
Tennis courts	22	22	22	22	22	22	22	22	22	22	22
Baseball parks	5	5	5	5	5	5	5	5	5	5	5
Softball parks	6	6	6	6	6	6	6	6	6	6	6
Gymnasium	1	1	1	1	1	1	1	2	2	2	2
Golf course	1	1	1	1	1	1	1	1	1	1	1
Soccer fields	9	9	9	9	9	9	9	9	9	9	9
Community Centers	3	3	3	3	3	3	3	3	3	3	3
Disc Golf Courses	-	-	-	-	-	-	1	2	2	2	2
Library	1	1	1	1	1	1	1	1	1	1	1
Public Works											
Miles of roads and streets	211.02	211.42	211.42	217.75	222.33	226.00	226.00	227.72	227.87	229.59	229.59
Miles of sidewalks	98.73	98.73	98.73	100.92	103.64	104.29	108.36	110.76	110.92	111.23	119.68
Electric											
Miles of electric lines	270.84	272.66	281.35	282.00	282.00	286.00	286.00	286.00	286.00	286.00	286.00
Number of regular street lights	5,319	5,362	5,397	5,431	5,426	5,447	5,463	5,463	5,463	5,784	5,802
Number of private outdoor lights	1,530	1,530	1,564	1,577	1,577	1,577	1,568	1,574	1,385	1,385	1,393
Water											
Miles of water main	222.00	222.00	225.40	225.77	225.77	231.90	231.90	240.86	241.35	243.12	244.00
Number of fire hydrants	2,481	2,489	2,501	2,500	2,700	2,580	2,574	2,683	2,845	2,845	2,845
Treatment plants	1	1	1	1	1	1	1	1	2	2	2
Wastewater											
Miles of sewer main	240.00	240.00	244.50	245.87	245.87	245.87	250.00	259.78	260.07	260.59	261.27
Treatment plants	2	2	2	2	2	2	2	3	3	3	2
Treatment capacity (thousand of gallons)	5,880	30,010	30,010	30,010	30,010	30,010	30,010	30,010	30,010	30,010	30,010
Schools											
Elementary schools	4	4	4	4	4	4	4	4	4	4	4
Middle schools	2	2	2	2	2	2	2	2	2	2	2
High schools	1	1	1	1	1	1	1	1	1	1	1

Note: No capital asset indicators are available for general government function.

GLOSSARY

Account Number: A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc. in such a manner than the symbol used quickly reveals certain required and/or desired information.

Accounts Payable: A liability account reflecting amounts of open accounts owing to private persons or organizations for goods and services received.

Accounts Receivables: An asset account reflecting amounts owing and open accounts from private persons or organizations for goods and services provided.

Accrual Basis of Accounting: A basis of accounting in which revenues and expenditures are recorded at the time they are earned or incurred as opposed to when cash is actually received or spent.

Activity: A specific and distinguishable service performed by one or more organizational components of a government to accomplish a function for which the government is responsible (e.g., patrol is an activity within the police department).

ADA: American with Disabilities Act

Ad Valorem Taxes: This is also referred to as property taxes, which are levied on both real and personal property according to the property's valuation and the tax rate.

Adopted Budget: A budget that has been prepared and reviewed in accordance with State law and has been duly adopted by City Council.

Allocate: To set aside portions of budgeted expenditures that are specifically designated to organizations, departments, etc.

Amortization Schedule: A table detailing each periodic payment on a loan.

Annual Budget: A budget covering a single fiscal year (July 1 – June 30).

Appropriation: An authorization made by the City Council, which permits the City to incur obligations and to make expenditures of resources.

Appropriations Ordinance: The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources.

Assessed Valuation: A value that is established for real or personal property for use as a basis for levying property taxes.

Assessment: The process for determining values of real and personal property for taxation purposes.

Asset: Resources owned or held by a government, which have monetary value.

Audit Committee: A committee comprised of three City Council members elected by City Council for the purpose of coordinating with the city's auditor and providing oversight to the city's management of the accounting system.

Audit Scope: In the context of a financial statement audit, the coverage provided by the independent auditor's opinion on the financial statements.

Authorized Positions: These are employee positions that are authorized in the adopted budget to be filled during the fiscal year.

Availability Criterion: Principle of the modified accrual basis of accounting according to which revenues may only be recognized when they are collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Availability Period: A specified period immediately following the close of the fiscal year by the end of which cash must be collected for related revenue to be recognized in accordance with the availability criterion of modified accrual accounting.

Balanced Budget: A balanced budget means that expenditures cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years.

Basis Difference: Differences that arises when the basis of budgeting differs from the basis of accounting prescribed by GAAP for a given fund type.

Basis of Accounting: Timing of recognition for financial reporting purposes (i.e., when the effects of transactions or events should be recognized in financial statements).

Basis of Budgeting: The method used to determine when revenues and expenditures are recognized for budgetary purposes.

Bond: A long-term promise to pay. It is a promise to replay a specified amount of money on a particular date. Bonds are used primarily to finance capital projects.

Budget: A financial plan for a specified period of time (fiscal year) that balances projected revenues and fund balance appropriations to estimated service expenditures and operating transfer obligations.

Budget Calendar: The schedule of key dates, which a government follows in the preparation and adoption of its budget.

Budget Control: The control or management of a government follows in preparation and adoption of the budget.

Budget Message: The opening section of the budget, which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the City Manager.

Capital Assets: Land, improvements to land, easements, building, building improvements, vehicles, machinery, equipment, infrastructure, and all other tangible or intangible assets that are used in operation and that have initial useful lives extending beyond a single reporting period.

Capital Improvements Budget: Appropriation of operating funds and bond funds for a capital improvement project. A capital improvement project is a permanent addition to the City's assets and includes design, construction and purchase of land, buildings and facilities.

Capital Improvement Program (CIP): A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a six-year period.

Capital Outlay: Represents expenditures, which result in the acquisition or addition to fixed assets including land, buildings, improvements, machinery or equipment. Most equipment or machinery expenditures are included in the General Fund budget and the Equipment Replacement Rental Fund. Capital improvements such as acquisition of land and related construction and engineering fees are included in the Capital Improvements budget.

Capital Projects Fund: Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities, other than those financed by proprietary funds and trust funds.

Cash Basis: A basis of accounting in which transactions are recognized only when cash is received or disbursed.

Community Development Block Grant CDBG: A federal entitlement program designed to benefit low and moderate income persons, specifically in the areas of housing and quality of life.

Certificate of Achievement for Excellence in Financial Reporting Program: Program sponsored by the Government Finance Officers Association to encourage and assist state and local governments to prepare high-quality comprehensive annual financial reports. The program has been in continuous operation since 1946. The program originally was known as the Certificate of Conformance Program.

City Council: The governing body of the City of Oak Ridge.

City Manager: The chief executive officer of the City of Oak Ridge by City Council.

Commodities: Expendable items used by operating activities. Examples include office supplies, repair and replacement parts for equipment, books and gasoline.

Comprehensive Annual Financial Report (CAFR): A financial report that encompasses all funds and components units of the government. The CAFR should contain (a) the basic financial statements and required supplementary information, (b) combining statements to support columns in the basic financial statements that aggregate information from more than one fund or component unit, and (c) individual fund statements as needed. The CAFR is the governmental unit's official annual report and also should contain introductory information, schedules necessary to demonstrate compliance with finance-related legal and contractual provisions and statistical data.

Contingency: A budgetary reserve set-aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services: Services rendered to City activities by private firms, individuals or other City departments. Examples include utilities, vehicle charges and building maintenance.

Debt Ceiling: See Debt Limit.

Debt Limit for the City of Oak Ridge: The total amount of bonds or other evidence of indebtedness secured by the full faith and credit of the City of Oak Ridge that shall be outstanding at any one time shall not exceed 10% of the total appraised valuation of all real estate lying within the city limits.

Debt Management Policy: A policy dealing with the issues of debt, how it is managed, and the manner in which debt is issued.

Debt Reduction Plan: A strategic plan and policy designed to eliminate the need for annual bond issues for annual capital projects while, at the same time, increasing the amount of annual cash appropriations for capital projects.

Debt Service: Debt Service expenditures are the result of bonded indebtedness of the City. Debt Service expenditures include principal, interest, and bond reserve requirements on the City's outstanding debt.

Debt Service Fund: Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deficit: An excess of expenditures over revenues or expense over income.

Department: The highest levels of operation in the structural organization of the City, which indicates overall management responsibility for a division or a group of related operational divisions.

Depreciation: A decrease in value of property through wear, deterioration, or obsolescence.

Designated Unreserved Fund Balance: Management's intended use of available expendable financial resources in governmental funds reflecting actual plans approved by the government's senior management. Expressed another way, designations reflect a government's self-imposed limitations on the use of otherwise available expendable financial resources in governmental funds.

Distinguished Budget Presentation Awards Program: A voluntary program administered by the Government Finance Officers Association (GFOA) to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

Encumbrance: An administrative control under which commitments for the expenditures of money are recorded; thus the money is not available for new expenditure commitments. The use of encumbrances prevents overspending and permits officials to be certain of how much money is available for new commitments.

Enterprise Funds: A proprietary accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures. Enterprise funds in Oak Ridge are the Electric, Waterworks (water and sewer), Emergency Communications District (9121 operators) and Golf Course Funds.

Estimated Revenue: The amount of projected revenue to be collected during the fiscal year.

Expenditure: This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid.

Fiscal Year: The time period designated by the City signifying the beginning and ending period for recording financial transactions. Unless fixed by ordinance, the Charter specifies July 1 to June 30 of the succeeding year as the fiscal year for the entire City government.

Fixed Assets: Assets of long-term character that is intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Foundations of Excellence: A City of Oak Ridge budgeting guideline whereby annual municipal budget allocations per household in the proposed budget will not exceed current per-household allocations by more than 110 percent of the rate of inflation.

Fringe Benefits: Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included is the government's share of cost for Social Security and the various pensions, medical and life insurance plans.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or governmental functions. Eight commonly used fund groups in governmental accounting are: general fund, special revenue funds, debt service funds, capital projects funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Refers to the excess of assets over liabilities and is therefore also known as surplus funds. It represents the accumulated residual of revenues over expenditures since the inception of the organization.

Fund type: One of 11 classifications into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds. Proprietary fund types include enterprise funds and internal services funds. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Generally Accepted Accounting Principles (GAAP): The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements. The various sources of GAAP for state and local government are set forth by SAS No. 69, *The meaning of "Present Fairly in Conformity with Generally Accepted Accounting Principles"*

General Fund: The principal fund of the City, the General Fund is used to account for all activities not included in other specified funds. General Fund revenue sources include property and business taxes, licenses and permits, intergovernmental revenues, service charges, fines and forfeitures, and other types of revenue. This fund includes most of the basic operating services, such as fire and police protection, library, refuse contract, parks and recreation, public works and general government administration.

General Obligation Bonds: Bonds issued by a government that are backed by the full faith and credit of its taxing authority.

Goal: A specific statement about that which is to be accomplished or achieved for a particular program during the fiscal year.

Government Finance Officers Association (GFOA): An association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. The GFOA has played a major role in the development and promotion of GAAP for state and local government since its inception and has sponsored the Certificate of Achievement for Excellence in Financial Reporting Program since 1946.

Governmental Accounting Standards Board (GASB): the ultimate authoritative accounting and financial reporting standard-setting body for state and local governments. The GASB was established in June 1984 to replace the NCGA.

Governmental Funds: Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

Grants: A contribution or gift in cash or other assets from other government units to be used for a specific purpose.

Independent Auditor: Auditors who are independent, both in fact and appearance, of the entities they audit. Both GASS and GAGAS set specific criteria that must be met for an auditor to be considered to be independent.

Independent Auditor's Report: The official written communication of the results of an audit. In a financial audit, the independent auditor's report typically will offer (or disclaim) an opinion on whether a set of financial statements is fairly presented in conformity with GAAP (or some other comprehensive basis of accounting).

Infrastructure: Streets, bridges, water and sewer lines and treatment facilities, storm drainage, traffic signal, etc.

Interfund Transfer: Flows of assets (such as cash or goods) between funds and blended component units of the primary government without equivalent flows of assets in return and without a requirement for repayment.

Interest and Penalties Receivable on Taxes: Uncollected interest and penalties on property taxes.

Intergovernmental Revenue: Funds received from federal, state and other local government sources.

Internal Service Fund: Proprietary funds used to account for the furnishing of goods or services by one department or agency to other departments or agencies on a cost-reimbursement basis; for example, the Equipment Replacement Rental Fund.

Investments: Securities held for the production of revenues in the form of interest, dividends, and rentals or lease payments.

Lease Purchase Agreement: A contractual agreement by which capital outlay, usually equipment, may be purchased over a period not exceeding 60 months through annual lease payments.

Legal Debt Margin: The excess of the amount of debt legally authorized over the amount of debt outstanding.

Levy: The amount of tax, service charges and assessments imposed by a government.

Lien Date: For property (ad valorem) Taxes, the date when an enforceable legal claim to taxable property arises. Generally the lien date is specified in the relevant enabling legislation. Many governments use the term *lien date* even though a lien is not formally placed on the property at that date. Alternatively, there term *assessment date* is used to describe this same date.

Long-term Debt: Debt with a maturity of more than one year after the date of issuance.

Mandate: A requirement imposed upon a local government by the federal and/or state governments to provide certain levels of service.

MARC: The library's computerized card catalog.

Measurement Focus: The objective of a measurement, that is, what is being expressed in reporting and entity's financial performance and position. A particular measurement focus is accomplished by considering not only which resources are measured (for example, financial or economic resources), but also when the effects of transactions or events involving focus of government-wide financial statements, proprietary fund financial statements, and fiduciary fund financial statements is economic resources. The measurement focus of governmental fund financial statements is current financial resources.

Modified Accrual Basis of Accounting: Basis of accounting according to which (a0 revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which they fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

Municipal Bonds: A bond issued by a unit of local government.

Net general obligation debt: General obligation debt reduced by amounts being paid with other than general resources (e.g., general obligation debt associated with proprietary funds), as well as amounts available in sinking funds for debt repayment.

Non-Operating Expenses: Expenses that are not directly related to the provision of services such as debt service.

Non-Operating Revenues: Revenues that are generated from other sources, such as interest income, and are not directly related to service activities.

Object Code: A detailed line item expenditure category, such as Regular Salaries (5110), Office Supplies (5310), or Professional Services (5210).

Obligations: Amounts that a government may be required legally to meet from its resources. They include liabilities and encumbrances.

Operating Budget: The expenditure plan for continuing every-day service programs and activities. In most instances, operating expenditures are made in a single fiscal year. These expenditures include personal services, contractual services, commodities, minor capital outlay and debt service requirements.

Operating Revenue and Expenses: Costs of goods sold and services provided to customers and the revenue thus generated.

Operating Transfers: Amounts transferred from one fund to another. Transfers are not expenditures and must be appropriated for expenditures in the fund receiving the transfer.

Ordinance: A formal legislative action enacted by a majority vote on two readings by City Council. It has the effect of law within the community and it must not conflict with federal and/or state law.

Other Financing Source: An increase in current financial resources that is reported separately from revenues to avoid distorting revenue trends. The use of *other financing sources* category is limited to items so classified by GAAP.

Other Financing Use: A decrease in current financial resources that is reported separately from expenditur3es to avoid distorting expenditure trends. The use of the *other financing uses* category is limited to items so classified by GAAP.

Overlapping Debt: proportionate share that property within a government must bear of the debts of other local governments located wholly or in part within the geographic boundaries of the reporting government.

Payment in Lieu of Taxes (PILT): Payment that a property owner not subject to taxation makes to a government to compensate it for services that the property owner receives that normally are financed through property taxes.

Performance Measures: Specific quantitative and qualitative measures of work performed as an objective of the department.

Personal Services: All costs related to compensating employees of the City of Oak Ridge, including salaries, and employee benefit costs such as City contributions for retirement, social security and health insurance.

Property Tax: A tax levied on the assessed value of real and personal property.

Proposed Budget: A budget prepared under the direction of the City Manager's Office and presented to the governing body prior to adoption by City Council for review, amendment and adoption.

Proprietary Funds: Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

Public Hearing: An open meeting of the City Council specifically for the purpose of obtaining public comment and input on a particular issue.

Qualified Zone Academy Bonds (QZAB): A federal financing program that provides interest free funding for school renovations, repairs, and other school improvements that benefit low-income students. It cannot however be used for new school construction For governments to qualify for the bonds, private businesses must contribute not less than 10% of the net present value of the proceeds of the bond.

Reserved Fund Balance: The portion of a fund's balance that is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution: An order of a legislative body requiring less legal formality than an ordinance or statute.

Retained Earnings: The cumulative earnings since the establishment of the system that generally have been invested in property, plant and equipment or current assets (cash, accounts receivable, and inventory). The balance in Retained Earnings declines as the property depreciates.

Revenue: Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Revenue Bond: This type of bond is backed only by the revenues from a specific enterprise fund. An example would be the Electric Fund.

Revenue Recognition: See Availability criterion and Available period.

Risk Management: An organized effort to protect a government's assets against accidental loss by the most economic method.

Sinking Fund: See Debt service fund

Special Revenue Fund: A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects). The City of Oak Ridge's special Revenue Funds are General Purpose School Fund, Drug Enforcement Program Fund, State Street Aid Fund, Streets and Public Transportation Fund, Economic Diversification Fund, Grant Fund, Solid Waste Fund.

State Shared Revenue: Revenue levied and collected by the State of Tennessee but shared with its localities on a predetermined method.

Tax Levy: The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

TDOT: Tennessee Department of Transportation

Tennessee Municipal Bond Fund (TMBF): The Tennessee Municipal Bond Fund creates and administers various types of loan programs for the benefit of cities and counties.

Transfers: See Interfund transfers and Operating transfers.

Un-audited: Accounts or numbers that have not been verified for their accuracy.

Unencumbered Balance: The amount of an appropriation that is neither expended nor encumbered. It is the amount of money still available for future purposes.

Unreserved Fund Balance: The portion of a fund's balance that is not restricted for a specified purpose and is available for general appropriation.

ACRONYMS

ACEDA	Anderson County Economic Development Association
ACHS	Anderson County Health Council
ADA	American with Disabilities Act
ADFAC	Aid to Distressed Families of Appalachian Counties
ADFAC	Aid to Distressed Families of Anderson County
AED	Academy for Educational Development
ALI	Automatic Location Identifiers
AYSO	American Youth Soccer Organization
ASE	Automotive Service Excellence
ASTM	American Society for Testing and Materials
BAB	Build America Bond
CAP	Climate Action Plan
CAFR	Comprehensive Annual Financial Report
CDBG	Community Development Block Grant
CIP	Capital Improvement Program
CNC	Community Network Committee
COLA	Cost of Living Adjustment
CPI	Consumer Price Index
CPSC	Consumer Product Safety Council
CROET	Community Reuse Organization of East Tennessee
CVB	Convention and Visitors Bureau
DARE	Drug Awareness and Resistance Education
DFSR	Distributed File System Replication
DOE	Department of Energy
ECD	Emergency Communications District
ED	Economic Diversification Fund
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ERRF	Equipment Replacement Rental Fund
ESG	Emergency Shelter Grant
ETDD	East Tennessee Development District
ETHRA	East Tennessee Human Resource Agency
ETTP	East Tennessee Technology Park
FASB	Financial Accounting Standards Board
FCA	Fuel Cost Adjustment
FLSA	Fair Labor Standards Act
FMLA	Family Medical Leave Act
FTE	Full-time Equivalency
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GAGAS	Generally Accepted Government Auditing Standards
GASB	Governmental Accounting Standards Board
GASS	Generally Accepted Auditing Standards
GFOA	Government Finance Officers Association
GIS	Geographic Information System
GOB	General Obligation Bonds
GWC	Government Workers Compensation
HDCCV	Housing Development Corporation of the Clinch Valley
HUD	Housing and Urban Development
IDB	Industrial Development Board
ISO	Insurance Services Office
JFYP	Just For Youth Program
KWH	Kilowatt-hour
MOU	Memorandum of Understanding
MUTCD	Manual on Uniform Traffic Control Device
ORAU	Oak Ridge Associated Universities
ORHA	Oak Ridge Housing Authority
ORHS	Oak Ridge High School
ORNL	Oak Ridge National Laboratory
PILT	Payment in Lieu of Taxes
QZAB	Qualified Zone Academy Bonds
RMS	Records Management Software
RSMS	Remote Sensor Management System
SALI	Stand Alone Location Identification
SETHEPP	State Employees, Teachers, and Higher Education Employee Pension Plan
SNS	Spallation Neutron Source
SSAF	State Street Aid Fund
STP	Service Transportation Program
TCA	Tennessee Code Annotated

TCRS	Tennessee Consolidated Retirement System
TDEC	Tennessee Department of Environment and Conservation
TDOT	Tennessee Department of Transportation
TMBF	Tennessee Municipal Bond Fund
TML	Tennessee Municipal League
TPO	Transportation Planning Organization
TVA	Tennessee Valley Authority
UBO	Utility Business Office
VIPS	Volunteers in Police Service
VOIP	Voice over Internet Protocol
WSI	Water Safety Instructor
WWTP	Wastewater Treatment Plant

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