

2015

CITY OF OAK RIDGE, TENNESSEE

Fiscal Year 2015

Budget



City of Oak Ridge, Tennessee
Fiscal Year 2015 Annual Budget

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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, 2013

A handwritten signature in black ink, appearing to read 'Jeffrey R. Emswiler'.

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, 2013. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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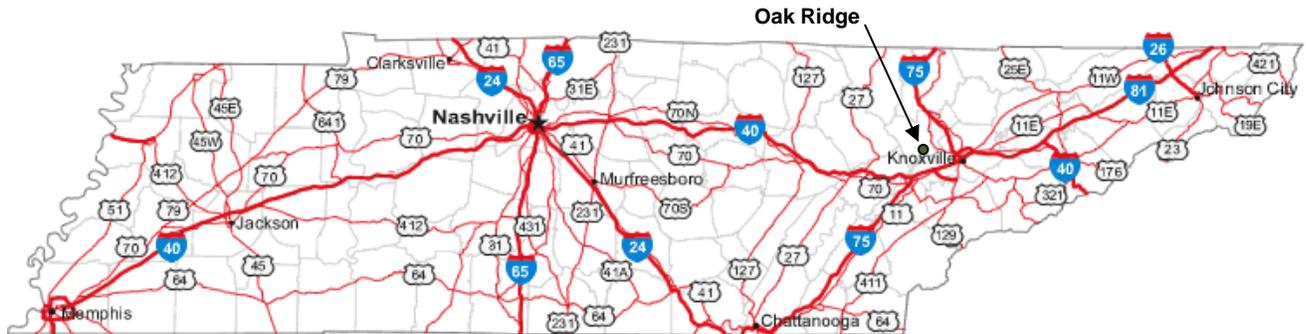
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OAK RIDGE INFORMATION

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 plants and facilities of the U.S. Department of Energy (DOE). 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 DOE. 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. In 2010, the City under a grant from DOE, began recording oral histories to expand the oral history library collected and maintained by the Center for Oak Ridge Oral History (COROH) to ensure that the memories of those involved in the history of the city of Oak Ridge, Tennessee, from its inception to the present, and its profound significance to the region, the United States, and the world will not be lost.

Industry and Manufacturing

Since the 1940's, the nuclear industry has been the largest employer for the City and County. Today, DOE, working through its primary subcontractors, Consolidated Nuclear Security, LLC 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. Consolidated Nuclear Security, LLC operates the Y-12 National Security Complex (Y-12) and UT-Battelle operates the Oak Ridge National Laboratory.

The ongoing functions of Y-12 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. SNS has visiting scientists from around the world conducting 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 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.

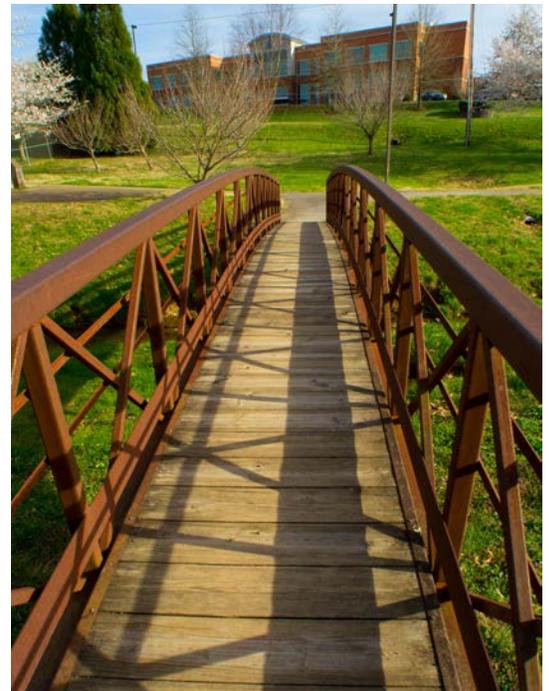
The City has been actively seeking to diversify its economic base from as early as the mid 1960's. In addition, the commercial and industrial portion of the property tax base has risen from 35% in 1987 to 47% in 2013. Currently, there are six industrial parks in the City including the 1,000 acre developing Horizon Center.

Education

The City school system operates schools covering grades kindergarten through 12, with an approximate enrollment of 4,727 students, which includes the preschool, and a professional teaching staff of 427. 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, an approximately 100,000 square foot new 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. The campus serves more than 2,000 students per term and includes a number of amenities such as a library and art, music and science labs. In the spring of 2014 an expansion was completed on the campus for a three-story, \$13.8 million 64,000 square-foot Health Sciences and Technology Building.

Oak Ridge Associated Universities (ORAU), a consortium of major Ph.D. granting universities across the United States, the United Kingdom, and Puerto Rico 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.



II. BUDGET OVERVIEW FISCAL YEAR 2015

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FY 2015 BUDGET

Beginning on page [II-2](#) is the City Manager's Budget Message and transmittal of the adopted fiscal 2015 budget to City Council. The budget process was expanded this year due to the level of changes in the General Purpose School Fund. The Oak Ridge Schools requested an additional \$3,293,892 in funding which would have required a 37-cent property tax rate increase. This request was not approved by City Council. The School Board met in late June to derive an appropriation amount for the General Purpose School Fund that did not require a property tax rate increase. The City Council adopted the budget appropriation ordinance with an effective date of July 31, 2014 on page [II-42](#). It is considered to be the original City fiscal 2015 budget for reporting purposes and is reflected in the budget documents that were transmitted to the State Comptroller's Office and the Tennessee Department of Education.

The Budget Message is followed by the City Manager's and City departmental goals and objectives through 2015, beginning on page [II-10](#). Departmental goals are also presented in each departmental or applicable Fund section in this document.

An overview of all City Funds follows on page [II-22](#). This overview includes a combined Schedule of Revenues, Expenditures and Changes in Fund Balance/Net Position for all City Funds except for internal service funds. This overview also outlines the changes in budgeted total Expenditures/Expenses and ending Fund Balance/Net Position in comparison to the prior fiscal year.

Beginning on page [II-29](#) is an overview of the City structure, City organizational chart, description of the various Funds and Fund types utilized by the City, basis of accounting, city financial policies, budget process overview, current year budget calendar, adopted budget ordinances and an overall summary of the City's fiscal 2015 budget by fund type.



SECRET CITY COMMEMORATIVE WALK

CITY MANAGER'S FY 2015 BUDGET MESSAGE

CITY OF OAK RIDGE
TENNESSEE



OFFICE OF
CITY MANAGER

Honorable Mayor and Members of City Council:

On behalf of the City of Oak Ridge organization, I am pleased to transmit the final Fiscal Year 2015 Budget to you. This document is the result of numerous meetings with City Staff members, City Council members, and external agents affected by this budget. I wish to acknowledge the efforts of City staff for their hard work as part of this annual process and commend the City Council for their budget guidance and adoption of an overall spending plan for the City for the coming year.

The budget continues to pursue the path of fiscal conservatism as major transformations and economic changes continue to affect our DOE sector, while an upswing in retail re-development inspires us to a brighter future. City service levels are being maintained with an eye to future impacts. Limited capital investment is occurring in facilities, but we need to understand that further expenditures will be necessary on the utility front and throughout our building infrastructure. I believe the allocations in this budget represent good value for the services rendered by a competent and professional staff. The fiscal 2015 Budget included a 2.0% pay adjustment for City employees, retention of the property tax rate at the fiscal 2014 level of \$2.39 per hundred dollars of assessed valuation while retaining a minimum \$5,000,000 fund balance in the General Fund. Fiscal 2015 will be the seventh consecutive year that the City has retained a flat property tax rate.

Council Guidance and Input:

On May 12, 2014 and during informal sessions prior to that time, the City Manager and the City Council discussed various needs and directions for this year's budget. A resolution passed by the City Council encouraged several strategic efforts including maintenance of the current property tax rate, providing for an increase for personnel, continuing City initiatives in housing, storm water and utilities, assisting the Oak Ridge schools system capital needs, and the continuation of economic development initiatives. These strategic directives provided guidance for the completion of this budget.

Economic Conditions:

The City of Oak Ridge finds itself in the strategic position of sustaining its existing services, while several "bright spots" on the economic horizon come to fruition. At present, Oak Ridge continues to see small areas of growth, but major financial gains, at present, are impacted by various financial losses. For instance, a change in environmental approach at the Y-12 complex will reduce their need for raw water and could have an impact of \$320,000 annually in unpurchased water for the utility system.

Continuity in community impacts have been shaken this past year with the government shutdown and delayed selection action on a new Y-12 contractor. Adjustments in rates will be proposed for a 5-year cost recovery of Y-12's fair share of an equalization basin from the complex. However, continued investment in the overall water infrastructure will be required for our largest consumer, particularly at the water plant and pump stations. DOE projects funded from the ARRA stimulus grants have been completed. Significant sales tax collections were generated from these projects over the past few years. Resultantly, the City's sales tax collection from the federal sector will be down until the beginning of the next major federal project. We must also look ahead to reappraisals that will occur in fiscal 2016, where

some appraised values are expected to decrease in higher end housing stock and we must monitor the sustainability of the current housing values.

In recent months, there has been a resurgence of interest in retail development in Oak Ridge. During the past 24 months, six new restaurants, four of which are located in new building construction sites, a new specialty grocery store and a large gas/convenience center opened. Other developments include two new senior assisted living centers and the 64,000 sq. foot expansion to the Roane State Community College campus that was completed in the spring of 2014 which will bring in additional students to the community.

Growth continues along Illinois Avenue. At the end of June, the new 124,000 sq. ft. Kroger Marketplace store had a successful grand opening. The site includes a 12,600 sq. foot strip center and 5 one-acre outparcels. The New China Palace Restaurant is having more business than ever, its relocation allowing the City to improve its riverfront with the construction of restroom facilities to support the rowing venue. The Jackson Square project is moving forward to renovate this central location for our community, which includes restaurants, a reconfigured Farmer's Market, and is adjacent to the historical preservation of the Alexander Inn.

Of course, the community also eagerly anticipates the announcements of progress on the former Oak Ridge Mall property. The project under consideration includes the former Oak Ridge mall site and the multiuse redevelopment of the 59 acre site. The site is currently under a sale option with redevelopment to occur in fiscals 2015 and 2016. Plans currently call for new retail shops, housing and a hotel along with providing several outparcel options. 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.

In fiscal 2012, the City embarked on a new program "Not in Our City" to deal with housing and housing related issues. The "Not in Our City" campaign addresses drugs and crime, elimination of blighted residential structures, improved housing conditions with a goal of making 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. In fiscal 2015, the City will continue its efforts to purchase and demolish blighted properties. The Land Bank Corporation Board was established in fiscal 2014 to manage these properties after the structures have been demolished. Fiscal 2015 will see continued development of the rental housing inspection program and of the Administrative Hearing Officer to hear building and property maintenance code violations.

So, overall, Oak Ridge is finally seeing the change it wants to see. We shall need to continue to be strategic and thoughtful in the investments we make to ensure maximum impact on the economics of the community. The initiatives we are taking in housing and industrial recruitment will hopefully pay off in the future with efforts to stabilize values, create manufacturing jobs, and enhance retail opportunities.

Promotion and Marketing:

For the coming budget year, the City will continue its relationship with the Chamber of Commerce. This past year due to the level of activity, the programs only used \$125,000 out of \$175,000 allocated due to activity needs. The fiscal 2015 budget contains the same \$175,000 amount, carefully allocating and planning proposed use.

The budget also includes continuation of private consulting contracts with Ray Evans and Steve Jones. These contracts have favorably put the City into a positive relationship with the State of Tennessee, TVA, the ORNL, and regional agencies. They have also provided a point of contact for the economic prospect to receive assistance from the City of Oak Ridge.

The City of Oak Ridge also has contracts with the Oak Ridge Convention and Visitors Bureau (CVB), whose purpose is to grow the economy with support for community events and recruiting visitors to our community. Current trends show a demonstrative need to improve in this arena. To maintain contractual

levels that may be sustained, the budget shows a reduction of \$45,000 in the contract for the coming year. After meeting with the CVB board, the City Council has directed them to aggressively pursue new marketing techniques that improve the local and regional recognition of the Oak Ridge community. This will be vital in promoting new investment in existing hotels and recruiting new hotels as community profiles, at present, will not encourage that investment due to occupancy levels. Significant efforts are needed in promoting new events, the Secret City Festival, the Lavender Festival, the Secret City Half-Marathon, Summer Concerts and many others.

The City's contracts with regional agencies and organizations are supported through membership in the Anderson County Chamber of Commerce and the Roane Alliance. We also shall continue to participate with the Innovation Valley Consortium and regional Economic Development groups such as ACEDA.

Agencies budgeted for social service/cultural programs funding include Aid to Distressed Families of Appalachian Counties (ADFAC) (\$151,086), 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 2014 levels, with the exception of ADFAC whose contract has an inflationary escalation provision.

Staffing, Salaries and Benefits:

As the new fiscal year starts, the City was pleased to see no increase in cost to the City for its personnel retirement and insurance benefits. Contribution amounts would remain nearly the same for the coming year. Given the current uncertainty in the health care industry, it was indeed a piece of welcome news. As expressed in the City Council's strategic resolution, recognition of personnel was encouraged due to the lack of wage adjustments in the past several years. The budget includes a 2% adjustment for all personnel effective with the first pay period in July. In addition, the City Manager would target continuing this adjustment in the FY 2015-2016 year. Depending on market conditions and economy, which is predicted to improve, it will be important to maintain salaries that keep ahead of the slight inflation that we now face. In addition, the City Manager has asked the Personnel Director to develop tangible, definable evaluation observations that will exclude employees from these adjustments such as employee-fault accidents, written counseling incidents or suspensions, or safety violations. These are impacts upon the assets and liabilities of the organization and should be a baseline level of accountability for city government employees.

The City's organization has progressed well in the management of City benefit structures offering a variety of health insurance options. Our staff also monitors workers compensation closely with the TML Risk Pool and is vigilant for abuse. Our Personnel Department also monitors the claims against the City and works closely with the TML Pool to keep premiums low and out of pocket costs to a minimum. 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 fiscal 2015 authorized City employment is 405.81 staff years. Changes from the prior fiscal year, include the addition of an emergency dispatcher position (funded .75 staff years in fiscal 2015), elimination of a vacant Librarian position and full budgeted funding for fiscal 2015 (equivalent of 3 staff years) of the MOM crew to facilitate elevated wastewater system maintenance requirements to meet EPA mandates.

PERSONNEL SCHEDULE

SUMMARY OF POSITIONS AND STAFF YEARS BY DEPARTMENT	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>TOTALS BY DEPARTMENT</u>						
GENERAL GOVERNMENT	47	47	47	46.60	46.60	46.60
POLICE	85	86	87	78.85	80.35	81.10
FIRE	74	74	74	74.00	74.00	74.00
PUBLIC WORKS	104	104	104	100.25	101.00	104.00
COMMUNITY DEVELOPMENT	11	11	11	11.00	11.00	11.00
RECREATION AND PARKS	85	84	84	37.36	37.36	37.36
LIBRARY	24	24	23	17.75	17.75	16.75
ELECTRIC	35	35	35	35.00	35.00	35.00
TOTAL ALL FUNDS	465	465	465	400.81	403.06	405.81
TRANSFERS	160	160	160	156.25	157.00	159.75
TOTAL NET GENERAL FUND	305	305	305	244.56	246.06	246.06

FY 2015 BUDGET CHANGE SUMMARY

General Fund:

The General Fund 2015 budget was developed utilizing the following budget guidelines:

- Fiscal 2015 municipal expenditure estimates include adjustments necessary to maintain current service levels (fuel, energy, contractual agreements, equipment charges, etc.);
- Municipal salaries contain a 2.0% increase adjustment;
- Retain fiscal 2014 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 be funded by the General Fund are deferred.

Revenues:

The City of Oak Ridge revenues are primarily from four sources: Property taxes (49.38%), sales taxes (21.47%), intergovernmental revenues (8.14%) and other business taxes (5.37%). Of particular focus is the retention of the same tax rate of \$2.39 per \$100 in assessed value for the seventh consecutive year. Property tax revenues are projected at \$19,992,000, up 2.3% from budget 2014.

The other important revenue is sales taxes generated in both the Roane County and Anderson County portions of Oak Ridge. Projected revenues for FY 2015 will be \$8,950,000, up 1.6% from fiscal 2014. Primarily the growth is estimated to occur in Anderson County, with a decrease in Roane County due to the end of ARRA grant funding received by DOE contractors and the reduction in federal activity with the completion of the K-25 project. The growth in Anderson County is from the new Kroger Marketplace and the other new retail establishments opened during fiscal 2014.

State shared taxes are expected to grow by \$87,500, an inflationary 2.91%. Business taxes are expected to remain relatively flat with budget 2014 levels. Building permits are limited, but will pick up dramatically when the former mall property activity and demolition begins its 18-month build.

Intergovernmental Revenues are projected at \$3,392,000, which is up \$237,000 from the prior year. This is primarily due to DOE grant funding and inflationary growth in state shared taxes. Mixed Drink revenues were reduced by half to incorporate a principle of using the tax for a portion of the base school education contribution.

In fiscal 2015, the General Fund has a projected fund balance draw of \$304,751. This is a significant reduction from the budgeted fund balance draw of \$1,199,351 for fiscal 2014. When incorporating all revenues, the total Revenues, Operating Transfer and Fund Balance usage represents \$41,694,748 for the FY 2015 year.

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 the General Fund and is specifically aimed at retaining a flat property tax rate. 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 General Fund multiyear model discussion is located in Section III of this document. The model currently projects only a one-cent property tax rate increase in fiscal 2017; however, it does not address the City's need for increased capital funding to maintain City and School facilities and only has an overall 2% inflationary increase for City expenditures and the Schools operating transfer each year beginning in fiscal 2016. Based on the Schools denied request for \$3,293,892 in additional funding for fiscal 2015, current preschool needs, and City and School capital maintenance requirements, a long-term retention of the current property tax rate may not be feasible. The model is refined each year based on the most current information available. This projection will change particularly due to more accurate future sales tax collection estimates as ongoing planned future development projects come to fruition.

The City's 2015 appropriated budget for General Fund municipal expenditures is \$20,517,510 increasing by \$271,722 or 1.3% over the prior fiscal year. The 2.0% salary adjustment for existing employees was funded in part by salary savings from retirements and turnover in City staff during fiscal 2014. Funding for budgeted 2014 line items were reviewed and reallocated in 2015 based on current funding needs wherever possible.

New this year is a requirement by the State of Tennessee to begin addressing matters of stormwater management. Repairs to the existing stormwater system has been minimal in previous years, but this year will see an allocation of \$200,000 to coordinate further planning, organization and minor repairs that can be achieved with in-house or small contractor sources. In accordance with our state approved plan, the City will begin integrating long-term capital items for stormwater management and developing revenue sources for this to be paid for. Dollars for these improvements must come from the General Fund presently unless a new financing system is introduced.

Other expenditure increases were for contracted services, such as mowing, and utilities. In particular, funding levels for replacement and maintenance of computer related technology was reviewed and increased to meet current needs.

At the end of fiscal 2015, the available fund balance of the General Fund is projected at \$7,570,576.

Special Revenue Funds:

The city has nine special revenue funds. The largest special revenue fund is the General Purpose School Fund with a 2015 appropriated budget of \$55,588,127, a 3.6% decrease over the prior fiscal year. The operational transfer to the Oak Ridge Schools was set at \$14,629,302, restoring the operating transfer to fiscal 2012 levels.

In fiscal 2011, the City added a new Special Programs Fund to account for the revenues from photo enforcement cameras. This past year, the City Council chose not to renew the contract for red light camera services. Budgeted expenditures were appropriated at \$830,000 for fiscal 2015 to expend most of the remaining fund balance for projects as designated by City Council. The remaining balances will be established in this budget as amounts available for capital projects as designated by the Council. At present, it may be considered for pedestrian/bike improvements, the Blankenship Football Stadium lower parking lot and is being considered for a traffic light solution at the High School entrance at Oak Ridge Turnpike.

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) and is currently under a contract through September 30, 2015. \$2,729,522 was budgeted for fiscal 2015 operations of the west end fire station (West End Fund). The budget was increased by \$161,522, of which \$132,412 was for the Fire Department to assume responsibility for janitorial, maintenance and utilities for building K-1652 and for Q-cleared escorts when required.

New management at the Centennial Golf Course is yielding better results and improved play. As part of the investments this past year, repairs and improvements have been made at the Club House, irrigation system and increasing maintenance is occurring on the course. The Golf Course Fund budget included \$55,000 in capital funding for the now nearly 20 year old facility. A capital need for the course that will be considered during the year depending upon economics is a gate for closure at night. Some vandalism and theft has occurred, which can be corrected with limitations to access after dark by a gate.

Changes in the remaining special revenue funds - Drug Enforcement, State Street Aid, Streets and Public Transportation, Grant, and Solid Waste 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 \$55,573,217 and expenses and operating transfers out at \$54,713,398. Depreciation and Tax Equivalent payments are projected to be below budgeted amounts for fiscal 2014, resulting in a budgeted decrease of \$285,250 in those items for fiscal 2015. The decline represents a flattening of near term capital requirements for the electric system. Other changes include a budgeted 1.8% increase in operational expenses of \$138,411.

The Electric Fund will continue to pursue the addition of fiber optics to significant public sites in the community. This project involves interconnectivity with all City schools and City utility infrastructure. The Electric Fund continues to make progress on this joint project with the City Schools. Capital improvements in the system will involve continual upgrades to enhance reliability and dependability.

On September 27, 2010, the City received an Administrative Order (AO) from the United States Environmental Protection Agency (EPA). The City has completed wastewater system reviews including city-wide smoke testing and scoping of sewer lines with closed circuit TV cameras, as well as developing a system hydraulic model. This information was used to develop the required Remediation Plan to correct all system deficiencies. EPA has accepted the City's remediation plan which outlines an approximate \$23,090,000 in capital projects that must be completed by September 2015. The City has been approved for \$21,000,000 in funding for these projects through low interest rate loans through the State Revolving Fund (SRF) Loan program. There is an up to \$400,000 principal forgiveness from the State for payment of principal by the City on the SRF loans.

Rate increases of 10% for water and 15% for wastewater were effective in January 2014 and increases of 8% for water and 10% for wastewater are effective in January 2015. The wastewater rate increase driver is capital and the higher level of ongoing operating expenses required to meet the AO and long-term requirements of the EPA. The challenges for the water system have been the continuation of declining sales volume from DOE and capital required in 2015 and beyond for improvements the water treatment plant system.

Fiscal 2015 revenues in the Waterworks Fund are budgeted at \$23,220,360, up \$93,758. Waterworks Fund fiscal 2015 expenses are budgeted at \$21,195,931, up \$54,116 over budget 2014. Depreciation expenses are budgeted down \$227,950 from budget 2014 due to reaching the full amortization levels for assets donated by DOE for west end operations. The fiscal 2015 Waterworks Fund budget also includes a \$1,595,000 PILOT payment to the General Fund. Depreciation, interest expense and the PILOT payment are all expected to begin increasing significantly in fiscal 2016, reflecting the City nearing the end of the major capital phase of the EPA mandated projects.

In the City's Emergency Communications District (ECD) Fund, revenues are budgeted at \$492,128 and expenses at \$564,218. The ECD Fund will contribute \$27,700 to fund the new dispatcher position added in fiscal 2015. The \$44,712 increase in depreciation costs is related to upgrades in security and technology in the City's 911 dispatch center that were completed in June 2015. These upgrades were funded by a State grant. Enhancements are also being made to upgrade and extend the range of the City's 800 MHz radio system. These enhancements are being funded by a grant from the US Department of Justice.

Capital Projects Fund:

In the coming year, the budget includes a capital allocation to the Oak Ridge Schools in the amount of \$350,000. Projects will be determined based on highest need. Potential projects for fiscal 2015 include renovation of the Robertsville Middle School restroom facilities or bleacher replacement at Blankenship Field. This amount can allow this renovation concern to be met, freeing school resources for additional needs. As agreed this past year by the City Council and Board of Education, please recall the allowance for sales taxes generated and apportioned in Anderson County as the education sales tax to be used for capital expenses as defined by resolution.

The City of Oak Ridge will also be allocated an amount of \$350,000 for capital in the coming year. The City staff will review the next priorities on the CIP and determine how to allocate. The City has seen a continued need for improvements to the HVAC and roof of the service center, a City General Fund asset. We also need to consider enhancements to Fire Station #4 where improvements to the building are anticipated with the DOE Historical Preservation project.

The City Manager reminds the City Council of the need for continued IT investment, including the desperate need for General Ledger Accounting software. The current system dates back to 1995 and is not being serviced further. Internal reviews for a recommendation and funding options are being assessed now. The City continues to look for ways of enhancing IT services and is presently examining off-site space in the Schools data center to provide back-up services to City technology systems with new servers at a cost of \$250,000.

Educational Budgets:

The Oak Ridge School system continues to be an important asset to our community. Its vitality has contributed to positive recognition to our educational efforts as a community. The City is required to maintain a continuous and reliable funding effort to our schools. This contribution through the normal channels of raising revenues for the schools is known as Maintenance of Effort and was the subject of much effort in the past year. This past year, both the Board of Education and the City Council passed a resolution clarifying a path forward on county generated sales tax for the school system. The City of Oak Ridge took action that essentially increases the annual debt service burden to the City of nearly \$300,000. This amount, along with required reserves, causes a critical need for more economic growth in the community. All citizens recognize the need to pay our debts and such is a first priority for a city government, too. This must be recognized in the community's ability to pay for enhanced or stable services.

Final Comments:

As City Manager, I am pleased to present the City Council with a final budget that is thoroughly examined and reviewed for the FY 2014-2015 year. The Utility funds are in significantly better financial position due to Council action on rates. The proposed budget continues the same tax rate and burden upon the community. I look forward to working with City Council toward an even greater Oak Ridge community in the coming year.

Respectfully yours,



Mark S. Watson
City Manager

FY 2015 GOALS & OBJECTIVES

City Wide Goals

CITY MANAGER

Quality of Life

- Initiate progress of the Climate Action Plan (CAP).
- Promote the Manhattan Project National Historical Park, integrate with local assets and coordinate with local and national officials to move this project forward.
- Enhance the economic image and marketing of Oak Ridge as a professional, innovative, and progressive city through its various contractual entities and regional partners.
- Monitor and support enhancements to City waterfront as a community amenity of constantly evolving activities.
- Support the diversification of the community workforce through “growing our own” or other such programs, including service/emergency personnel, being reflective of the community at large.

Economics

- Develop further sources of sales tax revenues through retail recruitment efforts.
- Develop marketing strategies for use of tax increment programs to incentivize industrial and commercial activity.
- Work with the Industrial Development Board (IDB) in actively implementing the marketing of Horizon Center and its complimentary infrastructure, as well as pursue other areas of workplace diversification.
- Assess regional initiatives and make determinations as to value and return on investment.
- Actively pursue the use of grants and engage the State of Tennessee, Tennessee Valley Authority (TVA), and regional economic development agencies.

Safety

- Utilize the Oak Ridge Police Department in a targeted approach to eliminating ongoing repeat offenders or problem criminal locations.
- Enjoin the Oak Ridge Land Bank into utilizing its resources and powers to overcome housing blight and encourage housing investment.
- Support Neighborhood Watches through improved volunteer programs and awareness of Police Department processes.
- Use existing ordinances to accomplish neighborhood improvements through code enforcement, housing inspections and vehicle parking and file with Administrative Hearing Officer.
- Improve infiltration and inflow into City stormwater system through initial analysis process in coming year.

Governance

- Enhance goal setting process with City boards and commissions.
- Start Comprehensive Plan update with internal staff.
- 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.

CITY MANAGER CITY WIDE GOALS (CONTINUED)

Housing

- Conduct a HUD level inspection program on residential housing during occupancy changes with particular focus on City utilities.
- Implement Oak Ridge Community Land Bank initiatives.
- 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).
- Apply for TVA Extreme Energy Makeover Program.

Departmental Goals

CITY CLERK

- Continue to establish a suitable environment for conservation, maintenance, and accessibility of city records maintained in the City Clerk's Office.
- Continue 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.
- Continue to develop a process that allows for electronic document management with the City Clerk's Office that complies with applicable laws and regulations for future implementation.
- Develop a five-year strategic plan for improvements in the City Clerk's Office with a special emphasis on records management.
- Examine City Council Agenda compilation and publishing processes, and review suitable software suites and applications to better assist with this activity.
- Establish an internal records retention policy to better assist with record management for city staff and specialty programs.

LEGAL DEPARTMENT

- 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.
- Provide legal assistance for the following City projects, such as Oak Ridge Land Bank, Applewood Redevelopment/Litigation, EPA Administrative Order Compliance, and Oak Ridge Mall Project.

INFORMATION SERVICES

- Prepare recommendations and cost estimates for IT modernization, including general ledger and purchasing software and mainframe.
- Work with new auditors on IT compliance, policies and procedures.
- Provide staff support for conversion to the new police software.
- Continue efforts to improve information security and educate staff.
- Continue updating GIS address layers and researching street name anomalies.
- Increase traffic to the City's Social Media sites and explore new ones.
- Improve internal communications to become more of a central point of contact for incoming and outgoing information.
- Continue improvements to Animal Shelter website adoption features.
- Assist City Clerk's office with audio and voting upgrades for City Council meetings.

DEPARTMENTAL GOALS (CONTINUED)

INFORMATION SERVICES (CONTINUED)

- Assist Public Works with storm water education initiatives and IT-related needs (GPS data collection, webpages, data base and work setup).
- Continue deposit program improvements to enhance efficiency and customer service.
- Continue support for implementation of city-wide fiber ring project.
- Enhance professional development and training for IS employees in key areas, including emergency preparedness, disaster recovery, and customer service.
- Improve off site data storage for server backups.
- Enhance hard drive destruction and tracking program.
- Continue to implement phone system upgrades to enhance reliability.
- Continue to assess city-wide printer needs for networking and replacement.
- Continue to improve tracking of legislative issues of importance to the City.
- Improve functionality of Intranet by converting to content management system.
- Work with Energy Communities Alliance and Manhattan Project communities to secure passage of federal legislation to establish the Manhattan Project National Historical Park.
- Continue to support implementation of the Tennessee Oversight Interlocal Agreement and communicate issues of importance to state and federal agencies.
- Continue to collaborate with the schools to enhance efficiencies.

PERSONNEL

- Finalize on-line capability for submission of employment application and other forms.
- Continue overhaul of Personnel sections of the Intranet.
- Continue to modify Personnel Plan/Ordinance.
- Continue to modify Personnel-related Administrative Policy and Procedure Manual guidelines and prepare new policies as needed.
- Continue working with the State in providing medical insurance for cost reduction.
- Recruit for vacant positions and increase diversification of workforce.

FINANCE DEPARTMENT

- Obtainment of the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the City's 2015 budget document.
- Obtainment of the Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association (GFOA) for the City's 2014 Comprehensive Annual Financial Report (CAFR).
- Continue 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.
- Review GFOA Best Practices toward updating or formulating new City Policies.

UTILITY BUSINESS OFFICE

- Improve past due collection procedures to enhance current results.
- Select new utility billing system.
- Produce, deliver and collect all utility and tax bills.
- Continue employee development through technical and customer service training.
- Perform customer satisfaction survey for utility and tax operations.
- Further develop key account outreach program making sure customers are aware of services provided.

DEPARTMENTAL GOALS (CONTINUED)

POLICE DEPARTMENT

- Complete renovation of Emergency Communications Center with State of TN grant funding.
- Complete first and second benchmarks of TN State Law Enforcement Accreditation.
- Initiate Records Management System (RMS) upgrade with Spillman Technologies, Inc. software.
- Increase Analysis functions for enhancement of intelligence-led police practices.
- Expand Volunteers in Police Service (VIPS) Program to include VIPS assigned to Animal Shelter.
- Initiate e-citation program with Brazos Technology, Inc.

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:

- Place in service the three new fire suppression apparatus (Engines 1, 2, and 3).
- Updating the Dispatching and radio software to comply with new police dispatch hardware and software.
- Review and update the fire department Strategic Plan.
- Reviewing and updating our Procedure Guideline Manual.
- Revise the Job descriptions for fire suppression personnel.
- Revise the firefighter recruiting and hiring process for enhanced diversification.
- Continue to educate officer staff at the National Fire Academy at a minimum of one 2-week class per year per Officer.
- Continue to implement the iPad for conducting Commercial Building Inspections.
- 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

- Clean Tennessee Energy Grant Program – Assist with administering the grant in the amount of \$200,000 for use with energy efficient lighting replacement projects in the Municipal Building and the Civic Center Complex. The grant is matched with a 60% match amount of funding from the Capital Improvements Fund. The grant is for a period of two years ending June 30, 2015.
- Social Services Grant – Administer the grant between the City of Oak Ridge and ADFAC, funded through the Grant Fund with FY2015 being the third of four renewal options for the grant contract. Prepare an RFP for the continuation of this program and recommend award no later than May 31, 2015 for a five-year grant period.

Contracts

- Contract Bids – Management of the bid and award process for Backflow Preventer Testing Services, Janitorial Services and Sewer Point Repair Construction Services during FY2015 for a beginning date of July 1, 2015.
- Contract Renewals – Provide information to the Legal Department in a timely manner for the annual renewal of contract in excess of \$25,000.

DEPARTMENTAL GOALS (CONTINUED)

PUBLIC WORKS - GENERAL (CONTINUED)

GIS

- Provide department scheduling and information to the GIS Specialist for the conversion of assets into the GIS mapping system.

INFOR

- Schedule Infor consulting for site visit(s) for Report Writing training, KPI Development, and meter integration.
- Provide training for employees as needed.
- Assist with the scheduling of department assets uploaded and corrected from GIS to Infor.
- Develop and implement a Preventive Maintenance schedule for sewer flow monitoring.
- Schedule and attend a site visit(s) to Infor clients that are utilizing the software for stormwater, water, facilities and/or fleet assets.
- Develop the process for moving fleet assets into Infor.
- Develop the process and possibly implement facility assets into Infor.

Engineering

- Continue to work on the MS4 Stormwater program for the goals and milestone tasks defined in the 1st year of the program.
- Provide assistance to the consultant to facilitate the completion of the Jackson Square Revitalization Project.
- Continue to work with DOE and Heritage Center, LLC on select streets for City acceptance for perpetual maintenance purposes.
- Continue to work with DOE to determine what portions of the remaining water and/or sewer system at ETPP will be dedicated to the City for ownership and maintenance.
- Complete a new street rating survey and create a new street resurfacing priority list.
- Complete contract COR 11-02 which is the remaining contract previously approved and being funded by an EPA grant as part of the West End Water distribution system improvement project.
- Let for bid and construct contract COR FY2015-003 for resurfacing the portion of Bear Creek Road distributed during installation of new pipelines.
- Close out contract COR 12-17-E6 for the purpose of removing extraneous water from the sewer collection system.
- Complete contracts COR 13-06 and FY2014-35 for the purpose of removing extraneous water from the sewer collection system.
- Complete design in-house and submit to TDEC plans and specifications for replacement of Palisades #4 sewer lift station.
- Complete construction of sanitary sewer rehabilitation contracts COR 12-16-E5 & COR 12-17-E6 for the purpose of removing extraneous water from the sewer collection system.
- Continue to oversee the preparation of construction plans & specifications for contracts for the rehabilitation of the City gravity sanitary sewer collection system as required by the EPA Administrative Order and let these for bid as funding is available.
- Work with design consultant and DOE to complete design of a new gravity sewer line that will be located at ETPP on Heritage Center Boulevard in order to abandon in place the K-1204-1 sewer lift station. Let a contract for bid when funding becomes available.
- Work with TDOT to develop a project for the purpose of resurfacing selected City streets with STP grant funding provided by TDOT. Portions of Emory Valley Road will be resurfaced and address subgrade failures on Manhattan Avenue. Additional streets will be evaluated subject to available funding.

DEPARTMENTAL GOALS (CONTINUED)

PUBLIC WORKS - ENGINEERING (CONTINUED)

- Work with design consultant to complete design of a project located within Y-12 for the purpose of “un-crossing” the two 24-inch raw water intake lines. Let the project for bid in either FY15 or FY16 subject to available funding.

Streets and General Maintenance

- Improve drainage on Tuskegee Drive stone road extension.
- Resume identified storm system repairs as funding permits and as a requirement of the MS4 program.
- Repair damaged sidewalks in conjunction with new sidewalk projects.
- Repair sidewalks and add handicapped ramps in the Woodland area.
- Rent equipment and begin a crack-sealing program to increase the useful life of asphalt streets.
- Begin utilizing infrared pothole patching equipment as recommended by TDOT. Permanently repair potholes year-round by using a new heating and asphalt recycling system.
- Continue training of all street employees by using free American Public Works Association (APWA) on-line webinars during inclement weather.
- Evaluate sidewalk system for priority based on usage and repair areas as needed.
- Continue a training program for snow removal operations including an updated record-keeping and street progress tracking system.

Facilities

- Continue using the TDEC Grant to retrofit or replace lighting in the Municipal Building, Recreation Building and Library. Continue replacing the obsolete ceiling tile system in conjunction with the lighting replacement.
- Continue renovating the Water Plant Filter Gallery including painting, replacing glass block windows with new windows and install new ceiling tile and lighting.
- Pressure wash the front entrances and paint Municipal Building exterior south side.
- Complete painting of Bissell Park Pavilion.
- Paint work pool, electric and equipment shop restrooms at Central Services Complex.
- Renovate 205 Badger Avenue for municipal use (to be determined).
- Replace CSC fuel station roof and paint the support beams and building.
- Renovate the Civic Center A-B Rooms, Social Room, Game Room and hallways and replace lighting.
- Assist volunteer effort to refurbish the Melton Lake Rowing Finish Tower if requested.
- Evaluate and purchase camera equipment to investigate plumbing problems on small diameter pipe inside facilities rather than hiring an outside contractor.

Fleet Maintenance

- Continue to implement changes to the Preventive Maintenance mileage and time requirements by reviewing manufacturer’s recommendations.
- Continue the process of having mechanics certified in their area of expertise.
- Evaluate and improve the process of disposing of vehicles that have been replaced.
- Evaluate equipment usage and crew equipment assignments to determine what is actually needed by each crew and reassign as necessary.
- Establish a career ladder program for mechanics and maintenance workers similar to programs in the Engineering, Streets and Waterworks divisions.
- Evaluate and recommend changes to the Fleet Maintenance Manager position

DEPARTMENTAL GOALS (CONTINUED)

COMMUNITY DEVELOPMENT DEPARTMENT

- Rewrite Article VII of the Zoning Ordinance.
- Not In Our City Campaign - Blighted Housing Program.
- Implement Climate Action Plan.
- Adoption of Form-Based Code for "Townsite District" 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.
- Adoption of updated Property Maintenance Code.
- Initiate Rental Inspection Program.

RECREATION AND PARKS DEPARTMENT

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, 2015.
- Conduct at least 50 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.
- Build on the swimming lessons program to include year round lessons, adults, youth, infant and special groups.
- Sponsor at least five different special events at the Outdoor Pool.
- Offer a WSI class.
- Train at least 20 students in Lifeguard Training Classes.
- Evaluate how the year round school calendar will affect the swimming pools –indoor and out.
- Conduct a Water Safety/Awareness program for children who do not have access to swimming lessons.
- Evaluate changing the chemical feed system at the indoor pool.
- Reorganize the executive committee of the Secret City Festival.
- Include concussion training in Pool staff and swim coach training.

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.
- Expand training methods of frontline personnel to include interactive modules on the computer with follow-up testing of knowledge and skills.

DEPARTMENTAL GOALS (CONTINUED)

RECREATION AND PARKS DEPARTMENT (CONTINUED)

Athletics

- Increase 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.
- Send facility requests for athletics in December/June and host an informational meeting in January for community groups, recurring users and potential users of City athletic facilities.
- Complete monthly facility inspections, take corrective action in a timely fashion and document actions.
- Offer athletic league play for softball, basketball, kickball and volleyball.
- Regularly update the Online Guide to include special event postings and update the online guide quarterly.
- Complete an ADA inventory and an ADA transition plan for CIP direction.
- Update Soccer Field Maintenance Agreement with AYSO and SCOR acknowledging Soccer's annual support and financial commitment to the cost of field maintenance which will be contracted out by the City.

Youth Advisory Board

- Complete the recertification application for Playful City USA in 2015.
- 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.
- Partner with local organizations and school clubs to encourage teen volunteerism and student-led programming.

Parks Division

- Complete the application process for permitting required for the addition of an eighth lane at the Oak Ridge Rowing Course.
- 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.
- Continue the collaboration with the developers of the Kroger Marketplace to begin grading work for a new athletic complex to be located on Parcel 405. The first phase of the project will involve the movement and rough grading of excess soils from the development site to the parcel.
- Complete the replacement of split rail fencing at Cedar Hill Park.
- Continue development of a City Master Planting Plan by developing an urban forestry management plan in collaboration with the University of Tennessee.
- Identify funding for and complete replacement of the primary electric service feeding the field lights at Bobby Hopkins baseball field.
- Collaborate with local disc golfers to install paver-surfaced tee pads at the Groves Park disc golf course.

Scarboro Center

- Involve 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.
- Work with the CNC group to offer a fall event at the Scarboro Center.

DEPARTMENTAL GOALS (CONTINUED)

RECREATION AND PARKS DEPARTMENT (CONTINUED)

Scarboro Center (Continued)

- Partner with the Churches to bring a play for Black History Month in February
- Partner with Team Investment Group of Oak Ridge (TIGOR) or Delta Sigma Theta to host a back-to-school activity. (Event to take place on July 19, 2014)
- Increase number of volunteers for the Scarboro Center.
- Partner with Sherra Robinson (Western Heights Dental outreach Director) to host a children's dental clinic through the Colgate Van

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 to promote the Library Renovation Building Project and expansion project.
- Continue the COROH oral history project.
- Replace the furniture club chairs in the Main Library with FOL money or Library money and improve the library environment.
- Continue to build the digital collection and explore adding streaming video service.

Children's Room

- Label all Juvenile Easy Reader books using the ATOS readability formula (Accelerated Reader).
- Continue exploring options for better labeling of popular subject areas in the Juvenile Nonfiction section.
- Create at least three (3) Young Adult (YP) topical reading lists.

Circulation

- Continue to offer a rotating book display of seasonal topics.
- Continue to increase the variety and frequency of adult programs.
- Continue to enhance the library's program marketing campaign by exploring additional advertising outlets, including sending newsletters via email.

Reference

- Continue processing the special donated collections to the Oak Ridge Room.
- Continue adding content to CONTENTdm from the Library Reference and Oak Ridge Room collections.
- Finish transferring CTV videos to DVD.
- Continue to promote Reference One-on-One Service.

DEPARTMENTAL GOALS (CONTINUED)

LIBRARY (CONTINUED)

Technical Services

- Investigate the feasibility of printing spine labels through Sirsi reports instead of Microsoft Word macros.
- Continue to update our subject headings from “Unauthorized” status to “Authorized”.
- Continue to edit our existing digital collection’s MARC records.

ELECTRIC DEPARTMENT

- Maintain an effective, aggressive safety program in accordance with all regulations and utilize an employee driven safety committee.
- Complete construction of fiber optic network.
- Complete control upgrade for 13kV devices in substations.
- Make selection of Utility Office Software vendor and take project to Council.
- Select technologies for demand reduction activities.
- Trim trees in one half of service territory to American National Standards Institute (ANSI) specifications.
- 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 and implement pilot SCADA system to control substation components and facilitate load shifting through load reduction and other programs.

WATERWORKS - WATER

Water Treatment Plant

- Complete the electrical system upgrade design. Bid and start construction.
- Rehab both surge tanks. Sandblast and paint.
- Replace windows in main building.

Water Distribution

- Replace 35 old galvanized service lines on the roads scheduled for repaving.
- Replace 20 obsolete fire hydrants.
- Install 10 valves on hydrants that don’t have valves.
- Replace 10 old valves.
- Install 10 valves in new locations for better isolation.
- Test 170 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.
- Annual tests of approximately 1,619 backflow preventers.
- Service and maintain 15 pump stations with 34 pumps and motors.
- Delaware pump station-upgrade pumps, motors and controls.
- ETPP 2.5 million gallon water tank-replace roof, paint interior and exterior.

DEPARTMENTAL GOALS (CONTINUED)

WATERWORKS – WASTEWATER

Environmental Protection Agency (EPA) Remediation Plan Projects

East Plant Sewer Shed

- East Plant III to be completed in FY2015.
- East Plant IV to be completed in FY2015.

Central City Sewer Shed

- Project to be completed during FY2015.

Y-12 Sewer Shed

- Project to be completed during FY2015.

West End Sewer Shed

- Projected to be completed during FY2015.

Turtle Park Sewer Shed

- Project to be designed, bid, awarded and begin construction during FY2015.

Equalization Basins

- Construction contract approved and basins under construction during FY2015.

Public Outreach

- Prepare and mail a color coded information letter to residents prior to sewer work beginning in their neighborhood.
- Prepare and mail letters with specific repair information to residents that the contractor would be disturbing their property outside of the street rights-of-way.
- Prepare and have contractors distribute color coded door hanger notices.
- Prepared EPA Administrative Order cost summary and post quarterly on City's website.
- Continue to update information as it becomes available on the City's EPA website.
- Continue to distribute weekly construction information to media outlets and the City's website.

Wastewater Collection System

Turtle Park Wastewater Treatment Plant

- Replace Jet Mixers in two digesters.

Collection System

- Clear off 15,000 linear feet of sanitary sewer easements using city crews and mowing contractor by June 30, 2015.
- Flow monitoring of the sanitary sewer, post rehab work in the Emory Valley and East Plant Sewer Sheds.
- Continue to check the Emory Valley Sewer Shed for inflow and infiltration (I&I) during significant rainfall totals of 1-2 inches.
- Continue to check the East Plant Sewer Shed for I&I during significant rainfall totals of 1-2 inches.
- Continue to monitor and check for SSO's during rain events totaling 0.5 of an inch of rainfall or more.
- Continue to monitor ground water levels at 16 different manhole locations.
- Replace 39 manhole frames and covers due to street resurfacing.
- Service and maintain 47 sewer pump stations.
- Clean wet wells as requested.

DEPARTMENTAL GOALS (CONTINUED)

WATERWORKS – WASTEWATER (CONTINUED)

Collection System (Continued)

- Monitor 102 grease traps in the FOG program in conjunction with the Codes Department.
- Clean 37,000 ft. of grease lines (if needed) that are in conjunction with the grease traps.
- Clean and maintain 30,000 linear feet of problem sewer mains city-wide until rehab contractors can repair or replace them.

FY 2015 BUDGET OVERVIEW

City Council directed the City Manager to present a proposed budget that supports current council policies and guidance II-41. 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 reviews and adopts the School's budget during May. The Oak Ridge School Board submits to City Council their requested annual budget appropriation for the General Purpose School Fund and annual operational transfer request from the City to the Schools prior to second reading of the budget ordinance for City Council's review and adoption in June.

Details of the Oak Ridge School budget are under the purview of the Oak Ridge School Board. City Council appropriates the General Purpose School Fund total expenditure 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 budgeted appropriation as approved by City Council in late July 2014 is the one incorporated into this document and submitted to the State Comptroller's Office and State Department of Education. The Oak Ridge Schools issue a separate budget document that details their revenue and expenditure breakdown.

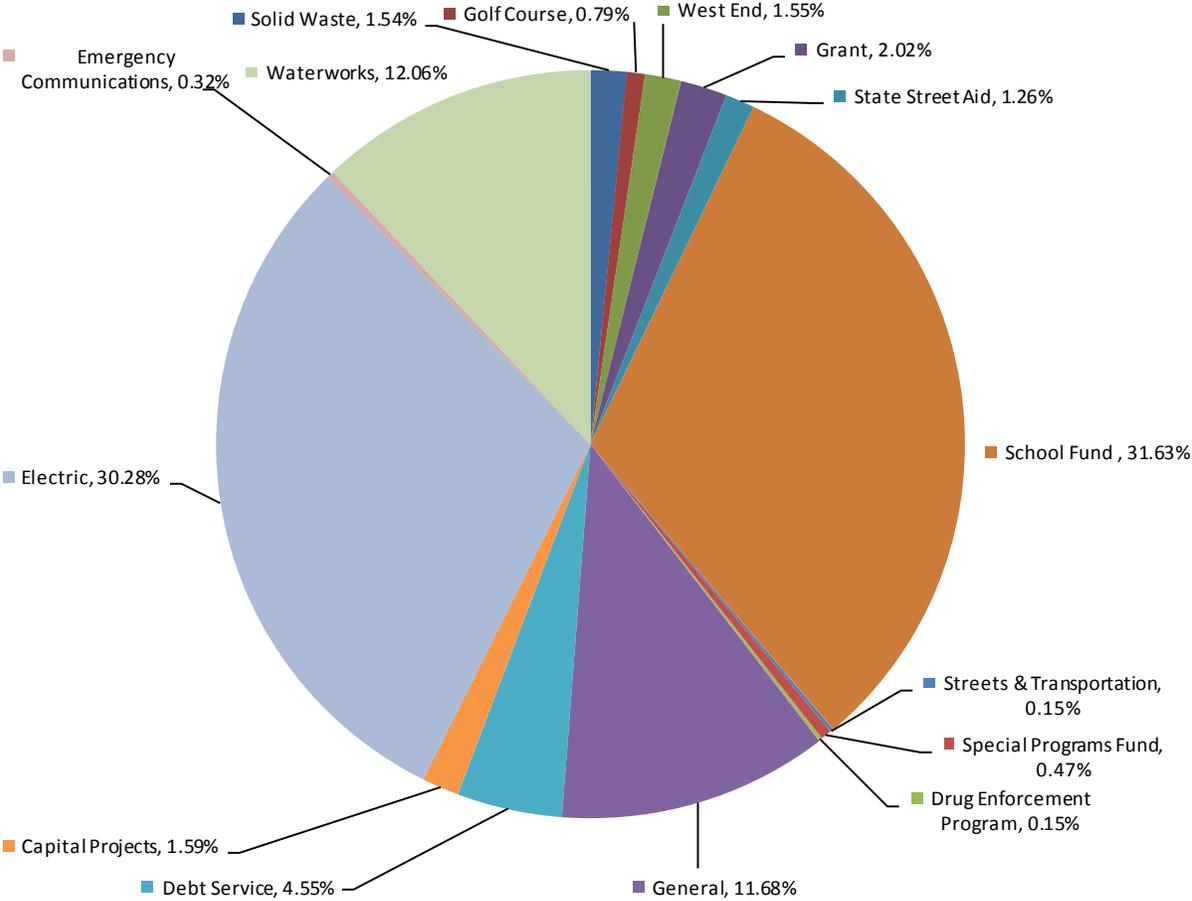
A combined summary spreadsheet of the revenues and expenditures for all City Funds is presented on the next page. The City's budgeted expenditures/expenses for fiscal 2015 for City Funds total \$175,726,603. Individual Fund schedules contained throughout this document provide comparisons between the fiscal 2014 and 2015 budgeted expenditures/expenses, as well as actual 2013 and projected 2014 expenditures/expenses for each Fund.



Summary of Revenues, Expenditures & Change in Fund Balance/Net Position- All Funds – FY 2015

	SPECIAL REVENUE FUNDS									ENTERPRISE FUNDS				Total All Funds		
	General Purpose School	Drug Enforcement Program	State Street Aid	Streets & Transpor- tation	Grant	Solid Waste	Golf Course	West End	Special Programs Fund	Debt Service	Capital Projects	Electric	Waterworks		Emergency Communi- cations	
REVENUES:																
Taxes	33,431,268	13,450,055	-	-	-	-	-	-	-	1,806,020	-	-	-	-	48,687,343	
Licenses & Permits	230,000	-	-	-	-	-	-	-	-	-	-	-	-	-	230,000	
Intergovernmental	3,392,000	23,709,217	40,000	755,000	200,125	3,370,252	-	-	-	892,732	998,687	-	-	390,728	33,748,741	
Charges for Services	312,568	304,000	-	-	-	1,004,000	-	-	-	-	-	54,604,943	23,017,602	100,000	79,343,113	
Fines & Forfeitures	376,000	-	45,000	-	-	-	-	-	15,000	-	-	-	-	-	436,000	
Other	547,286	2,788,673	1,750	200	50	-	-	1,113,404	2,574,610	-	9,000	2,000	968,274	202,758	1,400	8,209,405
Total Revenues	38,289,122	40,251,945	86,750	755,200	200,175	3,370,252	1,004,000	1,113,404	2,574,610	15,000	2,707,752	1,000,687	55,573,217	23,220,360	492,128	170,654,602
EXPENDITURES:																
General Government	1,918,015	-	-	-	-	164,619	-	-	-	-	-	-	-	-	-	2,082,634
Police	6,419,976	-	255,200	-	-	220,000	-	-	-	-	-	-	-	-	-	6,895,176
Fire	4,239,674	-	-	-	-	221,230	-	-	2,729,522	-	-	-	-	-	-	7,190,426
Public Works	2,232,508	-	-	731,000	-	300,000	2,704,000	-	-	-	-	-	-	-	-	5,967,508
Community Development	1,202,277	-	-	-	260,000	1,252,339	-	-	-	-	-	-	-	-	-	2,714,616
Recreation & Parks	3,133,200	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,133,200
Library	1,371,860	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	1,471,860
Other Activities	-	-	-	-	-	1,200,000	-	-	830,000	-	-	-	-	-	565,218	2,595,218
Education	-	55,588,127	-	-	-	-	-	-	-	-	-	-	-	-	-	55,588,127
Capital Outlay	-	-	-	1,490,000	-	-	-	-	-	-	2,797,272	-	-	-	-	4,287,272
Debt Service	-	-	-	-	-	95,000	-	-	-	8,000,000	-	-	-	-	-	8,095,000
Golf Operations	-	-	-	-	-	-	-	1,292,112	-	-	-	-	-	-	-	1,292,112
Utility Funds	-	-	-	-	-	-	-	-	-	-	-	53,217,523	21,195,931	-	-	74,413,454
Total Expenditures	20,517,510	55,588,127	255,200	2,221,000	260,000	3,553,188	2,704,000	1,292,112	2,729,522	830,000	8,000,000	2,797,272	53,217,523	21,195,931	565,218	175,726,603
Excess (Deficiency) of Revenues over Expenditures	17,771,612	(15,336,182)	(168,450)	(1,465,800)	(59,825)	(182,936)	(1,700,000)	(178,708)	(154,912)	(815,000)	(5,292,248)	(1,796,585)	2,355,694	2,024,429	(73,090)	(5,072,001)
OTHER FINANCING SOURCES (USES):																
Private Sources	-	-	-	-	-	-	-	-	-	511,863	-	-	-	-	-	511,863
Contingency	-	-	-	-	-	-	-	-	-	183,060	500,000	-	-	-	-	683,060
Transfers In	3,090,875	14,629,302	-	700,000	60,000	182,936	1,700,000	-	-	3,545,000	700,000	-	-	-	-	24,608,113
Transfers Out	(21,167,238)	-	-	-	-	-	-	-	-	(350,000)	-	(1,495,875)	(1,595,000)	-	-	(24,608,113)
Total Other Financing Sources (Uses)	(18,076,363)	14,629,302	-	700,000	60,000	182,936	1,700,000	-	-	-	3,889,923	1,200,000	(1,495,875)	(1,595,000)	-	1,194,923
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(304,751)	(706,880)	(168,450)	(765,800)	175	-	-	(178,708)	(154,912)	(815,000)	(1,402,325)	(596,585)	859,819	429,429	(73,090)	(3,877,078)
ESTIMATED FUND BAL NET POSITION 7/1/14																
	7,637,232	3,363,103	212,302	938,366	73,904	112,877	-	627,510	193,286	889,598	10,091,313	1,660,627	33,263,414	53,402,886	940,770	113,407,188
Waterworks Interfund Loan Repayment	238,095	-	-	-	-	-	-	-	-	-	-	-	-	-	-	238,095
ESTIMATED FUND BAL NET POSITION 6/30/15																
	7,570,576	2,656,223	43,852	172,566	74,079	112,877	-	448,802	38,374	74,598	8,688,988	1,064,042	34,123,233	53,832,315	867,680	109,768,205

Budgeted Expenditures/Expenses – All Funds 2015



Outlined below is a comparison of the final budgeted expenditures/expenses from the fiscal 2014 and fiscal 2015 appropriation ordinances by Fund.

<u>Fund</u>	Budget	Budget	Change	
	FY 2014	FY 2015	Dollars	Percent
General Fund Municipal Operations	\$ 20,245,788	\$ 20,517,510	\$ 271,722	1.3%
General Purpose School Fund	57,690,954	55,588,127	(2,102,827)	-3.8%
Drug Enforcement Program Fund	255,200	255,200	-	0.0%
State Street Aid Fund	2,210,450	2,221,000	10,550	0.5%
Street & Public Transportation Fund	260,000	260,000	-	0.0%
Grant Fund	2,179,401	3,553,188	1,373,787	38.7%
Solid Waste Fund	2,682,000	2,704,000	22,000	0.8%
Golf Course Fund	1,385,000	1,292,112	(92,888)	-7.2%
West End Fund	2,568,000	2,729,522	161,522	5.9%
Special Programs Fund	1,120,000	830,000	(290,000)	-34.9%
Debt Service Fund	8,212,544	8,000,000	(212,544)	-2.7%
Capital Projects Fund	3,030,000	2,797,272	(232,728)	-8.3%
Electric Fund	53,402,977	53,217,523	(185,454)	-0.3%
Waterworks Fund	20,725,051	21,195,931	470,880	2.2%
Emergency Communications District Fund	468,648	565,218	96,570	17.1%
TOTAL ALL FUNDS	<u>\$ 176,436,013</u>	<u>\$ 175,726,603</u>	<u>\$ (709,410)</u>	<u>-0.4%</u>

The budgeted appropriations of General Fund municipal operations increased \$271,722 while still maintaining the 2014 property tax rate. Fiscal 2015 General Fund's budgeted expenditures and operating transfers will be funded from a combination of a projected \$903,911 in increased revenues, \$262,411 net increase in operating transfers in from utility fund in-lieu of tax payments and a \$304,751 budgeted fund balance draw. Revenues were also utilized to reduce the fund balance draw from a budgeted amount of \$1,199,351 in fiscal 2014.

The \$2,102,827 budgeted expenditure reduction in the General Purpose School Fund reflects a reduction of \$1,911,480 in the utilization of fund balance draw and a \$191,347 reduction in budgeted revenues over fiscal 2014.

There was no or minimal changes in budgeted expenditures for the Drug Enforcement Program, State Street Aid and Street and Public Transportation Funds. The increase in budgeted expenditures in the Grant Fund of \$1,373,787 reflects the addition of budgeted expenditures from state and federal grant proceeds that are have been applied for or are anticipated to be received in fiscal 2015. The \$22,000 increase in funding in the Solid Waste Funds is for contractual inflationary increases for solid waste collection.

The 92,888 reduction in budgeted expenditures in the Golf Course Fund reflects an overall reduction in spending due to a downward cycle in revenues. Revenues vary from year to year based on weather. Expenditures are adjusted to cycle with revenues levels. The fiscal 2015 budget of the West End Fund increased by \$161,522 primarily due to the Fire Department assuming building maintenance and utilities fully for the fire station building. Funding from DOE will be increased to cover the additional costs for these duties.

The Special Programs Fund was added as a new Fund in fiscal 2011 to account for the revenues from Photo Enforcement Cameras. The photo enforcement camera contract expired in April 2014; the contract was not renewed and the cameras have been removed. The \$830,000 in budgeted expenditures for fiscal 2015 reflects the expenditure of fund balance created in prior fiscal years. It is anticipated that the Special Programs Fund will be closed at the end of fiscal 2015.

The \$212,544 decrease in Debt Service Fund expenditures reflects the fiscal 2015 amortization of existing debt service. The \$232,728 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 \$185,454 decrease in budgeted expenses in the Electric Fund reflects a stabilization of capital projects levels below the level required for new debt issuances resulting in lower depreciation, interest expense and tax equivalent payments. The \$470,880 increase in the Waterworks Fund is primarily for increased operating expenses and projected interest expense, including those to meet requirements of an Administrative Order (AO) from the US Environmental Protection Agency (EPA). The EPA order will result in significant capital improvements and higher operational expenses over the next few fiscal years. The \$96,570 increase in Emergency Communications District Fund expenses reflects funding of \$27,700 toward a new dispatcher position, \$30,000 for GIS systems and \$44,712 for depreciation related to the expenditures of grant proceeds in fiscal 2014 to update the security and technology in the emergency dispatch center and upgrades to the radio communications system.

FY 2015 Fund Balances/Net Position

Outlined below is a comparison of the change in the projected ending fiscal 2014 and fiscal 2015 fund balances or net position by Fund. Fund Balance 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.

	FY 2014	FY 2015	Change	
			Dollars	Percent
<u>FUND BALANCE</u>				
General Fund	\$ 7,637,232	\$ 7,570,576	\$ (66,656)	-0.9%
General Purpose School Fund	3,363,103	2,656,223	(706,880)	-21.0%
Drug Enforcement Program Fund	212,302	43,852	(168,450)	-79.3%
State Street Aid Fund	938,366	172,566	(765,800)	-81.6%
Street & Public Transportation Fund	73,904	74,079	175	0.2%
Grant Fund	112,877	112,877	-	0.0%
Solid Waste Fund	-	-	-	0.0%
Golf Course Fund	627,510	448,802	(178,708)	-28.5%
West End Fund	193,286	38,374	(154,912)	-80.1%
Special Programs Fund	889,598	74,598	(815,000)	-91.6%
Debt Service Fund	10,091,313	8,688,988	(1,402,325)	-13.9%
Capital Projects Fund	1,660,627	1,064,042	(596,585)	-35.9%
TOTAL FUND BALANCES	\$ 25,800,118	\$ 20,944,977	\$ (4,855,141)	-18.8%
<u>NET POSITION</u>				
Electric Fund	\$ 33,263,414	\$ 34,123,233	\$ 859,819	2.6%
Waterworks Fund	53,402,886	53,832,315	429,429	0.8%
Emergency Communications District Fund	940,770	867,680	(73,090)	-7.8%
TOTAL NET POSITION	\$ 87,607,070	\$ 88,823,228	\$ 1,216,158	1.4%

The fund balance of the General Fund is projected to decrease \$66,656 in fiscal 2015. This represents a \$304,751 fund balance draw for fiscal 2015 offset by a \$238,095 interfund loan payment from the Waterworks fund to the General Fund. The fiscal 2015 General Fund ending fund balance still maintains above a desired minimum fund balance of \$5,000,000. The City does not have a formal fund balance policy for the General Fund.

In fiscal 2015, the General Purpose School Fund has a budgeted fund balance draw of \$706,880. In the School Fund, draws from fund balance are generally utilized for non-recurring expenditures and must be in excess of the 3% fund balance required by the State.

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.

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 budgeted \$178,708 reduction in fund balance in the Golf Course Fund reflects increased expenditure levels for capital projects on the nearly 20 year-old facility and a lower revenue cycle.

The \$154,912 projected reduction in fund balance in the West End Fund is related to the expenditure for items for which the revenue was received in a prior fiscal year. The City provides fire and emergency medical services to the west end of Oak Ridge under a contract with the US Department of Energy. The contract has been extended through September 30, 2015.

The reduction of the fund balance of the Special Programs Fund to \$74,598 reflects the elimination of the Fund's revenue stream with the removal of the photo enforcement red light and speed cameras in April 2014. It is anticipated that the fund will be closed at the end of fiscal 2015.

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 \$66,522,506 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's share of local 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 \$1,402,325 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 \$8,688,988 at the end of fiscal 2015.

The fund balance of the Capital Projects Fund, projected to decrease \$596,585 in fiscal 2015, can vary greatly from year-to-year depending on the timing of long-term debt issuances and the related capital project expenditures.

The Net Position of the City's Enterprise Funds is projected to increase by \$1,216,158. \$859,819 of the increase is in the Electric Fund which reflects a stabilization level for that fund. The \$429,429 increase in the Waterworks Fund reflects rate increases in water and wastewater rates in mid-fiscal 2014 and 2015. The rate increase in January 2015 for water is anticipated to be 8% and wastewater 10%. The \$73,090 reduction in the Emergency Communications District Fund reflects higher expense levels for a new dispatcher and depreciation.

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

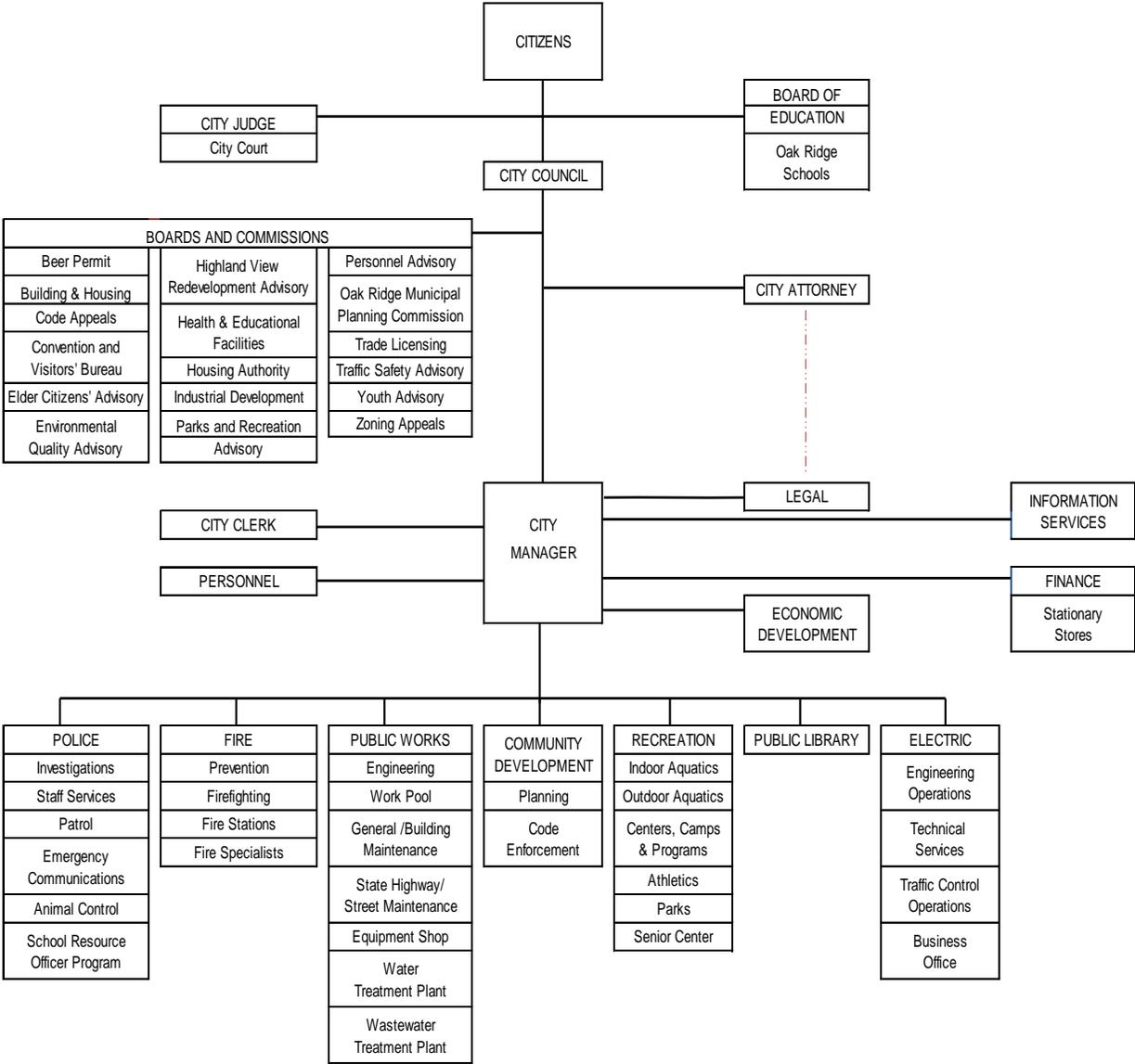
The City provides a wide range of services characteristic of similar jurisdictions in the State including public safety (police and fire protection), education, residential refuse collection, culture-recreational programs, street maintenance, public improvements, planning and zoning, economic development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

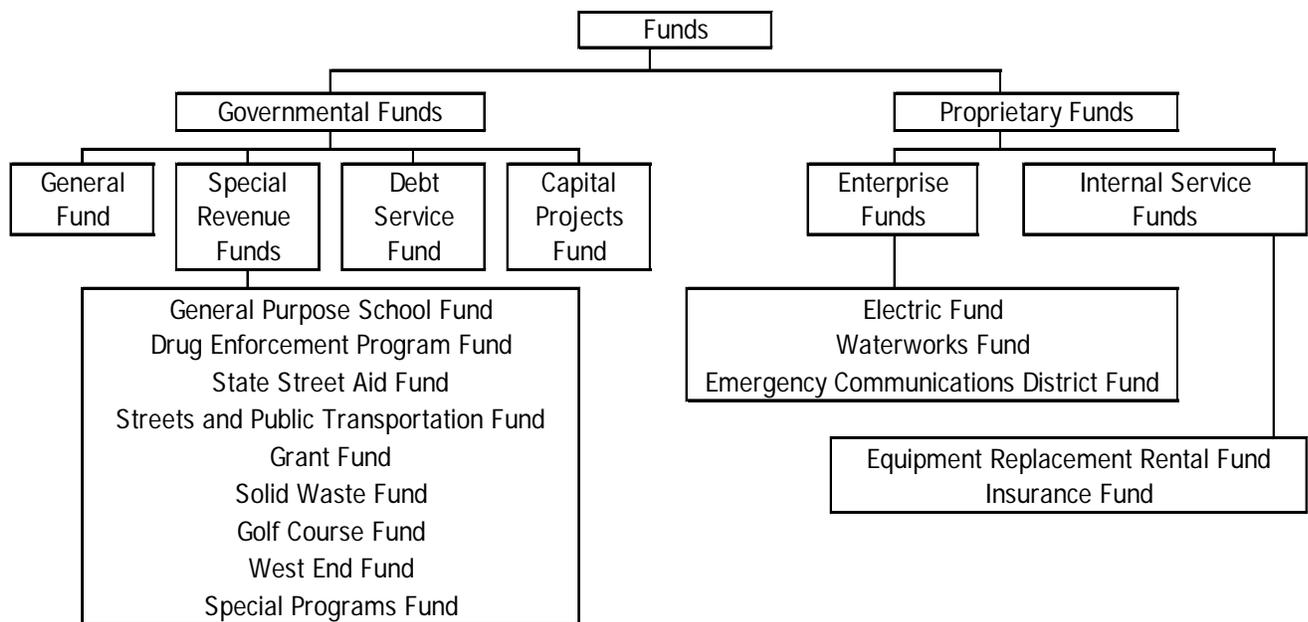
The City has received annually the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for its annual operating budget for the past 30 years. The award recognizes that the annual operating budget meets program criteria as a policy document, as an operations guide, as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

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, 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 three internal service funds, Insurance Fund and Equipment City Replacement Rental Fund, and are included in this Section V of this document. Budgets are not presented for the School's 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. Property tax revenues are recognized in the fiscal year for which they were levied. Licenses and permits, charges for services, fines and forfeitures, and all 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 position. 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. The Debt Management Policy does not contain a debt maximum level restriction, nor does the State law or the City Charter contain any maximum debt limits. 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 endeavor to 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.
14. Maintaining a \$5 million fund balance in the General Fund is an informal fund balance policy. The city does not have a formal fund balance policy.

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 accounting 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 2015 is presented on page II-41 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.

Revenues are budgeted based on historical patterns and adjusted as necessary for known variables that specifically impact the current budget year.

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 2015 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 2015 budget includes a 2.0% 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 14.98% for all regular city employees. The Retirement contribution percentage is adjusted biennially by the TCRS and will be reviewed again for fiscal 2017. 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 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 in early June. The Board of Education also presents the General Purpose School Fund budget at this time or minimally prior to second reading of the budget appropriation, 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.

A formal public hearing is held on the proposed budget at first reading of the budget appropriation by City Council. This meeting provides citizen input to Council on decisions and issues related to the budget. At this meeting, 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 June 30. Council approval of the Ordinance adopts the Budget for the fiscal year beginning July 1 and sets the tax rate for the upcoming year.

For fiscal 2015, City Council did not approve a major increase in funding requested by the Oak Ridge School Board. This action required the School Board to review and amend the School budget to reflect the reduced operational funding level approved by City Council. These revisions were submitted to City Council for adoption into the budget appropriation ordinance. The budget appropriations effective on July 31, 2014, are considered to be the original budget for city and school purposes. These were the budget appropriations that were submitted to the State Comptroller's Office and the State Department of Education.

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.

FY 2015 BUDGET CALENDAR

<u>Date</u>	<u>Event</u>	<u>Responsibility</u>
October	City Staff preparation of six-year Capital Improvements Program requests (FY 2015 – FY 2020)	Responsible Departments
10/24/13	Submission of Proposed Capital Improvements Program to Senior Management for preliminary review & approval	Community Development
10/30/13	Compile and Print Proposed Capital Improvements Program Document	Community Development
10/31/13	Submission of Proposed Capital Improvements Program to Planning Commission for review	Community Development
11/07/13	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
10/21/13	Approval of six-year Capital Improvements Program	Planning Commission
January to May	Preparation of Proposed Budget including budget projections, narratives and schedules	Finance Department
01/27/13	Transmittal of FY 2015 – 2020 Capital Improvements Program to City Council as a communication	Community Development
By March 31	Preparation and submission of all Budget Updates for FY 2015	All Departments
06/02/14	Budget Presentation by City Manager	City Manager
05/30/14	Proposed Budget to City Clerk and Public Library for Public Inspection	Finance Department
06/09/14 06/16/14 07/14/14	Public Hearing on FY 2015 Budget	City Council
06/09/14 07/14/14	Council Meeting for first reading of Appropriation Ordinance FY 2015 Budget	City Council
06/16/14 07/21/14	Council Meeting for second reading of Appropriation Ordinance FY 2015 Budget	City Council
07/07/14	Presentation of the final FY 2015 Schools Budget to City Council	School Board
07/31/14	Effective Date of Budget Ordinance	

CITY COUNCIL FY 2015 BUDGET GUIDANCE

NUMBER 05-39-2014

RESOLUTION

A RESOLUTION TO APPROVE POLICY GUIDANCE STATEMENTS FOR THE CITY MANAGER'S CONSIDERATION IN PREPARATION OF THE FY2015 BUDGET.

WHEREAS, City Council desires to provide policy guidance to the City Manager for his consideration in preparation of the FY2015 budget.

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

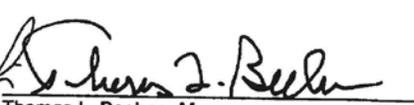
That the City Council hereby desires to provide policy guidance to the City Manager in preparation for the City of Oak Ridge FY2015 Budget, and provides the following guidance as statements of policy interests and inclusions within the proposed budget to be submitted by the City Manager on June 2, 2014, and such statements are provided to, but not limited to consideration by, the City Manager:

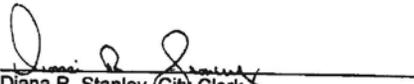
1. Enable the maintenance of the current property tax rate at FY2014 levels for the sixth year in a row.
2. City employees have not received pay increases above a nominal cost-of-living increase since FY2007 and it is an effort of the City Council to seek an increase above benefit levels, yielding a net increase in pay.
3. Continue efforts of the City with initiatives on housing, storm water enhancements, and continued work on the EPA Administrative Order maintenance plan.
4. Maintain City funding levels for the Oak Ridge School System and develop capital support for school building enhancements.
5. Continue internal reviews for cost savings that maintain or reduce costs of travel/training, internal services, review of positions, and maintenance of city facilities.
6. Support continued economic development efforts regionally.
7. Examine cost effective ways to support tourism industry with the Oak Ridge Convention and Visitors Bureau and other sources.

This the 12th day of May 2014.

APPROVED AS TO FORM AND LEGALITY:


Kenneth R. Krushenski, City Attorney


Thomas L. Beehan, Mayor


Diana R. Stanley, City Clerk

FY 2015 BUDGET ORDINANCES

ORDINANCE NO. 07-2014

TITLE

AN ORDINANCE TO AMEND ORDINANCE NO. 06-2014, WHICH ORDINANCE IMPOSES A TAX ON ALL PROPERTY WITHIN THE CITY, FIXING THE RATE OF THE TAX, ADOPTING A BUDGET, AND ADOPTING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 2014, BY AMENDING SAID APPROPRIATIONS.

WHEREAS, there exists a need to provide for two (2) amendments to the original appropriations for Fiscal Year 2015 and for the accomplishment of the same, a public hearing has been held before the City Council after ten (10) days' notice thereof published in The Oak Ridger, the official newspaper, as provided by law; and

WHEREAS, the Oak Ridge Board of Education amended their FY2015 budget and the amendment is to reflect the School's adopted, revised appropriation to the General Purpose School Fund for \$ 55,588,127 and

WHEREAS, a modification occurred to the City's Memorandum of Agreement (MOA) for Fire Protection and Emergency Response at East Tennessee Technology Park, dated September 11, 2011 during FY2015 revising the responsibility for janitorial, maintenance, and utilities for building K-1652 which is reflected in the amended West End Fund; and

WHEREAS, the City Manager has certified in writing that a sufficient amount of unappropriated revenue will be available for the needed amendment.

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

Section 1. Ordinance No. 06-2014, which adopts appropriations for Fiscal Year 2015, is hereby amended by revising Section 3 so that the same, as revised, will read as follows:

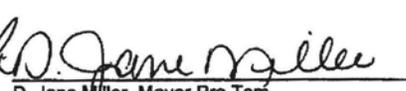
Section 3. In accordance with Article V, Section 13, of the Charter of the City of Oak Ridge, the following amounts shall be and hereby are adopted as appropriations by funds for the operation of the City of Oak Ridge, Tennessee, for Fiscal Year 2015:

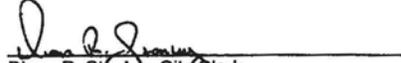
General Fund, Municipal Operations	\$ 20,517,510
Debt Service (Bond and Interest Redemption Fund)	\$ 8,000,000
State Street Aid Fund	\$ 2,221,000
Streets and Public Transportation Fund	\$ 260,000
Drug Enforcement Program Fund	\$ 255,200
Grant Fund	\$ 3,553,188
General Purpose School Fund	\$ 55,588,127
Golf Course Fund	\$ 1,292,112
Capital Projects Fund	\$ 2,797,272
Solid Waste Fund	\$ 2,704,000
West End Fund	\$ 2,729,522
Special Programs Fund	\$ 830,000

Section 2. 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

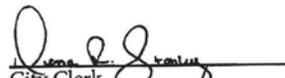

D. Jane Miller, Mayor Pro Tem


Diana R. Stanley, City Clerk

Publication Date: 07/03/2014
Public Hearing: 07/14/2014
First Reading: 07/14/2014
Publication Date: 07/17/2014
Second Reading: 07/21/2014
Publication Date: 07/24/2014
Effective Date: 07/31/2014

I, Diana R. Stanley, duly appointed City Clerk of the City of Oak Ridge, Tennessee, certify this document to be a true, correct, and complete copy of Ordinance No. 07-2014 as adopted by the Oak Ridge City Council on July 21, 2014.

This the 24th day of July 2014


City Clerk

TITLE

AN ORDINANCE TO PROVIDE REVENUE FOR MUNICIPAL PURPOSES FOR THE FISCAL YEAR BEGINNING JULY 1, 2014, 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 two (2) public hearings were held on June 9, 2014 and June 16, 2014 with the June 16, 2014 public hearing serving as the official Charter required public hearing; and

WHEREAS, in accordance with the requirements of said Charter section, meetings were held with City Council on April 3, 2014; April 10, 2014; April 17, 2014; and May 12, 2014 which served to provide guidance to the City Manager on the preparation of the proposed budget; and

WHEREAS, City Council met on June 9, 2014 and June 16, 2014 for official consideration and approval of said appropriation ordinance.

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, 2014 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 2014. 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 2015:

General Fund, Municipal Operations	\$ 20,517,510
Debt Service (Bond and Interest Redemption Fund)	\$ 8,000,000
State Street Aid Fund	\$ 2,221,000
Streets and Public Transportation Fund	\$ 260,000
Drug Enforcement Program Fund	\$ 255,200
Grant Fund	\$ 3,553,188
General Purpose School Fund	\$ 62,839,557
Golf Course Fund	\$ 1,292,112
Capital Projects Fund	\$ 2,797,272
Solid Waste Fund	\$ 2,704,000
West End Fund	\$ 2,597,110
Special Programs Fund	\$ 830,000

Section 4. The following amounts in the proprietary-type funds are projected expenses for Fiscal Year 2015 and are provided for informational purposes:

Electric Fund	\$ 53,217,523
Waterworks Fund	\$ 21,195,931
Emergency Communications District Fund	\$ 565,218

Section 5. In order to provide funds to meet the expenditure requirements, the following transfers are projected for Fiscal Year 2015 and are provided for informational purposes:

<u>To General Fund For Tax Equivalent</u>	
From Electric Fund	\$ 1,495,875
From Waterworks Fund	\$ 1,595,000
<u>To General Purpose School Fund for Operations</u>	
From General Fund	\$ 14,629,302
<u>To Debt Service Fund</u>	
From General Fund	\$ 3,545,000
<u>To Capital Projects Fund</u>	
From General Fund	\$ 350,000
From Debt Service Fund	\$ 350,000
<u>To State Street Aid Fund</u>	
From General Fund	\$ 700,000
<u>To Streets and Public Transportation Fund</u>	
From General Fund	\$ 60,000
<u>To Solid Waste Fund</u>	
From General Fund	\$ 1,700,000
<u>To Grant Fund</u>	
From General Fund	\$ 182,936

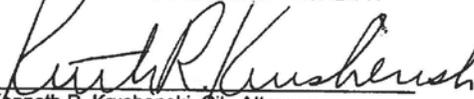
Section 6. All proceeds received through fines, forfeitures and the disposal of seized goods resulting from the City's drug enforcement program shall be used exclusively for that program. A Special Revenue Fund has been established and any funds expended will be limited to the funds collected for that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

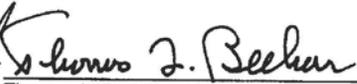
Section 7. The taxes levied under this Ordinance shall become due and payable, shall become delinquent and shall be subject to penalties, the execution of distress warrants and sale of property levied upon as provided by law.

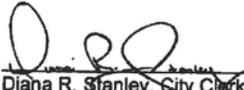
Section 8. The levy provided for herein shall be imposed on all taxable property as the same has been reported to the Council as a final total assessment of each class of property by the legally constituted Boards of Equalization for property situated in either Anderson County or Roane County within 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: 05-30-2014
Public Hearing: 06-09-2014
First Reading: 06-09-2014
Publication Date: 06-12-2014
Public Hearing: 06-16-2014
Second Reading: 06-16-2014
Publication Date: 06-19-2014
Effective Date: 06-26-2014

City of Oak Ridge
2013-2015 Summary of Financial Sources and Uses
Governmental Funds

	General Fund				Special Revenue Funds			
	2013	2014	2014	2015	2013	2014	2014	2015
	Actual	Budget	Projected	Budget	Actual	Budget	Projected	Budget
REVENUES:								
Taxes	32,584,159	32,788,544	32,849,981	33,431,268	-	-	-	-
Licenses & Permits	167,826	225,000	170,835	230,000	-	-	-	-
Intergovernmental	3,518,802	3,155,000	3,533,112	3,392,000	39,206,925	39,472,108	39,170,240	40,734,649
Charges for Services	367,081	326,000	320,750	312,568	4,358,415	4,750,428	4,326,403	4,688,514
Fines & Forfeitures	419,490	354,000	352,216	376,000	499,588	465,000	326,496	60,000
Private Sources	-	-	-	-	-	-	-	-
Other	562,679	536,667	555,277	547,286	2,930,029	3,970,653	2,756,965	3,888,173
Total Revenues	37,620,037	37,385,211	37,782,171	38,289,122	46,994,957	48,658,189	46,580,104	49,371,336
EXPENDITURES:								
General Government	1,781,549	1,897,185	1,873,165	1,918,015	-	-	-	-
Police	6,088,084	6,265,135	6,200,668	6,419,976	180,495	313,200	279,548	475,200
Fire	4,247,726	4,243,733	4,352,949	4,239,674	2,732,036	2,584,000	2,362,476	2,950,752
Public Works	1,955,325	1,998,082	2,000,581	2,232,508	3,307,651	3,401,000	3,392,792	3,435,000
Community/Economic Development	661,629	1,376,518	1,385,909	1,202,277	635,610	970,401	717,932	1,976,958
Recreation & Parks	2,883,613	3,049,626	2,998,163	3,133,200	-	-	-	-
Library	1,362,412	1,415,509	1,360,190	1,371,860	116,433	100,000	99,704	100,000
Other Activities/Contingencies	-	-	-	-	227,255	2,320,000	208,500	2,030,000
Education	-	-	-	-	54,195,000	57,690,954	57,169,371	55,588,127
Capital Outlay	-	-	-	-	725,133	1,491,450	537,526	1,490,000
Debt Service	-	-	-	-	80,522	95,000	136,961	95,000
Golf Operations	-	-	-	-	1,159,456	1,385,000	1,279,012	1,292,112
Total Expenditures	18,980,338	20,245,788	20,171,625	20,517,510	63,359,591	70,351,005	66,183,822	69,433,149
Excess (Deficiency) of Revenues over Expenditures	18,639,699	17,139,423	17,610,546	17,771,612	(16,364,634)	(21,692,816)	(19,603,718)	(20,061,813)
OTHER FINANCING SOURCES (USES):								
Contingency	-	-	-	-	-	-	-	-
Transfers In	3,393,631	2,914,085	3,012,318	3,090,875	16,354,551	16,691,389	16,620,389	17,272,238
Transfers Out	(21,216,021)	(21,252,859)	(21,431,859)	(21,167,238)	(300,000)	-	-	-
Total Other Financing Sources (Uses)	(17,822,390)	(18,338,774)	(18,419,541)	(18,076,363)	16,054,551	16,691,389	16,620,389	17,272,238
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	817,309	(1,199,351)	(808,995)	(304,751)	(310,083)	(5,001,427)	(2,983,329)	(2,789,575)
FUND BALANCE - 7/1	5,724,156	7,175,469	8,208,132	7,637,232	9,704,358	10,054,854	9,394,275	6,410,946
Interfund Loan Repayment	1,666,667	238,095	238,095	238,095	-	-	-	-
FUND BALANCE - 6/30	8,208,132	6,214,213	7,637,232	7,570,576	9,394,275	5,053,427	6,410,946	3,621,371

City of Oak Ridge
2013-2015 Summary of Financial Sources and Uses
Governmental Funds

	Debt Service Fund				Capital Projects Fund			
	2013 Actual	2014 Budget	2014 Projected	2015 Budget	2013 Actual	2014 Budget	2014 Projected	2015 Budget
REVENUES:								
Taxes	1,272,061	1,095,850	1,327,480	1,806,020	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-
Intergovernmental	892,732	892,732	892,732	892,732	101,251	1,000,000	100,000	998,687
Charges for Services	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-
Private Sources	402,611	511,863	402,714	511,863	-	-	-	-
Other	14,849	14,000	9,925	9,000	2,430	2,000	1,827	2,000
Total Revenues	2,582,253	2,514,445	2,632,851	3,219,615	103,681	1,002,000	101,827	1,000,687
EXPENDITURES:								
General Government	-	-	-	-	-	-	-	-
Police	-	-	-	-	-	-	-	-
Fire	-	-	-	-	-	-	-	-
Public Works	-	-	-	-	-	-	-	-
Community/Economic Development	-	-	-	-	-	-	-	-
Recreation & Parks	-	-	-	-	-	-	-	-
Library	-	-	-	-	-	-	-	-
Other Activities/Contingencies	-	-	-	-	-	-	-	-
Education	-	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	1,489,629	3,030,000	488,644	2,797,272
Debt Service	7,626,366	8,212,544	7,150,202	8,000,000	-	-	-	-
Golf Operations	-	-	-	-	-	-	-	-
Total Expenditures	7,626,366	8,212,544	7,150,202	8,000,000	1,489,629	3,030,000	488,644	2,797,272
Excess (Deficiency) of Revenues over Expenditures	(5,044,113)	(5,698,099)	(4,517,351)	(4,780,385)	(1,385,948)	(2,028,000)	(386,817)	(1,796,585)
OTHER FINANCING SOURCES (USES):								
Contingency	-	199,002	-	183,060	-	1,000,000	-	500,000
Transfers In	4,311,470	4,311,470	4,311,470	3,545,000	500,000	500,000	500,000	350,000
Transfers Out	-	-	-	(350,000)	300,000	-	-	350,000
Total Other Financing Sources (Uses)	4,311,470	4,510,472	4,311,470	3,378,060	800,000	1,500,000	500,000	1,200,000
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(732,643)	(1,187,627)	(205,881)	(1,402,325)	(585,948)	(528,000)	113,183	(596,585)
FUND BALANCE - 7/1	11,029,837	10,108,354	10,297,194	10,091,313	2,133,392	1,555,483	1,547,444	1,660,627
Interfund Loan Repayment	-	-	-	-	-	-	-	-
FUND BALANCE - 6/30	10,297,194	8,920,727	10,091,313	8,688,988	1,547,444	1,027,483	1,660,627	1,064,042

City of Oak Ridge
2013-2015 Summary of Financial Sources and Uses
Governmental Funds

	Total Governmental Funds			
	2013 Actual	2014 Budget	2014 Projected	2015 Budget
REVENUES:				
Taxes	33,856,220	33,884,394	34,177,461	35,237,288
Licenses & Permits	167,826	225,000	170,835	230,000
Intergovernmental	43,719,710	44,519,840	43,696,084	46,018,068
Charges for Services	4,725,496	5,076,428	4,647,153	5,001,082
Fines & Forfeitures	919,078	819,000	678,712	436,000
Private Sources	402,611	511,863	402,714	511,863
Other	3,509,987	4,523,320	3,323,994	4,446,459
Total Revenues	<u>87,300,928</u>	<u>89,559,845</u>	<u>87,096,953</u>	<u>91,880,760</u>
EXPENDITURES:				
General Government	1,781,549	1,897,185	1,873,165	1,918,015
Police	6,268,579	6,578,335	6,480,216	6,895,176
Fire	6,979,762	6,827,733	6,715,425	7,190,426
Public Works	5,262,976	5,399,082	5,393,373	5,667,508
Community/Economic Development	1,297,239	2,346,919	2,103,841	3,179,235
Recreation & Parks	2,883,613	3,049,626	2,998,163	3,133,200
Library	1,478,845	1,515,509	1,459,894	1,471,860
Other Activities/Contingencies	227,255	2,320,000	208,500	2,030,000
Education	54,195,000	57,690,954	57,169,371	55,588,127
Capital Outlay	2,214,762	4,521,450	1,026,170	4,287,272
Debt Service	7,706,888	8,307,544	7,287,163	8,095,000
Golf Operations	1,159,456	1,385,000	1,279,012	1,292,112
Total Expenditures	<u>91,455,924</u>	<u>101,839,337</u>	<u>93,994,293</u>	<u>100,747,931</u>
Excess (Deficiency) of Revenues over Expenditures	(4,154,996)	(12,279,492)	(6,897,340)	(8,867,171)
OTHER FINANCING SOURCES (USES):				
Contingency	-	1,199,002	-	683,060
Transfers In	24,559,652	24,416,944	24,444,177	24,258,113
Transfers Out	<u>(21,216,021)</u>	<u>(21,252,859)</u>	<u>(21,431,859)</u>	<u>(21,167,238)</u>
Total Other Financing Sources (Uses)	<u>3,343,631</u>	<u>4,363,087</u>	<u>3,012,318</u>	<u>3,773,935</u>
Excess (Deficiency) of Revenues and Other Sources over Expenditures and Other Uses	(811,365)	(7,916,405)	(3,885,022)	(5,093,236)
FUND BALANCE - 7/1	<u>28,591,743</u>	<u>28,894,160</u>	<u>29,447,045</u>	<u>25,800,118</u>
Interfund Loan Repayment	1,666,667	238,095	238,095	238,095
FUND BALANCE - 6/30	<u>29,447,045</u>	<u>21,215,850</u>	<u>25,800,118</u>	<u>20,944,977</u>

City of Oak Ridge
2013-2015 Summary of Financial Sources and Uses
Proprietary Funds

	Enterprise Funds				Internal Service Funds			
	2013 Actual	2014 Budget	2014 Projected	2015 Budget	2013 Actual	2014 Budget	2014 Projected	2015 Budget
OPERATING REVENUES:								
Intergovernmental	271,179	261,197	272,948	390,728	-	-	-	-
Charges for Services	75,509,278	75,971,446	77,255,623	77,722,545	12,040,944	12,061,789	11,895,138	11,996,000
Other	1,422,631	1,122,783	1,071,747	1,160,532	-	-	-	-
Total Operating Revenues	77,203,088	77,355,426	78,600,318	79,273,805	12,040,944	12,061,789	11,895,138	11,996,000
OPERATING EXPENDITURES:								
Other Activities	270,669	328,452	328,400	386,652	8,812,398	9,070,000	8,882,670	9,244,095
Power Purchased	41,620,223	42,303,614	42,654,592	42,318,831	-	-	-	-
Water Purchased	1,924,528	2,196,435	2,144,648	2,183,186	-	-	-	-
Economic Development	296,000	217,000	213,182	217,000	-	-	-	-
Operating Expenses	18,017,825	19,184,678	19,458,286	19,826,786	-	-	-	-
Maintenance Expenses	-	-	-	-	2,296,777	2,435,000	2,268,914	2,315,000
Depreciation and Amortization	6,984,091	7,476,380	6,705,930	7,037,642	663,631	600,000	619,098	700,000
Total Operating Expenditures	69,113,336	71,706,559	71,505,038	71,970,097	11,772,806	12,105,000	11,770,682	12,259,095
Operating Income (Loss)	8,089,752	5,648,867	7,095,280	7,303,708	268,138	(43,211)	124,456	(263,095)
Nonoperating Revenues								
(Expenses):								
Grant Proceeds	33,931	-	-	-	-	-	-	-
Capital Contributions	1,956,975	-	-	-	-	-	-	-
Interest Revenue	16,499	51,900	11,398	11,900	6,791	6,500	4,299	5,000
EPA Judgement	(171,000)	-	-	-	-	-	-	-
Interest Expenses	(1,654,464)	(2,890,117)	(2,289,566)	(3,008,575)	(20,972)	(18,755)	(18,755)	(47,668)
Other income	553,085	-	-	-	24,082	10,000	59,009	15,000
Total Nonoperating Revenues	735,026	(2,838,217)	(2,278,168)	(2,996,675)	9,901	(2,255)	44,553	(27,668)
(Expenses)	735,026	(2,838,217)	(2,278,168)	(2,996,675)	9,901	(2,255)	44,553	(27,668)
Change in Net Position Before	8,824,778	2,810,650	4,817,112	4,307,033	278,039	(45,466)	169,009	(290,763)
Operating Transfers	8,824,778	2,810,650	4,817,112	4,307,033	278,039	(45,466)	169,009	(290,763)
Operating Transfers Out	(2,911,268)	(2,914,085)	(3,012,318)	(3,090,875)	-	-	-	-
Change in Net Position	5,913,510	(103,435)	1,804,794	1,216,158	278,039	(45,466)	169,009	(290,763)
NET POSITION 7/1	79,888,765	82,328,595	85,802,275	87,607,070	5,120,740	6,235,949	5,398,779	5,567,788
NET POSITION 6/30	85,802,275	82,225,160	87,607,069	88,823,228	5,398,779	6,190,483	5,567,788	5,277,025

City of Oak Ridge
2013-2015 Summary of Financial Sources and Uses
Proprietary Funds

	Total Proprietary Funds			
	2013 Actual	2014 Budget	2014 Projected	2015 Budget
<u>OPERATING REVENUES:</u>				
Intergovernmental	271,179	261,197	272,948	390,728
Charges for Services	87,550,222	88,033,235	89,150,761	89,718,545
Other	1,422,631	1,122,783	1,071,747	1,160,532
Total Operating Revenues	<u>89,244,032</u>	<u>89,417,215</u>	<u>90,495,456</u>	<u>91,269,805</u>
<u>OPERATING EXPENDITURES:</u>				
Other Activities	9,083,067	9,398,452	9,211,070	9,630,747
Power Purchased	41,620,223	42,303,614	42,654,592	42,318,831
Water Purchased	1,924,528	2,196,435	2,144,648	2,183,186
Economic Development	296,000	217,000	213,182	217,000
Operating Expenses	18,017,825	19,184,678	19,458,286	19,826,786
Maintenance Expenses	2,296,777	2,435,000	2,268,914	2,315,000
Depreciation and Amortization	7,647,722	8,076,380	7,325,028	7,737,642
Total Operating Expenditures	<u>80,886,142</u>	<u>83,811,559</u>	<u>83,275,720</u>	<u>84,229,192</u>
Operating Income (Loss)	8,357,890	5,605,656	7,219,736	7,040,613
Nonoperating Revenues				
<u>(Expenses):</u>				
Grant Proceeds	33,931	-	-	-
Capital Contributions	1,956,975	-	-	-
Interest Revenue	23,290	58,400	15,697	16,900
EPA Judgement	(171,000)	-	-	-
Interest Expenses	(1,675,436)	(2,908,872)	(2,308,321)	(3,056,243)
Other income	577,167	10,000	59,009	15,000
Total Nonoperating Revenues (Expenses)	<u>744,927</u>	<u>(2,840,472)</u>	<u>(2,233,615)</u>	<u>(3,024,343)</u>
Change in Net Position Before Operating Transfers	9,102,817	2,765,184	4,986,121	4,016,270
Operating Transfers Out	<u>(2,911,268)</u>	<u>(2,914,085)</u>	<u>(3,012,318)</u>	<u>(3,090,875)</u>
Change in Net Position	6,191,549	(148,901)	1,973,803	925,395
NET POSITION 7/1	<u>85,009,505</u>	<u>88,564,544</u>	<u>91,201,054</u>	<u>93,174,858</u>
NET POSITION 6/30	<u>91,201,054</u>	<u>88,415,643</u>	<u>93,174,857</u>	<u>94,100,253</u>

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 2015, 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 \$41,684,748, an increase of \$186,101 or 0.45% from fiscal 2014 levels.

Municipal expenditures are budgeted at \$20,517,510, an increase of \$271,722 or 1.3% over fiscal 2014 levels.

Operating transfers out are budgeted at \$21,167,238, a \$85,621 or 0.4% reduction.



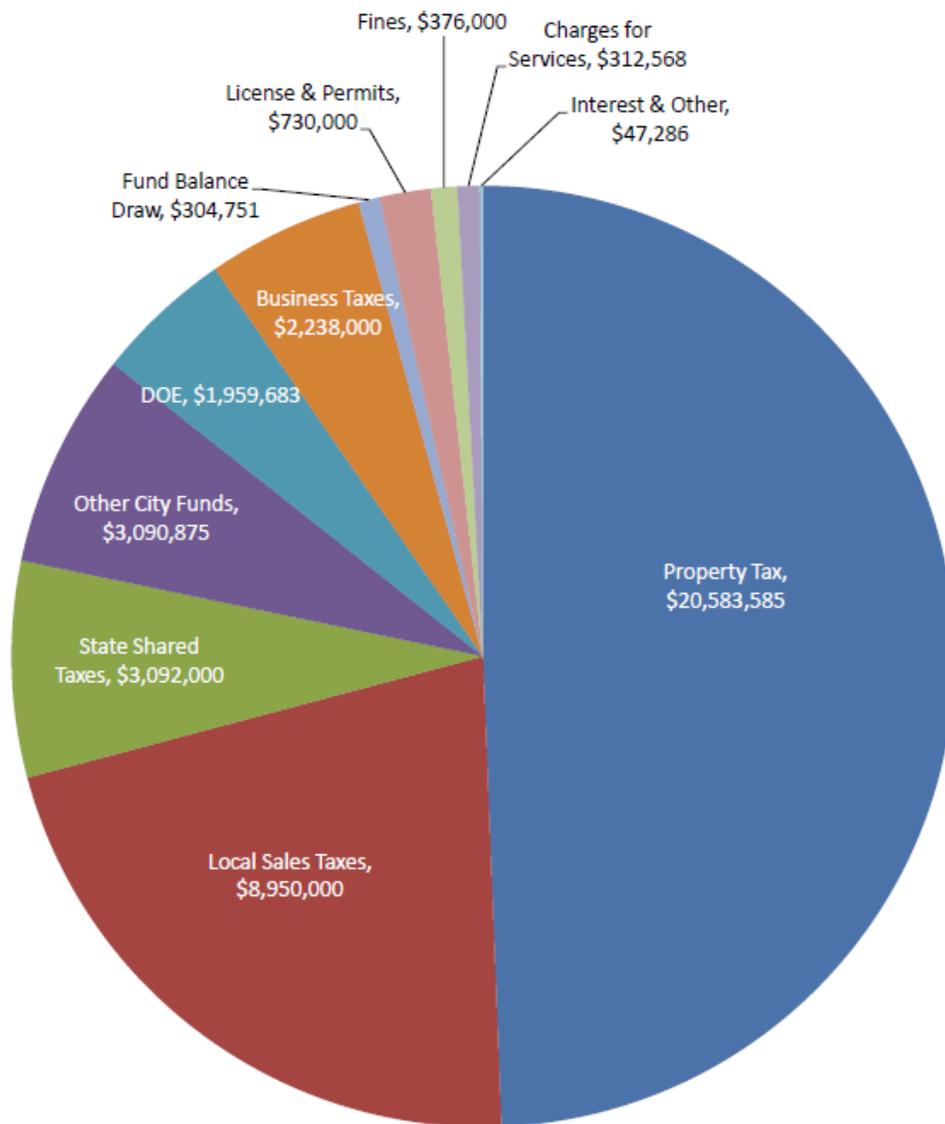
In order to maintain the property tax rate at the fiscal 2014 level of \$2.39 per hundred dollars of assessed valuation, the fiscal 2014 General Fund budget is balanced by a \$304,751 fund balance draw. This is the seventh consecutive fiscal year that there has been not been an increase in the property tax rate.

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. Included in operating transfers out is the City's contribution toward the operations of the Oak Ridge Schools, an increase of \$766,470 over the fiscal 2014 level to \$14,629,302. This restores the City's operating transfer to the Oak Ridge Schools at fiscal 2012 levels.

GENERAL FUND REVENUES

General Fund revenues for fiscal 2015 are projected at \$38,289,122, an increase of \$903,911 or 2.4% from the previous year. Additional funding of \$3,090,875 will be provided through an operating transfer from in-lieu of property tax (PILOT) payments from the City's Electric and Waterworks Funds and a budgeted \$304,751 fund balance draw for fiscal 2015. At the end of fiscal 2014, the fund balance of the General Fund was sufficient to allow this draw while still maintaining adequate fund balance levels. The General Fund's primary revenue sources are from property taxes (49.38%), local sales taxes (21.47%), state-shared taxes (7.42%) and other City Funds (7.41%). A General Fund Summary of Revenues by Source can be found on page III-25.

General Fund Revenues by Source, Budget 2015:



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 49.38% of total General Fund revenues. Property tax revenues are budgeted at \$20,583,585 for 2015.

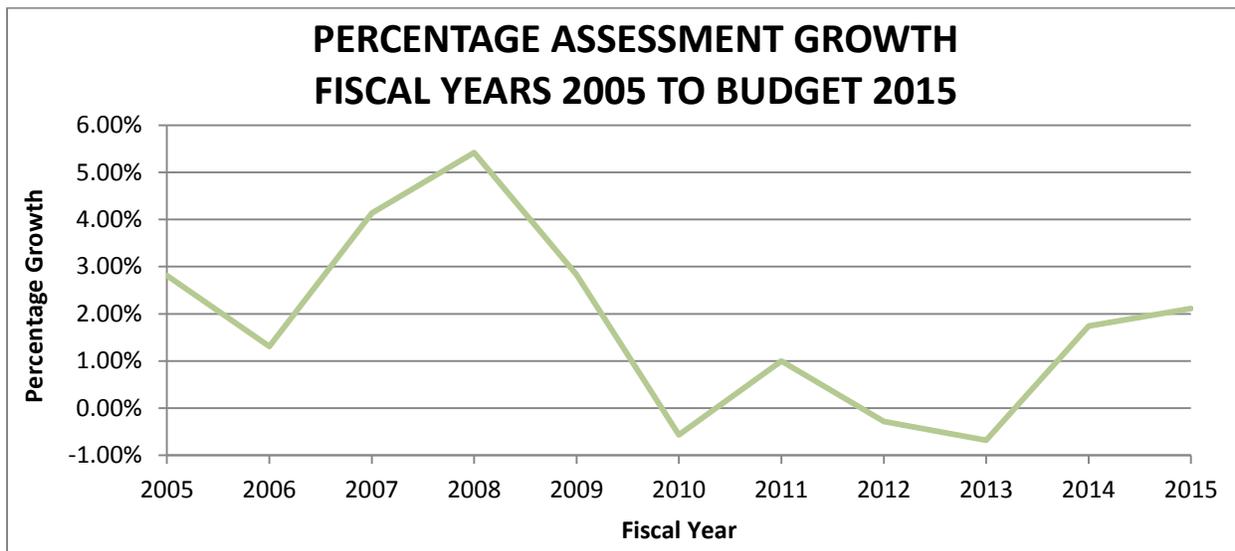
The last reappraisal of property located in Oak Ridge was conducted for tax year 2010, which funded fiscal year 2011. The Tennessee State Board of Equalization "certified" the City 2010 tax year base property tax rate at \$2.39 per hundred dollars of assessed valuation. A property reappraisal is conducted 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 2015 expenditures by Ordinance 06-2014 located on page II-15 of this document. Overall, the fiscal 2015 projected assessed valuations for real, personal property and public utilities are projected to increase 2.2% from fiscal 2014. Assessed valuation projections are based on the current status of the 2014 tax roll, which funds fiscal 2015, as maintained by the applicable county tax assessor's office. The real property assessed valuation for the 2014 tax roll is projected to increase by 2.2%.

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 2014 personal property assessed valuations are projected to increase 3.6%. The assessed valuation of public utilities, primarily phone infrastructure, had been declining for the past several years; however this trend seemed to have stopped in fiscal 2013. The public utility assessed valuation for the 2014 tax roll is projected to increase by 1.2% based on the actual 2013 tax roll values. The \$2.39 property tax rate is projected to generate \$19,842,000 in tax revenues from real, personal and public utilities assessments in fiscal 2015.

An additional \$150,000 is budgeted from interest and penalties on late tax payments and \$591,585 from in-lieu of tax (PILOT) 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 2005 through 2013 and projected 2014 and budget 2015. 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 2013 2012 LEVY	BUDGET FY 2014 2013 LEVY	PROJECTED FY 2014 2013 LEVY	BUDGET FY 2015 2014 LEVY	BUDGET FY 15 vs 14	% CHANGE
ASSESSED VALUATION:						
Real Property	\$ 742,498,598	\$ 751,931,079	\$ 751,025,513	\$ 768,214,300	\$ 16,283,221	2.2
Personal Property	46,264,384	49,672,387	51,493,765	51,493,765	1,821,378	3.7
Public Utilities	10,420,634	10,420,634	10,554,576	10,554,576	133,942	1.3
Total Assessed Valuation	\$ 799,183,616	\$ 812,024,100	\$ 813,073,854	\$ 830,262,641	\$ 18,238,541	2.2
TAX RATE PER \$100 VALUATION	\$ 2.39	\$ 2.39	\$ 2.39	\$ 2.39	\$ -	0.0
PROPERTY TAX REVENUES:						
Real Property Taxes	\$ 17,599,875	\$ 17,971,000	\$ 17,935,000	\$ 18,360,000	\$ 389,000	2.2
Personal Property Taxes	1,050,658	1,187,000	1,270,000	1,230,000	43,000	3.6
Public Utility Taxes	248,964	249,000	251,000	252,000	3,000	1.2
Interest and Penalties	255,931	135,000	285,000	150,000	15,000	11.1
Total Property Tax Revenues	\$ 19,155,428	\$ 19,542,000	\$ 19,741,000	\$ 19,992,000	\$ 450,000	2.3

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**

TAX YEAR	FISCAL YEAR	ANDERSON COUNTY, TENNESSEE			ROANE COUNTY, TENNESSEE		
		CITY	COUNTY	TOTAL	CITY	COUNTY	TOTAL
2004	2005	2.87	3.22	6.09	2.87	2.445	5.315
2005	2006	** 2.55	2.68	5.23	** 2.55	2.02	4.57
2006	2007	2.55	2.68	5.23	2.55	2.02	4.57
2007	2008	2.65	2.68	5.33	2.65	2.27	4.92
2008	2009	2.77	2.68	5.45	2.77	2.27	5.04
2009	2010	2.77	2.68	5.45	2.77	2.36	5.13
2010	2011	** 2.39	2.26	4.65	** 2.39	1.9051	4.2951
2011	2012	2.39	2.35	4.74	2.39	1.97	4.36
2012	2013	2.39	2.35	4.74	2.39	1.97	4.36
2013	2014	2.39	2.347	4.74	2.39	1.97	4.36
2014	2015	2.39	Not Available		2.39	Not Available	

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 2015 Average Household Contribution per Month (Based on \$140,000 at a \$2.39 Tax Rate):

	FY 2015 <u>Monthly Contribution</u>
Property Tax Supported Operations:	
School Operations	\$ 24.47
Police	10.73
Solid Waste (includes monthly recycle \$7 fee)	9.84
Fire	7.08
Debt Service	5.92
Parks & Recreation	5.24
General Government	3.21
City Building & Street Maintenance (Public Works)	3.20
Library	2.29
Traffic and Street Lighting	1.81
Community and Economic Development	2.33
Capital Projects/Maintenance	<u>0.59</u>
MONTHLY TAX TOTAL	\$ <u><u>76.71</u></u>
 Average Monthly Residential Utility Costs:	
Electricity	\$ 138.38
Water	27.17
Wastewater	<u>39.10</u>
MONTHLY UTILITY TOTAL	\$ <u><u>204.65</u></u>

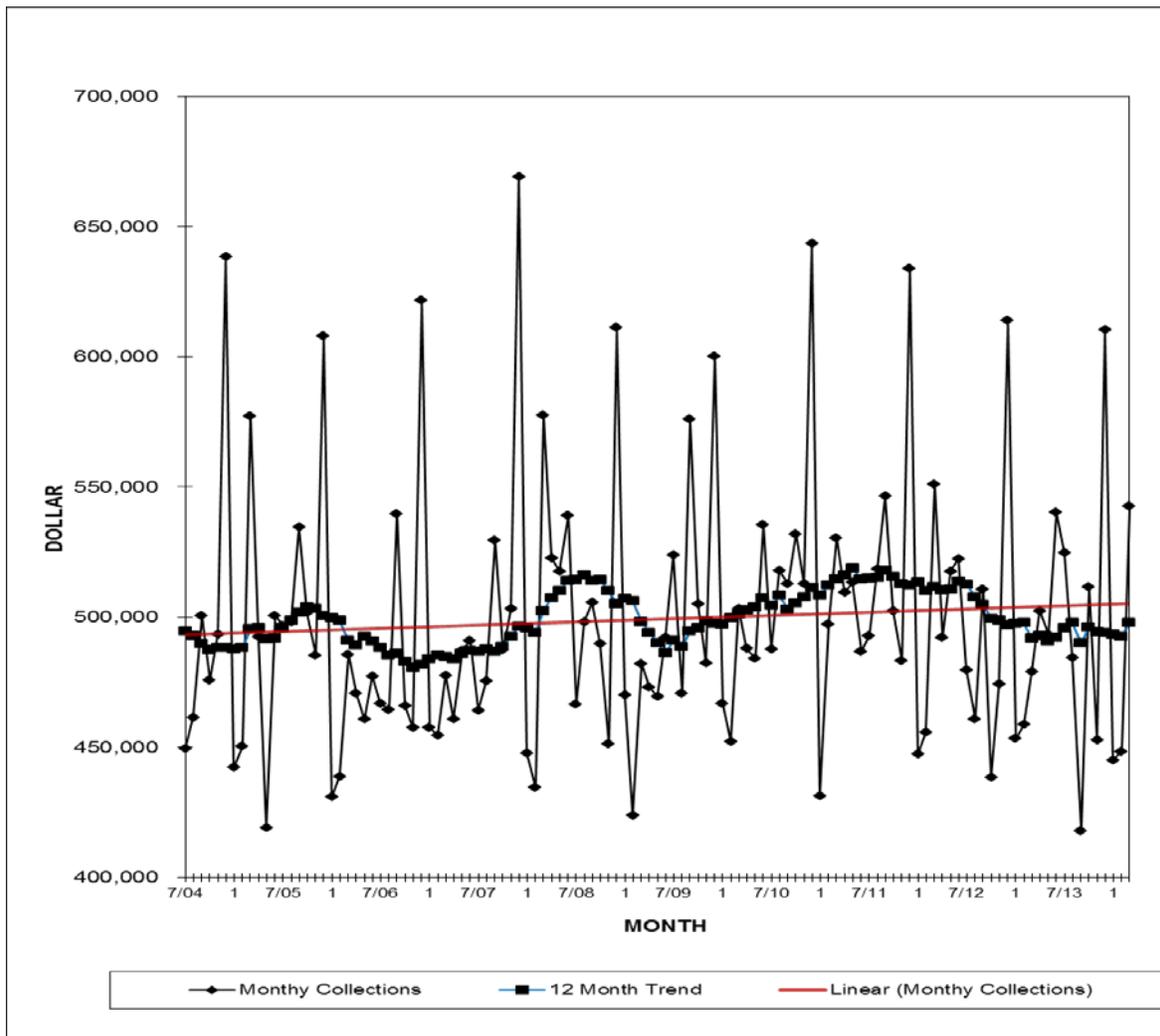
Local Sales Taxes

Local Sale Tax revenues are the General Fund's second largest revenue source at 21.47% of total General Fund revenues. Local sales tax revenues are budgeted at \$8,950,000 for fiscal 2015, down 1.6% or \$140,000 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 7.0% 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 Oak Ridge High School (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 0.5% increase was split between Oak Ridge and Anderson County effective July 1, 2006. The City's share of the additional 0.5% 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 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
Local Sales Taxes:						
Anderson County	\$ 5,905,659	\$ 6,100,000	\$ 6,035,000	\$ 6,350,000	250,000	4.1
City Sales Tax - Roane Co.	626,759	455,000	420,000	435,000	(20,000)	-4.4
Roane County	3,102,455	2,255,000	2,080,000	2,165,000	(90,000)	-4.0
Total Local Sales Taxes	9,634,873	8,810,000	8,535,000	8,950,000	140,000	1.6

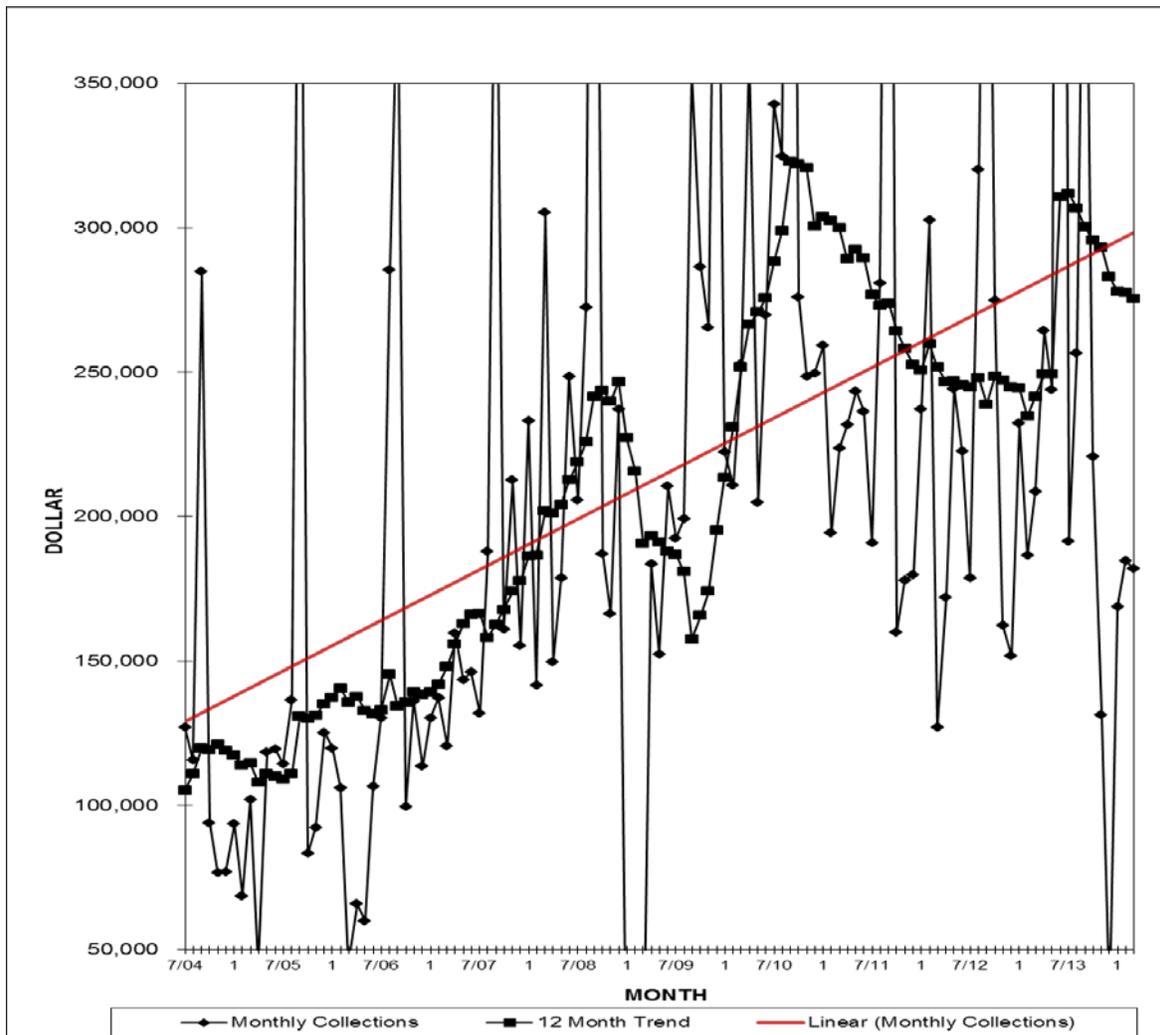
Local sales tax collections in the Anderson County portion of Oak Ridge are budgeted at \$6,350,000, a \$250,000 or 4.1% increase over budget 2014. Fiscal 2014 collections are projected to be 2.2% above actual fiscal 2013 collections. The projected higher local sales tax growth levels in Oak Ridge/Anderson County are based on recent retail developments opened during fiscal 2014 and those anticipated to be opened in Oak Ridge during fiscal 2015. As shown on the graph below, sales tax collections have been sporadic but overall have increased an average of 0.3% per year since fiscal 2004.

OAK RIDGE/ANDERSON COUNTY LOCAL SALES TAX REVENUE July 2004 to March 2014



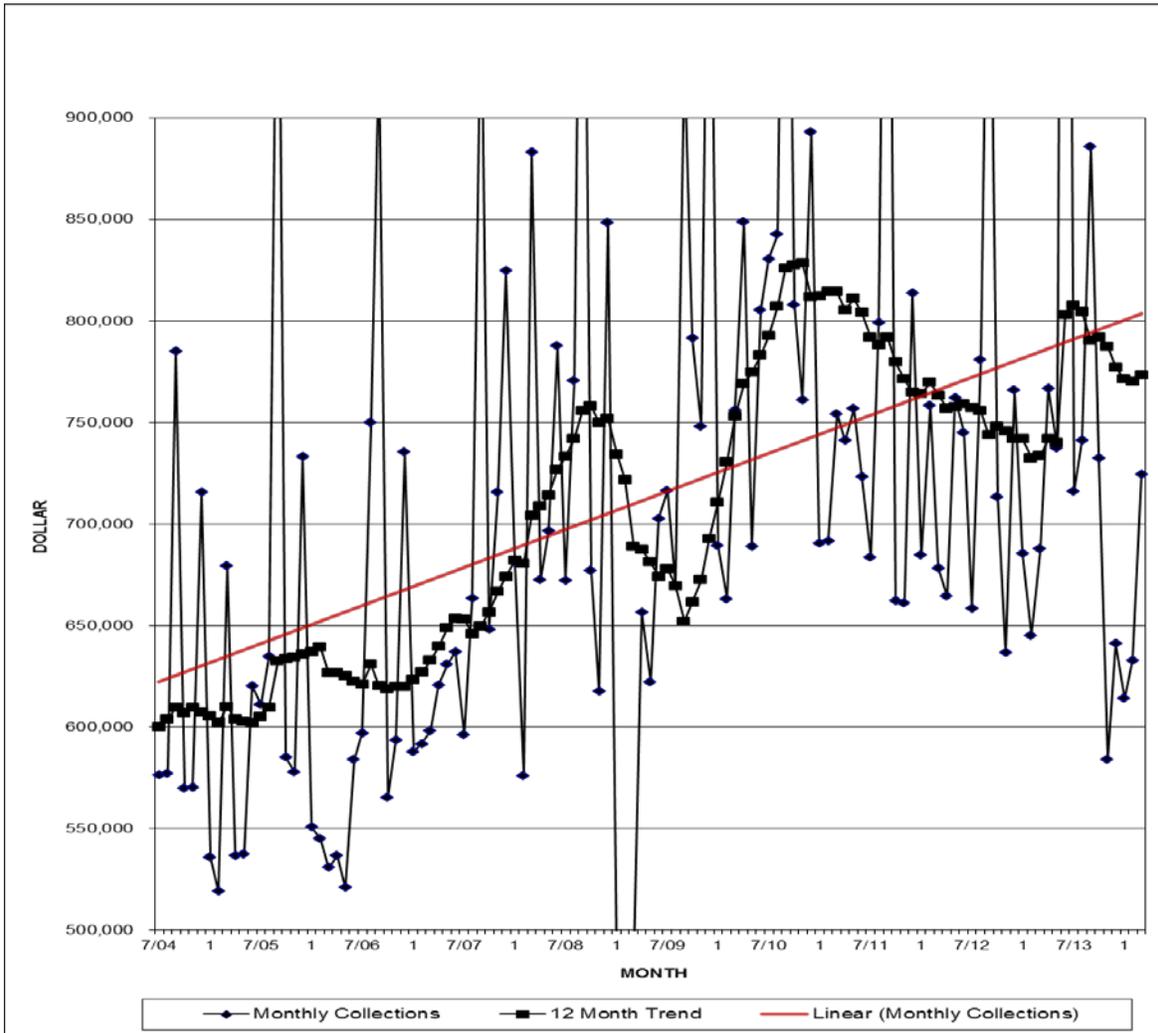
Local sales tax collections in the Roane County portion of Oak Ridge are budgeted at \$2,600,000, a \$110,000 or 4.1% decrease from budget 2014 based on recent trends. As shown on the graph below, collections in the Roane County portion of Oak Ridge fluctuated widely over the past 10 years, but overall have increased 12.2% 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. Collections in fiscal 2005 to 2013 increased significantly due to modernization programs at ORNL and federal stimulus award spending. Collections were unusually high in fiscal 2013, up \$782,287 from fiscal 2012 levels. Collections for fiscal 2014 are projected to be \$1,229,214 below fiscal 2013 levels. Budgeted fiscal 2015 collections are estimated to be \$110,000 below budget 2014. The projected reductions in actual sales tax collections for fiscals 2014 and 2015 reflects the decline in spending by local federal contractors from federal stimulus awards.

OAK RIDGE/ROANE COUNTY LOCAL SALES TAX REVENUE
July 2004 to March 2014



Combined local sale and use tax collections the Oak Ridge portions of both Anderson and Roane Counties since July 2004 are shown on the following graph, reflecting the trends described above.

Oak Ridge Anderson/Roane County Local Sales Tax Collections
July 2004 to March 2014

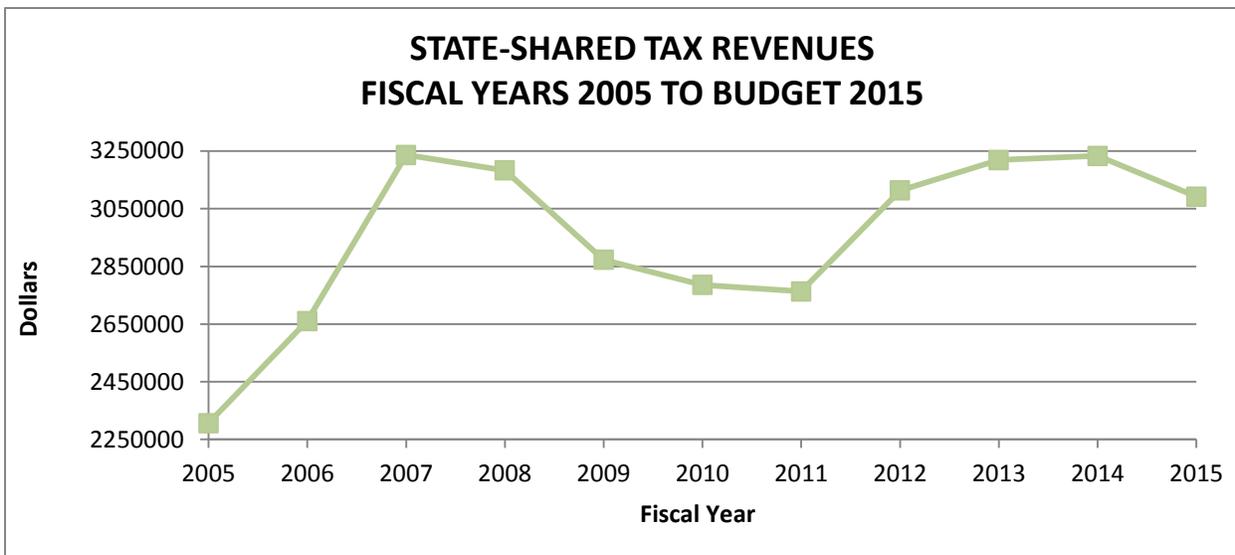


State Shared Taxes

Revenues provided from state-shared taxes, budgeted at \$3,092,000, comprise 7.42% 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 \$2,150,000, and income tax, budgeted at \$425,000 as outlined below.

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
State Shared Taxes:						
Sales Tax	2,029,969	2,030,000	2,095,000	2,150,000	120,000	5.9
Income Tax	476,902	405,000	425,000	425,000	20,000	4.9
TVA Impact	238,546	100,000	233,143	100,000	-	0.0
TVA Replacement Tax	337,756	335,000	327,779	327,500	(7,500)	-2.2
Mixed Drink Tax	114,696	110,000	110,000	55,000	(55,000)	-50.0
Excise Tax	6,432	10,000	28,312	20,000	10,000	100.0
Beer Barrelage	14,501	14,500	13,878	14,500	-	0.0
Total State Shared Taxes	3,218,802	3,004,500	3,233,112	3,092,000	87,500	2.9

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 2015 collections are projected to be \$120,000 higher than budget 2014 based on current collection patterns. The fiscal 2015 budget for income tax collections are projected to increase by \$20,000 from budget 2014. TVA impact revenue is awarded to areas impacted by TVA operations, in this instance the Kingston Fossil Plant ash spill, and is not anticipated to be a long-term ongoing revenue source.



Other Revenues

Tax Equivalent Payments from Other City Funds

Revenues provided from Other City Funds, budgeted at \$3,090,875, comprise 7.41% 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 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
Other City Funds						
Tax Equiv. - Waterworks Fund	1,472,403	1,448,000	1,548,916	1,595,000	147,000	10.2
Tax Equiv. - Elec. Fund	1,438,864	1,466,085	1,463,402	1,495,875	29,790	2.0
Total Other Property Taxes	<u>2,911,267</u>	<u>2,914,085</u>	<u>3,012,318</u>	<u>3,090,875</u>	<u>176,790</u>	<u>6.1</u>

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. The Electric Fund tax equivalent payment for fiscal 2015 is budgeted to increase by \$29,790 over budgeted fiscal 2014 level. 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. The fiscal 2015 Waterworks Fund tax equivalent payment is budgeted to increase \$147,000 over the budgeted fiscal 2014 level based on higher capital rehabilitation levels for the wastewater distribution system.

Local Business Taxes

Revenues provided from local business taxes, budgeted at \$2,238,000, comprise 5.37% of total General Fund revenues. Collections are budgeted to decrease \$5,000 for fiscal 2015.

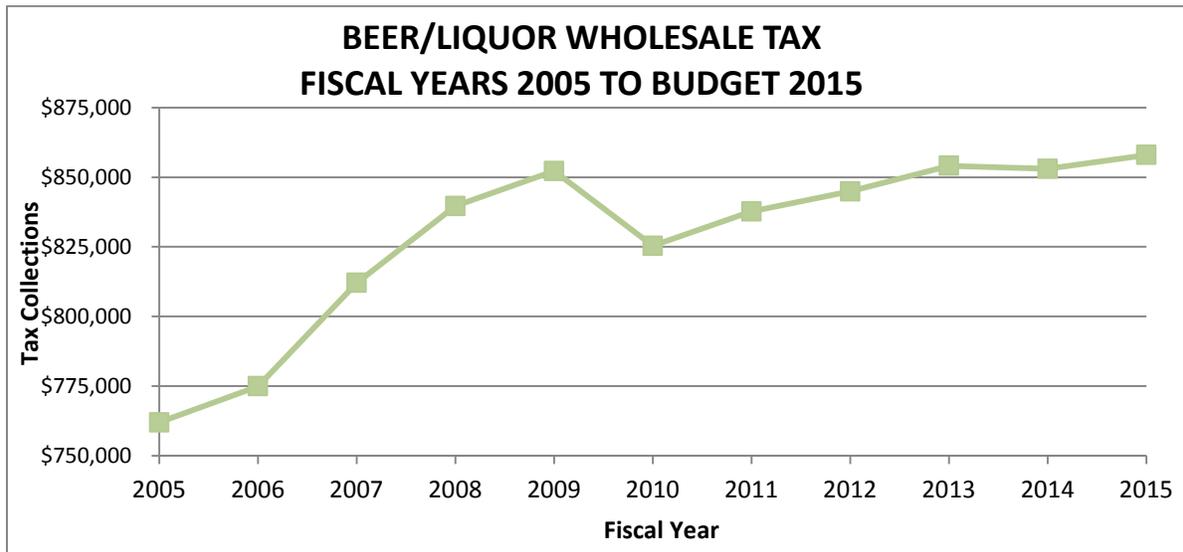
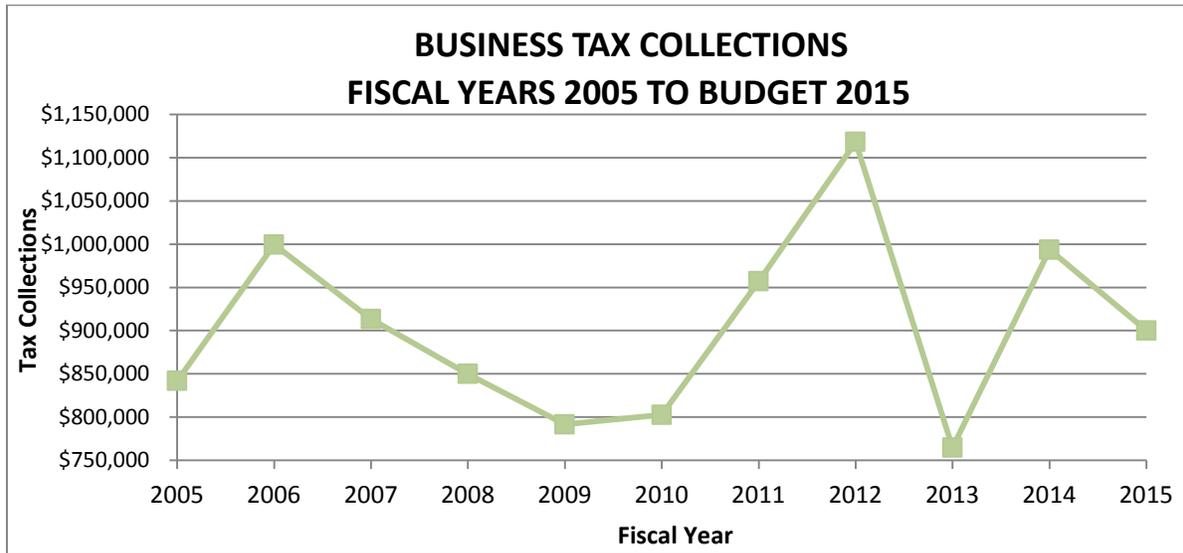
	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
Local Business Taxes						
Business Taxes	764,685	880,000	993,451	900,000	20,000	2.3
Beer Wholesale Tax	613,677	620,000	610,000	615,000	(5,000)	-0.8
Room Occupancy Tax - 5%	-	500,000	475,000	480,000	(20,000)	-4.0
Liquor Wholesale Tax	240,399	243,000	243,000	243,000	-	0.0
Total Local Business Taxes	<u>1,618,761</u>	<u>2,243,000</u>	<u>2,321,451</u>	<u>2,238,000</u>	<u>(5,000)</u>	<u>-0.2</u>

Beginning in fiscal 2014, Room Occupancy (Hotel/Motel) Tax collections were accounted for in the General Fund. In fiscal 2013, these taxes were accounted for in the Economic Diversification Fund (ED). The ED Fund was closed at the end of fiscal 2013 due to an insufficient revenue stream to warrant a separate special revenue fund.

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. Business tax collections are budgeted to increase in fiscal 2015 by \$20,000 or 2.3%. The transition in the collection of business taxes from the City to the State has resulted in anomalies in the collection pattern primarily due to the timing of collections and collection of delinquencies.

Beer and liquor wholesale tax collections have been steadily increasing on an average of 2.0% from 2003 to 2012. Collections decreased in 2010 and then continued to increase steadily since that time. Beer Wholesale taxes are budgeted to drop slightly by 0.8% in 2015, a \$5,000 decrease.

The graphs below show the ten-year actual trend for business and beer/liquor wholesale taxes.



DOE

Revenues from the US Department of Energy (DOE), which includes in-lieu tax (PILOT) payments and grant proceeds, are budgeted at \$1,959,683 and comprises 4.7% of General Fund revenues. DOE's PILOT payment to the City is based on the number of acres on the federal reservation (approximately 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. The second five year grant period has been renewed; however, the annual funding level is contingent on available funding from DOE.

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
US Dept of Energy:						
In-Lieu of Tax	1,660,945	1,662,113	1,660,945	1,659,683	(2,430)	-0.1
Federal Grant	300,000	150,000	300,000	300,000	150,000	100.0
Total DOE Funds	1,960,945	1,812,113	1,960,945	1,959,683	147,570	8.1

Licenses and Permits

Revenues provided from licenses and permits, budgeted at \$730,000, comprise 1.75% of total General Fund revenues as outlined below:

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
Licenses and Permits:						
CATV Franchise	432,309	425,000	440,000	440,000	15,000	3.5
Building Permits	104,728	145,000	105,000	150,000	5,000	3.4
ORUD Right-of-Way	60,000	60,000	60,000	60,000	-	0.0
Alcohol Sale Permits	19,670	22,000	20,725	22,000	-	0.0
Electrical Permits	15,595	20,000	15,600	20,000	-	0.0
Plumbing Permits	11,917	20,000	14,135	20,000	-	0.0
Animal Registration Permits	8,707	10,500	10,375	10,500	-	0.0
Other Permits and Fees	7,209	7,500	5,000	7,500	-	0.0
Total Licenses & Permits	660,135	710,000	670,835	730,000	20,000	2.8

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 \$15,000. In fiscal 2012, an additional cable carrier began providing service in Oak Ridge.

Charges for Services

Revenues provided from charges for services, budgeted at \$312,568, comprise 0.75% of total General Fund revenues as outlined below:

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
Charges for Services:						
Rental of Land & Buildings	142,793	99,000	105,350	93,068	(5,932)	-6.0
Outdoor Pool	101,062	105,000	101,000	101,000	(4,000)	-3.8
Indoor Pool	52,826	45,000	35,500	40,000	(5,000)	-11.1
Animal Shelter Fees	28,603	32,000	35,900	35,000	3,000	9.4
Records Processing	20,487	20,000	20,500	20,500	500	2.5
General & Admin. Costs	17,509	20,000	20,000	20,000	-	0.0
Misc. Recreation Usage Fees	3,801	5,000	2,500	3,000	(2,000)	-40.0
Total Use of Property Services	367,081	326,000	320,750	312,568	(13,432)	-4.1

Budgeted revenues from land and building rentals include room rentals at the Civic and Scarborough Centers. Rentals are projected to decrease by \$5,932 for fiscal 2015. A building previously rented at the Marina is being renovated to contain public restrooms for the Park site during fiscal 2014. 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.) Indoor pool revenues are projected to decrease \$5,000 due to a reduction in group pool usage and outdoor pool revenues are projected to decline \$4,000 due to an anticipated change in the school calendar resulting in a shorter pool season.

Fines and Forfeitures

Revenues provided from fines, budgeted at \$376,000, comprise 0.90% of total General Fund revenues as outlined below:

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
Fines, Penalties & Forfeitures:						
City Court Revenues	382,871	314,000	319,216	340,000	26,000	8.3
Library - Fines	36,619	40,000	33,000	36,000	(4,000)	-10.0
Total Fines, Penalties & Forfeitures	<u>419,490</u>	<u>354,000</u>	<u>352,216</u>	<u>376,000</u>	<u>22,000</u>	<u>6.2</u>

Collections from City Court revenues have been sporadic over the past few years due to staffing turnover and vacancies in the Police Department. City Court revenues are budgeted to increase \$26,000 in fiscal 2015 due to increased traffic enforcement, particularly due to the elimination of speed and red light photo enforcement cameras in April 2014. The revenues generated from citations issued from the photo enforcement camera system are accounted for in the Special Programs Fund, a special revenue fund. The budgeted \$4,000 reduction in Library fines reflects current collection level trends.

Interest and Miscellaneous

Revenues provided from interest and other revenues, budgeted at \$47,286, comprise 0.11% of total General Fund revenues as outlined below.

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
Other Revenues:						
Interest on Investments	19,631	25,000	20,110	18,000	(7,000)	-28.0
Interest on Capital Outlay Notes	33,333	16,667	16,667	14,286	(2,381)	-14.3
Miscellaneous	17,406	10,500	18,500	15,000	4,500	42.9
Total Other Revenues	<u>70,370</u>	<u>52,167</u>	<u>55,277</u>	<u>47,286</u>	<u>(4,881)</u>	<u>-9.4</u>

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 2015 is budgeted at \$304,751 and comprises 0.73% of the General Fund revenues. Refer to the multiyear model forecast on page III-22 for longer-term projections regarding the usage of fund balance draws in the General Fund.

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 \$25,987,702 for fiscal 2015, up \$289,434 or 1.1% from fiscal 2014. Approximately 21% of the General Fund's gross expenditures are transferred to other City Funds or Recovered from Users.

General Fund Municipal Expenditures, net of Reduction of Costs, budgeted at \$20,517,510 went up by \$271,722 from 2014 amounts, a 1.3% increase.

Personal Service expenditures budgeted at \$17,147,410 account for 66% of total General Fund expenditures. Personal Services are budgeted to increase \$143,029 or 0.8%. Salaries and overtime are projected to increase \$112,418, incorporating an average 2.0% increase in salaries for City employees effective in July 2014.

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 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). TCRS retirement rates increased from 14.87% to 14.98% for fiscal 2015. Retirement rates are reviewed biennially and rates will remain at 14.98% of wages through fiscal 2016. Budgeted funding for retirement costs increased \$15,328 in fiscal 2015.

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. For fiscal 2015, the city budgeted \$10,575 per full time employee for medical and worker's compensation costs. Insurance rates are anticipated to remain relatively flat for fiscal 2015. Budgeted fiscal 2015 funding by the General Fund for employee medical insurance and worker's compensation increased slightly by \$6,734.

Contractual Services total \$7,119,973 and comprise 27.4% of total General Fund expenditures. Budgeted funding for Contractual Services increased \$146,876, up 2.1% over the prior fiscal year.

Utility services are budgeted at \$2,296,065. Of this amount, \$1,060,000 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 \$1,236,065 budgeted for utility charges includes electric, water, wastewater and gas usage and refuse collection at City owned buildings and telephone, internet and other communication charges. Utility funding for General Fund City operations and facilities is budgeted up \$37,285 or 3.1%, primarily for internet and other communication charges.

Vehicle and large Equipment Usage Charges budgeted at \$1,282,533 increased \$11,212 or 0.9%. 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. The increased funding levels in fiscal 2015 primarily

reflect higher maintenance costs. \$474,061 is budgeted for the maintenance and replacement of small equipment items, including computers. This is also paid to the Equipment Replacement Rental Fund in the form of rent for this equipment. Funding for this item increased \$53,464 or 12.75% for fiscal 2015. This area was reviewed in particular for fiscal 2015 due to the planned major software upgrade planned over the next couple of years. An updated inventory of the equipment was taken and rents were adjusted accordingly for each user department. Additional equipment was added for replacement funding, in particular security cameras. About half of the increase was related to funding ongoing software maintenance.

\$705,081 is budgeted for custodial services at City buildings (\$209,700), mowing (\$402,839), street sweeping (\$33,475) and litter pickup along right-of-ways, at City recreational facilities and at other City-owned sites (\$59,067). These services are provided under multiyear contracts that increase annually based on changes in the consumer price index (CPI). Overall, funding for these services increased \$25,829 from the prior fiscal year, a 3.79% increase, based on current contractual commitments.

\$724,439 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. Fiscal 2015 budgeted funding for repair and maintenance costs increased by \$18,349 or 2.6%. A number of the facilities maintained by the General Fund were built in the 1960's shortly after the City was incorporated. Maintenance needs for these facilities continue to grow as these facilities age beyond 50 years old. One of the City's newer major facilities, the Central Service Center Complex is now 20 years old and requires increased levels of maintenance.

\$801,605 is budgeted in fiscal 2015 for professional services. Of this amount, \$145,000 is for leaf pick-up, \$30,000 for communication and contingency resources, \$94,500 for computer/software/network/GIS related technical consultants, \$52,975 for personnel costs including drug screening, medical exams and psychological exams for police and fire applicants, \$30,000 for veterinary services at the animal shelter and \$55,250 for the annual independent audit. The remaining \$393,880 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. Overall, professional services are budgeted to decrease \$6,164 for fiscal 2015. Fiscal 2015 changes include a \$140,000 reduction for contracted meter reading services (this will now be a direct charge to the Electric and Waterworks Fund based on actual meters read) and a \$7,700 reduction in auditing services based on new pricing obtained from a cyclical bidding process for these services. Increases included \$100,000 in the new stormwater activity 951 for development of a stormwater management program, \$24,000 for the new Administrative Hearing Officer (AHO) who will hear building and property maintenance code violation cases, and \$15,000 in the Parks division primarily for maintenance of the new restroom facilities at the Marina.

\$174,289 is budgeted for travel to schools and conferences by City employees and City Council. Funding for travel and training includes \$63,058 for police and fire employees, \$32,900 for City Council and \$14,393 for the City Manager and Legal offices. Overall, the budget for travel decreased by \$4,776; primarily to fund other City services.

Rents are budgeted at \$167,430 for fiscal 2015, a \$500 increase over the prior fiscal year. Rents include \$67,220 for space occupied by the Senior Center, \$25,000 for Anderson County Court rent, rents for copiers and other equipment and for portable toilets at recreational facilities. The Anderson County Court hears City cases and the City pays a portion of the Court's facility rent. The increase is for small equipment rents, particularly copiers, and portable toilets for City parks.

\$112,000 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. Budgeted funding for postage increased \$20,000 related to the transitioning of utility and tax billing notifications from a postcard to letter size. Utilization of a letter size bill format allows for both providing additional and

better communicated information on the billings and enables the City to include other correspondence and information to citizens on a routine basis.

\$76,565 is budgeted for dues, memberships and subscriptions, including library subscription services, \$22,030 for advertising and legal notice publication and \$4,875 for printing costs. The budget for subscription services increased \$16,677 primarily for Library subscriptions and a credit check service for utility customers and the \$25,500 decrease in advertising and publicity was transferred to the Stationary Stores activity 854 to fund postage and other items related to the transitioning to a letter size mailing for utility and tax billing notices.

\$125,000 is budgeted for demolition, \$84,000 for Economic Development, and \$70,000 for lobbying. These amounts remain unchanged from the prior fiscal year.

Commodities total \$647,073 and comprise 2.5% total General Fund municipal expenditures. The fiscal 2015 budget for these items increased \$7,029, of which \$5,000 was for Library books, over fiscal 2014 levels. Miscellaneous commodities, small tools and supply purchases are budgeted at \$407,471. 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. \$145,342 is budgeted for Library materials including book, CD, cassette and DVD purchases, \$24,085 for non-Library books and educational materials and \$70,175 for uniforms.

Other Charges total \$973,246 and comprise 3.7% of total General Fund municipal expenditures. \$278,396 is budgeted for property and liability insurance, remaining at fiscal 2014 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. \$694,850 is budgeted for economic development and tourism services and special events and other programs. This includes \$175,000 for the Oak Ridge Chamber of Commerce, \$275,000 for the Convention and Visitors' Bureau (CVB), \$42,500 for other economic development agencies, \$13,000 to the Oak Ridge Arts Council and \$9,000 for Youth Advisory Board activities. Funding for Special Events, which includes the Secret City Festival in June of each year, is \$125,000, 4th of July Fireworks \$18,000 and \$12,000 for the summer sounds concert series. \$20,000 in funding has also been set to budget for the operations of the Land Bank.

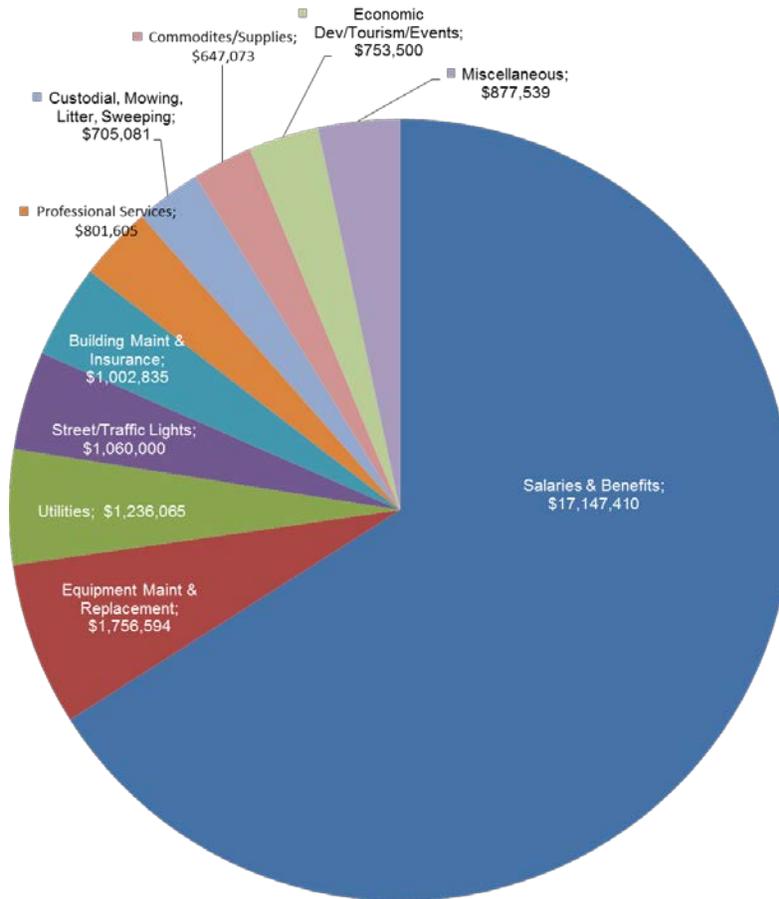
\$100,000 is budgeted under capital expenditures for stormwater projects. In fiscal year 2015, Stormwater was created as a new activity to capture the City's effort to better manage stormwater discharge. This activity provides funding to comply with the EPA Phase II Municipal Separate Project: Storm Sewer System Program (MS4) program. The City was required by the Tennessee Department of Environment and Conservation (TDEC), Division of Water Resources to complete a comprehensive 5-year management plan by March 1, 2014. The City stormwater capital projects were previously 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 \$21,501 or 5.2% primarily from fines charged by the new Administrative Hearing Officer (AHO).

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 Recovered from Funds is budgeted at \$5,033,781 for fiscal 2015, down \$3,789 or 0.1%.

General Fund Municipal Expenditures by Type, Budget 2015



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 \$21,167,238, down \$85,621 from fiscal 2014.

The largest single use of General Fund revenues is the operating transfer to the Oak Ridge Schools, which is 35.1% of total General Fund Expenditures and Operating Transfers. This operating transfer will finance approximately 26.3% of the General Purpose School Fund's budgeted expenditures for fiscal 2015. \$3,545,000 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. The \$766,470 increase in the operating transfer to the General Purpose School Fund and the \$766,470 decrease in funding to the Debt Service Fund will restore the transfer amounts for both of these funds back to 2012 levels.

\$1,700,000 is budgeted for transfer to the Solid Waste Fund in fiscal 2015. 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 \$22,000 increased budget level for 2015 is primarily related to the CPI. A \$7 per month charge included on residential utility bills funds the remaining costs for residential refuse collection and is accounted for as revenue in 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 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 varying amounts in fiscal 2010 to 2012, with funding for capital maintenance items provided from the issuance of long-term debt. In order to continue to retain a flat property tax rate, funding for capital projects was reduced \$150,000 from fiscal 2014 level to \$350,000 for fiscal 2015.

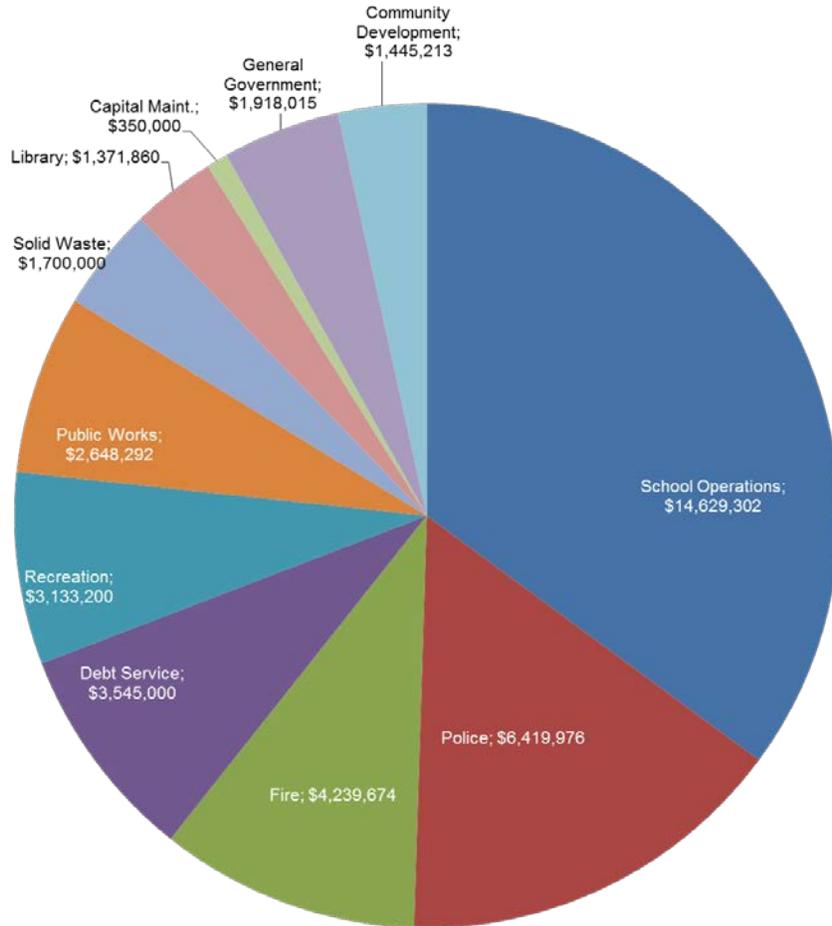
The revenues of the State Street Aid Fund (SSA) are insufficient to finance expenditure levels recorded in that Fund for street paving and routine street maintenance. In fiscal 1995, the City began a major Pavement Management Program with long-term goals of the program to provide adequate maintenance 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 \$700,000 in fiscal 2015, up \$40,000 over the prior year.

\$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.

\$182,936 is budgeted for transfer to the Grant Fund for social service funding for Aid to Distressed Families of Appalachian Counties (ADFAC) (\$151,086) 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. The \$2,379 increased funding for the Grant Fund in fiscal 2015 is for the contractual inflationary increase in the ADFAC contract.

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 2015 can be found on page [III-30](#).

General Fund Expenditures and Operating Transfers, Budget 2015:



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 also contains debt service requirements for the General Fund on existing long-term debt issuances; however, it does not contain projections for any future debt issuances that might be issued during this period. There are no definitive plans to issue future debt for projects funded by the General Fund at this time.

Model Assumptions:

- ◆ Expenditures for municipal operations are projected to increase by 1.3% and the operating transfer to the Oak Ridge Schools for operations are restored to fiscal 2012 levels. In fiscal 2015, Municipal expenditures and the operating transfer to the Oak Ridge Schools are projected to continue to increase annually by 2% 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 primary revenue source is from property taxes and sales and use tax collections. Property assessment growth is projected to increase by 2.11% in fiscal 2015 due to ongoing retail development, particularly at the Kroger Marketplace site. Assessment growth is projected at 1.75% in 2016, 2% in 2017 and 3% in 2018 based on the proposed mall site redevelopment.
- ◆ Sales and use tax collections is the General Fund's other major revenue source. Actual collection levels in fiscals 2011 to 2013 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 more than a million dollars in fiscal 2014 due to the end of funding for these federal spending programs. Fiscal 2015 collections are budgeted to be up 4.86% over projected 2014 levels due to retail development. Retail developments during fiscal 2014 included 6 new restaurants, a new specialty grocery store and a new large gas/convenience center. Growth in fiscal 2015 is also based on the 124,000 square-foot Kroger Marketplace, which opened late June 2014. The site also includes a strip center and 5 out parcels. Planned future projects which will significantly impact sales tax collections include redevelopment of the Oak Ridge mall site and construction of a \$6.5 billion Uranium Processing Facility at DOE's Y-12 site. Sales and use tax collection projections will become more refined as the time tables for these projects become more defined. The Multi-year Model contains sales tax projection increases of 1.5% in 2016, 2.5% in 2017 and 3% in 2018.
- ◆ The fund balance of the General Fund should stabilize at just above \$7 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.
- ◆ Transfers to the Grant Fund for social service program funding are projected to increase by 2% annually. This transfer provides funding for Aid to Distressed Families of Appalachian Counties (ADFAC) and the Anderson County Health Council (ACHC) for the Healthy Start program. The ADFAC contract has an annual inflationary escalation.
- ◆ 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 2015, the General Fund is budgeted to transfer \$760,000 to the two Street Funds with increases projected at 2.0% 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 \$1,512,000. Funding was reduced in fiscal 2013 and fiscal 2014 to \$500,000. Funding will decrease again in fiscal 2015 to \$350,000 but is projected to begin increasing in fiscal 2016 to \$600,000 and by \$50,000 annually.

- ◆ The Debt Service 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 remain at the current \$2.39 rate through 2016, increase by one-cent to \$2.40 in 2017 and remain at the \$2.40 rate in 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 \$305,000 in 2015, \$617,000 in 2016, \$468,000 in 2017, and \$170,000 in 2018 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.



GENERAL FUND MULTIYEAR FINANCIAL MODEL (IN THOUSANDS) - FY 2015 BUDGET

	FISCAL YEAR							
	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 PROJ	2015 BUDGET	2016 PROJ.	2017 PROJ.	2018 PROJ.
REVENUES:								
General Property Taxes	18578	18800	18528	18854	19842	20189	20679	21299
Prior Year Property Tax Year Collections	362	954	371	602				
Penalty & Interest On Taxes	138	440	256	285	150	140	140	140
Other Property Taxes	3177	3376	3425	3604	3682	3719	3772	3810
Business Taxes	1794	1963	1619	2321	2238	2305	2374	2445
Licenses & Permits	207	173	168	171	230	232	234	236
DOE In-Lieu of Taxes	1663	1663	1661	1661	1660	1660	1667	1667
Local Sales Tax	9648	9111	9635	8535	8950	9084	9311	9591
Intergovernmental	2781	2712	3042	3108	2967	3056	3148	3242
Hall Income Tax	377	407	477	425	425	438	451	465
Charges for Services	349	368	369	321	313	322	332	342
Fines & Penalties	330	322	417	352	376	387	399	411
Other Revenues	496	570	563	555	547	561	575	589
TOTAL REVENUES	39900	40859	40531	40794	41380	42093	43082	44237
TOTAL MUNICIPAL EXPENDITURES	18748	18995	18981	20172	20518	20928	21347	21774
Budget Multiplier City						1.0200	1.0200	1.0200
Budget Multiplier Schools						1.0200	1.0200	1.0200
OPERATING TRANSFERS:								
Gen. Purpose School Fund	14470	14629	13863	14113	14629	14922	15220	15524
Solid Waste Fund	1407	1522	1594	1607	1700	1751	1804	1858
Economic Diversification Fund (ED)		50	50					
Grant Fund	247	174	178	181	183	188	194	200
Public Transportation	55	55	60	60	60	61	62	63
Street Resurfacing	653	653	660	660	700	714	728	743
Capital Maintenance	476	1512	500	500	350	600	650	700
Capital Projects - Debt Service Savings Roane State		500						
Debt Service	3545	3045	4311	4311	3545	3545	3545	3545
TOTAL OPERATING TRANSFERS	20853	22140	21216	21432	21167	21781	22203	22633
TOTAL EXPENDITURES & TRANSFERS	39601	41135	40197	41604	41685	42709	43550	44407
REVENUES LESS EXPEND. & TRANS.	299	-276	334	-810	-305	-617	-468	-170
Economic Diversification Fund Balance			482					
Inter-fund Loan to Waterworks Fund	-5000	1666	1666	238	238	238	238	238
CITY FUND BAL. (BOY):	9056	4335	5726	8209	7637	7570	7192	6961
CITY FUND BAL. (EOY):	4355	5726	8208	7637	7570	7192	6961	7029
Fund Balance As % Expend. & Trans.	11.00%	13.92%	20.42%	18.36%	18.16%	16.84%	15.98%	15.83%
PROPERTY TAX RATE:	239	239	239	239	239	239	240	240
% INCREASE PROPERTY TAX RATE	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.42%	0.00%
ASSESSMENT (0,000,000's)	80.72	80.94	79.92	81.31	83.02	84.47	86.16	88.75
Total Tax rate increase (Annual)	0.0	0.0	0.0	0.0	0.0	0.0	1.0	0.0
Ann. Assmnt. Growth	1.00%	0.27%	-1.26%	1.74%	2.11%	1.75%	2.00%	3.00%
Ann. Sales Tax Growth	2.67%	-5.57%	5.75%	-11.42%	4.86%	1.50%	2.50%	3.00%

GENERAL FUND BUDGET DETAIL

General Fund Budget Summary

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
REVENUES:						
Taxes	32,584,159	32,788,544	32,849,981	33,431,268	642,724	2.0
Licenses and Permits	167,826	225,000	170,835	230,000	5,000	2.2
Intergovernmental Revenues	3,518,802	3,155,000	3,533,112	3,392,000	237,000	7.5
Charges for Services	367,081	326,000	320,750	312,568	(13,432)	-4.1
Fines and Forfeitures	419,490	354,000	352,216	376,000	22,000	6.2
Other Revenues	562,679	536,667	555,277	547,286	10,619	2.0
Total Revenues	<u>37,620,037</u>	<u>37,385,211</u>	<u>37,782,171</u>	<u>38,289,122</u>	<u>903,911</u>	<u>2.4</u>
EXPENDITURES:						
General Government	1,781,549	1,897,185	1,873,165	1,918,015	20,830	1.1
Police	6,088,084	6,265,135	6,200,668	6,419,976	154,841	2.5
Fire	4,247,726	4,243,733	4,352,949	4,239,674	(4,059)	-0.1
Public Works	1,955,325	1,998,082	2,000,581	2,232,508	234,426	11.7
Community Development	661,629	1,376,518	1,385,909	1,202,277	(174,241)	-12.7
Recreation and Parks	2,883,613	3,049,626	2,998,163	3,133,200	83,574	2.7
Library	1,362,412	1,415,509	1,360,190	1,371,860	(43,649)	-3.1
Total Municipal Expenditures	<u>18,980,338</u>	<u>20,245,788</u>	<u>20,171,625</u>	<u>20,517,510</u>	<u>271,722</u>	<u>1.3</u>
Excess of Revenues Over Municipal Expenditures	<u>18,639,699</u>	<u>17,139,423</u>	<u>17,610,546</u>	<u>17,771,612</u>	<u>632,189</u>	<u>3.6</u>
OTHER FINANCING SOURCES (USES):						
Operating Transfers In:						
Electric Fund	1,438,864	1,466,085	1,463,402	1,495,875	29,790	2.0
Waterworks Fund	1,472,403	1,448,000	1,548,916	1,595,000	147,000	10.2
Economic Diversification Fund	482,364	-	-	-	-	0.0
Operating Transfers Out:						
Oak Ridge Schools	(13,862,832)	(13,862,832)	(14,112,832)	(14,629,302)	(766,470)	5.5
General Fund Debt Service	(4,311,470)	(4,311,470)	(4,311,470)	(3,545,000)	766,470	-17.8
Solid Waste Fund	(1,593,524)	(1,678,000)	(1,607,000)	(1,700,000)	(22,000)	1.3
Capital Projects Fund	(500,000)	(500,000)	(500,000)	(350,000)	150,000	-30.0
State Street Aid Fund	(660,000)	(660,000)	(660,000)	(700,000)	(40,000)	6.1
Economic Diversification Fund	(50,000)	-	-	-	-	0.0
Grant Fund	(178,195)	(180,557)	(180,557)	(182,936)	(2,379)	1.3
Street & Public Transportation Fund	(60,000)	(60,000)	(60,000)	(60,000)	-	0.0
Total Other Financing Source (Uses)	<u>(17,822,390)</u>	<u>(18,338,774)</u>	<u>(18,419,541)</u>	<u>(18,076,363)</u>	<u>262,411</u>	<u>-1.4</u>
Excess (Deficiency) of Revenues Over Expenditures & Other Financing Uses	817,309	(1,199,351)	(808,995)	(304,751)	894,600	-74.6
TOTAL FUND BALANCE - 7/1	<u>5,724,156</u>	<u>7,175,469</u>	<u>8,208,132</u>	<u>7,637,232</u>	<u>461,763</u>	<u>6.4</u>
Waterworks Interfund Loan Repayment	1,666,667	238,095	238,095	238,095	-	0
REMAINING FUND BALANCE - 6/30	<u>8,208,132</u>	<u>6,214,213</u>	<u>7,637,232</u>	<u>7,570,576</u>	<u>1,356,363</u>	<u>21.8</u>

General Fund Fiscal 2015 vs. 2014 Budget Variance Summary

	BUDGET 2014	BUDGET 2015	BUDGET 2015 % of TOTAL	BUDGET 15 vs 14	15 vs 14 % CHANGE
<u>REVENUES:</u>					
Property Taxes	\$ 20,073,431	\$ 20,583,585	49.38%	\$ 510,154	2.54%
Local Sales Taxes	8,810,000	8,950,000	21.47%	140,000	1.59%
State Shared Taxes (Sales, Income, TVA, Excise, etc)	3,004,500	3,092,000	7.42%	87,500	2.91%
Other City Funds (In-lieu of Taxes)	2,914,085	3,090,875	7.41%	176,790	6.07%
Business Taxes (Business & Alcohol Wholesale)	2,243,000	2,238,000	5.37%	(5,000)	-0.22%
DOE In-Lieu & Federal Grant	1,812,113	1,959,683	4.70%	147,570	8.14%
Licenses and Permits - (Construction Permits, Beer/Liquor Sale, Animal Registration, ROW, Cable)	710,000	730,000	1.75%	20,000	2.82%
Charges for Services - (Recreation Usage Fees, Building & Facility Rentals, Animal Shelter Fees)	326,000	312,568	0.75%	(13,432)	-4.12%
Fines and Forfeitures - (Traffic Violations, City Court, Library Fines)	354,000	376,000	0.90%	22,000	6.21%
Interest & Misc.	52,167	47,286	0.11%	(4,881)	-9.36%
Fund Balance Draw	1,199,351	304,751	0.73%	(894,600)	-74.59%
TOTAL REVENUES	\$ 41,498,647	\$ 41,684,748	100.00%	\$ 186,101	0.45%
<u>EXPENDITURES AND OPERATING TRANSFERS:</u>					
Oak Ridge Schools Operations	\$ 13,862,832	\$ 14,629,302	35.10%	\$ 766,470	5.53%
Police	6,265,135	6,419,976	15.40%	154,841	2.47%
Fire	4,243,733	4,239,674	10.17%	(4,059)	-0.10%
Debt Service (Principal & Interest Payments)	4,311,470	3,545,000	8.50%	(766,470)	-17.78%
Recreation and Parks	3,049,626	3,133,200	7.52%	83,574	2.74%
Library	1,415,509	1,371,860	3.29%	(43,649)	-3.08%
Residential Garbage Pickup & Convenience Center	1,678,000	1,700,000	4.08%	22,000	1.31%
Capital Projects Funding	500,000	350,000	0.84%	(150,000)	-30.00%
Traffic & Street Lighting	1,080,300	1,080,300	2.59%	-	0.00%
Public Works (Building & Street Maintenance)	917,782	1,152,208	2.76%	234,426	25.54%
General Government (City Council, City Clerk, City Manger, City Court, Legal, Finance, Personnel, Information Services & Utilities Business Office)	1,897,185	1,918,015	4.60%	20,830	1.10%
Community & Economic Development & Social Services	1,557,075	1,385,213	3.32%	(171,862)	-11.04%
Street Resurfacing	660,000	700,000	1.68%	40,000	6.06%
Street & Public Transportation Fund	60,000	60,000	0.14%	-	0.00%
TOTAL EXPENDITURES & OPERATING TRANSFERS	\$ 41,498,647	\$ 41,684,748	100.00%	\$ 186,101	0.45%

General Fund Summary of Revenues by Source

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>TAXES:</u>						
Property Taxes:						
4101 General Property Taxes:						
4110 Real Property Taxes	17,599,875	17,971,000	17,935,000	18,360,000	389,000	2.2
4115 Personal Property	1,050,658	1,187,000	1,270,000	1,230,000	43,000	3.6
4120 Public Utilities	248,964	249,000	251,000	252,000	3,000	1.2
4125 Interest and Penalties	255,931	135,000	285,000	150,000	15,000	11.1
Total Property Taxes	<u>19,155,428</u>	<u>19,542,000</u>	<u>19,741,000</u>	<u>19,992,000</u>	<u>450,000</u>	<u>2.3</u>
Other Property Taxes:						
4130 Other than Assessed (In-Lieu)	514,152	531,431	591,585	591,585	60,154	11.3
4311 D.O.E. In-Lieu of Tax	1,660,945	1,662,113	1,660,945	1,659,683	(2,430)	-0.1
Total Other Property Taxes	<u>2,175,097</u>	<u>2,193,544</u>	<u>2,252,530</u>	<u>2,251,268</u>	<u>57,724</u>	<u>2.6</u>
Local Sales Taxes:						
4187 City Sales Tax - Roane Co.	626,759	455,000	420,000	435,000	(20,000)	-4.4
County Shared Sales Taxes:						
4366 Oak Ridge/Anderson County	5,905,659	6,100,000	6,035,000	6,350,000	250,000	4.1
4370 Oak Ridge/Roane County	3,102,455	2,255,000	2,080,000	2,165,000	(90,000)	-4.0
Total Local Sales Taxes	<u>9,634,873</u>	<u>8,810,000</u>	<u>8,535,000</u>	<u>8,950,000</u>	<u>140,000</u>	<u>1.6</u>
Other Taxes:						
4151 Gross Receipts Bus. Taxes:						
4155 Beer Wholesale Tax	613,677	620,000	610,000	615,000	(5,000)	-0.8
4160 Liquor Wholesale Tax	240,399	243,000	243,000	243,000	-	0.0
4165 Room Occupancy Tax	-	500,000	475,000	480,000	(20,000)	-4.0
4170 Business Taxes	764,685	880,000	993,451	900,000	20,000	2.3
Total Other Taxes	<u>1,618,761</u>	<u>2,243,000</u>	<u>2,321,451</u>	<u>2,238,000</u>	<u>(5,000)</u>	<u>-0.2</u>
TOTAL TAXES	<u>32,584,159</u>	<u>32,788,544</u>	<u>32,849,981</u>	<u>33,431,268</u>	<u>642,724</u>	<u>2.0</u>
<u>LICENSES AND PERMITS:</u>						
4205 Beer & Liquor Licenses & Permits	19,670	22,000	20,725	22,000	-	0.0
4225 Building Permits	104,728	145,000	105,000	150,000	5,000	3.4
4230 Electrical Permits	15,595	20,000	15,600	20,000	-	0.0
4235 Plumbing Permits	11,917	20,000	14,135	20,000	-	0.0
4250 Animal Registration Permits	8,707	10,500	10,375	10,500	-	0.0
4260 Other Permits and Fees	7,209	7,500	5,000	7,500	-	0.0
TOTAL LICENSES & PERMITS	<u>167,826</u>	<u>225,000</u>	<u>170,835</u>	<u>230,000</u>	<u>5,000</u>	<u>2.2</u>
<u>INTERGOVERNMENTAL:</u>						
4313 Federal Grants	300,000	150,000	300,000	300,000	150,000	100.0
4355 State Grants in Aid	-	500	-	-	(500)	-100.0
Shared State Taxes:						
4309 TVA Impact	238,546	100,000	233,143	100,000	-	0.0
4310 TVA Replacement Tax	337,756	335,000	327,779	327,500	(7,500)	-2.2
4320 Sales Tax	2,029,969	2,030,000	2,095,000	2,150,000	120,000	5.9
4325 Income Tax	476,902	405,000	425,000	425,000	20,000	4.9
4340 Excise Tax	6,432	10,000	28,312	20,000	10,000	100.0
4345 Beer Barrelage	14,501	14,500	13,878	14,500	-	0.0
4350 Mixed Drink Tax	114,696	110,000	110,000	55,000	(55,000)	-50.0
TOTAL INTERGOVERNMENTAL	<u>3,518,802</u>	<u>3,155,000</u>	<u>3,533,112</u>	<u>3,392,000</u>	<u>237,000</u>	<u>7.5</u>

General Fund Summary of Revenues by Source (Continued)

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>CHARGES FOR SERVICES:</u>						
Charges for Current Services:						
4405 Records Processing	20,487	20,000	20,500	20,500	500	2.5
4417 General & Admin. Costs	17,509	20,000	20,000	20,000	-	0.0
4430 Animal Shelter Fees	28,603	32,000	35,900	35,000	3,000	9.4
Use of Property Services:						
4440 Activities	3,801	5,000	2,500	3,000	(2,000)	-40.0
4450 Outdoor Pool	101,062	105,000	101,000	101,000	(4,000)	-3.8
4455 Indoor Pool	52,826	45,000	35,500	40,000	(5,000)	-11.1
4460 Rental of Lands & Buildings	109,127	64,000	67,350	58,068	(5,932)	-9.3
4485 Community Center Building	33,666	35,000	38,000	35,000	-	0.0
TOTAL CHARGES FOR SERVICES	<u>367,081</u>	<u>326,000</u>	<u>320,750</u>	<u>312,568</u>	<u>(13,432)</u>	<u>-4.1</u>
<u>FINES, PENALTIES AND FORFEITURES:</u>						
4505 City Court - Fines	59,216	60,000	55,216	60,000	-	0.0
4510 City Court - Costs	121,277	90,000	82,000	90,000	-	0.0
4515 Bail Forfeitures	193,924	160,000	167,000	175,000	15,000	9.4
4519 Misc. Court Revenues	8,454	4,000	15,000	15,000	11,000	275.0
4520 Library - Fines and Lost Books	36,619	40,000	33,000	36,000	(4,000)	-10.0
TOTAL FINES, PENALTIES, & FORFEITURES	<u>419,490</u>	<u>354,000</u>	<u>352,216</u>	<u>376,000</u>	<u>22,000</u>	<u>6.2</u>
<u>OTHER REVENUES:</u>						
4610 Interest on Investments	19,631	25,000	20,110	18,000	(7,000)	-28.0
4610 Interest on Capital Outlay Notes	33,333	16,667	16,667	14,286	(2,381)	-14.3
4710 CATV Franchise	432,309	425,000	440,000	440,000	15,000	3.5
4750 Right-of-Way	60,000	60,000	60,000	60,000	-	0.0
4790 Miscellaneous	17,406	10,000	18,500	15,000	5,000	50.0
TOTAL OTHER REVENUES	<u>562,679</u>	<u>536,667</u>	<u>555,277</u>	<u>547,286</u>	<u>10,619</u>	<u>2.0</u>
TOTAL REVENUES	<u>37,620,037</u>	<u>37,385,211</u>	<u>37,782,171</u>	<u>38,289,122</u>	<u>903,911</u>	<u>2.4</u>
<u>TRANSFERS IN - IN-LIEU OF TAX:</u>						
4135 Electric Fund	1,438,864	1,466,085	1,463,402	1,495,875	29,790	2.0
4140 Waterworks Fund	1,472,403	1,448,000	1,548,916	1,595,000	147,000	10.2
TOTAL TRANSFERS IN	<u>2,911,267</u>	<u>2,914,085</u>	<u>3,012,318</u>	<u>3,090,875</u>	<u>176,790</u>	<u>6.1</u>
TOTAL REVENUES & OPERATING TRANSFERS	<u>40,531,304</u>	<u>40,299,296</u>	<u>40,794,489</u>	<u>41,379,997</u>	<u>1,080,701</u>	<u>2.7</u>
FUND BALANCE APPROPRIATION	-	1,199,351	808,995	304,751	(894,600)	-74.6
TOTAL REVENUES, OPERATING TRANSFER & FUND BALANCE DRAW	<u>40,531,304</u>	<u>41,498,647</u>	<u>41,603,484</u>	<u>41,684,748</u>	<u>186,101</u>	<u>0.4</u>

General Fund Summary of Expenditures and Transfers by Departments and Activities

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>General Government:</u>						
810 City Council	112,204	118,559	118,559	113,534	(5,025)	-4.2
816 City Clerk	103,347	109,822	109,810	111,453	1,631	1.5
820 City Manager	194,720	233,957	226,470	230,291	(3,666)	-1.6
832 City Court	206,635	208,252	209,829	208,558	306	0.1
843 Legal	237,507	238,558	238,160	242,545	3,987	1.7
845 Information Services	362,742	411,866	396,676	416,890	5,024	1.2
846 Personnel	233,578	238,744	237,869	245,248	6,504	2.7
854 Stationery Stores	80,112	79,322	80,556	91,618	12,296	15.5
862 Finance	181,127	188,117	185,072	195,718	7,601	4.0
864 Business Office	69,577	69,988	70,164	62,160	(7,828)	-11.2
Total General Government	<u>1,781,549</u>	<u>1,897,185</u>	<u>1,873,165</u>	<u>1,918,015</u>	<u>20,830</u>	<u>1.1</u>
<u>Police Department:</u>						
910 Supervision	313,085	298,814	299,612	304,483	5,669	1.9
911 Investigations	997,065	1,039,944	1,008,771	1,044,075	4,131	0.4
912 Staff Services	380,848	395,248	388,972	406,052	10,804	2.7
913 Patrol	3,700,861	3,796,653	3,745,236	3,877,258	80,605	2.1
915 Emergency Communications	306,656	320,857	307,859	311,284	(9,573)	-3.0
916 Animal Control	300,646	300,685	320,455	304,187	3,502	1.2
917 School Resource Officer Program	88,923	112,934	129,763	172,637	59,703	52.9
Total Police Department	<u>6,088,084</u>	<u>6,265,135</u>	<u>6,200,668</u>	<u>6,419,976</u>	<u>154,841</u>	<u>2.5</u>
<u>Fire Department:</u>						
921 Supervision	206,598	205,635	208,094	209,341	3,706	1.8
922 Fire Prevention	113,462	118,062	120,134	128,865	10,803	9.2
923 Fire Fighting	3,668,632	3,653,279	3,714,125	3,737,646	84,367	2.3
924 Fire Stations	184,194	122,158	241,386	123,822	1,664	1.4
925 Fire Specialists	74,840	144,599	69,210	40,000	(104,599)	-72.3
Total Fire Department	<u>4,247,726</u>	<u>4,243,733</u>	<u>4,352,949</u>	<u>4,239,674</u>	<u>(4,059)</u>	<u>-0.1</u>
<u>Public Works Department:</u>						
930 Supervision	26,408	22,921	22,892	23,292	371	1.6
935 Engineering	125,564	128,482	128,092	130,915	2,433	1.9
942 State Highway Maintenance	81,035	84,095	84,839	86,952	2,857	3.4
943 General Maintenance	377,901	400,558	421,619	421,333	20,775	5.2
946 Central Service Center	110,334	128,355	121,885	128,355	-	0.0
948 Municipal Building	197,302	153,371	140,954	161,361	7,990	5.2
951 Stormwater	-	-	-	200,000	200,000	100.0
953 Traffic Control and Lights	1,036,781	1,080,300	1,080,300	1,080,300	-	0.0
Total Public Works Department	<u>1,955,325</u>	<u>1,998,082</u>	<u>2,000,581</u>	<u>2,232,508</u>	<u>234,426</u>	<u>11.7</u>
<u>Community Development</u>						
960 Supervision	189,954	192,654	190,942	188,014	(4,640)	-2.4
962 Planning	127,341	129,873	126,296	117,116	(12,757)	-9.8
963 Economic Development	-	38,038	35,280	35,280	(2,758)	-7.3
964 Marketing	-	461,000	553,840	360,818	(100,182)	-21.7
966 Code Enforcement	344,334	404,953	350,551	356,049	(48,904)	-12.1
967 Housing Initiatives	-	150,000	129,000	145,000	(5,000)	-3.3
Total Community Development	<u>661,629</u>	<u>1,376,518</u>	<u>1,385,909</u>	<u>1,202,277</u>	<u>(174,241)</u>	<u>-12.7</u>

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

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>Recreation and Parks Department:</u>						
970 Supervision	243,020	254,862	253,699	258,580	3,718	1.5
971 Special Events	-	125,000	122,500	122,500	(2,500)	-2.0
972 Indoor Aquatics	186,477	206,465	208,945	219,406	12,941	6.3
973 Outdoor Aquatics	294,749	285,657	260,073	288,645	2,988	1.0
974 Centers, Camps & Programs	754,804	753,915	738,232	751,934	(1,981)	-0.3
975 Athletics	141,318	145,021	146,110	150,808	5,787	4.0
976 Parks	810,042	812,954	803,465	863,986	51,032	6.3
977 Scarboro Center	176,635	180,739	178,759	189,822	9,083	5.0
978 Senior Center	276,568	285,013	286,380	287,519	2,506	0.9
Total Recreation and Parks Department	<u>2,883,613</u>	<u>3,049,626</u>	<u>2,998,163</u>	<u>3,133,200</u>	<u>83,574</u>	<u>2.7</u>
979 Public Library	<u>1,362,412</u>	<u>1,415,509</u>	<u>1,360,190</u>	<u>1,371,860</u>	<u>(43,649)</u>	<u>-3.1</u>
TOTAL MUNICIPAL EXPENDITURES	<u>18,980,338</u>	<u>20,245,788</u>	<u>20,171,625</u>	<u>20,517,510</u>	<u>271,722</u>	<u>1.3</u>
<u>Operating Transfers:</u>						
991 State Street Aid Fund	660,000	660,000	660,000	700,000	40,000	6.1
991 Street & Public Transportation Fund	60,000	60,000	60,000	60,000	-	0.0
992 Capital Projects Fund	500,000	500,000	500,000	350,000	(150,000)	-30.0
995 Grant Fund	178,195	180,557	180,557	182,936	2,379	1.3
996 Economic Diversification Fund	50,000	-	-	-	-	0.0
997 Debt Service	4,311,470	4,311,470	4,311,470	3,545,000	(766,470)	-17.8
998 Solid Waste	1,593,524	1,678,000	1,607,000	1,700,000	22,000	1.3
999 Oak Ridge Schools	<u>13,862,832</u>	<u>13,862,832</u>	<u>14,112,832</u>	<u>14,629,302</u>	<u>766,470</u>	<u>5.5</u>
TOTAL OPERATING TRANSFERS	<u>21,216,021</u>	<u>21,252,859</u>	<u>21,431,859</u>	<u>21,167,238</u>	<u>(85,621)</u>	<u>-0.4</u>
TOTAL EXPENDITURES AND OPERATING TRANSFERS	<u>40,196,359</u>	<u>41,498,647</u>	<u>41,603,484</u>	<u>41,684,748</u>	<u>186,101</u>	<u>0.5</u>

Summary of Gross Expenditures & Transfers by Object Code Classification

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHNG
<u>PERSONAL SERVICES:</u>						
5111 Salaries-Regular Employees	10,221,564	10,666,399	10,263,846	10,776,607	110,208	1.0
5120 Salaries-Temporary Employees	284,881	327,168	299,001	333,655	6,487	2.0
5131 Regular Overtime Pay	779,461	825,988	901,272	821,711	(4,277)	-0.5
5141 Social Security	831,859	904,243	850,440	912,792	8,549	0.9
5150 Retirement	1,805,355	1,812,037	1,812,037	1,827,365	15,328	0.8
5160 Medical & Workers' Compensation	2,452,448	2,468,546	2,468,546	2,475,280	6,734	0.3
Total Personal Services	<u>16,375,568</u>	<u>17,004,381</u>	<u>16,595,142</u>	<u>17,147,410</u>	<u>143,029</u>	<u>0.8</u>
<u>CONTRACTUAL SERVICES:</u>						
5201 Rents	163,826	166,930	168,430	167,430	500	0.3
5205 Printing & Duplicating Charges	4,045	4,875	5,125	4,875	-	0.0
5206 Mailing & Delivery	94,912	92,000	92,000	112,000	20,000	21.7
5207 Dues, Memberships and Subscript.	75,905	59,888	87,255	76,565	16,677	27.8
5210 Professional & Contractual Services	860,754	807,769	809,147	801,605	(6,164)	-0.8
5210 Custodial Contract	188,088	230,496	190,530	209,700	(20,796)	-9.0
5210 Mowing Contract	354,533	355,975	390,460	402,839	46,864	13.2
5210 Litter Contract	56,402	64,530	57,122	59,067	(5,463)	-8.5
5236 Street Sweeping	27,980	28,251	28,251	33,475	5,224	18.5
5210 Demolition	-	125,000	100,000	125,000	-	0.0
5210 Lobbying	-	70,000	80,000	70,000	-	0.0
5210 Economic Development	-	84,000	84,000	84,000	-	0.0
5211 Advertising and Publicity	21,056	47,530	25,195	22,030	(25,500)	-53.7
5212 Utility Services	1,010,124	1,198,780	1,132,156	1,236,065	37,285	3.1
5212 Street & Traffic Lights	1,011,130	1,060,000	1,060,000	1,060,000	-	0.0
5220 Travel, Schools and Conferences	139,256	179,065	176,960	174,289	(4,776)	-2.7
5235 Repair & Maintenance	853,862	706,090	742,078	724,439	18,349	2.6
5236 Other Equipment Maintenance	414,056	420,597	421,623	474,061	53,464	12.7
5289 Vehicle/Equipment Use Charges	1,259,806	1,271,321	1,282,492	1,282,533	11,212	0.9
Total Contractual Services	<u>6,535,735</u>	<u>6,973,097</u>	<u>6,932,824</u>	<u>7,119,973</u>	<u>146,876</u>	<u>2.1</u>
<u>COMMODITIES:</u>						
5310 Commodities/Tools/Supplies	513,768	403,563	481,885	407,471	3,908	1.0
5320 Books/Education Materials	24,554	24,714	21,875	24,085	(629)	-2.5
5320 Library Materials	144,482	140,342	140,342	145,342	5,000	3.6
5325 Uniforms/Clothing	59,959	71,425	82,075	70,175	(1,250)	-1.8
Total Commodities	<u>742,763</u>	<u>640,044</u>	<u>726,177</u>	<u>647,073</u>	<u>7,029</u>	<u>1.1</u>
<u>OTHER CHARGES:</u>						
5410 Insurance	278,596	278,396	278,396	278,396	-	0.0
5430 Board/Agency/Event Funding	22,000	227,000	225,500	239,500	12,500	5.5
5432 Oak Ridge Chamber	-	175,000	125,000	175,000	-	0.0
5432 Oak Ridge CVB	-	320,000	314,100	275,000	(45,000)	-14.1
5499 Elections/Contingency/Other	1,304	5,350	5,350	5,350	-	0.0
Total Other Charges	<u>301,900</u>	<u>1,005,746</u>	<u>948,346</u>	<u>973,246</u>	<u>(32,500)</u>	<u>-3.2</u>
<u>CAPITAL EXPENDITURES:</u>						
	<u>69,127</u>	<u>75,000</u>	<u>314,000</u>	<u>100,000</u>	<u>25,000</u>	<u>33.3</u>
TOTAL GROSS EXPENDITURES	<u>24,025,093</u>	<u>25,698,268</u>	<u>25,516,489</u>	<u>25,987,702</u>	<u>289,434</u>	<u>1.1</u>
<u>REDUCTION OF COSTS:</u>						
5610 Recovered from Users	(469,920)	(414,910)	(428,926)	(436,411)	(21,501)	5.2
5670 Recovered from Funds	(4,574,835)	(5,037,570)	(4,915,938)	(5,033,781)	3,789	-0.1
Total Reduction of Costs	<u>(5,044,755)</u>	<u>(5,452,480)</u>	<u>(5,344,864)</u>	<u>(5,470,192)</u>	<u>(17,712)</u>	<u>0.3</u>
TOTAL MUNICIPAL EXPENDITURES	<u>18,980,338</u>	<u>20,245,788</u>	<u>20,171,625</u>	<u>20,517,510</u>	<u>271,722</u>	<u>1.3</u>
<u>OPERATING TRANSFERS:</u>						
5710 Operating Transfers	21,216,021	21,252,859	21,431,859	21,167,238	(85,621)	-0.4
TOTAL NET EXPENDITURES	<u>40,196,359</u>	<u>41,498,647</u>	<u>41,603,484</u>	<u>41,684,748</u>	<u>186,101</u>	<u>0.4</u>

General Fund Expenditures & Operating Transfers

	BUDGET 2015	PERCENT OF GROSS	ACCUMULATED PERCENT OF GROSS
Oak Ridge School Operations	14,629,302	31.02	
Personal Services (Salaries, FICA Retirement, Insurance)	17,147,410	36.36	67.39
Debt Service (Principal & Interest) City & Schools	3,545,000	7.52	74.91
Equipment Maintenance, Operation & Replacement (Vehicle & Computer)	1,756,595	3.73	78.63
Residential Garbage & Convenience Center	1,700,000	3.61	82.24
Utilities (Electric, Water, Sewer, Phones, Internet.)	1,236,065	2.62	84.86
Streets Lights and Traffic Lights	1,060,000	2.25	87.11
Repairs & Maintenance (Buildings)	724,438	1.54	88.64
Custodial, Mowing, Litter Pick-Up & Street Sweeping Contracts	705,081	1.50	90.14
Professional and Contractual Services	701,605	1.49	91.62
Street Resurfacing	700,000	1.48	93.11
Board/Agency/Event Funding	689,500	1.46	94.57
Commodities (Including Small Tools & Supplies)	407,471	0.86	95.44
Capital Maintenance Funding City & Schools & Grant Matches	350,000	0.74	96.18
Insurance (Property & Liability)	278,396	0.59	96.77
Storm Water	200,000	0.42	97.19
Training & Conferences	174,289	0.37	97.56
Social Service Grants	182,936	0.39	97.95
Rents (Including Senior Center and Court)	167,430	0.36	98.30
Library Materials	145,342	0.31	98.61
Demolition	125,000	0.27	98.88
Mailing & Delivery	112,000	0.24	99.12
Economic Development Consultants	84,000	0.18	99.29
Dues, Memberships and Subscriptions	76,565	0.16	99.46
Lobbying	70,000	0.15	99.60
Uniforms/Clothing	70,175	0.15	99.75
Street & Public Transportation	60,000	0.13	99.88
Books/Education Materials	24,085	0.05	99.93
Advertising and Publicity (includes Legal Notices)	22,030	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	<u>47,154,940</u>		
Costs Recovered From Users	(436,411)		
Costs Transferred to Other City Funds	<u>(5,033,781)</u>		
NET EXPENDITURES AND OPERATING TRANSFERS	<u>41,684,748</u>		

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 departments:

DEPARTMENT:	GROSS BUDGET	ELECTRIC FUND	WATERWORKS FUND		STATE STREET AID FUND	COSTS RECOVERED	GENERAL FUND						
			WATER	WASTEWATER									
GENERAL GOVERNMENT:													
810 City Council	\$ 160,766	16%	\$ 26,059	7%	\$ 11,401	6%	\$ 9,772	\$ -	\$ -	71%	\$ 113,534		
816 City Clerk	156,976	16%	25,116	7%	10,988	6%	9,419	-	-	71%	111,453		
820 City Manager's Office	461,483	25%	115,596	12%	55,486	12%	55,486	1%	4,624	-	50%	230,291	
832 City Court	208,558	-	-	-	-	-	-	-	-	-	100%	208,558	
843 Legal	341,612	16%	54,657	7%	23,913	6%	20,497	-	-	-	71%	242,545	
845 Information Services	1,158,026	27%	312,666	15%	173,704	22%	254,766	-	-	-	36%	416,890	
846 Personnel	454,162	15%	68,124	13%	59,041	15%	68,124	3%	13,625	-	54%	245,248	
854 Stationary Stores	269,462	26%	70,060	20%	53,892	20%	53,892	-	-	-	34%	91,618	
862 Finance	931,990	37%	344,836	18%	167,758	20%	186,398	4%	37,280	-	21%	195,718	
864 Business Office	887,987	43%	381,834	27%	239,756	23%	204,237	-	-	-	7%	62,160	
TOTAL GENERAL GOVERNMENT	5,031,022	28%	1,398,948	16%	795,939	17%	862,591	1%	55,529	-	38%	1,918,015	
POLICE DEPARTMENT:													
910 Supervision	304,483	-	-	-	-	-	-	-	-	-	100%	304,483	
911 Investigations	1,044,075	-	-	-	-	-	-	-	-	-	100%	1,044,075	
912 Staff Services	406,052	-	-	-	-	-	-	-	-	-	100%	406,052	
913 Patrol	3,877,258	-	-	-	-	-	-	-	-	-	100%	3,877,258	
915 Emergency Communications	561,230	12%	67,347	6%	33,674	2%	11,225	-	25%	137,700	55%	311,284	
916 Animal Control	349,187	-	-	-	-	-	-	-	13%	45,000	88%	304,187	
917 School Resource Officer	172,637	-	-	-	-	-	-	-	-	-	100%	172,637	
TOTAL POLICE DEPARTMENT	6,714,922	1%	67,347	1%	33,674	0%	11,225	-	3%	182,700	98%	6,419,976	
FIRE DEPARTMENT:													
921 Supervision	209,341	-	-	-	-	-	-	-	-	-	100%	209,341	
922 Fire Prevention	128,865	-	-	-	-	-	-	-	-	-	100%	128,865	
923 Fire Fighting	3,758,646	-	-	-	-	-	-	1%	21,000	99%	3,737,646		
924 Fire Stations	123,822	-	-	-	-	-	-	-	-	-	100%	123,822	
925 Fire Specialists	55,000	-	-	-	-	-	-	-	15,000	0%	40,000		
TOTAL FIRE DEPARTMENT	4,275,674	-	-	-	-	-	-	-	36,000	100%	4,239,674		
PUBLIC WORKS DEPARTMENT:													
930 Supervision	465,829	-	27%	125,774	53%	246,889	15%	69,874	-	-	5%	23,292	
935 Engineering	374,041	10%	37,404	20%	74,808	20%	74,808	15%	56,106	-	35%	130,915	
942 State Highway Maintenance	228,128	-	-	-	-	-	-	-	62%	141,176	38%	86,952	
943 General Maintenance	421,333	-	-	-	-	-	-	-	-	-	100%	421,333	
946 Central Services Complex	534,815	42%	224,622	18%	96,267	10%	53,482	6%	32,089	-	24%	128,355	
948 Municipal Building	237,297	15%	35,595	9%	21,357	8%	18,984	-	-	-	68%	161,361	
951 Storm Water	200,000	-	-	-	-	-	-	-	-	-	100%	200,000	
953 Traffic Control & Lighting	1,080,300	-	-	-	-	-	-	-	-	-	100%	1,080,300	
TOTAL PUBLIC WORKS	3,541,743	8%	297,621	9%	318,206	11%	394,163	4%	158,069	4%	141,176	63%	2,232,508
COMMUNITY DEVELOPMENT:													
960 Supervision	324,163	13%	42,141	13%	42,141	16%	51,867	-	-	-	58%	188,014	
962 Planning	180,177	13%	23,423	11%	19,819	11%	19,819	-	-	-	65%	117,116	
963 Economic Development	84,000	50%	42,000	4%	3,360	4%	3,360	-	-	-	42%	35,280	
964 Marketing and Tourism	522,500	26%	137,500	2%	12,091	2%	12,091	-	-	-	69%	360,818	
966 Code Enforcement	434,206	-	-	9%	39,079	9%	39,078	-	-	-	82%	356,049	
967 Housing Initiatives	169,000	-	-	-	-	-	-	-	24,000	86%	145,000		
TOTAL COMMUNITY DEVELOPMENT	1,714,046	14%	245,064	7%	116,490	7%	126,215	-	24,000	70%	1,202,277		
RECREATION & PARKS:													
970 Supervision	258,580	-	-	-	-	-	-	-	-	-	100%	258,580	
971 Special Events	125,000	-	-	-	-	-	-	-	2,500	98%	122,500		
972 Indoor Aquatics	272,406	-	-	-	-	-	-	19%	53,000	87%	219,406		
973 Outdoor Aquatics	289,645	-	-	-	-	-	-	0%	1,000	100%	288,645		
974 Centers, Camps & Programs	853,594	-	-	-	-	-	-	12%	101,660	88%	751,934		
975 Athletics	162,808	-	-	-	-	-	-	7%	12,000	93%	150,808		
976 Parks	878,986	-	-	-	-	-	-	2%	15,000	96%	863,986		
977 Scarboro Center	197,897	-	-	-	-	-	-	4%	8,075	97%	189,822		
978 Senior Center	289,519	-	-	-	-	-	-	1%	2,000	99%	287,519		
TOTAL RECREATION & PARKS	3,328,435	-	-	-	-	-	-	6%	195,235	94%	3,133,200		
PUBLIC LIBRARY:													
979 Public Library	1,381,860	-	-	-	-	-	-	-	10,000	99%	1,371,860		
GRAND TOTAL	\$ 25,987,702	8%	\$ 2,008,980	5%	\$ 1,264,309	5%	\$ 1,394,194	1%	\$ 213,598	2%	\$ 589,111	79%	\$ 20,517,510

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, serving as the City's official records keeper, 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 380 personal computers at workstations located in the Municipal Building, Library and Civic Center, Central Services Center, four fire stations, the animal shelter, 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 2015, the City's work force will be comprised of 465 full-time and part-time employees, which is the equivalent of 405.81 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.

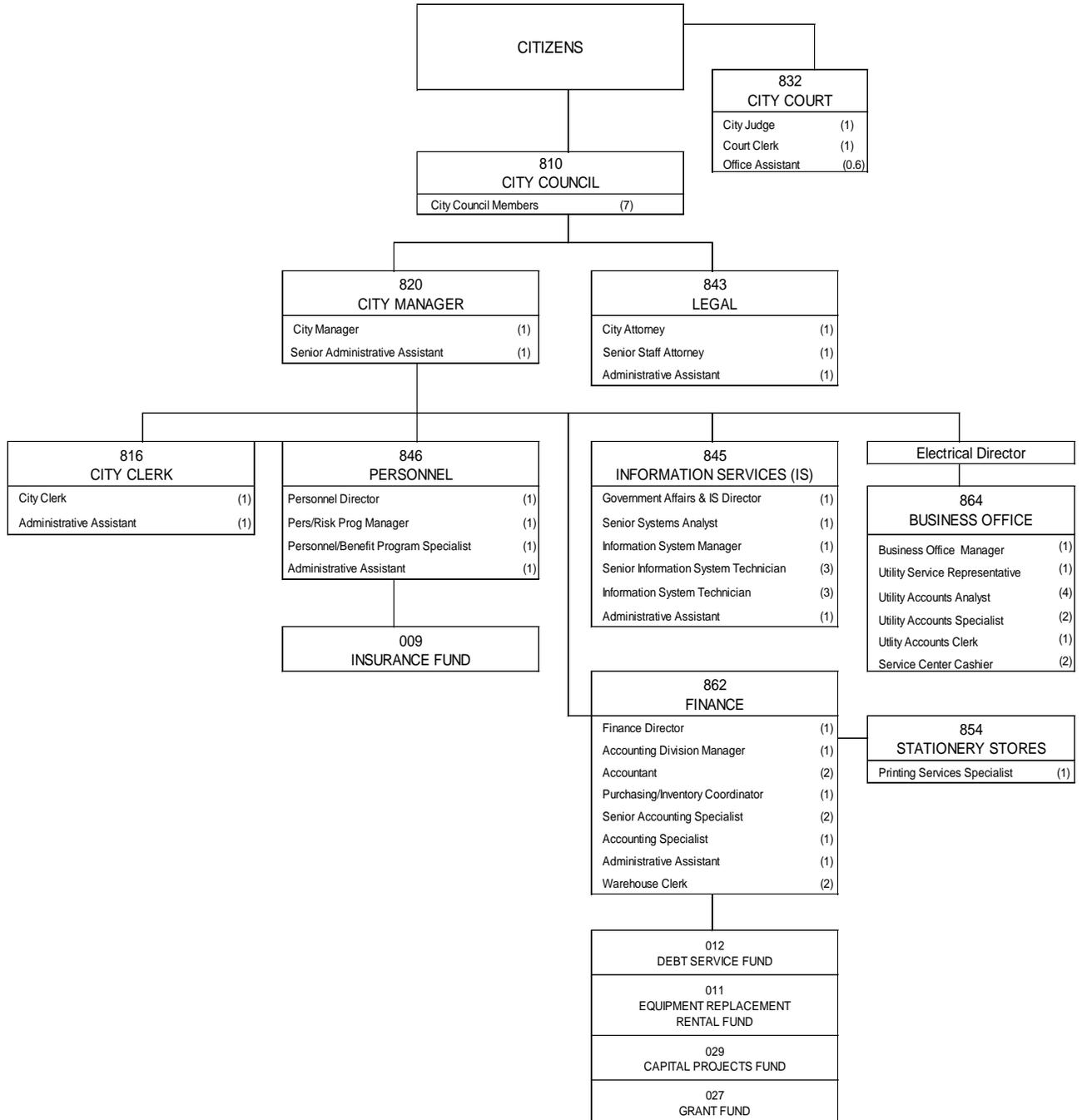
Finance is comprised of 11 employees and is responsible for the financial management activities of the City. Program responsibilities include serving as the centralized accounting office for the City, processing payment of all City obligations, cash management and investments, procurement and operation of the central warehouse facility and utility accounting. Other responsibilities include administration of the Equipment Replacement Rental, 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 30 years. Staff is also responsible for the biennial utility rate study for the City's Waterworks Fund.

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 16,500 utility accounts and 14,500 parcels of property. The Business Office is responsible for the recording and depositing of all cash received by the City.

ORGANIZATIONAL CHART

GENERAL GOVERNMENT



2013-2014 ACCOMPLISHMENTS

CITY CLERK

- Made enhancements to City Meeting Schedule Report and assisted in the remodel and re-launch of the City's new on-line meeting calendar.
- Filled membership for the newly created seven-member Oak Ridge Land Bank Corporation.
- Expanded City Clerk Database records of City Resolutions and Ordinances to other departments for better records search and availability.
- Coordinated the 2013 Boards and Commissions end-of-year election with an estimated 60 applicants seeking membership to 18 boards with approximately 38 vacancies (not including Oak Ridge Land Bank Corporation).
- Managed enhancements to the City Clerk database for better entry management and report generation.
- Continued computer training for office staff that included a focus on Microsoft Excel.
- Participated in workshops on Robert's Rules of Order to better learn parliamentary procedures.
- Implemented improved filing processes and procedures for city contract files.
- Improved and expanded website presence with additional webpages and content for better accessibility by the public.
- Expanded the records of the City Clerk Database on-line to populate dynamic content on the City Clerk's Departmental Website for City Boards and Commissions.
- Provided staff support for employee committees—the Wellness Committee and the Employee Relations Committee.
- Updated "The Oak Ridge Municipal Code" with revisions through December 10, 2012.
- Introduced a new log for contract files with expanded functionality to better assist with searches, accuracy, and ability to determine archiving of records.
- Updated the Municipal Building Courtroom with new technology for use by the Oak Ridge City Council. These updates included upgrades to audio for the public, staff, and City Council with improved functionality. Additionally, the voting board that has been existence for approximately 40 years was replaced with a digital screen and enhanced voting capacities to assist with the efficiencies of meetings and data collection.

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 ordinance violations.
- Provided effective defense for claims and lawsuits against the City.
- Counsel to IDB and Land Bank.
- Provided timely bid and contract preparation for City Departments.
- Drafted necessary ordinances for creation of the dog park, land bank corporation, and administrative hearing officer.
- Draft necessary ordinance to update the residential rental inspection program.
- Provided staff support to the Oak Ridge Beer Permit Board by processing manager applications and beer permit applications, maintaining beer permit files, preparation of agenda materials and minutes, and providing legal support for show cause hearings.
- Assisted in the update of various administrative policies.
- Provided ordinance and resolution preparation for most City Council agenda items.

INFORMATION SERVICES

- Prepared and/or distributed approximately 200 press releases.
- Provided information technology support for the remodeling of the dispatch center.
- Completed installation of fire suppression system to enhance protection of IT network.
- Updated tax inquiry system and assisted in the implementation of payment option for citizens.

- Completed implementation of new Help Desk software which has a lower cost and improves ease-of-use for users.
- Assisted in the selection of vendors for new police software.
- Maintained enhanced schedule for Installation of hardware and software in new and existing police car fleet.
- Organized and staffed IT Steering Committee comprised of representatives from each department. Held vendor demonstrations for modernization of general ledger, utility, and related software modules.
- Employee certifications achieved in networks, security and Geographic Information Systems.
- Met the State of Tennessee requirement to have 98% accuracy on geocoded routed addresses.
- Improved the Animal Shelter webpage and other key projects in support of conversion to new website.
- Completed conversion from Windows XP on all user desktops.
- Completed PC inventory.
- Streamlined TVA reporting requirements.
- Developed City's Annual State and Federal Legislative Agenda and provided staff support to governmental affairs consultants.
- Assisted in the advocacy of federal legislation to establish Manhattan Project National Historical Park.
- Assisted with preparation and submittal of the Adventure Tourism District application.
- Provided staff support for the Tennessee Oversight Interlocal Agreement between DOE and the State of TN, including supervision of student intern.
- Enhanced support to staff in the preparation of public information.
- Provided staff support for Secret City Festival and other special events.
- Continued to serve on the Center for Oak Ridge Oral History Project (COROH) committee.
- Continued to improve community and governmental relations through participation 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; and U.S. Department of Energy (DOE).

PERSONNEL

- Performed risk assessment at Centennial Golf Course.
- Coordinated blasting at the Kroger Market Place site with the Oak Ridge Fire Department.
- Assisted with implementation of the Experimental Energy House project.
- Facilitated biometric screenings for medical insurance participants.
- Ended up with \$19,000 savings in insurance premiums by rebidding life and long-term disability insurances.
- Processed retirement and insurance applications for ten retiring employees.
- Conducted sixteen recruitment campaigns.

FINANCE DEPARTMENT

- Completed preparation of the FY14 Budget Document and obtained the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for that document.
- Prepared the FY13 Comprehensive Annual Financial Report (CAFR) and obtained the Certificate of Achievement for Excellence in Financial Reporting from GFOA for that document.
- Continued reorganization of duties in the Finance Department.
- Worked with City Clerk's Office on development of an RFP for independent audit services for the next five fiscal years. Participated in audit selection process.
- Participated in the IT Steering Committee. Finance staff attended software demonstrations to review general ledger and other accounting and utility related software modules.

- Restructured existing debt along with the issuance of \$3,585,000 in new debt proceeds from \$23,205,000 in General Obligation Bonds issued in August 2013.
- Submitted application for \$3,000,000 State Revolving Fund Loan for wastewater projects that was awarded by State in May 2014.
- Reviewed and coordinated a \$964,291 lease agreement for purchase of 2 Fire Trucks.
- Facilitated and coordinated with the City's external consultant who prepared a water and wastewater rate study that resulted in new rate structures for these services effective January 2014 and January 2015.

UTILITY BUSINESS OFFICE

- Conducted continuing customer service training.
- Upgraded security and accountability in cash handling.
- Produced, billed and collected utility bills and tax assessments.
- Continued to reduce bad debts across the utility services.
- Performed customer satisfaction survey of operations.
- Implemented new TVA programs in the area of energy efficiency and green power.

2014-2015 GOALS

CITY MANAGER

Quality of Life

- Initiate progress of the Climate Action Plan (CAP).
- Promote the Manhattan Project National Historical Park, integrate with local assets and coordinate with local and national officials to move this project forward.
- Enhance the economic image and marketing of Oak Ridge as a professional, innovative, and progressive city through its various contractual entities and regional partners.
- Monitor and support enhancements to City waterfront as a community amenity of constantly evolving activities.
- Support the diversification of the community workforce through "growing our own" or other such programs, including service/emergency personnel, being reflective of the community at large.

Economics

- Develop further sources of sales tax revenues through retail recruitment efforts.
- Develop marketing strategies for use of tax increment programs to incentivize industrial and commercial activity.
- Work with the Industrial Development Board (IDB) in actively implementing the marketing of Horizon Center and its complimentary infrastructure, as well as pursue other areas of workplace diversification.
- Assess regional initiatives and make determinations as to value and return on investment.
- Actively pursue the use of grants and engage the State of Tennessee, Tennessee Valley Authority (TVA), and regional economic development agencies.

Safety

- Utilize the Oak Ridge Police Department in a targeted approach to eliminating ongoing repeat offenders or problem criminal locations.
- Enjoin the Oak Ridge Land Bank into utilizing its resources and powers to overcome housing blight and encourage housing investment.
- Support Neighborhood Watches through improved volunteer programs and awareness of Police Department processes.
- Use existing ordinances to accomplish neighborhood improvements through code enforcement, housing inspections and vehicle parking and file with Administrative Hearing Officer.

- Improve infiltration and inflow into City stormwater system through initial analysis process in coming year.

Governance

- Enhance goal setting process with City boards and commissions.
- Start Comprehensive Plan update with internal staff.
- 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.
- Implement Oak Ridge Community Land Bank initiatives.
- 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).
- Apply for TVA Extreme Energy Makeover Program.

CITY CLERK

- Continue to establish a suitable environment for conservation, maintenance, and accessibility of city records maintained in the City Clerk's Office.
- Continue 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.
- Continue to develop a process that allows for electronic document management with the City Clerk's Office that complies with applicable laws and regulations for future implementation.
- Develop a five-year strategic plan for improvements in the City Clerk's Office with a special emphasis on records management.
- Examine City Council Agenda compilation and publishing processes, and review suitable software suites and applications to better assist with this activity.
- Establish an internal records retention policy to better assist with record management for city staff and specialty programs.

LEGAL DEPARTMENT

- 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.
- Provide legal assistance for the following City projects, such as Oak Ridge Land Bank, Applewood Redevelopment/Litigation, EPA Administrative Order Compliance, and Oak Ridge Mall Project.

INFORMATION SERVICES

- Prepare recommendations and cost estimates for IT modernization, including general ledger and purchasing software and mainframe.
- Work with new auditors on IT compliance, policies and procedures.
- Provide staff support for conversion to the new police software.
- Continue efforts to improve information security and educate staff.
- Continue updating GIS address layers and researching street name anomalies.
- Increase traffic to the City's Social Media sites and explore new ones.
- Improve internal communications to become more of a central point of contact for incoming and outgoing information.
- Continue improvements to Animal Shelter website adoption features.
- Assist City Clerk's office with audio and voting upgrades for City Council meetings.
- Assist Public Works with stormwater education initiatives and IT-related needs (GPS data collection, webpages, data base and work setup).
- Continue deposit program improvements to enhance efficiency and customer service.
- Continue support for implementation of city-wide fiber ring project.
- Enhance professional development and training for IS employees in key areas, including emergency preparedness, disaster recovery, and customer service.
- Improve off site data storage for server backups.
- Enhance hard drive destruction and tracking program.
- Continue to implement phone system upgrades to enhance reliability.
- Continue to assess city-wide printer needs for networking and replacement.
- Continue to improve tracking of legislative issues of importance to the City.
- Improve functionality of Intranet by converting to content management system.
- Work with Energy Communities Alliance and Manhattan Project communities to secure passage of federal legislation to establish the Manhattan Project National Historical Park.
- Continue to support implementation of the Tennessee Oversight Interlocal Agreement and communicate issues of importance to state and federal agencies.
- Continue to collaborate with the schools to enhance efficiencies.

PERSONNEL

- Finalize on-line capability for submission of employment application and other forms.
- Continue overhaul of Personnel sections of the Intranet.
- Continue to modify Personnel Plan/Ordinance.
- Continue to modify Personnel-related Administrative Policy and Procedure Manual guidelines and prepare new policies as needed.
- Continue working with the State in providing medical insurance for cost reduction.
- Recruit for vacant positions and increase diversification of workforce.

FINANCE DEPARTMENT

- Obtainment of the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the City's 2015 budget document.
- Obtainment of the Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association (GFOA) for the City's 2014 Comprehensive Annual Financial Report (CAFR).
- Continue 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.
- Review GFOA Best Practices toward updating or formulating new City Policies.

UTILITY BUSINESS OFFICE

- Improve past due collection procedures to improve results.
- Select new utility billing system.
- Produce, deliver and collect all utility and tax bills.
- Continue employee development through technical and customer service training.
- Perform customer satisfaction survey for utility and tax operations.
- Further develop key account outreach program making sure customers are aware of services provided.

EXPENDITURES OVERALL

Summary of Positions and Staff Years for General Government:

	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
816 City Clerk	2	2	2	2.00	2.00	2.00
820 City Manager	2	2	2	2.00	2.00	2.00
832 City Court	3	3	3	2.60	2.60	2.60
843 Legal	3	3	3	3.00	3.00	3.00
845 Information Services	10	10	10	10.00	10.00	10.00
846 Personnel	4	4	4	4.00	4.00	4.00
854 Stationery Stores	1	1	1	1.00	1.00	1.00
862 Finance	11	11	11	11.00	11.00	11.00
864 Business Office	11	11	11	11.00	11.00	11.00
TOTAL GENERAL GOVERNMENT	47	47	47	46.60	46.60	46.60

General Government Summary of Net Expenditures by Activity:

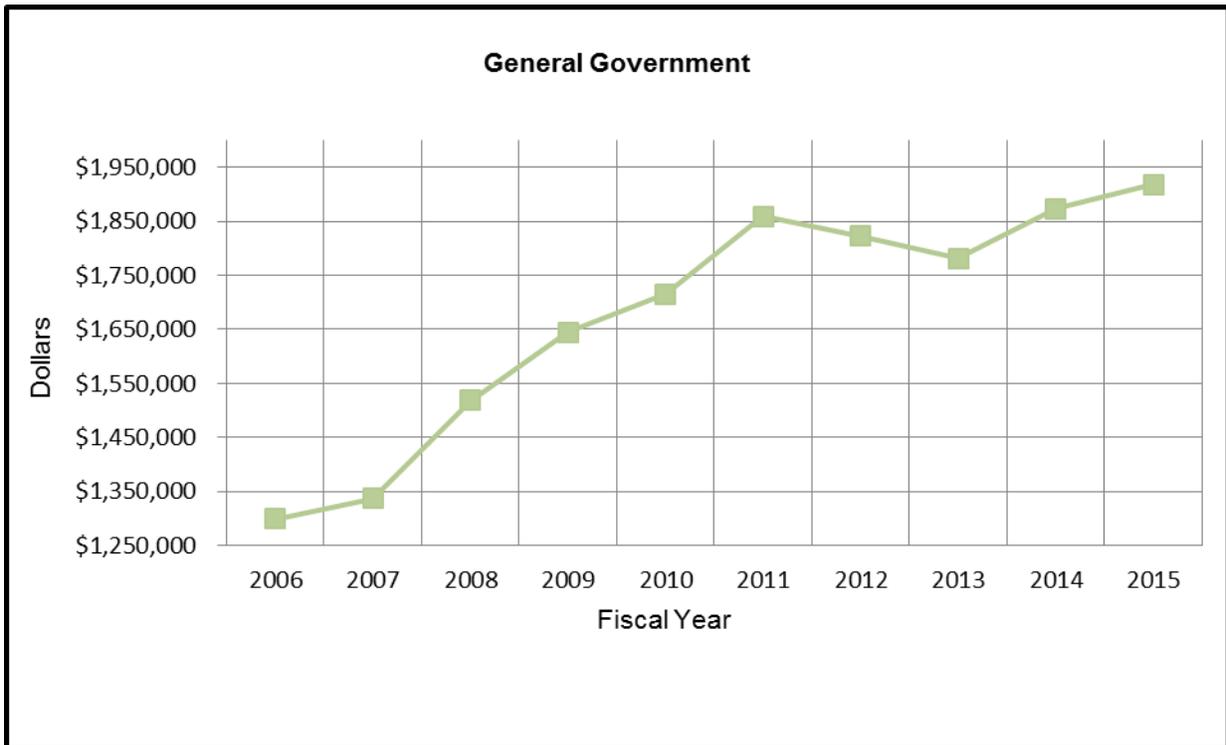
	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>General Government:</u>						
810 City Council	112,204	118,559	118,559	113,534	(5,025)	-4.2
816 City Clerk	103,347	109,822	109,810	111,453	1,631	1.5
820 City Manager	194,720	233,957	226,470	230,291	(3,666)	-1.6
832 City Court	206,635	208,252	209,829	208,558	306	0.1
843 Legal	237,507	238,558	238,160	242,545	3,987	1.7
845 Information Services	362,742	411,866	396,676	416,890	5,024	1.2
846 Personnel	233,578	238,744	237,869	245,248	6,504	2.7
854 Stationery Stores	80,112	79,322	80,556	91,618	12,296	15.5
862 Finance	181,127	188,117	185,072	195,718	7,601	4.0
864 Business Office	69,577	69,988	70,164	62,160	(7,828)	-11.2
Total General Government	1,781,549	1,897,185	1,873,165	1,918,015	20,382	1.1

FY2015 General Fund Budget – General Government Activities - Costs Allocated to Other Funds and Costs Recovered:

DEPARTMENT:	GROSS BUDGET	ELECTRIC FUND	WATERWORKS FUND		STATE STREET AID FUND	COSTS RECOVERED	GENERAL FUND					
			WATER	WASTEWATER								
GENERAL GOVERNMENT:												
810 City Council	\$ 160,766	16%	\$ 26,059	7%	\$ 11,401	6%	\$ 9,772	\$ -	\$ -	71%	\$ 113,534	
816 City Clerk	156,976	16%	25,116	7%	10,988	6%	9,419	-	-	71%	111,453	
820 City Manager's Office	461,483	25%	115,596	12%	55,486	12%	55,486	1%	4,624	-	50%	230,291
832 City Court	208,558		-		-		-	-	-	100%	208,558	
843 Legal	341,612	16%	54,657	7%	23,913	6%	20,497	-	-	71%	242,545	
845 Information Services	1,158,026	27%	312,666	15%	173,704	22%	254,766	-	-	36%	416,890	
846 Personnel	454,162	15%	68,124	13%	59,041	15%	68,124	3%	13,625	-	54%	245,248
854 Stationary Stores	269,462	26%	70,060	20%	53,892	20%	53,892	-	-	-	34%	91,618
862 Finance	931,990	37%	344,836	18%	167,758	20%	186,398	4%	37,280	-	21%	195,718
864 Business Office	887,987	43%	381,834	27%	239,756	23%	204,237	-	-	-	7%	62,160
TOTAL GENERAL GOVERNMENT	5,031,022	28%	1,398,948	16%	795,939	17%	862,591	1%	55,529	-	38%	1,918,015

Chart of General Government Net General Fund Expenditures – Actual 2006 to Budget 2015:

Lower expenditure levels in fiscal 2006 and 2007 were in-part due to the turn-over in the City Manager position during this time frame. Additions in fiscal 2008 were an for Administrative Assistant position for Economic Development & Public Affairs functions and funding for special project/ communication resources. The decreases in fiscal 2012 and 2013 were due to the retirement of long-term employees and related departmental restructuring.



DEPARTMENT ACTIVITIES

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 Compared to Prior Year:

Total Contractual Services decreased by \$6,219. Reductions include a decrease of \$7,700 for the annual independent audit based on proposals taken for these services for the next 5 fiscal years, a decrease of \$5,100 for City Council travel to specifically provide funding for other City services, and a decrease of \$3,017 for elimination of a specific vehicle assigned for the use of City Council. This vehicle is being transferred to a vehicle pool located in the Municipal Building for employees from various departments to utilize. These reductions were offset by a \$10,000 increase in utility charges related to televising City Council meetings that resulted from anticipated changes under Comcast's contractual agreement with the City.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
City Council Agenda Production-Number of Sessions	28	20	37	37
Minutes Recorded*	32	20	45	45
Ordinances Adopted	19	18	13	15
Resolutions Adopted	103	115	125	125
Proclamations Issued	32	20	30	30
Administrative Action Referrals	205	265	216	216
Publications/Legal Notices	67	55	58	58
Open Record Requests Processed**	7	19	48	48

*The numbers of minutes recorded on behalf of the City Council has increased significantly due to procedural changes in City Council's Rules and Procedures, adopted in 2013, in which minutes are now recorded for non-voting meetings, such as Work Sessions and committee meetings.

**The number of Open Record Requests Processed is projected to increase significantly in FY2014 given city staff's increased familiarity with the City's Open Records Request Policy in which open records requests are forwarded to the City Clerk's Office for processing.

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015. Funding for all areas was reviewed and reallocated based on current funding requirements.

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 through the Government and Public Affairs functions of the Information Services Department, perform functions 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.

Significant Expenditure Changes Compared to Prior Year:

Total Contractual Services decrease by \$27,459. \$23,000 in budgeted funding for Advertising and Publicity, which was to be utilized for quarterly newspaper reports to citizens, has been moved to Activity 845 for postage and mailing supplies. The transfer of this funding to Activity 845 begins the transition to letter size mailings for utility and tax notices which will allow for the addition of routine correspondence and notices to Oak Ridge citizens. Other reductions include Training and Travel which was reduced by \$3,100 to specifically fund other City services and \$1,359 in equipment maintenance reflecting current computer equipment needs for this office.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Number of Court Cases:				
City Violations	4,138	4,600	3,672	4,2000
Fines and other Costs Collected	\$420,940	\$340,000	\$352,799	\$360,000

Significant Expenditure Changes Compared to Prior Year:

Total Contractual Services decrease by \$3,904. Changes include a \$5,000 decrease in rent towards the Anderson County Sessions Court site and an increase of \$1,096 for equipment maintenance requirements.

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 Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015. Funding for all areas was reviewed and reallocated based on current funding requirements.

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) supports the city organization in the areas of public and intergovernmental affairs, and in information technology to provide a management and communications network of telephones, computers, servers, Internet and website for the business of municipal operations.

Departmental goals are to (1) maintain a secure city network for municipal users; (2) analyze functional and management information needs of all municipal activities; (3) recommend innovative and cost-effective solutions utilizing information technology; (4) enhance public, media and intergovernmental relations; and (5) conduct research and analysis in support of city programs and policies.

The department is comprised of 10 staff that provides a range of services that includes preparation of news releases, social media and website information; installation and maintenance of desktop and laptop computers and notebook devices; maintenance of network server infrastructure, City websites; data security and Internet access, printers, security cameras and door locks, and specialized software needs such as those for public safety and utility departments. Most computers and major software purchases are funded by the Equipment Replacement Rental Fund.

The IS department also operates a Midrange computer for the City's business functions. IS staff are responsible for providing and maintaining approximately 380 personal computers at workstations located in the Municipal Building and at the Public Library, Civic Center, Central Services Complex, four fire stations, the animal shelter, the Highland View police precinct, water treatment plant, wastewater treatment plant, and various utility stations. IS provides phone maintenance and support service to all City departments and plays an active role in recommending and securing innovations in automation that promote organizational efficiency.



Performance Objectives:

1. Provide system accessibility 24/7 and
2. Maintain system reliability as close to 100% as possible for normal work hours.
3. Maintain and improve the City's network of servers, including all server applications.
4. Maintain and improve technical support for the City Geographic Information System (GIS).

5. Maintain and improve key AS 400 applications for the City operations.
6. Support citywide compliance with state, federal, and other requirements for computer software and hardware.
7. Maintain reliability as close to 100% as possible for the City's telecommunication system.
8. Provide timely and accurate information to internal and external customers.
9. Facilitate intergovernmental, public, and media relations to support City's strategic goals and vision.
10. Continue to improve the City's website and social media applications to enhance transparency and service

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Help Desk Requests	4,115	5,000	4000	4250
Remote sites supported	24	26	26	30
Applications supported	45	47	47	55
Computer peripheral devices maintained (printers, scanners, copiers)	270	275	255	255
Computer and Servers maintained by IS (including repurposed PCs and updated inventory results)	430	415	475	485
Network devices maintained (switches, routers, and firewalls)	190	195	195	200
Physical security - proximity card readers, DVRs and cameras	75	82	82	90
Replacement personal computers deployed	81	100	50	100

Significant Expenditure Changes Compared to Prior Year:

Total Contractual Services have increased by \$10,470. Changes include a \$6,735 decrease in funding for technical consultants which has been reallocated for travel and training. Funding increased \$11,517 for Travel and Training related to staff site visits and training as part of the selection and award process for new financial and utility software. Utility Services has increased \$5,475 for internet and other communication charges.

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. Ensure the selection process used to fill each opening is valid and nondiscriminatory toward any applicant.
3. Promote positive employee attitudes toward the work experience through new employee orientation, assisting with benefits and mediation.
4. Coordinate safety inspections of all City facilities and work areas with OSHA and TML.
5. Coordinate safety and other meetings to assist departments in meeting their training needs.
6. Maintain a combination of insurance and City funds to satisfy foreseeable losses.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Applications received and processed	634	1,000	975	1,000
Minority applicants	13.9%	8.5%	10.0%	9%
Regular positions filled	34	30	25	30
Dental, Vision and Hearing claims processed	1,082	1,000	1,050	1,000
Injuries requiring medical attention	44	35	45	35
Legitimate non-automotive liability claims	18	25	15	20
Automobile accidents preventable by employee	2	5	5	5

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015. Funding for all areas was reviewed and reallocated based on current funding requirements.

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:

Under the direction of the Finance Department, 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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Proposed Annual Budgets Printed	25	25	25	25
Adopted Annual Budgets Printed	30	30	30	30
Annual Financial Reports Printed	40	50	40	40
Requests Completed on Schedule	100%	100%	100%	100%

Significant Expenditure Changes Compared to Prior Year:

Budgeted funding for Contractual Services increased \$26,648 and Commodities increased \$8,000 over the prior fiscal year. The increases are related to equipment, postage and mailing envelopes and supplies for the transition of utility and property tax bill mailings from a post card to a letter size bill. Utilization of a letter size bill format allows for both providing additional and better communicated information on the billings and enables the City to include other correspondence and information to citizens on a routine basis. \$23,000 in funding that was allotted for a quarterly newspaper type mailing to Oak Ridge households was transferred from the City Manager’s budget, Activity 820, to this activity to finance a portion of the costs for this transition.

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 utility accounting functions 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 and Comprehensive Annual Financial Report (CAFR).
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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Purchase Orders issued	4,648	4,950	4,052	4,600
Purchase Orders for Stock Purchases	754	800	834	800
Checks Written	7,435	7,650	7,319	7,400

Significant Expenditure Changes Compared to Prior Year:

Total contractual services increase by \$21,615. Increases include \$4,342 travel and training, including staff certification training as required under state law, and \$26,008 for annual software maintenance on general ledger and other accounting software modules. A decrease of \$9,735 for the elimination of a vehicle specifically assigned to the Finance Department. This vehicle is being transferred to a vehicle pool located in the Municipal Building for employees from various departments to utilize.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Utility billings prepared on schedule	100%	100%	100%	100%
Utility customers billed (monthly)	16,682	16,000	16,720	16,750
Tax parcels billed	14,529	14,500	14,516	14,540

Significant Expenditure Changes Compared to Prior Year:

Total Contractual Services decreased \$128,669. Dues, Memberships, and Subscriptions increased by \$8,400 for an online customer credit check service, Repair and Maintenance budgeted funding increased by \$2,520 for small equipment and Other Equipment Maintenance funding increased \$1,411 for computer replacement and maintenance. Reductions include \$1,000 for travel and training and a \$140,000 decrease in Professional and Contractual Services due to the transition of accounting for Contracted Meter Reading services from this activity to a direct charge to the Electric and Waterworks based on actual meters read.

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

BUDGET DETAIL

City Council – Activity No. 810 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
5111. Salaries-Reg. Employees	14,400	14,400	14,400	14,400	-	-
5141. Social Security	1,102	1,102	1,102	1,102	-	-
Total Personal Services	15,502	15,502	15,502	15,502	-	-
Contractual Services						
5207. Dues, Memberships & Sub.	14,441	18,000	18,000	18,000	-	-
5210. Prof. & Contractual Ser.	54,350	62,950	62,950	55,250	(7,700)	(12.2)
5211. Advertising & Publicity	-	500	500	-	(500)	(100.0)
5212. Utility Services	1,212	1,800	1,800	11,800	10,000	555.6
5220. Training & Travel	16,677	38,000	38,000	32,900	(5,100)	(13.4)
5235. Repair & Maintenance	8,115	2,600	2,600	2,600	-	-
5236.13 Other Equipment Maint.	524	524	524	622	98	18.7
5289. Vehicle/Equip Use Charge	3,238	3,017	3,017	-	(3,017)	(100.0)
Total Contractual Services	98,557	127,391	127,391	121,172	(6,219)	(4.9)
Commodities						
5310. Commodities/Tools/Supplies	28,539	3,440	3,440	3,440	-	-
5320. Books/Education Material	34	200	200	200	-	-
Total Commodities	28,573	3,640	3,640	3,640	-	-
Other Charges						
5410. Liability Insurance	15,402	15,402	15,402	15,402	-	-
5420. Litigation/Judicial Costs	-	50	50	50	-	-
5499. Contingency	-	5,000	5,000	5,000	-	-
Total Other Charges	15,402	20,452	20,452	20,452	-	-
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	-
TOTAL GROSS EXPENDITURES	158,034	166,985	166,985	160,766	(6,219)	(3.7)
Reduction of Costs						
5670. Recovered from Funds	(45,830)	(48,426)	(48,426)	(47,232)	1,194	(2.5)
Total Reduction of Costs	(45,830)	(48,426)	(48,426)	(47,232)	1,194	(2.5)
TOTAL NET EXPENDITURES	112,204	118,559	118,559	113,534	(5,025)	(4.2)

City Clerk - Activity No. 816 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	84,976	85,697	85,413	88,006	2,309	2.7
5131. Regular Overtime Pay	2,844	1,320	1,611	1,320	-	0.0
5141. Social Security	6,552	6,657	6,647	6,833	176	2.6
5150. Retirement	13,663	13,800	13,800	14,076	276	2.0
5160. Medical & Workers Comp	21,757	21,844	21,844	21,844	-	0.0
Total Personal Services	129,792	129,318	129,315	132,079	2,761	2.1
Contractual Services						
5207. Dues, Memberships & Sub.	35	600	600	500	(100)	-16.7
5210. Prof. & Contractual Ser.	750	2,400	2,400	2,400	-	0.0
5211. Advertising & Publicity	9,401	12,000	12,000	10,000	(2,000)	-16.7
5212. Utility Services	1,125	1,700	1,687	1,700	-	0.0
5220. Training & Travel	2,059	4,000	4,000	3,500	(500)	-12.5
5236.13 Other Equipment Maint.	1,260	1,260	1,260	1,297	37	2.9
Total Contractual Services	14,630	21,960	21,947	19,397	(2,563)	-11.7
Commodities						
5310. Commodities/Tools/Supplies	4,347	2,850	2,850	4,950	2,100	73.7
5320. Books/Education Material	222	350	350	350	-	0.0
Total Commodities	4,569	3,200	3,200	5,300	2,100	65.6
Other Charges						
5420. Litigation/Judicial Costs	-	200	200	200	-	0.0
Total Other Charges	-	200	200	200	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	148,991	154,678	154,662	156,976	2,298	1.5
Reduction of Costs						
5610. Recovered from Users	(2,436)	-	-	-	-	0.0
5670. Recovered from Funds	(43,208)	(44,856)	(44,852)	(45,523)	(667)	1.5
Total Reduction of Costs	(45,644)	(44,856)	(44,852)	(45,523)	(667)	1.5
TOTAL NET EXPENDITURES	103,347	109,822	109,810	111,453	1,631	1.5

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

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%	CHG
Personal Services							
5111. Salaries-Reg. Employees	203,268	206,091	216,888	223,122	17,031	8.3	
5120. Salaries-PT/Seasonal Employees	-	-	-	-	-	0.0	
5131. Regular Overtime Pay	4,176	4,555	3,913	4,555	-	0.0	
5141. Social Security	14,784	16,162	16,432	17,417	1,255	7.8	
5150. Retirement	33,186	33,512	33,512	36,253	2,741	8.2	
5160. Medical & Workers Comp	23,202	22,932	22,932	22,932	-	0.0	
Total Personal Services	278,616	283,252	293,677	304,279	21,027	7.4	
Contractual Services							
5207. Dues, Memberships & Sub.	3,924	2,000	4,800	2,000	-	0.0	
5210. Prof. & Contractual Ser.	51,377	30,000	20,000	30,000	-	0.0	
5210. Lobbying	-	70,000	80,000	70,000	-	0.0	
5211. Advertising & Publicity	6,439	28,000	5,000	5,000	(23,000)	-82.1	
5212. Utility Services	5,157	5,340	5,340	5,340	-	0.0	
5220. Training & Travel	9,337	15,200	10,000	12,100	(3,100)	-20.4	
5235. Repair & Maintenance	1,879	225	225	225	-	0.0	
5236.13 Other Equipment Maint.	3,007	2,844	2,844	1,485	(1,359)	-47.8	
5289. Vehicle/Equip Use Charge	10,202	13,052	13,052	13,052	-	0.0	
Total Contractual Services	91,322	166,661	141,261	139,202	(27,459)	-16.5	
Commodities							
5310. Commodities/Tools/Supplies	2,536	2,100	2,100	2,100	-	0.0	
5320. Books/Education Material	585	500	500	500	-	0.0	
Total Commodities	3,121	2,600	2,600	2,600	-	0.0	
Other Charges							
5410. Liability Insurance	15,402	15,402	15,402	15,402	-	0.0	
Total Other Charges	15,402	15,402	15,402	15,402	-	0.0	
Capital Expenditures							
5540 Machinery & Equipment	981	-	-	-	-	0.0	
Total Capital Expenditures	981	-	-	-	-	-	
TOTAL GROSS EXPENDITURES	389,442	467,915	452,940	461,483	(6,432)	-1.4	
Reduction of Costs							
5610. Recovered from Users	-	-	-	-	-	0.0	
5670. Recovered from Funds	(194,722)	(233,958)	(226,470)	(231,192)	2,766	-1.2	
Total Reduction of Costs	(194,722)	(233,958)	(226,470)	(231,192)	2,766	-1.2	
TOTAL NET EXPENDITURES	194,720	233,957	226,470	230,291	(3,666)	-1.6	

City Court - Activity No. 832 Budget Detail

		ACTUAL	BUDGET	PROJECTED	BUDGET	BUDGET	%
		FY 2013	FY 2014	FY 2014	FY 2015	15 vs. 14	CHG
Personal Services							
5111.	Salaries-Reg. Employees	104,669	105,753	105,287	107,520	1,767	1.7
5131.	Regular Overtime Pay	7,116	6,019	8,024	8,040	2,021	33.6
5141.	Social Security	8,485	8,551	8,589	8,695	144	1.7
5150.	Retirement	17,100	17,161	17,161	17,439	278	1.6
5160.	Medical & Workers Comp	32,929	32,223	32,223	32,223	-	0.0
Total Personal Services		170,299	169,707	171,284	173,917	4,210	2.5
Contractual Services							
5201.	Rents	30,000	30,000	30,000	25,000	(5,000)	-16.7
5210.	Prof. & Contractual Ser.	399	2,400	2,400	2,400	-	0.0
5212.	Utility Services	1,306	1,600	1,600	1,600	-	0.0
5220.	Training & Travel	857	674	674	674	-	0.0
5236.13	Other Equipment Maint.	1,746	1,746	1,746	2,842	1,096	62.8
Total Contractual Services		34,308	36,420	36,420	32,516	(3,904)	-10.7
Commodities							
5310.	Commodities/Tools/Supplies	1,857	2,025	2,025	2,025	-	0.0
5320.	Books/Education Material	171	100	100	100	-	0.0
Total Commodities		2,028	2,125	2,125	2,125	-	0.0
Other Charges							
Total Other Charges		-	-	-	-	-	0.0
Capital Expenditures							
Total Capital Expenditures		-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES		206,635	208,252	209,829	208,558	306	0.1
Reduction of Costs							
Total Reduction of Costs		-	-	-	-	-	0.0
TOTAL NET EXPENDITURES		206,635	208,252	209,829	208,558	306	0.1

Legal - Activity No. 843 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	219,022	222,215	222,002	226,802	4,587	2.1
5141. Social Security	16,241	16,999	16,649	17,350	351	2.1
5150. Retirement	34,619	34,972	34,972	35,678	706	2.0
5160. Medical & Workers Comp	33,738	32,920	32,920	32,920	-	0.0
Total Personal Services	303,620	307,106	306,543	312,750	5,644	1.8
Contractual Services						
5207. Dues, Memberships & Sub.	3,658	2,500	4,500	4,500	2,000	80.0
5210. Prof. & Contractual Ser.	478	1,710	1,710	1,710	-	0.0
5211. Advertising & Publicity	1,034	750	750	750	-	0.0
5212. Utility Services	3,050	4,000	4,000	4,000	-	0.0
5220. Training & Travel	878	4,293	2,293	2,293	(2,000)	-46.6
5235. Repair & Maintenance	97	-	-	-	-	0.0
5236.13 Other Equipment Maint.	2,158	2,158	2,158	2,129	(29)	-1.3
5289. Vehicle/Equip Use Charge	836	-	-	-	-	0.0
Total Contractual Services	12,189	15,411	15,411	15,382	(29)	-0.2
Commodities						
5310. Commodities/Tools/Supplies	1,847	1,000	1,000	1,000	-	0.0
5320. Books/Education Material	15,564	12,380	12,380	12,380	-	0.0
Total Commodities	17,411	13,380	13,380	13,380	-	0.0
Other Charges						
5420. Litigation/Judicial Costs	1,304	100	100	100	-	0.0
Total Other Charges	1,304	100	100	100	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	334,524	335,997	335,434	341,612	5,615	1.7
Reduction of Costs						
5670. Recovered from Funds	(97,017)	(97,439)	(97,274)	(99,067)	(1,628)	1.7
Total Reduction of Costs	(97,017)	(97,439)	(97,274)	(99,067)	(1,628)	1.7
TOTAL NET EXPENDITURES	237,507	238,558	238,160	242,545	3,987	1.7

Information Services – Activity No. 845 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	471,179	556,275	538,241	559,168	2,893	0.5
5131. Regular Overtime Pay	674	3,350	705	3,350	-	0.0
5141. Social Security	35,150	42,811	41,279	43,033	222	0.5
5150. Retirement	82,468	89,085	89,085	89,455	370	0.4
5160. Medical & Workers Comp	102,182	108,834	108,834	108,834	-	0.0
Total Personal Services	691,653	800,355	778,144	803,840	3,485	0.4
Contractual Services						
5201. Rents	2,599	2,700	2,700	2,700	-	0.0
5207. Dues, Memberships & Sub.	1,953	1,175	1,300	1,175	-	0.0
5210. Prof. & Contractual Ser.	71,642	101,235	75,000	94,500	(6,735)	-6.7
5211. Advertising & Publicity	-	-	665	-	-	0.0
5212. Utility Services	90,623	78,775	84,237	84,250	5,475	7.0
5220. Training & Travel	1,790	2,908	2,908	14,425	11,517	396.0
5235. Repair & Maintenance	2,436	3,500	3,500	3,500	-	0.0
5236.13 Other Equipment Maint.	133,703	133,703	133,703	133,916	213	0.2
5289. Vehicle/Equip Use Charge	7,200	7,200	7,200	7,200	-	0.0
Total Contractual Services	311,946	331,196	311,213	341,666	10,470	3.2
Commodities						
5310. Commodities/Tools/Supplies	7,522	12,520	12,520	12,520	-	0.0
5320. Books/Education Material	1,997	-	-	-	-	0.0
5325. Uniforms/Safety Equip.	1,198	-	-	-	-	0.0
Total Commodities	10,717	12,520	12,520	12,520	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	1,014,316	1,144,071	1,101,877	1,158,026	13,955	1.2
Reduction of Costs						
5610. Recovered from Users	(6,700)	-	-	-	-	0.0
5670. Recovered from Funds	(644,874)	(732,205)	(705,201)	(741,136)	(8,931)	1.2
Total Reduction of Costs	(651,574)	(732,205)	(705,201)	(741,136)	(8,931)	1.2
TOTAL NET EXPENDITURES	362,742	411,866	396,676	416,890	5,024	1.2

Personnel - Activity No. 846 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	255,697	260,851	260,197	270,625	9,774	3.7
5131. Regular Overtime Pay	560	1,015	883	1,015	-	0.0
5141. Social Security	18,572	20,033	19,181	20,780	747	3.7
5150. Retirement	40,709	40,985	40,985	42,510	1,525	3.7
5160. Medical & Workers Comp	44,464	43,738	43,738	43,738	-	0.0
Total Personal Services	360,002	366,622	364,984	378,668	12,046	3.3
Contractual Services						
5201. Rents	-	-	-	-	-	0.0
5207. Dues, Memberships & Sub.	1,035	2,862	4,875	3,590	728	25.4
5210. Prof. & Contractual Ser.	58,972	52,919	52,919	52,975	56	0.1
5211. Advertising & Publicity	1,768	4,000	4,000	4,000	-	0.0
5212. Utility Services	2,134	2,900	2,887	2,900	-	0.0
5220. Training & Travel	-	1,500	1,500	1,500	-	0.0
5236.13 Other Equipment Maint.	2,344	2,344	2,344	2,789	445	19.0
Total Contractual Services	66,253	66,525	68,525	67,754	1,229	1.8
Commodities						
5310. Commodities/Tools/Supplies	6,296	6,890	6,890	6,890	-	0.0
5320. Books/Education Material	-	1,479	100	850	(629)	-42.5
5325. Uniforms/Safety Equip.	-	600	-	-	(600)	-100.0
Total Commodities	6,296	8,969	6,990	7,740	(1,229)	-13.7
Other Charges						
5410. Liability Insurance	-	-	-	-	-	0.0
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	432,551	442,116	440,499	454,162	12,046	2.7
Reduction of Costs						
5670. Recovered from Funds	(198,973)	(203,372)	(202,630)	(208,914)	(5,542)	2.7
Total Reduction of Costs	(198,973)	(203,372)	(202,630)	(208,914)	(5,542)	2.7
TOTAL NET EXPENDITURES	233,578	238,744	237,869	245,248	6,504	2.7

Stationary Stores - Activity No. 854 Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	48,022	48,642	48,483	49,585	943	1.9
5131. Regular Overtime Pay	7,708	7,351	7,772	7,700	349	4.7
5141. Social Security	4,200	4,283	4,307	4,356	73	1.7
5150. Retirement	8,537	8,612	8,612	8,761	149	1.7
5160. Medical & Workers Comp	10,998	10,888	10,888	10,888	-	0.0
Total Personal Services	79,465	79,776	80,062	81,290	1,514	1.9
Contractual Services						
5201. Rents	26,259	24,500	26,600	30,000	5,500	22.4
5206. Mailing & Delivery	94,816	92,000	92,000	112,000	20,000	21.7
5212. Utility Services	734	1,000	968	1,000	-	0.0
5235. Repair & Maintenance	856	-	-	-	-	0.0
5236.13 Other Equipment Maint.	2,734	1,774	2,800	2,922	1,148	64.7
5289. Vehicle/Equip Use Charge	4,250	4,250	4,500	4,250	-	0.0
Total Contractual Services	129,649	123,524	126,868	150,172	26,648	21.6
Commodities						
5310. Commodities/Tools/Supplies	26,509	30,000	30,000	38,000	8,000	26.7
Total Commodities	26,509	30,000	30,000	38,000	8,000	26.7
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	235,623	233,300	236,930	269,462	36,162	15.5
Reduction						
5670. Recovered from Funds	(155,511)	(153,978)	(156,374)	(177,844)	(23,866)	15.5
Total Reduction of Costs	(155,511)	(153,978)	(156,374)	(177,844)	(23,866)	15.5
TOTAL NET EXPENDITURES	80,112	79,322	80,556	91,618	12,296	15.5

Finance - Activity No. 862 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	566,013	585,059	567,465	596,982	11,923	2.0
5131. Regular Overtime Pay	3,240	3,553	3,231	3,553	-	0.0
5141. Social Security	41,877	45,029	42,744	45,941	912	2.0
5150. Retirement	91,771	92,062	92,062	93,804	1,742	1.9
5160. Medical & Workers Comp	120,197	119,357	119,357	119,357	-	0.0
Total Personal Services	823,098	845,060	824,859	859,637	14,577	1.7
Contractual Services						
5207. Dues, Memberships & Sub.	970	1,635	1,635	1,635	-	0.0
5210. Prof. & Contractual Ser.	4,130	5,000	10,728	6,000	1,000	20.0
5212. Utility Services	3,963	5,200	5,174	5,200	-	0.0
5220. Training & Travel	4,757	4,800	4,800	9,142	4,342	90.5
5235. Repair & Maintenance	102	500	500	500	-	0.0
5236.13 Other Equipment Maint.	10,718	10,718	10,718	36,726	26,008	242.7
5289. Vehicle/Equip Use Charge	9,735	9,735	9,735	-	(9,735)	-100.0
Total Contractual Services	34,375	37,588	43,290	59,203	21,615	57.5
Commodities						
5310. Commodities/Tools/Supplies	6,238	10,500	10,500	10,500	-	0.0
5320. Books/Education Material	224	700	700	700	-	0.0
5325. Uniforms/Safety Equip.	649	1,950	1,950	1,950	-	0.0
Total Commodities	7,111	13,150	13,150	13,150	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	864,584	895,798	881,299	931,990	36,192	4.0
Reduction of Costs						
5610. Recovered from Users	(434)	-	-	-	-	-
5670. Recovered from Funds	(683,023)	(707,681)	(696,227)	(736,272)	(28,591)	4.0
Total Reduction of Costs	(683,457)	(707,681)	(696,227)	(736,272)	(28,591)	4.0
TOTAL NET EXPENDITURES	181,127	188,117	185,072	195,718	7,601	4.0

Business Office - Activity No. 864 Budget Detail

		ACTUAL	BUDGET	PROJECTED	BUDGET	BUDGET	%
		FY 2013	FY 2014	FY 2014	FY 2015	15 vs. 14	CHG
Personal Services							
5111.	Salaries-Reg. Employees	439,146	441,405	442,899	454,745	13,340	3.0
5131.	Regular Overtime Pay	12,800	15,115	15,699	15,417	302	2.0
5141.	Social Security	32,839	34,924	33,593	35,967	1,043	3.0
5150.	Retirement	70,713	71,552	71,552	73,684	2,132	3.0
5160.	Medical & Workers Comp	119,869	120,199	120,199	120,199	-	0.0
Total Personal Services		675,367	683,195	683,942	700,012	16,817	2.5
Contractual Services							
5201.	Rents	1,767	2,600	2,000	2,600	-	0.0
5205.	Printing & Dup. Charges	1,136	-	-	-	-	0.0
5207.	Dues, Memberships & Sub.	8,056	100	8,500	8,500	8,400	8400.0
5210.	Prof. & Contractual Ser.	223,602	239,000	226,790	99,000	(140,000)	-58.6
5211.	Advertising & Publicity	41	-	-	-	-	0.0
5212.	Utility Services	5,747	7,250	7,104	7,250	-	0.0
5220.	Training & Travel	7,975	7,500	7,500	6,500	(1,000)	-13.3
5235.	Repair & Maintenance	2,515	480	2,500	3,000	2,520	525.0
5236.13	Other Equipment Maint.	18,277	13,187	13,187	14,598	1,411	10.7
5289.	Vehicle/Equip Use Charge	29,697	25,699	30,000	25,699	-	0.0
Total Contractual Services		298,813	295,816	297,581	167,147	(128,669)	-43.5
Commodities							
5310.	Commodities/Tools/Supplies	14,750	14,215	14,215	14,215	-	0.0
5320.	Books/Education Material	45	100	100	100	-	0.0
5325.	Uniforms/Safety Equip.	1,335	2,850	2,850	2,850	-	0.0
Total Commodities		16,130	17,165	17,165	17,165	-	0.0
Other							
5410.	Liability Insurance	3,663	3,663	3,663	3,663	-	0.0
Total Other Charges		3,663	3,663	3,663	3,663	-	0.0
Capital Expenditures							
Total Capital Expenditures		-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES		993,973	999,839	1,002,351	887,987	(111,852)	-11.2
Reduction Costs							
5670.	Recovered from Funds	(924,396)	(929,851)	(932,187)	(825,827)	104,024	-11.2
Total Reduction of Costs		(924,396)	(929,851)	(932,187)	(825,827)	104,024	-11.2
TOTAL NET EXPENDITURES		69,577	69,988	70,164	62,160	(7,828)	-11.2

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 65 uniformed officers (includes Animal Control), 15 non-uniform support personnel and 7 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.

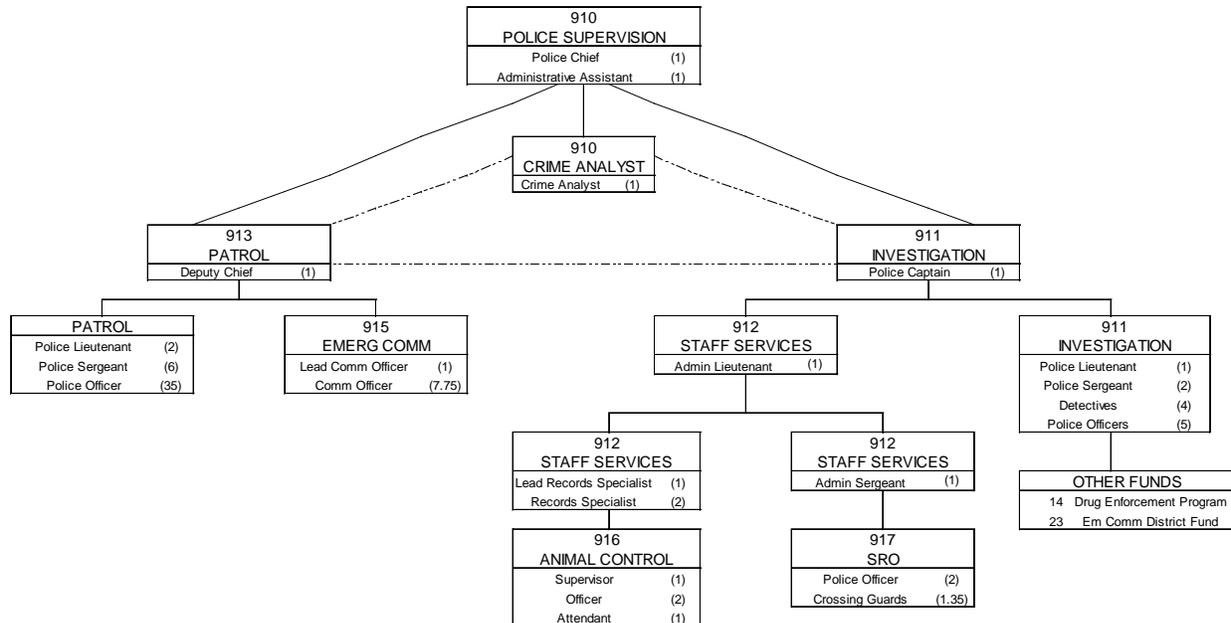


The Investigations and Patrol activities work jointly to prevent and investigate crimes, which include crimes against persons and property, as well as traffic-related accidents and violations.

The Animal Control activity, in cooperation with public and private entities, operates a model animal control program, which provides service to Anderson County and the City of Clinton, which utilize the animal shelter facility on a fee basis.

The School Resource Officer Program utilizes two police officers who are dedicated solely to working within the Oak Ridge Schools. The objectives of this program are to prevent and decrease the number of crimes committed on or near school property, to provide educational programs for students, faculty and parents, to establish positive interaction between the police and youth of the community.

ORGANIZATIONAL CHART



2013-2014 ACCOMPLISHMENTS

- Completed renovated of Animal Shelter and opened full-time clinic.
- Completed Police Headquarters Patrol and Records areas renovations.
- Initiated TN grant-funded upgrade of Emergency Communications Center.
- Updated Memorandum of Understanding with Oak Ridge Schools and increased school safety through assignment of second School Resource Officer (SRO), as well as utilization of patrol personnel and resources to augment SRO duties.
- Established digital signage throughout Police Headquarters.

2014-2015 GOALS

- Complete renovation of Emergency Communications Center with State of TN grant funding.
- Complete first and second benchmarks of TN State Law Enforcement Accreditation.
- Initiate Records Management System (RMS) upgrade with Spillman Technologies, Inc. software.
- Increase Analysis functions for enhancement of intelligence-led police practices.
- Expand Volunteers in Police Service (VIPS) Program to include VIPS assigned to Animal Shelter.
- Initiate e-citation program with Brazos Technology, Inc.

EXPENDITURES OVERALL

Summary of Positions and Staff Years for Police Department:

	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
910 Police Supervision	3	3	3	3.00	3.00	3.00
911 Investigations	12	13	13	12.00	13.00	13.00
912 Staff Services	5	5	5	5.00	5.00	5.00
913 Patrol	45	44	44	44.75	43.75	44.00
915 Emergency Communications	8	8	9	8.00	8.00	8.75
916 Animal Control	4	4	4	3.50	4.00	4.00
917 School Resource Officer Program	8	9	9	2.35	3.35	3.35
026 Special Programs Fund	-	-	-	0.25	0.25	-
TOTAL POLICE DEPARTMENT	85	86	87	78.85	80.35	81.10

Police Department Summary of Net Expenditures by Activity:

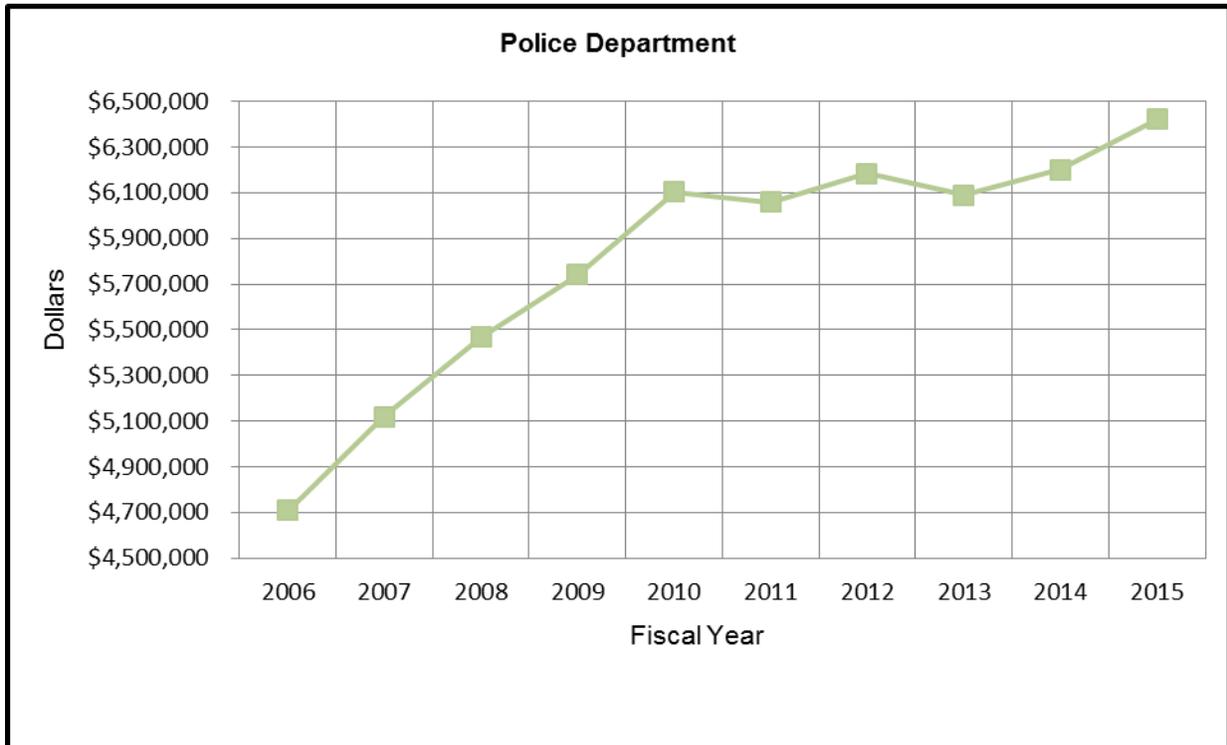
	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>Police Department:</u>						
910 Supervision	313,085	298,814	299,612	304,483	5,669	1.9
911 Investigations	997,065	1,039,944	1,008,771	1,044,075	4,131	0.4
912 Staff Services	380,848	395,248	388,972	406,052	10,804	2.7
913 Patrol	3,700,861	3,796,653	3,745,236	3,877,258	80,605	2.1
915 Emergency Communications	306,656	320,857	307,859	311,284	(9,573)	-3.0
916 Animal Control	300,646	300,685	320,455	304,187	3,502	1.2
917 School Resource Officer Program	88,923	112,934	129,763	172,637	59,703	52.9
Total Police Department	6,088,084	6,265,135	6,200,668	6,419,976	154,841	2.5

FY2015 General Fund Budget – Police 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							
<u>POLICE DEPARTMENT:</u>											
910 Supervision	304,483	-	-	-	-	-	-	100%	304,483		
911 Investigations	1,044,075	-	-	-	-	-	-	100%	1,044,075		
912 Staff Services	406,052	-	-	-	-	-	-	100%	406,052		
913 Patrol	3,877,258	-	-	-	-	-	-	100%	3,877,258		
915 Emergency Communications	561,230	12%	67,347	6%	33,674	2%	11,225	25%	137,700	55%	311,284
916 Animal Control	349,187	-	-	-	-	-	-	13%	45,000	88%	304,187
917 School Resource Officer	172,637	-	-	-	-	-	-	-	-	100%	172,637
TOTAL POLICE DEPARTMENT	6,714,922	1%	67,347	1%	33,674	0%	11,225	3%	182,700	98%	6,419,976

Chart of Police Department Net General Fund Expenditures – Actual 2006 to Budget 2015:

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 Compared to Prior Year:

The \$1,559 increase in Other Equipment Maintenance is related to current requirements to maintain and replace computer and technical equipment. 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% serious crime clearance rate.
2. Maintain a 60% clearance rate of violent serious crimes.
3. Continue to reduce number of reported burglaries while continuing to increase clearance rate, with the goal of achieving 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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Group A Crimes Against Persons	600	475	400	475
Crimes Against Persons Clearance Rate	59%	50%	50%	50%
Group A Crimes Against Property	1419	1,800	1,092	1,800
Crimes Against Property Clearance Rate	38%	40%	40%	40%
Group A Crimes Against Society	289	300	272	300
Crimes Against Society Clearance Rate	91%	90%	90%	90%

Significant Expenditure Changes Compared to Prior Year:

The \$11,553 decrease in funding for Salaries and Benefits reflects current staffing levels with one less Detective position and one more Police Officer position budgeted in this activity when compared to fiscal 2014. Utility Services increased \$7,100 for communication charges, Vehicle and Equipment Use Charges are up by \$3,000 for fuel and maintenance of investigation vehicles, and Other Equipment Maintenance increased \$6,384 related to current requirements to maintain and replace computer and technical equipment.

Staff Services – Activity No. 912

The Staff Services section supervises Police Records, 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. Maintenance and quality control of submitted records and the records management system.
2. Monitor the property control system and conduct random internal audits.
3. Maintain compliance with F.B.I. and T.B.I. requirements for records and crime reporting.
4. Provide information to the public without unreasonable delay and in accordance with legal requirements.
5. Continue training records personnel in use of reporting software.
6. Complete major upgrade of records management software system.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Projected minimum training to meet:				
POST requirements	2,240	2,500	2,440	2,500
Projected non-POST training	1,256	1,500	1,360	1,500

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015.

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 offenses reported during the previous year in all categories.
2. Increase the ratio of arrests to reported serious offenses during the previous year.
3. Increase the level of criminal traffic enforcement.
4. Increase personnel certified in CIT training.
5. Increase cooperation and patrols with DOE and NNSA components and their properties.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Group A Crimes (Against Persons, Property, Society)	2308	2,400	1,764	2,400
Assaults- All	514	525	500	545
Assault Arrests- All	327	350	335	375
Shoplifting	196	220	210	225
Shoplifting Arrests	179	185	180	190
DUI	88	80	76	80
Narcotics Violations	167	270	268	270

Significant Expenditure Changes Compared to Prior Year:

Total Contractual Services are up \$26,647. Utility Services increased \$18,300 for communication charges previously accounted for in other City Funds and Other Equipment Maintenance is up \$9,347 related to current requirements to maintain and replace computer and technical equipment. Travel and Training funding was reduced by \$1,000 to finance a portion of the increased costs for this activity.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Total calls for service	32,671	35,000	34,340	36,000

Significant Expenditure Changes Compared to Prior Year:

The \$19,963 or 3.9% increase in funding for Salaries and Benefits reflects the addition of a new Dispatcher position for fiscal 2015. The dispatch center underwent a major renovation in late fiscal 2014 funded by a State grant accounted for in the Emergency Communications Fund. Funding for Other Equipment Maintenance increased \$2,347 related to requirements to maintain and replace computer and technical equipment.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Animal bites reported	22	30	28	30
Animal bites attributable to at-large animals	4	10	7	10
Animal apprehensions	953	2,500	1,976	2,500
Registered animals	5,536	6,500	6,304	6,500

Significant Expenditure Changes Compared to Prior Year:

Funding for Overtime increased \$3,000 to fund overtime related to call-outs for shelter staff. Total Contractual Services decreased \$2,369. Utility Services decreased by \$6,960 to reflect current natural gas rates and usage. Funding for contracted veterinary services increased by \$3,750.

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, two police officers are 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 positive interaction between the police, school officials, and youth in the community.
3. To improve educational efforts in the schools concerning law, justice, and safety.
4. To help initiate and maintain police/school relations and to aid in the referral of juveniles to appropriate helping persons and agencies.
5. To provide early identification of youth who have potential behavior problems.
6. To provide support to Youth Advisory Board activities, as requested.

Significant Expenditure Changes Compared to Prior Year:

The increase of \$51,841 in Salary and Benefits is due to the full funding of a School Resource Officer position that was added in mid fiscal 2014. The reduction of funding for part-time employees reflects the currently maintained staffing level of School Crossing Guards. Vehicle and Equipment Use Charges are up by \$7,862, for fuel and maintenance of an additional police vehicle accounted for in this activity.

BUDGET DETAIL

Police Supervision – Activity No. 910 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
5111. Salaries-Reg. Employees	192,356	194,481	195,710	198,408	3,927	2.0
5131. Regular Overtime Pay	444	863	404	863	-	0.0
5141. Social Security	14,552	14,944	14,972	15,244	300	2.0
5150. Retirement	31,134	31,450	31,450	32,083	633	2.0
5160. Medical & Workers Comp	32,585	32,562	32,562	32,562	-	0.0
Total Personal Services	271,071	274,300	275,098	279,160	4,860	1.8
Contractual Services						
5207. Dues, Memberships & Sub.	1,175	1,000	1,000	1,000	-	0.0
5210. Prof. & Contractual Ser.	69	-	-	-	-	0.0
5212. Utility Services	1,217	1,675	1,675	1,675	-	0.0
5220. Training & Travel	8,532	3,000	3,000	2,250	(750)	-25.0
5235. Repair & Maintenance	-	-	-	-	-	0.0
5236.13 Other Equipment Maint.	4,033	4,034	4,034	5,593	1,559	38.6
5289. Vehicle/Equip Use Charge	19,212	12,805	12,805	12,805	-	0.0
Total Contractual Services	34,238	22,514	22,514	23,323	809	3.6
Commodities						
5310. Commodities/Tools/Supplies	7,394	1,885	1,885	1,885	-	0.0
5325. Uniforms/Safety Equip.	382	115	115	115	-	0.0
Total Commodities	7,776	2,000	2,000	2,000	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	313,085	298,814	299,612	304,483	5,669	1.9
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	313,085	298,814	299,612	304,483	5,669	1.9

Investigations – Activity No. 911 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	610,226	613,672	575,479	603,144	(10,528)	-1.7
5131. Regular Overtime Pay	36,226	47,369	40,027	48,316	947	2.0
5141. Social Security	49,752	50,570	47,132	49,837	(733)	-1.4
5150. Retirement	97,307	104,270	104,270	103,031	(1,239)	-1.2
5160. Medical & Workers Comp	129,621	140,112	140,112	140,112	-	0.0
Total Personal Services	923,132	955,993	907,020	944,440	(11,553)	-1.2
Contractual Services						
5207. Dues, Memberships & Sub.	245	400	400	400	-	0.0
5210. Prof. & Contractual Ser.	4,231	5,000	5,000	5,000	-	0.0
5212. Utility Services	714	950	8,050	8,050	7,100	747.4
5220. Training & Travel	4,407	4,083	4,083	3,283	(800)	-19.6
5235. Repair & Maintenance	-	-	-	-	-	0.0
5236.13 Other Equipment Maint.	4,712	4,712	4,712	11,096	6,384	135.5
5289. Vehicle/Equip Use Charge	32,424	44,000	47,000	47,000	3,000	6.8
Total Contractual Services	46,733	59,145	69,245	74,829	15,684	26.5
Commodities						
5310. Commodities/Tools/Supplies	6,067	5,000	11,000	5,000	-	0.0
5320. Books/Education Material	133	-	-	-	-	0.0
5325. Uniforms/Safety Equip.	3,094	2,100	3,800	2,100	-	0.0
Total Commodities	9,294	7,100	14,800	7,100	-	0.0
Other Charges						
5410. Liability Insurance	17,906	17,706	17,706	17,706	-	0.0
Total Other Charges	17,906	17,706	17,706	17,706	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	997,065	1,039,944	1,008,771	1,044,075	4,131	0.4
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	997,065	1,039,944	1,008,771	1,044,075	4,131	0.4

Staff Services – Activity No. 912 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	227,482	235,060	225,536	244,152	9,092	3.9
5131. Regular Overtime Pay	4,351	5,075	4,305	5,075	-	0.0
5141. Social Security	17,148	18,370	16,828	19,066	696	3.8
5150. Retirement	35,760	37,551	37,551	38,902	1,351	3.6
5160. Medical & Workers Comp	54,713	54,771	54,771	54,771	-	0.0
Total Personal Services	339,454	350,827	338,991	361,966	11,139	3.2
Contractual Services						
5201. Rents	2,893	3,250	3,250	3,250	-	0.0
5207. Dues, Memberships & Sub.	175	110	2,500	110	-	0.0
5210. Prof. & Contractual Ser.	-	-	-	-	-	0.0
5212. Utility Services	2,210	3,150	3,150	3,150	-	0.0
5220. Training & Travel	1,254	1,830	5,000	1,530	(300)	-16.4
5236.13 Other Equipment Maint.	31,381	31,381	31,381	31,346	(35)	-0.1
Total Contractual Services	37,913	39,721	45,281	39,386	(335)	-0.8
Commodities						
5310. Commodities/Tools/Supplies	3,229	3,565	3,565	3,565	-	0.0
5325. Uniforms/Safety Equip.	252	1,135	1,135	1,135	-	0.0
Total Commodities	3,481	4,700	4,700	4,700	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	380,848	395,248	388,972	406,052	10,804	2.7
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	380,848	395,248	388,972	406,052	10,804	2.7

Patrol – Activity No. 913 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
5111. Salaries-Reg. Employees	1,812,820	1,849,671	1,783,378	1,889,802	40,131	2.2
5131. Regular Overtime Pay	123,419	176,000	152,072	179,520	3,520	2.0
5141. Social Security	143,794	154,964	140,915	158,303	3,339	2.2
5150. Retirement	328,611	320,686	320,686	327,654	6,968	2.2
5160. Medical & Workers Comp	485,449	476,366	476,366	476,366	-	0.0
Total Personal Services	2,894,093	2,977,687	2,873,417	3,031,645	53,958	1.8
Contractual Services						
5205. Printing & Dup. Charges	1,888	3,500	3,500	3,500	-	0.0
5207. Dues, Memberships & Sub.	260	400	400	400	-	0.0
5210. Prof. & Contractual Ser.	6,765	1,300	1,300	1,300	-	0.0
5212. Utility Services	6,455	7,850	26,061	26,150	18,300	233.1
5220. Training & Travel	23,466	12,165	12,165	11,165	(1,000)	-8.2
5235. Repair & Maintenance	2,791	6,908	2,000	6,908	-	0.0
5236.13 Other Equipment Maint.	82,122	82,122	82,122	91,469	9,347	11.4
5289. Vehicle/Equip Use Charge	565,894	576,250	576,250	576,250	-	0.0
Total Contractual Services	689,641	690,495	703,798	717,142	26,647	3.9
Commodities						
5310. Commodities/Tools/Supplies	29,867	25,000	55,000	25,000	-	0.0
5320. Books/Education Material	1,466	1,280	1,280	1,280	-	0.0
5325. Uniforms/Safety Equip.	5,268	16,450	26,000	16,450	-	0.0
Total Commodities	36,601	42,730	82,280	42,730	-	0.0
Other Charges						
5410. Liability Insurance	85,741	85,741	85,741	85,741	-	0.0
Total Other Charges	85,741	85,741	85,741	85,741	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	3,706,076	3,796,653	3,745,236	3,877,258	80,605	2.1
Reduction of Costs						
5610. Recovered from Users	(5,215)	-	-	-	-	0.0
Total Reduction of Costs	(5,215)	-	-	-	-	0.0
TOTAL NET EXPENDITURES	3,700,861	3,796,653	3,745,236	3,877,258	80,605	2.1

Emergency Communications – Activity No. 915 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	301,067	311,350	289,187	321,686	10,336	3.3
5131. Regular Overtime Pay	31,441	35,525	37,044	36,236	711	2.0
5141. Social Security	24,843	26,536	24,865	27,381	845	3.2
5150. Retirement	53,922	54,418	54,418	56,241	1,823	3.3
5160. Medical & Workers Comp	86,793	86,818	86,818	93,066	6,248	7.2
Total Personal Services	498,066	514,647	492,332	534,610	19,963	3.9
Contractual Services						
5201. Rents	8,000	8,000	8,000	8,000	-	0.0
5207. Dues, Memberships & Sub.	92	150	150	150	-	0.0
5210.08 Prof. & Contractual Ser.	-	-	-	-	-	0.0
5212. Utility Services	150	150	150	150	-	0.0
5220. Training & Travel	1,282	1,200	1,200	1,200	-	0.0
5235. Repair & Maintenance	-	1,800	1,800	1,800	-	0.0
5236.13 Other Equipment Maint.	2,930	2,930	2,930	5,277	2,347	80.1
Total Contractual Services	12,454	14,230	14,230	16,577	2,347	16.5
Commodities						
5310. Commodities/Tools/Supplies	3,522	1,330	7,000	1,330	-	0.0
5320. Books/Education Material	370	-	400	-	-	0.0
5325. Uniforms/Safety Equip.	245	2,200	2,200	2,550	350	15.9
Total Commodities	4,137	3,530	9,600	3,880	350	9.9
Other Charges						
5410. Liability Insurance	6,163	6,163	6,163	6,163	-	0.0
Total Other Charges	6,163	6,163	6,163	6,163	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	520,820	538,570	522,325	561,230	22,660	4.2
Reduction of Costs						
5670. Recovered from Funds	(214,164)	(217,713)	(214,466)	(249,946)	(32,233)	14.8
Total Reduction of Costs	(214,164)	(217,713)	(214,466)	(249,946)	(32,233)	14.8
TOTAL NET EXPENDITURES	306,656	320,857	307,859	311,284	(9,573)	-3.0

Animal Control – Activity No. 916 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	99,376	128,970	124,126	131,251	2,281	1.8
5120. Salaries-PT/Seasonal Employ	18,251	-	-	-	-	0.0
5131. Regular Overtime Pay	11,772	10,000	13,090	13,000	3,000	30.0
5141. Social Security	9,441	10,631	10,395	10,821	190	1.8
5150. Retirement	19,605	22,374	22,374	22,774	400	1.8
5160. Medical & Workers Comp	32,427	43,148	43,148	43,148	-	0.0
Total Personal Services	190,872	215,123	213,133	220,994	5,871	2.7
Contractual Services						
5201. Rents	504	600	600	600	-	0.0
5207. Dues, Memberships & Sub.	-	140	140	140	-	0.0
5210. Prof. & Contractual Ser.	11,989	26,250	30,000	30,000	3,750	14.3
5210.202 Custodial Contract	667	680	680	700	20	2.9
5210.203 Mowing Contract	1,367	1,750	1,308	1,750	-	0.0
5211. Advertising & Publicity	107	-	-	-	-	0.0
5212. Utility Services	30,844	40,655	31,347	33,695	(6,960)	-17.1
5220. Training & Travel	895	965	1,800	965	-	0.0
5235. Repair & Maintenance	31,105	10,300	17,600	10,300	-	0.0
5236.13 Other Equipment Maint.	1,534	2,833	2,833	3,654	821	29.0
5289. Vehicle/Equip Use Charge	20,500	20,500	20,500	20,500	-	0.0
Total Contractual Services	99,512	104,673	106,808	102,304	(2,369)	-2.3
Commodities						
5310. Commodities/Tools/Supplies	25,540	21,000	28,000	21,000	-	0.0
5320. Books/Education Material	50	-	140	-	-	0.0
5325. Uniforms/Safety Equip.	5,514	930	930	930	-	0.0
Total Commodities	31,104	21,930	29,070	21,930	-	0.0
Other Charges						
5410. Liability Insurance	3,959	3,959	3,959	3,959	-	0.0
Total Other Charges	3,959	3,959	3,959	3,959	-	0.0
Capital Expenditures						
5530. Improve Other Than Building	342	-	-	-	-	0.0
5540. Machinery & Equipment	110	-	-	-	-	0.0
Total Capital Expenditures	452	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	325,899	345,685	352,970	349,187	3,502	1.0
Reduction of Costs						
5610. Recovered from Users	(25,253)	(45,000)	(32,515)	(45,000)	-	0.0
Total Reduction of Costs	(25,253)	(45,000)	(32,515)	(45,000)	-	0.0
TOTAL NET EXPENDITURES	300,646	300,685	320,455	304,187	3,502	1.2

School Resource Officer Program – Activity No. 917 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	37,147	37,306	53,088	75,458	38,152	102.3
5120. Salaries-PT/Seasonal Employ	19,520	35,480	22,055	29,239	(6,241)	-17.6
5131. Regular Overtime Pay	344	3,385	815	3,453	68	2.0
5141. Social Security	4,495	5,827	5,744	8,273	2,446	42.0
5150. Retirement	6,438	6,453	6,453	12,495	6,042	93.6
5160. Medical & Workers Comp	10,837	10,900	10,900	22,274	11,374	104.3
Total Personal Services	78,781	99,351	99,055	151,192	51,841	52.2
Contractual Services						
5210.08 Prof. & Contractual Ser.	-	-	15,000	-	-	0.0
5220. Training & Travel	639	2,000	2,000	2,000	-	0.0
5236.13 Other Equipment Maint.	1,085	1,085	1,085	1,072	(13)	-1.2
5289. Vehicle/Equip Use Charge	2,188	4,375	6,500	12,250	7,875	180.0
Total Contractual Services	3,912	7,460	24,585	15,322	7,862	105.4
Commodities						
5310. Commodities/Tools/Supplies	2,777	2,140	2,140	2,140	-	0.0
5325. Uniforms/Safety Equip.	150	680	680	680	-	0.0
Total Commodities	2,927	2,820	2,820	2,820	-	0.0
Other Charges						
5410. Liability Insurance	3,303	3,303	3,303	3,303	-	0.0
Total Other Charges	3,303	3,303	3,303	3,303	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	88,923	112,934	129,763	172,637	59,703	52.9
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	88,923	112,934	129,763	172,637	59,703	52.9

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.

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 Prevention Office is actively involved in the pre-development process. It ensures compliance with the City's safety standards in the planning and construction

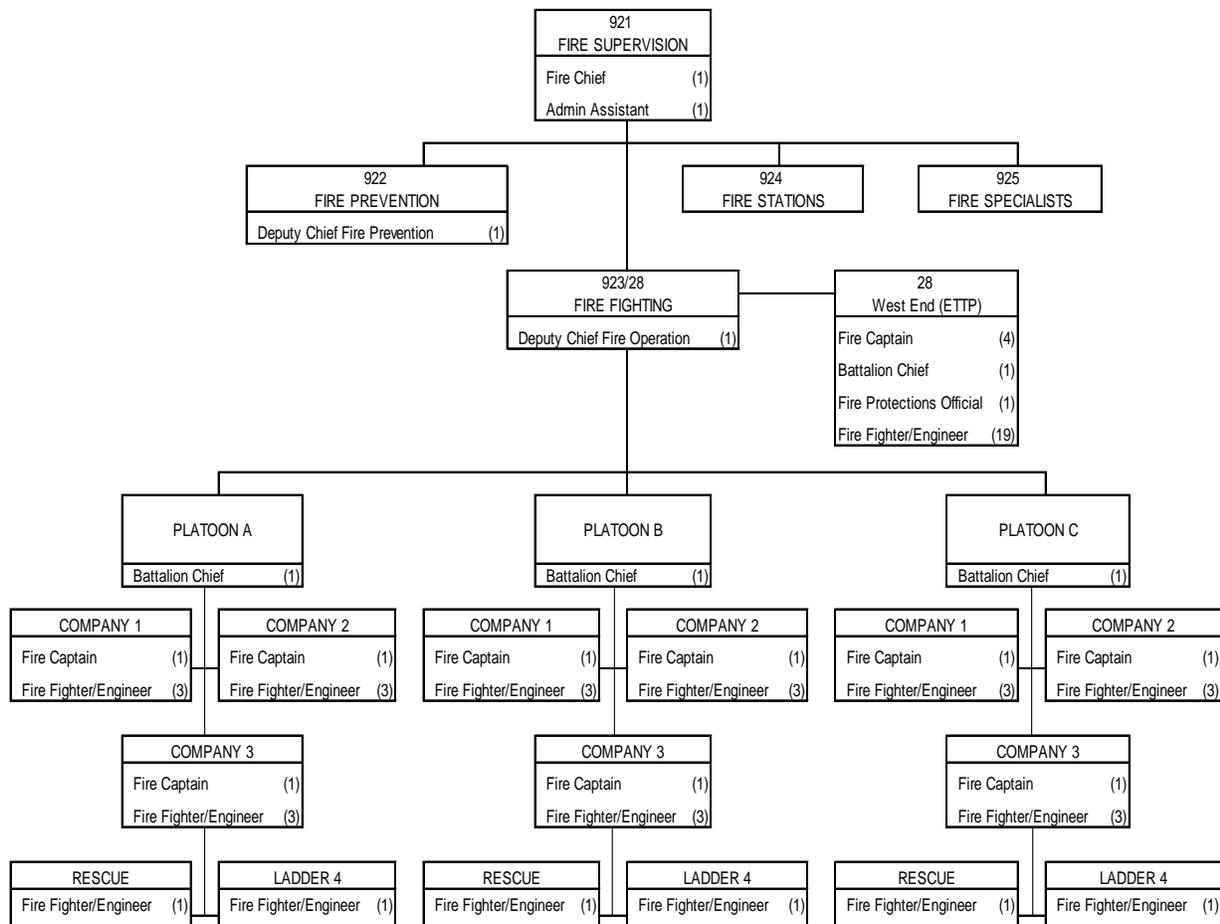
The Operations Office is responsible for short and long-term strategic planning designed to achieve the highest level of effectiveness and efficiency while enabling the Department to meet the goals of the City Council and the needs of the citizens. A major objective of the Operations office is to facilitate 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 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 is an accredited Chief Fire Officer (CFO) through the Center for Public Safety Excellence, Commission for Professional Credentialing.

ORGANIZATIONAL CHART



2013-2014 ACCOMPLISHMENTS

- Received a new Insurance Service Office (ISO) rating of Class 2.
- Replaced the roof on fire station 3.
- Remodeled the kitchens at fire stations 1, 2, and 3.
- Replaced the Light Rescue Vehicle (Rescue 30).
- Awarded bids for construction of three fire engines (delivery date approximately September 2014).
- Actively participated in planning and conducting the Annual Secret City Festival.
- Through various State and Federal grants updated the command module on the Anderson County Hazardous Materials Response Vehicle.
- Inspected 85% of the commercial buildings in Oak Ridge.
- Conducted a variety of simulation training drills with our DOE partners at various DOE locations.
- 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 7000 citizens ranging from pre-school students to senior citizens, on topics including fire safety, emergency preparedness, CPR and fire extinguisher training and exit drill in the home.
- Hired four new employees.
- Continued Implementation of the 2011 – 2015 Strategic Plan.

2014-2015 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:

- Place in service the three new fire suppression apparatus (Engines 1, 2, and 3).
- Updating the Dispatching and radio software to comply with new police dispatch hardware and software.
- Review and update the fire department Strategic Plan.
- Reviewing and updating our Procedure Guideline Manual.
- Revise the Job descriptions for fire suppression personnel.
- Revise the firefighter recruiting and hiring process.
- Continue to educate officer staff at the National Fire Academy at a minimum of one 2-week class per year per Officer.
- Continue to implement the iPad for conducting Commercial Building Inspections.
- 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.

Summary of Positions and Staff Years for Fire Department:

	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
921 Fire Supervision	2	2	2	2.00	2.00	2.00
922 Fire Prevention	1	1	1	1.00	1.00	1.00
923 Fire Fighting	42	42	42	42.00	42.00	42.00
028 West End Fund	29	29	29	29.00	29.00	29.00
TOTAL FIRE DEPARTMENT	74	74	74	74.00	74.00	74.00

The Oak Ridge Fire Department responded to over 4,700 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 11	Actual 12	Actual 13	Projected 14	Budget 15
Totals	4,667	4,744	4,800	4,800	4,900
Fires\Alarms	1202	1,158	1,200	1,200	1,250
Rescues	218	227	200	200	250
EMS	2,658	2,990	3,000	3,000	3,200
Other Service Calls	589	369	400	400	410

The Oak Ridge Fire Department also assists our neighbor fire departments responding out of the city on mutual aid calls for assistance 82 times last year. The Department responded with a multitude of other agencies to structure fires, transportation accidents and hazardous materials events. 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 level emergency service organizations. 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 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>Fire Department:</u>						
921 Supervision	206,598	205,635	208,094	209,341	3,706	1.8
922 Fire Prevention	113,462	118,062	120,134	128,865	10,803	9.2
923 Fire Fighting	3,668,632	3,653,279	3,714,125	3,737,646	84,367	2.3
924 Fire Stations	184,194	122,158	241,386	123,822	1,664	1.4
925 Fire Specialists	74,840	144,599	69,210	40,000	(104,599)	-72.3
Total Fire Department	4,247,726	4,243,733	4,352,949	4,239,674	(4,059)	-0.1

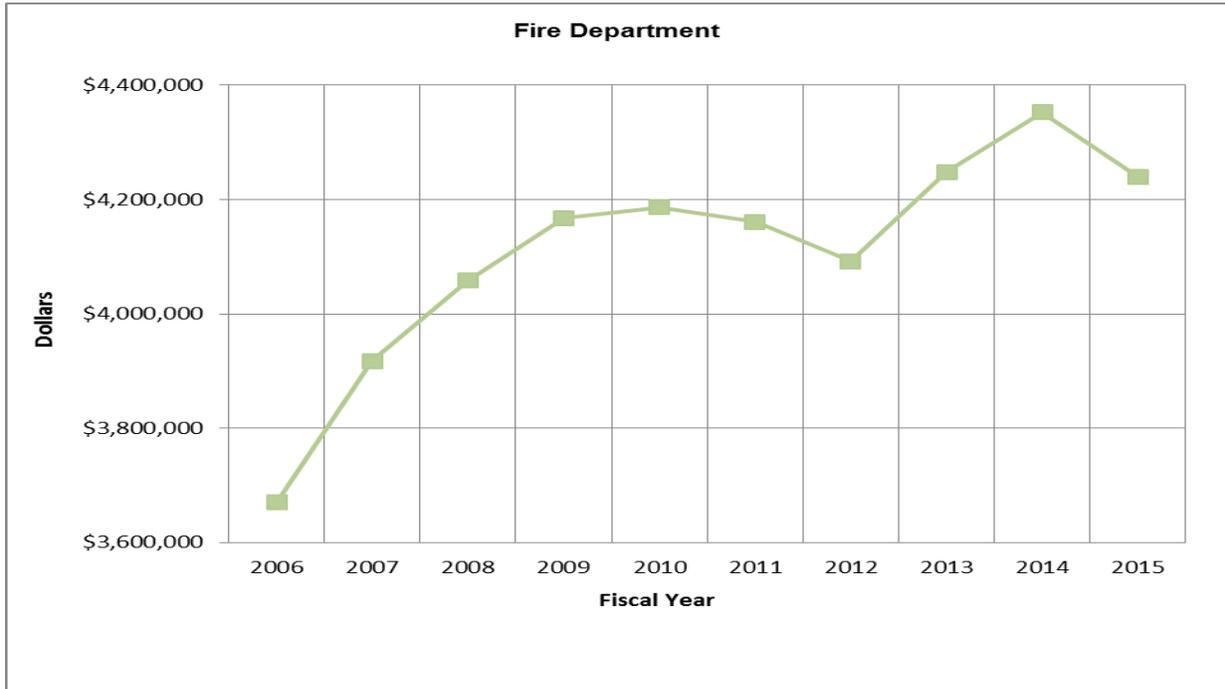
FY2015 General Fund Budget – Fire Department Activities - Costs Allocated to Other Funds and Costs Recovered:

	GROSS BUDGET	ELECTRIC FUND	WATERWORKS FUND		STREET AID FUND	COSTS RECOVERED		GENERAL FUND
			WATER	WASTEWATER				
<u>FIRE DEPARTMENT:</u>								
921 Supervision	209,341	-	-	-	-	-	100%	209,341
922 Fire Prevention	128,865	-	-	-	-	-	100%	128,865
923 Fire Fighting	3,758,646	-	-	-	-	1% 21,000	99%	3,737,646
924 Fire Stations	123,822	-	-	-	-	-	100%	123,822
925 Fire Specialists	55,000	-	-	-	-	15,000	0%	40,000
TOTAL FIRE DEPARTMENT	4,275,674	-	-	-	-	36,000	100%	4,239,674

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 2006 to Budget 2015:

The chart below shows the ten year trend of Fire Expenditure funded through the General Fund including projected 2014 and budget 2015. 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. The reduction in 2015 reflects the lower level of funding for the fire specialist program to cover costs for only one fire specialist to be on call for each shift.



DEPARTMENTAL ACTIVITIES

Fire Supervision – Activity No. 921

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Newly constructed or substantially renovated commercial structures with automatic fire suppression systems or early alarm systems	100%	100%	100%	100%
Building fires confined to room of origin	97%	98%	95%	95%

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015. 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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Commercial fire prevention surveys conducted annually	1,237	1,250	1,872	1250
Violations reported by department inspection	1,755	1,500	2,536	1,000
Construction plans reviewed within 7 days	100%	100%	100%	100%
Attendance at presentations	9,500	9,000	9,000	9,000
Residential fires from "electrical causes"	8	5	5	5

Significant Expenditure Changes Compared to Prior Year:

Funding increased by \$11,568 for this activity in fiscal 2015 due to upgrade of the Assistant Chief – Fire Prevention to a Deputy Fire Chief position. Funding for Travel and Training was reduced by \$575 as part of an overall reduction in funding for these activities to fund other City services.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Average Response Time	5.12/ 7.46 mins	5 min	5.17/ 6.49	5 min/ 8 min
Average Control Time (after arrival)	16.09	14 min	15.58	14 min
Employees certified at NFPA Fire Fighter II	70	70	64	70
Fire hydrants maintained annually	2,500	2,540	2,540	2,540

Significant Expenditure Changes Compared to Prior Year:

Total Contractual Services increased \$17,450. Utility Services increased by \$15,575 for dedicated alarm lines and charges paid to the City's Public Works Department (Waterworks Fund) to maintain fire hydrants. Vehicle and Equipment use charges are up by \$5,000 for fuel and maintenance of fire vehicles. Other Equipment Maintenance is up \$1,875 to maintain and replace computer and technical equipment. Training and Travel decreased \$5,000 as part of an overall reduction in funding for these activities to fund other City services. The increase of \$3,663 for liability insurance reflects the transfer of costs for this liability from the reduced level Fire Specialist Program, activity 925.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Energy Consumption: KWH of electricity used	268,853	315,000	262,792	300,000

Significant Expenditure Changes Compared to Prior Year:

Total Contractual Services increased by \$1,664. Funding for all areas was reviewed and reallocated based on current funding requirements. Professional Services for costs related to maintaining the Fire Stations increased \$4,465 while Other Equipment Maintenance charges decreased \$4,002 based on the current level of requirements to maintain computer equipment located in the Fire Stations.

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 one 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 much more than \$55,000 budgeted annually for this program.

Significant Expenditure Changes Compared to Prior Year:

The significant expenditure changes for this activity in fiscal 2015 are due to the alignment of the budget with the current activity levels for the Fire Specialist program. The \$15,000 reduction of costs is for the contribution from the West End Fund for Fire Specialist services.

BUDGET DETAIL

Fire Supervision - Activity No. 921 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
5111. Salaries-Reg. Employees	127,655	129,303	128,896	132,064	2,761	2.1
5131. Regular Overtime Pay	1,623	822	4,074	822	-	0.0
5141. Social Security	9,374	9,955	9,582	10,166	211	2.1
5150. Retirement	20,455	20,660	20,660	21,073	413	2.0
5160. Medical & Workers Comp	22,070	21,995	21,995	21,995	-	0.0
Total Personal Services	181,177	182,735	185,207	186,120	3,385	1.9
Contractual Services						
5201. Rents	1,381	1,300	1,300	1,300	-	0.0
5207. Dues, Memberships & Sub.	949	500	500	500	-	0.0
5210. Prof. & Contractual Ser.	-	500	500	500	-	0.0
5212. Utility Services	9,281	6,300	6,287	6,300	-	0.0
5220. Training & Travel	455	1,875	1,875	1,640	(235)	-12.5
5235. Repair & Maintenance	-	-	-	-	-	0.0
5236.13 Other Equipment Maint.	2,158	2,158	2,158	2,714	556	25.8
5289. Vehicle/Equip Use Charge	6,867	6,867	6,867	6,867	-	0.0
Total Contractual Services	21,091	19,500	19,487	19,821	321	1.6
Commodities						
5310. Commodities/Tools/Supplies	4,330	3,000	3,000	3,000	-	0.0
5320. Books/Education Material	-	400	400	400	-	0.0
Total Commodities	4,330	3,400	3,400	3,400	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	206,598	205,635	208,094	209,341	3,706	1.8
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	206,598	205,635	208,094	209,341	3,706	1.8

Fire Prevention – Activity No. 922 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	61,991	62,737	64,972	72,075	9,338	14.9
5131. Regular Overtime Pay	-	-	200	-	-	0.0
5141. Social Security	4,368	4,799	4,436	5,514	715	14.9
5150. Retirement	9,892	9,992	9,992	11,507	1,515	15.2
5160. Medical & Workers Comp	10,949	11,015	11,015	11,015	-	0.0
Total Personal Services	87,200	88,543	90,615	100,111	11,568	13.1
Contractual Services						
5205. Printing & Dup. Charges	-	775	775	775	-	0.0
5207. Dues, Memberships & Sub.	2,130	2,000	2,000	2,000	-	0.0
5210.08 Prof. & Contractual Ser.	2,258	-	-	-	-	0.0
5212. Utility Services	651	1,300	1,300	1,300	-	0.0
5220. Training & Travel	2,526	4,600	4,600	4,025	(575)	-12.5
5236.13 Other Equipment Maint.	2,394	2,394	2,394	2,204	(190)	-7.9
5289. Vehicle/Equip Use Charge	8,700	8,700	8,700	8,700	-	0.0
Total Contractual Services	18,659	19,769	19,769	19,004	(765)	-3.9
Commodities						
5310. Commodities/Tools/Supplies	6,659	9,500	9,500	9,500	-	0.0
5320. Books/Education Material	944	-	-	-	-	0.0
5325. Uniforms/Safety Equip.	-	250	250	250	-	0.0
Total Commodities	7,603	9,750	9,750	9,750	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	113,462	118,062	120,134	128,865	10,803	9.2
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	113,462	118,062	120,134	128,865	10,803	9.2

Fire Fighting - Activity No. 923 Budget Detail

		ACTUAL	BUDGET	PROJECTED	BUDGET	BUDGET	%
		FY 2013	FY 2014	FY 2014	FY 2015	15 vs. 14	CHG
Personal Services							
5111.	Salaries-Reg. Employees	1,591,474	1,689,957	1,583,767	1,732,850	42,893	2.5
5131.	Regular Overtime Pay	453,924	405,000	520,000	413,100	8,100	2.0
5141.	Social Security	150,468	160,264	154,530	164,548	4,284	2.7
5150.	Retirement	343,488	332,301	332,301	340,278	7,977	2.4
5160.	Medical & Workers Comp	454,966	456,597	456,597	456,597	-	0.0
Total Personal Services		2,994,320	3,044,119	3,047,195	3,107,373	63,254	2.1
Contractual Services							
5201.	Rents	932	-	-	-	-	0.0
5205.	Printing & Dup. Charges	783	-	250	-	-	0.0
5206.	Mailing & Delivery	96	-	-	-	-	0.0
5207.	Dues, Memberships & Sub.	1,443	460	3,100	460	-	0.0
5210.	Prof. & Contractual Ser.	22,080	17,420	33,000	17,420	-	0.0
5212.	Utility Services	65,391	66,600	77,900	82,175	15,575	23.4
5220.	Training & Travel	39,673	40,000	40,000	35,000	(5,000)	-12.5
5235.	Repair & Maintenance	29,164	5,000	5,000	5,000	-	0.0
5236.13	Other Equipment Maint.	9,355	6,750	6,750	8,625	1,875	27.8
5289.	Vehicle/Equip Use Charge	350,000	350,000	350,000	355,000	5,000	1.4
Total Contractual Services		518,917	486,230	516,000	503,680	17,450	3.6
Commodities							
5310.	Commodities/Tools/Supplies	93,099	60,000	90,000	60,000	-	0.0
5320.	Books/Education Material	2,293	4,500	2,500	4,500	-	0.0
5325.	Uniforms/Safety Equip.	34,493	32,920	32,920	32,920	-	0.0
Total Commodities		129,885	97,420	125,420	97,420	-	0.0
Other Charges							
5410.	Liability Insurance	46,510	46,510	46,510	50,173	3,663	7.9
Total Other Charges		46,510	46,510	46,510	50,173	3,663	7.9
Capital Expenditures							
Total Capital Expenditures		-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES		3,689,632	3,674,279	3,735,125	3,758,646	84,367	2.3
Reduction of Costs							
5610.	Recovered from Users	(21,000)	(21,000)	(21,000)	(21,000)	-	0.0
Total Reduction of Costs		(21,000)	(21,000)	(21,000)	(21,000)	-	0.0
TOTAL NET EXPENDITURES		3,668,632	3,653,279	3,714,125	3,737,646	84,367	2.3

Fire Stations - Activity No. 924 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
5210. Prof. & Contractual Ser.	17,554	535	5,000	5,000	4,465	834.6
5212. Utility Services	57,021	64,775	61,368	65,975	1,200	1.9
5235. Repair & Maintenance	55,739	22,741	41,001	22,742	1	0.0
5236.13 Other Equipment Maint.	6,750	8,867	8,867	4,865	(4,002)	-45.1
5289. Vehicle/Equip Use Charge	2,201	2,200	2,200	2,200	-	0.0
Total Contractual Services	139,265	99,118	118,436	100,782	1,664	1.7
Commodities						
5310. Commodities/Tools/Supplies	21,189	21,090	27,000	21,090	-	0.0
Total Commodities	21,189	21,090	27,000	21,090	-	0.0
Other Charges						
5410. Liability Insurance	1,950	1,950	1,950	1,950	-	0.0
Total Other Charges	1,950	1,950	1,950	1,950	-	0.0
Capital Expenditures						
5520 Buildings	-	-	94,000	-	-	0.0
5530 Improve Other Than Building	8,441	-	-	-	-	0.0
5540 Machinery & Equipment	13,349	-	-	-	-	0.0
Total Capital Expenditures	21,790	-	94,000	-	-	0.0
TOTAL GROSS EXPENDITURES	184,194	122,158	241,386	123,822	1,664	1.4
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	184,194	122,158	241,386	123,822	1,664	1.4

Fire Specialists - Activity No. 925 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	17,164	55,000	10,558	12,230	(42,770)	-77.8
5131. Regular Overtime Pay	9,952	35,525	9,902	12,230	(23,295)	-65.6
5141. Social Security	2,076	6,925	1,601	1,871	(5,054)	-73.0
5150. Retirement	14,575	14,575	14,575	3,669	(10,906)	-74.8
Total Personal Services	43,767	112,025	36,636	30,000	(82,025)	-73.2
Contractual Services						
5289. Vehicle/Equip Use Charge	27,410	27,411	27,411	25,000	(2,411)	-8.8
Total Contractual Services	27,410	27,411	27,411	25,000	(2,411)	-8.8
Commodities						
5310. Commodities/Tools/Supplies	-	500	500	-	(500)	-100.0
5325. Uniforms/Safety Equip.	-	1,000	1,000	-	(1,000)	-100.0
Total Commodities	-	1,500	1,500	-	(1,500)	-100.0
Other Charges						
5410. Liability Insurance	3,663	3,663	3,663	-	(3,663)	-100.0
Total Other Charges	3,663	3,663	3,663	-	(3,663)	-100.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	74,840	144,599	69,210	55,000	(89,599)	-62.0
Reduction of Costs						
5670. Recovered from Funds	-	-	-	(15,000)	(15,000)	0.0
Total Reduction of Costs	-	-	-	(15,000)	(15,000)	0.0
TOTAL NET EXPENDITURES	74,840	144,599	69,210	40,000	(104,599)	-72.3

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 facilities 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 Work Pool Division is responsible for the Water Distribution System Maintenance; Wastewater Collection System Maintenance including the Management Operation Maintenance (MOM) program; Water and Wastewater Treatment Plant 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. Maintenance of the water distribution system performed by the Waterworks Division involves maintaining approximately 249.05 miles of water main piping, 2,541 fire hydrants, 5,559 main valves, 8,982 service laterals, 12,926 water meters, 8 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 Waterworks Division involves 6,354 manholes and 272.17 miles of wastewater collection mains.

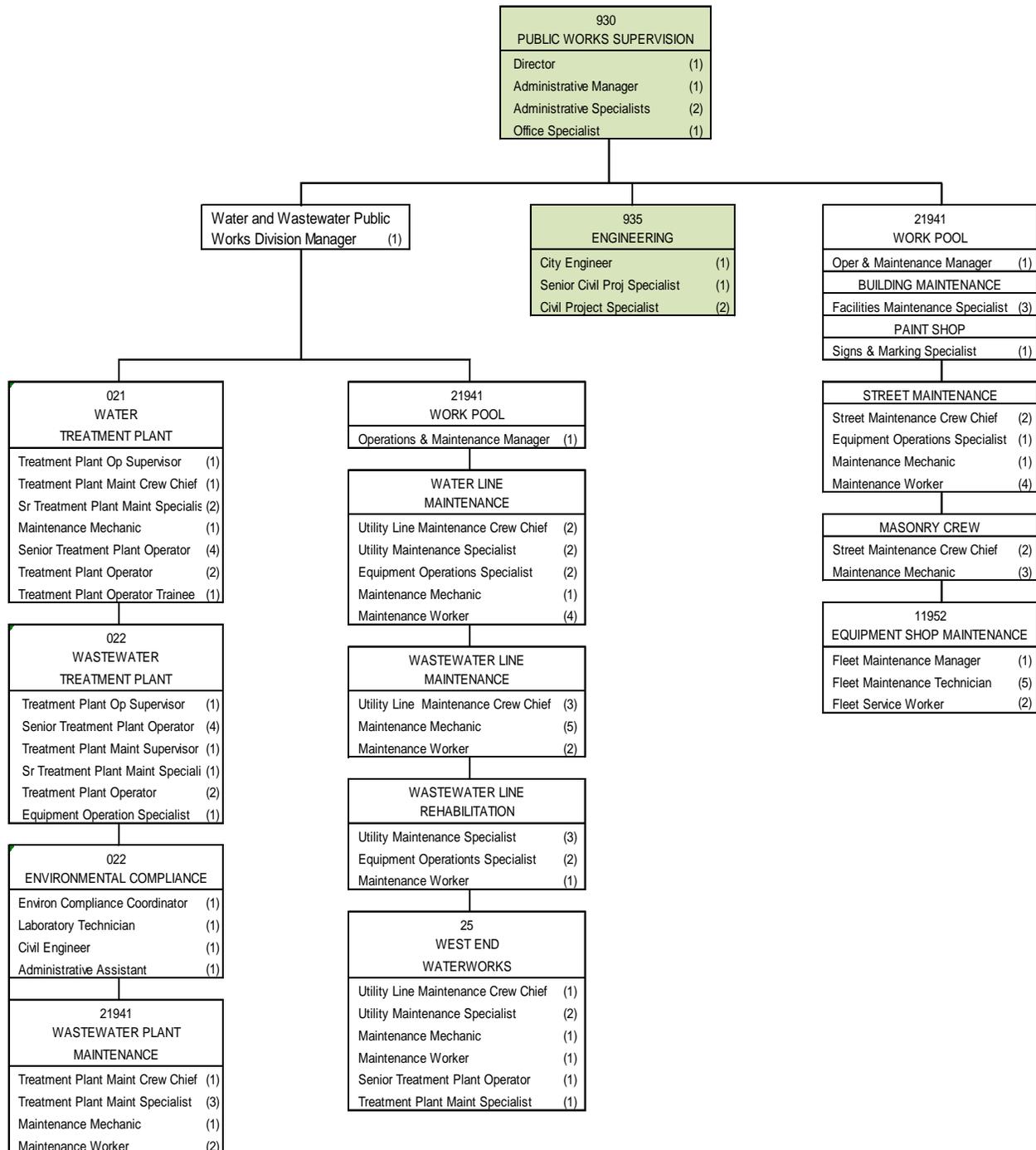
The Public Works Department operates the water and wastewater treatment facilities. The main 10 millions of gallons per day (MGD) capacity wastewater treatment plant serves most of the city and current daily flow averages 4-5 MGD from City and Federal customers. A 0.6 MGD wastewater treatment plant serves the west end of Oak Ridge including the Preserve at Clinch River, ETPP and Horizon Center Business 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 ETPP and added an additional 4 MGD Treatment Plant, 2 storage tanks and an intake to its operation and maintenance responsibilities.

The Streets, Facilities, Stormwater and Fleet Maintenance Division of Public Works is responsible for maintaining approximately 230 miles of streets including the curbing and signage, 120 miles of sidewalks and the publicly maintained storm drainage systems; all city-owned facilities, including the Municipal Building, Civic Center and Central Services Complex, along with numerous other city facilities and the entire fleet of vehicles and equipment which includes 66 sedans, 69 light duty trucks, 40 SUV's including four hybrid vehicles, 81 heavy duty trucks, 24 fire vehicles, two ambulances, three police motorcycles and other various light and heavy equipment. This Division is also responsible for coordinating the "Not In Our City" Cleanup Container program along with the Adopt-A-Street program, the annual leaf pick-up and brush and rubbish pick-up programs. Management of the MS4 Stormwater program and the Winter Weather Plan for snow and ice removal is also the responsibility of this division.

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.



2013-2014 ACCOMPLISHMENTS

General

IDB and Economic Development

- PILOT Reports – Provided assistance at the request of the City Manager for the reauthorization of the PILOT program.
- Provided assistance with economic development inquiries.

Funding and Budget

- Provided information to departmental personnel, at least on a quarterly basis of capital needs and expenditures, equipment and special funds.

Grants

- Social Services Grant – Administered the grant between the City of Oak Ridge and ADFAC, funded through the Grant Fund with FY2014 being the third of four renewal options for the grant contract.

Contracts

- Managed the bid and award process for Water Meter Testing Services and Street Sweeping Services during FY2014 for a beginning date of October 1, 2014 and July 1, 2014, respectively.
- Contract Renewals – Provided information to the Legal Department in a timely manner for the annual renewal of six contracts, each in excess of \$25,000.

GIS

- Provided department scheduling and information to the GIS Specialist for the conversion of assets into the GIS mapping system.

INFOR

- Routed routine work tasks with associated assets such as manhole inspections during rain events and grease traps, including adding a Community Development employee as a user of the software.
- Provide training for employees as needed.
- Researched and began testing of mobile application devices in conjunction with the Information Services Department.
- Assist with the scheduling of department assets uploaded and correct from GIS to Infor.

Engineering

- Completed a Notice of Intent (application) and obtained TDEC General Permit coverage for the EPA mandated Municipal Separate Stormwater Sewer System (MS4) Program. Began work on the program's first year work tasks including but not limited to GIS mapping, field infrastructure inventory, budget proposal and draft Ordinance.
- Assisted consultant in the design and performed inspection of the parking lot and infrastructure improvements to the Jackson Square Upper Parking Lot (Farmers Market).
- Completed design plans to convert East Madison Road from one-way use to a two-way street.
- Selected engineering firm and assisted with design of pedestrian improvement project along Oak Ridge Turnpike and at other select intersections as identified in the Oak Ridge Bicycle and Pedestrian Plan.
- Attended site development meetings, inspected infrastructure and reviewed plans for the Kroger development at Illinois Avenue/Oak Ridge Turnpike intersection.
- Continued to work with TDOT and DOE for design of a new traffic signal at the State Route 95/Bethel Valley Road intersection.
- Worked with TDOT and Oak Ridge Summit developer to facilitate the construction of the TDOT administered Centrifuge Way interchange improvements.

- Continued to work with the engineering firm to design and bid the Jackson Square Revitalization Project.
- Let a contract for repair work and safety improvements on Wisconsin Avenue.
- Completed the design of a sidewalk improvement project along the south side of Oak Ridge Turnpike in the area from Tulane Avenue to Rutgers Avenue, at Big Turtle Park and Melton Lake Drive at Palisades Boulevard.
- Updated the City street inventory and created a new classification system separating streets by state routes, currently city-owned and maintained streets, streets that have been constructed but not yet accepted and future streets in platted rights-of-way.
- Implemented a new pavement management software program using the new Army Corp of Engineers Paver 6.5 and also integrated this new program with GIS to provide a visual presentation of the City's pavement network.
- Completed in-house design and submitted to EPA a fourth contract to be funded by the West End Water System Improvement Grant for the purpose of resurfacing portions of West Bear Creek Road and the access road to the west end water intake and new west end booster station.
- Completed in-house design and submitted to TDEC plans and specifications to replace the existing pumps at the Marina life station with new ones of larger capacity and to relocate and replace the force main with a new larger one.
- Completed construction of the sanitary sewer rehabilitation contract.
- Completed in-house design for the replacement of the force main serving the Pump House Road sewer lift station and submitted to TDEC for approval.

Streets and General Maintenance

- Purchased equipment and began training on the Infrared pothole patching method as recommended by TDOT.
- Continued installation of new signage with enhanced retro reflectivity when older signs are replaced as required by federal regulations.
- Continued striping and signage for handicap accessible parking requirements as needed.
- Repaired subgrade and asphalt on streets prior to resurfacing projects.
- Adjusted 43 manholes to finished grade after paving projects were completed.
- Reviewed handicap accessibility ramp requirements at Blankenship Field in conjunction with new accessible bleacher installation.
- Installed new storm junction box and made sidewalk and asphalt repairs to the Jackson Square Farmers Market parking lot prior to resurfacing.
- Constructed retaining wall and installed landscaping for Melton Lake Peninsula sewer pump station.
- Constructed access road for CORED at Union Valley Road.
- Performed clearing and built access on Tuskegee Drive for a new spoil dump area that is projected to become a soccer field and established erosion and sediment control.

Facilities

Central Services Complex

- Renovated the restrooms in the front lobby area.
- Evaluated the outside storage areas and disposed of unused equipment, debris and unusable materials.
- Constructed Winter Weather headquarters and Public Works retired records storage in an unused break area using fencing donated by Wackenhut.

Civic Center

- Began lighting replacement project using TDEC grant and City matching funding as approved by City Council. Areas completed are the Craft and Club rooms and the Kitchen. Additional work will resume in August 2014.
- Replaced obsolete ceiling tile system in conjunction with lighting replacement.

Library

- Along with CORED, evaluated lighting needs and will hire an engineer to design lighting updates to replace the obsolete lighting fixtures. Due to the complexity of this project, the work will be contracted out. Funding will be through the TDEC Lighting Grant.

Municipal Building

- Completed the security renovations to the Police Dispatch area.
- Replaced 4 HVAC units due to failure.
- Began evaluation of lighting needs in conjunction with TDEC Lighting Grant.

Marina Building

- Demolition of the interior of the building to remove the former restaurant layout.
- Began construction to renovate the building into restrooms to serve Melton Lake Park and Greenway and provided tenant space for recreational equipment rentals.

Water Treatment Plant

- Installed new roofing system for plant.
- Replaced old fiberglass panels with new steel panels.
- Installed spray foam insulation at the Chlorine Room and Electrical Room after roofing was completed.
- Continued renovating the Water Plant Filter Gallery. Work included painting, and installing new ceiling tile and lighting.
- Continued painting of the Water Plant Pipe Galleries during the winter months and exterior handrails as time permits during dry weather.
- Began design to replace existing glass block areas and existing windows that are in disrepair with new concrete block walls and windows in the Filter Gallery.
- Replaced HVAC unit in Maintenance Shop office.

Wastewater Treatment Plant

- Repaired leaking ceiling in the Blower building caused by broken concrete decking.
- Renovated the laundry area due to damage caused by water pipe leakage.

Heritage Center Building K-1652 (Fire Station 4)

- Evaluated bunkhouse trailers for mold due to complaint. None was found.
- Contractor repaired minor problems on K-1652 roof under warranty.

Ambulance Building (Raleigh Road)

- Install new HVAC system.

Commerce Park Building

- Performed maintenance as needed.

Animal Shelter

- Install new glass front doors.

Fire Station 3

- Installed new HVAC units at Fire Station 3.
- Completed renovation of kitchen area.
- Receiving quotes for sprinkler system replacement after discovering that the piping had developed pinholes throughout the system. Working in conjunction with Josh Waldo on this project.

Fire Station 2

- Removed and replaced deteriorated plumbing from kitchen and laundry room.

Centennial Golf Course

- Removed old equipment and installed new HVAC system.
- Repaired ceiling and wall damage caused by frozen sprinkler piping.
- Constructed access roads for replacement of pumps and transformer at irrigation pumphouse.
- Repaired cart paths damaged by vehicles accessing the water tank and pump station.

205 Badger Avenue

- Building was acquired at no cost from Learning Ally (formally Recording for the Blind and Dyslexic) per land lease agreement.
- Began evaluation of building for potential municipal usage.
- Coordinated inspection of building by Code Enforcement, Electric Department, Fire Department and HVAC contractor to evaluate structural soundness and determine if any code deficiencies exist.
- Existing sub-lease tenant (ORCMA) was given a lease from the Legal Department and remains in the building.

Fleet Maintenance

- Installed additional new storage cabinets and shelving. Disposed of unusable equipment that was obsolete or damaged.
- Worked with Police Department to dispose of unusable, obsolete or damaged equipment removed from retired vehicles.
- Evaluating proposed staffing changes following retirement of Fleet Maintenance Manager.

MS4-Stormwater Program

- This program is a new TDEC requirement and as the mandated MS4 Stormwater program begins, the decision has been made to use existing employees to lead this effort. This will provide a smoother transition into the program by utilizing the personnel on staff who currently have both the necessary training and a working knowledge of the existing stormwater system. These proposed changes should also reduce the initial cost of starting the program vs. the hiring and training of new department personnel to staff and implement the program. Interns from the University of Tennessee Environmental Sciences program will be used to assist in data and information gathering. Goals for the next 5 years of this program have been established and are available in the Notice of Coverage documents.

2014-2015 GOALS

General

Grants

- Clean Tennessee Energy Grant Program – Assist with administering the grant in the amount of \$200,000 for use with energy efficient lighting replacement projects in the Municipal Building and the Civic Center Complex. The grant is matched with a 60% match amount of funding from the Capital Improvements Fund. The grant is for a period of two years ending June 30, 2015.
- Social Services Grant – Administer the grant between the City of Oak Ridge and ADFAC, funded through the Grant Fund with FY2015 being the third of four renewal options for the grant contract. Prepare an RFP for the continuation of this program and recommend award no later than May 31, 2015 for a five-year grant period.

Contracts

- Contract Bids – Management of the bid and award process for Backflow Preventer Testing Services, Janitorial Services and Sewer Point Repair Construction Services during FY2015 for a beginning date of July 1, 2015.
- Contract Renewals – Provide information to the Legal Department in a timely manner for the annual renewal of contract in excess of \$25,000.

IDB and Economic Development

- Provide assistance when requested for the IDB and the City's economic development initiatives.

Funding and Budget

- Provide information to departmental personnel, at least on a quarterly basis, of capital needs and expenditures, equipment and special funds.
- Provide quarterly cost data for EPA Administrative Order and EPA Remediation Plan for placement on the City's website.

GIS

- Provide department scheduling and information to the GIS Specialist for the conversion of assets into the GIS mapping system.

INFOR

- Schedule Infor consulting for site visit(s) for Report Writing training, KPI Development, and meter integration.
- Provide training for employees as needed.
- Assist with the scheduling of department assets uploaded and corrected from GIS to Infor.
- Develop and implement a Preventive Maintenance schedule for sewer flow monitoring.
- Schedule and attend a site visit(s) to Infor clients that are utilizing the software for stormwater, water, facilities and/or fleet assets.
- Develop the process for moving fleet assets into Infor.
- Develop the process and possibly implement facility assets into Infor.

Public Works Website

- Move/update current Public Works Website to WordPress format with the additional MS4 Stormwater Program information created.

Engineering

- Continue to work on the MS4 Stormwater program for the goals and milestone tasks defined in the 1st year of the program.
- Provide assistance to the consultant to facilitate the completion of the Jackson Square Revitalization Project.
- Continue to work with DOE and Heritage Center, LLC on select streets for City acceptance for perpetual maintenance purposes.
- Continue to work with DOE to determine what portions of the remaining water and/or sewer system at ETPP will be dedicated to the City for ownership and maintenance.
- Complete a new street rating survey and create a new street resurfacing priority list.
- Complete contract COR 11-02 which is the remaining contract previously approved and being funded by an EPA grant as part of the West End Water distribution system improvement project.
- Let for bid and construct contract COR FY2015-003 for resurfacing the portion of Bear Creek Road distributed during installation of new pipelines.
- Close out contract COR 12-17-E6 for the purpose of removing extraneous water from the sewer collection system.
- Complete contracts COR 13-06 and FY2014-35 for the purpose of removing extraneous water from the sewer collection system.
- Complete design in-house and submit to TDEC plans and specifications for replacement of Palisades #4 sewer lift station.
- Continue to oversee the preparation of construction plans & specifications for contracts for the rehabilitation of the City gravity sanitary sewer collection system as required by the EPA Administrative Order and let these for bid as funding is available.

- Work with design consultant and DOE to complete design of a new gravity sewer line that will be located at ETPP on Heritage Center Boulevard in order to abandon in place the K-1204-1 sewer lift station. Let a contract for bid when funding becomes available.
- Work with TDOT to develop a project for the purpose of resurfacing selected City streets with STP grant funding provided by TDOT. Portions of Emory Valley Road will be resurfaced and address subgrade failures on Manhattan Avenue. Additional streets will be evaluated subject to available funding.
- Work with design consultant to complete design of a project located within Y-12 for the purpose of “un-crossing” the two 24-inch raw water intake lines. Let the project for bid in either FY15 or FY16 subject to available funding.

Streets and General Maintenance

- Improve drainage on Tuskegee Drive stone road extension.
- Resume identified storm system repairs as funding permits and as a requirement of the MS4 program.
- Repair damaged sidewalks in conjunction with new sidewalk projects.
- Repair sidewalks and add handicapped ramps in the Woodland area.
- Rent equipment and begin a crack-sealing program to increase the useful life of asphalt streets.
- Begin utilizing infrared pothole patching equipment as recommended by TDOT. Permanently repair potholes year-round by using a new heating and asphalt recycling system.
- Continue training of all street employees by using free American Public Works Association (APWA) on-line webinars during inclement weather.
- Evaluate sidewalk system for priority based on usage and repair areas as needed.
- Continue a training program for snow removal operations including an updated record-keeping and street progress tracking system.

Facilities

- Continue using the TDEC Grant to retrofit or replace lighting in the Municipal Building, Recreation Building and Library. Continue replacing the obsolete ceiling tile system in conjunction with the lighting replacement.
- Continue renovating the Water Plant Filter Gallery including painting, replacing glass block windows with new windows and install new ceiling tile and lighting.
- Pressure wash the front entrances and paint Municipal Building exterior south side.
- Complete painting of Bissell Park Pavilion.
- Paint work pool, electric and equipment shop restrooms at Central Services Complex.
- Renovate 205 Badger Avenue for municipal use (to be determined).
- Replace CSC fuel station roof and paint the support beams and building.
- Renovate the Civic Center A-B Rooms, Social Room, Game Room and hallways and replace lighting.
- Assist volunteer effort to refurbish the Melton Lake Rowing Finish Tower if requested.
- Evaluate and purchase camera equipment to investigate plumbing problems on small diameter pipe inside facilities rather than hiring an outside contractor.

Fleet Maintenance

- Continue to implement changes to the Preventive Maintenance mileage and time requirements by reviewing manufacturer’s recommendations.
- Continue the process of having mechanics certified in their area of expertise.
- Evaluate and improve the process of disposing of vehicles that have been replaced.
- Evaluate equipment usage and crew equipment assignments to determine what is actually needed by each crew and reassign as necessary.
- Establish a career ladder program for mechanics and maintenance workers similar to programs in the Engineering, Streets and Waterworks divisions.
- Evaluate and recommend changes to the Fleet Maintenance Manager position.

EXPENDITURES OVERALL

Summary of Positions and Staff Years for Public Works Department:

	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
930 Public Works Supervision	5	5	5	5.00	5.00	5.00
935 Engineering	4	4	4	4.00	4.00	4.00
011 Equipment Shop	8	8	8	8.00	8.00	8.00
021 Work Pool	46	46	46	43.00	43.00	46.00
021 Water Plant	11	12	12	11.00	12.00	12.00
022 Wastewater Treatment	22	22	22	21.25	22.00	22.00
025 West End Waterworks	8	7	7	8.00	7.00	7.00
TOTAL PUBLIC WORKS DEPARTMENT	104	104	104	100.25	101.00	104.00

Public Works Summary of Net Expenditures by Activity:

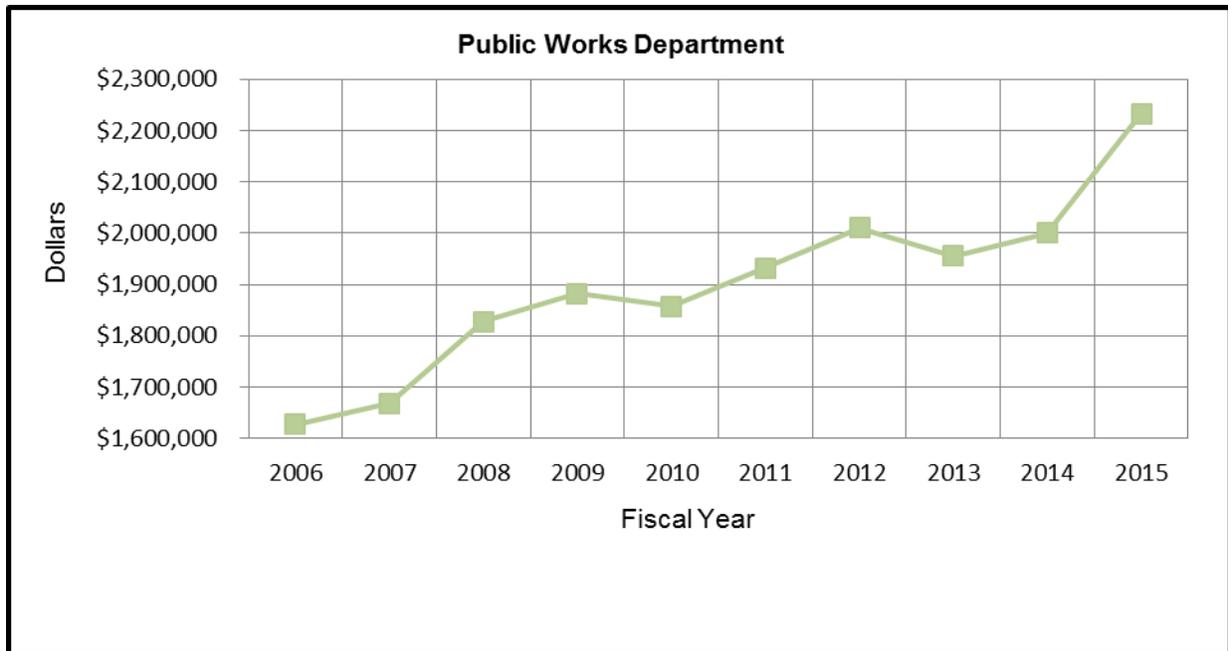
	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>Public Works Department:</u>						
930 Supervision	26,408	22,921	22,892	23,292	371	1.6
935 Engineering	125,564	128,482	128,092	130,915	2,433	1.9
942 State Highway Maintenance	81,035	84,095	84,839	86,952	2,857	3.4
943 General Maintenance	377,901	400,558	421,619	421,333	20,775	5.2
946 Central Service Center	110,334	128,355	121,885	128,355	-	0.0
948 Municipal Building	197,302	153,371	140,954	161,361	7,990	5.2
951 Stormwater	-	-	-	200,000	200,000	100.0
953 Traffic Control and Lights	1,036,781	1,080,300	1,080,300	1,080,300	-	0.0
Total Public Works Department	1,955,325	1,998,082	2,000,581	2,232,508	234,426	11.7

FY2015 General Fund Budget – Public Works Activities – Costs Allocated to Other Funds and Costs Recovered:

	GROSS BUDGET	ELECTRIC FUND	WATERWORKS FUND		STREET AID FUND	COSTS RECOVERED	GENERAL FUND						
			WATER	WASTEWATER									
<u>PUBLIC WORKS DEPARTMENT:</u>													
930 Supervision	465,829	-	27%	125,774	53%	246,889	15%	69,874	-	5%	23,292		
935 Engineering	374,041	10%	37,404	20%	74,808	20%	74,808	15%	56,106	-	35%	130,915	
942 State Highway Maintenance	228,128	-	-	-	-	-	-	62%	141,176	38%	86,952		
943 General Maintenance	421,333	-	-	-	-	-	-	-	-	100%	421,333		
946 Central Services Complex	534,815	42%	224,622	18%	96,267	10%	53,482	6%	32,089	-	24%	128,355	
948 Municipal Building	237,297	15%	35,595	9%	21,357	8%	18,984	-	-	-	68%	161,361	
951 Storm Water	200,000	-	-	-	-	-	-	-	-	100%	200,000		
953 Traffic Control & Lighting	1,080,300	-	-	-	-	-	-	-	-	100%	1,080,300		
TOTAL PUBLIC WORKS	3,541,743	8%	297,621	9%	318,206	11%	394,163	4%	158,069	4%	141,176	63%	2,232,508

Chart of Public Works Net General Fund Expenditures – Actual 2006 to Budget 2015:

\$115,000 in annual funding was added to maintain streets in FY08. Other drivers were routine items such as utility costs and routine maintenance. \$200,000 was added in fiscal 2015 to fund ongoing stormwater functions in activity 951.



DEPARTMENT ACTIVITIES

Public Works Supervision – Activity No. 930

Activity Description:

The Public Works Department is responsible for the maintenance of City street systems, 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 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.

In fiscal year 2011, the City of Oak Ridge received an Administrative Order (AO) from the U.S. Environmental Protection Agency to rehabilitate the wastewater collection system with a deadline of September 2015. Many of the work tasks associated with the Department are to ensure compliance with and meet the deadline of the AO.

A requirement of the AO was the implementation of an Information Management System (IMS) for the sewer assets. The Department plans to utilize Infor, the chosen IMS, as the work order system and asset management system for all divisions.

Performance Objectives:

1. Continue to implement, manage and administer the programs and requirements of the AO, to eliminate sanitary sewer overflows.
2. Continue sewer system rehabilitation activities for reducing inflow and infiltration from entering the wastewater collection system.
3. Continue efforts toward reducing unaccounted for water with continuation of meter replacement, meter downsizing and distribution system leak detection programs.
4. Continue efforts to improve overall condition and appearance of City streets, sidewalks and right-of-ways.
5. Coordinate operation of water and wastewater treatment plants to meet all state and federal requirements.
6. Continue the implementation of the Infor system to Department work groups.
7. Begin oversight of departmental efforts to ensure compliance with the new MS4 Stormwater Program.

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015.

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 commercial/industrial site plans for approval within one week. Provide current information obtained from new plats and as-built infrastructure drawings onto City permanent record drawings.
5. Complete roadway and intersection analysis and respond within eight weeks.
6. Design and implement several projects per year on street, sidewalks, and pedestrian/bike improvements.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
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	95%	95%	95%	95%
Traffic analysis within eight weeks	80%	80%	80%	80%

Significant Expenditure Changes Compared to Prior Year:

Funding for Other Equipment Maintenance increased \$1,293 related to requirements to maintain and replace computer and technical equipment.

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 \$141,176 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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
State Highways 62, 95 and 170:				
Square yards	867,005	867,500	867,500	867,500
Maintenance (hours)	519.75	500	500	500
Mowing R-O-W's (acres)	19.58	19.58	20.58	20.58

Significant Expenditure Changes Compared to Prior Year:

Contractual Services increased \$2,858. Contracted mowing services increased \$2,857, Street Sweeping increased by \$5,224, and funding for Street Repairs and Maintenance decreased by \$5,223.

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 16.5 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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Storm drains – miles	15.89	16.5	17.27	17.27
Maintenance – hours	2,454.50	2,500	2,500	2,500

Significant Expenditure Changes Compared to Prior Year:

Funding for Contractual Services increased \$20,775. The budget for contracted mowing services increased by \$27,723 and the budget for contracted Litter Pick-up was reduced by \$7,143 based on the current contractual service delivery and pricing.

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 \$3.02 per square-foot.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Square feet maintained	177,000	177,000	177,000	177,000
Cost per square foot	\$2.59	\$3.02	\$2.87	\$3.02

Significant Expenditures:

Funding for all areas was reviewed and reallocated based on current funding requirements. The budget for contracted mowing services increased by \$1,053 and the budget for contracted Litter Pick-up was reduced by \$7,185 based on the current contractual service delivery and pricing. Funding for utility services decreased \$4,200 to reflect a reduction in electric usage based on the installation of energy efficiency updates. Funding was reallocated to increase the Repair and Maintenance budget by \$10,706 for the now 20 year old facility.

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 \$6.65 per square-foot.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Building maintenance, cost per square-foot	\$8.07	\$6.33	\$5.81	\$6.65

Significant Expenditure Changes Compared to Prior Year:

Funding for all areas was reviewed and reallocated based on current funding requirements. The budget for contracted mowing services increased by \$336 and the budget for contracted custodial services was reduced by \$2,940 based on the current contractual service delivery and pricing. Funding for utility services decreased \$1,175 to reflect a reduction in natural gas usage based on current expenditure patterns. Funding was reallocated to increase the Repair and Maintenance budget by \$5,030 for the 56 year old facility. Funding for Equipment Use Charges increased by \$10,500 to replace and upgrade vehicles in the vehicle pool in order to expand their usage by other City Departments. Various older vehicles, including those used by Finance, City Council and Legal, are being eliminated and those offices along with others will use the pool vehicles.

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

Stormwater – Activity No. 951

Activity Description:

In fiscal year 2015, Stormwater was created as a new activity to capture the City’s effort to better manage stormwater discharge. This activity provides funding to comply with the EPA Phase II Municipal Separate Project: Storm Sewer System Program (MS4) program. The City was required by the Tennessee Department of Environment and Conservation (TDEC), Division of Water Resources to complete a comprehensive 5-year management plan by March 1, 2014. Upon approval, TDEC will issue a General Permit to the City for stormwater discharge into all identified "waters of the state" streams.

Performance Objectives:

1. Development of a five-year management plan.
2. Creation of a comprehensive stormwater infrastructure inventory and mapping system.
3. Development of a compliance strategy and recommend improvements using Best Management Practices (BMP).
4. Develop cost implications to the City.
5. Develop financing to fund implementation of the plan including required improvements and staffing.
6. Annual reports on the program progress.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Contractual Services	N/A	N/A	N/A	\$100,000

Expenditures:

\$200,000 in budgeted expenditures has been allotted for stormwater activities. The budget will be refined as the stormwater program is developed.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Street Name Signs: Hours for maintenance and installation	381.50	455	455	455
Traffic control and School Flashing Signals: Inventory- each	400	400	400	400
Hours for maintenance and installation	3,596.25	2,500	3,600	3,600
Street Lights, Public Inventory- each	5,894	5,802	5,900	5,900
Hours for maintenance and installation	1,874.75	2,500	2,500	2,500

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 2014, the plant value of the street lighting system is \$3,571,379 and the plant value of the traffic control system is \$2,215,430.

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015.

BUDGET DETAIL

Supervision – Activity No. 930 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
5111. Salaries-Reg. Employees	293,446	302,383	302,768	308,593	6,210	2.1
5131. Regular Overtime Pay	145	880	621	880	-	0.0
5141. Social Security	20,802	23,200	22,470	23,675	475	2.0
5150. Retirement	46,952	47,425	47,425	48,376	951	2.0
5160. Medical & Workers Comp	55,009	55,943	55,943	55,943	-	0.0
Total Personal Services	416,354	429,831	429,227	437,467	7,636	1.8
Contractual Services						
5201. Rents	-	-	-	-	-	0.0
5207. Dues, Memberships & Sub.	946	750	750	750	-	0.0
5210.08 Prof. & Contractual Ser.	4,386	-	-	-	-	0.0
5212. Utility Services	3,909	4,075	4,075	4,075	-	0.0
5220. Training & Travel	(226)	4,000	4,000	4,000	-	0.0
5236.13 Other Equipment Maint.	6,310	6,309	6,309	6,065	(244)	-3.9
5289. Vehicle/Equip Use Charge	11,119	11,022	11,022	11,022	-	0.0
Total Contractual Services	26,444	26,156	26,156	25,912	(244)	-0.9
Commodities						
5310. Commodities/Tools/Supplies	2,022	2,200	2,200	2,200	-	0.0
5320. Books/Education Material	-	250	250	250	-	0.0
Total Commodities	2,022	2,450	2,450	2,450	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	444,820	458,437	457,833	465,829	7,392	1.6
Reduction of Costs						
5610. Recovered from Users	-	-	-	-	-	0.0
5670. Recovered from Funds	(418,412)	(435,516)	(434,941)	(442,537)	(7,021)	1.6
Total Reduction of Costs	(418,412)	(435,516)	(434,941)	(442,537)	(7,021)	1.6
TOTAL NET EXPENDITURES	26,408	22,921	22,892	23,292	371	1.6

Engineering - Activity No. 935 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
Personal Services						
5111. Salaries-Reg. Employees	222,137	222,869	223,316	227,466	4,597	2.1
5131. Regular Overtime Pay	0	1,015	0	1,015	-	0.0
5141. Social Security	16,323	17,127	16,581	17,479	352	2.1
5150. Retirement	37,775	35,305	35,305	36,013	708	2.0
5160. Medical & Workers Comp	44,149	43,755	43,755	43,755	-	0.0
Total Personal Services	320,384	320,071	318,957	325,728	5,657	1.8
Contractual Services						
5207. Dues, Memberships & Sub.	1,470	1,305	1,305	1,305	-	0.0
5210. Prof. & Contractual Ser.	0	6,500	6,500	6,500	-	0.0
5211. Advertising & Publicity	0	250	250	250	-	0.0
5212. Utility Services	2,561	3,300	3,300	3,300	-	0.0
5220. Training & Travel	520	2,500	2,500	2,500	-	0.0
5235. Repair & Maintenance	140	-	0	0	-	0.0
5236.13 Other Equipment Maint.	2,830	3,060	3,060	4,353	1,293	42.3
5289. Vehicle/Equip Use Charge	22,515	22,612	22,612	22,612	-	0.0
Total Contractual Services	30,036	39,527	39,527	40,820	1,293	3.3
Commodities						
5310. Commodities/Tools/Supplies	3,909	3,380	3,380	3,380	-	0.0
5325. Uniforms/Safety Equip.	760	450	450	450	-	0.0
Total Commodities	4,669	3,830	3,830	3,830	-	0.0
Other Charges						
5410. Liability Insurance	3,663	3,663	3,663	3,663	-	0.0
Total Other Charges	3,663	3,663	3,663	3,663	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	358,752	367,091	365,977	374,041	6,950	1.9
Reduction of Costs						
5670. Recovered from Funds	-233,188	(238,609)	-237,885	-243,126	(4,517)	1.9
Total Reduction of Costs	(233,188)	(238,609)	(237,885)	(243,126)	(4,517)	1.9
TOTAL NET EXPENDITURES	125,564	128,482	128,092	130,915	2,433	1.9

State Highway Maintenance - Activity No. 942 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual						
5210. Prof. & Contractual Ser.	69,922	12,000	12,000	12,000	-	0.0
5210.203 Mowing Contract	91,229	95,220	95,964	98,077	2,857	3.0
5236.15 Street Sweeping	19,268	19,861	19,861	25,085	5,224	26.3
5235. Repair & Maintenance	27,975	98,189	98,190	92,966	(5,223)	-5.3
Total Contractual Services	208,394	225,270	226,015	228,128	2,858	1.3
Commodities						
Total Commodities	-	-	-	-	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	208,394	225,270	226,015	228,128	2,858	1.3
Reduction of Costs						
5610. Recovered from Users	(127,359)	(141,175)	(141,176)	(141,176)	(1)	0.0
Total Reduction of Costs	(127,359)	(141,175)	(141,176)	(141,176)	(1)	0.0
TOTAL NET EXPENDITURES	81,035	84,095	84,839	86,952	2,857	3.4

General Maintenance - Activity No. 943 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
5210. Prof. & Contractual Ser.	147,728	145,000	145,000	145,000	-	0.0
5210.203 Mowing Contract	115,074	114,000	137,595	141,723	27,723	24.3
5210.205 Litter Contract	11,000	18,700	11,220	11,557	(7,143)	-38.2
5236.15 Street Sweeping	4,980	4,830	4,830	4,830	-	0.0
5212. Utility Services	6,103	8,370	13,316	8,565	195	2.3
5235. Repair & Maintenance	90,884	109,160	109,160	109,160	-	0.0
Total Contractual Services	375,769	400,060	421,121	420,835	20,775	5.2
Commodities						
5310. Commodities/Tools/Supplies	1,634	-	-	-	-	0.0
Total Commodities	1,634	-	-	-	-	0.0
Other Charges						
5410. Liability Insurance	498	498	498	498	-	0.0
Total Other Charges	498	498	498	498	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	377,901	400,558	421,619	421,333	20,775	5.2
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	377,901	400,558	421,619	421,333	20,775	5.2

Central Services Complex - Activity No. 946 Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
5201. Rents	5,823	6,500	6,500	6,500	-	0.0
5210. Prof. & Contractual Ser.	4,805	5,000	5,000	5,000	-	0.0
5210.202 Custodial Contract	46,802	57,185	47,200	50,000	(7,185)	-12.6
5210.203 Mowing Contract	6,992	6,690	6,821	7,743	1,053	15.7
5212. Utility Services	203,833	271,050	253,944	266,850	(4,200)	-1.5
5235. Repair & Maintenance	165,014	169,130	169,130	179,836	10,706	6.3
5236.13 Other Equipment Maint.	1,397	2,124	2,124	1,750	(374)	-17.6
Total Contractual Services	434,666	517,679	490,719	517,679	-	0.0
Commodities						
5310. Commodities/Tools/Supplies	120	2,000	2,000	2,000	-	0.0
Total Commodities	120	2,000	2,000	2,000	-	0.0
Other Charges						
5410. Liability Insurance	15,136	15,136	15,136	15,136	-	0.0
Total Other Charges	15,136	15,136	15,136	15,136	-	0.0
Capital Expenditures						
5540 Machinery & Equipment	9,803	-	-	-	-	0.0
Total Capital Expenditures	9,803	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	459,725	534,815	507,855	534,815	-	0.0
Reduction of Costs						
5670. Recovered from Funds	(349,391)	(406,460)	(385,970)	(406,460)	-	0.0
Total Reduction of Costs	(349,391)	(406,460)	(385,970)	(406,460)	-	0.0
TOTAL NET EXPENDITURES	110,334	128,355	121,885	128,355	-	0.0

Municipal Building - Activity No. 948 Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
5210. Prof. & Contractual Ser.	6,627	4,055	4,055	4,055	-	0.0
5210.20 Custodial Contract	34,387	40,940	35,000	38,000	(2,940)	-7.2
5210.203 Mowing Contract	4,993	5,015	5,195	5,351	336	6.7
5236.15 Street Sweeping	1,345	1,280	1,280	1,280	-	0.0
5212. Utility Services	81,173	94,925	82,425	93,750	(1,175)	-1.2
5235. Repair & Maintenance	139,909	70,460	70,460	75,490	5,030	7.1
5289. Vehicle/Equip Use Charge	1,040	1,170	1,170	11,670	10,500	897.4
Total Contractual Services	269,474	217,845	199,585	229,596	11,751	5.4
Commodities						
5310. Commodities/Tools/Supplies	923	200	200	200	-	0.0
Total Commodities	923	200	200	200	-	0.0
Other Charges						
5410. Liability Insurance	7,501	7,501	7,501	7,501	-	0.0
Total Other Charges	7,501	7,501	7,501	7,501	-	0.0
Capital Expenditures						
5540 Machinery & Equipment	9,938	-	-	-	-	0.0
Total Capital Expenditures	9,938	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	287,836	225,546	207,286	237,297	11,751	5.2
Reduction of Costs						
5670. Recovered from Funds	(90,534)	(72,175)	(66,332)	(75,936)	(3,761)	5.2
Total Reduction of Costs	(90,534)	(72,175)	(66,332)	(75,936)	(3,761)	5.2
TOTAL NET EXPENDITURES	197,302	153,371	140,954	161,361	7,990	5.2

Stormwater - Activity No. 951 Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
5210. Prof. & Contractual Ser.	-	-	-	100,000	100,000	0.0
Total Contractual Services	-	-	-	100,000	100,000	0.0
Commodities	-	-	-	-	-	0.0
Total Commodities	-	-	-	-	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
5530 Improve Other Than Buildin	-	-	-	100,000	100,000	0.0
Total Capital Expenditures	-	-	-	100,000	100,000	0.0
TOTAL GROSS EXPENDITURES	-	-	-	200,000	200,000	0.0
Reduction of Costs	-	-	-	-	-	0.0
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	-	-	-	200,000	200,000	0.0

Traffic Control and Lights - Activity No. 953 Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
5212. Utility Services	1,011,130	1,060,000	1,060,000	1,060,000	-	0.0
5220. Training & Travel		-			-	0.0
5235. Repair & Maintenance	25,451	20,300	20,300	20,300	-	0.0
Total Contractual Services	1,036,581	1,080,300	1,080,300	1,080,300	-	0.0
Commodities						
5310. Commodities/Tools/Supplies	200	-	-	-	-	0.0
Total Commodities	200	-	-	-	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	1,036,781	1,080,300	1,080,300	1,080,300	-	0.0
Reduction of Costs						
Total Reduction of Costs	-	-	-	-	-	0.0
TOTAL NET EXPENDITURES	1,036,781	1,080,300	1,080,300	1,080,300	-	0.0

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 10 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 Oak Ridge Land Bank Corporation.

Housing has been identified by City Council as one of the top priorities of the City. The Community Development Department is the identified lead in addressing this and other Council priorities and goals. The Department continues its work on housing and redevelopment initiatives with emphasis on the Manhattan District Overlay area using the Rental Registration Program as well as the Board of Building and Housing Code Appeals to improve the City's housing stock values. It also will provide direct support to the new Administrative Hearing Officer (AHO) designed to hear environmental and code violation cases that are not required to be heard by City Court. This effective and meaningful effort will be an essential part to the evaluation of residential and commercial properties that pose health and safety risks to the general public or occupants by addressing identified code violations as needed in a more effective and timely manner. The Code Enforcement Division plays a key role in the administration of these efforts by working closely with advisory boards and neighborhood leaders, along with professional and non-profit organizations interested in neighborhood preservation efforts.

The Code Enforcement Division has adopted and is implementing the newest (2012) version of the I.C.C. construction codes. It is also in the process of establishing a Mechanical Licensing, Permitting and Inspection Program. In addition to construction code enforcement, the Division works closely with the Public Works Department in the Fats, Oils and Grease (FOG) program to ensure food service establishments are properly maintaining their grease interceptors and traps. By using a comprehensive plan review and progressive inspection process, the Codes Division, in conjunction with the Oak Ridge Fire Department, continues to ensure buildings in Oak Ridge are safe for people to gather for civic, social or religious functions, consumption of food or drink, pursue educational opportunities, or reside.

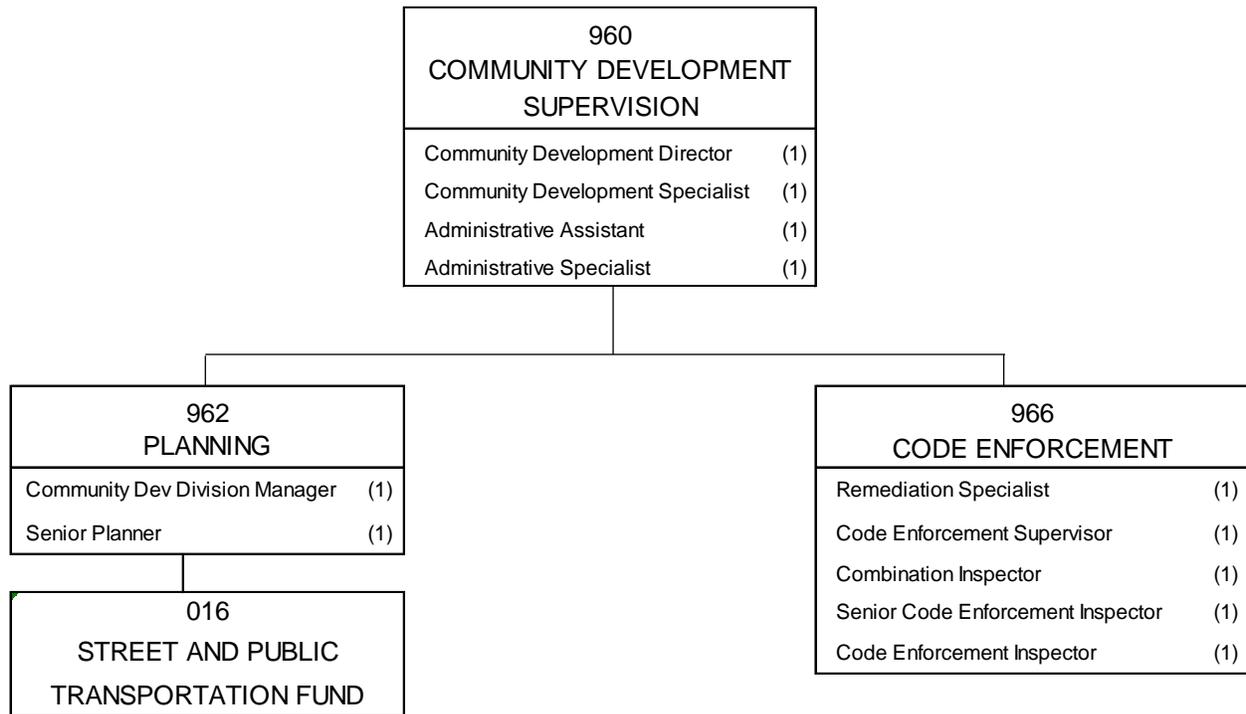
The Planning Division continues to coordinate site plan and subdivision plat review functions with various city departments including public works, fire and electric departments. This includes identification of efforts to streamline review functions while developing and maintaining criteria that creates successful, attractive and sustainable developments.



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. The department incorporates sustainability principles in policies and ordinances where appropriate and recommends energy efficiency measures for other departments. 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 and the Bicycle Pedestrian Plan.

The Department has also established a Pilot Land Bank Program called the Oak Ridge Land Bank Corporation as authorized by the State of Tennessee. The Land Bank is designed as a tool to reduce the plague of blighted properties and return distressed neighborhoods into vibrant places.

ORGANIZATIONAL CHART



2013-2014 ACCOMPLISHMENTS:

- Obtained Enhancement Grant for Jackson Square.
- Participated in Development of Rails to Trails Project.
- Continued Administration of TDOT Operating Grant (ETHRA).
- Continued Implementation of Climate Action Plan.
- Community Development Block Grant (CDBG) – Administration of 3-Year Consolidated Plan FY12 – FY14.
- Completed Neighborhood Stabilization Program in cooperation with ADFAC.
- Participation with PlanET – HUD Sustainable Communities Grant.
- Construction of Woodland Town Center Phase I.
- Construction of the Westcott Center development.
- Construction of the new location of the Unitarian Universalist Church.
- Installation of ten electric vehicle charging stations.
- Tree inventory – phases I and II completed.
- Established Fats, Oils and Grease (FOG) Program.



- Participated in Knoxville Regional Transportation Planning Organization (TPO) due to expanded Urbanized Area.
- Updated Analysis of Impediments to Fair Housing.
- Established a Grease Management Certification Program.
- Passed audit by the State Fire Marshal's office for our Electrical Permits and Inspections section.
- Passed audit by Insurance Services Organization and maintained our Class Four rating.
- Two staff inspectors became certified by the state certification program as Mechanical Inspectors.

2014-2015 GOALS:

- Rewrite Article VII of the Zoning Ordinance.
- Not In Our City Campaign - Blighted Housing Program.
- Implement Climate Action Plan.
- Adoption of Form-Based Code for "Townsite District" Area.
- Revitalization Project in Jackson Square.
- Obtain TVA Sustainable City Certification.
- Revise housing element of the Comprehensive Plan.
- Obtain Rails-to-Trails funding to enhance abandoned railroad rights-of-way.
- Adoption of Property Maintenance Code.
- Rental Inspection Program.

EXPENDITURES OVERALL

Summary of Positions and Staff Years for Community Development:

	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
960 Community Development Supervision	4	4	4	4.00	4.00	4.00
962 Planning	2	2	2	2.00	2.00	2.00
966 Code Enforcement	5	5	5	5.00	5.00	5.00
TOTAL COMMUNITY DEVELOPMENT DEPARTMENT	11	11	11	11.00	11.00	11.00

Community Development Summary of Net Expenditures by Activity:

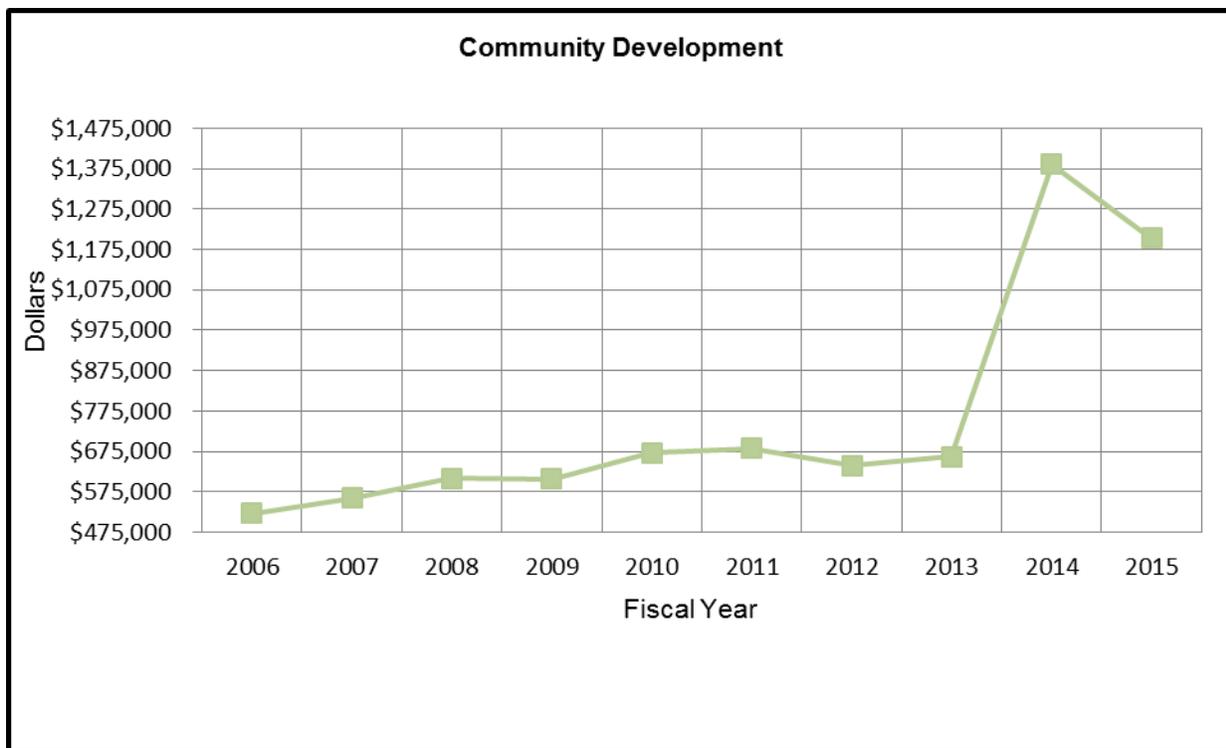
	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>Community Development</u>						
960 Supervision	189,954	192,654	190,942	188,014	(4,640)	-2.4
962 Planning	127,341	129,873	126,296	117,116	(12,757)	-9.8
963 Economic Development	-	38,038	35,280	35,280	(2,758)	-7.3
964 Marketing	-	461,000	553,840	360,818	(100,182)	-21.7
966 Code Enforcement	344,334	404,953	350,551	356,049	(48,904)	-12.1
967 Housing Initiatives	-	150,000	129,000	145,000	(5,000)	-3.3
Total Community Development	661,629	1,376,518	1,385,909	1,202,277	(174,241)	-12.7

FY2015 General Fund Budget – Community Development 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							
COMMUNITY DEVELOPMENT:											
960 Supervision	324,163	13%	42,141	13%	42,141	16%	51,867	-	-	58%	188,014
962 Planning	180,177	13%	23,423	11%	19,819	11%	19,819	-	-	65%	117,116
963 Economic Development	84,000	50%	42,000	4%	3,360	4%	3,360	-	-	42%	35,280
964 Marketing and Tourism	522,500	26%	137,500	2%	12,091	2%	12,091	-	-	69%	360,818
966 Code Enforcement	434,206	-	-	9%	39,079	9%	39,078	-	-	82%	356,049
967 Housing Initiatives	169,000	-	-	-	-	-	-	-	24,000	86%	145,000
TOTAL COMMUNITY DEVELOPMENT	1,714,046	14%	245,064	7%	116,490	7%	126,215	-	24,000	70%	1,202,277

Chart of Community Development Net General Fund Expenditures – Actual 2006 to Budget 2015:

The decline in fiscal 2012 was due to departmental turnover and staff vacancies. The dramatic increase in 2014 reflects the closure of the Economic Diversification (ED) Fund at the end of fiscal 2013 and the transfer of many of the programs previously account for in the ED Fund to the General Fund Community Development functions. This included adding three new activities: 963 Economic Development, 964 Marketing and Tourism and 967 Housing Initiatives. The reduction in funding for fiscal 2015 reflects a lower level of funding for Marketing and Tourism and not funding the vacant Combination Inspector position for fiscal 2015. Funding for this position will be added as development driven demands increase.



DEPARTMENT ACTIVITIES

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Hold weekly site plan review meetings with four departments on pending applications	27	26	26	26
Percent of citizen comments followed up with a response which has been verified	100%	100%	98%	100%
Meetings with private sector parties involved in the development of Oak Ridge	25	50	50	50
Percent of requests from the City Manager responded to by due date	100%	100%	100%	100%

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015. The \$8,242 reduction in salaries and benefits is related to employee turnover due to retirements.

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

Planning – Activity No. 962

Activity Description:

The Planning Division is responsible for reviewing subdivision plats, rezoning requests, site development plans and planned unit developments (PUD) 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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Plats of Corrections	8	5	7	6
Subdivision plats reviewed	22	15	24	24
Zoning changes reviewed	1	5	3	5
TND & PUDs (preliminary & final reviewed	3	5	4	6
Site plans reviewed- Non-Residential	15	15	12	16
Board of Zoning Appeals	12	12	14	16

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015. The \$19,824 reduction in salaries and benefits is related to employee turnover due to retirements.

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

Economic Development – Activity No. 963

Activity Description:

This activity was established in fiscal 2014 to account for City economic development activities. The mission of Economic Development is: To enhance the economic well-being and prosperity of our Oak Ridge, while influencing the growth, diversification and entrepreneurialism that grows employers, creates jobs, protects our quality of life and reinvests wealth in a sustainable manner for future generations. to funds activities whose functions are to grow the local Oak Ridge economic base, create and protect jobs and provide for the common well of current and future Oak Ridgers.

Economic Development Goals:

- Attract new investment and public/private capital to create, maintain, modernize and enhance local infrastructure.
- Provide a vibrant community that is diversified in its quality of life, supportive in the adoption of innovation and new techniques in a manner that enhances our natural and community assets.
- Encouraging the development of an active tourism and adventurous recreational business market for the region and beyond.
- Recognize the retention and continuation of existing businesses and federal missions, while stimulating the development of specific business climates in the small business, entrepreneurial, retiree, expansions and new product arenas

Significant Expenditure Changes Compared to Prior Year:

This activity funds two economic development consultants. Funding for supplies for these two positions for \$7,038 was eliminated in fiscal 2015.

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

Marketing and Tourism – Activity No. 964

Activity Description:

The marketing and tourism activity was established in fiscal 2014 to account for the funding of various agencies and functions in an effort to enhance the City's marketing and tourism endeavors. Agencies funded include but is not limited to Oak Ridge Chamber of Commerce and Oak Ridge Convention and Visitors' Bureau (CVB) and through memberships the Anderson County Economic Development Association (ACEDA), Roane Alliance, and Innovation Valley.

Significant Expenditure Changes Compared to Prior Year:

Fiscal 2015 funding for Oak Ridge Chamber of Commerce services remains at \$175,000. Funding for the Oak Ridge Convention and Visitors Bureau (CVB) decreased \$45,000 to \$275,000, reflecting the decrease and flatting in Hotel/Motel tax collections. Part of the \$45,000 reduction in CVB funding was the transfer of funding for the 4th of July fireworks and summer sounds concert series from the CVB back to the City with a budget of \$30,000 for fiscal 2015. Economic development association memberships are budgeted at \$42,500 for fiscal 2015.

The fiscal 2014 budget included funding for the construction of bathrooms at the Marina, which has been completed.

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 quality and safety of housing in 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 in cooperation with the Planning Division and Police Department.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Building Permits	301	400	330	400
Building Inspections	362	450	400	450
Plumbing Permits	296	450	300	450
Plumbing Inspections	246	325	265	325
Electrical Permits	373	600	400	600
Electrical Inspections	470	700	460	700
Zoning Investigations and Nuisance Complaints:				
Nuisance Abatement	920	1200	900	900
Abandoned Vehicles	139	150	100	150
Housing Inspections	407	500	300	500

Significant Expenditure Changes Compared to Prior Year:

The \$58,884 decrease in salary and benefits reflects the elimination of funding for the Combination Inspector position for fiscal 2015. The position is retained as a placeholder with funding anticipated to be restored for this position as development growth in the City expands.

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

Housing Initiatives – Activity No. 967

Activity Description:

The Housing Initiatives activity was established in fiscal 2014 to account for some of the functions related to the “Not in Our City” (NOIC) campaign. In fiscal 2012, the City embarked on a new program “Not in Our City” to deal with housing and housing related issues. The “Not in Our City” campaign addresses drugs and crime, elimination of blighted residential structures, improved housing conditions with a goal of making 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. As part of the NOIC campaign, the City has been purchasing and demolishing dilapidated housing in Oak Ridge funded by both City dollars as budgeted in this Activity and grant proceeds, primarily funded by the US Housing and Urban Development Agency (HUD), accounted for in the Grant Fund. Once the buildings have been demolished the vacant land is turned over to the Land Bank to administer.

Fiscal 2014 NOIC activities included further development of the rental housing inspection program and establishment of the land bank and an Administrative Hearing Officer (AHO) to hear building and property maintenance code violations. By State law, the AHO is appointed by City Council for a 4 year term and requires the AHO to be a licensed building, plumbing or electrical inspector, attorney, architect or engineer. Additionally, the person must meet training requirements established by State law within six months of appointment as AHO and maintain continuing education every calendar year.

Significant Expenditure Changes Compared to Prior Year:

Total Contractual services increased \$24,000 for the services of the Administrative Hearing Officer appointed by City Council in April 2014. The AHO has the ability to assess fines for code violations and the costs for the AHO position are budget to be offset by fines related to the AHO hearings. Funding for the Land Bank which was established in fiscal 2014 decreased \$5,000.

BUDGET DETAIL

Supervision – Activity No. 960 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
5111. Salaries-Reg. Employees	210,941	215,927	209,194	208,915	(7,012)	-3.2
5120. Salaries-PT/Seasonal Employ	270	-	-	-	-	0.0
5131. Regular Overtime Pay	-	508	-	508	-	0.0
5141. Social Security	15,342	16,557	15,331	16,021	(536)	-3.2
5150. Retirement	33,957	34,218	34,218	33,524	(694)	-2.0
5160. Medical & Workers Comp	43,578	43,283	43,283	43,283	-	0.0
Total Personal Services	304,088	310,493	302,026	302,251	(8,242)	-2.7
Contractual Services						
5201. Rents	3,864	4,450	4,450	4,450	-	0.0
5205. Printing & Dup. Charges	239	-	-	-	-	0.0
5207. Dues, Memberships & Sub.	1,677	650	2,500	650	-	0.0
5210. Prof. & Contractual Ser.	613	1,500	2,800	1,500	-	0.0
5211. Advertising & Publicity	135	-	-	-	-	0.0
5212. Utility Services	2,507	3,325	3,325	3,325	-	0.0
5220. Training & Travel	3,076	3,630	4,500	3,630	-	0.0
5236.13 Other Equipment Maint.	2,432	2,000	2,000	2,242	242	12.1
5289. Vehicle/Equip Use Charge	4,583	4,005	5,500	4,005	-	0.0
Total Contractual Services	19,126	19,560	25,075	19,802	242	1.2
Commodities						
5310. Commodities/Tools/Supplies	4,015	2,110	2,110	2,110	-	0.0
5320. Books/Education Material	170	-	-	-	-	0.0
Total Commodities	4,185	2,110	2,110	2,110	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	327,399	332,163	329,211	324,163	(8,000)	-2.4
Reduction of Costs						
5670. Recovered from Funds	(137,445)	(139,509)	(138,269)	(136,149)	3,360	-2.4
Total Reduction of Costs	(137,445)	(139,509)	(138,269)	(136,149)	3,360	-2.4
TOTAL NET EXPENDITURES	189,954	192,654	190,942	188,014	(4,640)	-2.4

Planning - Activity No. 962 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	131,261	133,038	127,869	116,784	(16,254)	-12.2
5141. Social Security	9,842	10,177	9,856	8,934	(1,243)	-12.2
5150. Retirement	20,677	20,888	20,888	18,561	(2,327)	-11.1
5160. Medical & Workers Comp	22,028	21,864	21,864	21,864	-	0.0
Total Personal Services	183,808	185,967	180,477	166,143	(19,824)	-10.7
Contractual Services						
5207. Dues, Memberships & Sub.	2,480	1,500	1,500	1,500	-	0.0
5210. Prof. & Contractual Ser.	-	500	500	500	-	0.0
5211. Advertising & Publicity	2,078	730	730	730	-	0.0
5212. Utility Services	1,161	1,500	1,487	1,500	-	0.0
5220. Training & Travel	114	1,800	1,800	1,800	-	0.0
5236.13 Other Equipment Maint.	1,048	1,047	1,047	1,244	197	18.8
5289. Vehicle/Equip Use Charge	1,688	2,310	2,310	2,310	-	0.0
Total Contractual Services	8,569	9,387	9,374	9,584	197	2.1
Commodities						
5310. Commodities/Tools/Supplies	3,532	4,000	4,000	4,000	-	0.0
5320. Books/Education Material	-	450	450	450	-	0.0
Total Commodities	3,532	4,450	4,450	4,450	-	0.0
Other Charges						
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	195,909	199,804	194,301	180,177	(19,627)	-9.8
Reduction of Costs						
5670. Recovered from Funds	(68,568)	(69,931)	(68,005)	(63,061)	6,870	-9.8
Total Reduction of Costs	(68,568)	(69,931)	(68,005)	(63,061)	6,870	-9.8
TOTAL NET EXPENDITURES	127,341	129,873	126,296	117,116	(12,757)	-9.8

Economic Development - Activity No. 963 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
5210. 131 Economic Development	-	84,000	84,000	84,000	-	0.0
Total Contractual Services	-	84,000	84,000	84,000	-	0.0
Commodities						
5310. Commodities/Tools/Supplies	-	7,038	-	-	(7,038)	-100.0
Total Commodities	-	7,038	-	-	(7,038)	-100.0
Other Charges						
5410. Liability Insurance	-	-	-	-	-	0.0
Total Other Charges	-	-	-	-	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	-	91,038	84,000	84,000	(7,038)	-7.7
Reduction of Costs						
5670. Recovered from Funds	-	(53,000)	(48,720)	(48,720)	4,280	-8.1
Total Reduction of Costs	-	(53,000)	(48,720)	(48,720)	4,280	-8.1
TOTAL NET EXPENDITURES	-	38,038	35,280	35,280	(2,758)	-7.3

Marketing - Activity No. 964 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
Total Contractual Services	-	-	-	-	-	0.0
Commodities						
Total Commodities	-	-	-	-	-	0.0
Other Charges						
5430.11 Grants/ Subsidies/ Contr.	-	55,000	53,500	72,500	17,500	31.8
Total Other Charges	-	55,000	53,500	72,500	17,500	31.8
Other Economic Development Activities						
5432.11 OR Chamber of Commerce	-	175,000	125,000	175,000	-	
5432.12 Conv & Visitors Bureau	-	320,000	314,100	275,000	(45,000)	-14.1
		495,000	439,100	450,000	(45,000)	-9.1
Capital Expenditures						
Total Capital Expenditures	-	75,000	220,000	-	(75,000)	0.0
TOTAL GROSS EXPENDITURES	-	625,000	712,600	522,500	(102,500)	-16.4
Reduction of Costs						
5610. Recovered from Users	-	-	(24,000)	-	-	0.0
5670. Recovered from Funds	-	(164,000)	(134,760)	(161,682)	2,318	-1.4
Total Reduction of Costs	-	(164,000)	(158,760)	(161,682)	2,318	-1.4
TOTAL NET EXPENDITURES	-	461,000	553,840	360,818	(100,182)	-21.7

Codes Enforcement - Activity No. 966 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	226,126	284,474	231,104	236,714	(47,760)	-16.8
5120. Salaries-PT/Seasonal Employ	1,239	8,184	1,400	8,433	249	3.0
5131. Regular Overtime Pay	0	1,015	450	1,015	-	0.0
5141. Social Security	16,225	22,466	16,841	18,831	(3,635)	-16.2
5150. Retirement	43,139	45,674	45,674	37,936	(7,738)	-16.9
5160. Medical & Workers Comp	54,688	54,641	54,641	54,641	-	0.0
Total Personal Services	341,417	416,454	350,110	357,570	(58,884)	-14.1
Contractual Services						
5205. Printing & Dup. Charges	0	600	600	600	-	0.0
5207. Dues, Memberships & Sub.	1,971	680	680	680	-	0.0
5210. Prof. & Contractual Ser.	18,567	15,500	15,500	15,500	-	0.0
5211. Advertising & Publicity	0	1,300	1,300	1,300	-	0.0
5212. Utility Services	6,760	9,325	9,325	9,325	-	0.0
5220. Training & Travel	4,179	5,000	5,000	4,725	(275)	-5.5
5235. Repair & Maintenance	357	335	335	335	-	0.0
5236.13 Other Equipment Maint.	3,665	3,665	3,665	3,186	(479)	-13.1
5289. Vehicle/Equip Use Charge	30,306	29,122	29,122	29,122	-	0.0
Total Contractual Services	65,805	65,527	65,527	64,773	(754)	-1.2
Commodities						
5310. Commodities/Tools/Supplies	8,747	5,740	5,740	5,740	-	0.0
5320. Books/Education Material	164	1,500	1,500	1,500	-	0.0
5325. Uniforms/Safety Equip.	88	960	960	960	-	0.0
Total Commodities	8,999	8,200	8,200	8,200	-	0.0
Other Charges						
5410. Liability Insurance	3,663	3,663	3,663	3,663	-	0.0
Total Other Charges	3,663	3,663	3,663	3,663	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	419,884	493,844	427,500	434,206	(59,638)	-12.1
Reduction of Costs						
5610. Recovered from Users	30	-	0	0	-	0.0
5670. Recovered from Funds	-75,580	(88,891)	-76,949	-78,157	10,734	-12.1
Total Reduction of Costs	(75,550)	(88,891)	(76,949)	(78,157)	10,734	-12.1
TOTAL NET EXPENDITURES	344,334	404,953	350,551	356,049	(48,904)	-12.1

Housing Initiatives - Activity No. 967 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
5210.08 Prof. & Contractual Ser.	-	-	4,000	24,000	24,000	
5210.07 Demolition	-	125,000	100,000	125,000	-	0.0
Total Contractual Services	-	125,000	104,000	149,000	24,000	19.2
Commodities						
5310. Commodities/Tools/Supplies	-	-	-	-	-	0.0
Total Commodities	-	-	-	-	-	0.0
Other Charges						
5430. Board/Agency/Event Funding	-	25,000	25,000	20,000	(5,000)	-20.0
Total Other Charges	-	25,000	25,000	20,000	(5,000)	-20.0
Capital Expenditures						
5501. Land	-	-	-	-	-	0.0
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	-	150,000	129,000	169,000	19,000	12.7
Reduction of Costs						
5610. Recovered from Users	-	-	-	(24,000)	(24,000)	0.0
Total Reduction of Costs	-	-	-	(24,000)	(24,000)	0.0
TOTAL NET EXPENDITURES	-	150,000	129,000	145,000	(5,000)	-3.3

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, kickball, basketball and volleyball league play.



Other events and programs offered through the department include a Family Day at the Civic Center, an annual Egg Hunt and a Halloween Carnival for children ages 10 and under. The Memory Magic Scrapbook event is held each Fall with over 150 scrap bookers in attendance. The one-day event includes a large crop area, vendors and over 30 classes. 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 21-22. 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.

The Senior Center is open six days a week with services directed toward citizens 50 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.

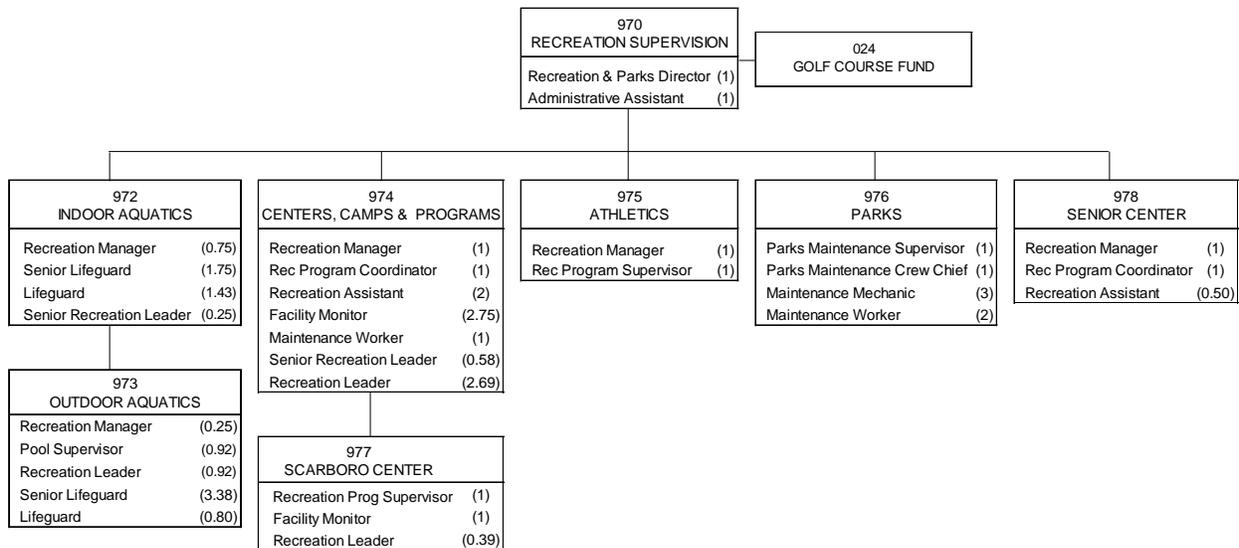
Departmental staff also supports a sixteen-member Youth Advisory Board (YAB) which acts as a liaison between the Oak Ridge City Council and the youth of the community. The board encourages the positive

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 2014, the Youth Advisory Board hosted a variety of community events including a Summer Jobs & Career Fair for Teens, a Freshman/Sophomore Dance, a Turkey Bowl Disc Golf Tournament, a Dodge ball Tournament, a Tennis Play Day, and Battle of the Teen Bands. The 18th Annual Graduation Celebration was hosted on May 29, 2014, to honor high school graduates in Oak Ridge. The YAB 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 26th consecutive year and observed Arbor Day at Glenwood Elementary School. During fiscal 2014, the department oversaw construction of a large dog park at Big Turtle Park and facilitated the renovation of a portion of the Marina building into a boat and bike rental operation serving the Oak Ridge waterfront. Department staff installed split rail fencing at Carl Yearwood Park and Melton Lake 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 construction contracts for sidewalks, entry structures and fencing for the Big Turtle Dog Park. The staff also redesigned and updated the department web page.

The City was designated as a Playful City USA community for the first time in 2012, and has applied to receive this designation again in 2014. Oak Ridge accomplished this honor by systematically upgrading playgrounds in various areas of the city and by implementing the community-build model at Cedar Hill Park. Committed to creating play opportunities within walking distance of all children, department staff also inventoried all play-spaces within city limits. The department hosted a Play Day on June 22, 2014, at the Secret City Festival and hosted the following “Playful Events” throughout the year in FY 2014: Teen Dodge Ball Tournament, Battle of the Teen Bands, City Halloween Party, Turkey Bowl Disc Golf, and the Egg Hunt.

ORGANIZATIONAL CHART



2013-2014 ACCOMPLISHMENTS

Aquatics

- Hosted the Award Winning Secret City Festival on June 21 and 22 and raised \$134,184 in sponsorships.
- Opened the Outdoor Pool on Memorial Day weekend.
- Updated the operations manuals for the Civic Center, Municipal, and Wading pools.
- Added Water Safety Instructors to aquatics staff.
- Attracted 41,521 swimmers to the outdoor pool.
- Collected \$101,062 in revenues from the outdoor pool.
- Conducted a Water Awareness program with YAB to encourage and educate children who do not have access to lessons to become more water safety oriented.
- Conducted one WSI and 3 lifeguarding classes – training 26 students.
- Secret City Festival implemented security check for concerts and had its largest concert crowd.
- Updated the Pool Supervisor's Manual for the outdoor pool.

Centers, Camps and Programs

- Offered five special events: Memory Magic Scrapbook Event September 2013 with 150 participants; City Halloween Party on October 24, 2013 with over 500 children; Christmas tree lighting event including the lighting of the live tree in Bissell Park followed by an reception in the Civic Center gymnasium; a Family Day at the Civic Center with games and activities throughout the building and an Egg Hunt in Bissell Park April 12 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.
- Conducted the Recreation Leader in Training (RecLiT) Program for teens.
- Registered 1,097 children on-line for the 2013 summer camp season.
- Civic Center Front Desk staff was certified in Professional CPR and First Aid.

Athletics

- Created a special events application for athletic events in line with those expectations currently in place for all other special events hosted on City facilities.
- Completed and documented monthly facility inspections and reported findings immediately to Parks, Public Works and/or Electric so that corrective action could take place in a timely fashion.
- Sent facility request forms for athletics in December and June. Hosted an informational meeting for potential users of City athletic facilities in January.
- 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, kickball and volleyball.
- Converted Robertsville softball field into a multi-use recreational area.
- Coordinated a painting project at Carl Yearwood softball field with a community service painting crew comprised of Anderson County Jail inmates.
- Coordinated a cleaning and painting project for the concessions building at the Baseball Complex with volunteer help offered by the ORHS Baseball Boosters.
- Enacted Concussion Policy and Procedures for City Sponsored Youth Leagues as required by the new Tennessee Concussion Law / With City Legal Staff addressed and noted in the Athletic Facility Use Agreement the Tennessee Concussion Law as an area of compliance required of all Youth programs requesting use of City facilities.
- Submitted for three and won two TRPA awards including "Volunteer Service" and "Benefactor".
- Teamed with the Recreation & Parks Board to design a Park Donations Program.
- Updated and presented a comprehensive department presentation to civic groups in Oak Ridge.
- Coordinated 11 independent special events using City athletic facilities.

- Coordinated 26 human-powered sporting events (5Ks, walks, regattas, etc.).
- 2013 Playful City USA Winner: Oak Ridge, TN was selected as Playful City USA community for the second time. Successfully completed the application process to enter to win this designation again in 2014.

Youth Advisory Board

- Sponsored the 18th Annual Graduation Celebration on May 29, 2014.
- Served on a Teen Center Study Panel to evaluate the need for a student center in Oak Ridge and surveyed students regarding programming, location, amenities, etc.
- Partnered with the Aquatics Manager to create a new Water Awareness Course. In total, 23 students from the Boys & Girls Club and Girls Inc. completed the course.
- Sponsored the new Teen Room at Girls Incorporated and hosted a party to officially open the room.
- Sponsored Mission of Hope children with clothing, toys and gifts valued at \$1,638.00 on November 27, 2013.
- Hosted the Turkey Bowl Disc Golf Tournament, Teen Dodge ball Tournament, Holiday Shopping Trip, and Battle of the Teen Bands.
- Traveled to Nashville and met with Governor Haslam and participated in a mock-senate session with Senator Randy McNally and Representative John Ragan on February 19, 2014.
- Partnered with the Oak Ridge Youth Leadership group at the Chamber of Commerce on the Nashville Trip and with the ORHS PTSO to sponsor a Brown Bag Lunch for parents.
- Supported Earth Day and City Halloween Party with student-led activities and the City Egg Hunt with YAB volunteers.

Parks Division

- Completed construction and held a dedication of a Dog park at Big Turtle Park on December 9, 2013, funded by a grant from the PetSafe Corporation. The park has areas for small dogs and all dogs, with a water fountain in each section that is both ADA accessible and provides a bowl for dogs in the park.
- Completed the second phase of an inventory of City trees in cooperation with the University of Tennessee.
- Installed replacement diamond rail fencing was at the Carl Yearwood Park and Melton Lake Park.
- Collaborated with the Oak Ridge Garden Club to renovate the Emma Lee Spray Garden in Jackson Square. The hedge surrounding the garden was removed to improve views into the garden and replacement plantings were installed that will provide more color, while maintaining the improved sight lines.
- An Arbor Day celebration was held at Glenwood Elementary School on March 7, 2014, and the City's certification as a Tree City USA was maintained.
- Provided logistical support to the Secret City Festival.
- A Christmas tree recycling program was held at Big Turtle Park in January.
- Provided field maintenance support of softball and kickball recreational programs.
- Collaborated with an Eagle Scout candidate to install mapping in the interior of Haw Ridge Park to assist park users in navigating the twenty-five plus miles of trails available for hiking and mountain biking.
- Developed an MOU with the Innovation Valley Disc Golf Club that will clarify the roles of the city and the club in the management of both disc golf courses in Oak Ridge. This will also provide an opportunity for the city to pursue the installation of paver tee pads at Groves Park, with potential funding from ORNL Federal Credit Union.

Scarboro Center

- Hosted "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.
- Offered free computer classes.
- Hosted a Neighborhood Watch community Christmas dinner.
- Sponsored a Halloween Party/Trunk or Treat in the Scarboro Center.
- Sponsored a children's Christmas Party.
- 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.
- 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.
- Partnered with the NAACP and offered a free help session for people signing up for Obama Care Insurance in the computer lab.
- Received a grant from Walmart to host a backpack give way for children 1st grade thru 8th grade.
- Partnered with Oak Valley to offer trial exercise classes open to the public for the months of October - November.
- Hosted a corn hole tournament in April with eight teams participating and gave out gift card for 1st and 2nd places
- Partnered with Vivian Guinn from Big Brothers/ Big Sisters to sign up children and adults for the program through Oak Valley and Mt. Zion Churches.

Senior Center

- Scheduled and completed 36 senior educational programs.
- Continued quarterly senior shopping trips to the Knoxville area.
- Continued a new process to more accurately and effectively count daily attendance and track use of the Senior Center Programs.
- Offered beans/cornbread lunches, Bingo dinners, senior breakfast, pool tournaments, a Halloween party, a Valentine's Day party, Senior Christmas party, a Car Winterization Event, walking program and a Secret City Festival Card Party.
- Created a formalized volunteer program for the Senior Center.
- Added new monthly Lunch and Learn Programs. Some of which include Down-sizing Your Home, Personal Safety, Ways to Volunteer in the Community, etc.
- Added a new Zumba physical fitness program.
- Started free computer classes for seniors by using community volunteers.

2014-2015 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, 2015.
- Conduct at least 50 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.
- Build on the swimming lessons program to include year round lessons, adults, youth, infant and special groups.
- Sponsor at least five different special events at the Outdoor Pool.

- Offer a WSI class.
- Train at least 20 students in Lifeguard Training Classes.
- Evaluate how the year round school calendar will affect the swimming pools –indoor and out.
- Conduct a Water Safety/Awareness program for children who do not have access to swimming lessons.
- Evaluate changing the chemical feed system at the indoor pool.
- Reorganize the executive committee of the Secret City Festival.
- Include concussion training in Pool staff and swim coach training.

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.
- Expand training methods of frontline personnel to include interactive modules on the computer with follow-up testing of knowledge and skills.

Athletics

- Increase 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.
- Send facility requests for athletics in December/June and host an informational meeting in January for community groups, recurring users and potential users of City athletic facilities.
- Complete monthly facility inspections, take corrective action in a timely fashion and document actions.
- Offer athletic league play for softball, basketball, kickball and volleyball.
- Regularly update the Online Guide to include special event postings and update the online guide quarterly.
- Complete an ADA inventory and an ADA transition plan for CIP direction.
- Update Soccer Field Maintenance Agreement with AYSO and SCOR acknowledging Soccer's annual support and financial commitment to the cost of field maintenance which will be contracted out by the City.

Youth Advisory Board

- Complete the recertification application for Playful City USA in 2015.
- 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.
- Partner with local organizations and school clubs to encourage teen volunteerism and student-led programming.

Parks Division

- Complete the application process for permitting required for the addition of an eighth lane at the Oak Ridge Rowing Course.
- 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.
- Continue the collaboration with the developers of the Kroger Marketplace to begin grading work for a new athletic complex to be located on Parcel 405. The first phase of the project will involve the movement and rough grading of excess soils from the development site to the parcel.
- Complete the replacement of split rail fencing at Cedar Hill Park.
- Continue development of a City Master Planting Plan by developing an urban forestry management plan in collaboration with the University of Tennessee.
- Identify funding for and complete replacement of the primary electric service feeding the field lights at Bobby Hopkins baseball field.
- Collaborate with local disc golfers to install paver-surfaced tee pads at the Groves Park disc golf course.

Scarboro Center

- Involve 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.
- Work with the CNC group to offer a fall event at the Scarboro Center.
- Partner with the Churches to bring a play for Black History Month in February.
- Partner with Team Investment Group of Oak Ridge (TIGOR) or Delta Sigma Theta to host a back-to-school activity. (Event to take place on July 19, 2014)
- Increase number of volunteers for the Scarboro Center.
- Partner with Sherra Robinson (Western Heights Dental outreach Director) to host a children's dental clinic through the Colgate Van.

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

Summary of Positions and Staff Years for Recreation and Parks Department:

	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
970 Recreation Supervision	2	2	2	2.00	2.00	2.00
972 Indoor Aquatics	14	14	14	4.18	4.18	4.18
973 Outdoor Aquatics	26	26	26	6.27	6.27	6.27
974 Centers, Camps & Programs	27	26	26	11.02	11.02	11.02
975 Athletics	2	2	2	2.00	2.00	2.00
976 Parks	7	7	7	7.00	7.00	7.00
977 Scarboro Center	4	4	4	2.39	2.39	2.39
978 Senior Center	3	3	3	2.50	2.50	2.50
TOTAL RECREATION AND PARKS DEPARTMENT	85	84	84	37.36	37.36	37.36

Recreation and Parks Summary of Net Expenditures by Activity:

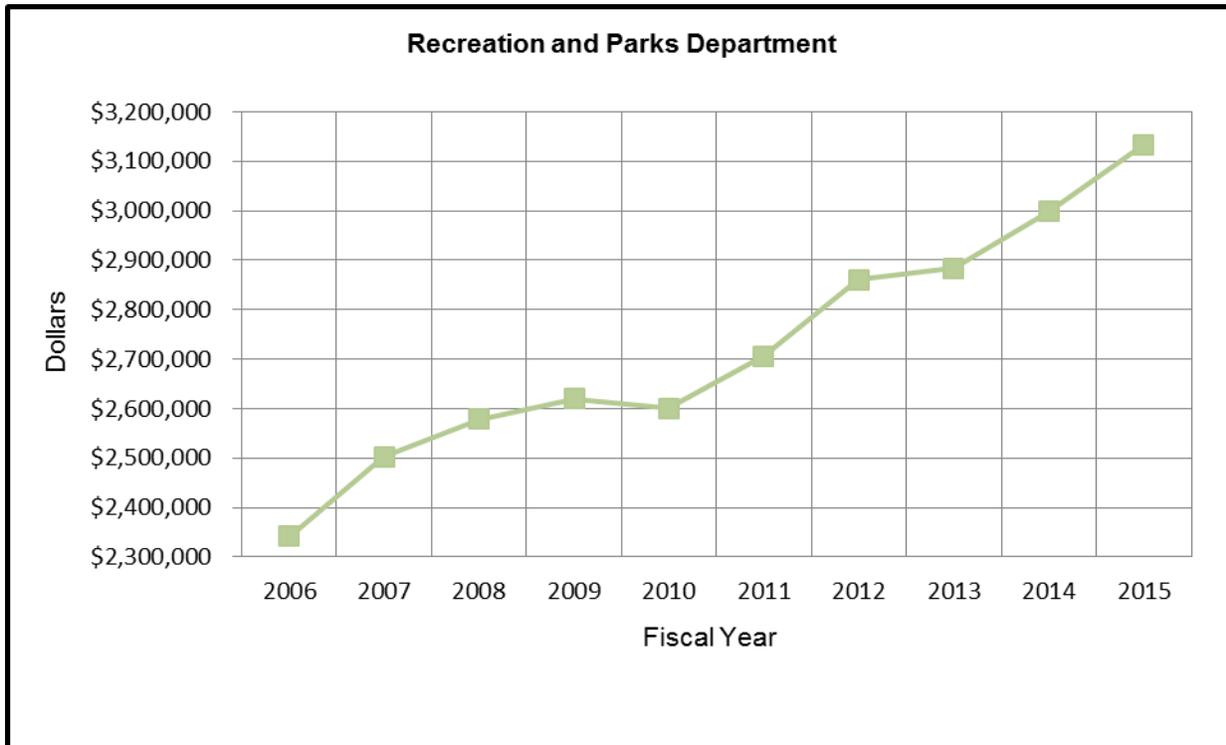
	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>Recreation and Parks Department:</u>						
970 Supervision	243,020	254,862	253,699	258,580	3,718	1.5
971 Special Events	-	125,000	122,500	122,500	(2,500)	-2.0
972 Indoor Aquatics	186,477	206,465	208,945	219,406	12,941	6.3
973 Outdoor Aquatics	294,749	285,657	260,073	288,645	2,988	1.0
974 Centers, Camps & Programs	754,804	753,915	738,232	751,934	(1,981)	-0.3
975 Athletics	141,318	145,021	146,110	150,808	5,787	4.0
976 Parks	810,042	812,954	803,465	863,986	51,032	6.3
977 Scarboro Center	176,635	180,739	178,759	189,822	9,083	5.0
978 Senior Center	276,568	285,013	286,380	287,519	2,506	0.9
Total Recreation and Parks Department	2,883,613	3,049,626	2,998,163	3,133,200	83,574	2.7

FY2015 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					
970 Supervision	258,580	-	-	-	-	-	100%	258,580	
971 Speical Events	125,000	-	-	-	-	2,500	98%	122,500	
972 Indoor Aquatics	272,406	-	-	-	-	19%	53,000	87%	219,406
973 Outdoor Aquatics	289,645	-	-	-	-	0%	1,000	100%	288,645
974 Centers, Camps & Programs	853,594	-	-	-	-	12%	101,660	88%	751,934
975 Athletics	162,808	-	-	-	-	7%	12,000	93%	150,808
976 Parks	878,986	-	-	-	-	2%	15,000	96%	863,986
977 Scarboro Center	197,897	-	-	-	-	4%	8,075	97%	189,822
978 Senior Center	289,519	-	-	-	-	1%	2,000	99%	287,519
TOTAL RECREATION & PARKS	3,328,435	-	-	-	-	6%	195,235	94%	3,133,200

Chart of Recreation and Parks Net General Fund Expenditures – Actual 2006 to Budget 2015:

The increase in fiscal 2014 was related to the transfer of special event funding from the Economic Diversification Fund that was closed at the end of fiscal 2013 to the new activity 971 Special Events. Fiscal 2015 increases include \$15,000 for professional services for Parks including maintaining the bathrooms located at the Marina that were added in fiscal 2013.



DEPARTMENT ACTIVITIES

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Documented monthly inspections	12	12	12	12
City wide special events	7	7	7	7
Cold Fact Program participants	2,448	2,390	2,450	2,390

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015.

Special Events – Activity No. 971

Activity Description:

The activity was established in fiscal 2014 to account for costs related to Special Events the City either sponsors or provides support services.

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015.

\$2,500 was added for Reduction of Costs for collections from event charges.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Pool staff certified in first aid and pool operation	100%	100%	100%	100%
Revenues as percentage of cost	28%	25%	23%	25%
Revenue Generated	\$52,827	\$45,000	\$45,000	\$46,000
Staff certified in Red Cross Lifeguard Training Course	94%	100%	94%	100%
Number of Participants	26,014	30,000	28,000	30,000
Pool staff trained in O2	100%	100%	100%	100%
Attendance % increase	1%	7%	7%	7%

Significant Expenditure Changes Compared to Prior Year:

Salaries for Seasonal Employees increased by \$10,418 based on the current level of experienced staff members.

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 early-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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Guard Staff certified in Red Cross Lifeguard Training	100%	100%	100%	100%
Revenues as percentage of cost	34%	30%	30%	30%
Revenues	\$101,062	\$120,000	\$110,000	\$120,000
Attendance	41,521	56,000	50,000	56,000
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	-23%	2%	17%	11%

Significant Expenditure Changes Compared to Prior Year:

Personal Services for Seasonal Employees increased \$2,347 due to the replacement of funding for one part-time Lifeguard position with a part-time Recreation Leader. Funding for the Mowing Contract increased \$1,700 based on current contractual levels. Funding for all areas was reviewed and reallocated based on current funding requirements including the \$2,000 reduction in funding for electric usage.

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 program operates 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, on websites and in social media.
3. Conduct basic first aid training for all employees.
4. Conduct a Summer Camp with maximum enrollment of 1,000.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Employees Certified:				
CPR	100%	95%	95%	95%
Multimedia First Aid	95%	95%	100%	95%
Instructors (Multimedia)	1	2	1	2
Instruction hours per employee	8	2	2	2
Summer Camp enrollment	1,097	1,000	1,025	1,000

Significant Expenditure Changes Compared to Prior Year:

Funding for Salaries for Seasonal Employees declined \$1,327 based on salaries of current staff. Contractual Services decreased \$5,242. Funding for the Custodial Contract decreased \$1,145 based on the current contract levels and Other Equipment Maintenance decreased \$4,872 related to current requirements to maintain and replace computer equipment. Funding for all areas was reviewed and reallocated based on current funding requirements.

Cost recoveries from activity fees were increased by \$3,000 reflecting collection patterns.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Youth participants	270	130	256	230
Adult participants	1,570	1,550	1,355	1,350
Youth teams	24	12	24	20
Adult teams	117	115	97	95

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015.

Cost recoveries from activity fees were decreased by \$3,000 reflecting current collection patterns. This trend is expected to continue particularly with fees from adult volleyball programs as non-residents are choosing to play at other area venues.

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 (7.3 miles), Haw Ridge Park trails (25 miles) and 1,336 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 Parks maintenance increased to provide better facility quality.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Athletic field maintenance (hours)	1,304.5	1,700	1,200	1,400
Flower garden maintenance (hours)	523	500	505	500
Building/grounds maintenance (hours)	1,797	2,100	2,170	2,100
Parks maintenance (hours)	6,182.5	5,900	6,100	6,200
Facilities (hours)	772	800	490	800
Administrative (hours)	1,646.5	1,650	1,640	1,650

Significant Expenditure Changes Compared to Prior Year:

The additional increase in Salaries above the 2% COLA reflects the current staffing of a maintenance worker at the higher maintenance mechanic level. Contractual Services increased \$31,943, \$15,000 for Professional Services, \$13,195 Mowing Contract, \$1,680 Litter Contract, \$800 Utility Services, and \$1,268 Other Equipment Maintenance. The increase in Professional Services includes funding custodial services for the newly constructed bathrooms at the Marina. The increases in Mowing and Litter are based on current contract levels for these services.

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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Employees Certified in CPR	4	4	4	4
Summer Camp enrollment	15	30	25	25
Educational sessions for seniors	10	12	10	10
2 new programs at Scarboro	2	2	2	2
Scarboro Community Center attendance	10,767	12,000	10,092	12,000
Computer classes	4	6	4	4

Significant Expenditure Changes Compared to Prior Year:

Contractual Services increased \$7,015. Funding for Scarboro facility Repair and Maintenance increased \$4,725 and funding for maintenance and replacement of personal computers located at the center for public use increased \$7,016. Funding for the Custodial Contract decreased \$4,426 based on the current contract and Utility Services decreased \$300 based on current expenditure patterns.

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 2014 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 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Senior Center users (non-duplicated)	1,347	2,100	1,700	2,100
Senior Center users (duplicated)	32,406	46,000	45,000	46,000
Physical fitness participants	293	340	330	340
Cost per participant (non-duplicated)	\$209	\$136	\$166	\$136
Taxi system users	223	500	500	500
Volunteer hours	1,345	3,500	2,000	3,500
Cold Facts participants	2,448	2,390	2,450	2,390

Significant Expenditure Changes Compared to Prior Year:

There are no significant expenditure changes for this activity in fiscal 2015. Funding for all areas was reviewed and reallocated based on current funding requirements.

BUDGET DETAIL

Supervision – Activity No. 970 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
5111. Salaries-Reg. Employees	134,982	136,713	136,258	139,515	2,802	2.0
5131. Regular Overtime Pay	670	711	921	711	-	0.0
5141. Social Security	9,392	10,513	9,595	10,727	214	2.0
5150. Retirement	21,331	21,546	21,546	21,981	435	2.0
5160. Medical & Workers Comp	22,112	21,946	21,946	21,946	-	0.0
Total Personal Services	188,487	191,429	190,266	194,880	3,451	1.8
Contractual Services						
5201. Rents	1,238	1,200	1,200	1,200	-	0.0
5207. Dues, Memberships & Sub.	613	760	760	760	-	0.0
5211. Advertising & Publicity	52	-	-	-	-	0.0
5212. Utility Services	1,760	2,600	2,600	2,600	-	0.0
5220. Training & Travel	536	6,000	6,000	6,000	-	0.0
5235. Repair & Maintenance	-	3,540	3,540	3,540	-	0.0
5236.13 Other Equipment Maint.	3,654	3,654	3,654	3,921	267	7.3
5289. Vehicle/Equip Use Charge	24,134	22,539	22,539	22,539	-	0.0
Total Contractual Services	31,987	40,293	40,293	40,560	267	0.7
Commodities						
5310. Commodities/Tools/Supplies	480	1,140	1,140	1,140	-	0.0
5325. Uniforms/Safety Equip.	70	-	-	-	-	0.0
Total Commodities	550	1,140	1,140	1,140	-	0.0
Other Charges						
5430. Grants/Subsidies/Contr.	22,000	22,000	22,000	22,000	-	0.0
Total Other Charges	22,000	22,000	22,000	22,000	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	243,024	254,862	253,699	258,580	3,718	1.5
Reduction of Costs						
5610. Recovered from Users	(4)	-	-	-	-	0.0
Total Reduction of Costs	(4)	-	-	-	-	0.0
TOTAL NET EXPENDITURES	243,020	254,862	253,699	258,580	3,718	1.5

Special Events - Activity No. 971 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
Total Personal Services	-	-	-	-	-	0.0
Contractual Services						
Total Contractual Services	-	-	-	-	-	0.0
Commodities						
Total Commodities	-	-	-	-	-	0.0
Other Charges						
5430. Grants/ Subsidies/ Contr.		125,000	125,000	125,000	-	0.0
Total Other Charges	-	125,000	125,000	125,000	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	-	125,000	125,000	125,000	-	0.0
Reduction of Costs						
5670. Recovered from Funds		-	(2,500)	(2,500)	(2,500)	0.0
Total Reduction of Costs	-	-	(2,500)	(2,500)	(2,500)	0.0
TOTAL NET EXPENDITURES	-	125,000	122,500	122,500	(2,500)	-2.0

Indoor Aquatics - Activity No. 972 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	61,371	64,308	62,633	65,421	1,113	1.7
5120. Salaries-PT/Seasonal Employ	61,992	60,150	68,490	70,568	10,418	17.3
5131. Regular Overtime Pay	3,799	4,365	6,213	4,365	-	0.0
5141. Social Security	9,535	9,855	10,922	10,737	882	8.9
5150. Retirement	10,553	10,654	10,654	10,833	179	1.7
5160. Medical & Workers Comp	8,274	8,164	8,164	8,164	-	0.0
Total Personal Services	155,524	157,496	167,076	170,088	12,592	8.0
Contractual Services						
5207. Dues, Memberships & Sub.	505	480	480	480	-	0.0
5210. Prof. & Contractual Ser.	21,784	18,000	18,000	18,000	-	0.0
5212. Utility Services	54,220	65,400	58,300	65,650	250	0.4
5220. Training & Travel	253	495	495	495	-	0.0
5235. Repair & Maintenance	23,048	9,580	9,580	9,580	-	0.0
5236.13 Other Equipment Maint.	486	486	486	585	99	20.4
Total Contractual Services	100,296	94,441	87,341	94,790	349	0.4
Commodities						
5310. Commodities/Tools/Supplies	6,879	3,710	3,710	3,710	-	0.0
5325. Uniforms/Safety Equip.	115	155	155	155	-	0.0
Total Commodities	6,994	3,865	3,865	3,865	-	0.0
Other Charges						
5410. Liability Insurance	3,663	3,663	3,663	3,663	-	0.0
Total Other Charges	3,663	3,663	3,663	3,663	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	266,477	259,465	261,945	272,406	12,941	5.0
Reduction of Costs						
5610. Recovered from Users	(80,000)	(53,000)	(53,000)	(53,000)	-	0.0
Total Reduction of Costs	(80,000)	(53,000)	(53,000)	(53,000)	-	0.0
TOTAL NET EXPENDITURES	186,477	206,465	208,945	219,406	12,941	6.3

Outdoor Aquatics - Activity No. 973 Budget Detail

		ACTUAL	BUDGET	PROJECTED	BUDGET	BUDGET	%
		FY 2013	FY 2014	FY 2014	FY 2015	15 vs. 14	CHG
Personal Services							
5111.	Salaries-Reg. Employees	19,292	16,917	17,374	17,211	294	1.7
5120.	Salaries-PT/Seasonal Employ	96,530	124,722	109,541	127,069	2,347	1.9
5131.	Regular Overtime Pay	10,522	15,225	15,162	15,225	-	0.0
5141.	Social Security	9,647	12,000	11,009	12,202	202	1.7
5150.	Retirement	5,148	5,175	5,175	5,222	47	0.9
5160.	Medical & Workers Comp	2,722	2,722	2,722	2,722	-	0.0
Total Personal Services		143,861	176,761	160,983	179,651	2,890	1.6
Contractual Services							
5207.	Dues, Memberships & Sub.	680	100	100	100	-	0.0
5210.	Prof. & Contractual Ser.	4,468	600	600	600	-	0.0
5210.203	Mowing Contract	3,370	4,300	5,524	6,000	1,700	39.5
5212.	Utility Services	43,880	55,950	44,920	53,950	(2,000)	-3.6
5220.	Training & Travel	-	-	-	-	-	0.0
5235.	Repair & Maintenance	57,171	17,035	17,035	17,035	-	0.0
5236.13	Other Equipment Maint.	524	2,524	2,524	2,622	98	3.9
Total Contractual Services		110,093	80,509	70,703	80,307	(202)	-0.3
Commodities							
5310.	Commodities/Tools/Supplies	35,051	20,335	20,335	20,635	300	1.5
5320.	Books/Education Material	0	50	50	50	-	0.0
5325.	Uniforms/Safety Equip.	99	1,880	1,880	1,880	-	0.0
Total Commodities		35,150	22,265	22,265	22,565	300	1.3
Other Charges							
5410.	Liability Insurance	7,122	7,122	7,122	7,122	-	0.0
Total Other Charges		7,122	7,122	7,122	7,122	-	0.0
Capital Expenditures							
5440.	Machinery & Equipement	-	-	-	-	-	0.0
Total Capital Expenditures		-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES		296,226	286,657	261,073	289,645	2,988	1.0
Reduction of Costs							
5610.	Recovered from Users	-1,477	(1,000)	-1,000	-1,000	-	0.0
Total Reduction of Costs		(1,477)	(1,000)	(1,000)	(1,000)	-	0.0
TOTAL NET EXPENDITURES		294,749	285,657	260,073	288,645	2,988	1.0

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

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	% CHG
Personal Services						
5111. Salaries-Reg. Employees	266,404	269,667	268,048	275,731	6,064	2.2
5120. Salaries-PT/Seasonal Employ	60,070	66,547	67,981	65,220	(1,327)	-2.0
5131. Regular Overtime Pay	27,518	25,347	29,445	25,347	-	0.0
5141. Social Security	25,435	27,659	25,966	28,022	363	1.3
5150. Retirement	45,823	46,483	46,483	47,314	831	1.8
5160. Medical & Workers Comp	81,411	81,109	81,109	81,109	-	0.0
Total Personal Services	506,661	516,812	519,032	522,743	5,931	1.1
Contractual Services						
5207. Dues, Memberships & Sub.	142	130	130	130	-	0.0
5210. Prof. & Contractual Ser.	32,914	35,700	35,700	35,700	-	0.0
5210.202 Custodial Contract	45,260	51,145	46,000	50,000	(1,145)	-2.2
5236.15 Street Sweeping	733	700	700	700	-	0.0
5212. Utility Services	125,376	142,700	129,942	143,475	775	0.5
5220. Training & Travel	1,069	3,283	3,283	3,283	-	0.0
5235. Repair & Maintenance	75,809	56,375	56,375	56,375	-	0.0
5236.13 Other Equipment Maint.	8,308	8,307	8,307	3,435	(4,872)	-58.6
Total Contractual Services	289,611	298,340	280,437	293,098	(5,242)	-1.8
Commodities						
5310. Commodities/Tools/Supplies	42,391	27,770	27,770	28,100	330	1.2
5320. Books/Education Material	-	300	300	300	-	0.0
5325. Uniforms/Safety Equip.	2,495	1,150	1,150	1,150	-	0.0
Total Commodities	44,886	29,220	29,220	29,550	330	1.1
Other Charges						
5410. Liability Insurance	8,203	8,203	8,203	8,203	-	0.0
Total Other Charges	8,203	8,203	8,203	8,203	-	0.0
Capital Expenditures						
5540 Machinery & Equipment	24,833	-	-	-	-	0.0
Total Capital Expenditures	24,833	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	874,194	852,575	836,892	853,594	1,019	0.1
Reduction of Costs						
5610. Recovered from Users	(119,390)	(98,660)	(98,660)	(101,660)	(3,000)	3.0
Total Reduction of Costs	(119,390)	(98,660)	(98,660)	(101,660)	(3,000)	3.0
TOTAL NET EXPENDITURES	754,804	753,915	738,232	751,934	(1,981)	-0.3

Athletics - Activity No. 975 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	99,163	100,490	100,133	102,689	2,199	2.2
5131. Regular Overtime Pay	3,746	2,615	4,577	2,615	-	0.0
5141. Social Security	7,286	7,888	7,372	8,056	168	2.1
5150. Retirement	16,134	16,294	16,294	16,616	322	2.0
5160. Medical & Workers Comp	21,919	21,780	21,780	21,780	-	0.0
Total Personal Services	148,248	149,067	150,156	151,756	2,689	1.8
Contractual Services						
5207. Dues, Memberships & Sub.	135	80	80	80	-	0.0
5212. Utility Services	1,334	1,300	1,300	1,300	-	0.0
5220. Training & Travel	270	800	800	800	-	0.0
5235. Repair & Maintenance	-	-	-	-	-	0.0
5236.13 Other Equipment Maint.	524	524	524	622	98	18.7
Total Contractual Services	2,263	2,704	2,704	2,802	98	3.6
Commodities						
5310. Commodities/Tools/Supplies	4,527	2,970	2,970	2,970	-	0.0
Total Commodities	4,527	2,970	2,970	2,970	-	0.0
Other Charges						
5410. Liability Insurance	5,280	5,280	5,280	5,280	-	0.0
Total Other Charges	5,280	5,280	5,280	5,280	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	160,318	160,021	161,110	162,808	2,787	1.7
Reduction of Costs						
5610. Recovered from Users	(19,000)	(15,000)	(15,000)	(12,000)	3,000	-20.0
Total Reduction of Costs	(19,000)	(15,000)	(15,000)	(12,000)	3,000	-20.0
TOTAL NET EXPENDITURES	141,318	145,021	146,110	150,808	5,787	4.0

Parks - Activity No. 976 Budget Detail

		ACTUAL	BUDGET	PROJECTED	BUDGET	BUDGET	%
		FY 2013	FY 2014	FY 2014	FY 2015	15 vs. 14	CHG
Personal Services							
5111.	Salaries-Reg. Employees	252,172	256,018	255,505	271,612	15,594	6.1
5131.	Regular Overtime Pay	5,882	4,141	6,520	4,141	-	0.0
5141.	Social Security	18,738	19,902	19,579	21,095	1,193	6.0
5150.	Retirement	40,053	40,887	40,887	43,189	2,302	5.6
5160.	Medical & Workers Comp	75,718	76,008	76,008	76,008	-	0.0
Total Personal Services		392,563	396,956	398,499	416,045	19,089	4.8
Contractual Services							
5201.	Rents	12,444	10,485	10,485	10,485	-	0.0
5207.	Dues, Memberships & Sub.	59	-	-	-	-	0.0
5210.	Prof. & Contractual Ser.	13,636	3,625	3,625	18,625	15,000	413.8
5210.203	Mowing Contract	131,508	129,000	138,053	142,195	13,195	10.2
5210.205	Litter Contract	45,402	45,830	45,902	47,510	1,680	3.7
5212.	Utility Services	51,499	65,150	44,993	65,950	800	1.2
5220.	Training & Travel	968	364	364	364	-	0.0
5235.	Repair & Maintenance	57,316	59,710	59,710	59,710	-	0.0
5236.13	Other Equipment Maint.	1,724	1,724	1,724	2,992	1,268	73.5
5289.	Vehicle/Equip Use Charge	63,867	62,480	62,480	62,480	-	0.0
Total Contractual Services		378,423	378,368	367,336	410,311	31,943	8.4
Commodities							
5310.	Commodities/Tools/Supplies	59,325	44,580	44,580	44,580	-	0.0
5320.	Books/Education Material	122	150	150	150	-	0.0
5325.	Uniforms/Safety Equip.	3,752	3,550	3,550	3,550	-	0.0
Total Commodities		63,199	48,280	48,280	48,280	-	0.0
Other Charges							
5410.	Liability Insurance	4,350	4,350	4,350	4,350	-	0.0
Total Other Charges		4,350	4,350	4,350	4,350	-	0.0
Capital Expenditures							
5530.	Improve Other Than Building	1,330	-	-	-	-	0.0
Total Capital Expenditures		1,330	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES		839,865	827,954	818,465	878,986	51,032	6.2
Reduction of Costs							
5610.	Recovered from Users	(29,823)	(15,000)	(15,000)	(15,000)	-	0.0
Total Reduction of Costs		(29,823)	(15,000)	(15,000)	(15,000)	-	0.0
TOTAL NET EXPENDITURES		810,042	812,954	803,465	863,986	51,032	6.3

Scarboro Center - Activity No. 977 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	66,637	67,771	67,499	69,202	1,431	2.1
5120. Salaries-PT/Seasonal Employ	5,147	6,528	6,375	6,818	290	4.4
5131. Regular Overtime Pay	7,862	4,183	6,989	4,183	-	0.0
5141. Social Security	5,898	6,004	6,271	6,136	132	2.2
5150. Retirement	11,224	11,246	11,246	11,461	215	1.9
5160. Medical & Workers Comp	21,706	21,776	21,776	21,776	-	0.0
Total Personal Services	118,474	117,508	120,156	119,576	2,068	1.8
Contractual Services						
5207. Dues, Memberships & Sub	-	-	-	-	-	0.0
5210. Prof. & Contractual Ser.	2,608	1,360	1,360	1,360	-	0.0
5210.202 Custodial Contract	20,047	28,426	20,250	24,000	(4,426)	-15.6
5236.15 Street Sweeping	330	320	320	320	-	0.0
5212. Utility Services	23,523	33,735	29,278	33,435	(300)	-0.9
5235. Repair & Maintenance	14,454	2,250	10,255	6,975	4,725	210.0
5236.13 Other Equipment Maint.	800	800	800	7,816	7,016	877.0
Total Contractual Services	61,762	66,891	62,263	73,906	7,015	10.5
Commodities						
5310. Commodities/Tools/Supplies	2,996	3,000	3,000	3,000	-	0.0
Total Commodities	2,996	3,000	3,000	3,000	-	0.0
Other Charges						
5410. Liability Insurance	1,415	1,415	1,415	1,415	-	0.0
Total Other Charges	1,415	1,415	1,415	1,415	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	184,647	188,814	186,834	197,897	9,083	4.8
Reduction of Costs						
5610. Recovered from Users	(8,012)	(8,075)	(8,075)	(8,075)	-	0.0
Total Reduction of Costs	(8,012)	(8,075)	(8,075)	(8,075)	-	0.0
TOTAL NET EXPENDITURES	176,635	180,739	178,759	189,822	9,083	5.0

Senior Center - Activity No. 978 Budget Detail

	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs. 14	%
						CHG
Personal Services						
5111. Salaries-Reg. Employees	102,599	103,899	102,022	105,950	2,051	2.0
5131. Regular Overtime Pay	6,701	4,141	6,603	4,141	-	0.0
5141. Social Security	7,501	8,265	8,032	8,422	157	1.9
5150. Retirement	16,791	16,911	16,911	17,209	298	1.8
5160. Medical & Workers Comp	27,098	27,101	27,101	27,101	-	0.0
Total Personal Services	160,690	160,317	160,669	162,823	2,506	1.6
Contractual Services						
5201. Rents	62,964	68,245	68,245	68,245	-	0.0
5207. Dues, Memberships & Sub.	145	70	70	70	-	0.0
5210. Prof. & Contractual Ser.	123	-	-	-	-	0.0
5210.202 Custodial Contract	16,996	21,170	17,200	20,000	(1,170)	-5.5
5212. Utility Services	15,452	18,655	17,550	18,655	-	0.0
5220. Training & Travel	703	-	-	-	-	0.0
5235. Repair & Maintenance	6,218	2,795	8,105	3,385	590	21.1
5236.13 Other Equipment Maint.	5,224	5,253	5,253	5,120	(133)	-2.5
Total Contractual Services	107,825	116,188	116,423	115,475	(713)	-0.6
Commodities						
5310. Commodities/Tools/Supplies	7,245	6,720	7,500	7,433	713	10.6
5320. Books/Education Material	-	25	25	25	-	0.0
5325. Uniforms/Safety Equip.	-	100	100	100	-	0.0
Total Commodities	7,245	6,845	7,625	7,558	713	10.4
Other Charges						
5410. Liability Insurance	3,663	3,663	3,663	3,663	-	0.0
Total Other Charges	3,663	3,663	3,663	3,663	-	0.0
Capital Expenditures						
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	279,423	287,013	288,380	289,519	2,506	0.9
Reduction of Costs						
5610. Recovered from Users	(2,855)	(2,000)	(2,000)	(2,000)	-	0.0
Total Reduction of Costs	(2,855)	(2,000)	(2,000)	(2,000)	-	0.0
TOTAL NET EXPENDITURES	276,568	285,013	286,380	287,519	2,506	0.9

PUBLIC LIBRARY

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PUBLIC LIBRARY

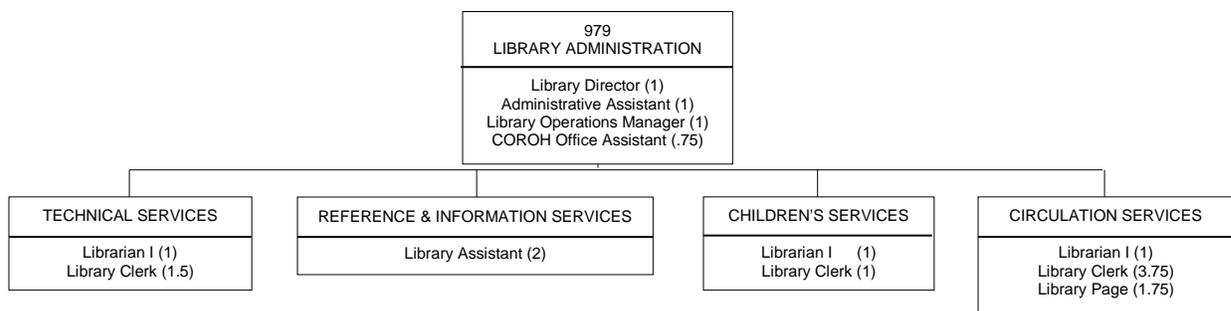
The Oak Ridge Public Library provides informational and recreational material to meet the needs of the community. The Library is staffed by a combination of 22 full-time and part-time employees, and also recruits and trains volunteers to support the staff and services offered. During fiscal 2013, 87 volunteers provided 2,477 hours of service and support. The Library's total collection consists of approximately 116,664 volumes and 38,740 other non-print material, including eBooks, 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 2013, Library staff circulated 160,876 books and audiovisual materials. Library patrons borrowed 197 books from other libraries through the Interlibrary Loan Service, while the Library loaned 230 books to other libraries. The staff answered 34,032 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, a DVD photograph 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 2013 totaled 4,478 children and 502 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 the Library.

ORGANIZATIONAL CHART



2013-2014 ACCOMPLISHMENTS:

- COROH year 4 granted by DOE.
- eBooks continue to grow and be a success.
- Older formats removed from collection.
- SIRSI local databases moved to SIRSI servers.
- Auditorium card tables replaced.
- Main Desk countertop replaced.
- Shelving in Large Print area replaced.
- New materials area expanded.
- Auditorium divider removed and Oak Ridger shelving created.
- Local Oversight Committee offices sourced for Oak Ridge history materials.
- CONTENTdm use expanded to cover Oak Ridge Room special collections.

2014-2015 GOALS

Administrative

- Continue to promote the Library Renovation Building Project and expansion project.
- Continue the COROH oral history project.
- Replace the furniture club chairs in the Main Library with Friends of the Library (FOL) money or Library money and improve the library environment.
- Continue to build the digital collection and explore adding streaming video service.

Children's Room

- Label all Juvenile Easy Reader books using the ATOS readability formula (Accelerated Reader).
- Continue exploring options for better labeling of popular subject areas in the Juvenile Nonfiction section.
- Create at least three (3) Young Adult (YP) topical reading lists.

Circulation

- Continue to offer a rotating book display of seasonal topics.
- Continue to increase the variety and frequency of adult programs.
- Continue to enhance the library's program marketing campaign by exploring additional advertising outlets, including sending newsletters via email.

Reference

- Continue processing the special donated collections to the Oak Ridge Room.
- Continue adding content to CONTENTdm from the Library Reference and Oak Ridge Room collections.
- Finish transferring CTV videos to DVD.
- Continue to promote Reference One-on-One Service.

Technical Services

- Investigate the feasibility of printing spine labels through Sirsi reports instead of Microsoft Word macros.
- Continue to update our subject headings from "Unauthorized" status to "Authorized".
- Continue to edit our existing digital collection's MARC records.

EXPENDITURE OVERALL

Summary of Positions and Staff Years for Library:

	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
979 Library	23	23	22	17.00	17.00	16.00
027 Grants Fund	1	1	1	0.75	0.75	0.75
TOTAL LIBRARY	24	24	23	17.75	17.75	16.75

Library Summary of Net Expenditures by Activity:

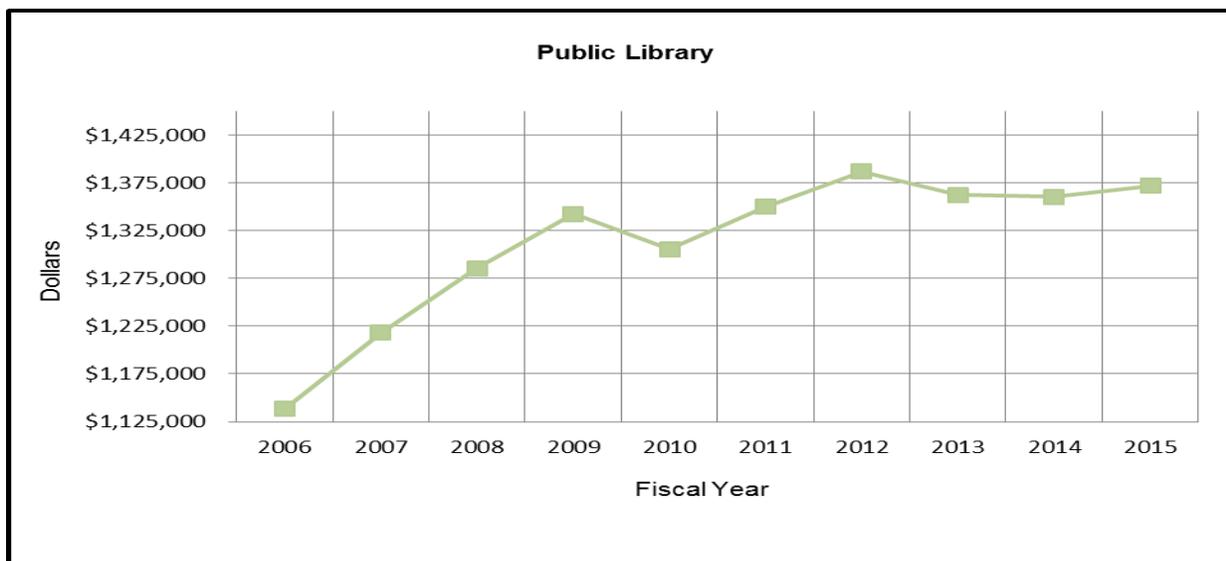
	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
979 Public Library	1,362,412	1,415,509	1,360,190	1,371,860	(43,649)	-3.1

FY2015 General Fund Budget – Public Library – Cost Allocated to Other Funds and Costs Recovered:

	GROSS BUDGET	ELECTRIC FUND	WATERWORKS FUND		STATE STREET AID FUND	COSTS RECOVERED	GENERAL FUND
			WATER	WASTEWATER			
PUBLIC LIBRARY:							
979 Public Library	1,381,860	-	-	-	-	10,000	99% 1,371,860

Chart of Library Net General Fund Expenditures – Actual 2005 to Budget 2015:

Increases are due to inflationary costs. The decrease in fiscal 2010 and 2013 was due to the funding of a portion of salary and benefit costs from the Oral History Grant.



DEPARTMENT ACTIVITIES

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 Squiggles and Reading Ready Story time 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. Enhance the quality of life in our community by offering exceptional library services.
2. Provide a continuum of knowledge, making information available in its ever-changing formats.
3. Collect, preserve and make available the history of our unique community.
4. Furnish our community with an extensive, easily accessible collection of recreational resources that combines the best of the old and the new.
5. Nurture the children and youth of our community by giving them access to the exciting world of ideas.
6. Address the concerns of library users by listening and responding to their suggestions.
7. Appreciate the unique qualities of all individuals and to give each respect, consideration and excellent service.

Performance Measures:

	Actual FY 2013	Budget FY 2014	Projected FY 2014	Budget FY 2015
Total Circulation	160,055	162,055	162,055	162,000
Registered Patrons	22,372	23,000	23,000	23,500
Items Added to the Collection	7,443	9,475	9,475	9,000
Items Withdrawn from the Collection	12,363	13,160	13,160	9,000
Reference Questions and Readers Service	34,032	35,000	35,000	35,000
Story time Attendance	4,217	4,500	4,500	4,600

Significant Expenditure Changes Compared to Prior Year:

Personal Services decreased \$48,872 due to the elimination of a Librarian position. Total Contractual Services decreased \$4,777, with funding for Utility Services down \$7,750 and the Custodial Contract reduced \$3,950, based on current expenditure patterns. Funding was reallocated to Library collection Subscriptions, up \$5,649, \$5,000 for Books and Materials and Other Equipment Maintenance funding went up \$1,274 for replacement and maintenance of the Library's public use computers.

BUDGET DETAIL

Public Library – Activity No. 979 Budget Detail

	ACTUAL	BUDGET	PROJECTED	BUDGET	BUDGET	%
	FY 2013	FY 2014	FY 2014	FY 2015	15 vs. 14	CHG
Personal Services						
5111. Salaries-Reg. Employees	649,880	658,030	624,151	626,729	(31,301)	-4.8
5120. Salaries-PT/Seasonal Employ	21,863	25,557	23,159	26,308	751	2.9
5141. Social Security	49,781	52,294	49,092	49,957	(2,337)	-4.5
5150. Retirement	101,845	102,860	102,860	97,763	(5,097)	-5.0
5160. Medical & Workers Comp	142,293	141,235	141,235	130,347	(10,888)	-7.7
Total Personal Services	965,662	979,976	940,497	931,104	(48,872)	-5.0
Contractual Services						
5201. Rents	3,156	3,100	3,100	3,100	-	0.0
5207. Dues, Memberships & Sub.	24,542	19,351	24,500	25,000	5,649	29.2
5210. Prof. & Contractual Ser.	1,928	9,810	9,810	9,810	-	0.0
5210.202 Custodial Contract	23,931	30,950	24,200	27,000	(3,950)	-12.8
5236.15 Street Sweeping	1,325	1,260	1,260	1,260	-	0.0
5212. Utility Services	96,087	114,450	99,991	106,700	(7,750)	-6.8
5220. Training & Travel	336	600	820	600	-	0.0
5235. Repair & Maintenance	35,318	33,177	33,177	33,177	-	0.0
5236.13 Other Equipment Maint.	50,206	59,596	59,596	60,870	1,274	2.1
Total Contractual Services	236,829	272,294	256,454	267,517	(4,777)	-1.8
Commodities						
5310. Commodities/Tools/Supplies	25,654	27,120	27,120	27,120	-	0.0
5320. Books/Education Material	144,482	140,342	140,342	145,342	5,000	3.6
Total Commodities	170,136	167,462	167,462	172,462	5,000	3.0
Other Charges						
5410. Liability Insurance	10,777	10,777	10,777	10,777	-	0.0
Total Other Charges	10,777	10,777	10,777	10,777	-	0.0
Capital Expenditures						
5520. Buildings	-	-	-	-	-	0.0
Total Capital Expenditures	-	-	-	-	-	0.0
TOTAL GROSS EXPENDITURES	1,383,404	1,430,509	1,375,190	1,381,860	(48,649)	-3.4
Reduction of Costs						
5610. Recovered from Users	(20,992)	(15,000)	(15,000)	(10,000)	5,000	-33.3
Total Reduction of Costs	(20,992)	(15,000)	(15,000)	(10,000)	5,000	-33.3
TOTAL NET EXPENDITURES	1,362,412	1,415,509	1,360,190	1,371,860	(43,649)	-3.1

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 \$183,529,388 in long-term debt projected as of June 30, 2014 by Fund. Also listed are the budgeted principal and interest payments for fiscal 2015. Almost all the City's debt is backed by the "full faith and credit" of the City, with the exception of \$1,885,000 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. On November 14, 2011 City Council adopted a Debt Management Policy as required by the State Funding Board that outlines type of debt that can be issued, the issuance process and the management of the City's debt. The Debt Management Policy does not contain a debt maximum level restriction, nor does the State law or the City Charter contain any maximum debt limits. The Debt Management Policy is available for review on the City's web site at www.oakridgetn.gov

As of June 30, 2014, the outstanding principal balance of debt issuances accounted for in the Debt Service Fund was \$90,081,982. The description of this debt begins on page [IV-17](#) 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 \$207,000 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. \$650,000 in outstanding debt used to purchase computer software and hardware 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. In fiscal 2014, the City entered into a 12-year capital lease agreement in the amount of \$964,291 for two fire pumper trucks, also accounted for in the ERRF.

As of June 30, 2014, there was \$91,626,115 in authorized and/or outstanding Enterprise Fund debt. Of this amount, \$20,482,627 is serviced by the Electric Fund, \$70,732,392 by the Waterworks Fund (water and wastewater services) and \$411,096 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 essentially long-term debt. The revenues generated by these Enterprise Funds will be utilized for the annual debt service payments on this debt.

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. EPA has accepted the City's remediation plan which outlines an estimated \$23,090,000 in capital projects, which must be completed by September 2015, to meet the AO requirements. \$20,600,000 of the \$70,732,392 in debt shown for the Waterworks Fund is from low interest rate loans approved through the State Revolving Loan Program for the EPA remediation plan capital projects. The entire estimated amortization amount for these loans is shown in this section since the loan amounts will be drawn rapidly over the next year to meet the September 2015 deadline. The actual loan amounts drawn were \$3,568,377 at June 30, 2014.

The debt service payments by the City's utility funds impact user fees for electric, water and wastewater service. A rate study is undated annually for electric, water and wastewater services. Projected future utility rate increases are primarily the result of debt service requirements on debt issued to finance capital improvements. More in-depth discussion about future debt requirements for Enterprise Funds is in Chapter VI.

Debt service amortization schedules begin on page [IV-3](#).

**CITY OF OAK RIDGE
SUMMARY OF LONG-TERM DEBT
BUDGET 2015**

Issues	Rate Type	Projected Principal* 6/30/2014	Budget FY 2015 Principal	Budget FY 2015 Interest	Budget FY 2015 Total Debt Service
<u>GOVERNMENTAL ACTIVITIES</u>					
<u>DEBT SERVICE FUND</u>					
GO Bonds 2013	Fixed	\$ 2,650,000	\$ 1,300,000	\$ 53,000	\$ 1,353,000
GO Bonds 2011 (Refunding)	Fixed	300,000	300,000	6,000	306,000
GO Bonds 2010 (Golf Course)	Fixed	3,600,000	445,000	118,044	563,044
GO Bonds 2009 (Refunding)	Fixed	17,215,000	1,005,000	775,700	1,780,700
Build America Bonds 2009B City	Fixed	1,453,366	-	58,496	58,496
Build America Bonds 2009B School	Fixed	1,366,640	-	52,772	52,772
TMBF 1994	Variable	568,765	-	25,594	25,594
TMBF 2008	Variable	1,991,636	45,000	86,308	131,308
TMBF 2008 (ORHS)	Variable	5,690,652	-	259,229	259,229
GO Bonds 2005 (ORHS Debt) B-9-A	Fixed	14,000,000	350,000	630,688	980,688
TNLOANS 2006 (ORHS Debt) B-11-A	Fixed	5,325,000	-	232,969	232,969
TNLOANS 2004 (ORHS Debt) VII E-1	Fixed Swap	21,140,000	-	1,057,000	1,057,000
TNLOANS 2006 (ORHS Debt) VI-M-1	Fixed Swap	4,735,000	-	220,675	220,675
Build America Bonds 2009B (ORHS)	Fixed	6,479,994	-	278,533	278,533
QZAB Series 2004 (ORHS Debt)	Fixed	3,084,095	440,585	2,115	442,700
QZAB Series 2005 (ORHS Debt)	Fixed	481,834	68,833	330	69,163
TOTAL DEBT SERVICE FUND		\$ 90,081,982	\$ 3,954,418	\$ 3,857,453	\$ 7,811,871
<u>GRANT FUND *Debt Service Funded By CDBG Grant</u>					
TMBF 2001	Variable	\$ 207,000	\$ 83,000	\$ 9,008	\$ 92,008
<u>EQUIPMENT REPLACEMENT RENTAL FUND</u>					
Fire Truck Lease through Leasing 2	Fixed	\$ 964,291	\$ 68,909	\$ 30,028	\$ 98,937
Build America Bonds 2009B	Fixed	650,000	200,000	17,640	217,640
TOTAL EQUIPMENT REPLACEMENT RENTAL FUND		\$ 1,614,291	\$ 268,909	\$ 47,668	\$ 316,577
TOTAL GOVERNMENTAL ACTIVITIES		\$ 91,903,273	\$ 4,306,327	\$ 3,914,129	\$ 8,220,456
<u>ENTERPRISE FUNDS</u>					
<u>ELECTRIC FUND</u>					
Revenue Bonds 2003 (Refunding)	Fixed	\$ 1,885,000	\$ 925,000	\$ 75,400	\$ 1,000,400
2009 Bonds (Refunding)	Fixed	10,070,000	-	448,444	448,444
Build America Bonds 2009B	Fixed	5,000,000	-	204,434	204,434
TMBF 2005	Variable	2,074,331	138,111	92,834	230,945
TMBF 2008	Variable	1,453,296	25,000	65,306	90,306
TOTAL ELECTRIC FUND		\$ 20,482,627	\$ 1,088,111	\$ 886,418	\$ 1,974,529
<u>WATERWORKS FUND</u>					
TMBF 1994	Variable	\$ 2,803,735	\$ -	\$ 126,168	\$ 126,168
TMBF 2001	Variable	1,556,000	163,000	69,417	232,417
TMBF 2005	Variable	4,143,669	275,889	185,445	461,334
TMBF 2008	Variable	1,794,416	-	80,749	80,749
TMBF 2012	Variable	4,841,000	166,000	217,845	383,845
Capital Outlay Notes (General Fund)	Fixed	1,428,572	238,095	14,286	252,381
Build America Bonds 2009B	Fixed	5,000,000	-	197,243	197,243
GO Bonds 2011 B	Fixed	9,610,000	100,000	255,550	355,550
GO Bonds 2013	Fixed	18,955,000	965,000	707,550	1,672,550
State Revolving Fund Loans 2013-324*	Fixed	3,600,000	-	44,280	44,280
State Revolving Fund Loans 2013-325*	Fixed	14,000,000	-	172,200	172,200
State Revolving Fund Loans 2014-337*	Fixed	3,000,000	-	34,200	34,200
TOTAL WATERWORKS FUND		\$ 70,732,392	\$ 1,907,984	\$ 2,104,933	\$ 4,012,917
<u>EMERGENCY COMM. FUND</u>					
Capital Lease Agreement with Motorola		\$ 411,096	\$ 130,429	\$ 20,473	\$ 150,902
TOTAL ENTERPRISE FUNDS		\$ 91,626,115	\$ 3,126,524	\$ 3,011,824	\$ 6,138,348
TOTAL CITY DEBT		\$ 183,529,388	\$ 7,432,851	\$ 6,925,953	\$ 14,358,804

* State Revolving Fund Loan principal balance shown is based on draw of full available funds.

CITY OF OAK RIDGE, TENNESSEE
GENERAL OBLIGATION BONDS PRINCIPAL AND INTEREST
REQUIREMENTS BY FISCAL YEAR - GOVERNMENTAL ACTIVITIES
FISCAL 2015 BUDGET **

Fiscal Year	Refunding Bonds Series 2013		2009B Build America Bonds				Refunding Bonds Series 2009		Refunding Bonds Series 2010		Refunding Bonds Series 2011		Total		Total Requirements
	Principal	Interest	Principal	Coupon Interest	Treasury Rebate (1)	Net Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Net Interest	
2015	\$ 1,300,000	\$ 53,000	\$ 200,000	\$ 603,438	\$ (195,997)	\$ 407,441	\$ 1,005,000	\$ 775,700	\$ 445,000	\$ 118,044	\$ 300,000	\$ 6,000	\$ 3,250,000	\$ 1,360,185	\$ 4,610,185
2016	1,350,000	27,000	-	597,188	(193,966)	403,221	1,325,000	745,550	460,000	104,694	-	-	3,135,000	1,280,465	4,415,465
2017	-	-	150,000	597,188	(193,966)	403,221	2,785,000	679,300	475,000	90,894	-	-	3,410,000	1,173,414.73	4,583,415
2018	-	-	-	591,188	(192,017)	399,170	2,920,000	540,050	500,000	76,644	-	-	3,420,000	1,015,863.53	4,435,864
2019	-	-	300,000	591,188	(192,017)	399,170	2,640,000	423,250	555,000	56,644	-	-	3,495,000	879,063.53	4,374,064
2020	-	-	-	577,313	(187,511)	389,801	2,735,000	317,650	570,000	38,606	-	-	3,305,000	746,057.40	4,051,057
2021	-	-	-	577,313	(187,511)	375,253	2,870,000	180,900	595,000	20,081	-	-	3,465,000	576,234.13	4,041,234
2022	-	-	-	577,313	(187,511)	375,253	935,000	37,400	-	-	-	-	935,000	412,653	1,347,653
2023	-	-	-	577,313	(187,511)	375,253	-	-	-	-	-	-	-	375,253	375,253
2024	-	-	-	577,313	(187,511)	375,253	-	-	-	-	-	-	-	375,253	375,253
2025	-	-	550,000	577,313	(187,511)	375,253	-	-	-	-	-	-	550,000	375,253	925,253
2026	-	-	650,000	546,375	(177,463)	355,144	-	-	-	-	-	-	650,000	355,144	1,005,144
2027	-	-	600,000	509,000	(165,323)	330,850	-	-	-	-	-	-	600,000	330,850	930,850
2028	-	-	400,000	473,750	(153,874)	307,938	-	-	-	-	-	-	400,000	307,938	707,938
2029	-	-	300,000	449,750	(146,079)	292,338	-	-	-	-	-	-	300,000	292,338	592,338
2030	-	-	300,000	431,750	(140,232)	280,638	-	-	-	-	-	-	300,000	280,638	580,638
2031	-	-	-	413,750	(134,386)	268,938	-	-	-	-	-	-	-	268,938	268,938
2032	-	-	-	413,750	(134,386)	268,938	-	-	-	-	-	-	-	268,938	268,938
2033	-	-	-	413,750	(134,386)	268,938	-	-	-	-	-	-	-	268,938	268,938
2034	-	-	-	413,750	(134,386)	268,938	-	-	-	-	-	-	-	268,938	268,938
2035	-	-	-	413,750	(134,386)	268,938	-	-	-	-	-	-	-	268,938	268,938
2036	-	-	-	413,750	(134,386)	268,938	-	-	-	-	-	-	-	268,938	268,938
2037	-	-	-	413,750	(134,386)	268,938	-	-	-	-	-	-	-	268,938	268,938
2038	-	-	-	413,750	(134,386)	268,938	-	-	-	-	-	-	-	268,938	268,938
2039	-	-	2,500,000	413,750	(134,386)	268,937	-	-	-	-	-	-	2,500,000	268,937	2,768,937
2040	-	-	2,500,000	260,000	(84,448)	169,000	-	-	-	-	-	-	2,500,000	169,000	2,669,000
2041	-	-	1,500,000	97,500	(31,668)	63,375	-	-	-	-	-	-	1,500,000	63,375	1,563,375
Total	\$ 2,650,000	\$ 80,000	\$ 9,950,000	\$ 12,935,938	\$ (4,201,592)	\$ 8,498,008	\$ 17,215,000	\$ 3,699,800	\$ 3,600,000	\$ 505,605	\$ 300,000	\$ 6,000	\$ 33,715,000	\$ 12,789,414	\$ 46,504,414

(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.
Due to the federal sequestration, the treasury rebates on the Build America Bonds have been reduced by 7.2%.

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 NOTE PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - GOVERNMENTAL ACTIVITIES
 FISCAL 2015 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 2008 (1)		Public Building Authority Blount County, TN Series B-11-A (2)		Public Building Authority Blount County, TN Series B-9-A (2)		Public Building Authority Sevier County, TN Series VII-E-1 (3)	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2015	\$ -	\$ 25,594	\$ 83,000	\$ 9,008	\$ 45,000	\$ 345,537	\$ -	\$ 232,969	\$ 350,000	\$ 630,688	\$ -	\$ 1,057,000
2016	-	25,594	87,000	5,258	5,000	343,659	-	232,969	400,000	617,563	-	1,057,000
2017	65,722	25,351	37,000	1,528	-	343,453	-	232,969	450,000	603,563	-	1,057,000
2018	70,326	22,377	-	-	-	343,453	-	232,969	500,000	587,250	-	1,057,000
2019	75,251	19,194	-	-	-	343,453	-	232,969	550,000	568,500	-	1,057,000
2020	80,512	15,788	-	-	75,000	343,176	-	232,969	500,000	547,875	-	1,057,000
2021	86,145	12,144	-	-	35,000	339,949	-	232,969	550,000	527,875	-	1,057,000
2022	92,183	8,245	-	-	470,000	336,765	-	232,969	2,600,000	505,875	-	1,057,000
2023	98,626	4,073	-	-	1,100,000	313,284	-	232,969	3,100,000	382,375	-	1,057,000
2024	-	-	-	-	775,000	264,987	-	232,969	3,300,000	235,125	-	1,057,000
2025	-	-	-	-	1,555,000	227,227	-	232,969	1,700,000	70,125	-	1,057,000
2026	-	-	-	-	1,905,000	155,957	-	232,969	-	-	-	1,057,000
2027	-	-	-	-	1,717,288	70,926	-	232,969	-	-	-	1,057,000
2028	-	-	-	-	-	-	-	232,969	-	-	-	1,057,000
2029	-	-	-	-	-	-	-	232,969	-	-	1,570,000	1,050,548
2030	-	-	-	-	-	-	-	232,969	-	-	1,745,000	971,329
2031	-	-	-	-	-	-	-	232,969	-	-	1,820,000	883,771
2032	-	-	-	-	-	-	-	232,969	-	-	4,315,000	782,517
2033	-	-	-	-	-	-	-	232,969	-	-	4,515,000	565,945
2034	-	-	-	-	-	-	-	232,969	-	-	2,295,000	349,318
2035	-	-	-	-	-	-	-	232,969	-	-	2,390,000	234,178
2036	-	-	-	-	-	-	-	232,969	-	-	2,490,000	112,050
2037	-	-	-	-	-	-	2,600,000	232,969	-	-	-	-
2038	-	-	-	-	-	-	2,725,000	119,219	-	-	-	-
Total	\$ 568,765	\$ 158,362	\$ 207,000	\$ 15,794	\$ 7,682,288	\$ 3,771,825	\$ 5,325,000	\$ 5,477,500	\$ 14,000,000	\$ 5,276,813	\$ 21,140,000	\$ 19,747,656

- (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 April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 NOTE PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - GOVERNMENTAL ACTIVITIES
 FISCAL 2015 BUDGET **

Fiscal Year	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)		Fire Truck Lease Purchase Agreement Through Leasing 2		Total		Total Requirements
	Principal	Interest	Principal	Fees	Principal	Fees	Principal	Interest	Principal	Fees/ Interest	
2015	\$ -	\$ 220,675	\$ 440,585	\$ 2,115	\$ 68,833	\$ 330	\$ 68,909	\$ 30,028	\$ 1,056,327	\$ 2,553,943	\$ 3,610,270
2016	-	220,675	440,585	2,115	68,833	330	68,477	30,460	1,069,895	2,535,623	3,605,518
2017	-	220,675	440,585	2,115	68,833	330	70,807	28,131	1,132,947	2,515,114	3,648,061
2018	-	220,675	440,585	2,115	68,834	330	73,215	25,722	1,152,960	2,491,890	3,644,850
2019	-	220,675	440,585	2,115	68,833	330	75,706	23,231	1,210,375	2,467,466	3,677,841
2020	-	220,675	440,585	2,115	68,833	330	78,282	20,656	1,243,212	2,440,583	3,683,795
2021	-	220,675	440,585	2,115	68,834	330	80,945	17,992	1,261,509	2,411,048	3,672,557
2022	-	220,675	-	-	-	-	83,698	15,239	3,245,881	2,376,768	5,622,649
2023	-	220,675	-	-	-	-	86,546	12,392	4,385,172	2,222,768	6,607,940
2024	-	220,675	-	-	-	-	89,490	9,447	4,164,490	2,020,202	6,184,692
2025	-	220,675	-	-	-	-	92,534	6,403	3,347,534	1,814,398	5,161,932
2026	1,465,000	215,063	-	-	-	-	95,682	3,255	3,465,682	1,664,244	5,129,926
2027	1,540,000	146,499	-	-	-	-	-	-	3,257,288	1,507,395	4,764,683
2028	1,615,000	74,440	-	-	-	-	-	-	1,615,000	1,364,409	2,979,409
2029	115,000	4,919	-	-	-	-	-	-	1,685,000	1,288,436	2,973,436
2030	-	-	-	-	-	-	-	-	1,745,000	1,204,298	2,949,298
2031	-	-	-	-	-	-	-	-	1,820,000	1,116,739	2,936,739
2032	-	-	-	-	-	-	-	-	4,315,000	1,015,486	5,330,486
2033	-	-	-	-	-	-	-	-	4,515,000	798,914	5,313,914
2034	-	-	-	-	-	-	-	-	2,295,000	582,287	2,877,287
2035	-	-	-	-	-	-	-	-	2,390,000	467,147	2,857,147
2036	-	-	-	-	-	-	-	-	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	\$ 4,735,000	\$ 2,868,346	\$ 3,084,095	\$ 14,804	\$ 481,833	\$ 2,310	\$ 964,291	\$ 222,956	\$ 58,188,272	\$ 37,556,365	\$ 95,744,637

- (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 April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
GENERAL OBLIGATION DEBT PRINCIPAL AND INTEREST SUMMARY BY FUND
REQUIREMENTS BY FISCAL YEAR - GOVERNMENTAL ACTIVITIES
FISCAL 2015 BUDGET**

Fiscal Year	DEBT SERVICE FUND		GRANT FUND		EQUIPMENT REPLACEMENT RENTAL		TOTAL		Total Requirements
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Net Interest	
2015	\$ 3,954,418	\$ 3,857,453	\$ 83,000	\$ 9,008	\$ 268,909	\$ 47,668	\$ 4,306,327	\$ 3,914,128	\$ 8,220,455
2016	4,049,418	3,766,950	87,000	5,258	68,477	43,880	4,204,895	3,816,088	8,020,983
2017	4,285,140	3,645,450	37,000	1,528	220,807	41,551	4,542,947	3,688,529	8,231,476
2018	4,499,745	3,472,663	-	-	73,215	35,090	4,572,960	3,507,754	8,080,714
2019	4,329,669	3,313,931	-	-	375,706	32,599	4,705,375	3,346,530	8,051,905
2020	4,469,930	3,165,985	-	-	78,282	20,656	4,548,212	3,186,641	7,734,853
2021	4,645,564	2,969,290	-	-	80,945	17,992	4,726,509	2,987,282	7,713,791
2022	4,097,183	2,774,182	-	-	83,698	15,239	4,180,881	2,789,421	6,970,302
2023	4,298,626	2,585,630	-	-	86,546	12,392	4,385,172	2,598,022	6,983,194
2024	4,075,000	2,386,008	-	-	89,490	9,447	4,164,490	2,395,455	6,559,945
2025	3,805,000	2,183,248	-	-	92,534	6,403	3,897,534	2,189,651	6,087,185
2026	4,020,000	2,016,133	-	-	95,682	3,255	4,115,682	2,019,388	6,135,070
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	268,937	-	-	-	-	2,500,000	268,937	2,768,937
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	\$ 90,081,981	\$ 50,043,814	\$ 207,000	\$ 15,794	\$ 1,614,291	\$ 286,172	\$ 91,903,272	\$ 50,345,780	\$ 142,249,052

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 BOND PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
 FISCAL 2015 BUDGET **

Fiscal Year	Electric Revenue Bonds Refunding Series 2003		General Obligation Bonds Refunding Series 2003		2009B Build America Bonds				Total		Total Requirements
	Principal	Interest	Principal	Interest	Principal	Coupon Interest	Treasury Rebate (1)	Net Interest	Principal	Net Interest	
2015	\$ 925,000	\$ 75,400	\$ -	\$ 448,444	\$ -	\$ 302,775	\$ (98,341)	\$ 204,434	\$ 925,000	\$ 728,278	\$ 1,653,278
2016	960,000	38,400	-	448,444	-	302,775	(98,341)	204,434	960,000	691,278	1,651,278
2017	-	-	1,000,000	448,444	-	302,775	(98,341)	204,434	1,000,000	652,878	1,652,878
2018	-	-	1,045,000	398,444	-	302,775	(98,341)	204,434	1,045,000	602,878	1,647,878
2019	-	-	1,055,000	356,644	-	302,775	(98,341)	204,434	1,055,000	561,078	1,616,078
2020	-	-	1,135,000	314,444	-	302,775	(98,341)	204,434	1,135,000	518,878	1,653,878
2021	-	-	1,150,000	257,694	-	302,775	(98,341)	204,434	1,150,000	462,128	1,612,128
2022	-	-	1,210,000	200,194	-	302,775	(98,341)	204,434	1,210,000	404,628	1,614,628
2023	-	-	1,300,000	151,794	-	302,775	(98,341)	204,434	1,300,000	356,228	1,656,228
2024	-	-	1,065,000	96,544	-	302,775	(98,341)	204,434	1,065,000	300,978	1,365,978
2025	-	-	1,110,000	49,950	-	302,775	(98,341)	204,434	1,110,000	254,384	1,364,384
2026	-	-	-	-	-	302,775	(98,341)	204,434	-	204,434	204,434
2027	-	-	-	-	-	302,775	(98,341)	204,434	-	204,434	204,434
2028	-	-	-	-	450,000	302,775	(98,341)	204,434	450,000	204,434	654,434
2029	-	-	-	-	450,000	275,775	(89,572)	186,203	450,000	186,203	636,203
2030	-	-	-	-	450,000	248,775	(80,802)	167,973	450,000	167,973	617,973
2031	-	-	-	-	450,000	221,775	(72,033)	149,742	450,000	149,742	599,742
2032	-	-	-	-	450,000	194,775	(63,263)	131,512	450,000	131,512	581,512
2033	-	-	-	-	450,000	167,775	(54,493)	113,282	450,000	113,282	563,282
2034	-	-	-	-	450,000	140,775	(45,724)	95,051	450,000	95,051	545,051
2035	-	-	-	-	450,000	113,775	(36,954)	76,821	450,000	76,821	526,821
2036	-	-	-	-	450,000	86,100	(27,965)	58,135	450,000	58,135	508,135
2037	-	-	-	-	475,000	58,425	(18,976)	39,449	475,000	39,449	514,449
2038	-	-	-	-	475,000	29,212	(9,488)	19,724	475,000	19,724	494,724
Total	\$ 1,885,000	\$ 113,800	\$ 10,070,000	\$ 3,171,040	\$ 5,000,000	\$ 5,776,012	\$ (1,876,048)	\$ 3,899,964	\$ 16,955,000	\$ 7,184,804	\$ 24,139,804

(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.

Due to the federal sequestration, the treasury rebates on the Build America Bonds have been reduced by 7.2%.

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 NOTE PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
 FISCAL 2015 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	
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	<u>\$2,074,331</u>	<u>\$ 642,575</u>	<u>\$ 1,453,296</u>	<u>\$690,678</u>	<u>\$ 3,527,627</u>	<u>\$ 1,333,253</u>	<u>\$ 4,860,880</u>

(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 April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 PRINCIPAL AND INTEREST SUMMARY
 REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
 FISCAL 2015 BUDGET**

Fiscal Year	ELECTRIC BOND		ELECTRIC NOTES		Total		Total Requirements
	Principal	Interest	Principal	Interest	Principal	Net Interest	
2015	\$ 925,000	\$ 728,278	\$ 163,111	\$ 158,140	\$ 1,088,111	\$ 886,418	\$ 1,974,529
2016	960,000	691,278	213,448	150,614	1,173,448	841,892	2,015,340
2017	1,000,000	652,878	149,453	141,245	1,149,453	794,123	1,943,576
2018	1,045,000	602,878	155,124	134,499	1,200,124	737,377	1,937,501
2019	1,055,000	561,078	196,463	127,365	1,251,463	688,443	1,939,906
2020	1,135,000	518,878	167,801	118,631	1,302,801	637,508	1,940,309
2021	1,150,000	462,128	214,807	110,906	1,364,807	573,033	1,937,840
2022	1,210,000	404,628	181,812	101,361	1,391,812	505,989	1,897,801
2023	1,300,000	356,228	188,818	93,154	1,488,818	449,382	1,938,200
2024	1,065,000	300,978	486,491	83,556	1,551,491	384,534	1,936,025
2025	1,110,000	254,384	509,498	61,579	1,619,498	315,963	1,935,461
2026	-	204,434	567,505	38,437	567,505	242,871	810,376
2027	-	204,434	333,296	13,766	333,296	218,199	551,495
2028	450,000	204,434	-	-	450,000	204,434	654,434
2029	450,000	186,203	-	-	450,000	186,203	636,203
2030	450,000	167,973	-	-	450,000	167,973	617,973
2031	450,000	149,742	-	-	450,000	149,742	599,742
2032	450,000	131,512	-	-	450,000	131,512	581,512
2033	450,000	113,282	-	-	450,000	113,282	563,282
2034	450,000	95,051	-	-	450,000	95,051	545,051
2035	450,000	76,821	-	-	450,000	76,821	526,821
2036	450,000	58,135	-	-	450,000	58,135	508,135
2037	475,000	39,449	-	-	475,000	39,449	514,449
2038	475,000	19,724	-	-	475,000	19,724	494,724
Total	\$ 16,955,000	\$ 7,184,804	\$ 3,527,627	\$ 1,333,253	\$ 20,482,627	\$ 8,518,057	\$ 29,000,684

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 BOND PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
 FISCAL 2015 BUDGET **

Fiscal Year	General Obligation Bonds Refunding Series 2013		2009B Build America Bonds				General Obligation Bonds Refunding Series 2011 B		Total		Total Requirements
	Principal	Interest	Principal	Coupon	Treasury	Net Interest	Principal	Interest	Principal	Net Interest	
				Interest	Rebate (1)						
2015	\$ 965,000	\$ 707,550	\$ -	\$ 292,125	\$ (94,882)	\$ 197,243	\$ 100,000	\$ 255,550	\$ 1,065,000	\$ 1,160,343	\$ 2,225,343
2016	730,000	688,250	-	292,125	(94,882)	197,243	100,000	253,550	830,000	1,139,043	1,969,043
2017	235,000	673,650	-	292,125	(94,882)	197,243	200,000	251,550	435,000	1,122,443	1,557,443
2018	245,000	668,950	-	292,125	(94,882)	197,243	200,000	247,550	445,000	1,113,743	1,558,743
2019	255,000	661,600	-	292,125	(94,882)	197,243	225,000	243,550	480,000	1,102,393	1,582,393
2020	665,000	653,950	-	292,125	(94,882)	197,243	225,000	239,050	890,000	1,090,243	1,980,243
2021	1,025,000	634,000	-	292,125	(94,882)	197,243	225,000	234,550	1,250,000	1,065,793	2,315,793
2022	1,055,000	603,250	-	292,125	(94,882)	197,243	275,000	230,050	1,330,000	1,030,543	2,360,543
2023	375,000	561,050	200,000	292,125	(94,882)	197,243	975,000	223,863	1,550,000	982,155	2,532,155
2024	285,000	546,050	450,000	282,125	(91,634)	190,491	1,325,000	199,488	2,060,000	936,028	2,996,028
2025	290,000	537,500	450,000	257,375	(83,595)	173,780	1,375,000	166,363	2,115,000	877,642	2,992,642
2026	305,000	528,800	400,000	232,063	(75,374)	156,689	1,500,000	128,550	2,205,000	814,039	3,019,039
2027	215,000	518,888	750,000	209,063	(67,903)	141,160	1,650,000	86,550	2,615,000	746,597	3,361,597
2028	825,000	510,288	900,000	165,000	(53,592)	111,408	1,235,000	37,050	2,960,000	658,746	3,618,746
2029	1,815,000	481,413	900,000	111,000	(36,053)	74,947	-	-	2,715,000	556,360	3,271,360
2030	1,890,000	408,813	950,000	56,999	(18,514)	38,485	-	-	2,840,000	447,298	3,287,298
2031	1,910,000	333,213	-	-	-	-	-	-	1,910,000	333,213	2,243,213
2032	1,990,000	256,813	-	-	-	-	-	-	1,990,000	256,813	2,246,813
2033	2,075,000	169,750	-	-	-	-	-	-	2,075,000	169,750	2,244,750
2034	1,805,000	78,969	-	-	-	-	-	-	1,805,000	78,969	1,883,969
Total	\$ 18,955,000	\$ 10,222,744	\$ 5,000,000	\$ 3,942,750	\$ (1,280,605)	\$ 2,662,145	\$ 9,610,000	\$ 2,797,263	\$ 33,565,000	\$ 15,682,151	\$ 49,247,151

(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.

Due to the current federal sequestration, the treasury rebates on the Build America Bonds have been reduced by 7.2%.

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 NOTE PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
 FISCAL 2015 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)		Public Building Authority of Clarksville, TN TMBF Series 2012 (1)	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
	2015	\$ -	\$ 126,168	\$ 163,000	\$ 69,417	\$ 275,889	\$ 185,445	\$ -	\$ 80,749	\$ 166,000
2016	-	126,168	171,000	62,053	286,552	172,990	-	80,749	174,000	210,375
2017	323,978	124,970	180,000	54,324	298,547	160,051	75,000	80,471	182,000	202,545
2018	346,674	110,307	189,000	46,191	309,875	146,575	85,000	77,059	190,000	194,355
2019	370,949	94,617	198,000	37,653	322,537	132,583	60,000	73,327	199,000	185,805
2020	396,888	77,828	208,000	28,706	335,199	118,022	60,000	70,627	208,000	176,850
2021	424,655	59,865	218,000	19,309	349,193	102,887	60,000	67,927	217,000	167,490
2022	454,417	40,646	229,000	9,458	363,187	87,121	-	65,449	227,000	157,725
2023	486,174	20,080	-	-	377,181	70,726	160,000	64,857	237,000	147,510
2024	-	-	-	-	392,509	53,696	295,000	57,158	248,000	136,845
2025	-	-	-	-	408,503	35,974	315,000	43,809	259,000	125,685
2026	-	-	-	-	424,497	17,532	335,000	29,560	270,000	114,030
2027	-	-	-	-	-	-	349,416	14,431	282,000	101,880
2028	-	-	-	-	-	-	-	-	295,000	89,190
2029	-	-	-	-	-	-	-	-	308,000	75,915
2030	-	-	-	-	-	-	-	-	322,000	62,055
2031	-	-	-	-	-	-	-	-	337,000	47,565
2032	-	-	-	-	-	-	-	-	352,000	32,400
2033	-	-	-	-	-	-	-	-	368,000	16,560
2034	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-
Total	\$ 2,803,735	\$ 780,649	\$ 1,556,000	\$ 327,110	\$ 4,143,669	\$ 1,283,602	\$ 1,794,416	\$ 806,171	\$ 4,841,000	\$ 2,462,625

- (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) Principal amount shown on the State Revolving Fund Loans is for the full loan authorization amount. The City draws funds as capital projects occur.
- ** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include new debt anticipated to be issued during fiscal 2015.

CITY OF OAK RIDGE, TENNESSEE
 NOTE PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
 FISCAL 2015 BUDGET**

Fiscal Year	Capital Outlay Notes Interfund Loan From General Fund (2)		State Revolving Fund Loan Interest/Fee at 1.23% (3)		State Revolving Fund Loan Interest/Fee at 1.81% (3)		Total		Total Requirements
	Principal	Interest	Principal	Interest/Fees	Principal	Interest/Fees	Principal	Fees/Interest	
	2015	\$ 238,095	\$ 14,286	\$ -	\$ 216,480	\$ -	\$ 34,200	\$ 842,984	
2016	238,096	11,905	787,236	212,040	126,648	53,256	1,783,532	929,536	2,713,068
2017	238,095	9,524	796,320	202,320	128,868	50,940	2,222,808	885,145	3,107,953
2018	238,095	7,143	805,536	192,468	131,112	48,588	2,295,292	822,686	3,117,978
2019	238,096	4,762	814,848	182,508	133,392	46,200	2,336,822	757,455	3,094,277
2020	238,095	2,381	824,268	172,428	135,720	43,764	2,406,170	690,606	3,096,776
2021	-	-	833,796	162,240	138,084	41,292	2,240,728	621,010	2,861,738
2022	-	-	843,444	151,920	140,496	38,772	2,257,544	551,091	2,808,635
2023	-	-	853,188	141,504	142,944	36,204	2,256,487	480,881	2,737,368
2024	-	-	863,052	130,956	145,440	33,600	1,944,001	412,255	2,356,256
2025	-	-	873,024	120,288	147,972	30,948	2,003,499	356,704	2,360,203
2026	-	-	883,116	109,488	150,552	28,248	2,063,165	298,858	2,362,023
2027	-	-	893,328	98,568	153,180	25,500	1,677,924	240,379	1,918,303
2028	-	-	903,660	87,516	155,856	22,704	1,354,516	199,410	1,553,926
2029	-	-	914,100	76,356	158,568	19,860	1,380,668	172,131	1,552,799
2030	-	-	924,672	65,040	161,328	16,968	1,408,000	144,063	1,552,063
2031	-	-	935,364	53,604	164,148	14,028	1,436,512	115,197	1,551,709
2032	-	-	946,176	42,048	167,004	11,040	1,465,180	85,488	1,550,668
2033	-	-	957,108	30,360	169,920	7,980	1,495,028	54,900	1,549,928
2034	-	-	968,184	18,516	172,884	4,884	1,141,068	23,400	1,164,468
2035	-	-	979,580	6,537	175,884	1,717	1,155,464	8,254	1,163,718
Total	\$ 1,428,572	\$ 50,001	\$ 17,600,000	\$ 2,473,185	\$ 3,000,000	\$ 610,693	\$ 37,167,392	\$ 8,794,036	\$ 45,961,428

(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) Principal amount shown on the State Revolving Fund Loans is for the full loan authorization amount. The City draws funds as capital projects occur.

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include new debt anticipated to be issued during fiscal 2015.

CITY OF OAK RIDGE, TENNESSEE
 PRINCIPAL AND INTEREST SUMMARY
 REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
 FISCAL 2015 BUDGET**

Fiscal Year	WATERWORKS BONDS		WATERWORKS NOTES		TOTAL WATERWORKS FUND		
	Principal	Interest	Principal	Interest	Principal	Net Interest	Total Requirements
2015	\$ 1,065,000	\$ 1,160,343	\$ 842,984	\$ 944,590	\$ 1,907,984	\$ 2,104,932	\$ 4,012,916
2016	830,000	1,139,043	1,783,532	929,536	2,613,532	2,068,578	4,682,110
2017	435,000	1,122,443	2,222,808	885,145	2,657,808	2,007,588	4,665,396
2018	445,000	1,113,743	2,295,292	822,686	2,740,292	1,936,429	4,676,721
2019	480,000	1,102,393	2,336,822	757,455	2,816,822	1,859,847	4,676,669
2020	890,000	1,090,243	2,406,170	690,606	3,296,170	1,780,849	5,077,019
2021	1,250,000	1,065,793	2,240,728	621,010	3,490,728	1,686,802	5,177,530
2022	1,330,000	1,030,543	2,257,544	551,091	3,587,544	1,581,634	5,169,178
2023	1,550,000	982,155	2,256,487	480,881	3,806,487	1,463,036	5,269,523
2024	2,060,000	936,028	1,944,001	412,255	4,004,001	1,348,283	5,352,284
2025	2,115,000	877,642	2,003,499	356,704	4,118,499	1,234,346	5,352,845
2026	2,205,000	814,039	2,063,165	298,858	4,268,165	1,112,897	5,381,062
2027	2,615,000	746,597	1,677,924	240,379	4,292,924	986,976	5,279,900
2028	2,960,000	658,746	1,354,516	199,410	4,314,516	858,156	5,172,672
2029	2,715,000	556,360	1,380,668	172,131	4,095,668	728,491	4,824,159
2030	2,840,000	447,298	1,408,000	144,063	4,248,000	591,361	4,839,361
2031	1,910,000	333,213	1,436,512	115,197	3,346,512	448,410	3,794,922
2032	1,990,000	256,813	1,465,180	85,488	3,455,180	342,301	3,797,481
2033	2,075,000	169,750	1,495,028	54,900	3,570,028	224,650	3,794,678
2034	1,805,000	78,969	1,141,068	23,400	2,946,068	102,369	3,048,437
2035	-	-	1,155,464	8,254	1,155,464	8,254	1,163,718
Total	\$ 33,565,000	\$ 15,682,151	\$ 37,167,392	\$ 8,794,036	\$ 70,732,392	\$ 24,476,188	\$ 95,208,580

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 LEASE REQUIREMENTS BY FISCAL YEAR
 EMERGENCY COMMUNICATIONS DISTRICT FUND
 FISCAL 2015 BUDGET**

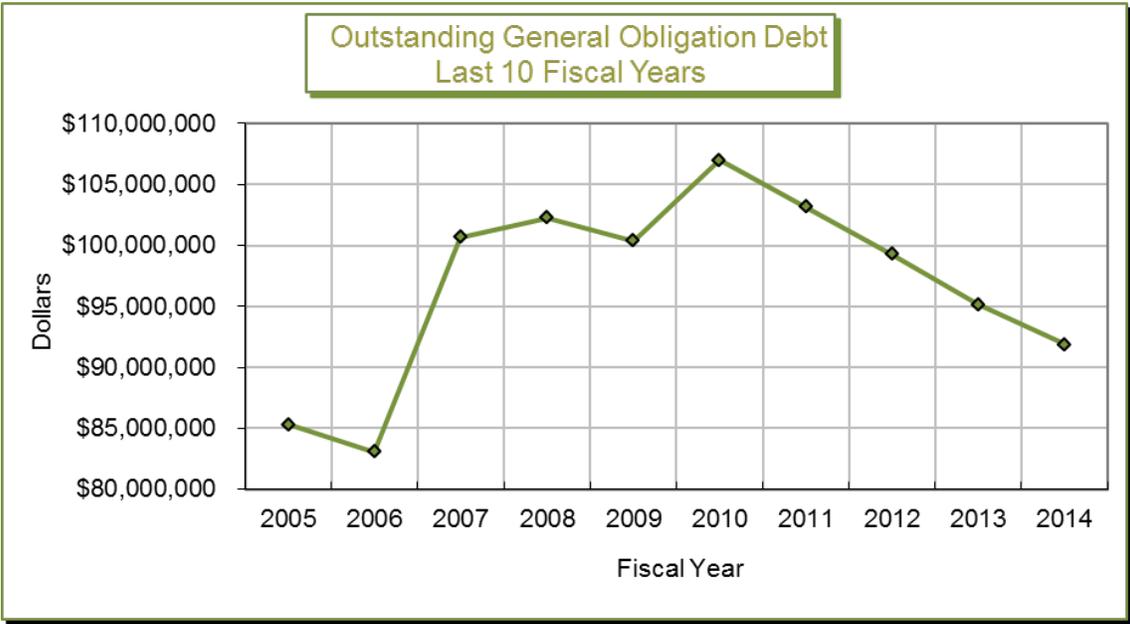
EMERGENCY COMMUNICATIONS DISTRICT FUND			
Fiscal Year	Principal	Interest	Total Requirements
2015	\$ 130,429	\$ 20,473	\$ 150,902
2016	136,924	13,978	150,902
2017	143,743	7,159	150,902
Total	\$ 411,096	\$ 41,610	\$ 452,706

** Amortization schedules are based on projected lease balances as of April 30, 2014.

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, 2013 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 spikes in fiscal 2005, 2007 and 2010 were due to the issuance of debt for the Oak Ridge High School Project.



The following is a summary of the City's general obligation debt issuances since 1988 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 were 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 free 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.

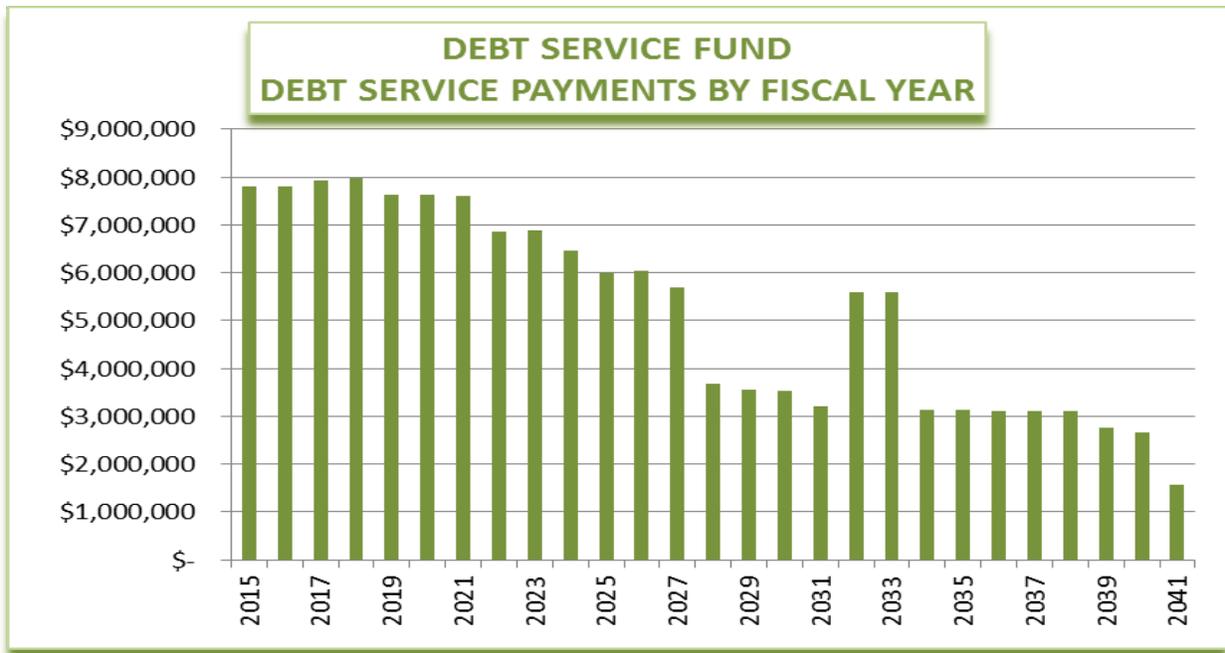
The outstanding principal balance of long-term debt funded through the Debt Service Fund is projected to be \$90,081,982 at June 30, 2014. Page [IV-17](#) contains the summary amortization schedule for Debt Service Fund Debt. A graph of these debt service payments by fiscal year is on page [IV-18](#). 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

Fiscal Year	DEBT SERVICE FUND		
	Principal	Interest (1)	Total Requirements
2015	\$ 3,954,418	\$ 3,857,453	\$ 7,811,871
2016	4,049,418	3,766,950	7,816,368
2017	4,285,140	3,645,450	7,930,590
2018	4,499,745	3,472,663	7,972,408
2019	4,329,669	3,313,931	7,643,600
2020	4,469,930	3,165,985	7,635,915
2021	4,645,564	2,969,290	7,614,854
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	268,937	2,768,937
2040	2,500,000	169,000	2,669,000
2041	1,500,000	63,375	1,563,375
Total	\$ 90,081,981	\$ 50,043,814	\$ 140,125,795

(1) Interest on \$34,196,053 of variable rate debt and debt under SWAP agreements was estimated using a 4.5% to 5% interest rate.

** Amortization schedules are based on projected debt balances as of June 30, 2014. It does not include debt anticipated to be issued during fiscal 2015.



Major Revenue/Other Financing Sources

Revenues and Other Financing Sources for the Debt Service Fund are budgeted at \$6,597,675 for fiscal 2015, a \$427,242 decrease from fiscal 2014 levels. Revenues include \$1,806,020 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 \$9,000 in interest earnings. The \$3,728,060 budget from Other Financing Sources includes an operating transfer from the General Fund budgeted at \$3,545,000 and an \$183,060 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 increase \$710,170 primarily due to the Oak Ridge Schools resumption of the transfer of Sales Tax collections generated by the referendum back to the City. This is offset by a \$766,470 reduction in the transfer of funds from the General Fund to the Debt Service Fund, which was restored back to the Oak Ridge Schools through the operating transfer to the Schools from the General Fund.

The Oak Ridge Public Schools Education Foundation raised 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 which is budgeted at \$511,863 for fiscal 2015. Interest earnings are budgeted down \$5,000 due to very low interest rates related to national economic issues and a declining fund balance.

Major Expenditure Areas

Fiscal 2015 projected debt service obligations on existing and contingency debt totaled \$8,000,000. Revenues and expenditures both contain an \$183,060 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 2014 and no new debt issuances funded through the Debt Service Fund are planned for fiscal 2015 at this time. In fiscal 2015, there is a one-time \$350,000 operating transfer out to the Capital Projects Fund to fund School capital projects.

**DEBT SERVICE FUND
BUDGET SUMMARY**

	<u>ACTUAL</u> 2013	<u>BUDGET</u> 2014	<u>PROJECTED</u> 2014	<u>BUDGET</u> 2015	<u>BUDGET</u> 15 vs 14	<u>%</u> <u>CHANGE</u>
REVENUES:						
4187 Sales Tax Proceeds (High School Project)	1,272,061	1,095,850	1,327,480	1,806,020	710,170	64.8
4467 City Building Rentals	892,732	892,732	892,732	892,732	-	0.0
4840 Private Sources	402,611	511,863	402,714	511,863	-	0.0
4610 Interest	14,849	14,000	9,925	9,000	(5,000)	-35.7
Total Revenues	<u>2,582,253</u>	<u>2,514,445</u>	<u>2,632,851</u>	<u>3,219,615</u>	<u>705,170</u>	<u>28.0</u>
EXPENDITURES:						
Debt Issuances for City Capital Projects:						
12151 TMBF 1994 Variable Rate Loan	6,296	25,594	5,551	25,594	-	0.0
12175 General Obligation Bond Refunding 2013	324,781	721,050	670,131	1,228,842	507,792	70.4
12177 General Obligation Bond Refunding 2009	69,350	69,350	69,351	159,155	89,805	129.5
12173 General Obligation Bond Refunding 2011	2,108,462	1,612,582	1,612,591	238,621	(1,373,961)	-85.2
12180 Build America Bonds, Series 2009B	57,710	59,029	58,574	58,574	(455)	-0.8
12200 Golf Course	564,387	566,734	566,800	563,694	(3,040)	-0.5
Total City Projects	<u>3,130,986</u>	<u>3,054,339</u>	<u>2,982,998</u>	<u>2,274,480</u>	<u>(779,859)</u>	<u>(25.5)</u>
Debt Issuances for School Capital Projects:						
12120 Oak Ridge High School Project Issuances	3,088,288	3,507,241	2,793,293	3,543,872	36,631	1.0
12176 General Obligation Bond Refunding 2013	32,888	73,015	67,858	124,433	51,418	70.4
12178 General Obligation Bond Refunding 2009	706,754	706,754	706,761	1,621,957	915,203	129.5
12158 TMBF 2008 Variable Rate Loan	14,500	159,365	86,871	131,308	(28,057)	-17.6
12181 Build America Bonds	52,074	53,265	52,858	52,858	(407)	-0.8
12174 General Obligation Bond Refunding 2011	600,876	459,563	459,563	68,032	(391,531)	-85.2
Total School Projects	<u>4,495,380</u>	<u>4,959,203</u>	<u>4,167,204</u>	<u>5,542,460</u>	<u>583,257</u>	<u>11.8</u>
12999 Contingency (Issuance Cost, Admin & Misc.)	-	199,002	-	183,060	(15,942)	(8.0)
Total Expenditures	<u>7,626,366</u>	<u>8,212,544</u>	<u>7,150,202</u>	<u>8,000,000</u>	<u>(212,544)</u>	<u>-2.6</u>
Excess (Deficiency) of Revenues over Expenditures	(5,044,113)	(5,698,099)	(4,517,351)	(4,780,385)	917,714	-16.1
OTHER FINANCING SOURCES						
Contingency	-	199,002	-	183,060	(15,942)	-8.0
Operating Transfers In:						
General Fund	4,311,470	4,311,470	4,311,470	3,545,000	(766,470)	(17.8)
Operating Transfers Out:						
Capital Projects Fund	-	-	-	(350,000)	(350,000)	100.0
Total Other Financing Sources (Uses)	<u>4,311,470</u>	<u>4,510,472</u>	<u>4,311,470</u>	<u>3,378,060</u>	<u>(432,412)</u>	<u>-9.6</u>
Excess (Deficiency) of Revenues and Other Sources over Expenditures	(732,643)	(1,187,627)	(205,881)	(1,402,325)	(214,698)	18.1
FUND BALANCE - 7/1	<u>11,029,837</u>	<u>10,108,354</u>	<u>10,297,194</u>	<u>10,091,313</u>	<u>(17,041)</u>	<u>-0.2</u>
FUND BALANCE - 6/30	<u>10,297,194</u>	<u>8,920,727</u>	<u>10,091,313</u>	<u>8,688,988</u>	<u>(231,739)</u>	<u>(2.6)</u>

DEBT SERVICE FUND EXPENDITURES	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs 14	% CHANGE
12120 ORHS RENOVATION ISSUANCES						
5210 Professional & Cont. Services	2,870	2,870	2,911	2,915	45	1.6
5439.1 Principal Retirement	250,000	300,000	300,000	350,000	50,000	16.7
5439.2 Interest Charges	<u>2,432,807</u>	<u>2,692,508</u>	<u>2,087,668</u>	<u>2,679,094</u>	<u>(13,414)</u>	<u>-0.5</u>
Total	2,685,677	2,995,378	2,390,579	3,032,009	36,631	1.2
12121 HIGH SCHOOL RENOVATION QZAB's						
5210 Interest/Fees	2,445	2,445	2,445	2,445	-	0.0
5439.1 Principal Retirement	<u>400,166</u>	<u>509,418</u>	<u>400,269</u>	<u>509,418</u>	<u>-</u>	<u>0.0</u>
Total	402,611	511,863	402,714	511,863	-	0.0
12180 BUILD AMERICA BONDS 2009B - CITY						
5210 Professional & Cont. Services	78	78	78	78	-	0.0
5439.1 Principal Retirement	-	-	-	-	-	0.0
5439.2 Interest Charges (Net Treasury Rebate)	<u>57,632</u>	<u>58,951</u>	<u>58,496</u>	<u>58,496</u>	<u>(455)</u>	<u>-0.8</u>
Total	57,710	59,029	58,574	58,574	(455)	-0.8
12181 BUILD AMERICA BONDS 2009B - SCHOOLS (ORHS PORTION IN 12120)						
5210 Professional & Cont. Services	82	83	86	86	3	3.6
5439.1 Principal Retirement	-	-	-	-	-	0.0
5439.2 Interest Charges	<u>51,992</u>	<u>53,182</u>	<u>52,772</u>	<u>52,772</u>	<u>(410)</u>	<u>-0.8</u>
Total	52,074	53,265	52,858	52,858	(407)	-0.8
12151 TMBF 1994 VARIABLE RATE LOAN - CITY						
5439.1 Principal Retirement	-	-	-	-	-	0.0
5439.2 Interest Charges	<u>6,296</u>	<u>25,594</u>	<u>5,551</u>	<u>25,594</u>	<u>-</u>	<u>0.0</u>
Total	6,296	25,594	5,551	25,594	-	0.0
12158 TMBF 2008 VARIABLE RATE LOAN - SCHOOLS (ORHS PORTION IN 12120)						
5439.1 Principal Retirement	-	70,000	70,000	45,000	(25,000)	-35.7
5439.2 Interest Charges	<u>14,500</u>	<u>89,365</u>	<u>16,871</u>	<u>86,308</u>	<u>(3,057)</u>	<u>-3.4</u>
Total	14,500	159,365	86,871	131,308	(28,057)	-17.6
12177 GENERAL OBLIGATION BONDS REFUNDING 2009 CITY						
5210 Professional & Cont. Services	36	36	37	37	1	2.8
5439.1 Principal Retirement	-	-	-	89,804	89,804	100.0
5439.2 Interest Charges	<u>69,314</u>	<u>69,314</u>	<u>69,314</u>	<u>69,314</u>	<u>0</u>	<u>0.0</u>
Total	69,350	69,350	69,351	159,155	89,805	129.5

DEBT SERVICE FUND EXPENDITURES	ACTUAL FY 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015	BUDGET 15 vs 14	% CHANGE
12178 GENERAL OBLIGATION BONDS REFUNDING 2009 SCHOOLS						
5210 Professional & Cont. Services	368	368	375	375	7	1.9
5439.1 Principal Retirement	-	-	-	915,196	915,196	100.0
5439.2 Interest Charges	706,386	706,386	706,386	706,386	-	0.0
Total	706,754	706,754	706,761	1,621,957	915,203	129.5
12173 GENERAL OBLIGATION BOND REFUNDING 2011 - CITY						
5210 Professional & Cont. Services	498	500	508	508	8	1.6
5439.1 Principal Retirement	2,031,154	1,575,895	1,575,896	233,443	(1,342,452)	-85.2
5439.2 Interest Charges	76,810	36,187	36,187	4,670	(31,517)	-87.1
Total	2,108,462	1,612,582	1,612,591	238,621	(1,373,961)	-85.2
12174 GENERAL OBLIGATION BOND REFUNDING 2011 - SCHOOLS						
5210 Professional & Cont. Services	141	145	145	145	-	0.0
5439.1 Principal Retirement	578,845	449,105	449,105	66,557	(382,548)	-85.2
5439.2 Interest Charges	21,890	10,313	10,313	1,330	(8,983)	-87.1
Total	600,876	459,563	459,563	68,032	(391,531)	-85.2
12175 GENERAL OBLIGATION BOND REFUNDING 2003 & 2013 CITY						
5210 Professional & Cont. Services	244	240	-	250	10	4.2
5439.1 Principal Retirement	195,231	599,313	622,014	1,180,465	581,152	97.0
5439.2 Interest Charges	129,306	121,497	48,117	48,127	(73,370)	-60.4
Total	324,781	721,050	670,131	1,228,842	507,792	70.4
12176 GENERAL OBLIGATION BONDS REFUNDING 2003 & 2013 SCHOOLS						
5210 Professional & Cont. Services	25	25	-	25	-	0.0
5439.1 Principal Retirement	19,769	60,687	62,986	119,535	58,848	97.0
5439.2 Interest Charges	13,094	12,303	4,872	4,873	(7,430)	-60.4
Total	32,888	73,015	67,858	124,433	51,418	70.4
12200 GENERAL OBLIGATION BONDS REFUNDING GOLF COURSE						
5210 Professional & Cont. Services	693	640	706	650	10	1.6
5439.1 Principal Retirement	420,000	435,000	435,000	445,000	10,000	2.3
5439.2 Interest Charges	143,694	131,094	131,094	118,044	(13,050)	-10.0
Total	564,387	566,734	566,800	563,694	(3,040)	-0.5
12999 CONTINGENCY						
5439.2 Future Debt, Issuance Cost, Admin & Misc.	-	199,002	-	183,060	(15,942)	-8.0
TOTAL DEBT SERVICE FUND EXPENDITURES	7,626,366	8,212,544	7,150,202	8,000,000	(212,544)	-2.6

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 2015 total \$2,200,687, a \$301,313 decrease over the prior fiscal year primarily due to a \$500,000 reduction in contingency funding. Funding for 2015 will be provided primarily from a \$350,000 operating transfer from the General Fund, a \$350,000 operating transfer from the Debt Service Fund, \$798,687 in grant funding for the revitalization of Jackson Square, \$200,000 from a Clean TN Energy Grant, and existing cash reserves. There is no new debt issuances planned to fund the Capital Projects Fund for fiscal 2015.

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 and continued to remain at that same level for fiscal 2014 for the same reasons. The General Fund operating transfer for 2015 was further reduced to \$350,000 for these reasons also.

Revenues and expenditures both contain \$500,000 in contingency funding for project timing variances between fiscal years and emergency capital maintenance projects.

Major Expenditures Areas

Capital improvements totaling \$2,797,272 are budgeted for fiscal 2015. \$350,000 is budgeted for School miscellaneous capital maintenance improvements and \$1,947,272 is for City capital projects. The budget includes a \$500,000 contingency for unplanned or timing variances in capital projects.

Major City capital improvements of \$1,947,272 budgeted for fiscal 2015 will be funded in part by \$998,687 in grant proceeds. The City has been awarded a grant for approximately \$798,687 from the Tennessee Department of Transportation (TDOT) to enhance infrastructure in the Jackson Square area in an effort to increase mobility and provide better access to local small businesses and cultural activities. Total project expenditures are budgeted at \$980,642 for fiscal 2015. The City was awarded a \$200,000 Clean Tennessee Energy Grant for facility energy efficiency upgrades in City facilities. Total project expenditures are budgeted at \$616,630 for fiscal 2015. The remaining \$350,000 will be spent on capital maintenance projects that will be prioritized during fiscal 2015.

A more in-depth presentation of planned City and School capital projects is located in the separately issued Capital Improvements Program 2015-2020 document.

**CAPITAL PROJECTS FUND
BUDGET SUMMARY**

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
REVENUES:						
4610 Interest on Investments	2,430	2,000	1,827	2,000	-	0.0
4800 Clean TN Energy Grant	-	200,000	-	200,000	-	0.0
4791 Pavilion Donations	140,838	-	100,000	-	-	0.0
4830 TDOT - Jackson Square	-	800,000	-	798,687	(1,313)	-0.2
4830 Greenways Grants	(39,587)	-	-	-	-	0.0
TOTAL REVENUES	103,681	1,002,000	101,827	1,000,687	(1,313)	-0.1
EXPENDITURES:						
School Expenditures:						
29211 Miscellaneous Improvements	-	250,000	-	350,000	100,000	40.0
29200 School Projects	-	-	235,104	-	-	0.0
29202 Woodland Elementary	507,761	-	14,896	-	-	0.0
Total School Expenditures	507,761	250,000	250,000	350,000	100,000	40.0
City Expenditures:						
29323 Roane State Community College	250,000	-	-	-	-	0.0
29100 Administrative & Debt Issue Costs	295	-	-	-	-	0.0
29307 Municipal Building Improvements	342,959	-	-	-	-	0.0
29313 Fire Stations Improvements						
Roof Replacement Station 3	53,200	-	-	-	-	0.0
29322 Storm Water Drainage	56,728	-	20,732	-	-	0.0
29326 Parking Lot Maintenance	12,132	-	-	-	-	0.0
29333 Sidewalk Construction/Maintenance	1,375	-	-	-	-	0.0
29342 Extreme Energy Makeover	-	-	29,920	-	-	0.0
29343 Clean Energy TN Grant	-	625,000	8,370	616,630	(8,370)	-1.3
29317 Recreation Facility ADA Improvements	25,445	-	-	-	-	0.0
29400 Miscellaneous Recreation Projects	12,472	-	-	-	-	0.0
29494 Greenways Phase IV	27,158	-	1,399	-	-	0.0
29408 A.K. Bissell Park	9,344	-	-	-	-	0.0
29417 Melton Lake Park- Pavilion	161,969	-	-	-	-	0.0
29421 Dog Park	7,462	-	100,000	-	-	0.0
29501 Jackson Square Revitalization	21,135	1,080,000	78,223	980,642	(99,358)	-9.2
29999 Undesignated Capital Improvements	194	-	-	350,000	350,000	100.0
29999 Contingency	-	75,000	-	-	(75,000)	-100.0
Total City Expenditures	981,868	1,780,000	238,644	1,947,272	167,272	9.4
29999 Project Carryforward and Emergency Projects	-	1,000,000	-	500,000	(500,000)	-50.0
TOTAL EXPENDITURES	1,489,629	3,030,000	488,644	2,797,272	(232,728)	-7.7
Excess (Deficiency) of Revenues Over Expenditures	(1,385,948)	(2,028,000)	(386,817)	(1,796,585)	231,415	-11.4
OTHER FINANCING SOURCES (USES):						
Other Financing Sources and Transfers In:						
Contingency Funding/Carryforward	-	1,000,000	-	500,000	(500,000)	-50.0
General Fund	500,000	500,000	500,000	350,000	(150,000)	-30.0
Debt Service Fund	-	-	-	350,000	350,000	100.0
Special Program Fund	300,000	-	-	-	-	0.0
Total Other Financing Sources (Uses)	800,000	1,500,000	500,000	1,200,000	(300,000)	-20.0
Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures and Other Uses	(585,948)	(528,000)	113,183	(596,585)	(68,585)	13.0
FUND BALANCE - 7/1	2,133,392	1,555,483	1,547,444	1,660,627	105,144	6.8
FUND BALANCE - 6/30	1,547,444	1,027,483	1,660,627	1,064,042	36,559	3.6

CAPITAL IMPROVEMENTS PROGRAMS OVERVIEW – ALL FUNDS

Beginning on page [IV-26](#), is a summary and description of citywide capital improvement projects budgeted for fiscal 2015. 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 existing fund balance and 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. Fiscal 2015 Capital Projects Fund projects will be funded by a \$350,000 operating transfer from the General Fund, \$350,000 operating transfer from the Debt Service Fund, \$998,687 in grant proceeds and the utilization of existing fund balance.

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 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. EPA has accepted the City's remediation plan which outlines an estimated \$23,090,000 in capital projects, which must be completed by September 2015, to meet the AO requirements. In fiscal 2013 and 2014, the City was approved for \$21,000,000 in State Revolving Fund Loans to fund EPA mandated projects. The City will be continuing to draw on available funds from the loans to finance the \$13,000,000 in projects budgeted in fiscal 2015. The Preserve at Clinch River At this time, it is not anticipated that additional debt issuances above those already authorized will be required to meet the EPA mandated projects. In fiscal 2014, the City began upgrades to the Water Plant and raw water intake systems that feed the plant. The US Department of Energy (DOE) utilizes over 50% of the City's water production. DOE will provide 53.5% of the cost for improvements to the Water Plant with the remainder to be funded through the issuance of long-term debt. Water and wastewater rates have increased annually since 2012. Increases for both water and wastewater rates have been approved for January 2015 and future rate increases are anticipated to be required annually for the next few years.

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. Street paving is generally done during the summer months. In an effort to achieve better pricing, two years of paving funding may be combined into one summers paving efforts. The \$1,490,000 in budgeted funding for street resurfacing in fiscal 2015 combines multiple fiscal years paving dollars.

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 2015-2020 document for a more in-depth discussion of the capital projects presented in this budget document.

**SUMMARY OF CAPITAL IMPROVEMENT PROGRAMS
FISCAL YEAR 2015**

PROJECT DESCRIPTION	CAPITAL PROJECTS FUND	ELECTRIC FUND	WATERWORKS FUND	OTHER CITY FUNDS	STATE/FEDERAL/PRIVATE	TOTAL CAPITAL PROJECTS
JACKSON SQUARE PARKING LOT/PLAZA - TDOT GRANT	\$ 181,955				\$ 798,687	\$ 980,642
ENERGY EFFICIENCY- TDEC	416,630				200,000	616,630
CAPITAL MAINTENANCE - UNSPECIFIED	350,000					350,000
GOLF COURSE IMPROVEMENTS				55,000		55,000
SIDEWALK IMPROVEMENTS				30,000		30,000
PEDESTRIAN SAFETY				650,000		650,000
STREET RESURFACING				1,490,000		1,490,000
WIRELESS COMMUNICATION SYSTEM UPGRADES				806,448		806,448
STREET LIGHT IMPROVEMENT PROGRAM		180,000				180,000
POLE REPLACEMENT		150,000				150,000
FACILITIES EXPANSION FOR NEW LOADS AND SERVICES		305,000				305,000
ROUTINE EXPANSION, MAINTENANCE AND MINOR ADDITIONS		765,000				765,000
ELECTRIC SUBSTATION IMPROVEMENTS		175,000				175,000
DISTRIBUTION SYSTEM IMPROVEMENTS		900,000				900,000
TRAFFIC SIGNAL, PUBLIC & PRIVATE LT MAINT./IMPROVEMENTS		150,000				150,000
TRANSMISSION SYSTEM MAINTENANCE		100,000				100,000
BILLING SOFTWARE, SCADA AND REMOTE METERING		1,215,000	765,000	250,000		2,230,000
WEST END/DEVELOPMENT -WATER			700,000			700,000
WATER BOOSTER STATION UPGRADES			100,000			100,000
FIRE HYDRANT REPLACEMENT			160,000			160,000
WATER METER TESTING AND REPLACEMENT			100,000			100,000
TANK INSPECTION, PAINTING, AND CLEANING			80,000			80,000
WATER DISTRIBUTION SYSTEM REHABILITATION			260,000			260,000
WATER TREATMENT PLANT IMPROVEMENTS ELECTRIC UPGRADES			139,500		160,500	300,000
WATER TREATMENT PLANT IMPROVEMENTS PAINT & REPLACE WINDOWS			132,153		152,047	284,200
WATER TREATMENT PLANT IMPROVEMENTS RAW WATER MAIN			302,250		347,750	650,000
WATER TREATMENT PLANT IMPROVEMENTS CAPITAL MAINTENANCE			116,250		133,750	250,000
RAW WATER INTAKE AND RAW WATER BOOSTER STATION			569,625		655,375	1,225,000
WEST WASTEWATER TREATMENT PLANT			450,000			450,000
WASTEWATER TREATMENT PLANT CAPITAL MAINTENANCE			150,000			150,000
EPA PHASE II MUNICIPAL SEPARATE STORM SEWER SYSTEM			13,000,000			13,000,000
WASTEWATER LIFT STATION REPLACEMENT/UPGRADES			500,000			500,000
WASTEWATER TREATMENT PLANT JET MIX DIGESTER REPLACEMENT			150,000			150,000
SEWER LINE REHABILITATION PROGRAM			100,000			100,000
SCHOOL IMPROVEMENTS	350,000					350,000
BLANKENSHIP FIELD - LOWER PARKING LOT				180,000		180,000
TOTAL CAPITAL IMPROVEMENT PROGRAMS	\$ 1,298,585	\$ 3,940,000	\$ 17,774,778	\$ 3,461,448	\$ 2,448,109	\$ 28,922,920

Capital Improvements Program Fiscal Year 2015

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 The Preserve at Clinch River and a 957 acre parcel was developed by CROET as an industrial park.

Construction of water service infrastructure to the initial phase of The Preserve at Clinch River 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 Preserve at Clinch River 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 Preserve at Clinch River water system.

CROET has completed construction of the force main between ETTP and Horizon Center. Additional work by CROET included a new pump station and force main from Heritage Center to the new Preserve at Clinch River WWTP. The City's WWTP at the Clinch River Industrial Park is being decommissioned and replaced with a new pump station and force main directing flow toward the system at Heritage Center, and ultimately to The Preserve at Clinch River plant. Fiscal 2015 projects include the elimination of a pumping station by constructing a gravity sewer line and rehabilitation of a 2.5 million gallon water tank.

Funding Source and Projects:

Waterworks Fund		<u>\$1,150,000</u>
ETTP Water System	\$700,000	
ETTP Wastewater System	<u>450,000</u>	
TOTAL	<u>\$1,150,000</u>	

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 The Preserve at Clinch River. DOE is funding water and wastewater operational costs for west end utilities through its contractor URS/CH2M through September 2014. At that time, utility accounts funded through DOE will be converted to regular retail customer accounts and rates.

2. 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. \$798,687 in funding for this project is being provided by a Tennessee Department of Transportation Grant.

Funding Source:

State of Tennessee	\$ 798,687
Capital Projects Fund	<u>181,955</u>
TOTAL	<u>\$980,642</u>

Operational Impact: None for the near term.

TOTAL COMMERCIAL/RESIDENTIAL DEVELOPMENT **\$2,130,642**

II. Municipal & School Facilities

1. Renovations/Additions to Municipal Facilities (Capital Maintenance)

This project provides for improvements to existing City-owned facilities. In fiscal 2014, the City was awarded a \$200,000 Clean Tennessee Energy Grant for a total fiscal 2015 project cost of \$616,630. The funds will be used on building and equipment maintenance and replacement on various city facilities to reduce energy consumption and comply with federal mandates. The project is budgeted to be completed in fiscal 2015.

Funding Source:

Capital Projects Fund	\$416,630
State of Tennessee	<u>200,000</u>
TOTAL	<u>\$616,630</u>

Operational Impact: Replacement and upgrade of systems with energy efficient products will result in reduced energy consumption.

2. Capital Building Maintenance Unspecified

This project provides for improvements to existing City facilities. Capital maintenance projects will be prioritized and performed by the City during fiscal 2015.

Funding Source:

Capital Projects Fund	<u>\$ 350,000</u>
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Operational Impact: Most projects are to maintain or replace older infrastructure or equipment that will increase efficiency and effectiveness of facilities or equipment.

3. Schools - Site Development and Building Improvements

This project provides for improvements to existing School facilities. Capital maintenance projects will be prioritized and performed by the School during fiscal 2015.

Funding Source:

Capital Projects Fund \$ 350,000

Operational Impact: Most projects are to maintain or replace older infrastructure or equipment that will increase efficiency and effectiveness of equipment or facilities.

4. Wireless Communication System Upgrades

This project provides upgrades to the 800 MHz Radio Communication System during fiscal 2015. This system is integral to the dispatching and communication with police and fire emergency responder resources. This upgrade is being funded by federal grants and is accounted for in the City's Emergency Communications District Fund.

Funding Source:

US Department of Justice Grants \$ 806,448

Operational Impact: The upgrades will allow for better communication with emergency responders in Oak Ridge.

TOTAL MUNICIPAL & SCHOOL FACILITIES \$2,123,078

III. Recreation and Parks

1. Golf Course Clubhouse Roof

This project is for capital projects at the City owned Golf Course. Projects currently planned for fiscal 2015 include installation of a Gate for the entrance to the course and improvements to the golf cart paths.

Funding Source:

Golf Course Fund \$ 55,000

Operational Impact: Replacement and upgrade of systems with energy efficient products will result in reduced energy consumption.

TOTAL RECREATION AND PARKS \$55,000

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 areas and various city parks. For fiscal year 2015, \$1,490,000 is budgeted for resurfacing.

For fiscal year 2015, \$180,000 has been budgeted in the Special Program funds for the lower parking lot at Blankenship Field for resurfacing and ADA access to the lower levels/visitor's side of the football stadium

Funding Source:

State Street Aid	\$1,490,000
Special Program Funds	<u>\$180,000</u>
TOTAL	<u>\$1,670,000</u>

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. These projects are 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 of \$30,000 for fiscal 2015 will aid in keeping sidewalks in an acceptable position to assure pedestrian safety.

Funding Source:

State Street Aid Fund	<u>\$30,000</u>
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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. Improvements include crosswalks, pedestrian signals with count down timers, traffic signs, pavement markings, and new sidewalks to connect missing link sections.

Improvements for fiscal 2015 include a designed sidewalk project on the south side of the Oak Ridge Turnpike from Tulane Avenue to Rutgers Avenue, at Katie Hunter soccer field and at Palisades Parkway at Melton Lake Drive.

Funding Source:

Special Programs Fund	<u>\$650,000</u>
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Operational Impact: Ongoing maintenance will be provided under the City's ongoing sidewalk maintenance funding.

TOTAL TRANSPORTATION	<u>\$2,350,000</u>
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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. Although some commercial development is occurring, it is in built up areas, with relatively low expenditures. Significant residential growth has not occurred. Projections in the future assume an economic recovery in the long run.

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	<u>\$305,000</u>
Underground Residential	\$50,000
Overhead Residential	55,000
Underground Commercial	150,000
Overhead Commercial	50,000
TOTAL	<u>\$305,000</u>

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, but we are decreasing emphasis. Out year projections have been left unchanged as progress through the system indicates a reduction will be in order at that time, but cost projections have been increased slightly to cover higher material cost. Other improvements are made in small sections.

Line segments, both overhead and underground, 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.

Funding Source and Projects:

Electric Fund		<u>\$900,000</u>
Circuit Improvement	\$150,000	
Underground Cable Replacement	450,000	
Site Specific Automation	250,000	
East End Back Fees to Sub 300 Area	<u>50,000</u>	
TOTAL	\$900,000	

Operational Impact: With new equipment installed annual operating costs should decrease and system safety improved.

3. Traffic Signal Street and Private 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 and Projects:

Electric Fund		<u>\$150,000</u>
Traffic Signal Capital	\$70,000	
Public/Private Light Capital	<u>80,000</u>	
TOTAL	\$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.

4. 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. 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 to equipment purchases.

Funding Source and Projects:

Electric Fund		<u>\$915,000</u>
Miscellaneous Capital	\$160,000	
Overhead Distribution	180,000	
Underground Distribution	180,000	
Inspect and Treat Poles	150,000	
Pole Replacement	150,000	
Substation Equipment	45,000	
Metering	<u>50,000</u>	
TOTAL		<u>\$915,000</u>

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. Retreating system poles is a proven technique of extending their life. Other benefits include inventory accuracy and safety concern.

5. 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. Current funding allows for minor improvements to critical need locations. There has been interest expressed in past years for “high-efficiency” dark sky compliant lighting. Street light improvements are ongoing, depending on needs. The high efficiency lighting component is planned for use in a park area this year. Future use is somewhat nebulous and will have to be defined, but as prices continue to fall, some units can now be used with a reasonable expectation of cost recovery. We will continue experimental program as proposed for next year at current funding levels. If it is successful it will be continued and expanded.

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 and Projects:

Electric Fund		<u>\$180,000</u>
Design & Construction	\$ 30,000	
High Efficiency Dark Sky Lighting	<u>150,000</u>	
TOTAL		<u>\$180,000</u>

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.

6. Billing Software, SCADA and Remote Metering (Capital)

This program combines three significant efforts that will be required in the next few years to operate effectively under the new TVA rate structures; a new customer service and billing software package, Automated Meter Reading (AMR) & Supervisory Control and Data Acquisition (SCADA), SCADA allows remote monitoring and operation of the Electric System. AMR will permit new rate structures to be implemented and reduce some cost. New responsive software based on current technology will be needed to drive these programs.

The installation of fiber optic cable will provide a communications backbone from which SCADA operations can be launched. An engineering review of available SCADA options, as well as an evaluation of their ability to reduce operational and energy cost needs is underway. A thorough review of available AMR systems with vendor selection has started, but is currently on hold since the system will require new software for billing and customer interface to be effective. Costs shown are still being developed and could change. Allocation of cost has not been finalized.

Changes in the electric landscape are necessitating upgrades to the technology associated with monitoring, control, as well as billing of electrical power. For example, TVA has already placed Oak Ridge on a wholesale Time of Use Rate (TOU) that rewards demand reduction through voltage control and direct load control. TVA is supporting a push toward retail TOU programs and has already issued strong economic incentives for adoption of retail TOU.

The upgrade of billing software, addition of SCADA and addition of Remote Metering will be required for the City to participate in and benefit from these new rates. Failure to offer them will place Oak Ridge at a disadvantage both from economic development and job retention standpoint. Currently the net savings directly to the City is estimated to be over \$310,000 per year off the TVA power invoice alone. Other benefits include replacement of obsolete equipment and software, removing limitations inherent in the systems; smoother integration of distributed and renewable resources into the system; push notifications to customers of unusual events such as leaks or unusual electric use at customer's premises; better employee safety through customer handling; providing available alternatives to disconnect for non-payment through a pre-payment or similar program; and reduction of carbon emissions through reduced truck rolls and energy efficiency.

Most important, however, is that this program, will position the City of Oak Ridge to be able to respond to the future mandates and benefit from economic incentives necessary for the City to operate in the modern energy market enabling the City to pass these savings and increased levels of service on to its customers.

Funding Source and Projects:

Electric Fund	\$1,215,000
Waterworks Fund	765,000
Other Funds	<u>250,000</u>
TOTAL	<u>\$2,230,000</u>

Construction Fiber Loop	\$850,000
Engineering	50,000
Installation of Main SCADA System	250,000
Automated Meter Reading	830,000
CSR and Billing Software	<u>250,000</u>
TOTAL	<u>\$2,230,000</u>

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.

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	<u>\$100,000</u>
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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 allows for equipment upgrades and replacement in substations, including equipment for security.

Replacement for relays is currently underway with a view toward standardization and future electronic (SCADA) control. Broadband communications and improved security systems are enhancing the stations and preparing them for the future volt/VAR control.

Without routine replacement, equipment in substations becomes antiquated and then obsolete. Replacement parts become expensive and then unavailable. Replacement equipment has a higher reliability and extensive communication ability which can be used in a SCADA and Volt/VAR controlled environment. Currently metering equipment and relays require replacement. The enhancements in communications and control will also provide a gateway into better security for the facilities.

Funding Source and Projects:

Electric Fund	<u>\$175,000</u>
Substation Security Upgrade	\$10,000
Switch House Meter Upgrade	45,000
Communication Equipment (SCADA Ready)	100,000
Routine Equipment Replacement	<u>20,000</u>
TOTAL	<u>\$175,000</u>

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. 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	<u>\$100,000</u>
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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.

10. 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 funding.

This project continues a plan for rehabilitation of the city's water distribution system. The plan concentrates on:

- 1) Inspection and painting of the six elevated water tanks and cleaning in-ground reservoirs is on-going.
- 2) Line replacement based on age and condition.
- 3) Replace obsolete fire hydrants which are no longer manufactured and repair parts can no longer be obtained.
- 4) Residential meter replacement is an on-going project.
- 5) Meter testing is an on-going project.

Funding Source and Projects:

Waterworks Fund	<u>\$600,000</u>
Water Tank Painting & Inspection, Reservoir Cleaning	\$80,000
Water System Rehabilitation	260,000
Fire Hydrant Replacement	160,000
Water Meter Replacement & Downsizing	75,000
Water Meter Testing and Repair	<u>25,000</u>
TOTAL	<u>\$600,000</u>

Operational Impact: This project will concentrate on replacement of aged system components. 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.

11. 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 potable 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 were slowly implemented since the city assumed ownership. Ongoing capital maintenance funding will continue annually.

This project continues a plan for rehabilitation of the city's water treatment plant, which includes:

- 1) Replacement of approximately 700 feet of 24-inch raw water main due to age and location. It is one of two supply lines to the water treatment plant
- 2) Electrical upgrades to continue through FY17.
- 3) Raw water intake system and booster station improvements.
- 4) Clean and paint the building and replace windows in the main operations building.
- 5) \$250,000 is budgeted annually for routine water plant capital maintenance.

Under current contractual commitments, the US Department of Energy (DOE) funds 53.5% of water plant operational and capital costs.

Funding Source and Projects:

Waterworks Fund	\$1,259,778
US Department of Energy	<u>1,449,422</u>
TOTAL	<u>\$2,709,200</u>

Electrical Upgrade	\$300,000
Raw Water System	1,875,000
Paint and replace window-Main Operation	284,200
Maintenance Capital Improvements	<u>250,000</u>
TOTAL	<u>\$2,709,200</u>

Operational Impact: These upgrades should provide more efficient, effective and safer operations with minimal ongoing operating cost increases.

12. 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 (AO) on the City, significantly increasing the required work and compressing the time to complete it.

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).

Funding Source

Waterworks Fund by State Revolving Fund Loans	<u>\$13,100,000</u>
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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.

13. 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.

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.

Funding Source:

Waterworks Fund	<u>\$500,000</u>
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Operational Impact: Ongoing maintenance as required in the MOM will add to recurring program costs

14. Wastewater Treatment Plant

This project provides for the ongoing capital maintenance at the west end Wastewater Treatment Facility.

The Wastewater Treatment Plant required some measures of upgrading to accommodate the high levels of infiltration and inflow into the collection system. Capital maintenance funding is added to replace or upgrade items such as pumps, motors, or transmission pipes that will fail as time takes its toll on the existing 20+ year-old equipment. Jet mixers in two digesters are budgeted to be replaced in FY15. \$150,000 is budgeted for ongoing capital maintenance

Funding Source:

Waterworks Fund		<u>\$300,000</u>
Ongoing Capital Maintenance	\$150,000	
Replacement Jet Mix Digesters	<u>150,000</u>	
TOTAL		<u>\$300,000</u>

Operational Impact: Systematic replacement of equipment will reduce maintenance expenses.

TOTAL UTILITIES **\$22,264,200**

TOTAL CAPITAL IMPROVEMENTS **\$28,922,920**

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 nine Special Revenue Funds as outlined in this Section.

The City's Special Revenue Funds are as follows:

General Purpose School Fund – Accounts for Oak Ridge Schools 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.

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 operation of the Tennessee Centennial municipal golf course.

West End Fund – Accounts for the City's fire and ambulance services located at the ETPP site that is currently being funded under a contract with the DOE ETPP site contractor URS/CH2M Oak Ridge LLC.

Special Programs Fund – Accounts for proceeds from photo enforcement citations and related expenditures for capital projects as approved by City Council. Projects are primarily focused on transportation enhancement and safety.

GENERAL PURPOSE SCHOOL FUND

School operations are funded by transfers from the City's General Fund, set at \$14,629,302 for fiscal 2015, 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 25% of the Schools total budgeted expenditures.

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 2015 is \$55,588,127; a \$2,102,827 or 3.6% decrease over the prior fiscal year. The \$2,102,827 budgeted expenditure reduction in the General Purpose School Fund reflects a reduction of \$1,911,480 in the utilization of fund balance draw and a \$191,347 reduction in budgeted revenues over fiscal 2014. In the General Purpose School Fund, draws from fund balance are generally utilized for non-recurring expenditures and must be in excess of the 3% fund balance required by the State. The Schools prepare a separate budget document that details the revenues and expenditures for School operations.

**GENERAL PURPOSE SCHOOL FUND
BUDGET SUMMARY**

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	%	CHANGE
REVENUES:							
Local Funds:							
Local Taxes-Anderson/Roane Co.	13,882,376	13,560,695	13,641,871	13,450,055	(110,640)		-0.8
Charges for Services	342,572	364,000	305,889	304,000	(60,000)		-16.5
Other Local Revenues	187,663	183,806	148,548	119,000	(64,806)		-35.3
State Funds:							
State Education Funds	20,004,833	20,091,986	19,892,550	20,285,994	194,008		1.0
Federal Funds:							
Federal Funds Received Thru State	117,007	112,833	90,008	114,000	1,167		1.0
Federal Revenues	3,102,788	3,377,819	3,377,819	3,309,223	(68,596)		-2.0
Other Sources	2,924,725	2,752,153	2,752,153	2,669,673	(82,480)		-3.0
Total Revenues	40,561,964	40,443,292	40,208,838	40,251,945	(191,347)		-0.5
EXPENDITURES:							
Instruction:							
Regular Education Program	23,882,576	24,030,081	23,630,081	24,662,004	631,923		2.6
Alternative Schools	374,075	389,189	436,221	402,667	13,478		3.5
Special Education Program	4,301,492	3,832,375	3,819,853	3,922,225	89,850		2.3
Technology Career Program	988,454	1,015,569	994,360	1,018,628	3,059		0.3
Other - Instruction Services	0	106,932	106,932	400,250	293,318		274.3
Support Services:							
Health Services	392,289	412,736	405,127	421,546	8,810		2.1
Other Student Support	1,331,300	1,353,573	1,340,296	1,305,598	(47,975)		-3.5
Regular Instructional Support	2,052,714	2,946,768	2,946,768	2,256,434	(690,334)		-23.4
Special Education Support	673,243	716,360	716,360	759,535	43,175		6.0
Technology - Career Support	73,616	35,264	35,264	74,616	39,352		111.6
Board of Education Support	877,383	947,220	947,220	962,851	15,631		1.7
Office of Superintendent	244,307	321,914	321,914	324,910	2,996		0.9
Office of Principal	2,837,001	2,926,229	2,876,229	2,898,940	(27,289)		-0.9
Fiscal Services	661,198	695,065	680,065	738,079	43,014		6.2
Human Services	249,926	262,375	252,375	259,180	(3,195)		-1.2
Operation of Plant	4,528,596	4,750,935	4,750,935	4,809,264	58,329		1.2
Maintenance of Plant	1,341,206	1,363,864	1,363,864	1,386,152	22,288		1.6
Transportation	1,238,083	1,345,608	1,345,608	879,310	(466,298)		-34.7
Central Services	902,533	1,044,073	1,005,073	1,018,660	(25,413)		-2.4
Non-Instructional Services:							
Food Service	1,727,032	1,954,004	1,954,004	1,965,990	11,987		0.6
Community Services	1,028,189	1,098,388	1,098,388	1,061,094	(37,294)		-3.4
Capital Outlay	1,081,275	2,463,785	2,463,785	553,949	(1,909,836)		-77.5
Federal Projects	3,102,788	3,377,819	3,377,819	3,309,223	(68,596)		-2.0
Other	305,724	300,831	300,831	197,023	(103,809)		-34.5
Total Expenditures	54,195,000	57,690,954	57,169,371	55,588,127	(2,102,827)		-3.6
Excess (Deficiency) of Revenues Over Expenditures	(13,633,036)	(17,247,662)	(16,960,533)	(15,336,182)	1,911,480		-11.1
Other Financing Sources (Uses)							
Operating Transfers In	13,862,832	14,112,832	14,112,832	14,629,302	516,470		3.7
Operating Transfers Out	0	0	0	0	0		0.0
Total Other Financing Sources (Uses)	13,862,832	14,112,832	14,112,832	14,629,302	516,470		3.7
Excess (Deficiency) of Revenues and Other Sources Over (Under) Expenditures and Other Uses	229,796	(3,134,830)	(2,847,701)	(706,880)	2,427,950		-77.5
Reserves and Fund Balance 7/1	5,981,008	6,210,804	6,210,804	3,363,103	(2,847,701)		-45.9
Reserves and Fund Balance 6/30	6,210,804	3,075,974	3,363,103	2,656,223	(419,751)		-13.6

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 2015 revenues are budgeted at \$86,750 from drug fines and the sale of items confiscated during drug curtailment activities. The City receives 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.

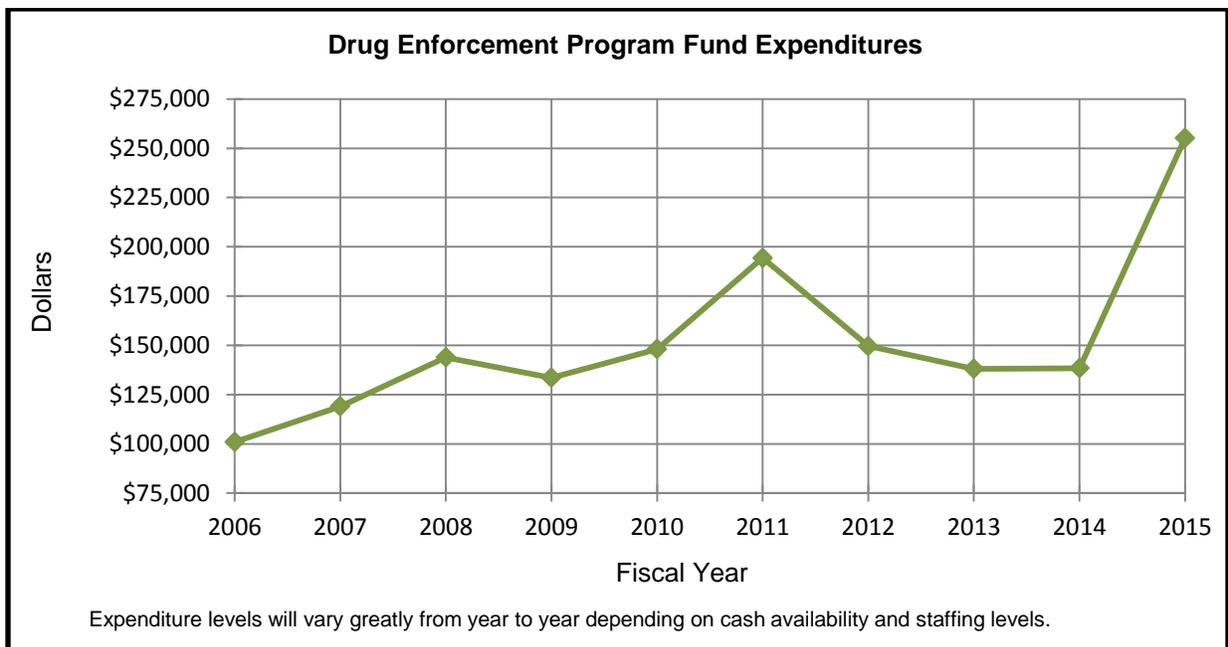
Major Expenditure Areas:

Fiscal 2015 expenditures are budgeted at \$255,200 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 \$255,200 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



DRUG ENFORCEMENT PROGRAM FUND

BUDGET SUMMARY

	<u>ACTUAL</u> 2013	<u>BUDGET</u> 2014	<u>PROJECTED</u> 2014	<u>BUDGET</u> 2015	<u>BUDGET</u> 15 vs 14	<u>%</u> <u>CHANGE</u>
<u>REVENUES:</u>						
4035 Drug Fines	16,684	20,000	10,000	10,000	(10,000)	-50.0
4036 Confiscations	71,362	35,000	22,883	35,000	-	0.0
4306 DOJ Equitable Sharing	-	10,000	2,500	10,000	-	0.0
4307 IRS Equitable Sharing	-	5,000	2,500	5,000	-	0.0
4308 US Marshalls Equitable Sharing	48,727	25,000	93,050	25,000	-	0.0
4610 Interest on Investments	275	750	271	750	-	0.0
4790 Proceeds from Salvage Sale	686	1,000	16	1,000	-	0.0
Total Revenues	<u>137,734</u>	<u>96,750</u>	<u>131,220</u>	<u>86,750</u>	<u>(10,000)</u>	<u>-10.3</u>
<u>EXPENDITURES:</u>						
5201 Rents	9,996	12,000	9,996	12,000	-	0.0
5207 Dues & Memberships	4,680	5,000	4,500	5,000	-	0.0
5210 Prof. & Contractual Services	14,539	15,000	1,225	15,000	-	0.0
5212 Utility Services	40,797	40,000	15,732	40,000	-	0.0
5220 Travel, Schools & Conferences	9,637	15,000	1,320	15,000	-	0.0
5235 Routine Repairs & Maintenance	3,599	2,000	1,000	2,000	-	0.0
5289 Equipment Use Charges	5,478	4,000	3,979	4,000	-	0.0
5292 Drug Cases	6,016	69,200	12,186	69,200	-	0.0
5293 Dare Program	-	3,000	-	3,000	-	0.0
5310 Commodities	43,377	35,000	8,100	35,000	-	0.0
5500 Machinery & Equipment	-	-	80,350	-	-	0.0
5999 Contingency/Grants	-	55,000	-	55,000	-	0.0
Total Expenditures	<u>138,119</u>	<u>255,200</u>	<u>138,388</u>	<u>255,200</u>	<u>-</u>	<u>0.0</u>
Excess (Deficiency) of Revenues over Expenditures	(385)	(158,450)	(7,168)	(168,450)	(10,000)	6.3
<u>FUND BALANCE - 7/1</u>	<u>219,855</u>	<u>192,486</u>	<u>219,470</u>	<u>212,302</u>	<u>19,816</u>	<u>10.3</u>
<u>FUND BALANCE - 6/30</u>	<u>219,470</u>	<u>34,036</u>	<u>212,302</u>	<u>43,852</u>	<u>9,816</u>	<u>28.8</u>

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 Street Maintenance employees perform the routine road and rights-of-way (ROW) 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 continue to be budgeted at \$755,000 for fiscal 2015.

The revenue stream provided from fuel taxes is insufficient to fund all the expenditures accounted for in the State Street Aid Fund. The fiscal 2015 budget includes a \$700,000 operating transfer from the General Fund, \$40,000 above the fiscal 2014 level.

Major Expenditure Areas:

Expenditures are budgeted at \$2,221,000, a 0.5 percent increase over fiscal 2014.

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 generally run between \$600,000 and \$700,000 annually.

Major projects for FY 2015 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).
- \$1,490,000 for street resurfacing, including matching for state paving contracts.
- Other Costs are budgeted at \$297,000 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:

A \$10,550 or .5% increase in expenditures is budgeted for fiscal 2015 from fiscal 2014 levels.

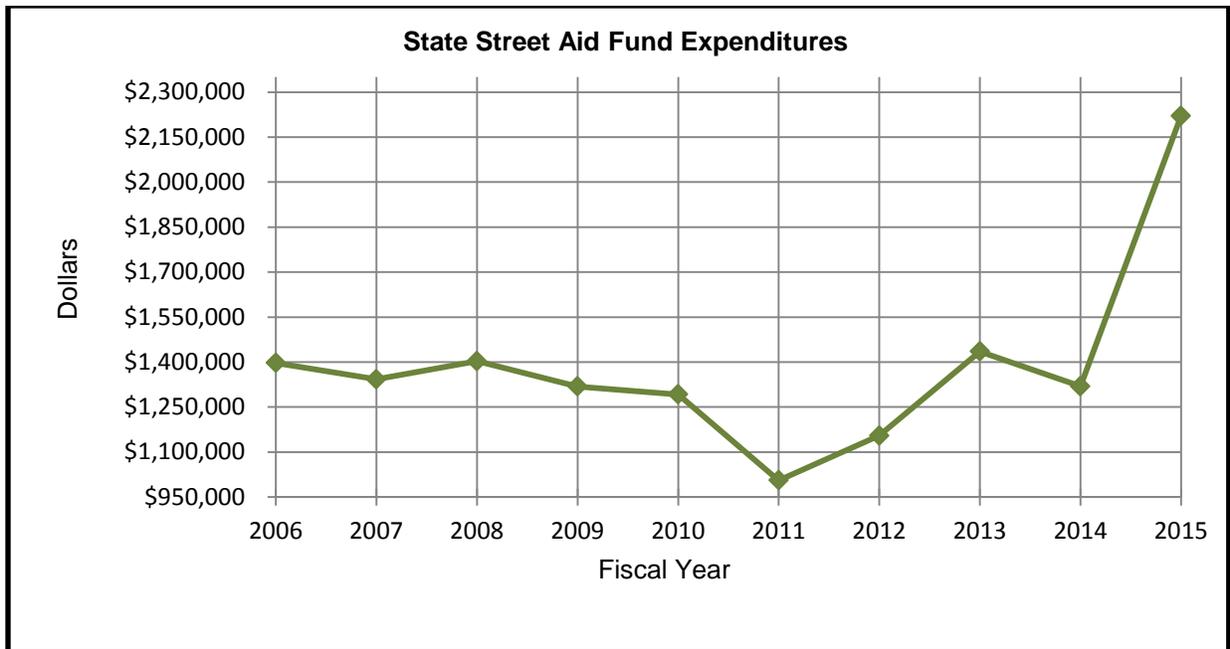
The State will pave certain streets located in the City, with the City providing a 20% local funding match. \$90,000 is budgeted in fiscal 2015 for the City's local match for completion of paving already under contract with the State. The City generally paves in the summer, with services contracted at the beginning of the fiscal year. Multiple fiscal year paving allotments may be combined to enable larger paving awards which generally results in economies of scale for paving dollars. \$1,400,000 is budgeted for street resurfacing in fiscal 2015. The \$700,000 annual operating transfer from the General Fund is generally allocated for paving.

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 2015 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:

Actual expenditures vary somewhat from year-to-year based on needed street maintenance, snow removal and the dollar amount of paving expended for that year. The increase in fiscal 2015 is for street resurfacing as outlined above.

State Street Aid Fund Expenditures by Fiscal Year



STATE STREET AID FUND

BUDGET SUMMARY

	<u>ACTUAL</u> <u>2013</u>	<u>BUDGET</u> <u>2014</u>	<u>PROJECTED</u> <u>2014</u>	<u>BUDGET</u> <u>2015</u>	<u>BUDGET</u> <u>15 vs 14</u>	<u>%</u> <u>CHANGE</u>
<u>REVENUES:</u>						
4610 Interest on Investments	1,382	200	850	200	-	0.0
4810 Motor Fuel Tax	154,990	155,000	153,661	155,000	-	0.0
4811 State Shared Gasoline Tax	<u>599,913</u>	<u>600,000</u>	<u>597,243</u>	<u>600,000</u>	-	<u>0.0</u>
Total Revenues	<u>756,285</u>	<u>755,200</u>	<u>751,754</u>	<u>755,200</u>	-	<u>0.0</u>
<u>EXPENDITURES:</u>						
15100 Street Maintenance	166,578	150,000	174,299	150,000	-	0.0
15110 Curb & Gutter Replacement	24,636	55,000	22,148	55,000	-	0.0
15120 Traffic Sign Maintenance	38,886	24,000	45,770	24,000	-	0.0
15130 Striping City Streets	23,007	25,000	17,910	25,000	-	0.0
15200 Sidewalk Maintenance	26,009	30,000	26,358	30,000	-	0.0
15300 Leaf Pickup	-	20,000	-	20,000	-	0.0
15400 Storm Drains	114,698	110,000	127,550	110,000	-	0.0
15500 Snow & Ice Removal	34,325	20,000	76,757	20,000	-	0.0
15700 Other Costs	282,152	285,000	291,000	297,000	12,000	4.2
15800 Street Resurfacing-State Prepaid	-	1,450	1,450	90,000	88,550	6106.9
15800 Street Resurfacing Contract	-	-	-	900,000	900,000	100.0
15800 Street Resurfacing	<u>725,133</u>	<u>1,490,000</u>	<u>536,076</u>	<u>500,000</u>	<u>(990,000)</u>	<u>-66.4</u>
Total Expenditures	<u>1,435,424</u>	<u>2,210,450</u>	<u>1,319,318</u>	<u>2,221,000</u>	<u>10,550</u>	<u>0.5</u>
Excess (Deficiency) of Revenues over Expenditures	(679,139)	(1,455,250)	(567,564)	(1,465,800)	(10,550)	0.7
<u>OTHER FINANCING SOURCES (USES)</u>						
Operating Transfers In						
General Fund	<u>660,000</u>	<u>660,000</u>	<u>660,000</u>	<u>700,000</u>	<u>40,000</u>	<u>6.1</u>
Total Other Financing Sources (Uses)	<u>660,000</u>	<u>660,000</u>	<u>660,000</u>	<u>700,000</u>	<u>40,000</u>	<u>6.1</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	(19,139)	(795,250)	92,436	(765,800)	29,450	-3.7
<u>FUND BALANCE - 7/1</u>	<u>865,069</u>	<u>1,415,999</u>	<u>845,930</u>	<u>938,366</u>	<u>(477,633)</u>	<u>-33.7</u>
<u>FUND BALANCE - 6/30</u>	<u>845,930</u>	<u>620,749</u>	<u>938,366</u>	<u>172,566</u>	<u>(448,183)</u>	<u>-72.2</u>

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 2015 revenues from this fee remains 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. Under a contract with the City, the East Tennessee Human Resource Agency (ETHRA) operates Oak Ridge's on demand responsive public transit buses. In fiscal 2014, the City transferred its existing public transit buses to ETHRA and under a revision to the contract ETHRA began providing the public transit buses. During fiscal 2014, ETHRA provided three new ADA-compliant, wheelchair equipped public transit buses which also have backup cameras. The cost for this contract revision was approximately \$17,500 annually, with 50% of the funding provided by the TDOT grant.

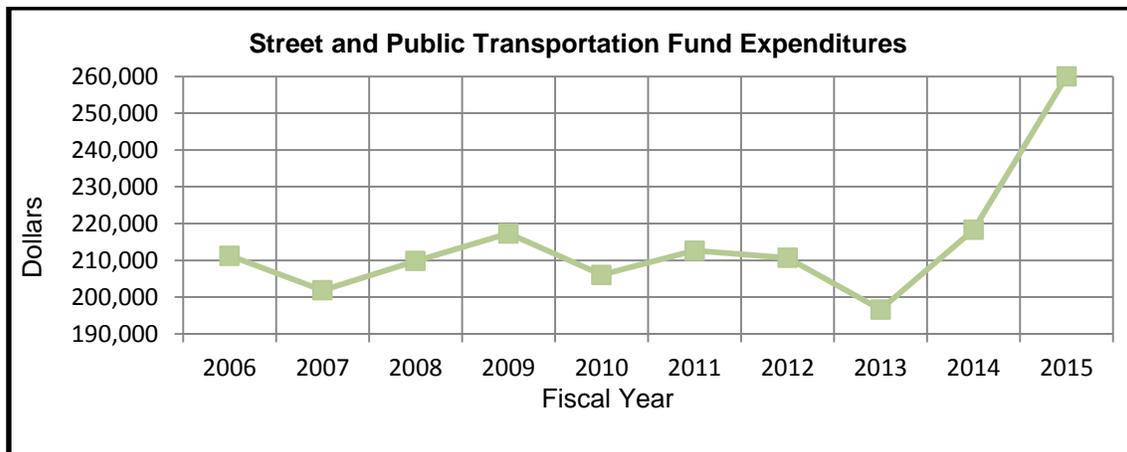
Revenues from the state-shared fuel taxes and the TDOT operating assistance grant are insufficient to finance the ongoing operating costs for the taxicab coupon and public transit programs. In fiscal 2004, the General Fund began providing an operating transfer to the Street and Public Transportation Fund to support the operations of the public transit buses. For fiscal 2015 this operating transfer is budgeted at \$60,000, maintaining at fiscal 2014 levels.

Major Expenditure Areas:

The Public Transit Program provides for the operation of three 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 4:30 p.m. for a fare of \$2.00 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. \$195,000 is budgeted for this program in FY 2015.

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 \$0.75 for the rider, \$0.30 for the Taxi Company and \$1.95 for the City. \$65,000 is budgeted for this program in fiscal 2015.

Street and Public Transportation Fund Expenditures by Fiscal Year:



STREET AND PUBLIC TRANSPORTATION FUND

BUDGET SUMMARY

	<u>ACTUAL</u> 2013	<u>BUDGET</u> 2014	<u>PROJECTED</u> 2014	<u>BUDGET</u> 2015	<u>BUDGET</u> 15 vs 14	<u>%</u> <u>CHANGE</u>
<u>REVENUES:</u>						
4610 Interest on Investments	39	-	57	50	50	100.0
4300 Future Grant	-	10,000	-	10,000	-	0.0
4820 State Shared Gasoline Tax Inspection Fees	60,097	60,125	60,038	60,125	-	0.0
4358 Tennessee Department of Transportation	<u>98,292</u>	<u>130,000</u>	<u>109,121</u>	<u>130,000</u>	<u>-</u>	<u>0.0</u>
Total Revenues	<u>158,428</u>	<u>200,125</u>	<u>169,216</u>	<u>200,175</u>	<u>50</u>	<u>0.0</u>
<u>EXPENDITURES:</u>						
16102 Maintenance Traffic Signs	45	-	50	-	-	0.0
16200 Taxi Coupon Program	56,749	65,000	33,750	65,000	-	0.0
16200 Public Transit Program	<u>139,835</u>	<u>195,000</u>	<u>184,491</u>	<u>195,000</u>	<u>-</u>	<u>0.0</u>
Total Expenditures	<u>196,629</u>	<u>260,000</u>	<u>218,291</u>	<u>260,000</u>	<u>-</u>	<u>0.0</u>
Excess (Deficiency) of Revenues over Expenditures	(38,201)	(59,875)	(49,076)	(59,825)	50	-0.1
<u>OTHER FINANCING SOURCES (USES):</u>						
Operating Transfers In General Fund	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>-</u>	<u>0.0</u>
Total Other Financing Sources (Uses)	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>-</u>	<u>0.0</u>
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	21,799	125	10,925	175	50	40.0
<u>FUND BALANCE - 7/1</u>	<u>41,180</u>	<u>59,044</u>	<u>62,979</u>	<u>73,904</u>	<u>14,859</u>	<u>25.2</u>
<u>FUND BALANCE - 6/30</u>	<u>62,979</u>	<u>59,169</u>	<u>73,904</u>	<u>74,079</u>	<u>14,909</u>	<u>25.2</u>

GRANT FUND

Fund Overview:

The Grant Fund accounts for the receipt of various non-utility state and federal grant revenues. 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.

Major Revenue/Expenditure Sources and Budget Changes:

The Grant Fund budget is based on grant awards and therefore the appropriated expenditure level will vary from year to year. Revenues and expenditures are budgeted to be equal in the Grant Fund at \$3,553,188 for fiscal 2015. Included in fiscal 2015 amounts is a \$1,200,000 contingency so that the City can aggressively pursue other federal and state grants. The budget includes grants for which the City has applied, but not been awarded, which includes a \$500,000 HOME grant and a \$300,000 grant for congestion mitigation and air quality related specifically to a review of traffic signalization timing.

The fiscal 2015 CDBG entitlement award is projected at \$498,911. In fiscal 2015, CDBG funding will be allocated for acquisition and demolition of blighted properties in support the City's 'Not in Our City' campaign. In fiscal 2012, the City embarked on the "Not in Our City" campaign to address drugs and crime, elimination of blighted residential structures, improved housing conditions with a goal of making Oak Ridge a better place to live and invest. The fiscal 2015 allocation of CDBG funds is as follows:

- \$364,000 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 thirteenth of fifteen installments on this debt.
- \$5,911 for general program administration, project implementation, management of sub recipient agreements and all reporting requirements.
- \$34,000 for Social Services Programs.

\$182,936 is budgeted for City funded social services programs. \$151,086 is for the City's social service program administered under a contract with Aid to Distressed Families of Appalachian Counties (ADFAC). This 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. These programs are both 100% funded by the operating transfer from the General Fund.

\$334,722 is budgeted for grants that have historically been awarded. This includes \$279,230 in police and fire grants primarily from the US Department of Justice (Police) and TN Department of Military (Fire), \$52,492 Emergency Solutions Grant from HUD and \$3,000 for Farmers Market Grant.

In fiscal 2010, the City was awarded a five-year \$915,765 grant from DOE to collect and retain oral histories related to the Manhattan project in Oak Ridge. The 2015 allotment is budgeted at \$100,000. Fiscal 2015 also includes \$162,000 from DOE for Oak Ridge Police Department functions and \$164,619 from DOE through the State for operations of the Oak Ridge Reservation Communities Alliance.

Other grants include \$110,000 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.

**GRANT FUND
BUDGET SUMMARY**

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
REVENUES:						
4839 Oral History	116,433	100,000	99,704	100,000	-	0.0
4886 Preserve America	-	95,029	-	-	(95,029)	-100.0
4845 Police/Fire Grants	150,767	74,000	141,160	441,230	367,230	496.3
4877 HOME Grant	-	-	-	500,000	500,000	100.0
4878 Emergency Solutions Grant	31,437	52,791	31,353	52,492	(299)	-0.6
4879 Community Development Block Grant (CDBG)	236,497	215,024	257,977	498,911	283,887	132.0
4882 Oak Ridge Reservation Communities Alliance (ORRCA)	44,617	-	100,000	164,619	164,619	100.0
4884 HUD Development Grant	32,302	259,000	65,248	110,000	(149,000)	-57.5
4836 TDOT Grants	-	-	-	300,000	300,000	100.0
4899 TDOT Safe Routes to School Grant (SRTS) 2008	(4,386)	-	-	-	-	0.0
4880 Future and Other Grants	840	1,203,000	1,467	1,203,000	-	0.0
Total Revenues	<u>608,507</u>	<u>1,998,844</u>	<u>696,909</u>	<u>3,370,252</u>	<u>1,371,408</u>	<u>68.6</u>
EXPENDITURES:						
Community Development Block Grant (CDBG):						
27406 Grants Coordinator/Administrative	1,663	3,000	2,200	5,911	2,911	97.0
27507 Demolition/Acquisition of Property	142,813	117,024	118,816	364,000	246,976	211.0
27215 Scarboro Center (Loan Payment) Social Services Programs	80,522	95,000	136,961	95,000	-	0.0
27501 ADFAC	11,500	-	-	34,000	34,000	100.0
Other Grants:						
27503 HOME Grant	-	-	-	500,000	500,000	100.0
27504 Emergency Solutions Grant	31,437	52,791	31,353	52,492	(299)	-0.6
27604 Police Grants	42,376	58,000	18,160	58,000	-	0.0
27619 DOE Police Grant	-	-	123,000	162,000	162,000	100.0
27605 Fire Grants	108,390	16,000	-	221,230	205,230	1282.7
27611 ADFAC (Social Services Program)	146,345	148,707	148,707	151,086	2,379	1.6
27612 Healthy Start	31,850	31,850	31,850	31,850	-	0.0
27614 Farmers Market Grant	840	3,000	1,467	3,000	-	0.0
27615 Oral History Grant	116,433	100,000	99,704	100,000	-	0.0
27616 Preserve America	-	95,029	-	-	(95,029)	-100.0
27700 ORRCA Grant	44,617	-	100,000	164,619	164,619	100.0
27512 HUD EDI Highland View Neighborhood	32,302	259,000	65,248	110,000	(149,000)	-57.5
27305 SRTS Grant	(4,386)	-	-	-	-	0.0
Congestion Mitigation & Air Quality Grant	-	-	-	300,000	300,000	100.0
27900 Other Grants/Contingency/Carryover	-	1,200,000	-	1,200,000	-	0.0
Total Expenditures	<u>786,702</u>	<u>2,179,401</u>	<u>877,466</u>	<u>3,553,188</u>	<u>1,373,787</u>	<u>63.0</u>
Excess (Deficiency) of Revenues over Expenditures	(178,195)	(180,557)	(180,557)	(182,936)	(2,379)	1.3
OTHER FINANCING SOURCES:						
Transfer From General Fund	<u>178,195</u>	<u>180,557</u>	<u>180,557</u>	<u>182,936</u>	<u>2,379</u>	<u>1.3</u>
Excess (Deficiency) Of Revenues and Other Financing Sources Over (Under) Expenditures	-	-	-	-	-	0.0
FUND BALANCE - 7/1	<u>112,877</u>	<u>112,877</u>	<u>112,877</u>	<u>112,877</u>	<u>-</u>	<u>0.0</u>
FUND BALANCE - 6/30	<u>112,877</u>	<u>112,877</u>	<u>112,877</u>	<u>112,877</u>	<u>-</u>	<u>0.0</u>

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 was increased to \$7. In fiscal 2015, this fee is estimated to provide \$1,004,000 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 \$1,700,000 up \$22,000 or 0.8% from the prior fiscal year. The operating transfer amount is adjusted each year so that budgeted revenues and expenditures will be equal.

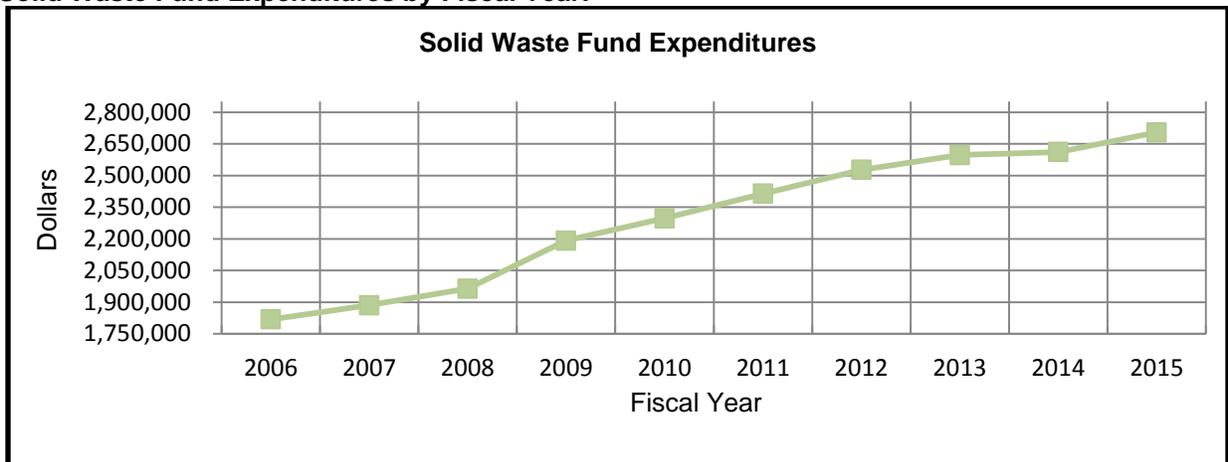
Major Expenditures Areas:

For fiscal 2015, expenditures for the Solid Waste Fund are budgeted at \$2,704,000, a \$22,000 increase from the preceding fiscal year. The City contracts with Waste Connections for the collection and disposal of residential solid waste at an estimated cost of \$2,217,000, 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 that had occurred since the original contract was awarded. 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 \$348,000. 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 \$46,000 for an annual spring household trash and brush collection, \$83,000 for disposal of green waste at a mulching facility and \$10,000 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.

Solid Waste Fund Expenditures by Fiscal Year:



SOLID WASTE FUND

BUDGET SUMMARY

	<u>ACTUAL</u> 2013	<u>BUDGET</u> 2014	<u>PROJECTED</u> 2014	<u>BUDGET</u> 2015	<u>BUDGET</u> 15 vs 14	<u>%</u> <u>CHANGE</u>
<u>REVENUES:</u>						
4400 Charges for Services	<u>1,003,836</u>	<u>1,004,000</u>	<u>1,004,000</u>	<u>1,004,000</u>	<u>-</u>	<u>0.0</u>
<u>EXPENDITURES:</u>						
5210 Residential Refuse Pickup & Recycle Service	1,975,136	2,000,000	1,989,000	2,017,000	17,000	0.9
5210 Convenience Center Rental	337,028	345,000	343,000	348,000	3,000	0.9
5210 Fuel Surcharge	176,505	200,000	158,000	200,000	-	0.0
5210 Annual Brush Collection	30,624	32,000	31,200	32,000	-	0.0
5210 Annual Household Trash Collection	13,529	14,000	13,800	14,000	-	0.0
5210 Mulching Contract	50,010	58,000	55,000	60,000	2,000	3.4
5235 Support Services & Street Sweeping	12,346	23,000	15,000	23,000	-	0.0
5235 Not in Our City	<u>2,182</u>	<u>10,000</u>	<u>6,000</u>	<u>10,000</u>	<u>-</u>	<u>0.0</u>
Total Expenditures	<u>2,597,360</u>	<u>2,682,000</u>	<u>2,611,000</u>	<u>2,704,000</u>	<u>22,000</u>	<u>0.8</u>
Excess (Deficiency) of Revenues over Expenditures	(1,593,524)	(1,678,000)	(1,607,000)	(1,700,000)	(22,000)	1.3
<u>OTHER FINANCING SOURCES:</u>						
Operating Transfers In General Fund	<u>1,593,524</u>	<u>1,678,000</u>	<u>1,607,000</u>	<u>1,700,000</u>	<u>22,000</u>	<u>1.3</u>
Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures	-	-	-	-	-	0.0
<u>FUND BALANCE - 7/1</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0</u>
<u>FUND BALANCE - 6/30</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0</u>

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 2015 revenues budgeted at \$1,113,404, \$233,596 lower than 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 and historical amounts.

Major Expenditure Areas:

Operating expenses are budgeted at \$1,292,112, a \$92,888 decrease over fiscal year 2014 amounts. Budgeted expenditure items are based on projections provided from Billy Casper Golf Management and historical amounts and that year's planned capital improvements. \$55,000 is budget for fiscal 2015 capital improvements which includes installation of a gate on the drive into the Golf Course and improvements to the golf cart paths.



GOLF COURSE FUND
BUDGET SUMMARY

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
REVENUES:						
Green Fees	476,826	650,000	405,641	493,533	(156,467)	-24.1
Cart Fees	251,428	365,000	249,816	299,497	(65,503)	-17.9
Pro Shop Sales	87,181	90,000	78,589	95,178	5,178	5.8
Food & Beverage	134,712	170,000	123,642	152,697	(17,303)	-10.2
Driving Range	29,218	60,000	47,273	58,519	(1,481)	-2.5
Misc/Other	14,709	10,000	16,014	11,980	1,980	19.8
Interest Income	1,079	2,000	1,028	2,000	-	0.0
Total Revenues	995,153	1,347,000	922,003	1,113,404	(233,596)	-17.3
EXPENDITURES:						
Cost of Goods Sold	105,054	125,000	122,096	122,746	(2,254)	-1.8
Golf Operations	149,084	255,000	155,550	187,074	(67,926)	-26.6
Utility Costs	2,741	4,000	1,513	4,000	-	0.0
Maintenance	321,521	450,000	358,140	414,227	(35,773)	-7.9
Food & Beverage	35,257	75,000	39,883	50,646	(24,354)	-32.5
Marketing	12,818	35,000	44,203	16,100	(18,900)	-54.0
General & Administration	325,656	260,000	356,493	331,359	71,359	27.4
Equipment Leases	63,961	115,000	63,960	85,960	(29,040)	-25.3
Golf Course Improvements	132,328	-	77,290	-	-	0.0
Building Improvement	-	50,000	58,384	55,000	5,000	10.0
Miscellaneous Expenses	11,036	16,000	1,500	25,000	9,000	56.3
Total Expenditures	1,159,456	1,385,000	1,279,012	1,292,112	(92,888)	-6.7
 Excess (Deficiency) of Revenues over Expenditures	 (164,303)	 (38,000)	 (357,009)	 (178,708)	 (140,708)	 370.3
 FUND BALANCE - 7/1	 1,148,822	 1,071,309	 984,519	 627,510	 (443,799)	 -41.4
 FUND BALANCE - 6/30	 984,519	 1,033,309	 627,510	 448,802	 (584,507)	 -56.6

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 then ETTP site 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 site contractor, the City received over \$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 through September 30, 2015. The City anticipates additional renewals of the contract past 2015. \$2,729,522 was budgeted for fiscal 2015 operations of the west end fire station (West End Fund). The fiscal 2015 budget increased by \$161,522 primarily due to the Fire Department assuming building maintenance and utilities fully for the fire station building. Funding from DOE will be increased to cover the additional costs for these duties.

WEST END FUND

BUDGET SUMMARY

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
REVENUES:						
4610 Interest on Investments	350	1,500	350	1,500	-	0.0
4800 URS/CH2M Oak Ridge LLC	<u>2,360,505</u>	<u>2,401,428</u>	<u>2,401,428</u>	<u>2,573,110</u>	<u>171,682</u>	<u>7.1</u>
Total Revenues	<u>2,360,855</u>	<u>2,402,928</u>	<u>2,401,778</u>	<u>2,574,610</u>	<u>171,682</u>	<u>7.1</u>
EXPENDITURES:						
5210 Personal Services and Benefits	2,058,169	2,023,000	2,034,016	2,063,610	40,610	2.0
5201 Rents	155	500	-	500	-	0.0
5207 Dues & Subscriptions	1,228	500	434	500	-	0.0
5210 Professional & Contractual Services	18,139	20,000	18,694	20,000	-	0.0
5212 Utility Services	7,380	10,000	10,325	10,000	-	0.0
5220 Training & Travel	23,808	20,000	19,196	20,000	-	0.0
5235 Building Maintenance/Utilites NSPS	-	-	-	126,912	126,912	100.0
5235 Repair & Maintenance	16,892	65,000	18,600	65,000	-	0.0
5289 Vehicle/Equip Use Charge	102,045	115,000	90,663	115,000	-	0.0
5288 Ambulance Service	35,097	111,000	58,253	111,000	-	0.0
5310 Commodities	101,031	100,000	80,339	100,000	-	0.0
5410 Insurance	2,923	3,000	2,923	3,000	-	0.0
5540 Machinery & Equipment	235,779	79,000	8,033	79,000	-	0.0
5999 Contingency	<u>21,000</u>	<u>21,000</u>	<u>21,000</u>	<u>15,000</u>	<u>(6,000)</u>	<u>-28.6</u>
Total Expenditures	<u>2,623,646</u>	<u>2,568,000</u>	<u>2,362,476</u>	<u>2,729,522</u>	<u>161,522</u>	<u>6.3</u>
Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures	(262,791)	(165,072)	39,302	(154,912)	10,160	-6.2
FUND BALANCE - 7/1	<u>416,775</u>	<u>181,959</u>	<u>153,984</u>	<u>193,286</u>	<u>11,327</u>	<u>6.2</u>
FUND BALANCE - 6/30	<u>153,984</u>	<u>16,887</u>	<u>193,286</u>	<u>38,374</u>	<u>21,487</u>	<u>127.2</u>

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 \$830,000 for fiscal 2015 and expenditures will include \$180,000 in funding for the lower parking lot at Blankenship Field for resurfacing and ADA access to the lower levels/visitor's side of the football stadium. The photo enforcement camera contract expired in April 2014 and the contract was not renewed. It is anticipated that the Special Programs Fund will be closed at the end of fiscal 2015.

SPECIAL PROGRAMS FUND

BUDGET SUMMARY

	<u>ACTUAL</u> <u>2013</u>	<u>BUDGET</u> <u>2014</u>	<u>PROJECTED</u> <u>2014</u>	<u>BUDGET</u> <u>2015</u>	<u>BUDGET</u> <u>15 vs 14</u>	<u>%</u> <u>CHANGE</u>
REVENUES:						
4500 Photo Enforcement	411,542	410,000	293,613	15,000	(395,000)	-96.3
4610 Interest on Investments	653	50	773	-	(50)	-100.0
Total Revenues	<u>412,195</u>	<u>410,050</u>	<u>294,386</u>	<u>15,000</u>	<u>(395,050)</u>	<u>-96.3</u>
EXPENDITURES:						
26100 Salaries & Benefits	18,509	18,302	18,868	-	(18,302)	-100.0
26100 Special Programs	208,746	485,000	189,632	-	(485,000)	-100.0
26100 Blankenship Field Lower Parking Lot	-	-	-	180,000	180,000	100.0
26100 Future Programs	-	616,698	-	650,000	33,302	5.4
Total Expenditures	<u>227,255</u>	<u>1,120,000</u>	<u>208,500</u>	<u>830,000</u>	<u>(290,000)</u>	<u>-25.9</u>
Excess (Deficiency) of Revenues over Expenditures	184,940	(709,950)	85,886	(815,000)	(105,050)	14.8
OTHER FINANCING SOURCES (USES):						
Operating Transfers Out						
Capital Projects Fund	<u>(300,000)</u>	-	-	-	-	0.0
Total Other Financing Sources (Uses)	<u>(300,000)</u>	-	-	-	-	0.0
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	(115,060)	(709,950)	85,886	(815,000)	(105,050)	14.8
FUND BALANCE - 7/1	<u>918,772</u>	<u>810,376</u>	<u>803,712</u>	<u>889,598</u>	<u>79,222</u>	<u>9.8</u>
FUND BALANCE - 6/30	<u>803,712</u>	<u>100,426</u>	<u>889,598</u>	<u>74,598</u>	<u>(25,828)</u>	<u>-25.7</u>

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 periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, 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 16,720 residential and industrial customers within the city limits, including portions of 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 VI-5.

The Electric Department is divided into four divisions; the Utility Business Office (see General Fund activity 864), Engineering, Operations and Technical Services, and is staffed by 35 employees, excluding those in 864. 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 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

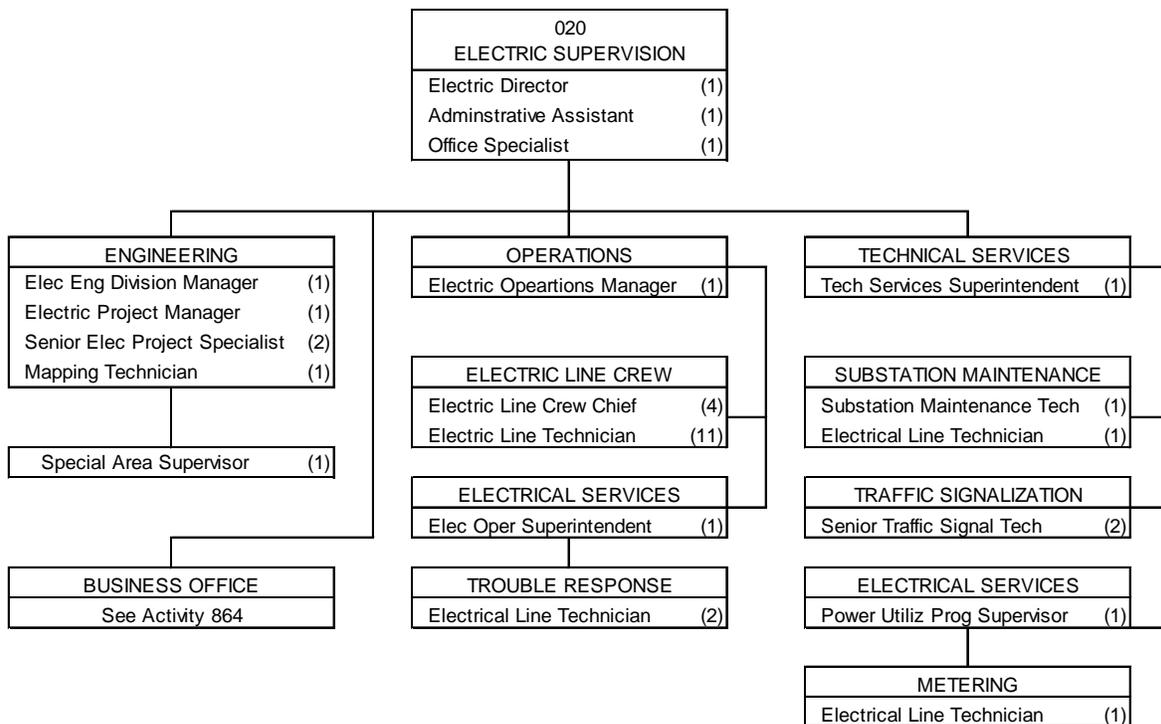
assistance with special events, specific components of the water and wastewater systems and provides electric maintenance of all City buildings, all under a cost recovery basis.

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 distribution. 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 from internal customers within three days.
- Respond to all non-catastrophic power outages within 1 hour, 24 hours a day, 7 days a week.

Organizational Chart - Electric Department



2013-2014 Accomplishments

- 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.
- Developed a Memorandum of Understanding with the School System for a shared Fiber Optic Network.
- Completed detailed design and began construction of a fiber optic network.
- Continued upgrade of 13kV protection devices in all distribution substations.
- Examined and complied with all new OSHA guidelines covering areas of operation.
- Continued to review and refine tree trimming policies and practices by an experienced specialist in utility right of way maintenance.
- Worked with industry and City boards in planning and implementing capacity additions needed to facilitate the economic development of the City.
- Examined available technologies for a fiber based Supervisory Control and Data Acquisition (SCADA) system to control substation components and facilitate load shifting through load reduction and other programs.
- Facilitated the addition of renewable energy resources through participation in TVA programs such as the Green Power Switch and Generation Partners.
- Continued transitional work with DOE in assuming responsibility for providing power within the ETPP over City owned and operated lines.
- Met with, designed and completed construction to meet the electrical requirements of all commercial and residential customers in the City of Oak Ridge.

2015-2016 Goals

- Maintain an effective, aggressive safety program in accordance with all regulations and utilize an employee driven safety committee.
- Complete construction of fiber optic network.
- Complete control upgrade for 13kV devices in substations.
- Make selection of Utility Office Software vendor and take project to Council.
- Select technologies for demand reduction activities.
- Trim trees in one half of service territory to American National Standards Institute (ANSI) specifications.
- 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 and implement pilot SCADA system to control substation components and facilitate load shifting through load reduction and other programs.

Revenue and Expenses

Revenue Sources

Fiscal 2015 Electric Fund operating revenues are budgeted at \$55,568,217. 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, although recent levels have been below 1%. Commercial activities account for approximately 66% of power sales.

Fiscal 2015 electric sales revenues budgeted are down 0.4%, \$230,415, from that of fiscal 2014. The increase reflects current revenue levels and weather trends. Correspondingly, purchased power costs are budgeted to increase \$15,217 for fiscal 2015. 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. 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.

The \$37,749 budgeted increase in miscellaneous electric revenues is to adjust the budget to actually occurring amounts.

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 on an ongoing basis and adjusted as needed to cover operating expenses and funding for system capital improvements.

Expenses

Purchased power from TVA, projected at \$42,318,831 for fiscal 2015, accounts for 80.87% of the total operating expenses. Operating expenses, excluding purchased power, tax equivalents and depreciation are projected at \$7,672,774, up \$138,411 or 1.8%. Expenses include routine maintenance of overhead and underground lines and street and traffic lights. Operating expenses also include a budgeted \$187,000 to support the City's economic development endeavors, remaining at the 2014 levels. Budgeted depreciation and amortization decreases 10.6% to \$2,152,500 and tax equivalent payments decrease 2.0% to \$1,495,875 due to a leveling in spending for new capital expenditures. Tax Equivalent payments to the City's General Fund are shown as an Operating Transfer Out.

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

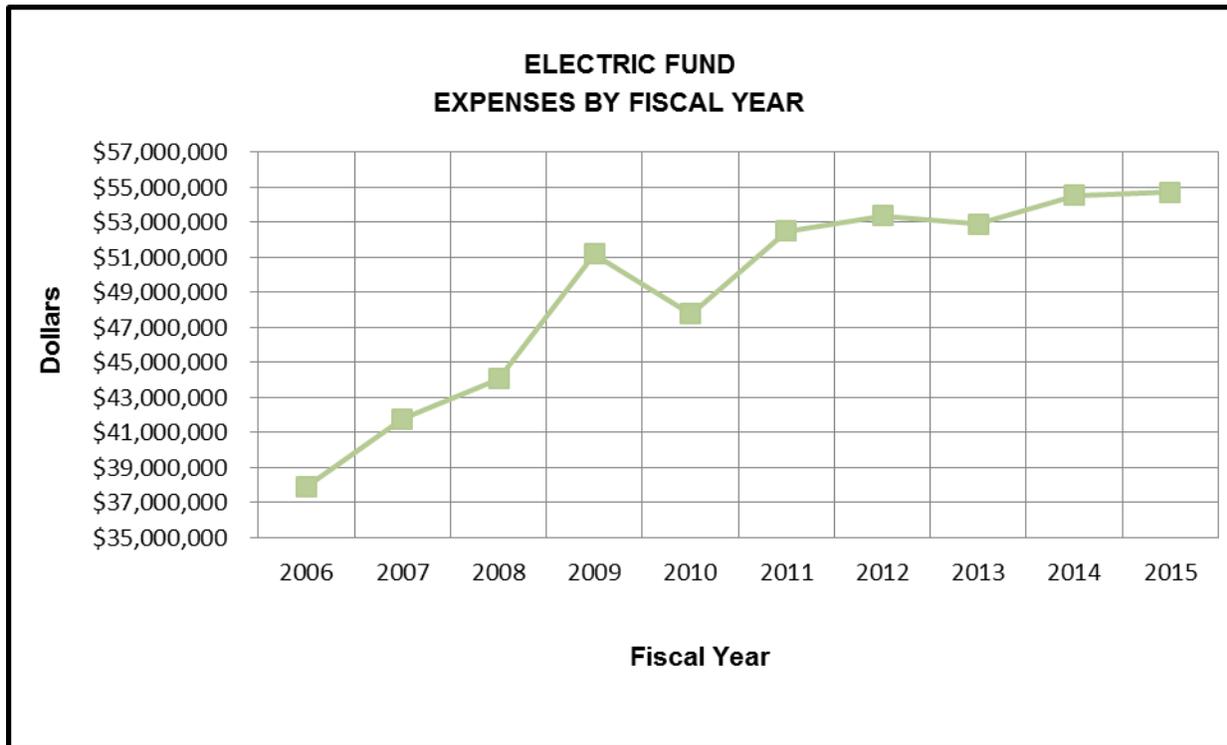
	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>OPERATING REVENUES:</u>						
Electric Sales Revenues:						
4011 Residential	17,345,546	17,803,870	17,406,255	17,605,825	(198,045)	-1.1
4013 Small Lighting & Power	4,212,154	4,235,000	4,212,154	4,121,097	(113,903)	-2.7
4014 Large Lighting & Power	31,992,062	31,569,378	32,193,272	31,660,604	91,226	0.3
4017 Street & Outdoor Lighting	1,226,502	1,227,110	1,226,502	1,217,417	(9,693)	-0.8
Total Electric Sales Revenues	<u>54,776,264</u>	<u>54,835,358</u>	<u>55,038,183</u>	<u>54,604,943</u>	<u>(230,415)</u>	<u>-0.4</u>
Other Operating Revenues:						
4041 Customer Forfeited discounts	328,049	292,267	330,320	336,926	44,659	15.3
4042 Rent from Electric Property	275,027	269,411	278,300	283,821	14,410	5.3
4044 Other Electric Revenue	98,177	117,533	107,748	109,903	(7,630)	-6.5
4045 Contracted Services	162,624	161,844	162,624	162,624	780	0.5
4043 Misc. Electric Revenues	68,530	84,470	69,501	70,000	(14,470)	-17.1
Total Other Operating Revenues	<u>932,407</u>	<u>925,525</u>	<u>948,493</u>	<u>963,274</u>	<u>37,749</u>	<u>4.1</u>
Total Operating Revenues	<u>55,708,671</u>	<u>55,760,883</u>	<u>55,986,676</u>	<u>55,568,217</u>	<u>(192,666)</u>	<u>-0.3</u>
<u>OPERATING EXPENSES:</u>						
5460 Depreciation and Amortization	2,057,575	2,408,000	2,050,000	2,152,500	(255,500)	-10.6
5465 Purchased Power from TVA	41,620,223	42,303,614	42,654,592	42,318,831	15,217	0.0
5431 Economic Development	164,000	187,000	187,000	187,000	-	0.0
5000 Operating Expenses	6,929,911	7,534,363	7,377,667	7,672,774	138,411	1.8
Total Operating Expenses	<u>50,771,709</u>	<u>52,432,977</u>	<u>52,269,259</u>	<u>52,331,105</u>	<u>(101,872)</u>	<u>-0.2</u>
Operating Income	4,936,962	3,327,906	3,717,417	3,237,113	(90,793)	-2.7
<u>NONOPERATING REVENUES (EXPENSES)</u>						
4810 Interest Revenue	3,988	45,000	4,000	5,000	(40,000)	-88.9
5439 Interest Expense	(680,717)	(970,000)	(805,000)	(886,418)	83,582	-8.6
Total Nonoperating Revenues (Expenses)	<u>(676,729)</u>	<u>(925,000)</u>	<u>(801,000)</u>	<u>(881,418)</u>	<u>43,582</u>	<u>4.7</u>
Net Income Before Operating Transfers Out	4,260,233	2,402,906	2,916,417	2,355,695	(47,211)	-2.0
<u>OPERATING TRANSFERS (Out)</u>						
Operating Transfers Out - Tax Equivalent	(1,438,864)	(1,466,085)	(1,463,402)	(1,495,875)	(29,790)	2.0
Total Operating Transfers (Out)	<u>(1,438,864)</u>	<u>(1,466,085)</u>	<u>(1,463,402)</u>	<u>(1,495,875)</u>	<u>(29,790)</u>	<u>2.0</u>
Change In Net Position	2,821,369	936,821	1,453,016	859,820	(77,001)	-8.2
TOTAL NET POSITION - 7/1	<u>28,989,029</u>	<u>30,840,167</u>	<u>31,810,398</u>	<u>33,263,414</u>	<u>2,423,246</u>	<u>7.9</u>
TOTAL NET POSITION - 6/30	<u>31,810,398</u>	<u>31,776,988</u>	<u>33,263,414</u>	<u>34,123,233</u>	<u>2,346,245</u>	<u>7.4</u>

ELECTRIC FUND EXPENSES AND CAPITAL	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
Purchased Power	41,620,223	42,303,614	42,654,592	42,318,831	15,217	0.0
Other Expenses (Depreciation, Tax Equivalent & Interest Expense)	4,177,156	4,844,085	4,318,402	4,534,793	(309,292)	-6.4
Substation Costs	266,515	310,680	342,766	352,200	41,520	13.4
Line Maintenance	2,125,467	1,698,865	2,594,377	2,671,860	972,995	57.3
Street Lighting/Traffic Signals	294,479	306,128	451,628	458,628	152,500	49.8
General and Administration	4,407,451	5,405,690	4,175,896	4,377,086	(1,028,604)	-19.0
TOTAL EXPENSES	52,891,290	54,869,062	54,537,661	54,713,398	(155,664)	-0.3
Capital Projects	-	4,550,000	3,105,000	3,940,000	(610,000)	-13.4
Equipment	-	105,000	-	135,000	30,000	28.6
TOTAL CAPITAL	-	4,655,000	3,105,000	4,075,000	(580,000)	-12.5
TOTAL EXPENSES & CAPITAL	52,891,290	59,524,062	57,642,661	58,788,398	(735,664)	-1.2

Electric Fund Expenses by Fiscal Year:

Purchased power costs increased 7.5% in October 2005, 9.95% in April 2006, 7% in April 2008, and 8% in October 2009 due to rate increases from TVA. The spike in fiscal 2009 was due to the then quarterly Fuel Cost Adjustment by TVA.

Electric Fund Expenses by Fiscal Year:



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 \$4,075,000 in electric system capital projects and equipment purchases planned for fiscal 2015. Included in this total is major capital projects budgeted for fiscal 2015 that might require funding through long-term debt, such as \$1,215,000 for SCADA, remote meter reading and billing software and \$900,000 for distribution system improvements. The issuance of any long-term debt would impact the electric rates at the next review cycle in the fall of 2015. The last rate increase to fund city electric operations was a 1.3% inflationary rate increase October 2013. The City passed-through a 1.5% rate increase in October 2013 and a 1.5% rate increase effective October 2014 from TVA for wholesale power costs. 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 2015-2020 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 is budgeted at \$886,418, based on actual debt issued and potential debt issuances for fiscal 2015. The Electric Fund currently has \$20,482,627 in outstanding long-term debt, of which \$3,527,627 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**

**ELECTRIC FUND
CAPITAL PROJECTS AND EQUIPMENT**

	BUDGET	PROJECTED	BUDGET
	<u>2014</u>	<u>2014</u>	<u>2015</u>
<u>CAPITAL IMPROVEMENT PROJECTS</u>			
Electric Distribution System Improvements	\$ 1,550,000	\$ 1,550,000	\$ 900,000
Electric Substation Improvements	260,000	260,000	175,000
Facilities Expansion for New Loads and Services	355,000	355,000	305,000
Billing Software, SCADA and Remote Metering	1,190,000	-	1,215,000
Street Lighting Improvements	180,000	-	180,000
Pole Replacement	-	-	150,000
<u>CAPITAL MAINTENANCE PROJECTS</u>			
Routine Expansion, Maintenance, Replacement and Minor Additions (including Transformers)	765,000	765,000	765,000
Traffic Signal, Public and Private Light Maintenance and Improvements	150,000	75,000	150,000
Transmission System Improvements	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
TOTAL CAPITAL PROJECTS	<u>\$ 4,550,000</u>	<u>\$ 3,105,000</u>	<u>\$ 3,940,000</u>
<u>EQUIPMENT</u>			
Hand-Held Radio Replacement	\$ 20,000	\$ -	\$ 20,000
Underground Equipment	25,000	-	25,000
3/4 Ton Tool Body Pickup to replace #245	35,000	-	35,000
3/4 Ton Extend Cab 4WD Pickup to replace #275	-	-	30,000
Plug-In Hybrid Bucket Truck (after TVA Rebate)	<u>25,000</u>	<u>-</u>	<u>25,000</u>
TOTAL EQUIPMENT	<u>\$ 105,000</u>	<u>\$ -</u>	<u>\$ 135,000</u>
TOTAL CAPITAL PROJECTS & EQUIPMENT	<u>\$ 4,655,000</u>	<u>\$ 3,105,000</u>	<u>\$ 4,075,000</u>

CITY OF OAK RIDGE, TENNESSEE
 BOND PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
 FISCAL 2015 BUDGET **

Fiscal Year	Electric Revenue Bonds		General Obligation Bonds		2009B Build America Bonds				Total		Total Requirements	
	Refunding Series 2003		Refunding Series 2003		Principal	Coupon Interest	Treasury Rebate	(1)	Net Interest	Principal		Net Interest
	Principal	Interest	Principal	Interest								
2015	\$ 925,000	\$ 75,400	\$ -	\$ 448,444	\$ -	\$ 302,775	\$ (98,341)	\$ 204,434	\$ 925,000	\$ 728,278	\$ 1,653,278	
2016	960,000	38,400	-	448,444	-	302,775	(98,341)	204,434	960,000	691,278	1,651,278	
2017	-	-	1,000,000	448,444	-	302,775	(98,341)	204,434	1,000,000	652,878	1,652,878	
2018	-	-	1,045,000	398,444	-	302,775	(98,341)	204,434	1,045,000	602,878	1,647,878	
2019	-	-	1,055,000	356,644	-	302,775	(98,341)	204,434	1,055,000	561,078	1,616,078	
2020	-	-	1,135,000	314,444	-	302,775	(98,341)	204,434	1,135,000	518,878	1,653,878	
2021	-	-	1,150,000	257,694	-	302,775	(98,341)	204,434	1,150,000	462,128	1,612,128	
2022	-	-	1,210,000	200,194	-	302,775	(98,341)	204,434	1,210,000	404,628	1,614,628	
2023	-	-	1,300,000	151,794	-	302,775	(98,341)	204,434	1,300,000	356,228	1,656,228	
2024	-	-	1,065,000	96,544	-	302,775	(98,341)	204,434	1,065,000	300,978	1,365,978	
2025	-	-	1,110,000	49,950	-	302,775	(98,341)	204,434	1,110,000	254,384	1,364,384	
2026	-	-	-	-	-	302,775	(98,341)	204,434	-	204,434	204,434	
2027	-	-	-	-	-	302,775	(98,341)	204,434	-	204,434	204,434	
2028	-	-	-	-	450,000	302,775	(98,341)	204,434	450,000	204,434	654,434	
2029	-	-	-	-	450,000	275,775	(89,572)	186,203	450,000	186,203	636,203	
2030	-	-	-	-	450,000	248,775	(80,802)	167,973	450,000	167,973	617,973	
2031	-	-	-	-	450,000	221,775	(72,033)	149,742	450,000	149,742	599,742	
2032	-	-	-	-	450,000	194,775	(63,263)	131,512	450,000	131,512	581,512	
2033	-	-	-	-	450,000	167,775	(54,493)	113,282	450,000	113,282	563,282	
2034	-	-	-	-	450,000	140,775	(45,724)	95,051	450,000	95,051	545,051	
2035	-	-	-	-	450,000	113,775	(36,954)	76,821	450,000	76,821	526,821	
2036	-	-	-	-	450,000	86,100	(27,965)	58,135	450,000	58,135	508,135	
2037	-	-	-	-	475,000	58,425	(18,976)	39,449	475,000	39,449	514,449	
2038	-	-	-	-	475,000	29,212	(9,488)	19,724	475,000	19,724	494,724	
Total	\$ 1,885,000	\$ 113,800	\$ 10,070,000	\$ 3,171,040	\$ 5,000,000	\$ 5,776,012	\$ (1,876,048)	\$ 3,899,964	\$ 16,955,000	\$ 7,184,804	\$ 24,139,804	

(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.

Due to the federal sequestration, the treasury rebates on the Build America Bonds have been reduced by 7.2%.

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 NOTE PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
 FISCAL 2015 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	
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	<u>\$2,074,331</u>	<u>\$ 642,575</u>	<u>\$ 1,453,296</u>	<u>\$690,678</u>	<u>\$ 3,527,627</u>	<u>\$ 1,333,253</u>	<u>\$ 4,860,880</u>

(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.

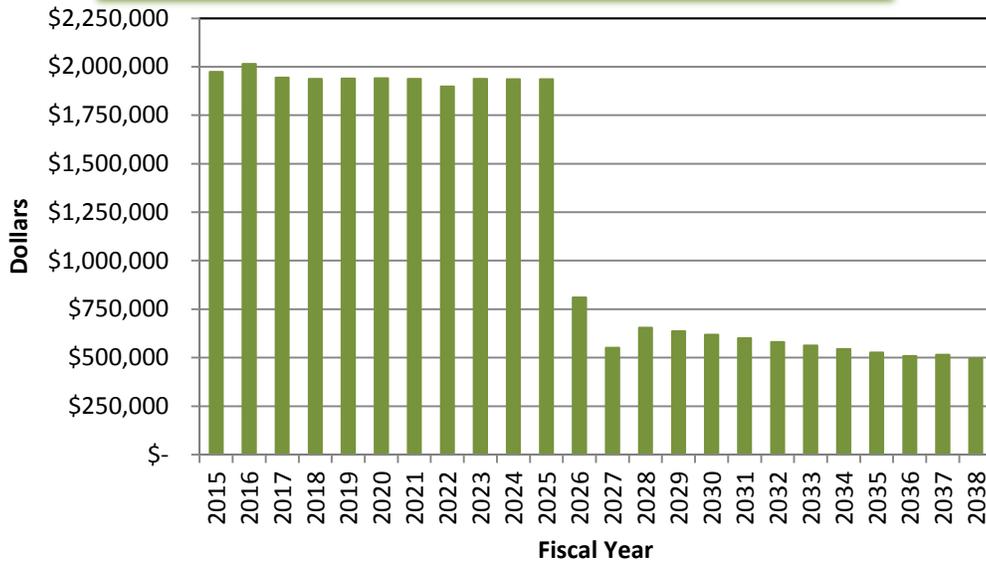
** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 PRINCIPAL AND INTEREST SUMMARY
 REQUIREMENTS BY FISCAL YEAR - ELECTRIC FUND
 FISCAL 2015 BUDGET**

Fiscal Year	ELECTRIC BOND		ELECTRIC NOTES		Total		Total Requirements
	Principal	Interest	Principal	Interest	Principal	Net Interest	
2015	\$ 925,000	\$ 728,278	\$ 163,111	\$ 158,140	\$ 1,088,111	\$ 886,418	\$ 1,974,529
2016	960,000	691,278	213,448	150,614	1,173,448	841,892	2,015,340
2017	1,000,000	652,878	149,453	141,245	1,149,453	794,123	1,943,576
2018	1,045,000	602,878	155,124	134,499	1,200,124	737,377	1,937,501
2019	1,055,000	561,078	196,463	127,365	1,251,463	688,443	1,939,906
2020	1,135,000	518,878	167,801	118,631	1,302,801	637,508	1,940,309
2021	1,150,000	462,128	214,807	110,906	1,364,807	573,033	1,937,840
2022	1,210,000	404,628	181,812	101,361	1,391,812	505,989	1,897,801
2023	1,300,000	356,228	188,818	93,154	1,488,818	449,382	1,938,200
2024	1,065,000	300,978	486,491	83,556	1,551,491	384,534	1,936,025
2025	1,110,000	254,384	509,498	61,579	1,619,498	315,963	1,935,461
2026	-	204,434	567,505	38,437	567,505	242,871	810,376
2027	-	204,434	333,296	13,766	333,296	218,199	551,495
2028	450,000	204,434	-	-	450,000	204,434	654,434
2029	450,000	186,203	-	-	450,000	186,203	636,203
2030	450,000	167,973	-	-	450,000	167,973	617,973
2031	450,000	149,742	-	-	450,000	149,742	599,742
2032	450,000	131,512	-	-	450,000	131,512	581,512
2033	450,000	113,282	-	-	450,000	113,282	563,282
2034	450,000	95,051	-	-	450,000	95,051	545,051
2035	450,000	76,821	-	-	450,000	76,821	526,821
2036	450,000	58,135	-	-	450,000	58,135	508,135
2037	475,000	39,449	-	-	475,000	39,449	514,449
2038	475,000	19,724	-	-	475,000	19,724	494,724
Total	\$ 16,955,000	\$ 7,184,804	\$ 3,527,627	\$ 1,333,253	\$ 20,482,627	\$ 8,518,057	\$ 29,000,684

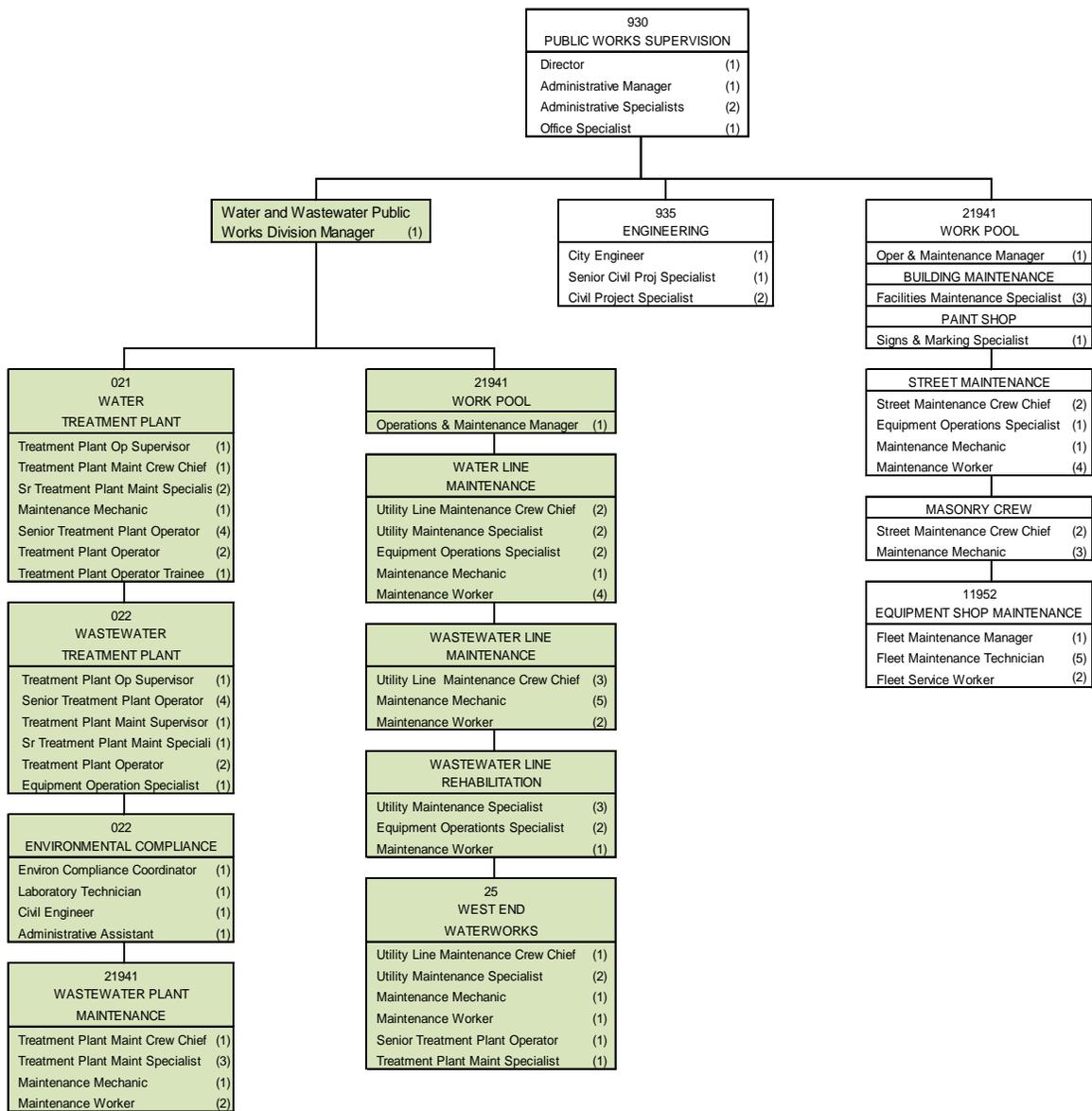
** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be issued after that date.

ELECTRIC FUND ANNUAL DEBT SERVICE PAYMENTS BY 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 a 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 December 2015. The plant has a treatment capacity of approximately 28 MGD. Water sales to DOE historically comprised approximately 30% of total water sales revenues. DOE water sales have been declining in recent years and currently comprise approximately 23% of total water sales revenue.

Maintenance of the water distribution system is performed by the Work Pool Division and involves maintaining approximately 249 miles of water main piping, 2,541 fire hydrants, 5,559 main valves, 8,982 service laterals, 12,926 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 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015
Miles of mains	249.05	247	249.05	249.05
Fire Hydrants (each)	2,541	2,540	2,541	2,541
Water meters installed (June)	12,921	12,870	12,789	12,870

Wastewater Operations

The wastewater system consists of two treatment facilities operated by the Wastewater Treatment Division and approximately 272 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. A 0.6 MGD wastewater treatment plant has been constructed to service the far west end of Oak Ridge including the Preserve at Clinch River, 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 DOE's Y-12 plant which usage comprises approximately 20% of total wastewater sales revenue.

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 and taps, as well as installation of new connections and extensions and maintenance of approximately 6,354 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. 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 few 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 2013	BUDGET FY 2014	PROJECTED FY 2014	BUDGET FY 2015
Turtle Park Sewer Plant				
Water treated (gallons (billions))	1.8	2.0	2.0	2.0
Average reduction of B. O. D.	97%	97%	97%	97%
NPDES Effluent Permit Violations	0	0	0	0
Collection System				
Miles of sewer mains	272.17	260	272.17	272.17
Customers (June)	11,074	11,200	11,136	11,200

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 \$1,480,000 annually for these operations. The contract term has been extended through September 2014, at which time going forward water and sewer services will be metered and billed at regular retail rates for usage.

2013-2014 Accomplishments

WATERWORKS - WATER

Water Treatment Plant

- Tested a total of 464 bacteriological samples.
- Y-12 Plant-Treated 2,176,587,000 gallons of water.
- Replaced an air compressor for the chemical feed system.
- Replaced a heater to the chlorine scrubber that prevents the chemicals from solidifying.
- Maintained the chlorine tanks, feeder lines, chlorine analyzers.
- Relocated electrical wiring, lights and equipment that was in the way of the roof replacement.
- Repaired a crack in the #12 filter.
- Replaced various deteriorating catwalks around the plant.
- Replaced the lightning protection around the 3MG reservoir damaged during a storm.
- Replaced lines to the river intake turbidity and pH meters.

WATERWORKS – WATER ACCOMPLISHMENTS CONTINUED

ETTP Plant

- Treated 97,402,200 gallons of water.
- Had the 5 year inspections performed for the Y-12 plant 3MG reservoir and clearwell and the ETTP clearwell.

River Intake & Raw Water Booster

- Continue to replace and refabricate bar screens at the intake.
- Fabricated and installed new plates into the intake to test for clams and Zebra mussels inside the pump structure.
- Serviced and maintained 11 pumps and motors.
- Rebuilt #'s 2, 4 and 5 pumps at the booster station.
- Serviced switch gear at both the intake and booster.

Outdoor and Indoor Swimming Pools

- Outdoor – Service pumps and equipment to prepare for opening and then for closing. Modified and installed a life guard stand.
- Indoor – Replaced the filter pump.

Civic Center

- Serviced and repaired the pump to the outdoor fountain.

Water Distribution

- Serviced and maintained 15 pump stations with 34 pumps and motors.
- Replaced pumps and motors for complete rehabs of Park Meade Pump Station and Greenbriar Booster Pump Station.
- Installed 27 new water taps.
- Replaced 34 old galvanized service lines from the water main to meter.
- Repaired 36 leaks on service lines.
- Checked 153 possible water leaks.
- Leak detected 161 streets.
- Repaired 122 water main breaks.
- Replaced 8 obsolete fire hydrants.
- Replaced 5 valves to fire hydrants.
- Rebuilt 2 fire hydrants.
- Replaced 9 broken main line valves.
- Installed 6 valves on hydrants that did not have valves.
- Installed 13 main line valves in new locations to allow better isolation during water shut offs.
- Tested 590 backflow preventers.
- Tested 191 meters for the annual meter testing.
- Replaced a total of 404 obsolete or bad meters ranging in size from 5/8" x 3/4" to 4".
- Performed the annual system-wide water main flushing.
- Checked 154 main line pressure-reducing valves and rebuilt 12 and replaced 1.

WATERWORKS – WASTEWATER

Environmental Protection Agency (EPA) Information Management System (Infor)

- Wastewater Treatment Plant
 - Developed work orders for the buildings located at the WWTP and trained the employees to utilize the work orders.
- Gravity Sewer Crews
 - Assisted with the development of Fats, Oil, Grease (FOG) assets in GIS/Infor.
 - Routed the quarterly inspection of FOG assets.
 - Trained personnel in Community Development to process inspection work orders of failed FOG food service establishments.
- Software updated from version 8.5 to version 10 with minimal complications.
- Several software patches installed during the year.
- GIS/Infor assets added for the Rarity Ridge (Preserve at Clinch River) Sewer Shed.

Remediation Plan Projects

East Plant Sewer Shed

- COR 12-16 (East Plant I)
 - \$946,352.50 awarded to Hurst Excavating on October 8, 2012 by Resolution #10-78-2012.
 - Final payment made, project completed on September 25, 2013.
- COR 12-17 (East Plant II)
 - \$709,265 awarded to A&M Contractors on October 8, 2012 by Resolution #10-78-2012.
 - Final payment should be made by June 30, 2014.
- COR 13-06 (East Plant III)
 - \$3,334,437.50 awarded to Hurst Excavating on August 12, 2013 by Resolution #08-75-2013.
 - Project completion date is August 31, 2014.
- Contract FY2014-35 (East Plant IV)
 - \$4,205,603 awarded to Morgan Contracting on October 14, 2013 by Resolution #10-100-2013.
 - Projected completion is November 30, 2014.
- Contract FY2014-98 (Central City I)
 - \$2,130,083.41 recommended for award to Portland Utilities Construction Company by City Council on May 12, 2014.
 - Projected completion date is April 30, 2015.
- Contract FY2014-99 (Y12 I)
 - Scheduled to open bids on May 15, 2014.
 - Scheduled for award by City Council on June 2, 2014.
 - Projected completion date is March 31, 2015.
- West End I
 - Repairs included in this project may be absorbed into the East Plant III and East Plant IV projects.
- Turtle Park I
 - Scheduled to be bid by November 2014.
 - Scheduled for award by City Council on December 8, 2014.
 - Projected completion date is August 31, 2015.
- Equalization Basins
 - Scheduled to be bid by July 2014.
 - Scheduled for award by City Council by August 2014.
 - Projected substantial completion by September 28, 2015.

WATERWORKS – WASTEWATER ACCOMPLISHMENTS CONTINUED

Public Outreach

- The EPA Administrative Order requires the City to disseminate information to the citizens via public outreach. During FY 2014 the following activities provided citizens with information regarding the EPA Order and sewer work associated with the Order.
 1. Prepared and updated summary cost information for the Order and posted quarterly on the City's website.
 2. Updated the information and the style of the EPA website.
 3. Developed, prepared and distributed information letters to residents as each project was close to beginning. These notices were color coded along with the door hanger notices for the project.
 4. Developed, prepared and distributed letters with specific repair information to residents that the contractor would be disturbing their property outside of the street rights-of-way.
 5. Distributed color coded door hanger notices for each project.
 6. Worked with LDA Engineering (EPA Program Manager) on the development and implementation of a weekly notice of the sewer construction areas which is distributed to the media outlets and posted on the City's EPA website.

State Revolving Fund (SRF) Loan Program

- The City of Oak Ridge chose to finance the EPA Remediation Plan projects utilizing the SRF loan program administered by TDEC. The SRF loan program includes several rigorous Federal regulations.
- Davis Bacon Wages – Prepared and distributed an addendum for each project “locking in” the appropriate Davis Bacon wage decision. Received and reviewed weekly payrolls from each contractor and their subcontractors.
- Approval of Sealed Bid Advertising – Prepared submitted and received approval of each sealed bid advertisement for each project.
- Assisted with the Public Meeting and documentation for the \$3,000,000 2014-337 loan application.

Wastewater Treatment Plant

- Successfully negotiated new NPDES Permits for both the Big Turtle and Rarity Ridge (Preserve at Clinch River) treatment plants.
- Big Turtle Plant-Treated 1,285,359,000 gallons of wastewater.
- Rarity Ridge (Preserve at Clinch River) Plant-Treated 38,783,604 gallons of wastewater.
- Hauled 149 loads for 266 dry tons of sludge to the landfill.
- Hauled 48 loads and land applied 82.78 dry tons of sludge.
- Rehabbed the entire carbon feed system to be more reliable.
- Rebuilt the aeration/mixer pumps for digesters #1 and 4.
- Rebuilt the automatic openers to the front gate.
- Upgraded the network at the plant by pulling new data lines and mounting a new server rack as requested by Information Services.
- Upgrade the lighting around the plant and main pump stations. Replaced lamp poles, ballasts and bulbs with more efficient ones.
- Replaced heaters in the Caustic Room to prevent the caustic from solidifying.
- Repaired leaks in the caustic pumps in the screening building.
- Rebuilt #5 flocculator.
- Replaced bad ballasts and lamps in the UV building.

Rarity (Preserve at Clinch River) Wastewater Treatment Plant

- Repaired and made improvements to the chlorine feed line. Pulled in a new line from the building to the injection manhole and modified the manhole to raise the injection point.
- Made repairs to the helicon unit.

WATERWORKS – WASTEWATER ACCOMPLISHMENTS CONTINUED

Centennial Golf Course Irrigation Pump Station

- Complete overhaul of station
 - Installed new motors, pumps, electrical, controls and electric transformer.

Wastewater Collection System

- Turtle Park pump station
 - Replaced all bearings on the traveling rake on bar screen #2.
 - Installed a soft start/soft stop starter on pump #3 when the VFD failed.
 - Repaired the generator.
 - Upgraded and replaced the bar screen.
- ETPP # 1 pump station
 - Built and installed a new electro/mechanical set of controls when the existing controls stopped working. A temporary fix until the station is replaced.
- ETPP River pump station
 - Replaced the HMI.
- East Plant pump station
 - Removed Muffin Monster and sent to the factory for an overhaul.
 - Reinstalled after rebuilt.
- Pump House Road pump station
 - Upgraded control panel.
- Rarity (Preserve at Clinch River) pump station #3
 - Replaced failed motor.
- Marina pump station
 - Replaced pumps, motors, and controls.
 - Installed and upsized new pipe for force main.
- Gregory's pump station
 - Replaced complete station including pumps, motors and controls.
- Replaced approximately 4,000 feet of Pump House Road force main.
- Serviced and maintained 47 sewer lift stations.
- Cleaned 29 sewer pump station wet wells.
- Replaced 43 manhole frames and covers city-wide due to street resurfacing.
- Monitored 102 Food Service Establishments grease traps. Checked 258 grease traps.
- Cleaned 5,587 linear feet of sewer mains directly in conjunction with the grease traps (grease lines).

Collection System

- Monitored 16 ground water monitoring locations to check during wet and dry weather.
- Cleaned and maintained 24,056 linear feet of problem sewer mains city-wide until rehab contractors replaced or repaired the sewer mains.
- Cleared 45,819 linear feet of sanitary sewer easement using city crews and mowing contractor.
- Checked 7 rain events totaling 0.5 inches or more for a total of 14.67" of rain through 4-18-14. Checked 850 manholes.
- Clean and TV 167,000 linear feet of sanitary sewer starting in the East Plant Sewer Shed using city crews and contractors by June 30, 2014.
- Inspected 454 sanitary sewer manholes as contractors completed rehab work in the mini basins in the East Plant Sewer Shed.
- Smoke tested 77,695 linear feet of sanitary sewer mains as contractors complete rehab work in the East Plant Sewer Shed.
- Inspected by CCTV, 8,467 feet of new lines and 19 new manholes and smoke tested 13,024 feet to be accepted by the City.
- Inspected by CCTV, 3,004 feet of miscellaneous lines.
- Cleaned 300 feet of common laterals and replaced 7.

2015-2016 Goals

WATERWORKS – WATER

Water Treatment Plant

- Complete the electrical system upgrade design. Bid and start construction.
- Rehab both surge tanks. Sandblast and paint.
- Replace windows in main building.

Raw Water Intake

- Replace the electric lines that feed the intake.
- Make repairs and modifications to the ladder cages and grating.

Raw Water Booster

- Drain and clean mud and debris from raw water tank.
- Replace five pumps, motors, controls and switch gear.

ETTP Water Treatment Plant

- Decommission plant.

Water Distribution

- Replace 35 old galvanized service lines on the roads scheduled for repaving.
- Replace 20 obsolete fire hydrants.
- Install 10 valves on hydrants that don't have valves.
- Replace 10 old valves.
- Install 10 valves in new locations for better isolation.
- Test 170 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.
- Annual tests of approximately 1,619 backflow preventers.
- Service and maintain 15 pump stations with 34 pumps and motors.
- Delaware pump station-upgrade pumps, motors and controls.
- ETTP 2.5 million gallon water tank-replace roof, paint interior and exterior.

WATERWORKS – WASTEWATER

Environmental Protection Agency (EPA)

Remediation Plan Projects

East Plant Sewer Shed

- East Plant III to be completed in FY2015.
- East Plant IV to be completed in FY2015.

Central City Sewer Shed

- Project to be completed during FY2015.

Y-12 Sewer Shed

- Project to be completed during FY2015.

West End Sewer Shed

- Projected to be completed during FY2015.

Turtle Park Sewer Shed

- Project to be designed, bid, awarded and begin construction during FY2015.

WATERWORKS – WASTEWATER CONTINUED

Environmental Protection Agency (EPA) Continued Remediation Plan Projects (Continued)

Equalization Basins

- Construction contract approved and basins under construction during FY2015.

Public Outreach

- Prepare and mail a color coded information letter to residents prior to sewer work beginning in their neighborhood.
- Prepare and mail letters with specific repair information to residents that the contractor would be disturbing their property outside of the street rights-of-way.
- Prepare and have contractors distribute color coded door hanger notices.
- Prepared EPA Administrative Order cost summary and post quarterly on City's website.
- Continue to update information as it becomes available on the City's EPA website.
- Continue to distribute weekly construction information to media outlets and the City's website.

State Revolving Fund (SRF) Loan Program

- As required by the SRF loan program, review all weekly certified payroll records submitted from contractors in accordance with the Davis Bacon Wage Rates of each awarded contract.
- Receive and review Davis Bacon wages weekly certified payrolls from construction contractors and their subcontractors.
- Submit and receive approval from TDEC of each advertisement for bid for each EPA Remediation Plan project.

Wastewater Collection System

Turtle Park Wastewater Treatment Plant

- Replace Jet Mixers in two digesters.

Collection System

- Clear off 15,000 linear feet of sanitary sewer easements using city crews and mowing contractor by June 30, 2015.
- Flow monitoring of the sanitary sewer, post rehab work in the Emory Valley and East Plant Sewer Sheds.
- Continue to check the Emory Valley Sewer Shed for inflow and infiltration (I&I) during significant rainfall totals of 1-2 inches.
- Continue to check the East Plant Sewer Shed for I&I during significant rainfall totals of 1-2 inches.
- Continue to monitor and check for SSO's during rain events totaling 0.5 of an inch of rainfall or more.
- Continue to monitor ground water levels at 16 different manhole locations.
- Replace 39 manhole frames and covers due to street resurfacing.
- Service and maintain 47 sewer pump stations.
- Clean wet wells as requested.
- Monitor 102 grease traps in the FOG program in conjunction with the Codes Department.
- Clean 37,000 ft. of grease lines (if needed) that are in conjunction with the grease traps.
- Clean and maintain 30,000 linear feet of problem sewer mains city-wide until rehab contractors can repair or replace them.

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 completed system reviews including city-wide smoke testing and scoping of sewer lines with closed circuit TV cameras, as well as developing a system hydraulic model. This information was used to develop the required Remediation Plan to correct all system deficiencies. EPA has accepted the City's remediation plan which outlines an approximate \$23,090,000 in capital projects that must be completed by September 2015. The City has been approved for \$21,000,000 in funding for these projects through low interest rate loans through the State Revolving Fund (SRF) Loan program. There is an up to \$400,000 principal forgiveness from the State for payment of principal by the City on the SRF loans. Funds are drawn from the SRF loans for reimbursement of capital payments by the City for approved projects. Once all applicable loan proceeds have been drawn by the City, monthly principal payments will begin to pay off the loan over a 20-year period.

Revenue Sources

Waterworks operating revenues are projected to decrease overall by \$168,740, down 3.9.4%. Beginning in May 2012, annual Water and wastewater rate increases have been significant to meet the capital and ongoing operating expenses required to meet the wastewater AO, the planned upgrades to the water treatment plant and rate adjustments to compensate for the significantly declining consumption from DOE.

Rate increases of 10% for water and 15% for wastewater were effective in January 2014 and increases of 8% for water and 10% for wastewater are effective in January 2015. Residential and commercial water and wastewater billings, excluding DOE or their contractors, are projected to generate an increase of \$1,664,913 or 12% over fiscal 2014 projected levels. A portion of this increase reflects the ending of the contracted payments from the ETTP DOE site contractor in September 2014 as the usage for the ETTP site transitions to metered usage at regular retail rates. Budgeted payments from DOE and the ETTP site are expected to decline \$715,698. This reflects both the reduction in revenue from the ETTP site due to the contact ending and the anticipation of new revenue from DOE for a share of the costs to construct an equalization basin to hold wastewater flowing from the DOE federal reservation.

The sales volume from DOE for both water and wastewater have varied greatly in an overall declining level in recent years resulting in the shifting of funding for system costs from DOE to the City's other residential and commercial customers. During fiscal 2013, the City revised the water contract with DOE to a fixed dollar amount for both raw and treated water for each calendar year through fiscal 2015 to stabilized water revenues. The contract allows for annual inflationary increases to the fixed amount. Raw water sales to DOE are projected to increase by \$9,346 and treated water by \$21,061 based on the new contract pricing structure. DOE wastewater sales are projected to increase by \$285,000 to realign the budget to recent usage levels.

Monthly billings to customers for wastewater usage are based on metered water consumption. There are summer wastewater billing caps based on winter period usage from May to October. Weather, in the form of drought or high rainfall conditions, can significantly impact the revenue collections in any particular fiscal year. Increased user conservation is also expected due to the level of rate increases.

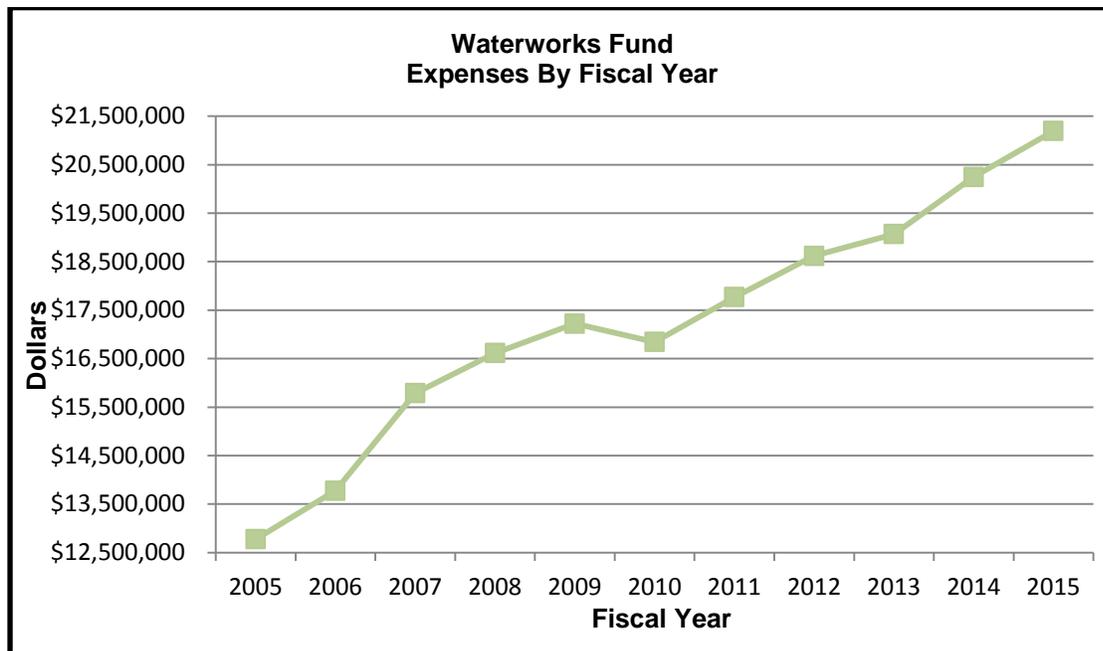
Expenses

Waterworks operating expenses are projected to increase \$262,498 or 1.4%. Tax equivalent payments (PILOT) are projected to increase for 2015 to \$1,595,000. PILOT costs are based on net asset value, therefore higher asset levels due to recent major capital projects and/or contributed (donated) capita, or increases in the City's property tax rate will result in higher PILOT payments to the City's General Fund.

Depreciation expense is projected to decrease \$227,950 from budget 2014 due to reaching the full amortization levels for assets donated by DOE for west end operations. Purchased water costs are budgeted down \$13,249 based on current usage levels. Interest expense is budgeted to increase \$208,382 due the \$35,810,000 in debt issued since 2011 to fund water and wastewater capital projects, including those related to the EPA AO. Depreciation, interest expense and the PILOT payment are all expected to begin increasing significantly in fiscal 2016, reflecting the City nearing the end of the major capital phase of the EPA mandated projects.

Budgeted water and wastewater operating expenses increased \$503,697, up 4.3% for primarily for salaries, routine maintenance costs and the additional maintenance and personnel costs in wastewater required to meet EPA's AO. The funding for the City's economic development endeavors from the Waterworks Fund remained the same at \$30,000.

Waterworks Fund - Expenses by Fiscal Year:



WATERWORKS FUND

PROJECTED STATEMENT OF REVENUE AND EXPENSES

	<u>ACTUAL</u> 2013	<u>BUDGET</u> 2014	<u>PROJECTED</u> 2014	<u>BUDGET</u> 2015	<u>BUDGET</u> 15 vs 14	<u>%</u> <u>CHANGE</u>
<u>OPERATING REVENUES:</u>						
4021 Residential Water Sales and Wastewater Fees	7,557,794	9,037,702	8,249,216	9,239,122	201,420	2.2
4022 Commercial Water Sales and Wastewater Fees	5,199,687	6,037,587	5,625,058	6,300,065	262,478	4.3
4024 DOE Treated Water Sales	1,949,231	2,106,125	2,085,375	2,127,186	21,061	1.0
4025 COR Treated Water Sales	1,870,506	2,106,125	2,085,375	2,127,186	21,061	1.0
4026 DOE Raw Water Sales	380,247	470,705	466,069	480,051	9,346	2.0
4034 DOE Wastewater Sales	1,911,524	1,635,000	1,973,731	1,920,000	285,000	17.4
4025 DOE/ETTP Site Contractor	1,572,585	1,470,000	1,478,518	754,302	(715,698)	-48.7
4023 Public Fire Protection	58,968	60,600	66,000	69,690	9,090	15.0
4041 Forfeited Discounts	112,855	107,600	120,704	107,600	-	0.0
4043 Miscellaneous Revenue	377,369	89,658	2,550	89,658	-	0.0
Total Operating Revenues	<u>20,990,766</u>	<u>23,121,102</u>	<u>22,152,596</u>	<u>23,214,860</u>	<u>93,758</u>	<u>0.4</u>
<u>OPERATING EXPENSES:</u>						
5460 Depreciation	4,809,881	4,951,750	4,536,200	4,723,800	(227,950)	-4.6
5466 Purchased Water	1,924,528	2,196,435	2,144,648	2,183,186	(13,249)	-0.6
5431 Economic Development	132,000	30,000	26,182	30,000	-	0.0
5000 Operating Expenses					-	0.0
Water	5,722,614	6,012,028	6,298,664	6,306,835	294,807	4.9
Wastewater	5,365,300	5,638,287	5,781,955	5,847,177	208,890	3.7
Total Operating Expenses	<u>17,954,323</u>	<u>18,828,500</u>	<u>18,787,649</u>	<u>19,090,998</u>	<u>262,498</u>	<u>1.4</u>
Operating Income (Loss)	3,036,443	4,292,602	3,364,947	4,123,862	(168,740)	-3.9
<u>NONOPERATING REVENUES (EXPENSES)</u>						
4791 Capital Contributions	1,956,975	-	-	-	-	0.0
4046 Intergovernmental Revenue	553,085	-	-	-	-	0.0
4810 Interest Revenue	10,649	5,500	5,500	5,500	-	0.0
5421 EPA Judgement	(171,000)	-	-	-	-	0.0
5439 Interest Expense	(944,140)	(1,896,551)	(1,461,000)	(2,104,933)	(208,382)	11.0
Total Nonoperating Revenues (Expenses)	<u>1,405,569</u>	<u>(1,891,051)</u>	<u>(1,455,500)</u>	<u>(2,099,433)</u>	<u>(208,382)</u>	<u>11.0</u>
Net Income (Loss) Before Operating Transfers	4,442,012	2,401,551	1,909,447	2,024,429	(377,122)	-15.7
<u>OPERATING TRANSFERS</u>						
Operating Transfers Out - Tax Equivalent	<u>(1,472,404)</u>	<u>(1,448,000)</u>	<u>(1,548,916)</u>	<u>(1,595,000)</u>	<u>(147,000)</u>	<u>10.2</u>
Change in Net Position	2,969,608	953,551	360,531	429,429	(524,122)	-55.0
TOTAL NET POSITION- 7/1	<u>50,072,747</u>	<u>50,613,959</u>	<u>53,042,355</u>	<u>53,402,886</u>	<u>2,788,927</u>	<u>5.5</u>
TOTAL NET POSITION - 6/30	<u>53,042,355</u>	<u>51,567,510</u>	<u>53,402,886</u>	<u>53,832,315</u>	<u>2,264,805</u>	<u>4.4</u>

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.

Historically, the City had biennially reviewed its rate structure for water and wastewater services. The rate review scheduled for 2010 was delayed due to the EPA AO. Based on a 2012 rate review, an approximate 32% combined rate increase for water and wastewater rates were split into two parts with the first effective May 1, 2012 and the second effective January 1, 2013. Rate increases of 10% for water and 15% for wastewater occurred January 2014 and increases of 8% for water and 10% for wastewater are effective in January 2015.

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 2015 totaling \$4,514,700 and wastewater capital projects totaling \$14,709,500 are located on page [VI-26](#). Funding for the \$13,000,000 EAP mandated projects will be provided from approved SRF loans. Additional debt issuances will be required to complete water projects. A more in-depth presentation of planned Waterworks Fund capital projects is located in the Capital Improvements Program 2015-2020 document.

An updated amortization schedule as of June 30, 2014 for the Waterworks Fund \$70,732,392 in outstanding and approved long-term debt is on page [VI-27](#). The \$15,138,850 in outstanding variable interest rate debt is projected at a 4.50% interest rate. The amortization shown for the SRF loans are based on the draw of all available funds from these programs at the beginning for fiscal 2016. SRF loan proceeds are drawn to reimburse the City for actual capital costs incurred. Principal payments on SRF loans begin once all approved projects funded by the loan are sustainably complete. 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 2014	PROJECTED 2014	BUDGET 2015
<u>CAPITAL PROJECTS:</u>			
<u>WATER CAPITAL PROJECTS:</u>			
ETTP 2.5 Million Gallon Tank Rehabilitation (DOE Funded)	\$ 850,000	\$ -	\$ 700,000
Booster Station Improvements/Upgrades	100,000	100,000	100,000
Fire Hydrant Replacement	-	-	160,000
Water Meter Testing and Replacement	-	-	100,000
Tank Inspection, Painting and Cleaning	-	-	80,000
Water Distribution System Rehabilitation	600,000	600,000	260,000
Billing Software, SCADA and Remote Metering	-	-	405,500
Water Treatment Plants (includes DOE match)			
Building Repairs / Roof Replacement	500,000	500,000	-
Electric Upgrades	1,000,000	-	300,000
Paint and Replace Windows - Main Op Bldg.	300,000	-	284,200
Raw Water Main - 700 ft of 24" Main	350,000	-	650,000
Raw Water Intake and Raw Water Booster Station	-	-	1,225,000
Capital Maintenance	250,000	250,000	250,000
TOTAL WATER CAPITAL PROJECTS	\$ 3,950,000	\$ 1,450,000	\$ 4,514,700
<u>WASTEWATER CAPITAL PROJECTS</u>			
ETTP Wastewater System Improvements (DOE Funded)	\$ 450,000	\$ -	\$ 450,000
Wastewater Treatment Plant Capital Maintenance	150,000	150,000	150,000
Billing Software, SCADA and Remote Metering	-	-	359,500
Sewer System Rehabilitation EPA Mandate (Estimated)	10,000,000	6,000,000	13,000,000
Pump Station Replacement/Improvements	450,000	-	500,000
Wastewater Treatment Plant Jet Mix Digester Replacement	-	-	150,000
Sewer Line Rehabilitation	400,000	400,000	100,000
TOTAL WASTEWATER CAPITAL PROJECTS	\$ 11,450,000	\$ 6,550,000	\$ 14,709,500
TOTAL WATERWORKS CAPITAL PROJECTS	\$ 15,400,000	\$ 8,000,000	\$ 19,224,200
<u>WORK POOL AND WATERWORKS EQUIPMENT:</u>			
VAC-CON Sewer Truck, 2000 Replaces #312	\$ -	\$ -	\$ 125,000
Mini-Excavator	-	-	60,000
Ford F-150 Replaces # 232	-	-	25,000
1.5 Ton Dump Truck Replaces #305	-	-	55,000
Rubber Track Skid Steer Loader Replaces #454	-	-	70,000
2WD Pickup Truck, Replaces #221	-	-	20,172
4WD Pickup Truck, Replaces #345	-	-	22,737
1 Ton 4WD Pickup Truck Replaces #235	-	-	28,265
1.5 Ton Dump Truck Replaces #318	-	-	48,813
TOTAL WORK POOL AND WATERWORKS EQUIPMENT	\$ -	\$ -	\$ 454,987
TOTAL CAPITAL PROJECTS & EQUIPMENT	\$ 15,400,000	\$ 8,000,000	\$ 19,679,187

CITY OF OAK RIDGE, TENNESSEE
 BOND PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
 FISCAL 2015 BUDGET **

Fiscal Year	General Obligation Bonds		2009B Build America Bonds				General Obligation Bonds		Total		
	Refunding Series 2013		Principal	Coupon Interest	Treasury Rebate (1)	Net Interest	Refunding Series 2011 B		Principal	Net Interest	Total Requirements
	Principal	Interest					Principal	Interest			
2015	\$ 965,000	\$ 707,550	\$ -	\$ 292,125	\$ (94,882)	\$ 197,243	\$ 100,000	\$ 255,550	\$ 1,065,000	\$ 1,160,343	\$ 2,225,343
2016	730,000	688,250	-	292,125	(94,882)	197,243	100,000	253,550	830,000	1,139,043	1,969,043
2017	235,000	673,650	-	292,125	(94,882)	197,243	200,000	251,550	435,000	1,122,443	1,557,443
2018	245,000	668,950	-	292,125	(94,882)	197,243	200,000	247,550	445,000	1,113,743	1,558,743
2019	255,000	661,600	-	292,125	(94,882)	197,243	225,000	243,550	480,000	1,102,393	1,582,393
2020	665,000	653,950	-	292,125	(94,882)	197,243	225,000	239,050	890,000	1,090,243	1,980,243
2021	1,025,000	634,000	-	292,125	(94,882)	197,243	225,000	234,550	1,250,000	1,065,793	2,315,793
2022	1,055,000	603,250	-	292,125	(94,882)	197,243	275,000	230,050	1,330,000	1,030,543	2,360,543
2023	375,000	561,050	200,000	292,125	(94,882)	197,243	975,000	223,863	1,550,000	982,155	2,532,155
2024	285,000	546,050	450,000	282,125	(91,634)	190,491	1,325,000	199,488	2,060,000	936,028	2,996,028
2025	290,000	537,500	450,000	257,375	(83,595)	173,780	1,375,000	166,363	2,115,000	877,642	2,992,642
2026	305,000	528,800	400,000	232,063	(75,374)	156,689	1,500,000	128,550	2,205,000	814,039	3,019,039
2027	215,000	518,888	750,000	209,063	(67,903)	141,160	1,650,000	86,550	2,615,000	746,597	3,361,597
2028	825,000	510,288	900,000	165,000	(53,592)	111,408	1,235,000	37,050	2,960,000	658,746	3,618,746
2029	1,815,000	481,413	900,000	111,000	(36,053)	74,947	-	-	2,715,000	556,360	3,271,360
2030	1,890,000	408,813	950,000	56,999	(18,514)	38,485	-	-	2,840,000	447,298	3,287,298
2031	1,910,000	333,213	-	-	-	-	-	-	1,910,000	333,213	2,243,213
2032	1,990,000	256,813	-	-	-	-	-	-	1,990,000	256,813	2,246,813
2033	2,075,000	169,750	-	-	-	-	-	-	2,075,000	169,750	2,244,750
2034	1,805,000	78,969	-	-	-	-	-	-	1,805,000	78,969	1,883,969
Total	\$ 18,955,000	\$ 10,222,744	\$ 5,000,000	\$ 3,942,750	\$ (1,280,605)	\$ 2,662,145	\$ 9,610,000	\$ 2,797,263	\$ 33,565,000	\$ 15,682,151	\$ 49,247,151

(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.

Due to the current federal sequestration, the treasury rebates on the Build America Bonds have been reduced by 7.2%.

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be refunded or issued after that date.

CITY OF OAK RIDGE, TENNESSEE
 NOTE PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
 FISCAL 2015 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)		Public Building Authority of Clarksville, TN TMBF Series 2012 (1)	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2015	\$ -	\$ 126,168	\$ 163,000	\$ 69,417	\$ 275,889	\$ 185,445	\$ -	\$ 80,749	\$ 166,000	\$ 217,845
2016	-	126,168	171,000	62,053	286,552	172,990	-	80,749	174,000	210,375
2017	323,978	124,970	180,000	54,324	298,547	160,051	75,000	80,471	182,000	202,545
2018	346,674	110,307	189,000	46,191	309,875	146,575	85,000	77,059	190,000	194,355
2019	370,949	94,617	198,000	37,653	322,537	132,583	60,000	73,327	199,000	185,805
2020	396,888	77,828	208,000	28,706	335,199	118,022	60,000	70,627	208,000	176,850
2021	424,655	59,865	218,000	19,309	349,193	102,887	60,000	67,927	217,000	167,490
2022	454,417	40,646	229,000	9,458	363,187	87,121	-	65,449	227,000	157,725
2023	486,174	20,080	-	-	377,181	70,726	160,000	64,857	237,000	147,510
2024	-	-	-	-	392,509	53,696	295,000	57,158	248,000	136,845
2025	-	-	-	-	408,503	35,974	315,000	43,809	259,000	125,685
2026	-	-	-	-	424,497	17,532	335,000	29,560	270,000	114,030
2027	-	-	-	-	-	-	349,416	14,431	282,000	101,880
2028	-	-	-	-	-	-	-	-	295,000	89,190
2029	-	-	-	-	-	-	-	-	308,000	75,915
2030	-	-	-	-	-	-	-	-	322,000	62,055
2031	-	-	-	-	-	-	-	-	337,000	47,565
2032	-	-	-	-	-	-	-	-	352,000	32,400
2033	-	-	-	-	-	-	-	-	368,000	16,560
2034	-	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-	-
Total	\$ 2,803,735	\$ 780,649	\$ 1,556,000	\$ 327,110	\$ 4,143,669	\$ 1,283,602	\$ 1,794,416	\$ 806,171	\$ 4,841,000	\$ 2,462,625

(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) Principal amount shown on the State Revolving Fund Loans is for the full loan authorization amount. The City draws funds as capital projects occur.

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include new debt anticipated to be issued during fiscal 2015.

CITY OF OAK RIDGE, TENNESSEE
 NOTE PRINCIPAL AND INTEREST
 REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
 FISCAL 2015 BUDGET**

Fiscal Year	Capital Outlay Notes Interfund Loan From General Fund (2)		State Revolving Fund Loan Interest/Fee at 1.23% (3)		State Revolving Fund Loan Interest/Fee at 1.81% (3)		Total		Total Requirements
	Principal	Interest	Principal	Interest/Fees	Principal	Interest/Fees	Principal	Fees/ Interest	
	2015	\$ 238,095	\$ 14,286	\$ -	\$ 216,480	\$ -	\$ 34,200	\$ 842,984	
2016	238,096	11,905	787,236	212,040	126,648	53,256	1,783,532	929,536	2,713,068
2017	238,095	9,524	796,320	202,320	128,868	50,940	2,222,808	885,145	3,107,953
2018	238,095	7,143	805,536	192,468	131,112	48,588	2,295,292	822,686	3,117,978
2019	238,096	4,762	814,848	182,508	133,392	46,200	2,336,822	757,455	3,094,277
2020	238,095	2,381	824,268	172,428	135,720	43,764	2,406,170	690,606	3,096,776
2021	-	-	833,796	162,240	138,084	41,292	2,240,728	621,010	2,861,738
2022	-	-	843,444	151,920	140,496	38,772	2,257,544	551,091	2,808,635
2023	-	-	853,188	141,504	142,944	36,204	2,256,487	480,881	2,737,368
2024	-	-	863,052	130,956	145,440	33,600	1,944,001	412,255	2,356,256
2025	-	-	873,024	120,288	147,972	30,948	2,003,499	356,704	2,360,203
2026	-	-	883,116	109,488	150,552	28,248	2,063,165	298,858	2,362,023
2027	-	-	893,328	98,568	153,180	25,500	1,677,924	240,379	1,918,303
2028	-	-	903,660	87,516	155,856	22,704	1,354,516	199,410	1,553,926
2029	-	-	914,100	76,356	158,568	19,860	1,380,668	172,131	1,552,799
2030	-	-	924,672	65,040	161,328	16,968	1,408,000	144,063	1,552,063
2031	-	-	935,364	53,604	164,148	14,028	1,436,512	115,197	1,551,709
2032	-	-	946,176	42,048	167,004	11,040	1,465,180	85,488	1,550,668
2033	-	-	957,108	30,360	169,920	7,980	1,495,028	54,900	1,549,928
2034	-	-	968,184	18,516	172,884	4,884	1,141,068	23,400	1,164,468
2035	-	-	979,580	6,537	175,884	1,717	1,155,464	8,254	1,163,718
Total	\$ 1,428,572	\$ 50,001	\$ 17,600,000	\$ 2,473,185	\$ 3,000,000	\$ 610,693	\$ 37,167,392	\$ 8,794,036	\$ 45,961,428

(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) Principal amount shown on the State Revolving Fund Loans is for the full loan authorization amount. The City draws funds as capital projects occur.

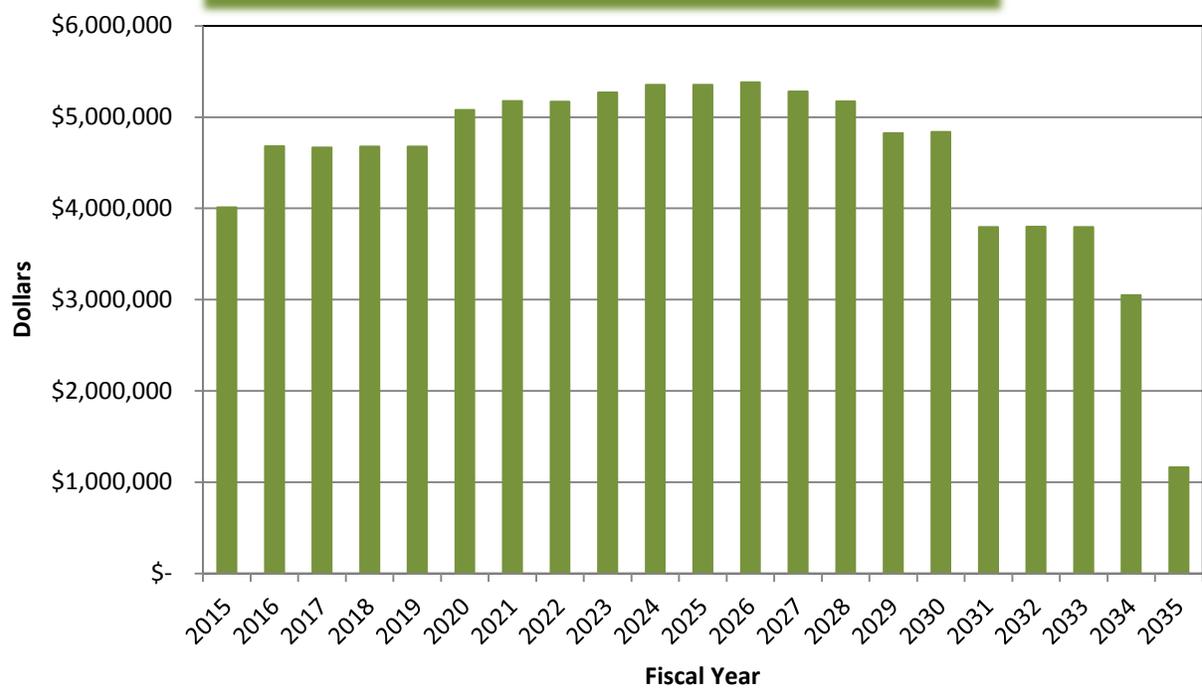
** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include new debt anticipated to be issued during fiscal 2015.

CITY OF OAK RIDGE, TENNESSEE
 PRINCIPAL AND INTEREST SUMMARY
 REQUIREMENTS BY FISCAL YEAR - WATERWORKS FUND
 FISCAL 2015 BUDGET**

Fiscal Year	WATERWORKS BONDS		WATERWORKS NOTES		TOTAL WATERWORKS FUND		
	Principal	Interest	Principal	Interest	Principal	Net Interest	Total Requirements
2015	\$ 1,065,000	\$ 1,160,343	\$ 842,984	\$ 944,590	\$ 1,907,984	\$ 2,104,932	\$ 4,012,916
2016	830,000	1,139,043	1,783,532	929,536	2,613,532	2,068,578	4,682,110
2017	435,000	1,122,443	2,222,808	885,145	2,657,808	2,007,588	4,665,396
2018	445,000	1,113,743	2,295,292	822,686	2,740,292	1,936,429	4,676,721
2019	480,000	1,102,393	2,336,822	757,455	2,816,822	1,859,847	4,676,669
2020	890,000	1,090,243	2,406,170	690,606	3,296,170	1,780,849	5,077,019
2021	1,250,000	1,065,793	2,240,728	621,010	3,490,728	1,686,802	5,177,530
2022	1,330,000	1,030,543	2,257,544	551,091	3,587,544	1,581,634	5,169,178
2023	1,550,000	982,155	2,256,487	480,881	3,806,487	1,463,036	5,269,523
2024	2,060,000	936,028	1,944,001	412,255	4,004,001	1,348,283	5,352,284
2025	2,115,000	877,642	2,003,499	356,704	4,118,499	1,234,346	5,352,845
2026	2,205,000	814,039	2,063,165	298,858	4,268,165	1,112,897	5,381,062
2027	2,615,000	746,597	1,677,924	240,379	4,292,924	986,976	5,279,900
2028	2,960,000	658,746	1,354,516	199,410	4,314,516	858,156	5,172,672
2029	2,715,000	556,360	1,380,668	172,131	4,095,668	728,491	4,824,159
2030	2,840,000	447,298	1,408,000	144,063	4,248,000	591,361	4,839,361
2031	1,910,000	333,213	1,436,512	115,197	3,346,512	448,410	3,794,922
2032	1,990,000	256,813	1,465,180	85,488	3,455,180	342,301	3,797,481
2033	2,075,000	169,750	1,495,028	54,900	3,570,028	224,650	3,794,678
2034	1,805,000	78,969	1,141,068	23,400	2,946,068	102,369	3,048,437
2035	-	-	1,155,464	8,254	1,155,464	8,254	1,163,718
Total	\$ 33,565,000	\$ 15,682,151	\$ 37,167,392	\$ 8,794,036	\$ 70,732,392	\$ 24,476,188	\$ 95,208,580

** Amortization schedules are based on projected debt balances as of April 30, 2014. It does not include debt anticipated to be issued after that date.

**WATERWORKS FUND
ANNUAL DEBT SERVICE PAYMENTS BY 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 nine 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 2015 operating revenues are budgeted at \$490,728, up \$9,531 from fiscal 2014. Historically, revenues have been 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 received an allocated share of State collected user fees on wireless telephones. Beginning in January 2015, the State will begin receiving all landline revenues and the allocation from the State to the ECD's will be adjusted to compensate for the loss the ECD's will experience by no longer directly receiving revenues from landlines. To reflect this change, fiscal 2015 revenues from telephone service providers are projected at \$100,000, \$120,000 less than last year's budget and the revenues from the State Emergency Communications Board will increase overall by \$129,531 and be consolidated into one revenue line item, budgeted at \$247,890 for fiscal 2015.

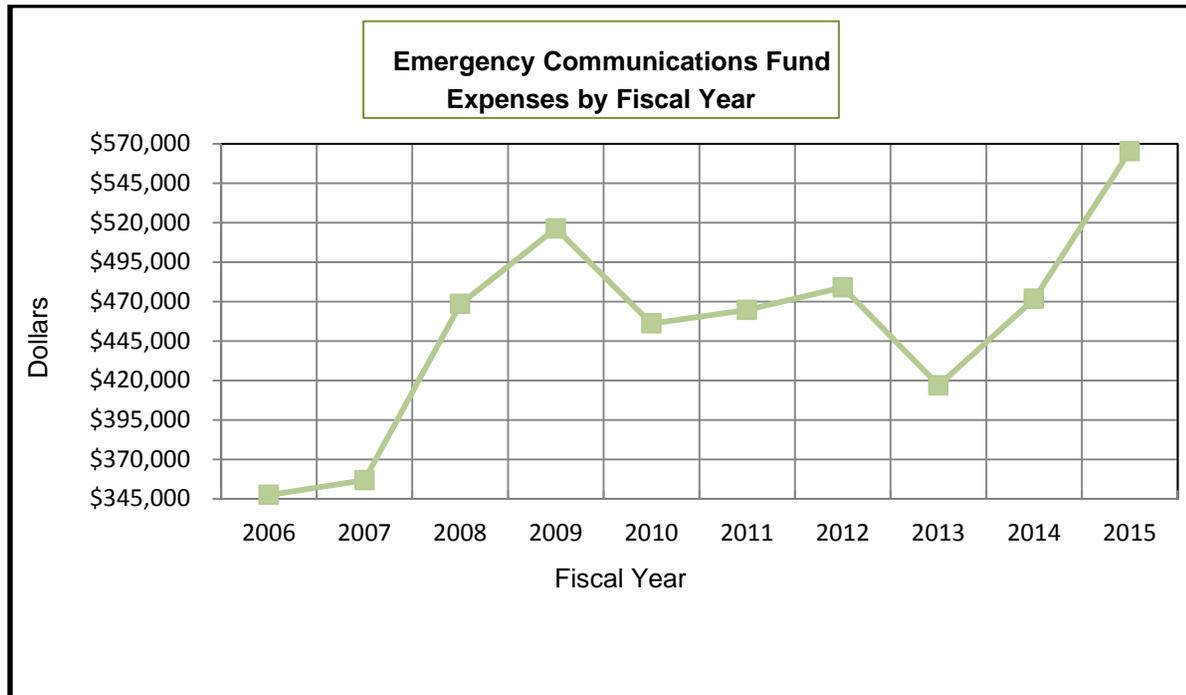
Expenses

Fiscal 2015 operating expenses are budgeted at \$547,994, up \$102,912. \$137,700 is being paid annually to the General Fund to finance a portion of dispatcher salaries and benefits. These costs increased by \$27,700 to fund a portion of the costs for a new dispatcher position accounted for in General Fund activity 915, Emergency Communications. \$75,500 is budgeted for replacement of radios, GIS, and other equipment purchases and supplies. This is up \$30,000 to update GIS systems. Other operational costs of the 911 systems include \$42,000 to AT&T for addressing information and \$91,000 to Motorola for the maintenance contract on the 800 MHz radio system. Over the past three years, the ECD has received nearly \$1.5 million in grants to upgrade the ECD's dispatch center and radio communication systems. The budgeted \$44,712 increase in depreciation reflects the expenditure of a portion of these grant proceeds for capital items.

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 provided the City an analog/digital hybrid upgrade solution and allowed the City to continue using mobile and portable radios. The amortization schedule for the capital lease is located on page [VI-33](#).

Emergency Communications Fund - Expenses by Fiscal Year:

The FY08 and FY09 increases are for leasing of a new radio system and equipment purchases funded primarily from grant proceeds. The FY14 and FY15 increases are related to the expenditures of grant proceeds to update the security and technology in the emergency dispatch center and upgrades to the radio communications system.



CITY OF OAK RIDGE, TENNESSEE
LEASE REQUIREMENTS BY FISCAL YEAR
EMERGENCY COMMUNICATIONS DISTRICT FUND
FISCAL 2015 BUDGET**

EMERGENCY COMMUNICATIONS DISTRICT FUND			
Fiscal Year	Principal	Interest	Total Requirements
2015	\$ 130,429	\$ 20,473	\$ 150,902
2016	136,924	13,978	150,902
2017	143,743	7,159	150,902
Total	<u>\$ 411,096</u>	<u>\$ 41,610</u>	<u>\$ 452,706</u>

** Amortization schedules are based on projected lease balances as of April 30, 2014.

**EMERGENCY COMMUNICATIONS DISTRICT FUND
BUDGET SUMMARY**

State Account Number	City Account Number		ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
OPERATING REVENUES:								
3001	4841	Emergency Telephone Service Charge	232,472	220,000	188,098	100,000	(120,000)	-54.5
3002	4841.1	State Emergency Communications Board	72,089	72,000	74,683	36,000	(36,000)	-50.0
3003	4841.2	State Emer Comm Board Operational Funding	142,860	142,791	142,860	71,430	(71,361)	-50.0
3004	4841.3	GIS Funding	48,230	38,406	47,405	31,408	(6,998)	-18.2
3004	4841.4	State Dispatcher Training	8,000	8,000	8,000	4,000	(4,000)	-50.0
3000		State Emer Comm Board Funding	-	-	-	247,890	247,890	100.0
		Total Operating Revenue	<u>503,651</u>	<u>481,197</u>	<u>461,046</u>	<u>490,728</u>	<u>9,531</u>	<u>2.0</u>
OPERATING EXPENSES:								
4405	5207.1	Due & Subscriptions	249	500	250	500	-	0.0
4413	5207.4	Licenses and Fees	4,835	4,500	4,940	5,000	500	11.1
4220	5207.5	NCIC/TBI/Ties Expenses	360	400	400	400	-	0.0
4207	5210.20	Contracted Dispatcher Services	110,000	110,000	110,000	137,700	27,700	25.2
4310	5217.2	General Telephone 911 Support Lines	5,448	6,000	155	6,000	-	0.0
4201	5217.1	Address/Mapping Expenses (BellSouth)	36,564	42,000	37,192	42,000	-	0.0
4219	5217.8	Mapping/Data Base Consultants	-	3,052	-	3,052	-	0.0
4209	5217.4	Date Processing Services (Lines)	2,513	2,500	2,483	2,500	-	0.0
4418	5221	Training	877	-	-	-	-	0.0
4419	5222	Travel	-	8,000	-	8,000	-	0.0
4218	5236.20	Maintenance Contract (800 MHz Radio System)	82,145	91,000	85,405	91,000	-	0.0
4232	5263.19	Maintenance/Repair Communication Equipment	-	15,000	14,629	15,000	-	0.0
4305	5313	Small Equipment Purchases	27,678	45,000	39,084	45,000	-	0.0
4219	5394	GIS	-	-	25,000	30,000	30,000	100.0
4303	5398	Date Processing Supplies	-	500	8,007	500	-	0.0
4414	5413	Insurance-Surety Bonds	-	-	855	-	-	0.0
4500	5460	Depreciation	<u>116,635</u>	<u>116,630</u>	<u>119,730</u>	<u>161,342</u>	<u>44,712</u>	<u>38.3</u>
		Total Operating Expenses	<u>387,304</u>	<u>445,082</u>	<u>448,130</u>	<u>547,994</u>	<u>102,912</u>	<u>23.1</u>
		Operating Income (Loss)	116,347	36,115	12,916	(57,266)	(93,381)	-258.6
NONOPERATING REVENUES/EXPENSES:								
5007	4840	DOJ Grants (Wireless System Upgrades)	-	-	-	806,448	806,448	0.0
5007	4840	State Grant	33,931	-	603,517	-	-	0.0
4232	5540	Capital	-	-	(603,517)	(806,448)	(806,448)	0.0
5002	4610	Interest Income	1,862	1,400	1,898	1,400	-	0.0
5010	5439	Interest Expense	<u>(29,607)</u>	<u>(23,566)</u>	<u>(23,566)</u>	<u>(17,224)</u>	<u>6,342</u>	<u>-26.9</u>
		Total Nonoperating Revenue	<u>6,186</u>	<u>(22,166)</u>	<u>(21,668)</u>	<u>(15,824)</u>	<u>6,342</u>	<u>-28.6</u>
		Net Income (Loss)	122,533	13,949	(8,752)	(73,090)	(87,039)	-624.0
		NET POSITION - 7/1	<u>826,989</u>	<u>874,469</u>	<u>949,522</u>	<u>940,770</u>	<u>66,301</u>	<u>7.6</u>
		NET POSITION - 6/30	<u>949,522</u>	<u>888,418</u>	<u>940,770</u>	<u>867,680</u>	<u>(20,738)</u>	<u>-2.3</u>

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-23 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 an 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 \$3,150,000 for fiscal 2015. Maintenance and depreciation expenses are budgeted at \$3,015,000.

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.

In fiscal 2010, \$700,000 was issued in Build America Bonds (BAB) to fund computer, networking, and technology related equipment. In fiscal 2014, the City entered into a \$964,291 12-year lease agreement for two fire pumper trucks. Debt service on these debt issuances will be funded by the ERRF. Interest payments are budgeted at \$47,668 for fiscal 2015. 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.

EQUIPMENT REPLACEMENT RENTAL FUND
BUDGET SUMMARY

	ACTUAL 2013	BUDGET 2014	PROJECTED 2014	BUDGET 2015	BUDGET 15 vs 14	% CHANGE
<u>OPERATING REVENUES:</u>						
4466 Charges for Service	3,101,256	3,215,789	3,101,581	3,150,000	(65,789)	-2.0
<u>OPERATING EXPENSES:</u>						
5235 Routine Repair & Maintenance	2,296,777	2,435,000	2,268,914	2,315,000	(120,000)	-4.9
5460 Depreciation	663,631	600,000	619,098	700,000	100,000	16.7
Total Operating Expenses	<u>2,960,408</u>	<u>3,035,000</u>	<u>2,888,012</u>	<u>3,015,000</u>	<u>(20,000)</u>	<u>-0.7</u>
Operating Income (Loss)	140,848	180,789	213,569	135,000	(45,789)	-25.3
<u>NONOPERATING REVENUES/(EXPENSES):</u>						
4610 Interest Income	4,776	4,500	2,563	3,000	(1,500)	-33.3
4720 Gain/(Loss) on Sale of Assets	24,082	10,000	59,009	15,000	5,000	50.0
5439 Interest Expense	<u>(20,972)</u>	<u>(18,755)</u>	<u>(18,755)</u>	<u>(47,668)</u>	<u>(28,913)</u>	<u>154.2</u>
Total Nonoperating Revenues (Expenses)	<u>7,886</u>	<u>(4,255)</u>	<u>42,817</u>	<u>(29,668)</u>	<u>(25,413)</u>	<u>597.3</u>
Net Income (Loss)	148,734	176,534	256,386	105,332	(71,202)	-40.3
<u>NET POSITION - 7/1</u>	<u>3,777,158</u>	<u>4,678,067</u>	<u>3,925,892</u>	<u>4,182,278</u>	<u>(495,789)</u>	<u>-10.6</u>
<u>NET POSITION - 6/30</u>	<u>3,925,892</u>	<u>4,854,601</u>	<u>4,182,278</u>	<u>4,287,610</u>	<u>(566,991)</u>	<u>-11.7</u>

CITY OF OAK RIDGE, TENNESSEE
 PRINCIPAL AND INTEREST SUMMARY
 REQUIREMENTS BY FISCAL YEAR - EQUIPMENT REPLACEMENT RENTAL FUND
 FISCAL 2015 BUDGET**

Fiscal Year	Principal	Interest	Total Requirements
2015	\$ 268,909	\$ 47,668	\$ 316,577
2016	68,477	43,880	112,357
2017	220,807	41,551	262,358
2018	73,215	35,090	108,305
2019	375,706	32,599	408,305
2020	78,282	20,656	98,938
2021	80,945	17,992	98,937
2022	83,698	15,239	98,937
2023	86,546	12,392	98,938
2024	89,490	9,447	98,937
2025	92,534	6,403	98,937
2026	95,682	3,255	98,937
Total	<u>\$ 1,614,291</u>	<u>\$ 286,172</u>	<u>\$ 1,900,463</u>

** Amortization schedules are based on projected debt balances as of April 30, 2014.
 It does not include debt anticipated to be issued during fiscal 2015.

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 \$9,244,095 for fiscal 2015; a \$174,095 or 1.9% increase over fiscal 2014 primarily for medical insurance and other medical related benefits and retirement costs. Expense areas include City employee retirement benefits to the TCRS, employee leave buy back and final leave payments, employee medical insurance and dental and vision benefits, long-term disability insurance for employees, workers compensation, and property and liability insurance.

In fiscal 2005, the accounting for the City's contribution to the TCRS for employee retirement benefits and final leave payments 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 and final leave payments. This flat charge is recorded as revenue in the Insurance Fund. Correspondingly, actual retirement payments to the TCRS and final leave payments are recorded as an expense in the Insurance Fund. Short-term shortages in the corresponding revenues versus 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 2015, expenses for employee retirement benefits with the TCRS are budgeted at \$2,869,095, up \$49,095 or 1.7% based on a 2% salary increase for employees for 2015 and new full time employee positions added over the past two years. In fiscal 2015, the City's required contribution to the TCRS remained at the 14.98% of covered wages. 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 2017.

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 2015 budgeted funding for employee medical insurance premiums at \$4,700,000, up \$100,000 or 2.2% over prior year levels. A portion of the increase is to align the budget with current insurance rates. Employee medical insurance premiums are budgeted to increase 2% on January 1, 2014.

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**

	<u>ACTUAL 2013</u>	<u>BUDGET 2014</u>	<u>PROJECTED 2014</u>	<u>BUDGET 2015</u>	<u>BUDGET 15 vs 14</u>	<u>% CHANGE</u>
<u>OPERATING REVENUES:</u>						
4400 Charges for Service	<u>8,939,688</u>	<u>8,846,000</u>	<u>8,793,557</u>	<u>8,846,000</u>	<u>-</u>	<u>0.0</u>
<u>OPERATING EXPENSES:</u>						
5150 TCRS (Retirement)	2,721,831	2,820,000	2,734,099	2,869,095	49,095	1.7
5160 Medical Benefits	4,604,618	4,600,000	4,671,703	4,700,000	100,000	2.2
5175 Workers Compensation	515,111	525,000	379,832	525,000	-	0.0
5400 Liability/Property Insurance	654,088	675,000	730,342	700,000	25,000	3.7
5400 Leave and Other Benefits	<u>316,750</u>	<u>450,000</u>	<u>366,694</u>	<u>450,000</u>	<u>-</u>	<u>0.0</u>
Total Operating Expenses	<u>8,812,398</u>	<u>9,070,000</u>	<u>8,882,670</u>	<u>9,244,095</u>	<u>174,095</u>	<u>1.9</u>
Operating Income (Loss)	127,290	(224,000)	(89,113)	(398,095)	(174,095)	77.7
<u>NONOPERATING REVENUES:</u>						
4610 Interest Income	<u>2,015</u>	<u>2,000</u>	<u>1,736</u>	<u>2,000</u>	<u>-</u>	<u>0.0</u>
Net Income (Loss)	129,305	(222,000)	(87,377)	(396,095)	(174,095)	78.4
<u>NET POSITION - 7/1</u>	<u>1,343,582</u>	<u>1,557,882</u>	<u>1,472,887</u>	<u>1,385,510</u>	<u>(172,372)</u>	<u>-11.1</u>
<u>NET POSITION - 6/30</u>	<u>1,472,887</u>	<u>1,335,882</u>	<u>1,385,510</u>	<u>989,415</u>	<u>(346,467)</u>	<u>-25.9</u>

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

<u>Summary of Positions and Staff Years by Department</u>	<u>Authorized Positions</u>			<u>Authorized Staff Years</u>		
	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2013</u>	<u>FY 2014</u>	<u>FY 2015</u>
Total General Government	47	47	47	46.60	46.60	46.60
Total Police Department	85	86	87	78.85	80.35	81.10
Total Fire Department	74	74	74	74.00	74.00	74.00
Total Public Works Department	104	104	104	100.25	101.00	104.00
Total Comm. Development Depart	11	11	11	11.00	11.00	11.00
Total Recreation & Parks Depart	85	84	84	37.36	37.36	37.36
Total Library	24	24	23	17.75	17.75	16.75
Total Electric Department	<u>35</u>	<u>35</u>	<u>35</u>	<u>35.00</u>	<u>35.00</u>	<u>35.00</u>
TOTAL ALL FUNDS:	465	465	465	400.81	403.06	405.81
Total Transfers to Other Funds	160	160	160	156.25	157.00	159.75
TOTAL NET GENERAL FUND:	305	305	305	244.56	246.06	246.06

Personnel Schedule - Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	FY 2013	FY 2014	FY 2015	FY 2013	FY 2014	FY 2015
<u>GENERAL GOVERNMENT</u>						
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	<u>2</u>	<u>2</u>	<u>2</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
820 City Manager						
City Manager	1	1	1	1.00	1.00	1.00
Senior Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	<u>2</u>	<u>2</u>	<u>2</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
832 City Court						
City Judge	1	1	1	1.00	1.00	1.00
Court Clerk	1	1	1	1.00	1.00	1.00
Office Assistant	1	1	1	0.60	0.60	0.60
Total	<u>3</u>	<u>3</u>	<u>3</u>	<u>2.60</u>	<u>2.60</u>	<u>2.60</u>
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	<u>3</u>	<u>3</u>	<u>3</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
845 Information Services						
Government Affairs & Information Service Director	1	1	1	1.00	1.00	1.00
Senior Systems Analyst	1	1	1	1.00	1.00	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	2	2	3	2.00	2.00	3.00
Webmaster	1	1	-	1.00	1.00	-
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	<u>10</u>	<u>10</u>	<u>10</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>GENERAL GOVERNMENT (Continued)</u>						
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	-	-	1.00	-	-
Personnel/ Benefit Program Specialist	-	1	1	-	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	<u>4</u>	<u>4</u>	<u>4</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
854 Stationery Stores						
Printing Services Specialist	1	1	1	1.00	1.00	1.00
	<u>1</u>	<u>1</u>	<u>1</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
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	2	2	2	2.00	2.00	2.00
Purchasing/Inventory Coordinator	1	1	1	1.00	1.00	1.00
Senior Accounting Specialist	-	2	2	-	2.00	2.00
Accounting Specialist	3	1	1	3.00	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Warehouse Clerk	2	2	2	2.00	2.00	2.00
Total	<u>11</u>	<u>11</u>	<u>11</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
864 Business Office						
Accounting Division Manager	1	-	-	1.00	-	-
Business Office Manager	-	1	1	-	1.00	1.00
Utility Service Representative	2	1	1	2.00	1.00	1.00
Accounting Specialist	5	-	-	5.00	-	-
Utility Accounts Analyst	-	4	4	-	4.00	4.00
Utility Accounts Specialist	-	2	2	-	2.00	2.00
Accounting Clerk	1	-	-	1.00	-	-
Utility Accounts Clerk	-	1	1	-	1.00	1.00
Service Center Cashier	2	2	2	2.00	2.00	2.00
Total	<u>11</u>	<u>11</u>	<u>11</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
 TOTAL GENERAL GOVERNMENT	 <u>47</u>	 <u>47</u>	 <u>47</u>	 <u>46.60</u>	 <u>46.60</u>	 <u>46.60</u>

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>POLICE DEPARTMENT</u>						
910 Police Supervision						
Police Chief	1	1	1	1.00	1.00	1.00
Systems and Training Specialist	1	-	-	1.00	-	-
Crime Analyst	-	1	1	-	1.00	1.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	<u>3</u>	<u>3</u>	<u>3</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
911 Investigations						
Police Captain	1	1	1	1.00	1.00	1.00
Police Lieutenant	1	1	1	1.00	1.00	1.00
Police Sergeant	2	2	2	2.00	2.00	2.00
Police Officer	4	4	5	4.00	4.00	5.00
Detective	4	5	4	4.00	5.00	4.00
Total	<u>12</u>	<u>13</u>	<u>13</u>	<u>12.00</u>	<u>13.00</u>	<u>13.00</u>
912 Staff Services						
Police Lieutenant	1	1	1	1.00	1.00	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	<u>5</u>	<u>5</u>	<u>5</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
913 Patrol						
Deputy Police Chief	1	1	1	1.00	1.00	1.00
Police Lieutenant	2	2	2	2.00	2.00	2.00
Police Sergeant	6	6	6	6.00	6.00	6.00
Police Officer	36	35	35	35.75	34.75	35.00
Total	<u>45</u>	<u>44</u>	<u>44</u>	<u>44.75</u>	<u>43.75</u>	<u>44.00</u>
915 Emergency Communications						
Lead Public Safety Communications Officer	1	1	1	1.00	1.00	1.00
Public Safety Communications Officer	7	7	8	7.00	7.00	7.75
Total	<u>8</u>	<u>8</u>	<u>9</u>	<u>8.00</u>	<u>8.00</u>	<u>8.75</u>
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	1	0.50	1.00	1.00
Total	<u>4</u>	<u>4</u>	<u>4</u>	<u>3.50</u>	<u>4.00</u>	<u>4.00</u>

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>POLICE DEPARTMENT (Continued)</u>						
917 School Resource Officer Program						
Police Officer	1	2	2	1.00	2.00	2.00
School Crossing Guard	7	7	7	1.35	1.35	1.35
Total	8	9	9	2.35	3.35	3.35
026 Special Programs Fund						
Police Officer	-	-	-	0.25	0.25	-
Total	-	-	-	0.25	0.25	-
 TOTAL POLICE DEPARTMENT	 85	 86	 87	 78.85	 80.35	 81.10
<u>FIRE DEPARTMENT</u>						
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						
Assistant Chief-Fire Prevention	1	1	-	1.00	1.00	-
Deputy Fire Chief	-	-	1	-	-	1.00
Total	1	1	1	1.00	1.00	1.00
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
Battalion Chief	-	-	1	-	-	1.00
Fire Captain	7	7	7	7.00	7.00	7.00
Fire Projects Officer	-	-	1	-	-	1.00
Fire Fighter/Engineer	21	21	19	21.00	21.00	19.00
Total	29	29	29	29.00	29.00	29.00
 TOTAL FIRE DEPARTMENT	 74	 74	 74	 74.00	 74.00	 74.00

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>PUBLIC WORKS DEPARTMENT</u>						
930 Public Works Supervision						
Public Works Director	1	1	1	1.00	1.00	1.00
Public Works Administrative Manager	-	1	1	-	1.00	1.00
Contracts/Grants Coordinator	1	-	-	1.00	-	-
Administrative Assistant	2	-	-	2.00	-	-
Administrative Specialist	-	2	2	-	2.00	2.00
Office Specialist	1	1	1	1.00	1.00	1.00
Total	5	5	5	5.00	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
021 Work Pool						
Operations & Maintenance Manager	2	2	2	2.00	2.00	2.00
Utility Line Maintenance Crew Chief	5	5	5	4.50	4.50	5.00
Street Maintenance Crew Chief	4	4	3	4.00	4.00	3.00
Utility Maintenance Specialist	5	5	7	4.50	4.50	7.00
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	2	5.00	5.00	2.00
Maintenance Mechanic	10	10	11	9.50	9.50	11.00
Maintenance Worker	11	11	12	9.50	9.50	12.00
Total	46	46	46	43.00	43.00	46.00
090 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	1	2.00	2.00	1.00
Senior Treatment Plant Operator	1	4	5	1.00	4.00	5.00
Treatment Plant Maintenance Specialist	-	-	1	-	-	1.00
Treatment Plant Operator	5	3	2	5.00	3.00	2.00
Maintenance Mechanic	1	1	1	1.00	1.00	1.00
Total	11	12	12	11.00	12.00	12.00
TOTAL WATER FUND	57	58	58	54.00	55.00	58.00

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>PUBLIC WORKS DEPARTMENT (Continued)</u>						
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	3	3	3	2.50	3.00	3.00
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	-	1.00	1.00	-
Maintenance Worker	2	2	3	1.75	2.00	3.00
Administrative Assistant	1	1	1	1.00	1.00	1.00
Total	<u>22</u>	<u>22</u>	<u>22</u>	<u>21.25</u>	<u>22.00</u>	<u>22.00</u>
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	1	1	2.00	1.00	1.00
Treatment Plant Maintenance Specialist	1	1	1	1.00	1.00	1.00
Total	<u>8</u>	<u>7</u>	<u>7</u>	<u>8.00</u>	<u>7.00</u>	<u>7.00</u>
 TOTAL PUBLIC WORKS DEPARTMENT	 <u>104</u>	 <u>104</u>	 <u>104</u>	 <u>100.25</u>	 <u>101.00</u>	 <u>104.00</u>
<u>COMMUNITY DEVELOPMENT DEPARTMENT</u>						
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 Specialist	-	1	1	-	1.00	1.00
Administrative Assistant	2	1	1	2.00	1.00	1.00
Total	<u>4</u>	<u>4</u>	<u>4</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>COMMUNITY DEVELOPMENT DEPARTMENT (Continued)</u>						
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	<u>2</u>	<u>2</u>	<u>2</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
966 Code Enforcement						
Remediation Specialist	1	1	1	1.00	1.00	1.00
Code Enforcement Supervisor	1	1	1	1.00	1.00	1.00
Combination Inspector	1	1	1	1.00	1.00	1.00
Senior Code Enforcement Inspector	-	1	1	-	1.00	1.00
Code Enforcement Inspector	2	1	1	2.00	1.00	1.00
Total	<u>5</u>	<u>5</u>	<u>5</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
TOTAL COMMUNITY DEVELOPMENT DEPARTMENT	<u>11</u>	<u>11</u>	<u>11</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
<u>RECREATION AND PARKS DEPARTMENT</u>						
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	<u>2</u>	<u>2</u>	<u>2</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
972 Indoor Aquatics						
Recreation Manager	1	1	1	0.75	0.75	0.75
Senior Lifeguard	7	6	6	2.00	1.75	1.75
Lifeguard	6	6	6	1.43	1.43	1.43
Senior Recreation Leader	-	1	1	-	0.25	0.25
Total	<u>14</u>	<u>14</u>	<u>14</u>	<u>4.18</u>	<u>4.18</u>	<u>4.18</u>
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	3	0.62	0.62	0.92
Senior Lifeguard	11	11	11	3.38	3.38	3.38
Lifeguard	9	9	8	1.10	1.10	0.80
Total	<u>26</u>	<u>26</u>	<u>26</u>	<u>6.27</u>	<u>6.27</u>	<u>6.27</u>

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>RECREATION AND PARKS DEPARTMENT (Continued)</u>						
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
Recreation Assistant	3	2	2	2.50	2.00	2.00
Facility Monitor	4	4	4	2.25	2.75	2.75
Maintenance Worker	1	1	1	1.00	1.00	1.00
Senior Recreation Leader	5	3	3	0.96	0.58	0.58
Recreation Leader	12	14	14	2.31	2.69	2.69
Total	27	26	26	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
Total	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	3	2.00	2.00	3.00
Maintenance Worker	3	3	2	3.00	3.00	2.00
Total	7	7	7	7.00	7.00	7.00
977						
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
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	-	-	0.50	-	-
Facility Monitor	-	1	1	-	0.50	0.50
Total	3	3	3	2.50	2.50	2.50
TOTAL RECREATION AND PARKS DEPARTMENT	85	84	84	37.36	37.36	37.36

Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	AUTHORIZED POSITIONS			AUTHORIZED STAFF YEARS		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>LIBRARY</u>						
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	3	4.00	4.00	3.00
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	<u>23</u>	<u>23</u>	<u>22</u>	<u>17.00</u>	<u>17.00</u>	<u>16.00</u>
027 Grants Fund						
Office Assistant	1	1	1	0.75	0.75	0.75
Total	<u>1</u>	<u>1</u>	<u>1</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
 TOTAL LIBRARY	 <u>24</u>	 <u>24</u>	 <u>23</u>	 <u>17.75</u>	 <u>17.75</u>	 <u>16.75</u>
<u>ELECTRIC DEPARTMENT</u>						
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	-	-	1.00	-	-
Electric Project Manager	-	1	1	-	1.00	1.00
Electric Line Crew Chief	4	4	4	4.00	4.00	4.00
Substation Maintenance Technician	1	-	-	1.00	-	-
Substation Maintenance Supervisor	-	1	1	-	1.00	1.00
Electric Line Technician	15	15	15	15.00	15.00	15.00
Senior Traffic Signal Technician	2	2	1	2.00	2.00	1.00
Traffic Signal Technician	-	-	1	-	-	1.00
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	 <u>35</u>	 <u>35</u>	 <u>35</u>	 <u>35.00</u>	 <u>35.00</u>	 <u>35.00</u>
 TOTAL ALL FUNDS	 <u>465</u>	 <u>465</u>	 <u>465</u>	 <u>400.81</u>	 <u>403.06</u>	 <u>405.81</u>

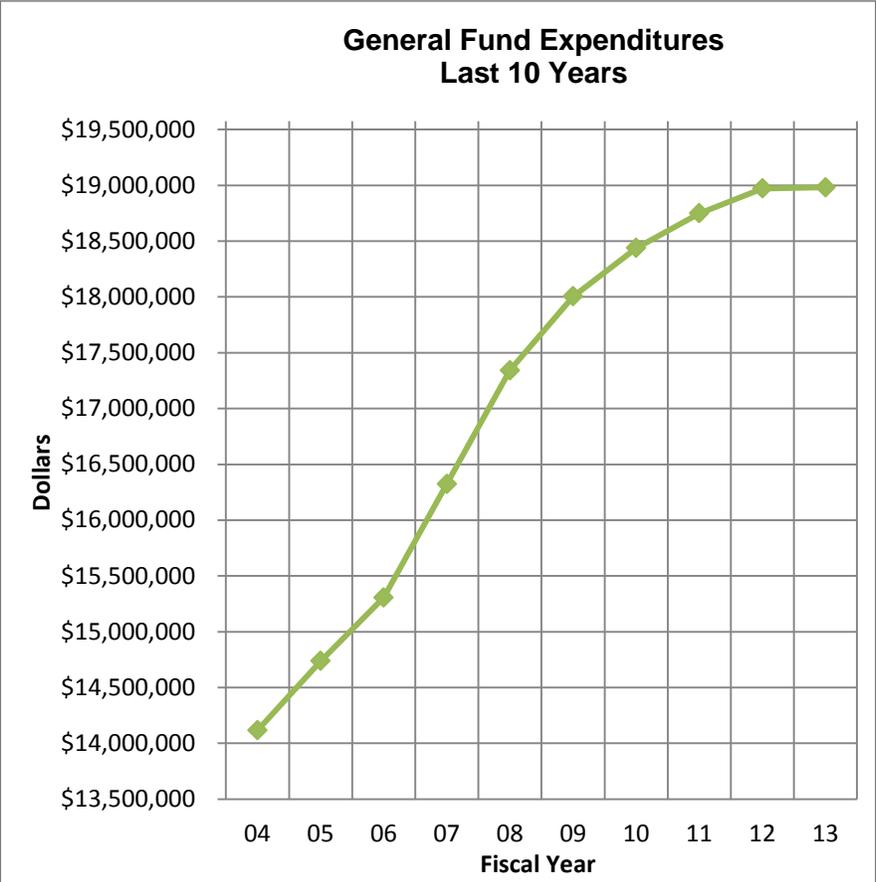
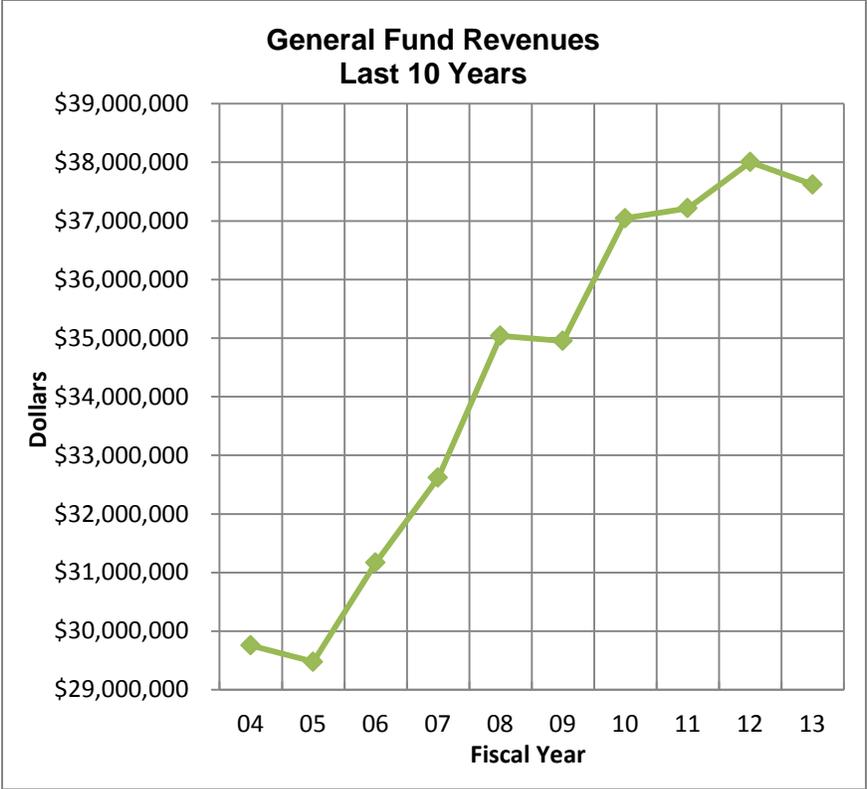
Personnel Schedule – Breakdown by Department

DETAIL ON ACTIVITIES BY CLASSIFICATION TITLES	<u>AUTHORIZED POSITIONS</u>			<u>AUTHORIZED STAFF YEARS</u>		
	FY	FY	FY	FY	FY	FY
	2013	2014	2015	2013	2014	2015
<u>TRANSFERS TO OTHER FUNDS:</u>						
Electric Fund	35	35	35	35.00	35.00	35.00
Waterworks Fund	87	87	87	83.25	84.00	87.00
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	1	1	1	0.75	0.75	0.75
Special Programs Fund	-	-	-	0.25	0.25	-
TOTAL TRANSFERS TO OTHER FUNDS	<u>160</u>	<u>160</u>	<u>160</u>	<u>156.25</u>	<u>157.00</u>	<u>159.75</u>
TOTAL NET GENERAL FUND	<u>305</u>	<u>305</u>	<u>305</u>	<u>244.56</u>	<u>246.06</u>	<u>246.06</u>

STATISTICAL INFORMATION

General Fund Expenditures/Transfers and Revenues/Financing Sources

	FY2004	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	% Increase	
											Last Ten Years	Last 10 Yrs \$ Change
REVENUES:												
Licenses and Permits	173,514	340,802	465,364	272,409	271,002	269,593	243,947	207,479	173,179	167,826	-3.3%	(5,688)
Intergovernmental	9,144,663	9,308,592	10,163,991	11,007,044	11,774,732	10,885,714	11,926,979	12,222,563	11,734,935	12,526,916	37.0%	3,382,253
Property Taxes	14,930,573	15,581,417	15,778,882	16,323,678	17,864,159	18,955,222	19,067,009	19,569,432	20,714,339	19,669,580	31.7%	4,739,007
Business Taxes	2,090,356	1,825,717	2,039,654	2,060,238	2,118,254	2,022,829	2,184,040	2,378,364	2,458,268	2,245,520	7.4%	155,164
Charges for Services	1,403,450	388,577	323,556	333,617	371,685	340,890	308,894	346,223	365,473	367,081	-73.8%	(1,036,369)
Fines and Forfeitures	340,788	238,503	321,364	347,480	343,259	380,886	1,325,167	332,805	324,693	419,490	23.1%	78,702
Other	406,555	527,689	714,689	912,859	881,694	620,241	514,109	496,039	570,569	562,679	38.4%	156,124
In-Lieu-of-Tax Payment - DOE	1,266,919	1,265,963	1,361,730	1,361,175	1,413,801	1,476,023	1,475,379	1,662,773	1,662,113	1,660,945	31.1%	394,026
Total Current Revenues	29,756,818	29,477,260	31,169,230	32,618,500	35,038,586	34,951,398	37,045,524	37,215,678	38,003,569	37,620,037	26.4%	7,863,219
Fund Balance Appropriation	334,943	255,434	(397,504)	(298,464)	(1,624,512)	(243,073)	(1,833,299)	(299,141)	251,699	(817,309)	-344.0%	(1,152,252)
Total Revenues	30,091,761	29,732,694	30,771,726	32,320,036	33,414,074	34,708,325	35,212,225	36,916,537	38,255,268	36,802,728	22.3%	6,710,967
MUNICIPAL EXPENDITURES												
General Government	667,898	710,616	711,070	734,797	805,413	883,736	942,585	969,826	905,182	854,413	27.9%	186,515
Administration	654,858	668,853	587,960	602,439	712,983	760,840	772,966	889,831	917,059	927,136	41.6%	272,278
Police	4,153,941	4,313,434	4,709,869	5,119,868	5,465,880	5,741,602	6,101,741	6,057,954	6,185,025	6,088,084	46.6%	1,934,143
Fire	3,310,138	3,536,123	3,669,413	3,917,264	4,058,033	4,167,092	4,186,010	4,161,208	4,091,689	4,247,726	28.3%	937,588
Public Works	1,544,789	1,631,582	1,626,955	1,667,843	1,827,693	1,881,562	1,857,205	1,931,858	1,984,784	1,955,325	26.6%	410,536
Community Development	477,992	502,040	521,162	559,903	607,587	607,351	671,100	681,893	639,248	661,629	38.4%	183,637
Recreation and Parks	2,224,872	2,285,544	2,341,764	2,502,998	2,578,609	2,620,231	2,600,468	2,706,589	2,860,394	2,883,613	29.6%	658,741
Library	1,083,161	1,089,645	1,138,387	1,218,417	1,285,358	1,342,385	1,305,308	1,349,761	1,386,989	1,362,412	25.8%	279,251
Total Municipal Expenditures	14,117,649	14,737,837	15,306,580	16,323,529	17,341,556	18,004,799	18,437,383	18,748,920	18,970,370	18,980,338	34.4%	4,862,689
OPERATING TRANSFERS:												
Transfer In												
In-Lieu-of-Tax Payment - Utilities	(2,476,385)	(2,508,554)	(2,454,936)	(2,502,344)	(2,481,923)	(2,535,471)	(2,500,515)	(2,685,281)	(2,855,907)	(2,911,267)	17.6%	(434,882)
Transfer Out												
Debt Service Fund	4,034,485	3,024,113	2,900,000	3,200,000	3,500,000	3,500,000	3,500,000	3,545,000	3,045,000	4,311,470	6.9%	276,985
Solid Waste Fund	1,023,006	1,063,407	1,118,812	1,175,858	1,247,609	1,377,627	1,292,501	1,406,817	1,522,413	1,593,524	55.8%	570,518
State Street Aid Fund	500,000	500,000	517,500	539,210	588,770	612,910	223,729	653,000	653,000	660,000	32.0%	160,000
Street & Public Trans Fund	10,000	10,000	10,350	10,790	11,230	22,090	30,000	55,106	55,000	60,000	500.0%	50,000
School Operations	10,646,242	11,186,541	11,578,070	12,070,143	12,988,482	13,508,020	13,980,802	14,470,131	14,629,302	13,862,832	30.2%	3,216,590
Economic Diversification Fund	679,764	171,000	177,000	184,500	50,000	50,000	-	-	50,000	(432,364)	-163.6%	(1,112,128)
Grant Fund	-	168,350	168,350	168,350	168,350	168,350	168,350	246,573	174,090	178,195	100.0%	178,195
Capital Projects Fund	1,057,000	1,080,000	1,150,000	1,150,000	-	-	79,975	476,271	2,012,000	500,000	-52.7%	(557,000)
Golf Course Fund	500,000	300,000	300,000	-	-	-	-	-	-	-	-100.0%	(500,000)
Total Operating Transfers	15,974,112	14,994,857	15,465,146	15,996,507	16,072,518	16,703,526	16,774,842	18,167,617	19,284,898	17,822,390	11.6%	1,848,278
Total Expenditures/Transfers	30,091,761	29,732,694	30,771,726	32,320,036	33,414,074	34,708,325	35,212,225	36,916,537	38,255,268	36,802,728	22.3%	6,710,967
EXPENDITURES FOR MUNICIPAL OPERATIONS COMPARED TO THE RATE OF INFLATION:												
- Applicable Consumer Price Index, All Urban Consumers, All Items	189.4	194.5	202.9	208.4	218.8	215.7	218.0	225.7	229.5	233.5	23.3%	
- Percentage Inflation Increase from Previous Year	3.1%	2.7%	4.3%	2.7%	5.0%	-1.4%	1.1%	3.6%	1.7%	1.8%	24.6%	
- Percentage Increase in Municipal Expenditures and Solid Waste Transfer	-2.9%	4.4%	3.9%	6.5%	6.2%	4.3%	1.8%	2.2%	1.7%	0.4%	35.9%	



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.

<u>Major DOE Subcontractors</u>	<u>Product</u>	<u>Employment</u>
B & W Y-12	National Security	4,500
UT- Battelle ORNL	National Security	4,400
UCOR	Environmental Management	1,383
<u>Other Employers</u>	<u>Product</u>	<u>Employment</u>
Methodist Medical Center	Health Care	1,175
SiTel	Customer & Technical Service	700
Oak Ridge Schools	Public School System	649
Energy Solutions	Waste Management/Remediation	625
Oak Ridge Associated Universities	Research & Development	549
Science Applications Int'l Corp. (SAIC)	Information Technology & Engineering	546
ORNL Federal Credit Union	Financial Institution	412
City of Oak Ridge	City Government	402
USEC/B&W Clinch River	Alternative Energy/Centrifuge Manufacturer	365
Leidos	Information Technology & Engineering	350
Jacobs Engineering	Environmental & Technical Services	298
NSPS	Security	238
SCI Consulting	Information & Computer Services	220
Emory Valley Center	Business Support Services	217
Ametek	Instrumentation	205
Appalachian Underwriters	Insurance	200
Pro2Serve	National Security	180

City of Oak Ridge, Tennessee Principal Employers - Current Year and Nine Years Ago

<u>Employer</u>	<u>2013</u>			<u>2004</u>		
	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment</u>	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment</u>
BWXT Y-12	5,000	1	13.20%	3,883	2	10.84%
UT-Battelle	4,500	2	11.88%	4,700	1	13.12%
Methodist Medical Center	1,350	3	3.56%	1,300	3	3.63%
UCOR	1,337	4	3.53%	N/A	N/A	N/A
Science Applications Int'l Corp. (SAIC)	1,000	5	2.64%	869	6	2.43%
Oak Ridge Associated Universities	1,000	6	2.64%	650	10	1.81%
Energy Solutions (AKA Duratek, Scientific Ecology Group, Inc	620	7	1.64%	N/A	N/A	N/A
Sitel (Client Logic)	600	8	1.58%	720	7	2.01%
Navarro Research & Engineering	445	9	1.17%	N/A	N/A	N/A
ORNL Federal Credit Union	381	10	1.01%	N/A	N/A	N/A
Wackenhut-Oak Ridge Team	N/A	N/A	N/A	694	9	1.94%
Oak Ridge Schools	N/A	N/A	N/A	700	8	1.95%
Bechtel Jacobs Co. LLC	N/A	N/A	N/A	986	4	2.75%
BNFL, Inc.	N/A	N/A	N/A	915	5	2.55%
	<u>16,233</u>		<u>42.85%</u>	<u>15,417</u>		<u>43.03%</u>

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.

City of Oak Ridge, Tennessee Property Tax Levies and Collection – Last 10 FY

Fiscal Year Ended June 30	Tax Year	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
2004	2003	\$ 15,046,204	\$ 14,460,793	96.1%	\$ 442,379	\$ 14,903,172	99.0%	\$ 143,032	1.0%
2005	2004	15,469,269	14,934,125	96.5%	470,196	15,404,321	99.6%	64,948	0.4%
2006	2005	15,563,401	15,280,442	98.2%	249,004	15,529,446	99.8%	33,955	0.2%
2007	2006	16,207,072	15,901,543	98.1%	268,161	16,169,704	99.8%	37,368	0.2%
2008	2007	17,755,399	17,303,022	97.5%	411,864	17,714,886	99.8%	40,513	0.2%
2009	2008	19,084,350	18,519,409	97.0%	535,008	19,054,417	99.8%	29,933	0.2%
2010	2009	18,975,624	18,120,891	95.5%	831,319	18,952,210	99.9%	23,414	0.1%
2011	2010	19,286,297	18,322,654	95.0%	835,188	19,157,842	99.3%	128,455	0.7%
2012	2011	19,231,752	18,695,063	97.2%	310,675	19,005,738	98.8%	226,014	1.2%
2013	2012	19,059,666	18,350,887	96.3%	-	18,350,887	96.3%	708,779	3.7%

(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	Tax Year	Real Residential Property	Real Commercial Property	Personal Property	Public Utilities	Total Taxable Assessed Value (1)	Total Direct Tax Rate	Estimated Actual Taxable Value	Taxable Assessed Value as a Percentage of Actual Taxable Value
2004	2003	\$ 272,157,350	\$ 190,580,631	\$ 51,252,805	\$ 10,267,203	\$ 524,257,989	2.87	\$ 1,754,591,303	30%
2005	2004	274,953,825	200,439,682	53,451,907	10,153,519	538,998,933	2.87	1,797,548,472	30%
2006	2005	322,792,500 (2)	223,983,134 (2)	52,163,372 (2)	11,390,458 (2)	610,329,464 (2)	2.55 (2)	2,045,715,665 (2)	30% (2)
2007	2006	334,908,739	231,506,227	58,065,289	11,091,196	635,571,451	2.55	2,132,117,298	30%
2008	2007	347,866,446	268,472,911	44,405,787	9,269,913	670,015,057	2.65	2,227,521,739	30%
2009	2008	354,598,524	280,288,355	44,651,529	9,427,296	688,965,704	2.77	2,285,093,952	30%
2010	2009	360,138,810	275,346,400	40,958,797	8,596,571	685,040,578	2.77	2,281,080,692	30%
2011	2010	434,209,725 (2)	314,892,290 (2)	47,347,150 (2)	10,508,868 (2)	806,958,033 (2)	2.39 (2)	2,701,000,491 (2)	30% (2)
2012	2011	434,510,575	314,409,168	45,795,106	9,960,967	804,675,816	2.39	2,694,826,422	30%
2013	2012	428,632,500	313,900,532	44,521,899	10,420,634	797,475,565	2.39	2,666,634,267	30%

(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% with all bank accounts and \$7,500 of all other items in the hands of a taxpayer exempt; Commercial and Industrial - Real at 40% and Personal at 30% except that the Personal Property of eligible Banks is 40%; Public Utilities (excluding Railroads and Telecommunications) - All Property both Real and Personal at 55%; Railroads and Telecommunications - Real and Personal at 40%.

(2) All properties were reappraised in tax year 2005 (fiscal year 2006) and tax year 2010 (fiscal year 2011).

**City of Oak Ridge, Tennessee
Principal Property Taxpayers
Tax Year 2012 and 9 Years Ago - For FY 2013 and 2003**

Taxpayer	Type of Business	Tax Year 2012			Tax Year 2003		
		Taxable Assessed Valuation	Rank	Percentage of Total Assessed Valuation	Taxable Assessed Valuation	Rank	Percentage of Total Assessed Valuation
UT-Battelle	Management Contractor (ORNL)	\$ 44,219,336	1	5.54%	\$ 11,666,398	2	2.22%
Oak Ridge Projects LLC	Real Estate Developer	37,011,567	2	4.64%	-		-
Oak Ridge Tech Center Oak Ridge Corp Partners	Office Complex	13,384,685	3	1.68%	10,838,880	3	2.07%
R&R Properties/Richard Chinn	Entrepreneur	12,074,608	4	1.51%	6,018,265	7	1.15%
Methodist Medical Center of Oak Ridge	Health Services	10,557,920	5	1.32%	7,495,470	6	1.43%
Scientific Ecology Group (AKA GTS Duratek)	Environmental Services	9,827,319	6	1.23%	4,096,141	10	0.78%
Wilkinson Realty	Apartment Complexes	8,325,024	7	1.04%	-		-
A & M Enterprises Inc.	Real Estate Developer	6,634,680	8	0.83%	-		-
JMM Realty LLC	Real Estate	5,667,240	9	0.71%	-		-
ORNL Federal Credit Union	Credit Union	4,452,632	10	0.56%	-		-
BellSouth	Communications	-		-	7,503,930	5	1.43%
Boeing Tennessee Inc.	Manufacturing and Engineering	-		-	12,394,653	1	2.36%
Crown America	Shopping Mall/Misc. Development	-		-	8,772,377	4	1.67%
International Environmental Resources (AKA Manufacturing Sciences)	Environmental Services	-		-	5,057,257	8	0.96%
BNFL, Inc.	Environmental Services	-		-	4,582,926	9	0.87%
TOTAL		\$ 152,155,011		19.08%	\$ 78,426,297		14.95%

Note: Does not include in-lieu of tax payments.

City of Oak Ridge, Tennessee Ratios of Outstanding Debt by Type – Last 10 FY

Fiscal Year	Governmental-type Activities				Business-type Activities				Total Primary Government	Percentage of Personal Income (2)	Per Capita (2)
	General Obligation Bonds	QZAB	Notes Payable	Capital Leases	Electric Revenue Bonds	General Obligation Bonds	Notes Payable	Capital Leases			
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	16.70%	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	18.31%	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	18.23%	5,733
2012	40,235,000	4,584,765	54,488,053	851,825	3,990,000	31,700,000	33,932,728	653,686	170,436,057	17.96%	5,811
2013	36,920,000	4,075,347	54,162,053	930,736	2,980,000	31,165,000	34,844,047	535,338	165,612,521	(1)	5,647

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, 2013

<u>Jurisdiction</u>	<u>Net Debt Outstanding</u>	<u>Percentage of Debt Applicable To the City</u>	<u>City's Share of Debt</u>
Direct:			
City of Oak Ridge -			
General Obligation Bonds	\$ 36,920,000	100%	\$ 36,920,000
Notes Payable	54,162,053	100%	54,162,053
Qualified Zone Academy Bonds (QZAB)	4,075,347	100%	4,075,347
Capital Lease	930,736	100%	930,736
Debt Service Fund	<u>(10,297,194)</u>		<u>(10,297,194)</u>
Total Direct Debt	<u>85,790,942</u>		<u>85,790,942</u>
Overlapping:			
Anderson County, Tennessee	56,890,825	39.78%	*
Roane County, Tennessee	<u>35,125,659</u>	12.31%	<u>4,323,969</u>
Total Overlapping Debt	<u>92,016,484</u>		<u>26,955,139</u>
Total Direct and Overlapping Debt	<u>\$ 177,807,426</u>		<u>\$ 112,746,081</u>

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	Waterworks (1)			
	Electric Revenue	Water Revenue	Wastewater Revenue	Total
2004	\$ 35,913,653	\$ 6,343,489	\$ 5,704,123	\$ 47,961,265
2005	35,724,771	6,225,551	5,756,389	47,706,711
2006	38,922,932	7,088,332	5,788,969	51,800,233
2007	41,971,757	7,867,191	6,377,350	56,216,298
2008	45,608,826	9,925,588	6,774,328	62,308,742
2009	52,597,386	10,713,173	7,632,541	70,943,100
2010	48,737,266	10,225,818	7,501,780	66,464,864
2011	54,868,484	9,829,932	7,274,937	71,973,353
2012	55,021,285	9,708,510	7,322,581	72,052,376
2013	55,712,659	10,291,510	9,137,319	75,141,488

Note: Revenues exclude one-time grant proceeds and capital contributions by developers.

(1) Waterworks revenue does not include payments from US Department of Energy contracts for operation of utilities on the west end of Oak Ridge, including the federal East Tennessee Technology Park.

Ten Largest Electric Customers Current Year and 9 Years Ago

Customer	2013					2004				
	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	63,931	25,569,719	\$ 2,942,495	1	5.56%	58,781	26,888,841	\$ 1,668,010	1	4.73%
US Department of Energy	62,458	34,255,182	2,745,617	2	5.19%	17,841	7,364,289	474,971	7	1.35%
Methodist Medical Center	46,749	22,146,558	2,130,682	3	4.03%	43,823	22,077,781	1,332,151	3	3.78%
Energy Solutions (AKA GTS Duratek, Manufacturing Sciences)	30,633	36,487,177	1,930,137	4	3.65%	(1)	21,811,514	1,100,894	4	3.12%
USEC Inc.	35,757	17,875,071	1,711,792	5	3.24%					
Oak Ridge Board Of Education	39,661	13,665,942	1,485,519	6	2.81%	34,184	12,795,922	858,547	6	2.44%
Oak Ridge Project LLC	29,343	14,198,000	1,330,504	7	2.51%					
Advanced Measurement	14,650	8,010,150	720,130	8	1.36%	14,567	7,978,100	455,926	9	1.29%
Coors Tek	11,993	6,815,000	644,165	9	1.22%	-	-	-	-	0.00%
Oak Ridge Associated Universities	14,965	6,366,315	635,462	10	1.20%	-	-	-	-	0.00%
BNFL	-	-	-	-	-	49,405	24,214,400	1,650,266	2	4.68%
Boeing	-	-	-	-	-	(1)	21,466,016	1,033,074	5	2.93%
Manufacturing Sciences	-	-	-	-	-	18,126	708,520	465,171	8	1.32%
BWXT Y-12	-	-	-	-	-	15,243	7,320,419	438,342	10	1.24%
Total			<u>\$ 16,276,503</u>		<u>30.77%</u>			<u>\$ 9,477,352</u>		<u>26.89%</u>

Note:

(1) This customer is on the ESP program offered through the Tennessee Valley Authority.

**City of Oak Ridge, Tennessee
Pledged - Revenue Coverage
Last Ten Fiscal Years**

Electric Revenue Debt							
Fiscal Year	Operating Revenues	Operating Expenses (1)	Net Available Revenue	Principal	Interest	Total	Coverage Ratio
2004	\$ 35,873,470	\$ 33,623,285	\$ 2,250,185	\$ 810,000	\$ 580,229	\$ 1,390,229	1.62
2005	35,671,697	32,545,257	3,126,440	820,000	694,765	1,514,765	2.06
2006	38,881,488	35,131,961	3,749,527	835,000	764,318	1,599,318	2.34
2007	41,915,066	38,798,182	3,116,884	992,673	923,836	1,916,509	1.63
2008	45,573,802	41,103,159	4,470,643	984,750	854,487	1,839,237	2.43
2009	52,565,380	46,957,765	5,607,615	1,009,087	862,630	1,871,717	3.00
2010	48,691,801	43,330,957	5,360,844	1,043,424	883,244	1,926,668	2.78
2011	54,822,625	48,037,377	6,785,248	1,083,095	927,875	2,010,970	3.37
2012	54,954,964	48,781,668	6,173,296	1,122,765	891,920	2,014,685	3.06
2013	55,708,671	48,714,134	6,994,537	1,137,769	850,604	1,988,373	3.52

(1) Operating expenses do not include interest, depreciation or in-lieu of taxes paid to other City funds.

Water and Wastewater Revenue Debt							
Fiscal Year	Operating Revenues	Operating Expenses (1)	Net Available Revenue	Principal	Interest	Total	Coverage Ratio
2004	\$ 12,044,747	\$ 8,688,053	\$ 3,356,694	\$ 956,705	\$ 783,515	\$ 1,740,220	1.93
2005	11,978,901	9,113,823	2,865,078	1,030,368	868,746	1,899,114	1.51
2006	12,874,950	10,064,683	2,810,267	1,070,673	1,163,287	2,233,960	1.26
2007	14,243,446	11,549,776	2,693,670	1,274,724	1,312,552	2,587,276	1.04
2008	16,842,748	12,311,926	4,530,822	1,373,195	1,258,007	2,631,202	1.72
2009	19,930,455	12,393,252	7,537,203	1,424,187	1,024,740	2,448,927	3.08
2010	19,326,409	11,958,264	7,368,145	1,476,696	944,845	2,421,541	3.04
2011	18,716,157	12,682,614	6,033,543	1,517,889	993,162	2,511,051	2.40
2012	18,641,547	12,704,883	5,936,664	1,585,275	1,182,886	2,768,161	2.14
2013	20,990,765	13,315,440	7,675,325	1,750,948	1,251,386	3,002,334	2.56

(1) Operating expenses do not include interest, depreciation or in-lieu of taxes paid to other City funds.

City of Oak Ridge, Tennessee

Electric, Water and Wastewater Sold By Customer Type – Last 10 FY

Fiscal Year	Electric				Water		Wastewater	
	Residential	Small Lighting and Power	Large Lighting and Power	Street and Outdoor Lighting	Residential	Commercial	Residential	Commercial
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
2012	13,901	1,814	363	61	11,244	1,677	10,978	1,219
2013	13,908	1,826	376	62	11,250	1,658	10,982	1,207

Electric, Water and Wastewater Rates – Last 10 FY

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Electric (1)										
<u>Residential</u>										
Base Charge All kWh	\$ 6.57 0.06544	\$ 7.30 0.66790	\$ 7.37 0.07732	\$ 7.46 0.07622	\$ 7.70 0.08800	\$ 7.70 0.09300	\$ 7.70 0.09250	\$ 9.70 0.09589	\$ 9.70 0.09760	\$ 9.70 0.09748
<u>Commercial</u>										
GSA1 Base Charge All kWh	\$ 15.00 0.07178	\$ 17.00 0.07382	\$ 17.17 0.08571	\$ 17.37 0.08432	\$ 17.93 0.09686	\$ 17.93 0.10211	\$ 17.93 0.10250	\$ 17.93 0.10805	\$ 17.93 0.10989	\$ 17.93 0.10977
GSA2 Base Charge 1st 15,000 kWh Additional kWh kW, 51-1,000	\$ 30.00 0.07421 0.03823 10.67	\$ 55.00 0.07746 0.03935 10.93	\$ 55.56 0.08938 0.04601 12.55	\$ 56.20 0.08803 0.04557 12.25	\$ 58.00 0.10069 0.05463 13.31	\$ 58.00 0.10594 0.05873 13.65	\$ 58.00 0.10633 0.05624 14.58	\$ 80.00 0.10967 0.06139 14.58	\$ 80.00 0.11151 0.06212 14.93	\$ 80.00 0.11139 0.06201 14.93
GSA3 Base Charge All kWh kW, 0 - 1,000 kW, 1,001 - 5,000	\$ 80.00 0.03901 10.09 12.02	\$ 150.00 0.04087 10.09 12.02	\$ 151.52 0.04754 11.95 14.27	\$ 153.28 0.04712 11.61 13.88	\$ 158.19 0.05623 12.69 15.17	\$ 158.19 0.06033 13.05 15.59	\$ 158.19 0.05784 14.03 16.75	\$ 200.00 0.06277 14.03 16.75	\$ 200.00 0.06350 14.40 17.18	\$ 200.00 0.06339 14.40 17.18
<u>Outdoor Light</u> All kWh	\$ 0.04377	\$ 0.04622	\$ 0.05265	\$ 0.05166	\$ 0.05943	\$ 0.06368	\$ 0.06110	\$ 0.06429	\$ 0.06524	\$ 0.06512
<u>Water</u>										
Minimum Bill (0-2,000 gallons)	\$ 8.01	\$ 8.01	\$ 8.01	\$ 9.65	\$ 11.50	\$ 11.50	\$ 11.50	\$ 11.50	\$ 13.50	\$ 13.50
Next 8,000 gallons per 1,000 gallons	3.10	3.10	3.10	3.75	4.55	4.55	4.55	4.55	5.25	5.60
Next 40,000 gallons per 1,000 gallons	2.77	2.77	2.77	3.35	4.05	4.05	4.05	4.05	4.55	5.10
Next 150,000 gallons per 1,000 gallons	2.29	2.29	2.29	2.75	3.20	3.20	3.20	3.20	3.75	5.10
Next 800,000 gallons per 1,000 gallons	1.90	1.90	1.90	2.30	3.20	3.20	3.20	3.20	3.75	5.10
Next 1,000,000 gallons per 1,000 gallons	1.56	1.56	1.56	2.30	3.20	3.20	3.20	3.20	3.75	5.10
<u>Wastewater</u>										
Minimum Bill (0-2,000 gallons)	\$ 10.50	\$ 10.50	\$ 11.50	\$ 11.50	\$ 13.50	\$ 13.50	\$ 13.50	\$ 13.50	\$ 18.50	\$ 18.50
Next 8,000 gallons per 1,000 gallons	3.75	3.75	4.13	4.13	5.15	5.15	5.15	5.15	6.45	7.75
Next 40,000 gallons per 1,000 gallons	5.05	5.05	5.55	5.55	6.45	6.45	6.45	6.45	7.75	7.75
Next 50,000 gallons per 1,000 gallons	5.05	5.05	5.55	5.55	6.45	6.45	6.45	6.45	7.75	7.75
Next 4,999,900 gallons per 1,000 gallons	5.05	5.05	5.55	5.55	6.45	6.45	6.45	6.45	7.75	7.75
All over 5,000,000 gallons per 1,000 gallons	5.90	5.90	5.55	5.55	6.45	6.45	6.45	6.45	7.75	7.75

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, 1990, and 2000 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
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	922,897,780	31,466	43.5 (1)	8.7%	4,472
2011	29,330	922,311,180	31,446	(3)	9.4%	4,458
2012	29,330	948,737,510	32,347	(3)	8.6%	4,468
2013	29,330	(3)	(3)	(3)	7.4%	4,687

(1) Source: U. S. Census Bureau. Statistic is for the City of Oak Ridge

(2) Source: East Tennessee Development District/Bureau of Economic Analysis and Tennessee Department of Labor and Workforce Development. 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	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government										
Ordinances Adopted	20	15	17	22	31	20	17	22	19	20
Resolutions Adopted	127	144	127	108	107	113	108	120	114	103
Number of Court Cases-City Violations	3,429	1,709	2,881	3,483	3,566	4,198	4,861	4,412	3,905	4,776
Administrative Services										
Applications Received and Processed	653	891	784	839	804	1,527	774	1,122	1,029	634
Purchase Orders Issued for Departments	2,254	4,524	4,525	4,106	4,619	4,720	4,778	4,979	4,947	4,648
Purchase Orders Issued for Stock Purchases	1,420	1,219	1,350	1,328	1,138	706	836	853	803	754
Business Licenses Issued	1,262	1,345	1,392	1,344	1,339	1,295	N/A	1,071	1,164	1,134
New Business Licenses Issued	N/A	224	174	163						
Police										
Serious Crimes	620	544	539	551	475	481	437	438	488	1,379
Burglaries	383	394	394	348	378	426	417	319	266	200
Total Arrests	2,975	2,691	2,938	2,871	2,780	3,571	3,228	3,075	2,157	2,044
Total Calls for Services	32,854	32,854	35,544	37,055	35,159	38,660	30,999	31,157	26,505	33,215
Animal Apprehensions	2,708	2,500	2,850	2,342	1,805	2,341	2,077	2,592	1,440	939
Registered Animals	4,040	4,400	4,200	4,000	2,000	2,515	1,592	1,466	2,132	2,314
Fire										
Number of Calls	3,264	3,560	3,743	3,721	4,095	4,489	4,457	4,528	4,549	4,825
Public Fire Education	10,993	10,993	9,000	10,750	11,000	11,000	11,000	5,000	8,860	9,874
Violations Reported by Department Inspection	850	850	900	1,060	1,642	520	941	1,405	1,183	1,828
Average Response Time (Mins.)	4.0	4.0	4.0	4.3	4.5	4.1	4.1	5.38	5.20	6.11
Average Control Time (Mins.)	4.0	4.0	4.0	4.0	4.5	4.0	10.4	6.45	15.58	5.15
Community Development										
Site Plans Reviewed										
Non-Residential	19	18	19	6	9	15	13	11	14	11
Residential	76	110	112	108	39	45	0	22	13	13
Building Permits	582	582	599	567	552	488	497	440	413	301
Plumbing Permits	400	400	518	584	474	440	390	376	306	296
Electrical Permits	530	530	643	629	507	434	520	492	369	373
Nuisance Abatement	1,691	1,691	757	620	733	726	1,076	1,285	1,110	920
Abandoned Vehicles	416	416	416	150	127	289	219	234	196	139
Housing Inspections	48	48	66	62	64	149	101	109	111	37
Park and Recreation										
City-Wide Special Events	7	7	7	7	7	7	7	7	7	7
Cold Facts Program Participants	2,325	2,341	2,327	2,353	2,387	2,401	2,409	2,429	2,433	2,246
Pool Attendance	78,938	60,775	75,741	77,153	78,689	70,759	66,182	82,861	79,535	67,535
Summer Camp Enrollment	860	1,100	870	949	997	1,000	1,050	1,093	1,005	1,126
Athletic Activities										
Youth Participants	212	186	147	155	166	189	223	196	202	270
Adult Participants	1,496	1,845	1,784	1,579	1,707	1,898	1,774	1,562	1,724	1,581
Youth Teams	20	18	16	17	16	19	21	20	20	24
Adult Teams	106	138	129	113	124	142	125	118	127	117
Library										
Total Volume	118,411	114,707	114,707	112,550	113,890	115,159	117,310	122,250	124,714	121,729
Total Non-Print Material	51,692	52,415	52,415	57,241	57,673	59,258	60,683	60,386	54,420	53,322
Total Circulation	204,681	204,585	182,400	186,215	180,233	181,826	174,906	174,292	160,978	160,876
Registered Patrons	27,604	23,735	23,455	22,171	20,209	22,301	22,520	24,111	22,624	22,943
Reference Questions and Reader Service	33,029	35,622	33,217	29,883	31,170	30,914	33,011	34,539	34,263	34,032
Story Time Attendance	5,395	5,355	4,167	5,262	5,335	4,699	4,797	4,022	5,461	4,217
Public Works										
Street Sign Maintenance and Installation	341	412	259	370	286	388	296	300	291	381
Traffic Control and School Flashing Signals										
Inventory	390	390	390	390	390	390	390	390	390	452
Hours for Maintenance and Installation	2,508	2,508	1,865	2,147	2,040	2,080	2,214	2,062	2,555	3,582
Public Street Lights										
Inventory	5,431	5,426	5,426	5,447	5,426	5,426	5,784	5,784	5,802	5,918
Hours for Maintenance and Installation	1,536	1,606	2,082	1,807	1,133	1,627	1,479	1,400	2,821	1,867
Mowing of ROW (Acres)	15	15	15	15	15	15	15	15	21	21
Electric										
Purchased Power										
Kilowatts-Hours Purchased	551,468,429	534,063,705	539,597,265	547,543,621	557,257,006	545,153,900	550,862,526	558,180,714	554,707,916	552,739,792
Amount	\$ 27,615,311	\$ 26,543,605	\$ 28,833,331	\$ 32,063,010	\$ 34,364,532	\$ 40,786,288	\$ 36,808,216	\$ 41,266,396	\$ 41,686,544	\$ 41,620,222
Electric Sales										
Kilowatts-Hours Sold	525,327,120	514,560,835	505,272,128	521,693,354	528,247,375	522,075,626	520,702,657	532,192,597	528,200,469	531,085,115
Amount	\$ 35,245,630	\$ 35,051,657	\$ 38,227,317	\$ 41,184,247	\$ 44,844,650	\$ 51,764,998	\$ 47,916,469	\$ 53,998,663	\$ 52,650,987	\$ 52,891,248
Cost Per Kilowatt-Hour Purchases	\$0.0501	\$0.0497	\$0.0534	\$0.0586	\$0.0617	\$0.0748	\$0.0668	\$0.0739	\$0.0752	\$0.0753
Percentage of Losses and Unaccounted for KH Purchases	4.74%	3.65%	6.36%	4.72%	5.21%	4.23%	5.48%	4.66%	4.78%	3.92%
Water										
Gallons Treated (Thousands)	3,907,730	3,700,000	4,045,928	3,367,518	3,732,957	3,921,905	3,687,716	3,438,372	3,209,465	2,721,411
Gallons Purchased (Thousands)	-	-	-	34,445	23,282	16,025	16,313	18,014	18,000	19,407
Gallons Pumped (Thousands)	-	-	-	3,370,193	3,673,932	3,937,930	3,704,029	3,456,386	3,227,465	2,740,818
Gallons Sold (Thousands)	3,680,361	3,521,730	3,699,823	2,870,928	3,249,385	3,346,471	3,166,137	2,987,370	2,744,528	2,551,268
Line Losses and Gallons Unaccounted for (Thousands)	N/A	N/A	N/A	533,710	424,547	591,459	537,892	469,016	482,937	189,550
Percentage of Losses and Unaccounted for Gallons to Total Provided (Thousands)	N/A	N/A	N/A	15.7%	11.6%	15.0%	14.5%	13.6%	15.0%	6.9%
Average Daily Consumption (Thousands of Gallons)	10,083	9,649	10,137	7,866	8,902	9,168	8,674	8,185	7,519	6,990
Wastewater										
Clinch River Industrial Park Plant										
Gallons Treated (Thousands)	1,724	1,600	1,600	1,200	1,021	1,448	1,890	57	0	0
Rarity Ridge										
Gallons Treated (Thousands)	-	-	-	-	2,433	37,841	37,662	33,138	37,820	47,160
West End Plant										
Gallons Treated (Thousands)	1,942,491	2,100,000	2,100,000	1,600,000	1,579,946	1,589,821	1,997,308	1,790,493	1,819,991	1,627,351
Schools										
Enrollment	4,285	4,280	4,306	4,394	4,362	4,411	4,472	4,532	4,468	4,458
Average Daily Membership	4,279	4,284	4,348	4,364	4,407	4,452	4,472	4,532	4,456	4,438
Average Daily Attendance	4,066	4,061	4,127	4,142	4,185	4,220	4,214	4,288	4,240	4,274
Average Test Scores (ACT)	24.4	24.5	24.3	23.6	23.6	24.7	23.0	23.4	23.2	23.0

* 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	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Marked Vehicles	23	23	23	23	23	25	30	35	32	32
Unmarked Vehicles	5	6	6	6	8	8	8	11	11	11
Animal Control	2	2	2	2	2	2	2	3	3	3
Other Vehicles	9	9	9	9	8	8	8	6	6	6
Fire										
Stations	3	3	3	3	4	4	4	4	4	4
Fire Trucks (Pumpers and Ladder)	6	6	6	6	9	9	9	9	9	10
Rescue Vehicles - Radio Equipped	2	2	2	2	3	3	3	3	3	3
Sedans - Radio Equipped	4	4	4	4	6	6	8	8	8	8
Fire Specialists' Vehicles	5	5	5	5	5	5	4	4	4	4
HazMat Truck	-	-	-	-	-	-	-	-	-	1
Ambulances	-	-	-	-	-	-	-	-	-	2
Park and Recreation										
Parks	14	14	14	14	14	14	15	15	15	15
Parks/Greenbelt (Total Acres)	2,237	2,237	2,237	2,237	2,237	2,237	2,300	2,300	2,300	2,500
Swimming Pools	2	2	2	2	2	2	2	2	2	2
Tennis Courts	22	22	22	22	22	22	22	22	22	22
Baseball Parks	5	5	5	5	5	5	5	5	5	5
Softball Parks	6	6	6	6	6	6	6	6	6	6
Gymnasium	1	1	1	1	2	2	2	2	2	2
Golf Course	1	1	1	1	1	1	1	1	1	1
Soccer Fields	9	9	9	9	9	9	9	9	9	9
Community Centers	3	3	3	3	3	3	3	3	3	3
Disc Golf Courses	-	-	-	1	2	2	2	2	2	2
Library	1	1	1	1	1	1	1	1	1	1
Public Works										
Miles of Roads and Streets	217.75	222.33	226.00	226.00	227.72	227.87	229.59	229.59	229.59	229.59
Miles of Sidewalks	100.92	103.64	104.29	108.36	110.76	110.92	111.23	119.68	119.68	119.68
Electric										
Miles of Electric Lines	282.00	282.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00	286.00
Number of Regular Street Lights	5,431	5,426	5,447	5,463	5,463	5,463	5,784	5,802	5,802	5,918
Number of Private Outdoor Lights	1,577	1,577	1,577	1,568	1,574	1,385	1,385	1,393	1,393	1,393
Water										
Miles of Water Main	225.77	225.77	231.90	231.90	240.86	241.35	243.12	244.00	244.00	245.69
Number of Fire Hydrants	2,500	2,700	2,580	2,574	2,683	2,845	2,845	2,845	2,845	2,845
Treatment Plants	1	1	1	1	1	2	2	2	2	2
Wastewater										
Miles of Sewer Main	245.87	245.87	245.87	250.00	259.78	260.07	260.59	261.27	261.27	262.23
Treatment Plants	2	2	2	2	3	3	3	2	2	2
Treatment Capacity (Thousand of Gallons)	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
Middle Schools	2	2	2	2	2	2	2	2	2	2
High Schools	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 that 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: Americans 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.

Inter-fund 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, the 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 (a) 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 non-matured 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 which 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 expenditures 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 Inter-fund 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	FCA	Fuel Cost Adjustment
ACHS	Anderson County Health Council	FLSA	Fair Labor Standards Act
ADA	Americans with Disabilities Act	FMLA	Family Medical Leave Act
ADFAC	Aid to Distressed Families of Appalachian Counties	FTE	Full-time Equivalency
ADFAC	Aid to Distressed Families of Anderson County	FY	Fiscal Year
AED	Academy for Educational Development	GAAP	Generally Accepted Accounting Principles
ALI	Automatic Location Identifiers	GAGAS	Generally Accepted Government Auditing Standards
ANSI	American National Standards Institute	GASB	Governmental Accounting Standards Board
AYSO	American Youth Soccer Organization	GASS	Generally Accepted Auditing Standards
ASE	Automotive Service Excellence	GFOA	Government Finance Officers Association
ASTM	American Society for Testing and Materials	GIS	Geographic Information System
BAB	Build America Bond	GOB	General Obligation Bonds
CAP	Climate Action Plan	GWC	Government Workers Compensation
CAFR	Comprehensive Annual Financial Report	HDCCV	Housing Development Corporation of the Clinch Valley
CDBG	Community Development Block Grant	HUD	Housing and Urban Development
CIP	Capital Improvement Program	IDB	Industrial Development Board
CNC	Community Network Committee	ISO	Insurance Services Office
COLA	Cost of Living Adjustment	JFYP	Just For Youth Program
CPI	Consumer Price Index	KWH	Kilowatt-hour
CPSC	Consumer Product Safety Council	MOU	Memorandum of Understanding
CROET	Community Reuse Organization of East Tennessee	MUTCD	Manual on Uniform Traffic Control Device
CVB	Convention and Visitors Bureau	ORAU	Oak Ridge Associated Universities
DARE	Drug Awareness and Resistance Education	ORHA	Oak Ridge Housing Authority
DFSR	Distributed File System Replication	ORHS	Oak Ridge High School
DOE	Department of Energy	ORNL	Oak Ridge National Laboratory
ECD	Emergency Communications District	PILOT	Payment in Lieu of Taxes
ED	Economic Diversification Fund	QZAB	Qualified Zone Academy Bonds
EOC	Emergency Operations Center	RMS	Records Management Software
EPA	Environmental Protection Agency	RSMS	Remote Sensor Management System
ERRF	Equipment Replacement Rental Fund	SALI	Stand Alone Location Identification
ESG	Emergency Shelter Grant	SETHEPP	State Employees, Teachers, and Higher Education Employee Pension Plan
ETDD	East Tennessee Development District	SCADA	Supervisory Control and Data Acquisition
ETHRA	East Tennessee Human Resource Agency	SNS	Spallation Neutron Source
ETTP	East Tennessee Technology Park	SSAF	State Street Aid Fund
FASB	Financial Accounting Standards Board	STP	Service Transportation Program

TCA	Tennessee Code Annotated	TPO	Transportation Planning Organization
TCRS	Tennessee Consolidated Retirement System	TVA	Tennessee Valley Authority
TDEC	Tennessee Department of Environment and Conservation	UBO	Utility Business Office
TDOT	Tennessee Department of Transportation	VIPS	Volunteers in Police Service
TMBF	Tennessee Municipal Bond Fund	VOIP	Voice over Internet Protocol
TML	Tennessee Municipal League	WSI	Water Safety Instructor
		WWTP	Wastewater Treatment Plant

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