



# COMMUNITY PROFILE

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Date of Incorporation	February 1, 2002
Population	30,290
Form of Government	Council-Manager
Employees (full-time)	44
Employees (part-time)	1
Area	7.9 square miles
Miles of Streets	172.3 lane miles
Public Safety	
Police	Contract with Santa Barbara County Sheriff
Fire	Santa Barbara County Fire Services
Recreation & Culture	
Parks	14
Open Space Acreage	302
Community Center	1
Library	1
Education:	
Elementary Schools (K-6)	4
Middle Schools (6-8)	1
High Schools (9-12)	1
Private Schools	3
Special Needs Schools	0

**Accrual Basis**

A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

**Annualize**

Taking changes that occurred mid-year and calculating their cost for a full year; for the purpose of preparing an annual budget.

**Appropriation**

A legal authorization made by the City Council that permits the City to incur obligations and to make expenditures of resources for specific purposes.

**Assessed Valuation**

A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, assessed value is established by the County for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 1% of full value. Proposition 13 also modified the value of real taxable property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon changed in ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal. Property taxes for general purposes cannot exceed 1% of assessed value.

**Audit**

Performed by an independent certified public accountant (CPA). The primary objective of an audit is to determine if the City's financial statements fairly present the City's financial position and results of operations in conformity with generally accepted accounting principles.

**Asset**

Resources owned or held by a government, which have monetary value.

**Available Fund Balance**

This refers to the funds remaining from the prior year, which are available for appropriation and expenditure in the current year.

**Budget**

A process of putting together an operating plan for a specified period of time that accounts for projected revenues and planned expenditures for municipal services, goals and objectives for the budget period.



# GLOSSARY

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## **Budget Amendments**

The City Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption by majority vote. The City Manager is authorized to transfer budgeted amounts between departments. Actual expenditures may not exceed budgeted appropriations at the fund level.

## **Budget and Fiscal Policies**

General and specific guidelines adopted by the City Council that governs the budget preparation and administration.

## **Budget Message**

Included in the opening section of the budget, the Budget Message provides the City Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the City Manager.

## **Capital Improvement Projects (CIP)**

A construction project is a physical improvement for maintenance, rehabilitation, construction or development on City property with a life expectancy of three or more years. These include streets, public facilities and community enhancements. These capital projects can span fiscal years and have multiple funding sources.

## **Capital Outlay**

Fixed assets that have a value of \$5,000 or more and have a useful economic lifetime of more than one year.

## **Capital Project Funds**

This fund type is used to account for financial resources used in acquiring or building 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 increased or decreased.

## **Debt Service**

The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

## **Debt Service Funds**

This fund type is used to account for the payment and accumulation of resources related to general long-term debt principal and interest; debt service payments related to enterprise operations are directly accounted for in those funds.

**Deficit**

The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

**Depreciation**

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**Designated Reserves**

Reserves that have been designated to be used for a specified purpose. Designated Reserves remain spendable resources.

**Encumbrance**

The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

**Expenditure**

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. This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

**Fiscal Policies**

A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

**Fiscal Year**

The beginning and ending period for recoding financial transactions. The City has specified July 1 to June 30 as its fiscal year.

**Fixed Assets**

Assets of long-term nature such as land, building, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

**Fund**

An accounting entity that records all financial transactions for specific activities or government functions. The generic fund types used by the City are: General Fund, and Special Revenue Funds.

**Fund Balance**

Also known as financial position, fund balance for the governmental fund types is the excess of fund assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

**GAAP**

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**General Fund**

The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. Except for subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose.

**Grants**

A contribution by a government or other organization to support a particular function. Grants may be classified as either operations or capital, depending upon the grantee.

**Infrastructure**

The physical assets of a government (e.g. streets, public buildings and parks).

**Intergovernmental Revenue**

Funds received from federal, state, and other local governments sources in the form of shared revenues, and payments, in lieu of taxes.

**Investment Revenue**

Interest income from the investment of funds not immediately required to meet cash disbursement obligations.

**Long-term Debt**

Debt with a maturity of more than one year after the date of issuance.

**Operating Budget**

The portion of the budget that pertains to daily operations and delivery of basic governmental services.

**Operating Revenue**

Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

**Operating Expenses**

The cost for salaries, benefits, supplies & services and equipment required for a department to function.

**Pay-as-you-go Basis**

A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

**Prior-Year Encumbrances**

Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

**Reserve**

An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

**Resolution**

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

**Resources**

Total amounts available for appropriation including estimated revenues, funds transfers, and beginning balances.

**Revenue**

Sources of income financing the operations of government.

**Special Revenue Funds**

This fund type is used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditures for specific purposes. (See fund)

**Subvention**

Revenues collected by the State (or other level of government), which are allocated to the City on a formula basis. The major subventions received by the City from the State of California include motor vehicle in lieu and gasoline taxes.

**Supplemental Appropriation**

An additional appropriation made by the governing body after the budget year has started.



# GLOSSARY

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## **Supplies & Services**

Expendable material and operating supplies and services necessary to conduct departmental operations.

## **Transfers In/Out**

Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

## **Unencumbered Balance**

The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.



# EXPLANATION OF MAJOR REVENUE SOURCES

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## GENERAL FUND

**Property Tax:** Property Tax is determined by the Santa Barbara County Tax Assessor based on the full value of a property. The County levies a base tax of one percent of assessed valuation plus assessments.

**Sales and Use Tax:** Sales and Use Tax is imposed by the State of California based on taxable sales within the City.

**Franchises:** Franchise fees are imposed on gas, electric, cable, and solid waste companies operating in the City.

**Property Transfer Tax:** Property transfer tax is imposed by the County on real property sold based on the value of the property transferred.

**Transient Occupancy Tax:** Transient Occupancy Tax within the City of Goleta is 10% and is collected by lodging (hotels/motels) establishments located within the City limits.

**Licenses and Permits:** The City assesses certain license and permit fees as a means of recovering the cost of regulating various activities. The fees are paid by individuals and developers receiving permits for construction, park reservations, and business licenses.

**Intergovernmental:** Intergovernmental revenues are collected by the State of California and then subvented to the City in accordance with established formulas.

**Charges for Services:** Service charges or fees are imposed on the user for a specific services rendered based on the rationale that the benefiting party should bear the cost of the service rather than the general public.

**Fines and Forfeitures:** Fines and penalties are imposed for towing vehicles, traffic and parking violations occurring within the City limits.

**Interest Income:** Interest income is revenue received through investment of the City's available cash.





# Chart of Accounts

LIST OF FUNDS		
FUND	TITLE	DESCRIPTION
101	General	Taxes, Intergovernmental, Permit fees
102	G.F. Reserves	All Reserves
199	City Debt Service (No Longer Used)	Debt Service payments
201	Gas Tax	Gas Tax revenue
202	Transportation	Local Transportation revenue (LTF Ped/Bikeways)
205	Measure D	1/4 Cent Sales Tax revenue
211	Solid Waste	2% Solid Waste Program revenue
220	GTIP	GTIP Development Impact Fee revenue
221	Park Development Fees	Park Development Impact Fee revenue
222	Public Administration Development Fees	Miscellaneous Development Impact Fee revenue
223	Library Facilities Development Fees	Library Fac Development Impact Fee revenue
224	Sheriff Facilities Development Fees	Sherriff Fac. Development Impact Fee revenue
225	Housing-in-Lieu	Housing-in-Lieu revenue
226	Environmental Programs	Environmental Mitigation revenue
228	Housing-in-Lieu - RDA	Housing-in-Lieu Revenue for RDA
301	State Park Grant	Various park grant revenue
302	COPS - Public Safety	COPS grant revenue
304	Solid Waste - Recycling Grant	EPA Recycling Grant
305	RSTP - State Grant	Regional Surface Transportation Program
306	LSTP – State Grant	Local State Transportation Program
307	Environmental Justice	Grant funds from CALTRANS
308	STIP – State Grant	State Transportation Improvement Program
401	HBP Federal Grant	Highway Bridge Replacement Program
402	Community Development Block Grant	(CDBG) City’s federal block grant funds
406	STP - Federal Grant	Surface Transportation Program or RSTP
407	TCSP - Federal Grant	Transportation, Community, & System Preservatn
408	EPA – Brownfields Grant	EPA – Brownfields Grant
409	OTS - Public Safety	Office of Traffic Safety grant revenue
410	STE	(STE) State Transportation Enhancements
411	FEMA	Federal Emergency Management Agency
501	Library Services	Library assessment revenue
502	Street Lighting	Street Lighting assessment revenue
601	Redevelopment General	RDA Operating and Administration expenditures
602	Redevelopment Housing	20% Low-Mod Housing Set-Aside funds
603	Redevelopment Debt Service	Tax Increment revenues
604	Redevelopment Bond Proceeds	RDA Bond Proceeds
701	Plover Endowment	Habitat Management revenue



# Chart of Accounts

## LIST OF PROGRAMS

PROG NO.	PROGRAM TITLE	DEPARTMENT
1100	City Council	General Government
1200	City Manager	General Government
1300	City Clerk	General Government
1400	City Attorney	General Government
2100	Administrative Services/Employee Relations	Administrative Services Department
2200	Operations Support Services	Administrative Services Department
2300	Risk Management	Administrative Services Department
2400	Library Services	Administrative Services Department
3100	Finance Department - Administration	Finance Department
4100	Current Planning	Planning & Environmental Services Dept.
4200	Building & Safety	Planning & Environmental Services Dept.
4300	Advance Planning	Planning & Environmental Services Dept.
4400	Planning Commission & Design Rev Board	Planning & Environmental Services Dept.
5100	Community Services Administration	Community Services Department
5200	Engineering Services	Community Services Department
5300	Facilities Maintenance	Community Services Department
5400	Parks & Open Space	Community Services Department
5600	Street Lighting	Community Services Department
5800	Street Maintenance Program	Community Services Department
5900	Solid Waste & Environmental	Community Services Department
6100	RDA & Neighborhood Services	RDA, Neighborhood & Public Safety Svcs Dept
6300	CDBG Community Grants	RDA, Neighborhood & Public Safety Svcs Dept
7100	Police Services	Police Services Dept
8100	Debt Service	Non-Departmental
8500	Non-Departmental	Non-Departmental
9001	Hollister Avenue Redesign	Capital Project
9002	Ekwil/Fowler Road Extension	Capital Project
9003	Orange Avenue improvements	Capital Project
9004	Cathedral Oaks Interchange	Capital Project
9005	Los Carneros Bridge	Capital Project
9006	San Jose Creek Bike Lane - South	Capital Project
9007	San Jose Creek Bike Lane - North	Capital Project
9008	Amtrak Railroad Station	Capital Project
9009	San Jose Creek Capacity Improvements	Capital Project
9010	Pine/Thornwood Storm Drains	Capital Project
9011	Las Vegas San Pedro Creeks	Capital Project
9012	Old Town Armitos Park	Capital Project



# Chart of Accounts

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## LIST OF PROGRAMS (continued)

PROG NO.	PROGRAM TITLE	DEPARTMENT
9013	Nectarine Park Improvements	Capital Project
9014	Mathilda Park	Capital Project
9015	Council Chambers	Capital Project
9016	Goleta Valley Beaut. Tree Planting	Capital Project
9017	Girsh Soccer Fields	Capital Project
9018	City Hall Expansion	Capital Project
9800	Comstock Mitigation Butterfly	Planning Project
9801	Comstock Mitigation Lot 69	Planning Project
9802	Comstock Mitigation Trails	Planning Project
9803	Comstock Mitigation Wells	Planning Project
9804	Old Town Inn & Village Housing Mit.	Planning Project
9805	Comstock Housing Mit.	Planning Project



# Chart of Accounts

## LIST OF EXPENDITURE ACCOUNTS

ACCT NO.	EXPENDITURE DESCRIPTION
<b>Salaries &amp; Benefits</b>	
001	Regular Salaries
002	Provisional Salaries
003	Overtime
050	Retirement
051	Social Security & Medicare
052	Deferred Compensation
053	Health Insurance (No longer Used)
054	Dental COBRA (No longer Used)
055	Vision Insurance (No longer Used)
056	Life Insurance
057	Long Term Disability
058	Health Plan / Allowance
059	Relocation
060	Auto Allowance
061	Phone Allowance
062	Unemployment Insurance
<b>Supplies &amp; Services</b>	
100	DRB Meetings
101	Memberships & Dues
102	Conferences, Meetings & Travel
103	Training
104	Mileage Reimbursement
109	Technology / Computer Equipment
110	Office Supplies
111	Special Department Supplies
112	Uniforms & Safety Equipment
113	Employee Recognition & Awards
114	Books & Subscriptions
115	Printing & Copying
116	Postage & Mailing
117	Advertising
118	Minor Equipment
120	Election Costs
132	Workers Compensation
140	Utilities - Telephone
141	Utilities - Water
142	Utilities - Electric
143	Utilities - Natural Gas
144	Vehicles - Fuel
145	Lease - City Hall



# Chart of Accounts

## LIST OF EXPENDITURE ACCOUNTS (continued)

ACCT NO.	EXPENDITURE DESCRIPTION
146	Leasing/Rental - Facilities
147	Leasing/Rental - Equipment
148	Leasing/Rental - Vehicles
150	Property, Liability & Crime Insurance
153	Damage Claims
154	Risk Management Claims
200	Bank fees
201	City Administrative Charges
202	County Administrative Charges
203	Other Charges
204	Fines & Penalties
220	Community Projects
221	CDBG – Sub Recipient Allocations
222	Grants
223	Support to Other Agencies
261	Unamortized Charge – Bond
270	Write Offs / Uncollectables
271	Prior Year Adjustments
272	Loss On Sale of Assets
400	Maintenance – Streets
401	Maintenance – Cleanup
402	Maintenance – Facilities
403	Maintenance – Parks
404	Maintenance – Girsh Park (No Longer Used)
405	Maintenance - Median Islands
406	Maintenance – Trees
407	Maintenance – Computer
408	Maintenance - Office Equipment
409	Maintenance - Other Equipment
410	Maintenance – Vehicles
411	Maintenance – Concrete
412	Maintenance – Parking Lots
413	Maintenance – Pavement Rehab
414	Maintenance – Street Striping
415	Maintenance – Street Sweeping
416	Maintenance – Traffic Signals
500	Professional Services
501	Prof Svcs - Temp Staff
502	Prof Svcs – Legal
503	Prof Svcs - Special Legal
504	Prof Svcs - General Plan
505	Prof Svcs – Ellwood



# Chart of Accounts

## LIST OF EXPENDITURE ACCOUNTS (continued)

ACCT NO.	EXPENDITURE DESCRIPTION
506	Prof Svcs – Zoning Code
550	Contract Svcs
551	Contract Svcs - Construction
552	Contract Svcs – Planning
553	Contract Svcs – Planning County
554	Contract Svcs – Building Inspection
555	Contract Svcs - Plan Check
556	Contract Svcs – Engineering
557	Contract Svcs – Clean Water Comp.
558	Contract Svcs - Transit
559	Contract Svcs – Misc.
560	Contract Svcs - Street Sweeping
561	Contract Svcs - Emergency Response
562	Contract Svcs – Recycling
600	Svcs v Deps - Plan Apps (No Longer Used)
601	Svcs v Deps – EIR (No Longer Used)
602	Svcs v Deps – PW (No Longer Used)
<b>Capital Outlay</b>	
700	CIP - Building Improvements
701	CIP - Vehicles
702	CIP - Machinery & Equipment
703	CIP - Furnishings
704	CIP - Land Acquisition
705	CIP - Capital Outlay
706	CIP – Services
707	CIP – Computer Technology
<b>Debt Service</b>	
800	Principal on Debt
801	Interest on Debt
803	Pass-thru to Agencies
804	RDA ERAF Payment
810	Principal - Santa Barbara Shores COP
811	Interest – Santa Barbara Shores COP
820	Principal - Goleta Community Center
821	Interest – Goleta Community Center
<b>Transfer Out</b>	
900	Transfer To RDA General
901	Transfer To RDA LMI
902	Transfer To General
903	Transfer To Debt Service
905	Transfer To Reserves



# GENERAL FUND LONG-TERM FINANCIAL FORECAST

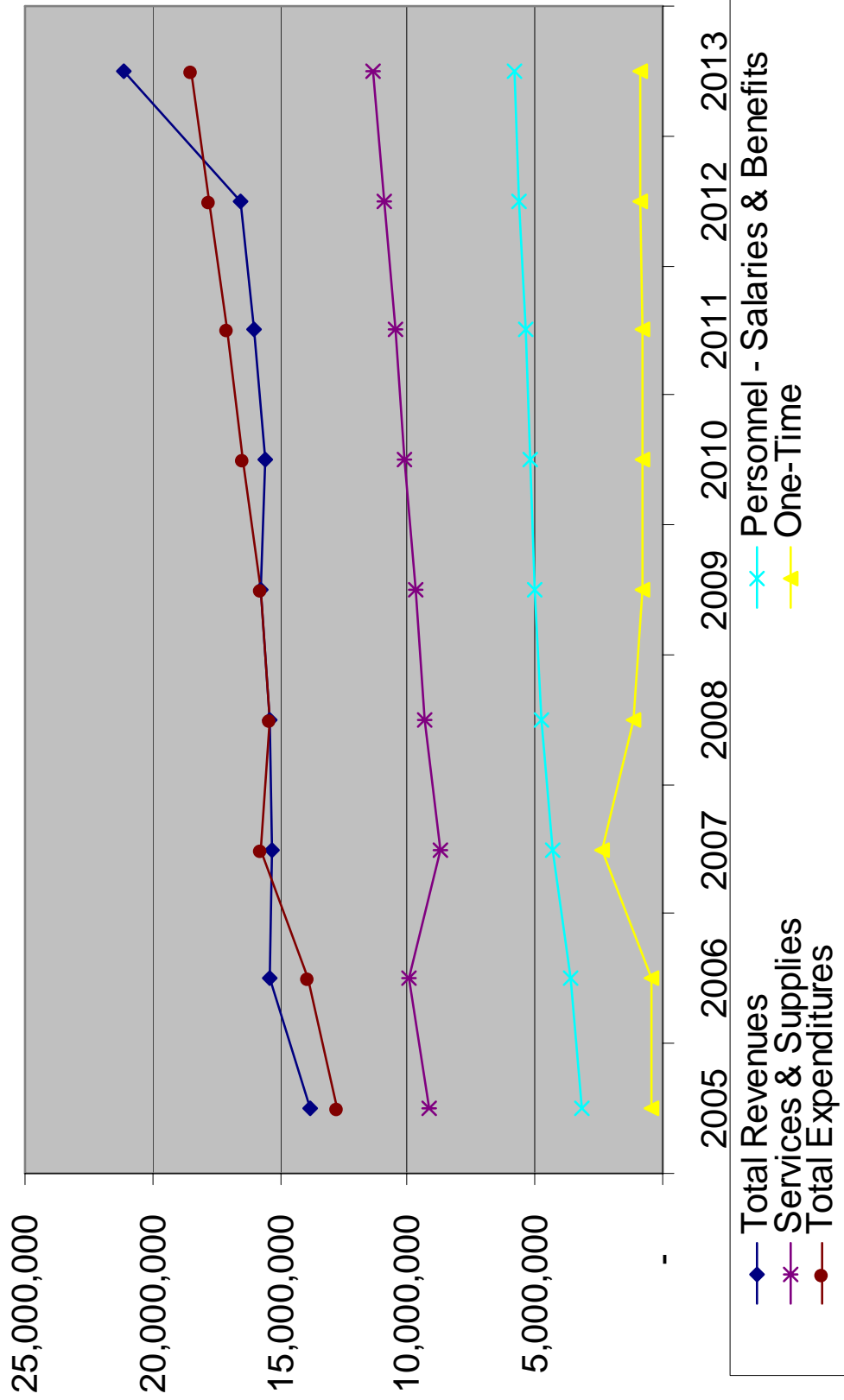


**General Fund Long-Term Financial Forecast**  
**Revised June 2007**

	Actual 06/30/05	Actual 06/30/06	Revised 06/30/07	Proposed 06/30/08	Proposed 06/30/09	Projected 06/30/10	Projected 06/30/11	Projected 06/30/12	Projected 06/30/13
<b>REVENUES</b>									
Sales Taxes	3,864,388	4,039,979	3,941,576	3,980,900	4,040,200	4,121,004	4,203,424	4,287,493	6,152,552
Property Taxes	3,732,393	4,867,360	4,554,000	4,690,980	4,789,148	4,980,714	5,179,943	5,367,141	5,602,626
Transient Occupancy Tax	2,282,932	2,601,475	2,700,000	2,781,000	2,850,500	2,936,015	3,024,095	3,114,818	5,541,263
Franchise Fee Tax	858,766	949,326	1,087,800	1,097,900	1,113,400	1,136,668	1,158,381	1,181,549	1,205,180
Motor Vehicle In-Lieu	1,500,247	1,125,147	1,126,500	1,155,000	1,178,100	732,553	750,866	769,638	788,879
Licenses & Service Charges	1,110,486	1,149,892	883,600	770,200	837,000	872,010	908,485	946,488	986,713
Fines & Penalties	206,399	201,787	221,500	219,500	223,580	228,052	232,613	237,265	242,010
Interest & Rent Income	128,597	219,338	445,299	299,000	304,300	310,386	316,594	322,926	329,384
Reimbursements	151,581	187,191	178,300	50,000	50,000	51,000	52,020	53,060	54,122
Intergovernmental Revenues	2,673	718	10,200	5,500	5,500	5,638	5,778	5,923	6,071
Other Revenues	4,333	32,096	5,000	100,500	105,500	110,775	116,314	122,129	128,236
Transfers In	0	44,608	130,500	276,463	260,463	105,089	108,242	111,489	114,833
<b>Total Revenues</b>	<b>13,842,795</b>	<b>15,418,917</b>	<b>15,284,275</b>	<b>15,426,943</b>	<b>15,757,691</b>	<b>15,588,903</b>	<b>16,056,756</b>	<b>16,539,918</b>	<b>21,151,869</b>
<b>EXPENDITURES</b>									
Personnel - Salaries & Benefits	3,158,118	3,583,745	4,279,344	4,730,315	5,000,633	5,200,658	5,408,685	5,625,032	5,850,033
Services & Supplies	9,157,953	9,904,888	8,713,210	9,341,601	9,699,178	10,087,145	10,490,631	10,910,256	11,346,666
Transfers to Reserve	-	-	430,990	220,000	248,600	375,000	380,000	390,000	395,000
One-Time	479,436	463,196	2,342,182	1,124,199	793,029	803,389	827,490	852,315	877,884
<b>Total Expenditures</b>	<b>12,795,516</b>	<b>13,951,829</b>	<b>15,765,726</b>	<b>15,416,115</b>	<b>15,741,440</b>	<b>16,466,192</b>	<b>17,106,806</b>	<b>17,777,603</b>	<b>18,469,584</b>
<b>Net Revenues Over Expenditures</b>	<b>1,047,280</b>	<b>1,467,088</b>	<b>(481,451)</b>	<b>10,828</b>	<b>16,251</b>	<b>(877,289)</b>	<b>(1,050,050)</b>	<b>(1,237,685)</b>	<b>2,682,285</b>
<b>Change in Revenues</b>	6%	11%	-1%	1%	2%	-1%	3%	3%	28%
<b>Change in Personnel</b>	52%	13%	19%	11%	6%	4%	4%	4%	4%
<b>Change in Services &amp; Supplies</b>	-10%	8%	-12%	7%	4%	4%	4%	4%	4%
<b>Change in Transfers to Reserve</b>	-	-	-	-49%	13%	51%	1%	3%	1%
<b>Change in One-Time</b>	-17%	-3%	406%	-52%	-29%	1%	3%	3%	3%
<b>Change in Total Expenditures</b>	0%	9%	13%	-2%	2%	5%	4%	4%	4%



# General Fund Long-Term Financial Forecast Revised June 2007



**GENERAL FUND LONG-TERM FINANCIAL FORECAST  
ASSUMPTIONS**

	FY 07/08	FY 08/09	FY 09/10 - FY 11/13
<b>REVENUES:</b>			
Sales Taxes		1.5% -Based on Sales Tax consultant projections & local economy outlook	2% - FY 12/13 reflects an increase in the City's portion of Sales Tax from 50% to 70%
Property Taxes	1% - Based on Sales Tax consultant projections & local economy outlook 3% - Based on County estimates and historical trends	2.1% -Based on County estimates and historical trends	4% -
Transient Occupancy Tax	3% - Takes into account the Hampton Inn as well as continued remodel work at Bacarra Resort	2.5% -Takes into account the Hampton Inn as well as continued remodel work at Bacarra Resort	3% - FY 12/13 reflects an increase in the City's portion of TOT from 60% to 100%
Franchise Fee Tax			2% -
Motor Vehicle In-Lieu	3% - Based on historical growth patterns	2% - Based on historical growth patterns	2.5% - FY 09/10 forward also reflects a \$475k loss in subvention revenue
Licenses & Service Charges			4% -
Fines & Penalties			2% -
Interest & Rent Income	Reduction due to one-time interest payment on RDA loan	1.8% - Modest increase based on historical trends	2% -
Reimbursements	Reduction due to change in classification of reimbursements from RDA & Gas Tax. These are now accounted for in Transfer category		2% -
Intergovernmental Revenues			2.5% -
Other Revenues		Includes Public Safety Donation of \$100k from Camino Real Market Place	5% -
Transfers In	Includes items previously classified as Reimbursements plus transfer from Building Maintenance Reserve.	Includes items previously classified as Reimbursements plus transfer from Building Maintenance Reserve.	3% - No longer includes transfer from Building Maintenance Reserve
<b>EXPENSES:</b>			
Personnel Salaries	Based on Proposed Budget	Based on Proposed Budget	4% -
Personnel Benefits	Based on Proposed Budget	Based on Proposed Budget	4% -
Services & Supplies	Based on Proposed Budget	Based on Proposed Budget	4% -
Transfer to Reserves	Based on Proposed Budget	Based on Proposed Budget	\$150k for Debt Service ending in FY 12/13, \$200k for Contingency Reserve (33% of \$600k annual increase)
One-time	Based on Proposed Budget	Based on Proposed Budget	3%-