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February 7, 2018

TO: Joint Committee on Transportation

FR: Craig Honeyman, Legislative Director – League of Oregon Cities

Re: HB 4060 (Section 3; Small City Reporting Requirements)

Good evening, my name is Craig Honeyman, Legislative Director for the League of Oregon Cities, representing all 241 cities in the state of Oregon – 166 of which are considered small cities – cities with populations of less than 5,000 and cities which are located throughout Oregon, not only in rural areas of the state but also proximate to urban centers as well. Attached to my testimony is a listing of Oregon's cities, indexed by population size (Exhibit A).

I appear before you this evening in support of the inclusion of Section 3 in HB 4060 or in whatever legislation that ultimately goes forward addressing the unfinished business of HB 2017 enacted by the Legislature last year. This section corrects a technical contradiction created by HB 2017 relative to existing statute, acknowledges the existence of a very comprehensive data base of revenue and expenditure information already required in Oregon statute, and acknowledges the limited resources of small cities in terms of their ability to comply with new financial reporting requirements previously only required of the state's largest cities.

Section 12 (2)(b) of HB 2017 requires the Oregon Transportation Commission, through the Oregon Department of Transportation (ODOT) to create a website that, among other things, includes information required under ORS 366.790 for all cities in Oregon which reports on the sources and uses of funds dedicated to transportation projects. Further, the website is to display this information for the most recent six-year period, although Section 12a of HB 2017 did not start the clock on that provision until January 1, 2018.

The difficulty, or contradiction between HB 2017 and existing statute occurs in the legislation's reference to ORS 366.790. That section of Oregon statute, which I have also attached to my testimony (Exhibit B), and which long preceded the passage of HB 2017, is a requirement that cities report transportation receipts and expenditures. *However, subsection 5 of ORS 366.790 exempts cities with populations under 5,000 from having to comply with this reporting requirement.* Hence the contradiction between existing statute and HB 2017, and, I submit the need for Section 3 of HB 4060.

To continue, ODOT, with the assistance of the League of Oregon Cities currently conducts a “Local Road and Street Finance Questionnaire” on an annual basis (see Exhibit C). The purpose of this questionnaire is twofold:

- To comply with Federal Highway Administration (FHWA) requirements pursuant to the preparation of annual reports essential to FHWA policy and program development;
- And to provide a template for city compliance with ORS 366.790 (annual reporting to the state Legislature).

By any measure, I think one can agree that upon review of this questionnaire, it elicits a comprehensive set of data on revenue receipts for roads and streets; disbursements for same; and debt information for road and street bonding activity – and all of this on an individual, city-by city basis for Oregon’s largest municipalities, where most of the state’s local transportation monies are disbursed and spent.

So, you see, most if not all, of what the Legislature called for in terms of local accountability in HB 2017 is already in place, and has been for some time. However in closing, let me acknowledge the hard work that went into the creating accountability standards contained in HB 2017. I hope that my comments this evening are construed not to be an effort to avoid that accountability, but rather to acknowledge the following:

1. The need to address a technical conflict in the language of HB 2017 relative to ORS 366.790
2. The accountability and data that the Legislature is calling for in HB 2017 already is provided, but may need to be reformatted for website presentation;
3. Small cities have heretofore have never been required to provide this kind of information;
4. However, all cities, large and small, are accountable to their constituencies every day as well as through annual audits, also required by state law.

Thank you for the opportunity to testify and I am happy to try and answer your questions.

Exhibit A - 2018 City Populations

Over 100,000		10,000 - 49,000 (con't)		2,500 - 4,999 (con't)		1,000 - 2,499 (con't)		500 -999 (con't)	
Portland	639,100	St. Helens	13,240	Aumsville	3,970	Durham	1,880	Scio	905
Eugene	167,780	Cornelius	11,915	Wood Village	3,920	Mill City	1,860	Glendale	875
Salem	163,480	Gladstone	11,840	Coquille	3,915	Millersburg	1,835	Adair Village	850
Gresham	109,820	Ontario	11,465	Harrisburg	3,655	Banks	1,775	Merrill	840
Hillsboro	101,540	Sandy	10,855	Boardman	3,635	Clatskanie	1,760	Malin	815
50,000 - 99,000		Newport	10,215	King City	3,630	John Day	1,735	Wallowa	805
Beaverton	95,685	Silverton	10,070	Myrtle Creek	3,490	Elgin	1,730	Garibaldi	790
Bend	86,765	5,000 - 9,999		Toledo	3,485	La Pine	1,730	Maywood Park	750
Medford	79,590	Cottage Grove	9,920	Mt. Angel	3,400	Lakeside	1,725	Chiloquin	740
Springfield	60,655	Baker City	9,890	Hubbard	3,300	Brownsville	1,705	Metolius	740
Corvallis	58,735	Prineville	9,880	Nyssa	3,285	Cannon Beach	1,705	Yachats	740
Albany	52,710	Monmouth	9,855	Estacada	3,280	Amity	1,640	Canyon City	705
Tigard	50,985	North Bend	9,800	Oakridge	3,245	Hines	1,560	Echo	705
25,000 - 49,999		Astoria	9,735	Jefferson	3,235	Pilot Rock	1,505	Powers	695
Keizer	38,345	Molalla	9,610	Dundee	3,225	Gearhart	1,480	Condon	685
Lake Osweg	37,490	Independence	9,340	Bandon	3,125	Depoe Bay	1,440	Weston	685
Grants Pass	37,135	Sweet Home	9,090	Shady Cove	3,105	Culver	1,420	Gaston	650
Oregon City	34,610	Fairview	8,975	North Plains	2,980	Rockaway Beach	1,350	Manzanita	635
McMinnville	33,665	Eagle Point	8,930	Jacksonville	2,950	Bay City	1,340	Monroe	620
Redmond	28,265	Florence	8,745	Burns	2,830	Dunes City	1,325	Arlington	610
Tualatin	26,960	Lincoln City	8,665	Sublimity	2,755	Cascade Locks	1,310	Dufur	605
West Linn	25,695	Sutherlin	8,060	Dayton	2,670	Hepner	1,295	Johnson City	565
10,000 -24,999		Hood River	7,955	Gervais	2,570	Siletz	1,235	Cove	550
Woodburn	24,685	Stayton	7,770	Sisters	2,540	Tangent	1,235	Mt. Vernon	525
Wilsonville	24,315	Umatilla	7,245	Myrtle Point	2,535	Gold Hill	1,220	Rivergrove	500
Roseburg	24,015	Milton-Freewa	7,070	1,000 - 2,499		Riddle	1,185	Under 500	
Forest Grov	23,555	Scappoose	6,875	Lakeview	2,300	Lyons	1,180	Gates	485
Newberg	23,480	Seaside	6,620	Gold Beach	2,275	Athena	1,175	Fossil	475
Klamath Fall	21,770	Brookings	6,595	Rogue River	2,220	Drain	1,160	Bonanza	455
Ashland	20,700	Talent	6,325	Carlton	2,205	Port Orford	1,145	Mosier	455
Milwaukie	20,550	Madras	6,300	Union	2,150	Joseph	1,120	Huntington	445
Happy Valle	19,985	Sheridan	6,185	Stanfield	2,145	Island City	1,115	North Powder	445
Sherwood	19,350	Junction City	6,075	Willamina	2,110	Coburg	1,085	St. Paul	435
Hermiston	17,985	Creswell	5,410	Waldport	2,095	Yamhill	1,075	Butte Falls	430
Central Poin	17,700	Winston	5,410	Vernonia	2,065	Lowell	1,070	Maupin	425
Pendleton	16,890	Warrenton	5,285	Turner	2,005	Yoncalla	1,065	Wasco	420
Lebanon	16,720	2,500 - 4,999		Columbia City	1,985	500 -999		Haines	415
Canby	16,660	Tillamook	4,930	Enterprise	1,985	Donald	985	Wheeler	405
Coos Bay	16,615	Veneta	4,785	Irrigon	1,975	Aurora	980	Adams	375
Troutdale	16,070	Philomath	4,710	Cave Junction	1,935	Falls City	950	Scotts Mills	370
Dallas	15,570	Phoenix	4,605	Canyonville	1,925	Oakland	945	Sodaville	335
The Dalles	14,625	Reedsport	4,155	Vale	1,915	Halsey	925	Ione	330
La Grande	13,245	Lafayette	4,095	Rainier	1,910	Prairie City	915	Moro	330

Under 500 (con't)	
Imbler	305
Halfway	290
Nehalem	280
Rufus	280
Paisley	270
Lexington	255
Westfir	255
Ukiah	245
Waterloo	235
Lostine	215
Detroit	210
Elkton	210
Sumpter	205
Helix	195
Long Creek	195
Adrian	180
Jordan Valley	175
Richland	175
Grass Valley	165
Seneca	160
Spray	160
Dayville	155
Idanha	140
Mitchell	140
Barlow	135
Summerville	135
Monument	130
Unity	75
Prescott	55
Antelope	50
Granite	40
Shaniko	35
Lonerock	20
Greenhorn	2

Exhibit B

(Cities)

366.785 Definitions for ORS 366.785 to 366.820. As used in ORS 366.785 to 366.820, unless the context requires otherwise:

(1) “Year” means a calendar year.

(2) “City” means only cities of this state which are regularly operating as such through elected governmental officers.

(3) “Population” means population as given in the latest determination of Portland State University. [Amended by 1961 c.259 §2; 1961 c.653 §1; 1963 c.399 §1; 2013 c.768 §106i; 2015 c.138 §12]

366.790 Authorized use of appropriation to cities; report by cities to Legislative Assembly. (1) Moneys paid to cities under ORS 366.785 to 366.820 shall be used only for the purposes stated in sections 3 and 3a, Article IX of the Oregon Constitution and the statutes enacted pursuant thereto including ORS 366.514.

(2) Cities receiving moneys under ORS 366.785 to 366.820 shall report annually to the Legislative Assembly the expenditures of those moneys in each of the following areas:

- (a) Administration;
- (b) Bicycle paths;
- (c) Construction and expansion;
- (d) Operations and maintenance;
- (e) Other payments;
- (f) Payments to other governments; and
- (g) Repair and preservation.

(3) The League of Oregon Cities shall make an annual report to the Legislative Assembly presenting the information required by subsection (2) of this section. The report shall be made to the committees of the Legislative Assembly with primary jurisdiction over transportation matters.

(4) For the purposes of subsection (2) of this section, each city shall account for moneys paid to the city under ORS 366.785 to 366.820 separately from any other city moneys.

(5) This section does not apply to a city with a population under 5,000. [Amended by 1961 c.653 §2; 1971 c.376 §5; 1985 c.565 §65; 1987 c.899 §4; 1999 c.797 §2]

DATE: July 20, 2017
TO: Directors of Finance or Public Works for Oregon Cities and Counties
FROM: Richard Munford, Economist
ODOT Program and Implementation Analysis
SUBJECT: **Local Road and Street Finance Questionnaire – Fiscal Year 2017**

The Oregon Department of Transportation (ODOT) is again collecting annual receipts, expenditures & debt information from cities and counties for road and street purposes. This information is necessary for the preparation of annual reports required by the Federal Highway Administration (FHWA) and is essential in FHWA policy and program development. The questionnaires are compiled and shared with the League of Oregon Cities (LOC) and the Association of Oregon Counties (AOC) for annual reports required by the Oregon Legislature (ORS 366.790 and 366.774). Reports from the counties are also needed to help determine the distribution of the Special County Program funds.

Cities with populations greater than or equal to 5,000 as of July 1, 2016 are required to report. Population estimates are provided annually by the Population Research Center, Portland State University.

Enclosed is the questionnaire for fiscal year 2017, with general and detailed instructions. **Preaudited numbers may be used when completing these reports.**

There are three main sections/parts that need to be completed:

- Part I (Receipts for roads and streets)
- Part II (Disbursements for roads and streets)
- Part III (Debt information for road and street bonds and notes)

Part IV (Capital Outlay) only applies to those cities and counties with jurisdiction for roads and streets on the National Highway System (NHS). The list of cities and counties has expanded from previous years due to federal legislation. See NHS detail by jurisdiction.

Please submit your survey by September 30, 2017.

Thank you for your efforts in completing this questionnaire. Your hard work is very much appreciated to ensure that ODOT, FHWA, LOC, and AOC receive the best information possible.

If you have any questions about this process, please let us know at (503) 986-3353 or send an email to: richard.munford@odot.state.or.us.

Enclosures

**LOCAL ROAD AND STREET FINANCE QUESTIONNAIRE
FISCAL YEAR ENDING JUNE 30, 2017
GENERAL INSTRUCTIONS**

Parts:

- I. RECEIPTS FOR ROAD AND STREET PURPOSES**
- II. DISBURSEMENTS FOR ROAD AND STREET PURPOSES**
- III. CHANGE IN DEBT STATUS DURING THE YEAR FOR ROAD AND STREET PURPOSES**
- IV. CAPITAL EXPENDITURES FOR ROADS AND STREETS ON THE NATIONAL HIGHWAY SYSTEM (NHS) BY LOCAL JURISDICTION**

Parts I, II, and III of this survey should include all money received and expended for roads and streets that are in your local agency budgets. This is not a report on the State Highway Fund Apportionment only. All disbursements for roads and streets in your budgets should be included as well as the source of receipts to your budgets for those disbursements. Receipts and disbursements may be from general funds, special assessment funds, state and federal grant funds, working capital funds, capital project funds, and others, as well as the state highway fund apportionment. Disbursements should include all direct and indirect costs necessary for construction and maintenance. Capital outlay for equipment, maintenance and operation of equipment, shop buildings, etc. and other indirect costs should be allocated to construction and maintenance. **Preaudited numbers may be used when compiling these forms.**

Part IV should include all money expended on roads and streets on the National Highway System (NHS) under the jurisdiction of a city or county.

There is a category in both the Receipts' and Disbursements' sections to account for non-road and street work and for work done for other jurisdictions. Report the revenues in Receipts section E and disbursements in Disbursements section D.

In addition, FHWA requires reporting expenditures for highway and traffic policing, even though these are not normally a part of road and street revenue and expense. **Do not include this revenue and expense in the road and street revenue and expense.**

“Total Funds Available” (Part I) must equal “Total Funds Accounted for” (Part II).

**LOCAL ROAD AND STREET FINANCE QUESTIONNAIRE
DETAILED INSTRUCTIONS**

I. RECEIPTS FOR ROAD AND STREET PURPOSES FISCAL YEAR ENDING JUNE 30, 2017

A. RECEIPTS FROM LOCAL SOURCES:

1. Special Assessments:

a. b. Permanent Property Tax or Assessment (Permanent or Limited Duration): Taxes levied and administered by counties or cities dedicated for the construction, improvement, maintenance, or operation of roads, streets, bridges, ferries or other related functions.

c. d. Growth Charges and Fees: Revenues collected based on impacts of private facility to system needs.
Traffic impact fees or system development charges. These fees are based on the number of trips generated and linked to land use and are assessed at the time of development.
Transportation Utility fees. This fee is based on the number of trips generated by land use, but is assessed on an ongoing basis.

e. f. Special Assessments: Assessments levied for road or street improvements within special assessment districts administered by the county or city (Local Improvement/Urban Renewal Districts).

In cases where the assessment (improvement) includes the installation of sewer and/or water lines, estimate the amount of the road or street improvements and the corresponding assessment receipt applicable to the road and street improvement.

2. General Fund and Non-Dedicated City/County Fund Transfers:

General funds and other non-dedicated funds transferred to the road fund to be expended for road related purposes.

3. Local Option Road User Fees: Only include what you actually keep.

a. Gasoline taxes imposed by counties or cities. If a local tax is levied, please indicate the tax rate. Also, show the gross and the amount, if any, used to pay for administering the collection of the tax in those instances where the tax is collected directly by the city or county. In those cases where the state collects the tax and remits it to the jurisdiction net of collection charges, show the net amount only.

b. Motor Vehicle Registration fees or licenses imposed by counties or cities.

4. Other Local Receipts: These are eight types of local receipts most commonly found in county and city audits. Enter amounts for each item, if received, that are used for road or street purposes.

a. Interest income (interest and investment income related to cash and investment balances in highway roads and street accounts and fund)

b. Traffic fines

c. Parking meters and fines

- d. Permits and land use fees
- e. Sales of surplus land & equipment and land rental
- f. Hotel/Motel taxes
- g. Franchise fees
- h. Other: Any other local money used for road and street purposes; specify by footnote the source and the amount.

5. Receipts from other Local Governments:

- a. From Cities: Funds collected by cities and due to counties for work on county roads.
- b. From Counties: Receipts from the distribution of county road taxes or other funds for work on city streets.
- c. Other: Funds from urban renewal districts, road district, or other agency authorized to levy taxes or assessments and that is not administered by the county or city, but is used for work on county roads or city streets.

6. Proceeds From Sale of Bonds and Notes:

- a. Bonds: Any general obligation bond issue of which the proceeds are used for roads, streets, bridges, or related purposes. Include the portion of special assessment (Bancroft) improvement bonds that are for road and street improvements as described in special assessment receipts.
- b. Notes and Endorsed Warrants: Notes and warrants, issued to obtain funds for, or in payment of, road and street projects. Endorsed warrants issued to contractors in payment for work performed on special assessment improvement district projects to the extent that the work is for road and street improvements.

B. PRIVATE CONTRIBUTIONS: Cash donations, transfer of real property, construction of facilities and services rendered, such as engineering.

C. RECEIPTS FROM STATE GOVERNMENT:

- 1. State Highway Fund Apportionment: The annual apportionment from the Oregon Department of Transportation including the 1 percent Bicycle/Pedestrian Path money included in the monthly apportionment installments received by you.
- 2. Special County Allotment: Payments from the Oregon Department of Transportation to qualifying counties.
- 3. State Highway Fund Exchange Program: Payments received from the Oregon Department of Transportation in exchange for allocated STP federal dollars.
- 4. ODOT Issued Permit Fees: Such as oversize/overweight truck permit fees.
- 5. Other State Highway Fund Grants: Specify by footnote the source of amount of each grant. Include State Highway matching funds for locally administered construction and bikeway projects. **Please note: If you have returned OTIA moneys to ODOT, please indicate the amount here.**
- 6. State Forestry: State Forestry sharing funds used for road and street purposes.
- 7. Other State Funds: State revenue sharing funds or other state general funds used for road and street purposes and/or purchase of road or street equipment. Please specify source and amounts of each type of receipt. Example is OWEB.

D. RECEIPTS FROM FEDERAL GOVERNMENT:

NOTE: Money spent by ODOT for Federal-Aid projects on local agency roads (Typically reimbursed by FHWA) are not included in this report unless the funds are paid directly to the agency—See item #9.

1. - 8. These are types of receipts from the Federal Government most commonly found in county and city audits. Enter amounts for each item, to the extent that they are used for road or street purposes.
9. Federal Receipts for FHWA Grants: Applies to direct payments by FHWA or pass-through reimbursement payments by ODOT.
10. Other Federal Receipts: Any other federal money used for road or street purposes. Specify by footnote the source and amount.
11. Federally Declared Emergencies: Funds received for federally declared disaster events.
 - a. FEMA “Public Assistance” Funds
 - b. FHWA “Emergency Relief” Funds

E. RECEIPTS FOR NON-JURISDICTION ROAD/STREET WORK:

1. Non-road and street work: Receipts for pay for non-road related work done by your department.
2. Work for other jurisdictions: Receipts from other road and street jurisdictions for work done on their jurisdiction’s roads and streets.

TOTAL RECEIPTS (this is a calculated field)

BEGINNING BALANCE(S)

The balance of all operating and reserve funds containing dedicated road and street funds, as of the end of the previous fiscal year (June 30, 2016). Typical funds Include:

- General Road Fund (Primary operating fund for Road Department)
- Road Reserve Fund
- Bike and Footpath Fund
- Capital Construction Funds, Including Bridge Funds
- Road Equipment Reserve Funds
- Special Road District Funds—Any road district under the financial control of the County Board of Commissioners (i.e. shows up in County Audit)

TOTAL FUNDS AVAILABLE (this is a calculated field)

Total receipts plus beginning balance(s) must equal total funds accounted for on Part II, disbursements.

II. DISBURSEMENTS FOR ROAD AND STREET PURPOSES FOR FISCAL YEAR ENDING JUNE 30, 2017

A. LOCAL DISBURSEMENTS: (Identify by footnote the application of private contributions.)

1. Capital Projects:

- a. Right-of-Way: Purchase for new roadway alignment, widening, etc., including costs to appraise and negotiate purchase.
- b. Project Engineering: All engineering and project development costs, including but not limited to:
 - Project identification and development
 - Field engineering and surveys
 - That part of office engineering applicable to specific road projects
 - Environmental and permit acquisition
 - Project Public Hearings
 - All construction engineering and surveying, including bid
- c. Construction
 - 1) New Facilities: Enter expenditures for new highways, roads, and bridges. Do not include improvements to existing roads and streets.
 - 2) Capacity Improvements: Includes improvements such as relocation with added capacity, reconstruction with added capacity, major widening, bridge replacement with added capacity, and bridge rehabilitation with added capacity.
 - 3) Bicycle and pedestrian paths: Work on construction of bicycle and footpaths to meet state law requirements (ORS 366.514).
 - 4) System Preservation: Improvements that preserve the existing system, without significantly adding capacity. Include improvements such as reconstruction (that does not add capacity), minor widening, restoration and rehabilitation, resurfacing, bridge replacement, major bridge rehabilitation, and minor bridge rehabilitation.
 - 5) System Enhancement: Improvements that are not directly related to the physical structure or condition of roads and bridges. Include improvements such as safety, traffic management, traffic engineering, railroad grade crossings, vehicle weight enforcement facilities, enhancements, and environmental projects.

2. Operations and Maintenance:

- a. General Maintenance of Condition: Grading, graveling, patching, oiling, maintaining ditches, culverts, curbs and gutters, and maintenance of right-of-way.
- b. Safety and Traffic Maintenance: Maintenance and operation of traffic signals, signs, striping and guardrails.
- c. Snow and Ice Removal: Snow plowing and sanding of ice and packed snow.
- d. Extraordinary Maintenance: Slide removal, flood damage, repair, and other emergency services. This does not include expenditures for Federally Declared Emergency Events.
- e. Expenditures for Federally Declared Events: Work done for repairs from federally declared disaster events, even if they were not completely paid for by federal reimbursement.

3. Administration and General Engineering:

These are general and miscellaneous costs not readily classified as capital outlay, maintenance, or operations. Costs shown here should include, but not be limited to:

- General supervision and administration
- All clerical and accounting costs
- Administrative fees paid to agency general funds
- Long range planning costs
- Permit issuing costs (permit acquisition should be included in construction)
- Operations and maintenance engineering
- Highway planning
- Traffic studies
- Research activities

4. Match Payments for Local Agency Projects

Advance deposits to the Oregon Department of Transportation (ODOT) under agreements through which ODOT performs engineering and construction or contracting of improvements on county roads and city streets.

B. DEBT SERVICE ON LOCAL OBLIGATIONS:

1. Bonds:

- a. Interest: Payment of bond interest, fees, and financing costs in conjunction with the redemption of bonds for road and street purposes.
- b. Redemption: Payment of principal on general obligation and Bancroft improvement bonds issued for road and street purposes as described under borrowing and special assessments.

2. Notes:

- a. Interest: Payment of interest in conjunction with the redemption of notes and warrants for road and street purposes.
- b. Redemption: Payment of principal on notes and warrants issued to pay for road and street purposes as described under Proceeds From Sale of Bonds and Notes. (Part I, Section 6)

C. PAYMENTS MADE TO OTHER JURISDICTIONS FOR WORK ON THEIR ROADS/STREETS

1. To counties: Distribution of funds for services provided by your agency for work on that jurisdiction's roads. (Example: County gives City dollars for the City to do work on the city's roads)
2. To cities: Same as above
3. To other local agencies: Same as above
4. To state for state highway projects: Same as above

D. EXPENDITURES THAT ARE REIMBURSED FOR WORK DONE ON OTHER JURISDICTIONS' ROADS/STREETS

1. Non-road and street work reimbursed by another agency for work done for them: Cost of non-road related work done by your department, for which you are reimbursed by that jurisdiction.
2. Work reimbursed by another agency for their road/street work: Cost of work done on roads and streets of another jurisdiction, for which you are reimbursed by that jurisdiction.

TOTAL DISBURSEMENTS (this is a calculated field)

ENDING BALANCE(S): (Record as either Obligated Reserves or Contingency Reserves)

The balance of all operating and reserve funds containing dedicated road and street funds, as of the end of the fiscal year (June 30, 2017). Typical funds Include:

General Road Fund, (Primary operating fund for Road Department)

Road Reserve Fund

Bike and Footpath Fund

Capital Construction Funds, Including Bridge Funds

Road Equipment Reserve Funds

Special Road District Funds—Any road district under the financial control of the County Board of Commissioners (i.e. shows up in County Audit)

TOTAL FUNDS ACCOUNTED FOR (this is a calculated field)

Total disbursements plus ending balance(s) must equal total funds available on Part I, Receipts.

RECEIPTS

1. Any funds paid **directly** to the local agency should go in Section D. RECEIPTS FROM FEDERAL GOVERNMENT; Sub-section 9. "Federal Receipts for FHWA Grants," with amount and source.

DISBURSEMENTS

2. Match payments to ODOT should go in Section A. LOCAL DISBURSEMENTS; Sub-section 4. "Match Payments for Local Agency Projects"
3. All other expenditures by local agencies should go in the appropriate line(s) of Section A. LOCAL DISBURSEMENTS; Sub-section 1 "Capital Projects."

HIGHWAY AND TRAFFIC POLICE EXPENSE

The reports we submit to the Federal Highway Administration require that expenditures for highway and traffic policing be included.

We are aware that policing is not normally a part of road and street revenue and expense.

We would appreciate it if expense for highway and traffic policing could be calculated or estimated and the revenue source identified in the space provided at the bottom of the expenditure report. **Do Not include this revenue and expense in the road and street revenue and expense.**

An example of source of funds and associated costs for traffic policing would be as follows.

Example #1:

Source	General Fund	Amount	\$50,000
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Example #2:

Source	Serial Levy	Amount	\$75,000
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**III. CHANGE IN DEBT STATUS DURING THE YEAR FOR ROAD AND STREET PURPOSES
FOR FISCAL YEAR ENDING JUNE 30, 2017**

A. OPENING DEBT:

1. Bonds:
2. Notes:

Beginning balances of general obligation, special assessment (Bancroft) improvement bonds, and notes and warrants for road and street purposes.

B. ISSUES: (If using Excel version of form, these fields are copied from Receipts Section)

1. Bonds:
2. Notes:

Bond, note and warrant issues as described in receipts. Amount here must agree with amounts in Proceeds From Sale of Bonds and Notes-Form Part I, A. 6.

C. REDEMPTIONS: (If using Excel version of form, these fields are copied from Disbursements Section)

1. Bonds:
2. Notes:

Bond, note and warrant redemption as described in disbursements. Amount here must agree with amounts in Debt Service on Local Obligations-Form Part II, B. 1 & 2.

D. CLOSING DEBT: (Precalculated fields derived from Opening Debt plus issues minus redemptions.)

1. Bonds:
2. Notes:

Balances of outstanding bonds, notes, and warrants for road and street purposes.

OREGON DEPARTMENT OF TRANSPORTATION
In cooperation with The League of Oregon Cities and the Association of Oregon Counties
Local Road and Street Questionnaire for the Fiscal Year Ending June 30, 2017

I. RECEIPTS FOR ROAD AND STREET PURPOSES

ITEM	AMOUNT
Please specify accounting method used: Cash or Accrual	
A. RECEIPTS FROM LOCAL SOURCES	
1. Special Assessments	
a. Permanent Property Tax or Assessment	
b. Limited Duration Property Tax or Assessment	
c. Traffic impact fees or system development charges	
d. Transportation Utility Fees	
e. Local Improvement Districts (or similar)	
f. Urban Renewal District	
2. General Fund and Non-Dedicated City/County Fund Transfers	
3. Local Option Road User Fees (Include only what you actually keep)	
a. Fuel taxes (indicate rate _____)	
Less: Collection Expense _____	
Please see instructions Net Fuel Tax	-
b. Motor Vehicle Registration fees	
4. Other Local Receipts	
a. Interest income	
b. Traffic fines	
c. Parking meters and fines	
d. Permits and land use fees	
e. Sales of Surplus Land & Equipment and Rentals	
f. Hotel/Motel taxes	
g. Franchise fees	
h. Other (Please specify source and amount for each source)	
5. Receipts from Other Local Governments	
a. From Cities	
b. From Counties	
c. Other (Please specify source and amount for each source)	
6. Proceeds from Sale of Bonds and Notes	
a. Bonds (Must equal Part III, Item B.1)	-
b. Notes (Must equal Part III, Item B.2)	-
B. PRIVATE CONTRIBUTIONS	
C. RECEIPTS FROM STATE GOVERNMENT	
1. State Highway Fund Apportionment (including 1% Bike/Pedestrian Path money)	
2. Special County Allotment	
3. State Highway Fund Exchange Program	
4. ODOT Issued Permit Fees	
5. Other State Highway Fund Grants (Please specify source and amount for each source)	
6. State Forestry	
7. Other State Funds (Please specify source & amount for each source)	
D. RECEIPTS FROM FEDERAL GOVERNMENT-See instructions regarding ARRA Stimulus Funds	
1. US Forest Service Annual Distribution	
2. USFS and O&C Title II	
3. 5% Distribution of BLM Land Sales	
4. BLM Mineral Leases	
5. U.S. Taylor Grazing Apportionment	
6. Federal Flood Control	
7. Housing and Urban Development	
8. Economic Development Administration	
9. Federal Receipts for FHWA Grants	
10. Other Federal Fund Receipts (Please specify source & amount for each source)	
11. Federal Receipts for Federally Declared Emergency Events:	
a. FEMA - Public Assistance	
b. FHWA - Emergency Relief	
E. RECEIPTS FOR NON-JURISDICTION ROAD/STREET WORK (see instructions)	
1. Non-road and street work	
2. Work for other jurisdictions	
TOTAL RECEIPTS	-
BEGINNING BALANCE(S) Should be prior year's ending balance	
TOTAL FUNDS AVAILABLE (Must equal Total Funds Accounted for on Part II)	-

Prepared by _____ <div style="text-align: center; color: blue; font-size: small;">(Name)</div> _____ <div style="text-align: center; color: blue; font-size: small;">(Telephone)</div>	For _____ <div style="text-align: center; color: blue; font-size: small;">(City or County)</div> _____ <div style="text-align: center; color: blue; font-size: small;">(E-Mail)</div>
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RETURN TO:

Richard Munford	TELEPHONE: (503) 986-3353	FAX: (503)986-4174
ODOT Program and Implementation Analysis, Suite 2	555 - 13th Street, NE, Salem, OR 97301	
Email: richard.munford@odot.state.or.us		

**OREGON DEPARTMENT OF TRANSPORTATION
 LOCAL ROAD AND STREET FINANCE QUESTIONNAIRE
 FOR FISCAL YEAR ENDING JUNE 30, 2017**

RETURN TO: Richard Munford
 ODOT Program and Implementation
 555 - 13th St. NE, Suite 2
 Salem, OR 97301
 (503) 986-3353
richard.munford@odot.state.or.us

IV. EXPENDITURES ON CLASSIFIED AND LOCAL ROADS AND STREETS

Urban Collector on the National Highway System

ITEM		FY17 AMOUNT
1 CAPITAL OUTLAY	Construction, Expansion and Preservation	
a.	Right of Way	
b.	Engineering Including Capital Improvement Plan Development, Preliminary Engineering and Construction Engineering	
c.	Construction and Expansion New Facilities Capacity Improvements System Preservation System Enhancement	
TOTAL CAPITAL OUTLAY for Urban Collector on NHS		\$0

Minor Arterial on the National Highway System

ITEM		FY17 AMOUNT
1 CAPITAL OUTLAY	Construction, Expansion and Preservation	
a.	Right of Way	
b.	Engineering Including Capital Improvement Plan Development, Preliminary Engineering and Construction Engineering	
c.	Construction and Expansion New Facilities Capacity Improvements System Preservation System Enhancement	
TOTAL CAPITAL OUTLAY for Minor Arterial on NHS		\$0

**OREGON DEPARTMENT OF TRANSPORTATION
 LOCAL ROAD AND STREET FINANCE QUESTIONNAIRE
 FOR FISCAL YEAR ENDING JUNE 30, 2017**

IV. EXPENDITURES ON CLASSIFIED AND LOCAL ROADS AND STREETS

Principal Arterial on the National Highway System

ITEM		FY17 AMOUNT
1 CAPITAL OUTLAY	Construction, Expansion and Preservation	
a.	Right of Way	
b.	Engineering Including Capital Improvement Plan Development, Preliminary Engineering and Construction Engineering	
c.	Construction and Expansion	
	New Facilities	
	Capacity Improvements	
	System Preservation	
	System Enhancement	
TOTAL CAPITAL OUTLAY for Principal Arterial on NHS		\$0

Local Roads on the National Highway System

ITEM		FY17 AMOUNT
1 CAPITAL OUTLAY	Construction, Expansion and Preservation	
a.	Right of Way	
b.	Engineering Including Capital Improvement Plan Development, Preliminary Engineering and Construction Engineering	
c.	Construction and Expansion	
	New Facilities	
	Capacity Improvements	
	System Preservation	
	System Enhancement	
TOTAL CAPITAL OUTLAY for Local Roads on NHS		\$0