

	FY 2005 Actual	FY 2006		FY 2007 Adopted	
		Original	Amended	Projected	
Fund Summary					
Taxes	0	0	0	0	0
Licenses and Permits	190,256	190,606	190,606	190,059	191,423
Intergovernmental	0	0	0	0	0
Charges for Services	0	0	0	0	0
Fines and Forfeitures	0	0	0	0	0
Internal Services	0	0	0	0	0
Special Assessments	0	0	0	0	0
Investment Earnings	426	0	0	0	0
Miscellaneous Revenue	0	0	0	0	0
Subtotal Operating Revenue	190,682	190,606	190,606	190,059	191,423
Proceeds from Long-term Debt	0	0	0	0	0
Transfers - In From Other Funds	0	0	0	0	0
Total Revenue	190,682	190,606	190,606	190,059	191,423
Personal Services	46,243	46,061	46,061	46,061	48,496
Supplies & Materials	316	400	400	400	431
Purchased Services	777	2,889	2,889	1,000	1,533
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	142,920	141,986	141,986	142,043	140,140
Subtotal Operating Expenses	190,256	191,336	191,336	189,504	190,600
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers - Out to Other Funds	692	692	692	692	823
Total Expenditures	190,948	192,028	192,028	190,196	191,423
Revenue Over (Under) Expenditures	(266)	(1,422)	(1,422)	(137)	0
add (deduct) Net Changes in Reserves	0	0	0	0	0
Net Change in the Unreserved Balance	(266)	(1,422)	(1,422)	(137)	0
Reserves					
Beginning Balance - July 1	0	0	0	0	0
Net Change	0	0	0	0	0
Ending Balance - June 30	0	0	0	0	0
Unreserved Balance					
Beginning Balance - July 1	567	1,990	1,990	301	164
Net Change	(266)	(1,422)	(1,422)	(137)	0
Ending Balance - June 30	301	568	568	164	164

Fund Purpose

The Licenses Fund is administered by the Community Development Department. This fund receives and processes applications for Home Occupation Certificates, Professional Licenses, and Safety Inspection Certificates. Staff reviews and issues the certificates/licenses to all businesses, offices, and professional offices. The safety inspection certificate fees were established to recover the costs of providing special services (fire and building inspections) to every business within the City and to provide home occupations with a permitting process. These services ensure that business locations are safe for customers, neighbors, and employees.

Revenue generated from licensing covers the cost of providing the services and administration of the program. Approximately \$106,902 will be transferred to the Fire Department for inspection services.

The Licenses Fund organizational chart is in the Organization Section – Community Development Department.

Budget Highlights

<i>License/Certificate Administration</i> Community Development Department	FY 2005	FY 2006			FY 2007
	Actual	Original	Amended	Projected	Adopted
Personal Services	46,243	46,061	46,061	46,061	48,496
Supplies & Materials	316	400	400	400	431
Purchased Services	777	2,889	2,889	1,000	1,533
Other Costs	0	0	0	0	0
Debt Service - Interest & Fees	0	0	0	0	0
Internal Service, Interfund	142,920	141,986	141,986	142,043	140,140
Subtotal Operating Expenses	190,256	191,336	191,336	189,504	190,600
Debt Service - Principal	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total License/Certificate Administration	190,256	191,336	191,336	189,504	190,600

Goals and Objectives

Major Accomplishments - In the Past Year

- Coordinated the implementation of the Safety Certificate Program with the Fire Department.
- Issued 4,513 certificates and special licenses in Calendar Year 2005.

Priority Goals and Objectives - For the Upcoming Year

- Increase compliance with safety certificate program.
- Increase revenue collection.
- Coordinate inspection services with Fire Department.
- Review ordinance to streamline procedures and enhance responsiveness to public input.