

2004 Annual Survey of Local Government Finances Special Agencies

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

In correspondence pertaining to this report, please refer to the ID printed above your address.

RETURN TO:
U.S. Census Bureau
1201 East 10th Street
Jeffersonville, IN 47132-0001

If you have any questions, please call
1-800-242-4523
weekdays, 7:00 a.m. to 5:00 p.m. EST.

Questions can also be emailed to:
govs.finstaff@census.gov

Please correct any errors in name, address, or ZIP Code.

GENERAL INSTRUCTIONS

Before filling out this form, please read carefully each part and all related definitions and instructions.

Note especially:

1. Please report amounts, covering all funds and accounts of your agency except for any employee-retirement funds administered by your agency. **Include** bond redemption and interest funds, and construction or development funds, as well as current funds. **Exclude** refunds and transfers between funds or accounts of your agency.
2. As this form is used for various kinds of agencies, some of the items may not apply to your agency. However, read carefully the definition of each item to determine whether it applies to any of your agency's transactions.
3. Do **not** delay reporting to await finally audited figures, if substantially accurate figures can be supplied on a preliminary basis.
4. You may report on either a cash or accrual basis.

Part 1 ENDING DATE OF FISCAL YEAR

Mark (X) in the appropriate box below to indicate the *ending* date of your agency's fiscal year (12-month accounting period) and report data for this period only.

Use this fiscal year even though a more recent one may be available.

2003			2004		
<input type="checkbox"/> July	<input type="checkbox"/> October	<input type="checkbox"/> January	<input type="checkbox"/> April		
<input type="checkbox"/> August	<input type="checkbox"/> November	<input type="checkbox"/> February	<input type="checkbox"/> May		
<input type="checkbox"/> September	<input type="checkbox"/> December	<input type="checkbox"/> March	<input type="checkbox"/> June		

Part 2 TAX REVENUES

Report collections during the fiscal year indicated in **Part 1** from all taxes imposed by your agency.

Include current and delinquent amounts, penalties, and interest.

Exclude receipts from service charges, special assessments, interest earnings, fines, and any other sources that are not taxes or licenses.

1. **Property taxes** – All taxes on property, real or personal.....

Include levies for debt service, pension funds, and other funds or purposes.

Exclude taxes not measured by value.

Property Taxes

T01 \$, , .00

2. **Other taxes – specify** →

Other Taxes

T99 \$, , .00

Part 3 INTERGOVERNMENTAL REVENUES

Report all amounts received by your agency from other governments in the fiscal year indicated in **Part 1**.

Include:

- Grants
- Shares of taxes imposed by other governments
- Payments in lieu of taxes
- Reimbursements for services performed for other governments

Exclude:

- Loans
- Receipts from utility sales to other governments (Report in **Part 4**)
- Any taxes imposed by your agency which were collected for it by another government (Reported in **Part 2**)

Report total intergovernmental revenue received:

Intergovernmental Revenue

1. **From other local governments**.....

ZDD \$, , .00

2. **From the State** - Report all amounts your agency received from the State, including any amounts financed wholly or in part from Federal grants to the State.....

ZCC \$, , .00

3. **From the Federal government directly** - Report only amounts received directly from the Federal government.....

ZBB \$, , .00

Part 4 REVENUES - OTHER THAN TAX AND INTERGOVERNMENTAL REVENUES

Report other revenues received by your agency during the fiscal year indicated in **Part 1**.

Include revenues of all funds.

Exclude refunds and transfers between funds and accounts of your agency.

Other Revenues

1. **Current charges** - Receipts from fees, sales, rentals, tolls, maintenance assessments, and other charges for commodities and services..... ZAA \$, , .00

Include utility services, including utility sales to local, State, or the Federal governments.

2. **Special assessments** - Compulsory contributions and reimbursements from owners of property benefited by improvements (streets, sewers, sidewalks, water extensions, etc.), as well as for servicing special assessment debt..... U01 \$, , .00

Exclude proceeds from sales of special assessment bonds (Report in **Part 7**) and maintenance assessments (Reported in item 1 above).

3. **Receipts from sale of property and other capital assets** -
Include property sold to other governments U11
Exclude tax sales (Reported in **Part 2**)..... \$, , .00

4. **Interest earnings** - Interest received on all deposits and investment holdings of your agency, excluding earnings of any employee pension fund..... U20 \$, , .00
Include interest on construction funds.

5. **Fines and forfeits** - Receipts from penalties imposed for violations of law and civil penalties..... U30 \$, , .00

6. **Rents and royalties** - Revenue from temporary possession or use of government-owned buildings, land, and other properties..... U40 \$, , .00

7. **Private donations** - Gifts of cash or securities from private individuals or corporations..... U50 \$, , .00

8. **Miscellaneous other revenues** - Revenues not reported in items 1-7, or **Parts 2 - 3**..... U99 \$, , .00

Include insurance claims, recoveries of prior year expenditures, dividends, and recorded profits from sale of investments.

Exclude proceeds from borrowing, receipts from sale of security holdings, transfers between funds or accounts of your agency, and employee's contributions to, and interest earnings of, any employee pension fund.

Total Revenues

Part 5 TOTAL REVENUES (sum of **Parts 2 - 4)** REV \$, , .00

Part 6 EXPENDITURES

Report amounts expended during the fiscal year indicated in **Part 1**.

Expenditures

1. Expenditures for construction - Major repairs and alterations..... ZFF \$, , .00

Include amounts for construction performed on a contract basis, and also any expenditures for construction carried out by personnel of this agency.

Exclude interest capitalized as a cost of construction (Report in item 3 below).

2. Purchase of equipment, land, and existing structures

Include amounts for replacement and additional equipment as well as for lease purchase installment contracts..... ZGG \$, , .00

3. Interest on debt - Total amount of interest paid on all debt, long-term and short-term, of your agency..... ZKK \$, , .00

Include capitalized interest paid on construction loans.

Exclude debt retirement (Report in **Part 7**).

4. Payments to other governments - Payments in lieu of taxes, reimbursements for services received, etc.

A. To State government..... ZLI \$, , .00

B. To local governments..... ZMM \$, , .00

5. All other expenditures - All expenditures other than for items covered above.

Include expenditures for salaries and wages, operating leases, rent, utility services, and materials and supplies for current operation and maintenance and all other expenditures..... ZEE \$, , .00

Exclude

- Payments for retirement of debt
- Payments for purchase of securities
- Transfers between funds and accounts of your agency
- Provisions for depreciation

Total Expenditures

6. TOTAL EXPENDITURES (Sum of lines 1 - 5)..... EXP \$, , .00

Part 7 INDEBTEDNESS

Long-term Debt

Bonds, mortgages, etc., with an original term of more than one year, including revenue bonds and special assessment bonds as well as general obligations.

Include debt refunded.

Exclude:

- capital leases (Reported in **Part 7**)
- amounts for compensated absences

1. What is your agency’s debt for all public purposes?

Long-term Debt for Public Purposes

	19X	\$,	,	.00
A. Outstanding at beginning of fiscal year	+				
B. Issued during fiscal year (include all refunding issues).....	29X	\$,	,	.00
	+				
C. Retired during fiscal year (include debt refunded).....	39X	\$,	,	.00
	-				
D. Outstanding total at end of fiscal year (Item A + B - C).....	49X	\$,	,	.00
	=				

2. What is your agency’s debt for privately owned housing, industrial, or business purposes? This category is applicable only to those agencies authorized to issue debt of this type (e.g., industrial development revenue bonds, pollution control revenue bonds, etc.)

Long-Term Debt for Private Purposes

	19T	\$,	,	.00
A. Outstanding at beginning of fiscal year	+				
B. Issued during fiscal year (include all refunding issues).....	29T	\$,	,	.00
	+				
C. Retired during fiscal year (include debt refunded).....	39T	\$,	,	.00
	-				
D. Outstanding total at end of fiscal year (Item A + B - C).....	49T	\$,	,	.00
	=				

Short-term (interest-bearing) Debt

Tax-anticipation notes, bond-anticipation notes, interest-bearing warrants, and other obligations with an original term of one year or less.

Exclude accounts payable, other non-interest-bearing obligations, and current portion of long-term debt (Reported as long-term debt above).

Short-term Debt

3. Amount outstanding at beginning of fiscal year	61V	\$,	,	.00
4. Amount outstanding at end of fiscal year	64V	\$,	,	.00

Part 8 CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR

Report cash and investments held at the end of the fiscal year indicated in **Part 1**, including:

- The total amount of cash and cash equivalents on hand and on deposit
- Investments in Federal government, Federal agency, State and local government and non-governmental securities.

Report all investments at **market value**.

Exclude accounts receivable, value of real property, and all non-security assets.

	Amount at end of fiscal year
1. Reserves held for redemption of long-term debt (e.g. sinking or debt service funds)..... ^{W01}	\$, , .00
Include any mortgages and notes receivable held as offsets to housing and industrial financing loans.	
2. Unexpended proceeds from sale of bond issues held pending disbursement (e.g. bond funds)..... ^{W31}	\$, , .00
3. All other cash and investments – checking/savings accounts, CD’s, stocks, bonds, mutual funds, etc..... ^{W61}	\$, , .00

Exclude employee retirement funds.

Part 9 REMARKS

Part 10 CERTIFICATION

This report is substantially accurate and had been prepared in accordance with the instructions.

Name of person completing report – <i>Please print</i>	Title of person completing report	Date form was completed									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3">Telephone Number</th> </tr> <tr> <th style="width: 15%;">Area Code</th> <th style="width: 65%;">Number</th> <th style="width: 20%;">Extension</th> </tr> </thead> <tbody> <tr> <td style="height: 20px;"></td> <td></td> <td></td> </tr> </tbody> </table>		Telephone Number			Area Code	Number	Extension				Email Address
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This form has been approved by the Office of Management and Budget (OMB) and has been given the number 0607-0585. Please note that we have displayed this number in the upper right hand corner of this form. Display of this number confirms that we have approval from OMB to conduct this survey. If this number were not displayed, we could not request your participation in this survey.

Please note that this is a national form that applies to governments with wide differences in the size of their service areas, the amount of the population served, and the extent and complexity of their financial account. We estimate public reporting burden for this collection of information to vary from 2.0 to 8.0 hours per response, with an average of 3.0 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Paperwork Project 0607-0585, U.S. Census Bureau, 4700 Silver Hill Road, Stop 1500, Washington, D.C. 20233-1500. You may e-mail comments to Paperwork@census.gov; use "Paperwork Project 0607-0585" as the subject.