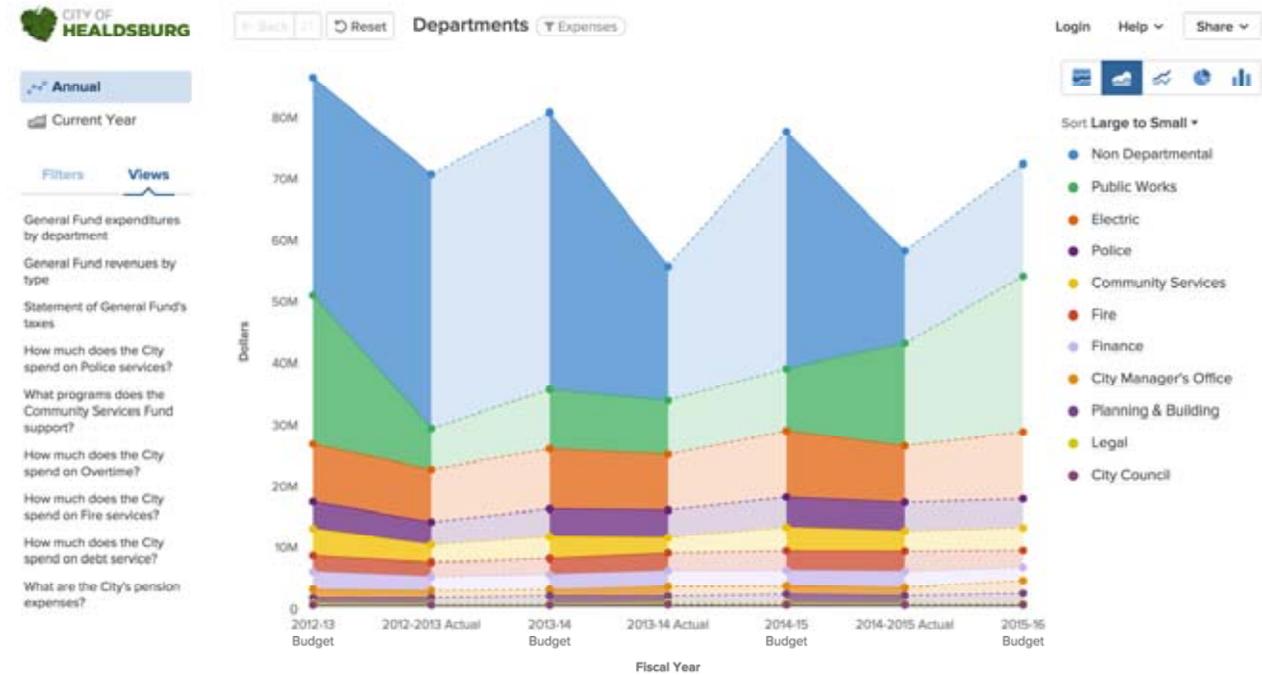


OpenGov for the City of Healdsburg

The City of Healdsburg is using OpenGov to analyze, share, and compare its financial data. To access the City of Healdsburg’s interactive portal, visit www.ci.healdsburg.ca.us.

The City of Healdsburg’s Initial OpenGov View:



Background on OpenGov

The OpenGov platform provides instant online access to our financial data, and interactively displays current and historic revenue and expenses down to the fund, department, and object level.

More than 750 governments across 45 states leverage the rapidly expanding OpenGov network.

Governments use OpenGov to publish interactive budgets, share this information with the community, and even achieve revenue goals by disseminating important financial data around tax or bond measures.

Maintaining budget data on OpenGov’s platform enables each government to provide citizens, elected officials and internal staff the ability to:

- View historical revenue and expenditure trends over time.
- Explore multiple views of budget and finance data, including by fund, department, expense or revenue type, or activity.
- Answer frequently asked questions, such as **“What are the General Fund revenues by type?”** or **“How much does the City spend on debt service?”**
- Track year-to-date revenue and expenses and view how departments operate to budget.

Navigation Tips

- OpenGov allows you to explore budget and historical finances in a simple graphical user interface.
- You'll notice the title of the chart or graph you are viewing in the top left corner.
- On the **Annual** report, click on **Views** on the left-hand side to view a list of common or favorite reports
- Select **Filter** to display key menus
 - You can use the Show drop-down to select the data that is of most interest to you.
 - Use the Broken Down By drop-down to specify the category you would like the data organized by in your chart or graph.
 - Select the Filtered By option to view the data filters. These filters will allow you select exactly which data you want to include, or exclude, from your graph or chart.
- On the top right side of the screen, there are five different types of visual representations of the data:
 - A **stacked percentage graph** to see percentage changes over time
 - A **stacked line graph** to visualize overall trends over time.
 - A **line graph** overlaying each trend over time.
 - A **pie chart** to view percentage breakdowns by year.
 - A **bar chart** comparing trends and percentage breakdowns over time.
- Below any chart or graph, you can view a **Table** detailing the financial information in the visualization above.
- Use the **Help** drop-down in the top right corner to:
 - View a short **How-To Guide** with tips on navigating the platform.
 - Recall the **Welcome Screen**.
 - View a short **Budget 101** primer with basic information on multi-fund accounting.
 - **Contact** our City of Healdsburg Finance department.
- Use the **Share** drop-down in the top right corner to:
 - Share your customized graph or chart through social media.
 - Send a link to your customized graph or chart through email.
- Also in **Share**, use the **Download** drop-down in the top right corner to:
 - Download an image of the graph or table as a .png file.
 - Download a spreadsheet as a .csv file.

Healdsburg-specific Tips

- Healdsburg's main fund is its General Fund. Most of its expenses come from that fund.
- Healdsburg has several "restricted" funds. Expenditures from these funds are limited to restricted areas - for example, the Gas Tax Fund.
- Some expenditures or revenues do not track year to year. For example, there may be an expenditure for a specific item or project in 2013-14 that the City no longer uses. These expenditure categories will be visible for the years in which they were encountered. After that, they will zero out.
- A "Proprietary Fund" is almost always going to be an Internal Service Fund. This is basically a fund that the City uses internally to pay for specific items - employee benefits, general liability, IT are all examples of internal service funds.
- An "Enterprise Fund" is the funds were we account for services, such as water, sewer, and electric.
- A "Fiduciary Fund" is a restricted fund for specific purposes. Here you will find the RDA Successor Agency.
- A "Governmental Fund" is where most of the work happens. Here you will find the General Fund and the Special Revenue Funds.
- The data is solely for the City of Healdsburg and does not include financial data from any outside special districts, such as Healdsburg Unified School District or the Healdsburg Hospital

For additional information, please visit: www.ci.healdsburg.ca.us