

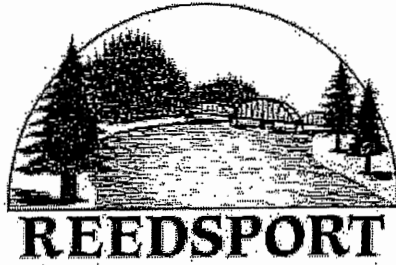
# **CITY OF REEDSPORT**

**ADOPTED BUDGET FOR FISCAL**  
**YEAR 2022-23**

# **CITY OF REEDSPORT**

## **BUDGET MESSAGE**

**Deanna Schafer**  
**City Manager**



## **CITY OF REEDSPORT**

CITY MANAGER'S OFFICE

451 Winchester Avenue

Reedsport, OR 97467-1597

Phone (541) 271-3603 | Fax (541) 271-2809

Monday, April 11, 2022

### **BUDGET MESSAGE FY 2022-2023**

#### **INTRODUCTION**

2022-2023 Fiscal Year:

Once again I am pleased to present the proposed FY 2022-2023 City of Reedsport Budget for your consideration.

The budget is the single most important process that the City Council engages in on a continuing basis. The budget is, first of all, a policy document. It established the activities and programs that the City is going to pursue during the year and provides a plan of organization for implementing those activities. Staffing and resource levels are also set in the budget, so the budget provides an operational plan as well.

During the last fiscal year, City imposed taxes came in at \$1.452 million, compared to the previous year at \$1.568 million. A decrease of over \$116 thousand. Along with this an additional unanticipated loss of \$253 thousand, due to compression, compared to the previous year of \$95 thousand. The loss was attributed to a 30% decrease in values in the Reedsport area in 2019 (the sample year for the 20-21 FY). Combined the total net loss from the previous year was over \$275 thousand. The City was able to counter balance this loss due to beginning fund balances coming in over what was anticipated at the time of budget preparation. However, this trend is alarming and staff has prepared this budget anticipating no net increase in taxes levied.

Optimistically we are anticipating a jump in values due to unprecedented housing sales in 2020-21 but have budgeted conservatively to be safe.

In November 2020 Oregon made history by voting overwhelmingly in favor of Measure 110, the Drug Addiction Treatment & Recovery Act. The purpose was to make screening health assessment, treatment and recovery services for drug addiction available to all those who need or want it. To fund these services money was diverted from the revenue share distribution of the State Marijuana tax that used to go to Cities. This resulted in a decrease of another \$60 thousand to the budget. Fortunately the City was able to counter this revenue loss with revenue received from a local Marijuana tax that was passed on the ballot the previous year.

On a positive note the City was allocated with American Rescue Plan Act funds that we have been able to put to good use for future pandemic mitigation projects. These funds will also be used for unidentified future projects based on the parameters of the program. This could potentially be infrastructure upgrades or other economic development needs. The money has to be spent by the end of 2024.

## **LEVEE PROJECT FUNDING HIGHLIGHTS**

In 2019 the Federal Emergency Management Agency reached out to the City to inform us that they have selected our Levee Rehabilitation Hazard Mitigation Project for funding contingent on environmental and design consultation. We have been working diligently with many different regulatory agencies to complete this work. Delays due to Covid 19 restrictions on travel and short staffing has extended the process an entire year. We are now on track to start a public notification process late this summer (this has to be repeated because of the time that has passed since the original application in 2017). The good news is that this delay has allowed the City to secure all of the over \$2 million match to the grant from other funding sources including a \$1.1 million direct congressional appropriation secured with the help of Representative Boomer Wright.

## **WATER AND SEWER UTILITY FUND HIGHLIGHTS**

The City struggles to make any major upgrades to the water distribution infrastructure due to the limited funds that are realized in the water department. Water rates in Reedsport have not been increased since 2006 while expenditures have nearly doubled. Staff continues to repair the system as it breaks, responding to over 30 waterline breaks in the past two years. We were able to replace a waterline that was particularly problematic on Hawthorne Avenue this year. We continue installing meters as requests come in and offered meters for the cost of installation only this year as an incentive. City Council approved the reinstatement of the water System Development Charge at the end of 2021. The charges will be phased in at 50% on July 1 of 2022 and will be fully charged (\$4330.00 per equivalent dwelling unit, EDU) on January 1, 2023.

On a positive note, the City acquired a one acre parcel of land in the Master Heights subdivision this year. This was made possible by a collaboration between the City, a developer and the owner. The purpose of the parcel is for future placement of a water tower. This tower has been in planning for many years and is needed for additional storage and to increase pressure for the uptown area but also as a dedicated source of water for both the hospital and the fire department in case of a major catastrophic event.

This year the City will be completing two major Wastewater Capital Improvements. The first will be a complete replacement of the Forrest Hills pump station and relocation of a force main to remove it from crossing Providence Creek. This line has been problematic in the past because if the line were to break it could be days before it was discovered due to the topography of the creek bed. The pump station itself is past its useful life and in need of replacement. The second project is a new gravity line on Hawthorne Avenue in downtown and will reroute the line to remove it from private property to a public right of way. This will also allow for a planned apartment complex and future development in the area.

The RV Dump station has been improved and will have a card reader kiosk to assist in collection of dump station charges.

## **STREET FUND HIGHLIGHTS**

The Street Fund was able to complete several needed paving projects this last year including a portion of Winchester Avenue, both ends of Frontage Road, Hawthorne Street and the City Hall parking lot. During the year we were awarded a Small Cities Allotment Grant and will use the funds to do a major reconstruction project on Arthur Drive. This is a Street that has several sink holes, assumably because of rotten tree stumps that were used as fill in the area.

The next project on the horizon is the reconstruction of East Railroad Avenue, this will include an intersection realignment at the junction of Greenwood Avenue.

## **POLICE AND FIRE DEPARTMENT FUND HIGHLIGHTS**

For the first time in many years the Police Department reached the level of fully staffed but this was short lived with resignation of longtime employee and Sargent Tom Beck. Sgt. Beck made the difficult choice to join the Oregon State Police and will finish out his years as a local Trooper. This move will expand his area slightly but he will still reside in Reedsport.

The K-9 program and officers have been very successful this year in assisting interagency major crime units in the area of illegal drug trafficking on the Oregon Coast.

For the past several years the department has provided a School Resource Officer during the school year. This is a partnership between the Reedsport Police Department, Lower Umpqua Hospital and the Reedsport School District.

During the last year, with the engagement of ZCS Engineering and Architecture, the City was awarded a \$2.3 million seismic grant through the State of Oregon. With the receipt of ARPA money, particularly pandemic mitigation funds, we are hoping to be able to do some much needed upgrades to the department at the same time. This will help prepare the department in the case of future pandemic outbreaks.

In conjunction with the seismic upgrade to the Police Department there are also plans for renovations to the fire bays in the building. The project to extend the fire bays to accommodate the new larger sized trucks has been in the plans for several years and money was set aside for that purpose. Only one of the oldest trucks the department owns will fit in the current bay.

Turner Station on Frontage Road was also a recipient of a seismic grant of over \$1 million and will be upgraded this fiscal year. In conjunction with the seismic pre-design, the City procured the design of an addition to the building that in the future will house two more fire bays and an entire second floor that will become the Western Douglas County Emergency Operations Center. Over the next few years we will seek funding for the actual construction. This is a project that has been planned since the land was originally purchased.

The Fire Department was able to purchase individual turnout gear for Wild Land firefighting this year and a much needed replacement of outdated Self Contained Breathing Apparatus units were procured. They have also been able to purchase several small tools with the help of the community donation of cans.

## **COMMUNITY DEVELOPMENT FUND HIGHLIGHTS**

The City exercised an option to acquire an extension of Crestview Road, this will help facilitate an expansion of fiber in the area and further into the rural areas surrounding Reedsport.

City staff has been working with developers on three major ground breaking projects in Reedsport that will most likely be realized in 2023, an RV park, an apartment complex and a renovation of an existing apartment with a new cottage development surrounding it.

Reedsport is also experiencing a turnover of available housing and commercial units. A large number have changed hands this past year and renovations are underway for a large amount of them. Inventory of homes is at an all-time low. We also saw many new homes built this past year and plans for many more this next year with almost all available building lots sold.

During this last fiscal year the City was able to purchase the grassy field adjacent to the levee on Water Avenue, which was a part of the old CR Rubber Factory. This purchase will allow the continued use of the field for overflow parking for the area during fishing season and when events are held in the Rainbow Plaza area. Improvements including sidewalks, parking and landscaping are planned for the Plaza this coming year.

The City has applied for an Oregon State Parks and Recreation grant to obtain a large section of privately owned levee property which will continue to serve as a walking path.

## **CONCLUSION**

The last two seasons have been filled with a large amount of planning and behind the scenes work setting the stage for a new future for the City of Reedsport. I am optimistic that these projects will come to fruition this next fiscal year as we are seeing a new interest in the area. Over the course of the last year I have hosted several different groups of investors and a comment that keeps surfacing is "you have a real hidden gem here". At the same time we need to seek a balance to keep investing in the local community and longtime citizens.

It is with great pleasure that I present you with the current 2022-2023 fiscal year budget document.

Respectfully submitted,  
Deanna Schafer  
City Manager

# **CITY OF REEDSPORT**

## **Fiscal Year 2022-23 Budget**

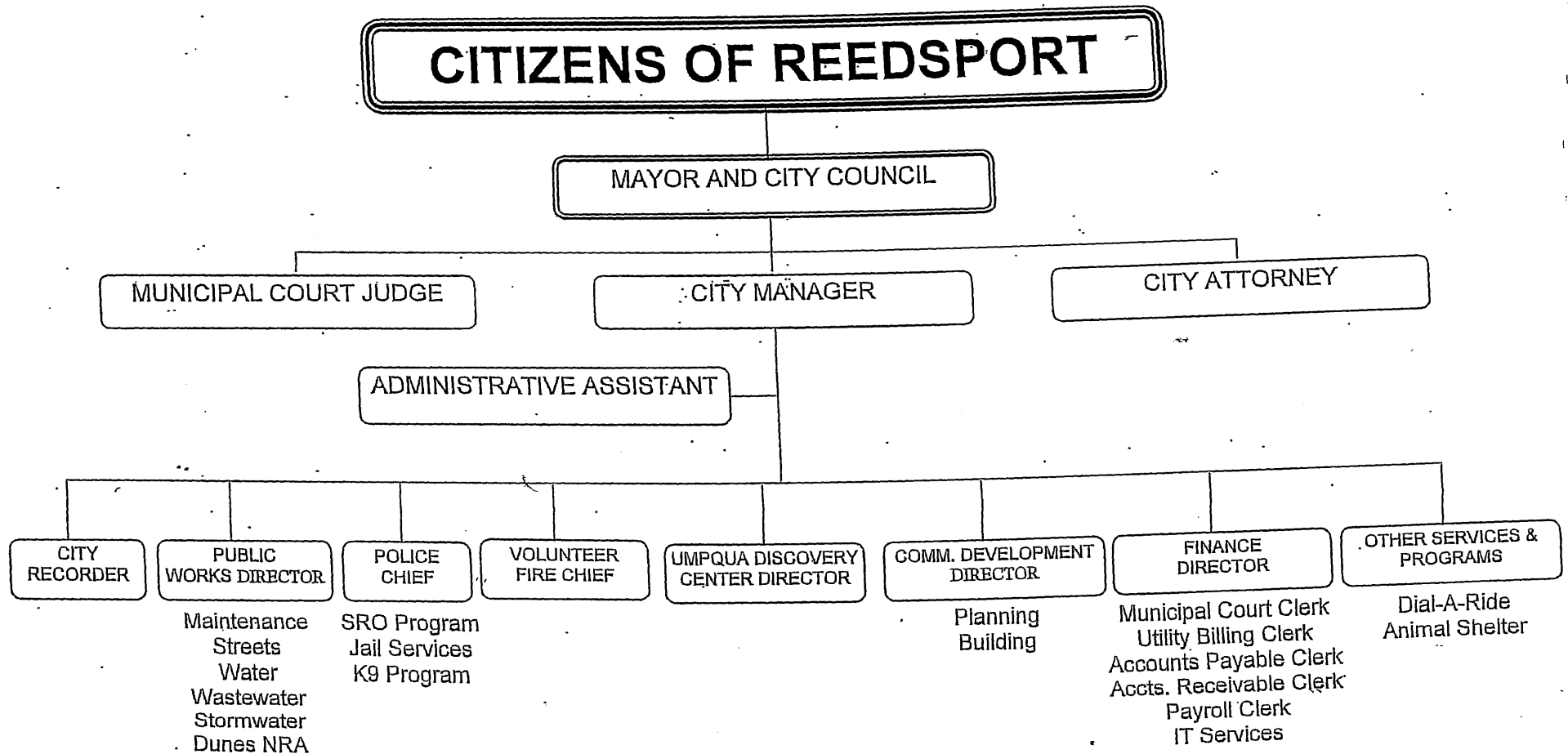
### **BUDGET COMMITTEE**

COUNCIL MEMBERS	APPOINTED MEMBERS
Linda McCollum, - Mayor	Leon Bridge
Jeffrey Vanier – Position #1	Deborah Yates
DeeDee Murphy - Position #2	Vacant
Joe Liedtky – Position #3	Kammy Rose
Mark Bedard – Position #4	John Moore
Rich Patten - Position #5	Robert Gray
Debby Turner - Position #6	Vacant

### **CITY ADMINISTRATION**

POSITION	NAME
Municipal Court Judge	Muenchrath Law Firm
City Attorney	Stephen Miller
City Prosecutor	Patrick Terry
City Manager	Deanna Schafer
Finance Director	Michelle Fraley
Administrative Assistant	Courteney Halstead
City Recorder	Deanna Schafer
Police Chief	Matt Smart
Police Sergeant	xxx
Communications Supervisor	Charlene Lohf
Public Works Director	Kim Clardy
Umpqua Discovery Center Director	Diane Novak
Volunteer Fire Chief	Tom Anderson

# CITY ORGANIZATION CHART





**CITY OF REEDSPORT**  
**Fiscal Year 2022-2023 Budget**

**DUTIES OF THE BUDGET COMMITTEE  
AND CITY COUNCIL**

The Budget Committee is made up of the Reedsport City Council and a like number of Reedsport citizens (electors) appointed by the City Council (ORS 294.305 et seq.). It is the duty of the Budget Committee to receive the proposed budget from the Budgeting Officer (the Reedsport City Manager), review the proposed budget, make revisions as desired, and approve the budget for presentation to the City Council.

The procedure is as follows:

1. The Budget Officer prepares the proposed budget.
2. The Budget Officer publishes the "Notice of Budget Committee Meeting."
3. The Budget Committee meets to receive the Budget Message and proposed budget.
4. The Budget Committee receives public comment(s) or question(s) on the proposed budget.
5. The Budget Committee announces the time of any subsequent meeting(s).
6. The Budget Committee approves the budget after deliberations.
7. The Budget Officer publishes the approved "Budget Summary" and "Notice of Budget Hearing."
8. The City Council holds the Budget Hearing.
9. The City Council adopts the Budget, makes Appropriations, and declares & categorizes taxes.
10. The County Tax Assessor certifies the taxes for collection.

Budget Committee meetings may be held as often as necessary. Subsequent meetings are announced in a previous public meeting.

**FISCAL POWERS OF THE BUDGET COMMITTEE**

The Budget Committee as a whole, or through majority action, has the power to:

1. Limit the amount of taxes that may be levied.
2. Establish a tentative maximum for the total permissible expenditures for each fund subject to revision by the City Council.

**FISCAL POWERS OF THE CITY COUNCIL**

Following public hearing on the approved budget, as approved by the Budget Committee, the

City Council may:

1. Reduce or eliminate any revenue source.
2. Reduce or eliminate any proposed expenditure.
3. Transfer revenues or expenditures within any fund or from the General Fund to any other fund.
4. Increase expenditures by no more than ten percent per fund over the approved budget (as approved by the Budget Committee).
5. Increase expenditures by more than ten percent per fund over the Budget Committee approved budget if a summary of a revised budget is again published and another public hearing is held.

# CITY OF REEDSPORT

## Fiscal Year 2022-23

### POSITION CLASSIFICATIONS

<u>Position Title</u>	<u>Range</u>
Police Chief	23
Public Works Administrator	21
Public Works Director	21
Police Sergeant	20
Community Development Director	15
Finance Director	21
Umpqua Discovery Center Director	16
City Recorder	15
Administrative Assistant	12
Admin. Assist/Communications Supervisor	15
Umpqua Discovery Center Gift Shop Operator	10
Secretary	10
Wastewater Utility Lead Worker	17 Union
Wastewater Utility Operator	13 Union
Wastewater Worker I	10 Union
Water Utility Lead Worker	15 Union
Water Utility Operator	12 Union
Water Worker I	10 Union
Mechanic III	15 Union
Mechanic II	11 Union
Mechanic I	9 Union
Maintenance Lead Worker	15 Union
Maintenance Worker III	14 Union
Maintenance Worker II	12 Union
Maintenance Worker I	10 Union
Building Custodian & Parks Maintenance Worker	9 Union
Utility Billing Clerk/Finance Assistant	10 Union
Accounts Payable Clerk	10 Union
Accounts Receivable Clerk	10 Union
Front Counter Technician	10 Union
Municipal Court Clerk	12 Union
Planning Technician	12 Union
Licensing & Permitting Technician	12 Union
Police Corporal	Union
Police Officer	Union
Communications Officer	Union

**CITY OF REEDSPORT  
EMPLOYEE MONTHLY PAY PLAN  
FOR FISCAL YEAR 2022-23**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
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1	\$ 1,858.99	\$ 1,946.71	\$ 2,035.64	\$ 2,130.57	\$ 2,229.11	\$ 2,333.65	\$ 2,444.20
2	\$ 1,946.71	\$ 2,035.64	\$ 2,130.57	\$ 2,229.11	\$ 2,333.65	\$ 2,444.20	\$ 2,557.16
3	\$ 2,035.64	\$ 2,130.57	\$ 2,229.11	\$ 2,333.65	\$ 2,440.60	\$ 2,557.16	\$ 2,677.33
4	\$ 2,130.57	\$ 2,229.11	\$ 2,333.65	\$ 2,444.20	\$ 2,557.16	\$ 2,677.33	\$ 2,803.51
5	\$ 2,229.11	\$ 2,333.65	\$ 2,444.20	\$ 2,557.16	\$ 2,677.33	\$ 2,803.51	\$ 2,939.29
6	\$ 2,333.65	\$ 2,444.20	\$ 2,557.16	\$ 2,677.33	\$ 2,803.51	\$ 2,939.29	\$ 3,079.89
7	\$ 2,444.20	\$ 2,557.16	\$ 2,677.33	\$ 2,803.51	\$ 2,939.29	\$ 3,079.89	\$ 3,226.50
8	\$ 2,557.16	\$ 2,677.33	\$ 2,803.51	\$ 2,939.29	\$ 3,079.89	\$ 3,226.49	\$ 3,382.71
9	\$ 2,677.33	\$ 2,803.51	\$ 2,939.29	\$ 3,079.89	\$ 3,226.49	\$ 3,382.71	\$ 3,541.33
10	\$ 2,803.51	\$ 2,939.29	\$ 3,079.89	\$ 3,226.49	\$ 3,382.71	\$ 3,541.33	\$ 3,711.97
11	\$ 2,939.29	\$ 3,079.89	\$ 3,226.49	\$ 3,382.71	\$ 3,541.33	\$ 3,711.97	\$ 3,891.02
12	\$ 3,079.89	\$ 3,226.49	\$ 3,382.71	\$ 3,541.33	\$ 3,711.97	\$ 3,891.02	\$ 4,074.87
13	\$ 3,226.49	\$ 3,382.71	\$ 3,541.33	\$ 3,711.97	\$ 3,891.02	\$ 4,074.88	\$ 4,274.35
14	\$ 3,382.71	\$ 3,541.33	\$ 3,711.97	\$ 3,891.02	\$ 4,074.88	\$ 4,274.35	\$ 4,478.63
15	\$ 3,541.33	\$ 3,711.97	\$ 3,891.02	\$ 4,074.88	\$ 4,274.35	\$ 4,478.64	\$ 4,696.14
16	\$ 3,711.97	\$ 3,891.02	\$ 4,074.88	\$ 4,274.35	\$ 4,478.64	\$ 4,696.14	\$ 4,924.46
17	\$ 3,891.02	\$ 4,074.88	\$ 4,274.35	\$ 4,478.64	\$ 4,696.14	\$ 4,924.46	\$ 5,158.78
18	\$ 4,074.88	\$ 4,274.35	\$ 4,478.64	\$ 4,696.14	\$ 4,924.46	\$ 5,158.79	\$ 5,413.54
19	\$ 4,274.35	\$ 4,478.64	\$ 4,696.14	\$ 4,924.46	\$ 5,158.79	\$ 5,413.54	\$ 5,675.51
20	\$ 4,478.64	\$ 4,696.14	\$ 4,924.46	\$ 5,158.79	\$ 5,413.54	\$ 5,675.51	\$ 5,951.90
21	\$ 4,696.14	\$ 4,924.46	\$ 5,158.79	\$ 5,413.54	\$ 5,675.51	\$ 5,951.89	\$ 6,241.50
22	\$ 4,924.46	\$ 5,158.79	\$ 5,413.54	\$ 5,675.51	\$ 5,951.89	\$ 6,241.49	\$ 6,544.32
23	\$ 5,158.79	\$ 5,413.54	\$ 5,675.51	\$ 5,951.89	\$ 6,241.49	\$ 6,544.32	\$ 6,866.37
24	\$ 5,413.54	\$ 5,675.51	\$ 5,930.26	\$ 6,241.49	\$ 6,544.32	\$ 6,866.36	\$ 7,202.83
25	\$ 5,675.51	\$ 5,930.26	\$ 6,241.49	\$ 6,544.32	\$ 6,866.36	\$ 7,202.83	\$ 7,556.12
26	\$ 5,930.26	\$ 6,241.49	\$ 6,544.32	\$ 6,866.36	\$ 7,202.83	\$ 7,556.13	\$ 7,927.44
27	\$ 6,241.49	\$ 6,544.32	\$ 6,866.36	\$ 7,202.83	\$ 7,556.13	\$ 7,927.44	\$ 8,315.59
28	\$ 6,544.32	\$ 6,866.36	\$ 7,202.83	\$ 7,556.13	\$ 7,927.44	\$ 8,315.58	\$ 8,720.54
29	\$ 6,866.36	\$ 7,202.83	\$ 7,556.13	\$ 7,927.44	\$ 8,315.58	\$ 8,720.55	\$ 9,149.55
30	\$ 7,202.83	\$ 7,556.13	\$ 7,927.44	\$ 8,315.58	\$ 8,720.55	\$ 9,149.55	\$ 9,578.66

TEAMSTERS							
UNION	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
Comm Officer	2,897.82	3,044.03	3,198.97	3,358.93	3,525.13	3,705.06	3,882.91
Patrol Officer	3,680.07	3,860.02	4,053.69	4,257.39	4,472.32	4,693.50	4,918.79
Corporal Officer	3,860.02	4,053.70	4,257.39	4,472.32	4,693.50	4,918.79	5,154.88

# CITY OF REEDSPORT

Fiscal Year 2022-23 Budget

## NUMBER OF FULL TIME EQUIVALENT (FTE) EMPLOYEES

<b>Fund No.</b>	<b>Departmental Unit</b>	<b>Fund/Departmental Unit Name</b>	<b>FTEs</b>
001	100	City Council	0.00
001	101	City Manager	1.40
001	102	Finance	1.55
001	104	Legal Services	0.00
001	105	Municipal Court	0.50
001	106	Community Development	0.25
001	107	City Recorder	0.60
001	108	Community Building / City Hall	0.00
001	110	Non-Departmental	0.00
001	200	Police	13.70
001	205	School Resource Officer	0.75
001	220	Fire	0.00
001	230	Building Inspection	0.20
001	410	Public Services	1.61
001	440	Senior Center	0.00
002	502	Streets	0.77
003	503	Water Utility	4.59
004	504	Wastewater Utility	4.77
005	505	Stormwater Utility	0.32
007	507	Bicycle / Footpath	0.00
014	514	Fire Equipment	0.00
016	516	Dunes NRA Lease	0.54
017	517	Riverfront	1.00
020	520	System Development - Water	0.00
021	521	System Development - Wastewater	0.00
022	522	System Development - Stormwater	0.00
025	525	General Capital Improvement	0.00
029	529	Water Enterprise Capital Improvement	0.00
034	534	Dial A Ride	0.11
035	535	Animal Shelter	0.00
036	536	Library	0.07
037	537	Police Capital	0.00
038	538	CERT	0.00
<b>Total FTE</b>			<b>32.73</b>

**CITY OF REEDSPORT**  
**FISCAL YEAR 2022-23 BUDGET**  
**FUND & DEPARTMENTAL UNIT LISTING**

FUND #	DEPARTMENTAL UNIT #	DEPARTMENTAL UNIT
001	100	Council
001	101	City Manager
001	102	Finance
001	104	Legal Services
001	105	Municipal Court
001	106	Community Development
001	107	City Recorder
001	108	Community Building / City Hall
001	110	Non-Departmental
001	200	Police
001	205	Special Police Operations
001	210	Municipal Jail
001	220	Fire
001	230	Building Inspection
001	240	Animal Control
001	410	Public Services
001	440	Senior Center
002	502	Streets
003	503	Water Utility
004	504	Wastewater Utility
005	505	Stormwater Utility
007	507	Bicycle / Footpath
014	514	Fire Equipment
016	516	Dunes NRA Lease
017	517	Riverfront Fund
020	520	System Development – Water
021	521	System Development – Wastewater
022	522	System Development - Stormwater
025	525	General Capital Improvement Fund
029	529	Water Enterprise Capital Fund
034	524	Dial-A-Ride Fund
035	535	Animal Shelter Fund
036	536	Library Fund
037	537	Police Capital Fund
038	538	Community Emergency Response Team (CERT)

# CITY OF REEDSPORT

## SALARIES PAID FROM MORE THAN ONE SOURCE

POSITION	CHARGED TO (Departmental Unit)	%
Administrative Assistant	City Manager	40%
	City Recorder	<u>60%</u>
	Total Salary	100%
Finance Director	Finance	80%
	Water Utility	10%
	Wastewater Utility	<u>10%</u>
	Total Salary	100%
Utility Billing Clerk Accounts Receivable Finance Assistant Counter Services	Finance	25%
	Municipal Court	5%
	Community Development	5%
	Building Inspection	5%
	Water Utility	30%
	Wastewater Utility	<u>30%</u>
	Total Salary	100%
Court Clerk Planning Technician Counter Services	Finance	15%
	Municipal Court	40%
	Community Development	15%
	Building Inspection	10%
	Water Utility	10%
	Wastewater Utility	<u>10%</u>
	Total Salary	100%
Accounts Payable Payroll Clerk Counter Services	Finance	35%
	Municipal Court	5%
	Community Development	5%
	Building Inspection	5%
	Water Utility	25%
	Wastewater Utility	<u>25%</u>
	Total Salary	100%
Public Works Director	Public Services	8%
	Streets	10%
	Water Utility	35%
	Wastewater Utility	35%
	Stormwater Utility	10%
	Dunes NRA	<u>2%</u>
	Total Salary	100%

POSITION	CHARGED TO (Departmental Unit)	%
Maintenance Worker	Public Services Streets Water Utility Wastewater Utility Stormwater Utility Dunes NRA Total Salary	24% 30% 12% 12% 20% <u>2%</u> 100%
Mechanic III	Public Services Dial A Ride Streets Water Utility Wastewater Utility Stormwater Utility Total Salary	31% 1% 22% 22% 22% <u>2%</u> 100%
Maintenance Lead Worker	Public Services Streets Water Utility Wastewater Utility Dunes NRA Total Salary	40% 15% 15% 15% <u>15%</u> 100%
Building Maintenance Custodian	Public Services Library Dunes NRA Total Salary	58% 7% <u>35%</u> 100%
Communication Officer Supervisor/Admin. Assistant	Police Department Dial A Ride Total Salary	90% <u>10%</u> 100%
SRO/ Patrol Officer	School Resource Officer Program Police Department Total Salary	75% <u>25%</u> 100%



# CITY OF REEDSPORT

## Fiscal Year 2022-23 Budget

### Property Tax Calculation

FISCAL YEAR	TOTAL ASSESSED VALUE			TAXES IMPOSED		
	Amount Assessed	Amount of Change	Percent of Change	Amount Imposed	Amount of Change	Percent of Change
2016-2017	\$244,489,011	\$2,365,294	0.0098	\$1,343,963	\$11,910.00	0.0089
2017-2018	\$249,023,087	\$4,534,076	0.0185	\$1,382,608	\$38,645.00	0.0288
2018-2019	\$254,861,544	\$5,838,457	0.0234	\$1,462,861	\$80,252.82	0.0580
2019-2020	\$261,698,182	\$6,836,638	0.0268	\$1,524,296	\$61,435.18	0.0420
2020-2021	\$268,487,032	\$6,788,850	0.0259	\$1,566,775	\$42,479.20	0.0279
2021-2022	\$275,263,154	\$6,776,122	0.0252	\$1,450,415	(\$116,360.20)	-0.0743
Actual Assessed Value for 2021-22				\$275,263,154		
Estimated value of growth for 2022-23				1.020		
Estimated Assessed Value for 2022-23				\$280,768,417		
City of Reedsport Permanent Tax Levy Rate				6.1882		
Estimated taxes to be imposed				\$1,737,451		
Estimated loss due to compression				\$253,000		
Adjusted estimated taxes to be imposed in 2022-23				\$1,484,451		
Assumed discounts and delinquent taxes (D&D) rate				10.0%		
Estimated amount of D&D for 2022-23				\$148,445		
Property Taxes Budgeted , less D&D				\$1,336,006		

One of the major changes to the budget law, in the Post-Ballot Measure time, is that the Budget Committee can either approve the amount of taxes to be imposed or approve the permanent tax levy rate (ORS 294.406 and 294.435.).

**The Douglas County Tax Assessor recommends that the Budget Committee approve the permanent tax levy rate which is \$6.1882/\$1000 of assessed value**

# City of REEDSPORT

Fiscal Year 2022-2023

## Interfund Transfers

FROM FUND			TO FUND		
FUND #	ACCOUNT NUMBER	AMOUNT	FUND #	ACCOUNT NUMBER	AMOUNT
001	001-110-923002	12,500	017	017-000-451200	12,500
001	001-110-923040	106,835	025	025-000-451200	106,835
001	001-110-923050	15,000	037	037-000-451000	15,000
001	001-110-925000	5,000	014	014-000-451200	5,000
		<b>139,335</b>			<b>139,335</b>
002	002-502-921000	11,250	001	001-000-451100	11,250
002	002-502-921500	1,250	001	001-000-451080	1,250
002	002-502-924240	10,000	005	005-000-417065	10,000
		<b>22,500</b>			<b>22,500</b>
003	003-503-921000	41,900	001	001-000-451100	41,900
003	003-503-921100	3,000	001	001-000-451110	3,000
003	003-503-921500	1,250	001	001-000-451080	1,250
		<b>46,150</b>			<b>46,150</b>
004	004-504-921000	71,000	001	001-000-451100	71,000
004	004-504-921100	3,000	001	001-000-451110	3,000
004	004-504-921400	4,000	001	001-000-451010	4,000
004	004-504-921500	1,250	001	001-000-451080	1,250
004	004-504-921600	250,000	005	005-000-417070	250,000
		<b>329,250</b>			<b>329,250</b>
005	005-505-921000	1,850	001	001-000-451100	1,850
		<b>1,850</b>			<b>1,850</b>
014	014-514-925800	5,000	001	001-000-451150	5,000
		<b>5,000</b>			<b>5,000</b>
016	016-516-921000	4,700	001	001-000-451100	4,700
016	016-516-923040	50,000	025	025-000-451450	50,000
016	016-516-923050	106,025	004	004-000-418065	106,025
016	016-516-923060	54,000	003	003-000-417085	54,000
		<b>214,725</b>			<b>214,725</b>
<b>TOTALS</b>		<b>\$ 758,810</b>			<b>\$ 758,810</b>

## City of Reedsport

### Purchasing, Accounts Payable and Disbursements Policy

Purchasing authority levels and required documentation levels are set within the Council adopted Fiscal Management Policy as follows:

- \$0 to \$1,000                      Field Requisition – authorized by signature of the Department Manager.
- \$1,000 to \$5,000              Department Manager authority – requires purchase order authorization and three documented phone or online quotes.
- \$5,000 to \$14,999              Department Manager authority – requires purchase order authorization and minimum of three written quotes
- \$15,000 to \$49,999              City Manager authority – requires purchase order and minimum of three written quotes
- \$50,000 and above              City Council authority – requires Requests for Proposals (RFP) or other formal bid process as deemed appropriate by the situation.

Purchase orders shall be prepared in advance, prior to any order or commitment for purchases of \$1,000 or more for goods and services. Approvals or authorizations for purchase orders follow the same requirements as shown above for the purchasing levels.

- Departments using on-line purchasing must obtain proper authorizations and a purchase order must be generated prior to the order or commitment for purchase.
- Departments without access to on-line purchasing must provide all necessary information to the Finance Department and a purchase order will be generated for the department.
- Specify the goods or services requested, the vendor, and the estimated price.
- Attach all required documentation.
- The purchase order number must appear on all invoices, packing slips and correspondence.

Purchase Orders are required for all purchases over \$1,000 and will be processed as follows:

- City Manager and Finance Director will sign all Purchase Orders and forward the signed form and all supporting documentation to the Finance Department.
- Finance Department will issue the Purchase Order Number, which will be sent to the relevant department requesting the contract or purchase for communication with the vendor(s).

Certain exceptions to the issuance of a purchase order exist for specific types of transactions. Purchase Orders need not be issued for the following types of expenditures:

- Employee Travel Expenses
- Advanced registration for training or lodging
- Recurring expenditures, such as utility billings or other monthly services.
- Certain Municipal Court transactions
- Professional dues renewals
- Replenishment of petty cash funds
- Advance purchase of postage for postage meter or postage by phone
- Certain Finance Department transactions such as insurance and contract payments

For the above expenditure types, a purchase order is either not functionally appropriate or another type of documentation is better suited. These other forms of documentation include the following:

- Request for Reimbursement
- Tuition Reimbursement Request

All original invoices and requisitions shall be submitted to the Finance Department (Accounts Payable Clerk) after approval by the appropriate Department Manager or their designee for payment. Photocopies of invoices will not be accepted for payment.

- Write PO number on each invoice if not already shown

- Initial each invoice and requisition
- Indicate the appropriate budget fund number(s) to be charged
- Obtain Department Manager approval and signature
- Submit to Finance Department (Accounts Payable Clerk)

The Finance Department (Accounts Payable Clerk) will compare and reconcile the invoices and purchase orders and will then process payment.

The Finance Director or their designee will review and approve a list of all payments scheduled, along with the documentation requesting those payments, prior to checks being issued. Upon approval, checks will be issued, signed and distributed.

All payment packets, documentation and reports will be retained in the Finance Department until after the annual audit is complete, at which time they will be properly stored for the required retention period.

**Amortization Schedule**  
**\$869,308.09 at 2% interest**  
**with 18 semi-annual payments**  
**Total Payments: \$954,219.38**  
**Total Interest: \$84,911.29**

#	Payment Amount	Principal Amount	Interest Amount	Balance Owed
1	53,012.19	44,319.11	8,693.08	824,988.98
2	53,012.19	44,762.30	8,249.89	780,226.68
#	Payment	Principal	Interest	Balance
3	53,012.19	45,209.92	7,802.27	735,016.76
4	53,012.19	45,662.02	7,350.17	689,354.74
#	Payment	Principal	Interest	Balance
5	53,012.19	46,118.64	6,893.55	643,236.10
6	53,012.19	46,579.83	6,432.36	596,656.27
#	Payment	Principal	Interest	Balance
7	53,012.19	47,045.63	5,966.56	549,610.64
8	53,012.19	47,516.08	5,496.11	502,094.56
#	Payment	Principal	Interest	Balance
9	53,012.19	47,991.24	5,020.95	454,103.32
10	53,012.19	48,471.16	4,541.03	405,632.16
#	Payment	Principal	Interest	Balance
11	53,012.19	48,955.87	4,056.32	356,676.29
12	53,012.19	49,445.43	3,566.76	307,230.86
#	Payment	Principal	Interest	Balance
13	53,012.19	49,939.88	3,072.31	257,290.98
14	53,012.19	50,439.28	2,572.91	206,851.70
#	Payment	Principal	Interest	Balance
15	53,012.19	50,943.67	2,068.52	155,908.03
16	53,012.19	51,453.11	1,559.08	104,454.92
#	Payment	Principal	Interest	Balance
17	53,012.19	51,967.64	1,044.55	52,487.28
18	53,012.15	52,487.28	524.87	0.00

**Amortization Schedule**  
**\$442,288.00 at 2% interest**  
**with 18 semi-annual payments**  
**Total Payments: \$485,489.29**  
**Total Interest: \$43,201.29**

#	Payment Amount	Principal Amount	Interest Amount	Balance Owed
1	26,971.63	22,548.75	4,422.88	419,739.25
2	26,971.63	22,774.24	4,197.39	396,965.01
#	Payment	Principal	Interest	Balance
3	26,971.63	23,001.98	3,969.65	373,963.03
4	26,971.63	23,232.00	3,739.63	350,731.03
#	Payment	Principal	Interest	Balance
5	26,971.63	23,464.32	3,507.31	327,266.71
6	26,971.63	23,698.96	3,272.67	303,567.75
#	Payment	Principal	Interest	Balance
7	26,971.63	23,935.95	3,035.68	279,631.80
8	26,971.63	24,175.31	2,796.32	255,456.49
#	Payment	Principal	Interest	Balance
9	26,971.63	24,417.07	2,554.56	231,039.42
10	26,971.63	24,661.24	2,310.39	206,378.18
#	Payment	Principal	Interest	Balance
11	26,971.63	24,907.85	2,063.78	181,470.33
12	26,971.63	25,156.93	1,814.70	156,313.40
#	Payment	Principal	Interest	Balance
13	26,971.63	25,408.50	1,563.13	130,904.90
14	26,971.63	25,662.58	1,309.05	105,242.32
#	Payment	Principal	Interest	Balance
15	26,971.63	25,919.21	1,052.42	79,323.11
16	26,971.63	26,178.40	793.23	53,144.71
#	Payment	Principal	Interest	Balance
17	26,971.63	26,440.18	531.45	26,704.53
18	26,971.58	26,704.53	267.05	0.00

**GENERAL FUND  
001-000**

FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted	Account	Description	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
1,291,910	1,595,827	1,494,000	001-000-411100	BEGINNING FUND BALANCE	1,585,640	1,585,640	1,523,097
<b>REVENUE</b>							
1,416,132	1,462,625	1,400,000	001-000-412250	CURRENT PROPERTY TAX	1,300,000	1,300,000	1,300,000
60,719	75,008	55,500	001-000-412500	DELINQUENT PROPERTY TAX	50,000	50,000	50,000
123,669	133,603	125,000	001-000-413100	P.U.D. FRANCHISE	125,000	125,000	125,000
6,093	2,341	4,500	001-000-413200	TELEPHONE FRANCHISE	4,500	4,500	4,500
72,320	58,171	50,000	001-000-413300	CABLE TV FRANCHISE	50,000	50,000	50,000
843	5,354	7,000	001-000-413350	FIBER FRANCHISE FEES	6,000	6,000	6,000
16,636	18,125	16,000	001-000-413400	GARBAGE FRANCHISE	16,000	16,000	16,000
2,226	3,410	2,500	001-000-414100	POLICE SERVICES	2,500	2,500	2,500
7,520	15,280	-	001-000-414110	MUNICIPAL JAIL FEES	-	-	-
20,830	28,400	43,800	001-000-414115	JAIL BED RENT	73,000	73,000	73,000
570	630	600	001-000-414400	CAMPING FEES	1,200	1,200	1,200
71,028	70,411	71,500	001-000-414500	DISPATCH SERVICES	70,850	70,850	70,850
21,385	14,612	14,000	001-000-415100	INTEREST	8,300	8,300	8,300
1,153	392	1,000	001-000-415150	OTHER INTEREST	1,000	1,000	1,000
1,335	54,601	12,000	001-000-415200	LEASE - RENT	7,600	7,600	7,600
10,988	9,961	11,000	001-000-415210	SENIOR CENTER RENTAL	10,000	10,000	10,000
2,645	75	1,625	001-000-415220	USE OF COMM BLDG	1,650	1,650	1,650
441	-	750	001-000-415230	USE OF SENIOR CENTER	750	750	750
210,631	314,513	220,000	001-000-415250	TRANSIENT ROOM TAX	260,000	260,000	260,000
8,968	12,520	-	001-000-415350	LAND SALES	1,000	1,000	1,000
732,311	-	-	001-000-415370	TIMBER SALES	-	-	-
10,550	17,010	22,000	001-000-415400	BUSINESS LICENSES	22,000	22,000	22,000
1,650	1,900	500	001-000-415420	MARIJUANA FEES	1,000	1,000	1,000
4,847	5,394	4,200	001-000-415440	MISC. PLANNING FEES	5,000	5,000	5,000
-	-	-	001-000-415447	ENGINEER FEE REIMBURSEMENT	-	-	-
8,983	9,743	12,000	001-000-415449	PLAN CHECK FEES	12,000	12,000	12,000
18,787	16,792	25,000	001-000-415450	BUILDING PERMITS	25,000	25,000	25,000
11,769	12,352	12,000	001-000-415451	ELECTRICAL PERMITS	12,000	12,000	12,000
4,748	4,797	4,500	001-000-415452	PLUMBING PERMITS	4,500	4,500	4,500
6,103	4,100	7,500	001-000-415453	MECHANICAL PERMITS	5,000	5,000	5,000
179	1,392	500	001-000-415454	MOBILE HOME PERMITS	500	500	500
3,516	3,556	4,440	001-000-415455	BUILDING SURCHARGES	3,600	3,600	3,600
1,374	1,428	1,450	001-000-415456	ELECTRICAL SURCHARGES	1,450	1,450	1,450
35	-	-	001-000-415457	BUILD/ELEC PERMIT FINES	-	-	-
167,593	117,282	155,000	001-000-415500	COURT FINES AND FORFEITUR	155,000	155,000	155,000
-	4,621	-	001-000-415650	SALARY REIMBURSEMENTS	-	-	-
11,011	6,470	5,000	001-000-415660	INSURANCE REIMBURSEMENTS	5,000	5,000	5,000
100	-	-	001-000-415800	DONATIONS	-	-	-
-	-	-	001-000-415830	POLICE VOLUNTEER DONATIONS	-	-	-
158,243	9,462	10,000	001-000-415900	MISCELLANEOUS	10,000	10,000	10,000
2,100	3,151	3,000	001-000-415910	POLICE ADMIN. FEES	3,000	3,000	3,000
1,508	12,549	500	001-000-415915	K9 DONATIONS & GRANTS	2,000	2,000	2,000
-	704	-	001-000-415920	NUISANCE ABATEMENT	-	-	-
1,512	1,189	500	001-000-415930	POLICE REIMBURSEMENT	500	500	500
66,874	82,412	70,000	001-000-421100	LIQUOR TAX	70,000	70,000	70,000
4,663	4,055	4,500	001-000-421200	CIGARETTE TAX	4,500	4,500	4,500
21,952	39,140	25,000	001-000-421300	STATE MARIJUANA TAX REVENUES	22,000	22,000	22,000
50,988	56,160	45,000	001-000-422000	STATE REVENUE SHARING	45,000	45,000	45,000
-	-	50,000	001000422100	LOCAL MARIJUANA TAX	70,000	70,000	70,000
-	7,000	-	001-000-423020	DLCD TECHNICAL ASSIST	28,000	28,000	28,000



**GENERAL FUND  
001-000**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>			<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
6,290	12,913.62	6,000	001-000-423400	STATE MARINE GRANT	6,000	6,000	6,000
9,051	13,570	11,000	001-000-423430	BOAT DOCK FEES	12,000	12,000	12,000
215	328	100	001-000-423435	BOAT WASH FEES	100	100	100
56,650	58,350	60,100	001-000-423530	SCHOOL RESOURCE OFF. GRANT	62,000	62,000	62,000
883	1,492	10,000	001-000-423540	MISC. POLICE GRANTS	10,000	10,000	10,000
-	123,904	423,160	001-000-423560	ARPA GRANT REVENUE	456,410	456,410	456,410
5,000	10,866	3,250	001-000-423660	MISC GRANTS/DONATIONS	3,250	3,250	3,250
1,227	-	-	001-000-451000	FUND 018 TRANSFER	-	-	-
4,000	4,000	4,000	001-000-451010	TRANSFER IN: FUND 004 GSD	4,000	4,000	4,000
3,750	3,750	3,750	001-000-451080	TRANSFER IN: EDUCATION BENEFIT	3,750	3,750	3,750
130,700	130,700	130,700	001-000-451100	TRANSFER IN: ADMINISTRATIVE	130,700	130,700	130,700
6,000	6,000	6,000	001-000-451110	TRANS IN: 003/4 DISPTACH	6,000	6,000	6,000
1,334	2,467	5,000	001-000-451150	TRANSFER IN: FUND 014 MVA	5,000	5,000	5,000
3,572,629	3,071,034	3,162,425		<b>TOTAL REVENUE</b>	3,195,610	3,195,610	3,195,610
4,864,539	4,666,861	4,656,425		<b>TOTAL RESOURCES</b>	4,781,250	4,781,250	4,718,707

# **City of Reedsport**

## **City Council**

### **001-100**

#### **Organization and Mission**

The City Council consists of a Mayor and six Councilors elected from the City at large. Councilors are assigned numbered positions one through six and serve a term of four years. Three Councilors are elected at each biennial general election. At each biennial general election a Mayor is elected for a term of two years. The Mayor serves as the political head of the City Government. Additional officers of the City are a City Recorder, a City Attorney, a City Manager, and at the discretion of the Council, a Municipal Judge and whatever other officers the Council deems necessary. The Municipal Judge, the City Attorney, and the City Manager are appointed by the Council. Other additional officers are appointed by and responsible to the City Manager. The Council, as needs dictate, may appoint one or more pro tem Municipal Judges to serve such term as the Council provides. They also appoint members to the Planning Commission, Parks and Beautification Committee, Budget Committee, Traffic Safety Committee, Dangerous Building Abatement Board of Appeals, and Umpqua Experience Steering Committee. They serve as the board of the Urban Renewal Agency and appoint members to the Urban Renewal District Advisory Committee as well as serve on both the City and Urban Renewal Agency Budget Committees.

#### **FY 21-22 Year in Review**

Council continues to support City staff in writing grants for capital projects, including levee recertification.

With the continuation of the COVID-19 pandemic the Council met virtually via the Zoom platform for several months throughout the year.

#### **FY 22-23 Budget Highlights and Challenges**

The issue of repairs of the City's levee is still a primary concern, one that can hinder development of the downtown area and put current business owners at risk of high premiums for flood insurance.

The Council departmental unit budget includes funding for Municipal Code updates.

The budget includes funds available for Mayor and Councilor training courses.

**CITY COUNCIL  
001-100**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
MATERIALS & SERVICES								
1,170	1,544	2,500	001-100-613300	LEGAL FEES, ADVERTISING		2,500	2,500	2,500
1,583	189	2,500	001-100-614500	CONFERENCE /TRAINING		2,500	2,500	2,500
973	129	2,500	001-100-614560	TRAVEL/SUBSISTENCE		2,500	2,500	2,500
26	130	500	001-100-614900	OTHER SUPPLIES, COSTS		500	500	500
106	106	120	001-100-615590	DUES & FEES		120	120	120
3,857	2,098	8,120		TOTAL MATERIALS & SERVICES		8,120	8,120	8,120
3,857	2,098	8,120		TOTAL CITY COUNCIL EXPENSES		8,120	8,120	8,120

**City of Reedsport**  
**City Manager's Office**  
**001-101**

**PERSONNEL ASSIGNED TO THE FUND**

**1.40 FTE**

City Manager.....	1.00
Executive Assistant .....	0.40

**Organization and Mission**

The City Manager is appointed by the City Council. The City Manager's office provides the City with a chief executive officer and support staff for that officer. The City Manager is responsible for implementing policy adopted by the City Council and for the general supervision, selection, and hiring of all City department heads. The City Manager supervises City contracts and purchases, and is responsible for preparing and submitting to the budget committee the annual budget estimates and such reports as that body requests. The City Manager supervises the operation of all public utilities owned and exercises general supervision over all City property.

**FY 21-22 Year in Review**

Economic development is an important function of the City Manager's office. This constitutes a good portion of the City Manager's workday as they fields the calls for potential businesses or from people looking to purchase or develop commercial property.

The City is continuing to seek grant funds to aid with the Reedsport levee certification project and is in the final stages of engineering.

The City's property tax revenues continue to be affected by tax compression. In 2021 the City received less projected property tax and compression losses increased by 150% totaling a loss of over \$250,000. This was due to property values decreasing by 30% in 2019. Properties sales of both commercial and residential sites has been strong in the last year and appear to be continuing. There is a shortage of long-term rentals and the City is encouraging housing development by promoting a Vertical Housing Development Zone overlaying the Urban Renewal District, and Opportunity Zone available.

Enterprise Zone designation is also helpful for Commercial endeavors.

**FY 22-23 Budget Highlights and Challenges**

Special areas of emphasis in FY 22-23 include the pursuit of the following goals:

- Continue writing grants to secure funding to correct deficiencies in the downtown levee system.

**City of Reedsport**  
City Manager's Office  
001-101

- Continue writing grants to help address aging infrastructure and leverage tax dollars to our area.
- Work with investors and other agencies to attract new businesses to Reedsport.
- Continue to work to retain local businesses.

**CITY MANAGER  
001-101**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>				<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>PERSONNEL SERVICES</b>								
80,780	72,588	90,000	001-101-511000	CITY MANAGER, SALARY	1.00	92,300	92,300	92,300
16,022	12,810	15,843	001-101-511190	RECORDER/ADMIN ASSISTANT	0.40	17,050	17,050	17,050
7,169	6,398	8,300	001-101-531010	FICA TAXES	0.00	8,400	8,400	8,400
11,105	11,058	15,000	001-101-531020	P E R S	0.00	15,500	15,500	15,500
1,519	474	2,000	001-101-531210	WORKMEN'S COMP	0.00	2,000	2,000	2,000
22,130	17,499	30,000	001-101-531220	HEALTH INSURANCE	0.00	26,500	26,500	26,500
-	-	2,400	001-101-531226	VEHICLE STIPEND	0.00	2,400	2,400	2,400
138,724	120,826	163,543		<b>TOTAL PERSONNEL SERVICES</b>	1.40	164,150	164,150	164,150
<b>MATERIALS &amp; SERVICES</b>								
825	1,350	900	001-101-612251	PAGER/CELL PHONE		900	900	900
-	-	100	001-101-614540	BOOKS & PERIODICALS		100	100	100
-	-	1,500	001-101-614560	TRAVEL/SUBSISTENCE		1,500	1,500	1,500
-	100	1,500	001-101-614570	TRAINING/CONFERENCES		1,500	1,500	1,500
494	386	1,500	001-101-615590	DUES & FEES		1,500	1,500	1,500
753	2,109	250	001-101-617300	AUTOMOBILE OPERATION		250	250	250
2,072	3,946	5,750		<b>TOTAL MATERIALS &amp; SERVICES</b>		5,750	5,750	5,750
140,796	124,771	169,293		<b>TOTAL CITY MANAGER EXPENSES</b>		169,900	169,900	169,900

**City of Reedsport**  
**Finance Department**  
**001- 102**

**PERSONNEL ASSIGNED TO THE FUND**

**1.55 FTE**

Finance Director.....	0.80
AP/Payroll .....	0.35
UB Clerk/Finance Assistant .....	0.25
Court Clerk/Planning Technician .....	0.15

<b>Organization and Mission</b>
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The Finance Department is responsible for both the day-to-day financial operations of the City and for financial budgeting and strategic planning. The Finance Director is responsible for all auditing, budgeting, and daily finance operations, and the full-time staff of three does everything from paying the bills, recording and depositing cash, checks, and online payments that we receive daily. Finance is also responsible for the support of the City's Municipal Court, including the administration of fines and forfeitures, and supporting the Municipal Court Judge. The Department is responsible for the development of financial policies and implementation of sound business practices. In addition to customer service involving water and wastewater billing and collection, the other major responsibilities of the department include preparation of the annual budget for review by the City Council, and preparing the books and closing the fiscal year in anticipation of working with our auditors on the annual audit.

<b>FY 21-22 Year in Review</b>
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In Fiscal Year 2021-22, In August, the finance department lost its Utility Billing Clerk. In September we hired a new Utility Billing/Front Desk clerk.

The audit for Fiscal Year 2020-21 (FY21) was completed timely and sent to Secretary of State Division of Audits. Pauly, Rogers, and Co., conducted the entire audit offsite once again due to the Covid restrictions.

<b>FY 22-23 Budget Highlights and Challenges</b>
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The FY 22-23 budget includes a finance department that is fully staffed. We retain the services of a financial consultant, a former Finance Director for the City, as we continue to work . We will continue to update and improve financial policies.

**FINANCE  
001-102**

FY 19-20	FY 20-21	FY 21-22				FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
43,551	51,775	58,465	001-102-511100	FINANCE DIRECTOR	0.80	59,955	59,955	59,955
15,004	9,299	14,511	001-102-511160	AP/AR/PAYROLL	0.35	13,375	13,375	13,375
6,458	7,199	9,014	001-102-511170	UB CLERK/FINANCE ASSIST	0.25	9,250	9,250	9,250
3,459	5,597	5,940	001-102-511180	COURT CLERK/PLANNING TECHNICIAN	0.15	6,685	6,685	6,685
5,175	5,733	6,800	001-102-531010	FICA TAXES	0.00	7,450	7,450	7,450
3,175	9,259	13,000	001-102-531020	P E R S	0.00	13,500	13,500	13,500
241	78	300	001-102-531210	WORKMEN'S COMP	0.00	325	325	325
22,471	23,705	25,000	001-102-531220	HEALTH INSURANCE	0.00	21,000	21,000	21,000
99,534	112,646	133,030		TOTAL PERSONNEL SERVICES	1.55	131,540	131,540	131,540
MATERIALS & SERVICES								
-	-	100	001-102-614540	BOOKS & PERIODICALS		100	100	100
19	-	800	001-102-614560	TRAVEL/SUBSISTENCE		800	800	800
119	-	800	001-102-614570	TRAINING/CONFERENCES		800	800	800
410	445	500	001-102-615590	DUES & FEES		1,500	1,500	1,500
55,000	2,848	5,000	001-102-623530	CONTRACTED SERVICES		5,000	5,000	5,000
55,548	3,293	7,200		TOTAL MATERIALS & SERVICES		8,200	8,200	8,200
155,082	115,939	140,230		TOTAL FINANCE DEPARTMENT EXPENSES		139,740	139,740	139,740



**City of Reedsport**  
Legal Services  
001-104

**Organization and Mission**

The City Attorney is responsible for advising the City on questions of law, reviewing all ordinances, resolutions, contracts and other legal documents of the City.

Outside legal counsel is used only where there is a conflict of interest involved with the City Attorney or where the City is involved in a specialized area such as personnel matters, land use issues, or labor issues.

The category listed as other legal services and litigation includes costs for services outside the scope of the regular City Attorney duties.

**FY 21-22 Year in Review**

As budget challenges continue to negatively impact the General Fund, the Budget Committee had recognized and recommended several cost savings measures, including the elimination of the Legal Services monthly retainer. Per rulings by the IRS and the Oregon Dept. of Revenue, contract employees must maintain responsibility for their own materials and services. Therefore, this budget eliminated the expenditures for supplies, conferences and travel, books and periodicals, and dues and fees.

An hourly contract was negotiated and signed in December 2012 which replaced the monthly retainer contract for the City Attorney.

**FY 22-23 Budget Highlights and Challenges**

An estimated \$22,000 is budgeted for these services with an additional \$10,000 budgeted if Outside Counsel services is required.

**LEGAL SERVICES**  
**001-104**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
MATERIALS & SERVICES								
12,344	14,956	22,000	001-104-613400	CITY ATTORNEY RETAINER		22,000	22,000	22,000
688	4,761	10,000	001-104-623400	OUTSIDE COUNSEL		10,000	10,000	10,000
13,032	19,717	32,000		TOTAL MATERIALS & SERVICES		32,000	32,000	32,000
13,032	19,717	32,000		TOTAL LEGAL SERVICES EXPENSES		32,000	32,000	32,000

# City of Reedsport

## Municipal Court

### 001-105

#### PERSONNEL ASSIGNED TO THE FUND

0.50 FTE

AP/Payroll .....	0.05
UB Clerk/Finance Assistant .....	0.05
Court Clerk/Planning Technician.....	0.40
Municipal Court Judge .....	Contracted Service
Prosecuting Attorney .....	Contracted Service

#### Organization and Mission

The Municipal Judge, a contracted position, provides the City with a Chief Judicial Officer (Judicial Branch). This court is not a court of record. The Municipal Court administers all court cases within the City of Reedsport municipal jurisdiction, which include violations and crimes through and including all levels of misdemeanors.

The City Prosecutor is the chief prosecuting attorney for the City, which involves reviewing, negotiating and/or trying criminal cases filed in the Municipal Court or appeals there from.

Most of the expenditures in this departmental unit are dictated by the number and type of cases that come before the court.

State Fine Assessments and Douglas County Assessments constitute a substantial portion of each citation or criminal complaint; therefore, the number and type of citations has a direct impact on this and other associated line items.

#### FY 21-22 Year in Review

With a fully staffed Police Department, the court fine revenues started to increase again in the 2021-22 FY. Unfortunately with Covid-19 we have seen a decrease in court fine revenue in the current year. Traffic Court is still being held just once per month, with some additional time scheduled for trials and status conferences, as requested by the judge or prosecuting attorney.

Online payments are becoming more of the norm for court clients, which alleviates some of the burden on front counter staff.

**City of Reedsport**  
Municipal Court  
001-105

<b>FY 22-23 Budget Highlights and Challenges</b>
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Revenues are projected this year to increase from prior year. Projected revenues are being cautiously stated since we are uncertain of the outcome of the pandemic. Costs associated with trials are expected to increase as the trend of trials is increasing. The cost of judge services is also expected to rise.

As this will be the fifth year for the Municipal Court Clerk, staff will continue to seek trainings and classes for the Clerk to attend.

**MUNICIPAL COURT  
001-105**

FY 19-20	FY 20-21	FY 21-22				FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
1,667	1,283	2,073	001-105-511160	AP/AR/PAYROLL	0.05	1,950	1,950	1,950
1,754	1,747	1,803	001-105-511170	UB CLERK/FINANCE ASSIST	0.05	1,850	1,850	1,850
13,835	14,926	15,841	001-105-511180	COURT CLERK/PLANNING TECHNCIAN	0.4	17,850	17,850	17,850
1,320	1,374	1,520	001-105-531010	FICA TAXES		1,675	1,675	1,675
2,198	2,198	3,200	001-105-531020	P E R S		3,200	3,200	3,200
111	33	255	001-105-531210	WORKMEN'S COMP		255	255	255
7,218	7,066	7,700	001-105-531220	HEALTH INSURANCE		6,800	6,800	6,800
28,103	28,628	32,392		TOTAL PERSONNEL SERVICES	0.50	33,580	33,580	33,580
MATERIALS & SERVICES								
205	10	1,000	001-105-613380	JURY & WITNESS FEES		1,000	1,000	1,000
1,540	1,424	7,000	001-105-613390	TRIAL EXPENSE		7,000	7,000	7,000
18,014	19,718	22,000	001-105-613401	PROSECUTOR'S RETAINER		22,000	22,000	22,000
24,139	18,340	32,000	001-105-613520	STATE FINE ASSESSMENT		32,000	32,000	32,000
7,881	5,852	9,250	001-105-613530	DOUGLAS CO. FINE ASSESSMENT		9,250	9,250	9,250
1,205	-	2,000	001-105-614330	COMPUTER OPERATIONS		2,000	2,000	2,000
210	-	200	001-105-614540	BOOKS & PERIODICALS		200	200	200
243	99	400	001-105-614560	TRAVEL/SUBSISTENCE		400	400	400
-	-	500	001-105-614570	TRAINING/CONFERENCES		500	500	500
513	80	350	001-105-614900	OTHER SUPPLIES, COSTS		350	350	350
200	75	200	001-105-615590	DUES & FEES		200	200	200
8,587	7,713	18,000	001-105-623530	MUNICIPAL JUDGE SERVICES		18,000	18,000	18,000
62,737	53,310	92,900		TOTAL MATERIALS & SERVICES		92,900	92,900	92,900
90,840	81,938	125,292		TOTAL MUNICIPAL COURT EXPENSES		126,480	126,480	126,480

**City of Reedsport**  
**Planning Department**  
**001-106**

**PERSONNEL ASSIGNED TO THE FUND**

**0.25 FTE**

AP/Payroll .....	0.05
UB Clerk/Finance Assistant .....	0.05
Court Clerk/Planning Technician.....	0.15
Part-time Planner .....	contracted service

<b>Organization and Mission</b>
---------------------------------

The Planning Department exists as a resource for developers, property owners, business owners, citizens and other city departments, and provides information to the public about Comprehensive Plan policies, population growth, development trends and land use. The Planning Department provides professional support for the Planning Commission and City Council; coordinates land use reviews to ensure compliance with the state wide planning goals and city development codes.

Under State law the City is required to have a Planning program. A contracted planner will work two days a week with the assistance of a part-time Planning technician.

<b>FY 21-22 Year in Review</b>
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The City has contracted with the Sheldon Planning LLC for a part-time planner whom is in the office two days per week assisting with pre-application meetings, processing building permits, responding to general planning questions, and assisting in other planning and development projects.

The Planning Department continues to participate in the Deans to Dunes Trail Project implementation as well as, another project related to tsunami resiliency and preparedness called the Beat the Wave simulation and Tsunami Overlay Zone code development. Support will also be provided for the levee certification project, Master Heights water tower planning and other economic development projects.

<b>FY 22-23 Budget Highlights and Challenges</b>
--

Several new homes were started last year and some new commercial activities began. Staff anticipates the Department will continue to see an increase in permits and land use applications.

Master Heights lots have all been sold and is seeing new home growth.

**City of Reedsport**  
Planning Department  
001-106

**Goals:**

- Continue providing excellent customer service, including regular pre-applications with customers regarding potential land use actions, updating forms, handouts, and applications.
- Improve the Community Development section of the City's website by adding updated maps, guiding documents, FAQs, applications, handouts, and meeting information.
- Crosstrain with planner and planning technician on general planning questions, requirements, and scheduling of pre-application meetings.
- Continue improvements and implementation to the new software for tracking and processing business licenses, building permits, and land use applications.
- Implement a filing system for historical records of building permits and land use applications, in order to decrease staff time spent on research projects and fulfilling public record requests.
- Attend conferences and trainings.
- Apply for planning and community development grants. Particularly, grants that will help to update the Reedsport Land Usage Ordinance and grants to begin implementing the Reedsport Levee Loop Trail Master Plan.

**COMMUNITY DEVELOPMENT  
001-106**

<b>FY 19-20 Actuals</b>	<b>FY 20-21 Actuals</b>	<b>FY 21-22 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>FY 22-23 Proposed</b>	<b>FY 22-23 Approved</b>	<b>FY 22-23 Adopted</b>
<b>PERSONNEL SERVICES</b>								
-	-	-	001-106-511100	PLANNING/FINANCE DIRECTOR	0	-	-	-
1,667	1,283	2,073	001-106-511150	AP/AR/PAYROLL	0.05	1,950	1,950	1,950
1,754	1,747	1,803	001-106-511170	UB CLERK/FINANCE ASSIST	0.05	1,850	1,850	1,850
5,720	5,597	5,940	001-106-511180	COURT CLERK/PLANNING TECHNICIAN	0.15	6,695	6,695	6,695
-	-	500	001-106-521500	OVERTIME		500	500	500
699	484	825	001-106-531010	FICA TAXES		875	875	875
1,164	717	1,600	001-106-531020	P E R S		1,600	1,600	1,600
39	16	60	001-106-531210	WORKMEN'S COMP		60	60	60
3,844	2,498	3,900	001-106-531220	HEALTH INSURANCE		3,200	3,200	3,200
14,887	12,341	16,701		<b>TOTAL PERSONNEL SERVICES</b>	0.25	16,730	16,730	16,730
<b>MATERIALS &amp; SERVICES</b>								
-	182	500	001-106-613300	LEGAL ADVERTISING		500	500	500
4	-	100	001-106-614560	TRAVEL/SUBSISTENCE		100	100	100
-	-	300	001-106-614570	TRAINING/CONFERENCES		300	300	300
44	90	100	001-106-614900	OTHER SUPPLIES, COSTS		100	100	100
-	-	50	001-106-615590	DUES & FEES		50	50	50
-	-	15,000	001-106-623500	DLCD TECH. ASSISTANCE		35,000	35,000	37,000
-	-	500	001-106-623540	P.COMMISSION TRAINING		500	500	500
-	-	-	001-106-623580	REIMBURSED ENGINEERING SERVICE		-	-	-
22,865	38,240	50,000	001-106-623590	CONTRACTED SERVICES		50,000	50,000	48,000
22,913	38,512	66,550		<b>TOTAL MATERIALS &amp; SERVICES</b>		86,550	86,550	86,550
37,800	50,853	83,251		<b>TOTAL COMMUNITY DEVELOPMENT EXPENSES</b>		103,280	103,280	103,280



**City of Reedsport**  
**City Recorder Department**  
**001-107**

**PERSONNEL ASSIGNED TO THE FUND**  
**0.60 FTE**

City Recorder ..... 0.60

<b>Organization and Mission</b>
---------------------------------

The City Recorder Department was established in fiscal year 1998-1999 as part of the Finance Department reorganization. In 2021, The City added a Deputy City Recorder, dividing the City Recorder duties between the City Manager and the Deputy. The City Recorder co-signs all orders on the treasury with the Mayor in accordance to the City Charter along with all City Business Licenses. This allows for the process of "separation of duties" as it relates to financial expenditures within our municipal organization as consistently recommended by the auditors. This department has taken on the role of administration of the Human Resources Department and Risk Management including assuming the duties of benefits administration. This position serves as the City Election official and oversees Oregon Liquor control licenses, temporary use permits and special event/parade permits.

The City Recorder's Office is comprised of one employee allocated at 60% of a full time employee. (.60 FTE)

<b>FY 21-22 Year in Review</b>
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Continuing Municipal Code, Resolution and Ordinance updates. Continued Website and Face Book administration. In March of 2022 the City updated to a new Website which will make it easier to navigate and find pertinent pdf fillable forms.

<b>FY 22-23 Budget Highlights and Challenges</b>
--

Special areas of emphasis in FY 22-23 include the pursuit of the following goals:

- Review and amend all city policies to include in policy manual.
- Update document retention program/schedule.
- Reorganize City files and storage of documentation.
- Continue grant writing for future projects.

**CITY RECORDER  
001-107**

FY 19-20	FY 20-21	FY 21-22				FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
18,182	13,431	23,765	001-107-511085	RECORDER/ADMIN ASSISTANT	0.60	26,000	26,000	26,000
1,289	1,003	2,200	001-107-531010	FICA TAXES		2,200	2,200	2,200
2,316	760	4,100	001-107-531020	P E R S		4,100	4,100	4,100
68	9	100	001-107-531210	WORKMEN'S COMP		100	100	100
6,832	6,289	11,705	001-107-531220	HEALTH INSURANCE		11,705	11,705	11,705
-	-	600	001-107-531230	CELL PHONE STIPEND		600	600	600
28,687	21,492	42,470		TOTAL PERSONNEL SERVICES	0.60	44,705	44,705	44,705
MATERIALS & SERVICES								
174	-	500	001-107-613300	LEGAL FEES, ADVERTISING		500	500	500
25	-	350	001-107-614560	TRAVEL/SUBSISTENCE		350	350	350
-	490	350	001-107-614570	TRAINING/CONFERENCES		500	500	500
25	32	80	001-107-614900	OTHER SUPPLIES, COSTS		80	80	80
60	105	80	001-107-615590	DUES & FEES		60	60	60
10,987	26,770	-	001-107-623530	CONTRACTED SERVICES		-	-	-
11,271	27,397	1,360		TOTAL MATERIALS & SERVICES		1,490	1,490	1,490
39,958	48,889	43,830		TOTAL CITY RECORDER EXPENSES		46,195	46,195	46,195

**City of Reedsport**  
Community Building/City Hall  
001-108

**Organization and Mission**

This fund is used for disbursement of funds provide for the general services conducted on within the Community Building and City Hall.

The Community Building's main gym and meeting room is available for a charge to all non-profit organizations and private citizens. The gym is open for 24-hour "walk-in" recreation if the facilities are not rented. By policy, the Community Building is not rented to individuals or businesses where a "for-profit" use is intended with the exception of fitness or exercise programs.

**FY 21-22 Year in Review**

The normal maintenance of the community building and city hall building are paid with funds in this budget. The custodian personnel costs were moved to Departmental Unit 410 Public Services and personnel costs for clerk have been moved to Departmental Unit 102 Finance.

**FY 22-23 Budget Highlights and Challenges**

The Community Building part of the building is frequently used for community events. The gym is available for residents to use in the evenings and weekends by checking out a key with the police department if there are no prior reservations made for the building. The after school sports programs are utilizing the facility for basketball and also softball/baseball practice (when weather does not permit for outside play) every year.

**COMMUNITY BUILDING/CITY HALL  
001-108**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
MATERIALS & SERVICES								
1,169	1,269	1,400	001-108-612070	GARBAGE DISPOSAL		1,400	1,400	1,400
586	356	600	001-108-612080	WATER		600	600	600
72	66	80	001-108-612085	STORMWATER		80	80	80
449	564	700	001-108-612090	WASTEWATER		800	800	800
10,201	9,397	11,000	001-108-612100	ELECTRICITY		11,500	11,500	11,500
1,125	-	500	001-108-614200	REFUND OF COMM BLDG USE F		500	500	500
5,125	3,937	6,000	001-108-614250	BUILDING MAINT, SUPPLIES		6,000	6,000	6,000
1,703	1,771	3,000	001-108-614300	OFFICE EQUIP/MAINT		3,000	3,000	3,000
2,310	2,388	3,500	001-108-614335	NETWORK COMMUNICATIONS		6,500	6,500	6,500
22,740	19,748	26,780		TOTAL MATERIALS & SERVICES		30,380	30,380	30,380
22,740	19,748	26,780		TOTAL COMM BLDG/CITY HALL EXPENSES		30,380	30,380	30,380

# **City of Reedsport**

## **Non- Departmental Fund**

### **001- 110**

#### **Organization and Mission**

The Non-Departmental category is used for expenditures that do not pertain to any particular General Fund departmental unit, that pertain to all departments equally, such as audit fees or insurance and expenditures are controlled by either the Finance Officer or City Manager.

#### **FY 21-22 Year in Review**

A wide range of services are paid through the Non-Departmental unit, such as fees to various organizations which all General Fund departments utilize; audit fees, postage and office supplies, city advertising for financial legal notices, computer maintenance and software, and General Fund liability/property/vehicle insurance.

#### **FY 22-23 Budget Highlights and Challenges**

##### **Unemployment Insurance \$12,000**

Local governments have the option of financing their unemployment insurance costs by paying the State of Oregon Employment Division either on a quarterly basis or by direct reimbursement when billed for an actual claim. The City pays on a reimbursement method when claims are filed due to the low employee turnover.

##### **Employee Recognition Program \$5000**

In 1989, the City Council adopted an Employee Recognition program to improve employee morale and performance through both individual and group recognition. The Employee Recognition Committee usually hosts a Christmas luncheon for city employees. This year all employees received an engraved yeti mug.

##### **Educational Benefits Program \$5000**

Fulltime, permanent employees of the City have the opportunity to participate in the educational tuition reimbursement program.

##### **Volunteer Program \$500**

Through the involvement of citizens in City government and with a cooperative effort between volunteers and City staff, the Reedsport Volunteers program seek to improve the services provided to the City's citizens. The City receives over 10,000 hours of service each year through citizen volunteers. This is the equivalent of 5 full time employees. The dollar value of the volunteer hours received is over \$167,000. The expenses for this program include the amount allocated for a luncheon and awards.

# **City of Reedsport**

## **Non- Departmental Fund**

### **001- 110**

#### **Tourism Promotion \$250,000**

The City acts as the collecting agency for the transient room tax which is collected at all City of Reedsport motels and campgrounds. Winchester Bay motels and campgrounds which have voluntarily agreed to collect transient room tax also use the City as the collecting agency. Tourism in the area is increasing after the economic downturn in 2009.

#### **Materials & Services \$1,351,250**

A wide range of services are paid through the Non-Departmental unit, such as fees to various organizations which all General Fund departments utilize; audit fees, postage and office supplies, city advertising for financial legal notices, computer maintenance and software, and General Fund liability/property/vehicle insurance. Expenses are increased this year due to an additional Coronavirus Relief Funds.

#### **General Fund Transfers \$292,500**

Due to considerations of reduced property tax revenue, as well as wage and wage-related cost increases, transfers out were reduced this year in order to balance the budget.

- A transfer of \$12,500 to the Riverfront Fund (017) ensured operations to the Umpqua Discovery Center.
- A transfer of \$5,000 to the Fire Equipment Fund (014) continues to build reserves to fund fire equipment to service the citizens of Reedsport.
- A transfer of \$106,835 to General Capital Improvement Fund (025) to be utilized for miscellaneous capital costs.
- A transfer of \$15,000 to the Police Capital Fund (037) to be utilized for the purchase of one more police vehicles.

The amount budgeted as contingency remains at \$100,000 this year. The Unappropriated-Ending Fund balance is budgeted the same as last years. It is the combination of contingency and unappropriated ending fund balances which provide for the General Fund Beginning Fund Balance for the next budget year.

**NON-DEPARTMENTAL  
001-110**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
1,840	10,801	12,000	001-110-531500	UNEMPLOYMENT INS.		12,000	12,000	12,000
1,840	10,801	12,000		TOTAL PERSONNEL SERVICES		12,000	12,000	12,000
MATERIALS & SERVICES								
1,628	3,361	4,500	001-110-613300	LEGAL ADVERTISING		4,500	4,500	4,500
300	527	400	001-110-613320	FILING FEES		400	400	400
919	440	1,900	001-110-614000	POSTAGE		1,900	1,900	1,900
3,600	2,510	3,700	001-110-614100	OFFICE SUPPLY		3,700	3,700	3,700
65	-	-	001-110-614330	COMPUTER OPS-SOFTWARE		-	-	-
95,222	103,409	150,000	001-110-614390	BONDING & INSURANCE		170,000	170,000	170,000
-	-	100	001-110-614400	MISCELLANEOUS REFUNDS		100	100	100
2,835	450	5,000	001-110-614450	EDUCATIONAL BENEFITS		5,000	5,000	5,000
4,321	3,927	5,000	001-110-614490	EMPLOYEE RECOGNITION		5,000	5,000	5,000
185	211	500	001-110-614520	VOLUNTEER PROGRAM		500	500	500
193,885	230,176	198,000	001-110-614580	TOURISM PROMOTION		250,000	250,000	250,000
3,144	2,980	7,000	001-110-614970	OTHER SERVICES		7,000	7,000	7,000
(249)	119	-	001-110-614980	CASH SHORT & OVER		-	-	-
1,236	615	3,000	001-110-615310	BANK FEES		3,000	3,000	3,000
3,608	3,713	4,200	001-110-615510	LEAGUE OF OREGON CITIES		4,200	4,200	4,200
2,500	2,500	2,500	001-110-615520	S.C.D.C.		2,500	2,500	2,500
250	-	-	001-110-615550	LU ECONOMIC DEVELOP FORUM		-	-	-
250	-	300	001-110-615570	CHAMBER OF COMMERCE		300	300	300
2,070	-	-	001-110-615600	SOUTH COAST MARKETING		-	-	-
242	-	-	001-110-615610	MISC GRANT/DONATION EXPENSES		-	-	-
1,797	4,276	21,038	001-110-615620	NON-CAPITAL EXPENSES		20,000	20,000	20,000
-	61,190	838,160	001-110-615630	ARPA GRANT EXPENSES		714,590	714,590	587,590
6,801	1,428	4,000	001-110-615640	PUBLIC LAND MGMT		4,000	4,000	4,000
138	87	1,500	001-110-617300	AUTOMOBILE MAINTENANCE		1,500	1,500	1,500
149	-	1,000	001-110-617320	AUTOMOBILE FUEL		1,000	1,000	1,000
16,950	10,868	11,000	001-110-621400	AUDIT FEES		20,500	20,500	20,500
3,691	3,227	5,000	001-110-622650	COMPUTER SOFTWARE		5,000	5,000	5,000
9,797	19,688	14,000	001-110-623500	COMPUTER SERVICES-SUPPORT		14,000	14,000	14,000
355,334	455,700	1,281,798		TOTAL MATERIALS & SERVICES		1,238,690	1,238,690	1,111,690
INTER-FUND TRANSFERS								
30,000	-	-	001-110-922000	TRANSFER OUT: FUND 005 LEVEE		-	-	-
12,500	12,500	12,500	001-110-923002	TRANSFER OUT: FUND 017 UDC		12,500	12,500	12,500
25,000	25,000	25,000	001-110-923040	TRANSFER OUT: FUND 025 CAPITAL		106,835	106,835	106,835
15,000	15,000	15,000	001-110-923050	TRANSFER OUT: FUND 037 POLICE		15,000	15,000	15,000
1,000	-	-	001-110-923060	TRANSFER OUT: FUND 038 CERT		-	-	-
15,000	-	-	001-110-924500	TRANSFER OUT: FUND 025 DOCK		-	-	-
15,000	15,000	15,000	001-110-925000	TRANSFER OUT: FUND 014 FIRE		5,000	5,000	5,000
-	-	-	001-110-925200	TRANSFER OUT: FUND 036 LIBRARY		-	-	-
-	-	-	001-110-925300	TRANS OUT: FUND 036 LIB RENO		-	-	-
113,500	67,500	67,500		TOTAL INTER-FUND TRANSFER		139,335	139,335	139,335

**NON-DEPARTMENTAL  
001-110**

<b>FY 19-20 Actuals</b>	<b>FY 20-21 Actuals</b>	<b>FY 21-22 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FY 22-23 FTE Proposed</b>	<b>FY 22-23 Approved</b>	<b>FY 22-23 Adopted</b>
<b>CONTINGENCY AND RESERVES</b>							
-	-	100,000	001-110-941000	CONTINGENCY	100,000	100,000	164,457
-	-	200,000	001-110-946000	PERS RESERVE	200,000	200,000	200,000
-	-	300,000		<b>TOTAL CONTINGENCY &amp; RESERVES</b>	300,000	300,000	364,457
-	-	300,000	001-110-952000	<b>UNAPPROP ENDING FUND BALANCE</b>	300,000	300,000	300,000
470,674	534,001	1,661,298		<b>TOTAL REQUIREMENTS</b>	1,690,025	1,690,025	1,627,482
470,674	534,001	1,961,298		<b>TOTAL REQUIREMENTS &amp; UNAPPROPRIATED</b>	1,990,025	1,990,025	1,927,482



# City of Reedsport

## Police Department

### 001-200

#### PERSONNEL ASSIGNED TO THE FUND 13.70 FTE

Sworn Law Enforcement Officers .....	8.30
Office and Dispatch personnel .....	5.40

#### Organization and Mission

The Reedsport Police Department is a 24-hour per day, 7 days per week, full time law enforcement agency. The Police Department's mission is to reduce victimization of our citizens, reduce the effect of crime on victims, and to grow and enhance the quality of life in the Reedsport community. The Police Department facility houses a full time Communications Center and Municipal Jail. The Chief of Police is responsible for administering and managing the Police Department, supported by one Patrol Sergeant, one Police Corporal and one Administrative Assistant/Dispatch-Records Supervisor, Dial-a-Ride Coordinator.

The department's Patrol/Investigations Section staffing is approved for six sworn officers, one Police Corporal, one Patrol Sergeant and the Chief of Police. Sworn officers are responsible for deterring and detecting criminal activities, responding to calls for service, investigating criminal complaints, maintaining traffic safety through enforcement efforts, community problem solving through community orientated policing strategies, code enforcement, animal control, and all aspects of corrections related to jail and inmate management, and emergency management planning. One Officer is assigned as a School Resource Officer. This assignment services the two local schools, all district properties and is partially funded by external partnerships. We have two police K9's assigned to patrol and look forward to enhance training for both that will assist patrol, in apprehension and tracking capabilities.

The department's Dispatch/Records Section is a secondary Public Safety Answering Point (PSAP) which provides dispatch services for the Police Department, 3 volunteer fire departments, and the Lower Umpqua Hospital Ambulance services. Dispatch/Records staff also functions as front counter clerks, records clerks, assist with required jail monitoring and matron duties, and provide general after hour city service for the community building and other city activities. They are also an answering point for after hour city utility alarms

We have five active volunteers who serve the community doing a variety of jobs, jail monitoring, court bailiff, ordinance enforcement, security checks, fingerprints, public relations and many other valuable tasks.

**City of Reedsport**  
**Police Department**  
**001-200**

<b>FY 21-22 Year in Review</b>
--------------------------------

At the time of this budget preparation, the Police Department has one full time police officer position and one full time dispatcher position vacant. Our current sworn staff has done an excellent job dividing their time between patrol activities and jail duties. We are under a great deal of change at this time.

We have upgraded the dispatch and jail records management systems into an electronic database. This new system is tracking required reports for state and federal mandatory requirements. It has freed up officers' time from non-criminal reports, and enhanced our reporting capabilities. Both the patrol and dispatch center has embraced this new system and made it a near seamless transition.

<b>FY 22-23 Budget Highlights and Challenges</b>
--

This fiscal year we will still be in a recruitment, selection and hiring mode for the department. With new employees and added COVID-19 protocols, our call volume has increased and public safety is still our number one priority. We will focus on crime and disorder by addressing drug and alcohol concerns, child welfare concerns, as well as elder and disabled concerns.

Traffic safety is always a concern for the public and with the new road configurations and construction completed we are looking forward to a reduction in the number of traffic related complaints.

We will be creating a business plan for the next five years, with annual updates and changes. This plan will be focusing on a transformational process in an effort to be more proactive and less reactive. We will accomplish this by strengthening relationships, mentoring and developing staff, de-centralizing duties, ensuring contemporary training is provided, and looking at developing proper performance metrics. We will also focus on building a replacement schedule for critical safety equipment, a training plan for an entire year and ensuring a constructive and healthy environment for all staff.

We still have major vehicle issues with the older Crown Victoria fleet. We will need to replace at least two patrol vehicles this coming budget. The newer Ford Explorers have proven to be a great addition to the department and have added to the safety and

**City of Reedsport**  
**Police Department**  
**001-200**

professional image of the agency, along with the reduction of constant costly repairs and the lack of reliability with the older high mileage vehicles.

The vehicle awning project that has been discussed for several years now is still not started, and we are now looking forward to completing the seismic upgrade project.

We are working on the firearm training range to enhance the safety and security of the facility. We hope to be able to bring water and electrical to the location this year. This will give us the ability to have a rest room, wash station and surveillance for the area. The NRA has visited our training facility and is making recommendations to assist us in our efforts to enhance safety.

The K9 training facility has received private donations but is still in need of funds to help complete the project. The facility will allow K9 officers to train in a secure location with enhanced training aids. The hosting of training classes will allow our K9 officers to receive more training time while minimizing overtime.

If we complete the range project, the K9 facility and the upgrade to the Police and Fire facility, our goal is to host as many trainings classes in Reedsport to help further professionalize our agency, reduce overtime, minimize travel time and gain knowledge and experience for the department.

**POLICE DEPARTMENT  
001-200**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>				<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>PERSONNEL SERVICES</b>								
66,421	74,152	80,400	001-200-511100	POLICE CHIEF SALARY	1.00	82,420	82,420	82,420
64,483	65,814	69,700	001-200-511210	POLICE SGT SALARY	1.00	61,950	61,950	61,950
221,682	261,406	285,000	001-200-511220	POLICE OFFICER SALARY	5.25	295,000	295,000	295,000
41,853	52,804	55,000	001-200-511226	POLICE CORPORAL SALARY	1.00	61,900	61,900	61,900
45,978	47,905	49,200	001-200-511230	COMMUNICATION SUPER. SALARY	0.90	56,400	56,400	56,400
163,029	159,107	171,000	001-200-511240	COMMUNICATION OFFICER SALARY	4.00	170,000	170,000	170,000
16,246	16,856	30,000	001-200-511245	P/T COMMUNICATION OFF. SALARY	0.50	30,000	30,000	30,000
200	2,231	5,000	001-200-511250	P/T POLICE OFFICER SALARY	0.05	5,000	5,000	5,000
19,732	18,328	20,000	001-200-511270	CERTIFICATION PAY		23,500	23,500	23,500
520	2,914	3,200	001-200-511280	LONGEVITY PAY		2,600	2,600	2,600
4,494	2,188	4,000	001-200-521500	OVERTIME-JUSTICE		4,000	4,000	4,000
48,063	35,844	24,500	001-200-521510	OVERTIME-COVERAGE		30,000	30,000	30,000
733	1,667	2,500	001-200-521530	OVERTIME-GRANT FUNDS		2,500	2,500	2,500
20,824	24,112	25,000	001-200-521550	HOLIDAY PAY		25,000	25,000	25,000
55,622	59,786	63,000	001-200-531010	FICA TAXES		67,850	67,850	67,850
119,639	135,989	165,000	001-200-531020	P E R S		168,000	168,000	168,000
13,476	9,522	24,000	001-200-531210	WORKMEN'S COMP		27,000	27,000	27,000
205,321	225,925	240,000	001-200-531220	HEALTH INSURANCE		245,000	245,000	245,000
14,850	12,900	21,000	001-200-531225	JAIL STIPEND		22,200	22,200	22,200
2,850	9,120	10,000	001-200-531226	K-9 STIPEND		4,570	4,570	4,570
1,126,016	1,218,568	1,347,500	<b>TOTAL PERSONNEL SERVICES</b>		13.70	1,384,890	1,384,890	1,384,890

**MATERIALS & SERVICES**

1,498	1,529	1,300	001-200-612070	GARBAGE DISPOSAL		1,550	1,550	1,550
289	351	500	001-200-612080	WATER		500	500	500
36	33	40	001-200-612085	STORMWATER		40	40	40
1,357	1,633	2,500	001-200-612090	WASTEWATER		2,500	2,500	2,500
6,788	6,055	7,750	001-200-612100	ELECTRICITY		7,750	7,750	7,750
2,533	2,832	3,200	001-200-612251	PAGER/CELL PHONE		3,500	3,500	3,500
-	-	1,000	001-200-613300	LEGAL FEES, ADVERTISING		1,000	1,000	1,000
112	42	1,000	001-200-613410	OTHER LEGAL SERVICES		1,000	1,000	1,000
1,046	603	1,900	001-200-614000	POSTAGE		1,900	1,900	1,900
3,179	4,634	4,500	001-200-614100	OFFICE SUPPLY		5,000	5,000	5,000
-	293	500	001-200-614180	PHOTO SUPPLIES		500	500	500
1,266	1,433	1,400	001-200-614220	JANITORIAL SUPPLIES		1,500	1,500	1,500
3,582	5,678	5,000	001-200-614250	BUILDING MAINTENANCE SUPPLIES		5,000	5,000	5,000
2,859	3,541	4,000	001-200-614300	OFFICE EQUIP MAINT		4,000	4,000	4,000
4,595	1,777	5,000	001-200-614333	COMPUTER SOFTWARE		5,000	5,000	5,000
12,094	16,628	16,500	001-200-614335	NETWORK COMMUNICATIONS		20,000	20,000	20,000
9,087	5,711	8,000	001-200-614350	RADIO OP/MAINT		8,000	8,000	8,000
885	-	500	001-200-614540	BOOKS & PERIODICALS		500	500	500
3,581	792	5,000	001-200-614560	TRAVEL/SUBSISTENCE		5,500	5,500	5,500
4,494	4,408	6,000	001-200-614570	TRAINING/CONFERENCES		6,000	6,000	6,000
2,196	-	2,000	001-200-614640	EQUIPMENT REIMBURSEMENT		2,000	2,000	2,000
6,084	4,200	5,000	001-200-614660	AMMUNITION/FIREARMS		8,000	8,000	8,000
-	2,951	1,500	001-200-614665	BODY CAMERAS		3,500	3,500	3,500
5,877	3,308	5,000	001-200-614670	INVESTIGATION COSTS		5,500	5,500	5,500
1,281	1,699	3,000	001-200-614680	PHYSICAL EXAMINATIONS		3,000	3,000	3,000
11,572	5,467	8,000	001-200-614690	UNIFORMS/ EQUIPMENT		9,000	9,000	9,000
1,606	2,052	4,300	001-200-614700	BLACK GEAR & GYM MEMBERSHIPS		4,300	4,300	4,300

**POLICE DEPARTMENT  
001-200**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>				<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>MATERIALS &amp; SERVICES</b>								
10,273	14,566	9,000	001-200-614730	K9 GENERAL EXPENSES		6,000	6,000	6,000
1,896	5,808	6,700	001-200-614735	JAIL EXPENSES		6,900	6,900	6,900
5,816	7,841	12,950	001-200-614736	JAIL FOOD		13,000	13,000	13,000
288	-	1,500	001-200-614740	VOLUNTEER POLICE SUPPLIES		1,500	1,500	1,500
884	1,598	1,000	001-200-614900	OTHER SUPPLIES		1,000	1,000	1,000
698	741	1,500	001-200-615590	DUES & FEES		1,650	1,650	1,650
4,908	-	10,000	001-200-615610	MISC GRANT EXPENSES		10,000	10,000	10,000
9,221	13,366	12,000	001-200-617300	VEHICLE MAINTENANCE		12,000	12,000	12,000
12,002	16,134	20,000	001-200-617320	VEHICLE FUEL		25,000	25,000	25,000
4,030	6,692	6,000	001-200-623500	COMPUTER SERVICES		6,100	6,100	6,100
6,206	980	7,000	001-200-623530	CONTRACTED SERVICES		7,000	7,000	7,000
144,119	145,378	192,040		<b>TOTAL MATERIALS &amp; SERVICES</b>		206,190	206,190	206,190
<b>CAPITAL OUTLAY</b>								
-	-	5,000	001-200-722700	K9 CAPITAL EXPENSES		5,000	5,000	5,000
-	-	5,000		<b>TOTAL CAPITAL OUTLAY</b>		5,000	5,000	5,000
1,270,135	1,363,946	1,544,540		<b>TOTAL POLICE DEPARTMENT</b>		1,596,080	1,596,080	1,596,080

**City of Reedsport**  
**Special Police Operations**  
**001-205**

**PERSONNEL ASSIGNED TO THE FUND**

**.75 FTE**

Sworn Law Enforcement Officers ..... 0.75

<b>ORGANIZATION AND MISSION</b>
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The Special Police Operations Fund provides (1) PTE School Resource Officer that provides services to the Reedsport School District #105 for the 9 month school year. The annual program exists through an intergovernmental agreement (IGA) between the City of Reedsport, Lower Umpqua Hospital and the Reedsport School District.

<b>FY 21-22 Year in Review</b>
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This year the School Resource Officer has had to adapt to the ever changing guidelines due to Covid-19. The Resource Officer continues to be a presence in the schools along with assisting with off site visits and support.

<b>FY 22-23 Budget Highlights and Challenges</b>
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The School Resource Officer program will begin its' sixth year of being in place, and we have seen rewards and positive outcomes from the program. Many crimes have been solved as a result of an officer being present daily on the both campuses. It seems that barriers have been broken and students are more willing to contact and speak with an officer that they are used to seeing around. Many cases have been initiated and handled because of the interactions between students and the officer. The assigned officer has become ingrained in the school and with staff, and a level of trust has been established.

**SCHOOL RESOURCE OFFICER  
001-205**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>				<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>PERSONNEL SERVICES</b>								
25,154	41,896	44,000	001-205-511225	SCHOOL RESOURCE OFFICER	0.75	46,700	46,700	46,700
1,827	2,341	2,500	001-205-511270	CERTIFICATION PAY	0	2,300	2,300	2,300
-	-	-	001-205-511280	SRO LONGEVITY PAY	0	-	-	-
-	-	-	001-205-521500	OVERTIME-JUSTICE	0	-	-	-
138	142	500	001-205-521510	OVERTIME	0	200	200	200
-	-	1,500	001-205-521550	HOLIDAY PAY	0	1,700	1,700	1,700
2,157	3,433	3,450	001-205-531010	FICA TAXES	0	3,850	3,850	3,850
4,898	7,795	7,760	001-205-531020	P E R S	0	8,500	8,500	8,500
1,411	1,234	1,900	001-205-531210	WORKMAN'S COMP	0	1,375	1,375	1,375
6,254	8,604	12,620	001-205-531220	HEALTH INSURANCE	0	12,650	12,650	12,650
1,350	1,200	1,350	001-205-531225	JAIL STIPEND	0	1,350	1,350	1,350
43,190	66,644	75,580		<b>TOTAL PERSONNEL SERVICES</b>	0.75	78,625	78,625	78,625
<b>MATERIALS &amp; SERVICES</b>								
618	542	750	001-205-612251	PAGER/CELL PHONE		1,000	1,000	1,000
45	-	300	001-205-614100	OFFICE SUPPLIES		100	100	100
147	402	1,000	001-205-614560	TRAVEL/SUBSISTENCE		1,100	1,100	1,100
720	150	1,500	001-205-614570	TRAINING/CONFERENCES		1,700	1,700	1,700
89	-	200	001-205-614660	AMMUNITION/FIREARMS		400	400	400
-	-	550	001-205-614690	UNIFORMS/MAINTENANCE		750	750	750
179	-	300	001-205-614900	OTHER SUPPLIES		300	300	300
2	-	600	001-205-617300	AUTOMOBILE MAINTENANCE		600	600	600
1,073	1,768	1,300	001-205-617320	VEHICLE FUEL		2,200	2,200	2,200
2,873	2,862	6,500		<b>TOTAL MATERIALS &amp; SERVICES</b>		8,150	8,150	8,150
46,064	69,507	82,080		<b>TOTAL SCHOOL RESOURCE OFFICER</b>		86,775	86,775	86,775

**City of Reedsport**  
**Fire Department**  
**001-220**

**PERSONNEL ASSIGNED TO THE FUND**

Fire Chief ..... Contracted Service  
Administration Officer ..... Contracted Service

**Organization and Mission**

Mission statement: "The Reedsport Volunteer Fire Department is dedicated to the preservation of life, property, and the environment. We will provide prompt and professional services to our community and to all visitors. As a team, we will strive to minimize losses and suffering through fire suppression, rescue, training, fire prevention and public information".

The Fire Department operates out of two Fire Stations and is headed by a Volunteer Fire Chief, supported by two Assistant Chiefs, an Admonition Officer, five Captains and 25 Firefighters, all of whom are Volunteers. Firefighters attend weekly training and respond quickly to fire alarms in the City. The RVFD also responds to requests for mutual aid from surrounding fire districts and jurisdictions. The Fire Department also assists Lower Umpqua Ambulance and Reedsport Police Department in motor vehicle accidents on city streets as well as State and County Police agencies on State and Federal highways in surrounding areas of Scottsburg, Gardiner, and Winchester Bay.

**FY 21-22 Year in Review**

The number of fire calls continues to fluctuate over the last five years. Firefighters responded to 140 calls for year 2021. The total for 2020 was 146. The Department performed 47 drills and a total of 1,949 volunteer hours in 2021. We experienced a slight decrease for call column, and a sharp increase for drills and volunteer hours. The average response time for calls within the City limits is approximately 3 ½ minutes. The stability in calls for service is directly attributed to the aggressive public education by our firefighters and their willingness to donate many hours of their time to pass along fire safety messages to the public.

**FY 22-23 Budget Highlights and Challenges**

Some future challenges include finding grant opportunities, fundraisers, and donations to fund the replacement of worn out equipment. We continue to aggressively recruit new firefighters, especially those who work in the City as the daytime availability of firefighters is low because a large number work outside the City.



**FIRE DEPARTMENT  
001-220**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
5,205	3,377	7,500	001-220-531210	WORKMEN'S COMP		7,500	7,500	7,500
289	278	500	001-220-531220	LIFE INSURANCE		500	500	500
5,495	3,655	8,000		TOTAL PERSONNEL SERVICES		8,000	8,000	8,000
MATERIALS & SERVICES								
-	-	400	001-220-612070	GARBAGE DISPOSAL		400	400	400
406	709	450	001-220-612080	WATER		450	450	450
72	66	100	001-220-612085	STORMWATER		100	100	100
777	342	1,000	001-220-612090	WASTEWATER		1,000	1,000	1,000
5,940	5,134	8,000	001-220-612100	ELECTRICITY		8,000	8,000	8,000
-	-	-	001-220-612250	TELEPHONE		-	-	-
626	475	500	001-220-612252	CELL PHONE		500	500	500
124	107	500	001-220-614100	OFFICE SUPPLY		500	500	500
9,700	13,739	10,000	001-220-614250	BUILDING MAINT, SUPPLIES		10,000	10,000	10,000
1,056	680	1,000	001-220-614330	COMPUTER OPERATION		1,000	1,000	1,000
3,358	2,457	2,800	001-220-614335	NETWORK COMMUNICATIONS		2,800	2,800	2,800
2,825	2,290	3,250	001-220-614350	RADIO OP/MAINT		4,000	4,000	4,000
323	1,502	2,000	001-220-614380	MISC. EQUIP MAINT		2,000	2,000	2,000
574	647	1,250	001-220-614550	FIREMAN TRAINING		1,250	1,250	1,250
291	-	800	001-220-614560	TRAVEL/SUBSISTENCE		800	800	800
828	201	900	001-220-614570	FIRE CHIEF TRAIN/CONF		900	900	900
187	409	1,500	001-220-614900	OTHER SUPPLIES		1,500	1,500	1,500
7,743	7,618	8,000	001-220-614960	PROTECTIVE CLOTHING		8,000	8,000	8,000
4,591	4,889	5,000	001-220-614965	FIRE HOSE		5,000	5,000	5,000
-	245	200	001-220-614980	HAZ MAT COSTS		400	400	400
14,338	13,028	16,000	001-220-614990	SCBA BOTTLE REPLACE		16,000	16,000	16,000
643	255	750	001-220-615590	DUES & FEES		750	750	750
8,239	8,916	10,000	001-220-617300	VEHICLE OPERATION		10,000	10,000	10,000
2,413	2,389	4,500	001-220-617320	AUTOMOBILE FUEL		5,000	5,000	5,000
-	-	650	001-220-623500	EMERGENCY MANAGEMENT		650	650	650
19,037	19,037	20,000	001-220-623530	CONTRACTED SERVICES		20,000	20,000	20,000
29,181	29,084	36,000	001-220-624000	VOLUNTEER FIREFIGHTERS		36,000	36,000	36,000
2,500	634	3,000	001-220-712505	JORDAN COVE GRANT		3,000	3,000	3,000
115,771	114,854	138,550		TOTAL MATERIALS & SERVICES		140,000	140,000	140,000
121,266	118,509	146,550		TOTAL FIRE DEPARTMENT		148,000	148,000	148,000

**City of Reedsport**  
**Building Inspection Department**  
**001-230**

**PERSONNEL ASSIGNED TO THE FUND**

**0.20 FTE**

AP/Payroll .....	0.05
UB Clerk/Finance Assistant .....	0.05
Court Clerk/Planning Technician.....	0.10
Part-time Planner.....	contracted service

<b>Organization and Mission</b>
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The Building Inspection Department is committed to providing exceptional customer service through shared knowledge and expectations. It is their goal to provide prompt and accurate building permit plan review as well as professional and knowledgeable inspection services, while maintaining the highest quality and standards.

The City of Reedsport contracts with a building inspection company called Northwest Code Pros (formerly The Building Department, LLC). They provide inspection services for building, plumbing, mechanical and electrical work and are available twice a week for inspections.

The City provides this service in order to ensure applicable codes and City ordinances are followed. Construction activities include single and multi-family residential, commercial and industrial buildings, demolitions, home improvements, sign construction, plumbing, electrical, heating, ventilation, and air conditioning.

Building Inspection staff provide numerous technical inspections on a bi-weekly basis to our citizens. A typical construction project includes the following types of inspections: footing, foundation, fire-rated walls, framing, sheathing, plumbing rough-in and final, heating rough-in and final, fireplace rough-in and final, gas line air tests, insulation and building final. Other project inspections include: decks, porches, roofs, finished basements, siding, retaining walls, chimneys, garages.

The revenues generated through the permit process are shared between the Northwest Code Pros and the City. The City retains 25% of the permit fee for administrative services, such as accepting and processing applications, and any providing necessary correspondence. The remaining 75% is paid to Northwest Code Pros for plan reviews and ensuring compliance with the State Building Codes.

All permits are charged a state assessment fee of 12% of the permit total. This is a state fee and neither the City nor Building Department LLC receives any portion of this fee.

**City of Reedsport**  
**Building Inspection Department**  
**001-230**

**FY 21-22 Year in Review**

Seven new home permits were issued again in the 21-22 FY. The trend of new homes is beginning to show a gradual increase each year. This is likely the result of the moratorium on System Development Charges (SDCs).

Overall, permit numbers continue to increase. A trend is still visible with mechanical permits, which are popular due to rebates and incentives provided by the State and the local electrical utility for heat pump installations. Commercial permits have also increased, which is a good indicator of improving economics and may be triggered by the Main Street's Façade Improvement Program.

**FY 22-23 Budget Highlights and Challenges**

It is likely that the trend for issuing new home permits will continue in the new fiscal year, as the Department staff has had multiple conversations with clients purchasing undeveloped residential lands in 2022. This year's budget reflects increased expenses, consistent with the trends of previous years.

Personnel changes occurred again, with the City Manager overseeing a Contracted Planner (2 day per week) and the Planning Technician. Staff time includes permit intake/issuance, client relations, coordination with reviewing departments, monthly coordination with County Assessor and State Fire Marshal, data input, record retention and archiving, and monthly permit reconciliation.

Legislation passed that will require cities and counties to hire "in-house" building officials in the new fiscal year. Staff is still awaiting formal notification from the State and continues to consider how this position would be funded and sustained.

**BUILDING INSPECTION  
001-230**

FY 19-20	FY 20-21	FY 21-22				FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
-	-	-	001-230-511100	PLANNING/FINANCE DIRECTOR	0	-	-	-
3,459	3,731	3,960	001-230-511150	COURT CLERK/PLANNING TECHNICIAN	0.1	4,475	4,475	4,475
1,754	1,747	1,803	001-230-511170	UB CLERK/FINANCE ASSIST	0.05	1,850	1,850	1,850
1,667	1,283	2,073	001-230-511180	AP/AR/PAYROLL	0.05	1,950	1,950	1,950
526	517	630	001-230-531010	FICA TAXES	0	675	675	675
877	772	1,060	001-230-531020	P E R S	0	1,200	1,200	1,200
38	16	100	001-230-531210	WORKMEN'S COMP	0	100	100	100
2,887	2,680	3,100	001-230-531220	HEALTH INSURANCE	0	2,500	2,500	2,500
11,207	10,748	12,726		TOTAL PERSONNEL SERVICES	0.20	12,750	12,750	12,750
MATERIALS & SERVICES								
1,387	1,781	1,450	001-230-613510	STATE ASSESS, ELECT. PERMIT		1,450	1,450	1,450
4,763	3,759	4,400	001-230-613520	STATE ASSESS, BLDG PERMIT		4,400	4,400	4,400
-	-	500	001-230-615000	NUISANCE ABATEMENT		500	500	500
7,499	7,454	9,000	001-230-623440	PLAN CHECK FEES		9,000	9,000	9,000
11,861	12,539	18,750	001-230-623450	BUILDING INSPECTION		18,750	18,750	18,750
3,991	3,104	5,625	001-230-623460	MECHANICAL INSPECTION		5,625	5,625	5,625
3,751	3,323	3,375	001-230-623470	PLUMBING INSPECTION		3,375	3,375	3,375
-	-	-	001-230-623480	EXCAVATION INSPECTION		-	-	-
9,083	8,357	9,000	001-230-623490	ELECTRICAL INSPECTION		9,000	9,000	9,000
-	-	300	001-230-623499	BUILD/ELEC PERMIT FINES		300	300	300
-	-	-	001-230-623580	REIMBURSED ENGINEERING SERVICE		-	-	-
-	-	5,000	001-230-623590	CONTRACTED SERVICES		5,000	5,000	5,000
42,335	40,316	57,400		TOTAL MATERIALS & SERVICES		57,400	57,400	57,400
53,542	51,065	70,126		TOTAL BUILDING INSPECTION		70,150	70,150	70,150

# City of Reedsport

## Public Services Division

### 001-410

#### PERSONNEL ASSIGNED TO THE FUND

1.61 FTE

Public Works Director .....	0.08
Maintenance Worker III.....	0.40
Mechanic III.....	0.31
Maintenance Worker.....	0.24
Custodian .....	0.58

### Organization and Mission

The Public Services Division is staffed by several full-time employees (two maintenance and one custodian/park worker) who split their time between streets, parks, buildings, water, sewer, and stormwater. This division is funded by the General Fund. Further, the City mechanic and custodian General Fund hours are now accounted for in the Public Services Division. In prior budgets, these two positions were allocated in FTE percentages to various General Fund departmental units. Lastly, the aforementioned 4 City staff members maintain the following:

- A fleet of 59 vehicles, and several types of heavy equipment. (Police, Fire, Public Works, etc.)
- Approximately 30 acres of 6 City parks (which does not include multiple common areas)
- Approximately 19 miles of City streets
- 2 boat ramps

### FY 21-22 Year in Review

- The Custodian/Park Maintenance staff performed trash, cleaning, and light maintenance at all City buildings as well as all parks. It also assists with maintenance projects as time allows.
- Ongoing mowing and maintenance of City landscape areas as well as City park sites.
- City street weed control and maintenance.
- The City Mechanic receives work orders ranging from simple to complex for the aging City fleet of vehicles.
- Multiple broken or faded signs have been replaced within the City.
- Staff repainted multiple faded stop bars and curbs.
- The City Hall/Police parking lot was paved and striped.
- Continued levee mowing/maintenance and City dock maintenance.

**City of Reedsport**  
Public Services Division  
001-410

<b>FY 22-23 Budget Highlights and Challenges</b>
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- The Custodian/Park Maintenance staff will continue to perform trash removal, cleaning, and light maintenance at all City buildings as well as all parks as well as assistance with maintenance projects if time allows.
- Staff will perform mowing and maintenance of City landscape areas as well as City park sites as well as City street weed control and maintenance.
- City Mechanic will continue to assess, repair, and resolve vehicle issues on the aging City fleet.
- A combination of City staff and contracted services will perform spot and roadway paving throughout the City.
- Continued evaluation/maintenance and support of all City-owned buildings.
- Signage repair/replacement and installations as required.
- Continued levee maintenance and City dock maintenance.
- Continued safety equipment and procedure evaluation and improvements for public works staff.
- Daily assessment of work orders for City buildings and right-of-ways.

**PUBLIC SERVICES  
001-410**

FY 19-20	FY 20-21	FY 21-22				FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted	
PERSONNEL SERVICES									
19,128	15,091	15,475	001-410-511390	MAINTENANCE LEAD, SALARY	0.3	17,000	17,000	17,000	
4,917	5,285	5,850	001-410-511410	PW DIRECTOR SALARY	0.08	6,100	6,100	6,100	
16,223	16,629	17,050	001-410-511420	MECHANIC SALARY	0.31	17,850	17,850	17,850	
6,808	5,371	5,505	001-410-511440	MAINT. WORKER/DOCKS	0.1	6,000	6,000	6,000	
9,813	10,484	11,450	001-410-511450	MAINT. WORKER SALARY	0.24	9,600	9,600	9,600	
24,420	17,717	19,965	001-410-511460	CUSTODIAN, SALARY	0.58	23,000	23,000	23,000	
5,824	5,388	5,900	001-410-531010	FICA TAXES	0	6,200	6,200	6,200	
9,007	10,272	13,000	001-410-531020	P E R S	0	13,500	13,500	13,500	
3,177	1,617	6,500	001-410-531210	WORKER COMP INS.	0	6,500	6,500	6,500	
25,346	23,423	29,465	001-410-531220	HEALTH INSURANCE	0	29,500	29,500	29,500	
124,663	111,277	130,160	TOTAL PERSONNEL SERVICES			1.61	135,250	135,250	135,250
MATERIALS & SERVICES									
2,850	3,270	4,000	001-410-612050	DOCKS UTILITIES		4,000	4,000	4,000	
1,122	1,106	1,500	001-410-612070	GARBAGE DISPOSAL		1,500	1,500	1,500	
1,713	1,488	1,900	001-410-612080	WATER		1,900	1,900	1,900	
193	136	200	001-410-612085	STORMWATER		200	200	200	
3,591	3,806	5,000	001-410-612090	WASTEWATER		5,000	5,000	5,000	
5,566	3,086	3,800	001-410-612100	ELECTRICITY		3,800	3,800	3,800	
406	369	750	001-410-612251	CELL PHONE		750	750	750	
7,096	6,952	6,500	001-410-614220	JANITORIAL SUPPLIES		6,500	6,500	6,500	
367	2,834	5,000	001-410-614250	BUILDING MAINT. SUPPLIES		5,000	5,000	5,000	
1,517	1,270	1,450	001-410-614335	NETWORK COMMUNICATION		1,450	1,450	1,450	
808	1,109	1,000	001-410-614380	MISC. EQUIP MAINT		1,000	1,000	1,000	
260	3,286	6,000	001-410-614410	DOCKS & BOARDWALKS		6,000	6,000	6,000	
-	-	500	001-410-614510	RAINBOW PLAZA CAMP EXPENSES		500	500	500	
-	-	100	001-410-614560	TRAVEL/SUBSISTENCE		100	100	100	
398	83	200	001-410-614570	TRAINING/CONFERENCES		200	200	200	
1,176	1,371	2,500	001-410-614590	CITY BEAUTIFICATION		2,500	2,500	2,500	
8,345	3,503	6,500	001-410-614640	PARK MAINTENANCE		6,500	6,500	6,500	
1,283	1,276	1,300	001-410-614685	SAFETY		1,300	1,300	1,300	
198	661	1,000	001-410-614900	OTHER SUPPLIES		1,000	1,000	1,000	
420	1,106	1,500	001-410-615650	CITY SHOP SUPPLIES/MATERIALS		1,500	1,500	1,500	
1,273	2,024	2,000	001-410-617300	VEHICLE OPERATION		2,000	2,000	2,000	
3,230	2,413	4,500	001-410-617320	AUTOMOBILE FUEL		4,500	4,500	4,500	
-	14,551	15,000	001-410-623530	CONTRACTED SERVICES		21,000	21,000	21,000	
41,811	55,697	72,200	TOTAL MATERIALS & SERVICES				78,200	78,200	78,200
166,474	166,974	202,360	TOTAL PUBLIC SERVICES				213,450	213,450	213,450

# **City of Reedsport**

## **Senior Center**

### **001-440**

#### **Organization and Mission**

The Lower Umpqua Senior Center facility was completed in 1989. This was a collaborated effort between the City of Reedsport, Douglas County Housing Authority and Lower Umpqua Community Center, Inc. (LUCC, Inc. is a non-profit 501-C (3) organization). Douglas County Housing Authority owned the land the building was placed on. The City and the LUCC, Inc. raised funds to build the Center and pave the parking lot. LUCC, Inc. maintains all internal fixtures and appliances. The Senior Center is the hub of senior activity for our area with programs held daily, both scheduled and impromptu. The facility has a fully equipped commercial kitchen which Douglas County Health and Social Services uses to operate a senior meal program that serves hot meals both on-site and to homebound senior and disabled persons three days a week. The Executive Assistant serves as the staff support for the Center and the Lower Umpqua Community Center Inc. (LUCC, Inc.) board including grant writing and coordinating equipment replacement. The City of Reedsport contributes general building maintenance personnel and minimal janitorial services to the facility along with utility expenses.

#### **FY 21-22 Year in Review**

Lower Umpqua Community Center Inc. (LUCC, Inc.) continues to raise funds for Senior Center improvements. Improvements include such things as equipment repair and replacement, new projects, general expenditures, meal delivery van maintenance, kitchen supplies and maintenance of the pool table. Due to the pandemic and mandated closure of the center, funds raised from weekly bingo games were not viable. This allowed the dining room to be painted. The Senior Center is focusing funding efforts on grant funds, fundraisers and donations to offset that deficit. The Senior Center was finally able to re-open to the public in mid-April, with Bingo revenues able to resume. In 2021 the Senior Center welcomed the Eugene Vet Center on a monthly basis to hold one-on-one counseling services and group classes for Veteran's in the area.

#### **FY 22-23 Budget Highlights and Challenges**

Compared to the previous year, this fund will remain virtually unchanged. The City of Reedsport leases the Senior Center kitchen to Douglas County through the Health and Social Services Department. The funds received from the lease with Trio Community Meals will not continue with this fiscal year. The City also receives funds from the rental of the facility on evenings and weekends. The City continues to provide essential services to the center and build reserves for large maintenance projects and equipment replacement in the future.



**SENIOR CENTER  
001-440**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
MATERIALS & SERVICES							
1,204	1,230	1,250	001-440-612070	GARBAGE DISPOSAL	1,250	1,250	1,250
127	100	300	001-440-612080	WATER	300	300	300
15	18	50	001-440-612085	STORMWATER	50	50	50
625	272	1,300	001-440-612090	WASTEWATER	1,300	1,300	1,300
14,176	11,284	14,000	001-440-612100	ELECTRICITY	14,000	14,000	14,000
200	-	400	001-440-614200	REFUND OF SR CTR USE FUND	400	400	400
1,223	794	800	001-440-614220	JANITORIAL SUPPLIES	800	800	800
1,678	1,202	2,500	001-440-614250	BUILDING MAINT, SUPPLIES	2,500	2,500	2,500
-	-	75	001-440-614300	OFFICE EQUIP/MAINT	75	75	75
19,249	14,900	20,675		TOTAL MATERIALS & SERVICES	20,675	20,675	20,675
19,249	14,900	20,675		TOTAL SENIOR CENTER	20,675	20,675	20,675

# City of Reedsport

## Streets Division Fund

### 002

#### PERSONNEL ASSIGNED TO THE FUND

0.77 FTE

Public Works Director .....	0.10
Maintenance Worker III .....	0.15
Mechanic.....	0.22
Maintenance Worker.....	0.30

#### Organization and Mission

The 2009 transportation package (HB2001) passed in 2009 provides a phased-in increase in revenues to cities from a six-cent increase in the state gas tax beginning January 1, 2011; and an increase in vehicle and registration fees; and weight-mile fees paid by truckers. This phase-in is reflected in the state estimates.

The Streets Division within the Public Works Department is staffed by two full-time employees who split their time between streets, parks, buildings, water, sewer, and storm drain. The Division is funded from the shared State Gas Tax and franchise fees. The gas tax is distributed to the cities by the state on a per capita basis.

#### FY 21-22 Year in Review

- Ongoing Street sweeping and mowing, and weed control.
- Multiple asphalt patching and repairs throughout the City were done by city crews.
- The entrance and exit of Frontage Rd (22<sup>nd</sup> Street and Ranch Rd). were paved by a contractor.
- The South end of Winchester Avenue to 5<sup>th</sup> street was paved.
- Hawthorne Ave from 20<sup>th</sup> to the south end was reconstructed and paved.
- Installed ADA curb at Henderson Park.

#### FY 22-23 Budget Highlights and Challenges

- Continue to develop and maintain a transportation system that enhances Reedsport's livability by creating a balanced, safe, and efficient transportation system, which is assessable to all members of the community.
- Performing ongoing Street sweeping and mowing, and weed control.
- Multiple asphalt patching and repairs throughout City.
- Reconstruct and pave Arthur Dr from Longwood to Scott Street by a contractor with the help of an SCA grant.
- Install ADA curbs.

**STREET FUND  
002-502**

FY 19-20	FY 20-21	FY 21-22				FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
543,218	441,408	575,000	002-000-411100	BEGINNING FUND BALANCE		300,000	300,000	300,000
REVENUE								
63,205	56,354	51,000	002-000-413100	P.U.D. FRANCHISE		51,000	51,000	51,000
7,086	894	2,600	002-000-413200	TELEPHONE FRANCHISE		2,600	2,600	2,600
9,269	4,104	2,000	002-000-415100	INTEREST		2,000	2,000	2,000
-	-	50	002-000-415650	SALARY REIMBURSEMENTS		50	50	50
800	630	400	002-000-415660	INSURANCE REIMBURSEMENTS		400	400	400
5,748	4,742	100	002-000-415900	MISCELLANEOUS		100	100	100
-	94,868	100,000	002-000-417000	SCA GRANT		100,000	100,000	100,000
284,158	310,921	300,000	002-000-421300	GAS TAX REFUND		300,000	300,000	300,000
38,513	51,289	40,000	002-000-421400	LOCAL GAS TAX		40,000	40,000	40,000
408,778	523,803	496,150		TOTAL REVENUE		496,150	496,150	496,150
951,996	965,211	1,071,150		TOTAL RESOURCES		796,150	796,150	796,150
PERSONNEL SERVICES								
9,726	7,673	7,865	002-502-511390	MAINTENANCE LEAD, SALARY	0.15	8,500	8,500	8,500
6,146	6,607	7,308	002-502-511410	PW DIRECTOR SALARY	0.1	7,500	7,500	7,500
11,513	11,801	12,095	002-502-511420	MECHANIC, SALARY	0.22	12,500	12,500	12,500
12,267	13,105	14,312	002-502-511450	MAINT. WORKER SALARY	0.3	12,000	12,000	12,000
-	-	1,000	002-502-521500	OVERTIME	0	1,100	1,100	1,100
3,019	2,984	3,350	002-502-531010	FICA TAXES	0	3,500	3,500	3,500
5,392	5,901	5,900	002-502-531020	P E R S	0	6,100	6,100	6,100
2,007	922	4,000	002-502-531210	WORKMEN'S COMP	0	4,400	4,400	4,400
12,084	11,467	12,350	002-502-531220	HEALTH INSURANCE	0	12,350	12,350	12,350
62,154	60,459	68,180		TOTAL PERSONNEL SERVICES	0.77	67,950	67,950	67,950
MATERIALS & SERVICES								
90,922	73,001	96,000	002-502-612060	ELECTRICITY-ST. LIGHTS		96,000	96,000	96,000
-	-	100	002-502-612070	GARBAGE DISPOSAL		100	100	100
64	70	100	002-502-612080	WATER		100	100	100
12	13	30	002-502-612085	STORMWATER		30	30	30
92	91	150	002-502-612090	WASTEWATER		150	150	150
4,189	3,933	5,500	002-502-612100	ELECTRICITY		5,500	5,500	5,500
249	249	300	002-502-612251	PAGER/CELL PHONE		300	300	300
42	20	100	002-502-614000	POSTAGE		100	100	100
132	71	200	002-502-614100	OFFICE SUPPLY		200	200	200
176	106	400	002-502-614300	OFFICE EQUIP/MAINT		400	400	400
981	1,441	1,000	002-502-614330	COMPUTER OPERATION		1,000	1,000	1,000
475	455	650	002-502-614335	NETWORK COMMUNICATIONS		650	650	650
5,982	6,532	6,400	002-502-614390	BONDS AND INSURANCE		8,640	8,640	8,640
90	-	200	002-502-614560	TRAVEL/SUBSISTENCE		200	200	200
461	203	200	002-502-614570	TRAINING/CONFERENCES		200	200	200
359	38	300	002-502-614685	PROTECTIVE GEAR		300	300	300
164	211	750	002-502-614690	REQ'D PHYSICALS & EXAMS		750	750	750
762	28	6,500	002-502-614810	TRAFFIC PAINTING		6,500	6,500	6,500
8,974	3,870	12,000	002-502-614820	ST MAINT MATERIALS		12,000	12,000	12,000
1,488	1,776	7,500	002-502-614830	TRAFFIC SIGNS		7,500	7,500	7,500

**STREET FUND  
002-502**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>			<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
10	196	-	002-502-614900	OTHER SUPPLIES	-	-	-
1,006	713	2,000	002-502-614950	MISC. TOOLS AND SUPPLIES	2,000	2,000	2,000
-	-	400	002-502-615590	DUES & FEES	400	400	400
865	415	1,600	002-502-615650	CITY SHOP SUPPLIES/MATERIALS	1,600	1,600	1,600
-	-	1,500	002-502-617150	EQUIPMENT RENTAL	1,500	1,500	1,500
5,585	1,333	5,000	002-502-617300	VEHICLE MAINTENANCE	5,000	5,000	5,000
2,681	2,090	2,750	002-502-617320	VEHICLE FUEL	2,750	2,750	2,750
10,702	5,790	9,000	002-502-617370	HEAVY EQUIP MAINT	9,000	9,000	9,000
1,000	690	1,000	002-502-621400	AUDIT FEES	1,000	1,000	1,000
-	2,204	2,000	002-502-623580	CONTRACT ENGINEERING SERVICES	2,000	2,000	2,000
137,462	105,539	163,630		<b>TOTAL MATERIALS &amp; SERVICES</b>	165,870	165,870	165,870
<b>CAPITAL OUTLAY</b>							
173,228	24,366	378,000	002-502-744370	STREET IMPROVEMENTS	330,000	330,000	330,000
-	-	30,000	002-502-744400	SHOP RESERVE	30,000	30,000	30,000
15,395	20,943	75,000	002-502-744500	EQUIPMENT/MACHINERY	75,000	75,000	75,000
9,850	-	-	002-502-744700	HWY 38 LIGHTING & LANDSCAPING	-	-	-
198,474	45,310	483,000		<b>TOTAL CAPITAL OUTLAY</b>	435,000	435,000	435,000
<b>INTER-FUND TRANSFERS</b>							
11,250	11,250	11,250	002-502-921000	TRANSFER OUT: FUND 001 ADMIN	11,250	11,250	11,250
1,250	1,250	1,250	002-502-921500	TRANS OUT: FUND 001 EDUCATION	1,250	1,250	1,250
10,000	10,000	10,000	002-502-924240	TRANSFER OUT: FUND 005 STORM	10,000	10,000	10,000
90,000	90,000	100,000	002-502-924255	TRANSFER OUT: FUND 005 LEVEE	-	-	-
112,500	112,500	122,500		<b>TOTAL INTER-FUND TRANSFERS</b>	22,500	22,500	22,500
<b>CONTINGENCY</b>							
-	-	211,840	002-502-941000	CONTINGENCY	72,830	72,830	72,830
-	-	211,840		<b>TOTAL CONTINGENCY</b>	72,830	72,830	72,830
<b>RESERVE ACCOUNT</b>							
-	-	12,000	002-502-946000	PERS RESERVE	12,000	12,000	12,000
-	-	10,000	002-502-947000	VACCON RESERVE	20,000	20,000	20,000
-	-	22,000		<b>TOTAL RESERVE ACCOUNT</b>	32,000	32,000	32,000
510,590	323,808	1,071,150		<b>TOTAL STREET FUND</b>	796,150	796,150	796,150
951,996	965,211	1,071,150		<b>TOTAL FUND REVENUS</b>	796,150	796,150	796,150
441,407	641,403	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

# City of Reedsport

## Water Utility Division Fund

### 003

#### PERSONNEL ASSIGNED TO FUND

4.59 F.T.E.

Public Works Director .....	0.35
Water Lead worker .....	1.00
Water Operator .....	1.00
Water Worker .....	1.00
Maintenance Worker III .....	0.15
Mechanic III .....	0.22
Maintenance Worker .....	0.12
UB Clerk/Finance Assistant.....	0.30
AP/AR/Payroll .....	0.25
Court Clerk/Planning Technician .....	0.10
Finance Director.....	0.10

#### Organization and Mission

The Water Utility Division of the Public Works Department is staffed by three full-time employees. The Division is funded by the monthly water user fees and operated as a business with user fees paying for the operation of the fund.

The Reedsport Water Utility provides quality domestic water to the City of Reedsport and the communities (unincorporated urban areas) of Winchester Bay and Gardiner. The water system meets all Federal and State water quality and treatment standards. The Utility provides excellent fire flow capabilities to enable residents and businesses alike to maintain a reasonable (low) fire insurance rating. Delivery of potable water exceeding all purity standards and a strong consistent firefighting water supply are the prime functions of this division. The fund provides for the operation and maintenance of the water disinfecting and distribution systems with four pump stations, four reservoirs, water disinfection facilities, and 30-plus miles of water transmission lines. Preventative maintenance is required for the treatment facilities, pump stations, and transmission lines. Ongoing service programs include, installation of meters and radio reading equipment, water activation and deactivation of service, location of service shutoffs, valve exercising, meter maintenance, and reading, and fire hydrant/water system flushing.

#### FY 21-22 Year in Review

- Performed yearly scheduled flushing of the water system and exercising of the water valves in Winchester Bay, Gardiner, and Reedsport.

**City of Reedsport**  
**Water Utility Division Fund**  
**003**

- Installation of the fifth phase of MXU radio reading devices on metered services in Reedsport. It has been noted that the meter reading time needed by staff is taking less time and is more efficient due to the new meters and MXU devices.
- Water meter reading and support for monthly billing and usage issues.
- Multiple water systems shut off valve replacements throughout the City which will continue.
- Numerous water line breaks and repairs after hours were performed in Reedsport and Winchester Bay.
- A new mainline on Hawthorne ave from 20<sup>th</sup> south was installed to eliminate the line that currently runs through backyards and had numerous breaks.

<b>FY 22-23 Budget Highlights and Challenges</b>
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- Multiple water system shut-off valve replacements throughout the City. This may also include pipe replacement.
- Installation of the sixth phase of MXU radio reading devices on metered services in Reedsport.
- New meter installations as requested.
- Ongoing repair of water line breaks as they occur.

**WATER UTILITY FUND  
003-503**

FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted	Account	Description	FY 22-23 FTE Proposed	FY 22-23 Approved	FY 22-23 Adopted
1,192,475	757,698	850,000	003-000-411100	BEGINNING FUND BALANCE	930,000	930,000	930,000
<b>REVENUE</b>							
18,022	6,222	7,500	003-000-415100	INTEREST	7,500	7,500	7,500
7,187	1,954	2,000	003-000-415150	OTHER INTEREST	2,000	2,000	2,000
-	-	-	003-000-415650	SALARY REIMBURSEMENTS	-	-	-
2,387	990	1,000	003-000-415660	INSURANCE REIMBURSEMENTS	1,000	1,000	1,000
16,053	10,089	7,000	003-000-415750	WATER TAP FEES	7,000	7,000	7,000
-	-	-	003-000-415800	S O S DONATIONS	-	-	-
(10,458)	13,368	1,000	003-000-415900	MISCELLANEOUS	1,000	1,000	1,000
-	67,400	56,000	003-000-417085	TRANSFER IN: FUND 016 LOAN	54,000	54,000	54,000
621,955	609,131	600,000	003-000-417100	REEDSPORT WATER FEES	600,000	600,000	600,000
34,498	36,597	32,500	003-000-417200	GARDINER WATER FEES	32,500	32,500	32,500
127,340	139,966	135,000	003-000-417300	WINCHESTER BAY WATER FEES	135,000	135,000	135,000
816,986	885,718	842,000		<b>TOTAL REVENUE</b>	840,000	840,000	840,000
2,009,461	1,643,416	1,692,000		<b>TOTAL RESOURCES</b>	1,770,000	1,770,000	1,770,000
<b>PERSONNEL SERVICES</b>							
-	-	-	003-503-511085	ADMIN ASSIST.SALARY	0	-	-
5,444	6,472	7,308	003-503-511100	FINANCE DIRECTOR	0.1	7,500	7,500
6,668	6,259	10,365	003-503-511170	AP/AR/PAYROLL	0.25	9,600	9,600
12,276	11,250	10,817	003-503-511180	UB CLERK/FINANCE ASSIST	0.3	11,200	11,200
3,459	3,731	3,960	003-503-511190	COURT CLERK/PLANNING TECHNICIAN	0.1	4,500	4,500
9,726	7,673	7,865	003-503-511390	MAINTENANCE LEAD, SALARY	0.15	8,500	8,500
21,512	23,124	25,579	003-503-511410	PW DIRECTOR SALARY	0.35	26,250	26,250
11,513	11,801	12,095	003-503-511420	MECHANIC, SALARY	0.22	12,400	12,400
52,332	53,795	54,979	003-503-511430	WATER LEAD WORKER SALARY	1	53,800	53,800
45,494	47,322	47,706	003-503-511440	WATER UTILITY OPERATOR	0	-	-
4,907	5,242	5,725	003-503-511450	MAINT. WORKER SALARY	0.12	4,700	4,700
-	-	-	003-503-511460	TEMP. WATER WORKER	0	-	-
40,890	30,909	26,000	003-503-511470	WATER WORKER SALARY	2	75,000	75,000
10,444	13,592	15,500	003-503-521500	OVERTIME	0	17,100	17,100
-	-	15,000	003-503-521600	COMPENSATED ABSENCES	0	16,500	16,500
17,123	16,858	16,500	003-503-531010	FICA TAXES	0	19,000	19,000
31,666	32,692	32,000	003-503-531020	P E R S	0	35,200	35,200
10,387	2,628	12,000	003-503-531210	WORKMEN'S COMP	0	13,200	13,200
69,322	63,999	80,000	003-503-531220	HEALTH INSURANCE	0	80,000	80,000
353,160	337,346	383,399		<b>TOTAL PERSONNEL SERVICES</b>	4.59	394,450	394,450
<b>MATERIALS &amp; SERVICES</b>							
-	-	200	003-503-612070	GARBAGE	200	200	200
64	70	100	003-503-612080	WATER	100	100	100
12	13	50	003-503-612085	STORMWATER	50	50	50
92	91	100	003-503-612090	WASTEWATER	100	100	100
50,251	49,172	60,000	003-503-612100	ELECTRICITY	60,000	60,000	60,000
1,210	1,405	2,000	003-503-612251	PAGER/CELL PHONE	2,000	2,000	2,000
-	-	1,000	003-503-613300	LEGAL ADVERTISING	1,000	1,000	1,000

**WATER UTILITY FUND  
003-503**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>			<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
1,596	-	5,000	003-503-613410	OTHER LEGAL SERV, LITIGAT	5,000	5,000	5,000
3,488	520	3,000	003-503-614000	POSTAGE	3,000	3,000	3,000
1,665	1,324	2,500	003-503-614100	OFFICE SUPPLY	2,500	2,500	2,500
73	243	1,000	003-503-614250	BUILDING MAINT, SUPPLIES	1,000	1,000	1,000
1,916	1,586	2,300	003-503-614300	OFFICE EQUIP MAINT	2,300	2,300	2,300
5,254	12,549	9,000	003-503-614330	COMPUTER OPERATION	9,000	9,000	9,000
4,825	4,913	6,000	003-503-614335	NETWORK COMMUNICATIONS	6,000	6,000	6,000
18,288	19,596	25,300	003-503-614390	BONDS AND INSURANCE	34,155	34,155	34,155
93	80	500	003-503-614560	TRAVEL/SUBSISTENCE	500	500	500
1,665	579	2,500	003-503-614570	TRAINING/CONFERENCES	14,500	14,500	14,500
875	930	1,000	003-503-614685	PROTECTIVE GEAR	1,500	1,500	1,500
110	284	1,000	003-503-614690	REQ'D PHYSICALS & EXAMS	1,000	1,000	1,000
9,483	18,808	17,500	003-503-614840	WATER PLANT MAINTENANCE	20,000	20,000	20,000
31,349	48,101	65,000	003-503-614850	LINE/PUMP MAINTENANCE	75,000	75,000	75,000
17,529	15,508	20,000	003-503-614860	WATER TESTING, LAB. SUPPL	30,000	30,000	30,000
5,305	9,124	10,000	003-503-614870	CHEMICALS	11,000	11,000	11,000
17,919	10,487	20,000	003-503-614890	WATER TAP MATERIALS	25,000	25,000	25,000
2,725	96	-	003-503-614900	OTHER SUPPLIES	-	-	-
1,318	1,623	3,250	003-503-614950	MISC. TOOLS AND SUPPLIES	3,250	3,250	3,250
1,603	2,424	1,800	003-503-614980	FIRE PROTECTION	1,800	1,800	1,800
13,592	16,491	14,000	003-503-615310	BANK FEES	14,000	14,000	14,000
791	2,840	2,200	003-503-615590	DUES & FEES	3,000	3,000	3,000
-	503	1,500	003-503-615595	LICENSES & PERMITS	1,500	1,500	1,500
825	284	2,000	003-503-615650	CITY SHOPS SUPPLIES/MATERIALS	2,000	2,000	2,000
-	400	1,000	003-503-617150	EQUIPMENT RENTAL	1,000	1,000	1,000
4,080	1,842	5,000	003-503-617300	VEHICLE MAINTENANCE	5,000	5,000	5,000
6,052	6,207	8,000	003-503-617320	AUTOMOBILE FUEL	13,000	13,000	13,000
2,339	5,039	6,000	003-503-617370	HEAVY EQUIP MAINT	6,000	6,000	6,000
5,000	2,588	5,000	003-503-621400	AUDIT FEES	5,000	5,000	5,000
5,438	13,834	43,600	003-503-623530	CONTRACTED SERVICES	8,295	8,295	8,295
-	-	-	003-503-623580	CONTRACT ENGINEERING SERVICE	30,000	30,000	30,000
-	-	-	003-503-630000	ASSET DISPOSAL	-	-	-
216,824	249,553	348,400		<b>TOTAL MATERIALS &amp; SERVICES</b>	398,750	398,750	398,750
<b>CAPITAL OUTLAY</b>							
40	-	30,000	003-503-746000	SHOP RESERVE	30,000	30,000	30,000
23,795	20,943	75,000	003-503-746100	MACHINERY/EQUIPMENT	75,000	75,000	75,000
44,409	1,350	438,499	003-503-746200	WATER PLANT IMPROVEMENTS	400,000	400,000	400,000
56,241	21,995	301,402	003-503-746450	WATER SYSTEM IMPROVEMENTS	310,000	310,000	310,000
11,142	6,480	10,500	003-503-746500	METER UPGRADES	11,000	11,000	11,000
135,628	50,768	855,401		<b>TOTAL CAPITAL OUTLAY</b>	826,000	826,000	826,000
<b>INTER-FUND TRANSFERS</b>							
41,900	41,900	41,900	003-503-921000	TRANSFER OUT: FUND 001 ADMIN	41,900	41,900	41,900
3,000	3,000	3,000	003-503-921100	TRANSFR OUT: FUND 001 DISPATCH	3,000	3,000	3,000
1,250	1,250	1,250	003-503-921500	TRANS OUT: FUND 001 EDUCATION	1,250	1,250	1,250
-	-	-	003-503-922000	TRANSFER OUT: FUND 025 BOAT	-	-	-
500,000	-	-	003-503-922500	TRANSFER OUT: LOAN TO FUND 016	-	-	-
-	-	-	003-503-923000	TRANSFER OUT: FUND 029 IMPROVE	-	-	-
-	-	-	003-503-923040	TRANSFER OUT: FUND 029 SHOP	-	-	-
546,150	46,150	46,150		<b>TOTAL INTER-FUND TRANSFERS</b>	46,150	46,150	46,150



**WATER UTILITY FUND  
003-503**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
CONTINGENCY							
-	-	15,000	003-503-941000	CONTINGENCY	51,000	51,000	51,000
-	-	15,000		TOTAL CONTINGENCY	51,000	51,000	51,000
RESERVE ACCOUNT							
-	-	33,650	003-503-946000	PERS RESERVE	33,650	33,650	33,650
-	-	10,000	003-503-947000	VACCON RESERVE	20,000	20,000	20,000
-	-	43,650		TOTAL RESERVE ACCOUNT	53,650	53,650	53,650
1,251,763	683,818	1,692,000		TOTAL WATER UTILITY FUND	1,770,000	1,770,000	1,770,000
2,009,461	1,643,416	1,692,000		TOTAL FUND REVENUES	1,770,000	1,770,000	1,770,000
757,698	959,598	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

# City of Reedsport

## Wastewater Utility Division Fund

### 004

#### PERSONNEL ASSIGNED TO THE FUND

4.77 FTE

Public Works Director .....	0.35
Wastewater Lead Worker .....	1.00
Wastewater Operator.....	1.00
Wastewater Worker .....	1.00
Maintenance Worker III .....	0.15
Maintenance Worker II.....	0.12
Mechanic III.....	0.22
Part-time wastewater worker .....	0.18
UB Clerk/Finance Assist .....	0.30
AP/AR/Payroll .....	0.25
Court Clerk/Planning Technician .....	0.10
Finance Director.....	0.10

<b>Organization and Mission</b>
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The Wastewater Utility Division of the Public Works Department is staffed by three full-time employees and one part-time weekend worker. The Division is funded by the monthly wastewater user fees.

The Reedsport Wastewater Utility provides quality wastewater collection and treatment to the City of Reedsport and the community (unincorporated urban area) of Gardiner. The Fund provides for the operation and maintenance of the Wastewater Treatment Plant, 11 sanitary pump stations, and 24.5 miles of wastewater collection infrastructure. The treatment plant is under constant supervision to ensure that the effluent is kept within Oregon Department of Environmental Quality (DEQ) limits. Further, the pump stations receive routine preventative maintenance, as does the collection infrastructure. The Division has the equipment and staff to deal with the occasional wastewater blockage problems as well as line breaks.

The wastewater treatment plant upgrade was completed in 2010; it is currently meeting all regulatory requirements and is capable of accommodating the growth to the area based on calculated projections. The collection system improvements that were also required in the mutual agreement and order (MAO) have also been completed and have resulted in decreased flows and nearly eliminated sewer system overflows.

**City of Reedsport**  
**Wastewater Utility Division Fund**  
**004**

<b>FY 21-22 Year in Review</b>
--------------------------------

- Cleaned 6 miles of sewer main lines.
- Hauled and land applied approximately 335,500 gallons of bio-solids.
- Performed video inspection and recording of 1 mile of sewer main lines.
- 1441 lineal feet of sewer pipe and was relined, and 450 lineal feet of pipe bursting.
- A new HVAC system was installed at the sewer plant.
- A new blower was sent out and rebuilt.
- After-hours call-outs and contracted community assistance were rendered concerning sewer obstruction issues and investigation.
- City has been receiving revenue from Douglas County and Industrial Harbor as per the leachate agreement.
- The RV dump was rebuilt to better accommodate dumping and to reduce spillage.
- City staff has applied for a CDBG grant to help with the Forest Hills WW replacement force main.

<b>FY 22-23 Budget Highlights and Challenges</b>
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- Continued cleaning of sewer main lines.
- Continuing production and land application of bio-solids from the sewer plant.
- Continued video inspection and recording of sewer main lines.
- Relining of multiple compromised sewer line sections.
- Manhole inspection and refurbishment to eliminate infiltration of groundwater.
- Work at refurbishing pumps and pump motors.
- City crews will continue to be working with a local engineer for the planning of the Forest Hills WW station replacement along with the 22<sup>nd</sup> street force main.
- A blower will be sent out and rebuilt.

**WASTEWATER UTILITY FUND  
004-504**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
3,743,551	3,183,183	1,800,000	004-000-411100	BEGINNING FUND BALANCE		2,300,000	2,300,000	2,300,000
REVENUES								
61,014	21,994	15,000	004-000-415100	INTEREST		15,000	15,000	15,000
3,037	3,674	2,000	004-000-415150	OTHER INTEREST		2,000	2,000	2,000
2,462	900	1,500	004-000-415660	INSURANCE REIMBURSEMENTS		1,500	1,500	1,500
(452)	6,148	500	004-000-415900	MISCELLANEOUS		500	500	500
7,875	14,361	6,000	004-000-415930	RV DUMP FEES		10,000	10,000	10,000
-	150,000	112,000	004-000-418065	TRANSFER IN: FUND 016 LOAN		106,025	106,025	106,025
-	-	-	004-000-418070	TRANSFER IN: FUND 021 SDCS		-	-	-
1,722,773	1,717,435	1,690,000	004-000-418100	REEDSPORT WASTEWATER FEES	1,700,000	1,700,000	1,700,000	1,700,000
143,207	156,643	132,000	004-000-418200	GARDINER WASTEWATER FEES	150,000	150,000	150,000	150,000
65,377	79,240	47,000	004-000-418300	DOUGLAS COUNTY LEACHATE	47,000	47,000	47,000	47,000
-	8,560	500	004-000-418400	SEPTAGE FEES	10,000	10,000	10,000	10,000
-	-	-	004-000-423530	RV DUMP GRANT	-	-	-	-
-	-	-	004-000-423535	DEQ GRANT	-	-	-	485,000
-	-	200,000	004-000-423540	CDBG GRANT	2,059,383	2,059,383	2,059,383	2,059,383
2,005,293	2,158,955	2,206,500		TOTAL REVENUS		4,101,408	4,101,408	4,586,408
5,748,844	5,342,138	4,006,500		TOTAL RESOURCES		6,401,408	6,401,408	6,886,408
PERSONNEL SERVICES								
-	-	-	004-504-511085	ADMIN ASSIST, SALARY	0	-	-	-
5,444	6,472	7,308	004-504-511100	FINANCE DIR. SALARY	0.1	7,500	7,500	7,500
12,276	11,250	10,817	004-504-511180	UB CLERK/FINANCE ASSIST	0.3	11,200	11,200	11,200
3,459	3,731	3,960	004-504-511185	COURT CLERK/PLANNING TECHNICIAN	0.1	4,500	4,500	4,500
6,668	6,259	10,365	004-504-511190	AP/AR/PAYROLL	0.25	9,600	9,600	9,600
9,726	7,673	7,865	004-504-511390	MAINTENANCE LEAD, SALARY	0.15	8,500	8,500	8,500
21,512	23,124	25,579	004-504-511410	PW DIRECTOR SALARY	0.35	26,250	26,250	26,250
11,513	11,801	12,095	004-504-511420	MECHANIC, SALARY	0.22	12,400	12,400	12,400
57,488	71,092	60,393	004-504-511430	WASTEWATER LEAD WORKER	1	62,000	62,000	62,000
31,819	35,383	50,006	004-504-511440	WASTEWATER UTILITY OPERATOR	1	52,000	52,000	52,000
5,946	6,073	7,500	004-504-511445	PART TIME SALARY	0.18	8,250	8,250	8,250
4,907	5,242	5,725	004-504-511450	MAINT. WORKER SALARY	0.12	4,700	4,700	4,700
51,558	32,578	34,997	004-504-511470	WASTEWATER WORKER SALARY	1	39,000	39,000	39,000
12,650	15,144	16,000	004-504-521500	OVERTIME	0	17,600	17,600	17,600
-	-	-	004-504-521600	COMPENSATED ABSENCES	0	-	-	-
17,912	17,979	19,600	004-504-531010	FICA TAXES	0	21,000	21,000	21,000
26,842	28,515	36,000	004-504-531020	P E R S	0	37,000	37,000	37,000
7,891	2,642	10,000	004-504-531210	WORKMEN'S COMP	0	10,000	10,000	10,000
68,064	67,466	75,000	004-504-531220	HEALTH INSURANCE	0	78,000	78,000	78,000
355,673	352,424	393,210		TOTAL PERSONNEL SERVICES	4.77	409,500	409,500	409,500
MATERIALS & SERVICES								
1,943	1,983	2,100	004-504-612070	GARBAGE DISPOSAL		2,100	2,100	2,100
1,073	1,161	1,200	004-504-612080	WATER		1,200	1,200	1,200
48	46	50	004-504-612085	STORMWATER		50	50	50
103	223	100	004-504-612090	WASTEWATER		100	100	100

**WASTEWATER UTILITY FUND**  
**004-504**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
79,863	72,699	82,000	004-504-612100	ELECTRICITY	82,000	82,000	82,000
-	-	-	004-504-612250	TELEPHONE	-	-	-
1,189	1,483	1,650	004-504-612251	PAGER/CELL PHONE	1,650	1,650	1,650
64	177	1,300	004-504-613300	LEGAL ADVERTISING	1,300	1,300	1,300
1,596	-	5,000	004-504-613410	OTHER LEGAL SERV, LITIGAT	5,000	5,000	5,000
2,688	583	3,000	004-504-614000	POSTAGE	3,000	3,000	3,000
1,951	1,509	2,200	004-504-614100	OFFICE SUPPLY	2,200	2,200	2,200
-	-	-	004-504-614200	REFUND OF DEPOSIT	-	-	-
1,916	1,586	2,000	004-504-614300	OFFICE EQUIP MAINT	2,000	2,000	2,000
12,039	13,419	9,000	004-504-614330	COMPUTER OPERATION	9,000	9,000	9,000
3,159	3,111	3,500	004-504-614335	NETWORK COMMUNICATIONS	3,500	3,500	3,500
28,014	31,027	38,000	004-504-614390	BONDS AND INSURANCE	51,300	51,300	51,300
1,023	96	2,000	004-504-614560	TRAVEL/SUBSISTENCE	2,000	2,000	2,000
2,049	1,354	2,000	004-504-614570	TRAINING/CONFERENCES	3,000	3,000	3,000
2,079	1,946	1,500	004-504-614685	PROTECTIVE GEAR	2,000	2,000	2,000
375	682	1,000	004-504-614690	REQ'D PHYSICALS & EXAMS	1,000	1,000	1,000
25,367	20,578	28,000	004-504-614840	WASTEWATER PLANT MAINT	40,000	40,000	40,000
6,335	9,582	15,000	004-504-614860	WATER TESTING, LAB. SUPPL	15,000	15,000	15,000
36,892	37,030	40,000	004-504-614870	CHEMICALS	50,000	50,000	50,000
19,913	23,051	34,000	004-504-614880	SLUDGE DISPOSAL	34,000	34,000	34,000
28,997	31,835	38,000	004-504-614890	LINE/PUMP MAINTENANCE	50,000	50,000	50,000
22	-	-	004-504-614900	OTHER SUPPLIES	-	-	-
105	196	3,000	004-504-614950	MISC TOOLS & SUPPLIES	3,000	3,000	3,000
13,592	16,491	14,000	004-504-615310	BANK FEES	14,000	14,000	14,000
1,074	830	2,000	004-504-615590	DUES & FEES	2,000	2,000	2,000
3,824	4,653	5,500	004-504-615595	LICENSES & PERMITS	5,500	5,500	5,500
209	-	-	004-504-615620	NON-CAPITAL EXPENSES	-	-	-
1,144	317	1,500	004-504-615650	CITY SHOPS SUPPLIES/MATERIALS	1,500	1,500	1,500
2,877	345	4,000	004-504-617300	VEHICLE MAINTENANCE	4,000	4,000	4,000
5,055	3,395	8,000	004-504-617320	VEHICLE FUEL	10,000	10,000	10,000
2,453	6,420	8,000	004-504-617370	HEAVY EQUIP MAINT	8,000	8,000	8,000
5,000	2,243	5,000	004-504-621400	AUDIT FEES	5,000	5,000	5,000
41,740	39,448	40,000	004-504-621450	DEQ FINANCE FEES	-	-	-
57,951	78,438	60,000	004-504-623500	GSD COLLECTION PAYMENT	75,000	75,000	75,000
4,602	6,959	7,200	004-504-623530	CONTRACTED SERVICES	19,020	19,020	43,020
-	-	5,000	004-504-623580	CONTRACT ENGINEERING SERVICE	5,000	5,000	5,000
-	-	-	004-504-630000	ASSET DISPOSAL	-	-	-
398,326	414,896	475,800	TOTAL MATERIALS & SERVICES		513,420	513,420	537,420
CAPITAL OUTLAY							
-	-	-	004-504-725500	WASTEWATER RESERVE	-	-	-
-	-	-	004-504-746400	WASTEWATER IMPROVEMENTS	-	-	-
-	14,375	-	004-504-746500	RV DUMP EXPENSES	10,000	10,000	10,000
40	-	30,000	004-504-923060	SHOP RESERVE	30,000	30,000	30,000
35,162	20,943	75,000	004-504-923065	EQUIPMENT/MACHINERY	75,000	75,000	560,000
-	-	-	004-504-923070	STORM DRAIN IMPROVEMENTS	-	-	-
83,453	8,173	300,000	004-504-923080	WASTEWATER PLANT IMPROVEMENTS	400,000	400,000	400,000
97,792	135,127	300,000	004-504-923090	WASTEWATER SYSTEM IMPROVEMENTS	400,000	400,000	400,000
-	-	200,000	004-504-923091	FOREST/22ND IMPROVEMENTS	2,084,383	2,084,383	2,084,383
6,345	6,480	10,500	004-504-923095	METER UPGRADES	11,000	11,000	11,000
222,793	185,098	915,500	TOTAL CAPITAL OUTLAY		3,010,383	3,010,383	3,495,383

**WASTEWATER UTILITY FUND  
004-504**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
DEBT SERVICE								
355,264	-	-	004-504-621410	DEQ DEBT - PRINCIPAL		-	-	-
118,110	-	-	004-504-621420	DEQ DEBT - INTEREST		-	-	-
100,000	-	-	004-504-621430	DEQ DEBT - ADDTL PRINCIPAL PMT		-	-	-
71,112	-	-	004-504-621460	IFA DEBT - PRINCIPAL		-	-	-
83,135	-	-	004-504-621470	IFA DEBT - INTEREST		-	-	-
-	360,961	360,260	004-504-911300	DEQ DEBT - PRINCIPAL		360,260	360,260	360,260
-	100,000	100,000	004-504-911305	DEQ DEBT - ADDTL PRINCIPAL PMT		100,000	100,000	100,000
-	112,413	114,000	004-504-911310	DEQ DEBT - INTEREST		114,000	114,000	114,000
-	1,712,892	-	004-504-911315	IFA DEBT - PRINCIPAL		-	-	-
-	94,879	-	004-504-911320	IFA DEBT - INTEREST		-	-	-
727,621	2,381,145	574,260		TOTAL DEBT SERVICE		574,260	574,260	574,260
INTER-FUND TRANSFER								
71,000	71,000	71,000	004-504-921000	TRANSFER OUT: FUND 001 ADMIN		71,000	71,000	71,000
3,000	3,000	3,000	004-504-921100	TRANS OUT: FUND 001 DISPATCH		3,000	3,000	3,000
4,000	4,000	4,000	004-504-921400	TRANSFER OUT: FUND 001 GSD		4,000	4,000	4,000
1,250	1,250	1,250	004-504-921500	TRANS OUT: FUND 001 EDUCATION		1,250	1,250	1,250
10,000	10,000	10,000	004-504-921600	TRANSFER OUT: FUND 005 STORM		250,000	250,000	250,000
-	-	-	004-504-922000	TRANSFER OUT: FUND 025 BOAT		-	-	-
-	-	-	004-504-923040	TRANSFER OUT: FUND 024 SHOP		-	-	-
-	-	-	004-504-924250	TRANSFER OUT: FUND 005 STORM		-	-	-
-	-	-	004-504-925200	TRANSFER OUT: FUND 012 DEBT		-	-	-
-	-	-	004-504-925250	TRANSFER OUT: FUND 012 SUPP		-	-	-
-	-	-	004-504-925300	TRANSFER OUT: FUND 013 DEBT		-	-	-
772,000	-	-	004-504-925400	TRANSFER OUT: FUND 016 LOAN		-	-	-
-	-	-	004-504-926000	TRANSFER OUT: FUND 024 CAPITAL		-	-	-
861,250	89,250	89,250		TOTAL INTER-FUND TRANSFERS		329,250	329,250	329,250
SDC'S								
-	-	-	004-504-930000	SDC - WASTEWATER		-	-	-
-	-	-		TOTAL SDC'S		-	-	-
CONTINGENCY								
-	-	778,780	004-504-941000	CONTINGENCY		544,895	544,895	520,895
-	-	778,780		TOTAL CONTINGENCY		544,895	544,895	520,895
RESERVE ACCOUNT								
-	-	236,700	004-504-945000	DEQ RESERVE ACCOUNT		236,700	236,700	236,700
-	-	33,000	004-504-946000	PERS RESERVE		33,000	33,000	33,000
-	-	10,000	004-504-947000	VACCON RESERVE		250,000	250,000	250,000
-	-	279,700		TOTAL RESERVE ACCOUNT		519,700	519,700	519,700

**WASTEWATER UTILITY FUND  
004-504**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>			<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>UNAPPROPRIATED</b>							
-	-	500,000	004-504-952000	UNAPPROP FUND BAL	500,000	500,000	500,000
-	-	500,000		<b>TOTAL UNAPPROP FUND BALANCE</b>	500,000	500,000	500,000
2,565,663	3,422,813	4,006,500		<b>TOTAL WASTEWATER UTILITY FUND</b>	6,401,408	6,401,408	6,886,408
5,748,844	5,342,138	4,006,500		<b>TOTAL FUND REVENUES</b>	6,401,408	6,401,408	6,886,408
3,183,182	1,919,325	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

# City of Reedsport

## Storm Drain Division Fund

### 005

#### PERSONNEL ASSIGNED TO THE FUND

.32 FTE

Public Works Director .....	0.10
Maintenance Worker.....	0.20
Mechanic III.....	0.02

#### Organization and Mission

The Storm Drain Division within the Public Works Department is staffed by two full-time employees who split their time between Streets, Parks, Buildings, Water, Sewer, and Storm Drain. The Storm Water Utility Fund is a special revenue fund, operated in a business-like manner, to provide for the operation and maintenance of the Storm Water Utility.

In 2002, a \$3.00 per residence monthly stormwater fee was established to help offset the cost of maintaining stormwater infrastructure. Commercial property pays a fee based on an impermeable surface area of the property.

#### FY 21-22 Year in Review

Certain items are performed on a regular schedule, but most stormwater drain management, maintenance, and repairs are by problem response due to a lack of sufficient funds. Annual revenue generated by the storm drain fee is approximately \$72,000.

- A new catch basin was installed in the back of the City Hall parking lot.
- Storm drain lines cleaned and catch basins cleared of debris to facilitate winter runoff and heavy rains.
- Stormwater pump stations are inspected daily and equipment is maintained.

#### FY 22-23 Budget Highlights and Challenges

- Continue to monitor downtown storm drain lines cleaned and catch basins cleared of debris to facilitate winter runoff and heavy rain.
- Install new catch basins and new line sections to correct standing water and deteriorated curb gutters.
- Stormwater pump stations are inspected weekly and equipment is maintained.
- Installation of a new pump at Elm street pump stations.



**STORMWATER UTILITY FUND  
005-505**

FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted	Account	Description	FY 22-23 FTE Proposed	FY 22-23 Approved	FY 22-23 Adopted
628,874	365,442	305,000	005-000-411100	BEGINNING FUND BALANCE	372,375	372,375	372,375
<b>REVENUE</b>							
10,398	3,405	2,000	005-000-415100	INTEREST	2,000	2,000	2,000
(59)	182	-	005-000-415150	OTHER INTEREST	-	-	-
310	-	50	005-000-415660	INSURANCE REIMBURSEMENTS	50	50	50
3,091	22	100	005-000-415900	MISCELLANEOUS	100	100	100
30,000	-	-	005-000-417055	TRANSFER IN: FUND 001 LEVEE	-	-	-
90,000	90,000	100,000	005-000-417060	TRANSFER IN: FUND 002 LEVEE	-	-	-
10,000	10,000	10,000	005-000-417065	TRANSFER IN: FUND 002 STORM	10,000	10,000	10,000
10,000	10,000	10,000	005-000-417070	TRANSFER IN: FUND 004 STORM	250,000	250,000	250,000
71,583	71,181	72,000	005-000-417100	STORM WATER FEES	72,000	72,000	72,000
61,481	357,470	-	005-000-451210	FEMA GRANT: PUMP STATIONS	-	-	-
88,834	-	-	005-000-451300	STATE LEVY VOID GRANT	-	-	-
-	-	-	005-000-451620	FEMA GRANT: BCA	-	-	-
-	-	500,000	005-000-451650	FEMA GRANT: LEVEE REHAB	500,000	500,000	500,000
-	-	100,000	005-000-451655	TIDE GATE GRANT	-	-	-
-	-	-	005-000-451660	IFA LEVEE PLANNING	400,000	400,000	400,000
-	-	-	005-000-451665	IFA LEVEE DIRECT	1,100,000	1,100,000	1,100,000
375,638	542,260	794,150		<b>TOTAL REVENUES</b>	2,334,150	2,334,150	2,334,150
1,004,512	907,702	1,099,150		<b>TOTAL RESOURCES</b>	2,706,525	2,706,525	2,706,525
<b>PERSONNEL SERVICES</b>							
6,146	6,607	7,310	005-505-511410	PW DIRECTOR SALARY	0.1	7,500	7,500
1,047	1,073	1,100	005-505-511420	MECHANIC SALARY	0.02	1,200	1,200
8,178	8,737	9,545	005-505-511450	MAINT. WORKER SALARY	0.2	7,800	7,800
127	-	500	005-505-511500	OVERTIME	0	550	550
1,171	1,242	1,420	005-505-531010	FICA TAXES	0	1,500	1,500
1,664	2,174	2,600	005-505-531020	PERS	0	2,600	2,600
869	460	1,300	005-505-531210	WORKMEN'S COMP.	0	1,300	1,300
5,482	4,917	6,100	005-505-531220	HEALTH INSURANCE	0	6,100	6,100
24,685	25,210	29,875		<b>TOTAL PERSONNEL SERVICES</b>	0.32	28,550	28,550
<b>MATERIALS &amp; SERVICES</b>							
10,414	13,077	13,000	005-505-612100	ELECTRICITY	13,000	13,000	13,000
189	189	300	005-505-612251	PAGER/CELL PHONE	300	300	300
42	20	100	005-505-614000	POSTAGE	100	100	100
229	333	100	005-505-614100	OFFICE SUPPLY	100	100	100
30	53	100	005-505-614300	OFFICE EQUIP/ MAINT	100	100	100
750	380	750	005-505-614330	COMPUTER SERVICES	750	750	750
263	251	300	005-505-614335	NETWORK COMMUNICATIONS	300	300	300
905	1,633	2,300	005-505-614390	BONDS AND INSURANCE	3,105	3,105	3,105
-	16	125	005-505-614560	TRAVEL/SUBSISTENCE	125	125	125
138	-	500	005-505-614570	TRAINING/CONFERENCES	500	500	500
42	114	50	005-505-614685	PROTECTIVE GEAR	50	50	50
5	-	250	005-505-614690	REQ'D PHYSICALS & EXAMS	250	250	250
-	-	150	005-505-614860	WATER TESTING, LAB. SUPPLIES	150	150	150
928	1,271	9,600	005-505-614880	LINE MAINTENANCE	9,600	9,600	9,600
449	93	5,000	005-505-614882	OTHER STORM DRAIN MAINTENANCE	5,000	5,000	5,000

**STORMWATER UTILITY FUND  
005-505**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
2,642	2,220	8,000	005-505-614890	PUMP MAINTENANCE		8,000	8,000	8,000
-	148	1,000	005-505-614900	OTHER SUPPLIES		1,000	1,000	1,000
86	490	250	005-505-615650	CITY SHOP SUPPLIES/MATERIALS		250	250	250
16	-	500	005-505-617300	VEHICLE OPERATION		500	500	500
1,181	1,156	2,325	005-505-617320	VEHICLE FUEL		2,325	2,325	2,325
300	173	300	005-505-621400	AUDIT FEES		300	300	300
-	-	-	005-505-623530	CONTRACTED SERVICES		23,640	23,640	23,640
18,610	21,617	45,000		TOTAL MATERIALS & SERVICES		69,445	69,445	69,445
CAPITAL OUTLAY								
-	-	-	005-505-744500	EQUIPMENT & MACHINERY		-	-	-
761	-	5,000	005-505-746750	STORM DRAIN IMPROVEMENTS		5,000	5,000	5,000
72,787	6,600	15,000	005-505-746760	STORM WATER IMPROVEMENTS		15,000	15,000	15,000
79,350	36,073	887,625	005-505-746780	STORMWATER LEVEE MAINT.		2,500,000	2,500,000	2,500,000
434,588	443,803	-	005-505-747050	FEMA GRANT: PUMP STATIONS		-	-	-
-	-	-	005-505-747100	FEMA GRANT: BCA		-	-	-
-	-	-	005-505-747200	DESIGN TIDE GATE (GRANT)		-	-	-
587,486	486,476	907,625		TOTAL CAPITAL OUTLAY		2,520,000	2,520,000	2,520,000
INTER-FUND TRANSFERS								
1,850	1,850	1,850	005-505-921000	TRANSFER OUT: FUND 001 ADMIN		1,850	1,850	1,850
1,850	1,850	1,850		TOTAL INTER-FUND TRANSFERS		1,850	1,850	1,850
CONTINGENCY								
-	-	6,800	005-505-941000	CONTINGENCY		78,680	78,680	78,680
-	-	6,800		TOTAL CONTINGENCY		78,680	78,680	78,680
RESERVE ACCOUNT								
-	-	8,000	005-505-946000	PERS RESERVE		8,000	8,000	8,000
-	-	8,000		TOTAL RESERVE ACCOUNT		8,000	8,000	8,000
632,630	535,153	999,150		TOTAL STORMWATER UTILITY FUND		2,706,525	2,706,525	2,706,525
1,004,512	907,702	1,099,150		TOTAL FUND REVENUES		2,706,525	2,706,525	2,706,525
371,882	372,549	100,000		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

**City of Reedsport**  
Bicycle and Foot Path Fund  
007

<b>Organization and Mission</b>
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One percent of the State Gasoline Tax is allocated to cities and is dedicated, by Oregon Statute, for bicycle and footpath capital improvements. This fund was created to identify and accumulate gasoline tax allocations to the City of Reedsport and to provide for appropriate expenditures for bicycle and footpath capital improvements. The money accumulated in this fund is designated to be used as matching funds for bicycle and pedestrian grants.

<b>FY 21-22 Year in Review</b>
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No activity was noted during fiscal year 2021-22; however, the City continues to plan for the Deans To Dunes Trail, which may require future funds from this budget.

<b>FY 22-23 Budget Highlights and Challenges</b>
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The fund will continue to collect funds for future projects, such as the Deans to Dunes Trail & the Levee Loop Trail.

**BICYCLE/FOOTPATH FUND  
007-507**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
49,023	52,917	52,000	007-000-411100	BEGINNING FUND BALANCE		53,250	53,250	53,250
REVENUE								
924	459	900	007-000-415100	INTEREST		400	400	400
2,970	3,038	3,200	007-000-421300	GAS TAX REFUND		3,500	3,500	3,500
3,895	3,497	4,100		TOTAL REVENUE		3,900	3,900	3,900
52,918	56,414	56,100		TOTAL RESOURCES		57,150	57,150	57,150
CAPITAL OUTLAY								
-	4,564	56,100	007-507-734350	TRAILS AND FOOTPATHS		57,150	57,150	57,150
-	-	-	007-507-744370	LEVEE TRAIL GRANT MATCH		-	-	-
-	4,564	56,100		TOTAL CAPITAL OUTLAY		57,150	57,150	57,150
-	4,564	56,100		TOTAL BICYCLE/FOOTPATH FUND		57,150	57,150	57,150
52,918	56,414	56,100		TOTAL FUND REVENUES		57,150	57,150	57,150
52,918	51,850	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

**City of Reedsport**  
**Fire Equipment Fund**  
**014**

<b>DESCRIPTION</b>
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This fund was established to accumulate funds for the purchase of replacement fire equipment.

The Fire Department provides extrication, traffic control and first aid response for motor vehicle accidents (MVA) within a radius of 15 miles of the City boundaries. All revenue received from the MVA's are accumulated in this fund to contribute to the replacement purchase of fire apparatus and miscellaneous equipment. The Fire Department realizes additional revenue from fire protection contracts with a few businesses and residences in unprotected areas outside of the City.

<b>FY 21-22 Year in Review</b>
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Volunteer firefighters have been accepting donations of refundable bottles and cans from the public. Money raised is used exclusively to purchase and replace worn-out equipment. This ongoing project is very successful.

A 2003 KME fire engine was purchased and put into service in May 2021, replacing an aging 1992 fire engine.

A battery powered cutter, (Jaws of Life), was purchased with donations from our refundable bottles and cans donation fund along with money from the 014 Fund.

Six thermal imaging cameras were purchased with a generous donation from a Reedsport resident and issued to department Officers.

<b>FY 22-23 Budget Highlights and Challenges</b>
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A \$15,000 transfer from the General Fund for future fire vehicle replacement is budgeted again in FY 2022-2023. Our main challenge is the increasing cost of equipment and personal protective equipment due to increasing standards and regulations mandated by OR-OSHA and NFPA. To meet this challenge we continue to apply for grants, accept donations and with our volunteer firefighters fundraising efforts we strive to meet this budgetary shortfall.

**FIRE EQUIPMENT FUND  
014-514**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
48,748	71,161	23,350	014-000-411100	BEGINNING FUND BALANCE		23,550	23,550	23,550
REVENUE								
5,979	17,188	10,000	014-000-414200	FIRE SERVICES		10,000	10,000	10,000
4,069	-	2,500	014-000-414250	MVA		2,500	2,500	2,500
1,056	592	500	014-000-415100	INTEREST		300	300	300
-	-	-	014-000-415800	MISC. GRANT		-	-	-
58	-	100	014-000-415900	MISC FIRE INCOME		100	100	100
-	-	1,132,200	014-000-423450	GRANT: SEISMIC RETROFIT TURNER		948,650	948,650	948,650
-	-	-	014-000-423500	FEMA GRANT		-	-	-
15,000	15,000	15,000	014-000-451200	FUND 001 TRANSFER		5,000	5,000	5,000
26,161	32,779	1,160,300		TOTAL REVENUE		966,550	966,550	966,550
74,909	103,940	1,183,650		TOTAL RESOURCES		990,100	990,100	990,100
MATERIALS & SERVICES								
1,870	-	5,000	014-514-625900	EMERGENCY SUPPLIES		5,000	5,000	5,000
1,870	-	5,000		TOTAL MATERIALS & SERVICES		5,000	5,000	5,000
CAPITAL OUTLAY								
-	-	-	014-514-722710	FEMA GRANT EQUIPMENT		-	-	-
-	72,000	21,450	014-514-725060	VEHICLE RESERVE		21,450	21,450	21,450
-	-	10,000	014-514-725300	ROPE RESCUE TRUCK		-	-	-
544	2,800	10,000	014-514-725900	EMERGENCY EQUIPMENT		10,000	10,000	10,000
-	-	1,132,200	014-514-744345	SEISMIC RETROFIT PROJECT		948,650	948,650	948,650
544	74,800	1,173,650		TOTAL CAPITAL OUTLAY		980,100	980,100	980,100
INTER-FUND TRANSFERS								
1,334	2,467	5,000	014-514-925800	FUND 001 MVA		5,000	5,000	5,000
1,334	2,467	5,000		TOTAL INTER-FUND TRANSFERS		5,000	5,000	5,000
3,748	77,267	1,183,650		TOTAL FIRE EQUIPMENT FUND		990,100	990,100	990,100
74,909	103,940	1,183,650		TOTAL FUND REVENUES		990,100	990,100	990,100
71,161	26,674	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# City of Reedsport

## Dunes NRA Lease Fund

### 016

#### PERSONNEL ASSIGNED TO THE FUND

0.54 FTE

Public Works Director .....	0.02
Maintenance Lead .....	0.15
Maintenance Worker.....	0.02
Custodian .....	0.35

#### Organization and Mission

This fund accounts for the lease of City buildings and property to the U.S. Forest Service for the Oregon Dunes National Recreation Area (ODNRA) headquarters. The City has a lease with the U.S. Forest Service for their use of the facilities. The lease requires the City to provide cleaning and maintenance of the facilities. A loan on the building and property was satisfied in September 2004.

#### FY 21-22 Year in Review

The original lease with the Forest Service expired in August 2009, but was renewed with a new term extended to August 2017. An original temporary extension was approved through October 2018; however, due to the length of time the design has taken for the facility, a second extension was granted through Fall of 2020 while City Staff, GSA, and the new consultant, ZCS Engineering/Architecture, proceeded with the required seismic upgrade design, bidding and financial discussions. All aspects of the project's design were permitted in late 2018 and the project was publicly bid in January, 2019. Construction was completed during 2020/21 fiscal year and a new 10 year lease contract has been signed.

#### FY 22-23 Budget Highlights and Challenges

Since the completion of the remodel of the Dunes NRA Building, repayment of the construction loan is included in the budget. The funding was an internal interfund loan from the wastewater fund for \$1,000,000 and water fund for \$500,000. ORS requires it to be repaid in ten years. The Reedsport City Council approved an interest rate of 2%. The loan repayment is listed in the interfund transfer category of the budget. The monthly lease rate has increased to offset the loan debt.

**DUNES NRA LEASE FUND  
016-516**

<b>FY19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>Account</b>	<b>Description</b>	<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>			<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
133,857	284,109	240,000	016-000-411100	BEGINNING FUND BALANCE	38,000	38,000	38,000
<b>REVENUE</b>							
3,886	1,870	-	016-000-415100	INTEREST	500	500	500
158,165	233,221	240,000	016-000-415200	LEASE - RENT	250,000	250,000	250,000
-	-	-	016-000-415650	SALARY REIMBURSEMENT	-	-	-
312	-	-	016-000-415660	INSURANCE REIMBURSEMENT	-	-	-
187,049	179,579	-	016-000-415900	MISCELLANEOUS	-	-	-
1,272,000	-	-	016-000-451300	TRANSFER 004/ 003 EXPANSION PR	-	-	-
1,621,412	414,670	240,000		<b>TOTAL REVENUE</b>	250,500	250,500	250,500
1,755,269	698,779	480,000		<b>TOTAL RESOURCES</b>	288,500	288,500	288,500
<b>PERSONNEL SERVICES</b>							
9,726	7,673	7,865	016-516-511390	MAINTENANCE LEAD, SALARY	0.15	8,500	8,500
1,229	1,321	1,465	016-516-511410	PW DIRECTOR SALARY	0.02	1,520	1,520
818	874	960	016-516-511450	MAINT. WORKER SALARY	0.02	825	825
13,115	10,647	12,100	016-516-511460	CUSTODIAN SALARY	0.35	14,000	14,000
1,697	1,567	1,720	016-516-531010	FICA TAXES	0	1,950	1,950
1,932	2,614	3,160	016-516-531020	PERS	0	3,160	3,160
1,008	464	1,700	016-516-531210	WORKMEN'S COMP	0	1,700	1,700
8,130	7,940	9,600	016-516-531220	HEALTH INSURANCE	0	9,600	9,600
37,654	33,100	38,570		<b>TOTAL PERSONNEL SERVICES</b>	0.54	41,255	41,255
<b>MATERIALS &amp; SERVICES</b>							
1,204	1,230	1,500	016-516-612070	GARBAGE DISPOSAL	1,500	1,500	1,500
237	219	300	016-516-612251	CELL PHONE	300	300	300
2,124	1,810	3,500	016-516-614220	JANITORIAL SUPPLIES	3,500	3,500	3,500
2,985	4,974	10,000	016-516-614250	BUILDING MAINT, SUPPLIES	12,920	12,920	12,920
-	-	-	016-516-614300	OFFICE EQUIP/MAINT.	-	-	-
1,667	1,633	5,000	016-516-614390	INSURANCE FEES	5,000	5,000	5,000
53	-	1,200	016-516-614900	OTHER SUPPLIES, COSTS	1,200	1,200	1,200
60	60	100	016-516-615310	BANK FEES	100	100	100
-	-	-	016-516-615620	NON-CAPITAL EXPENSES	-	-	-
-	-	1,000	016-516-617300	VEHICLE OPERATION	1,000	1,000	1,000
579	344	750	016-516-617320	VEHICLE FUEL	750	750	750
750	345	750	016-516-621400	AUDIT FEES	750	750	750
-	3,310	2,000	016-516-621500	LANDSCAPING/GROUNDS	3,500	3,500	3,500
-	-	1,800	016-516-623530	CONTRACTED SERVICES	2,000	2,000	2,000
-	-	-	016-516-630000	ASSET DISPOSAL	-	-	-
9,658	13,925	27,900		<b>TOTAL MATERIALS &amp; SERVICES</b>	32,520	32,520	32,520
<b>CAPITAL OUTLAY</b>							
-	17,008	-	016-516-712500	BUILDING IMPROVEMENTS	-	-	-
1,358,303	89,580	-	016-516-712600	BUILDING EXPANSION PROJECT	-	-	-
1,358,303	106,588	-		<b>TOTAL CAPITAL OUTLAY</b>	-	-	-



**DUNES NRA LEASE FUND**  
**016-516**

FY19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
INTER-FUND TRANSFERS								
4,700	4,700	4,700	016-516-921000	TRANSFER OUT: FUND 001 ADMIN		4,700	4,700	4,700
-	75,000	240,830	016-516-923040	TRANSFER OUT: FUND 025		50,000	50,000	50,000
-	150,000	112,000	016-516-923050	TRANSFER OUT: FUND 004 LOAN		106,025	106,025	106,025
-	67,400	56,000	016-516-923060	TRANSFER OUT: FUND 003 LOAN RE		54,000	54,000	54,000
4,700	297,100	413,530		TOTAL INTER-FUND TRANSFER		214,725	214,725	214,725
UNAPPROPRIATED								
-	-	-	016-516-952000	UNAPPROP END FUND BAL		-	-	-
-	-	-		TOTAL UNAPPROPRIATED		-	-	-
1,410,316	450,713	480,000		TOTAL DUNES NRA LEASE FUND		288,500	288,500	288,500
1,755,269	698,779	480,000		TOTAL FUND REVENUES		288,500	288,500	288,500
344,953	248,066	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# City of Reedsport

## Riverfront Fund

### 017

#### PERSONNEL ASSIGNED TO THE FUND

1.0 FTE

Director ..... 1.00  
Part-time clerk ..... contracted service

### Organization and Mission

This fund was created for the purpose of accounting for the Umpqua Riverfront Revitalization Project. Specifically, this is the operating account for the Umpqua Discovery Center (UDC), an interpretive center designed to educate visitors about the natural / cultural history of the Lower Umpqua Area.

The Center was built as part of an economic diversification thrust of the City of Reedsport to promote the river and forest cultural and environmental resources of the area through exhibitory, educational programming, and dissemination of informational material about the local area. The City made the commitment to provide the facilities and the maintenance of the building. The City also made a commitment to the granting agencies for continued support of the Center.

The Umpqua Discovery Center is a 7,225 square foot facility consisting of two exhibit wings, a common entry area for both wings, a 50 seat theater / meeting / conference room, a bookstore / gift shop, rear exits onto a boardwalk area with interpretive signs, and a 20 foot observation tower on top of the building.

The Center has one paid employee. A volunteer group provides staffing for the Discovery Center gift shop, help with group tours, and special programs / activities.

The Center brings in visitors to the area from all over the world. In addition, schools from around the state take advantage of the wonderful exhibits and programs.

### FY 21-22 Year in Review

- Grants made it possible to invite schools, one class at a time, to visit the Center and take advantage of a unique learning experience. Several schools from the area were able to visit on this special promotion.
- New 'Yard Art' installed. Life-size Mama & Baby Bear and Cougar.
- IP Totem Pole sign installed.
- New landscaping installed along parking lot.
- Implemented on-going Facebook posts of local history.
- Repaired 'Wood Duck' exhibit and installed a mounted Wood Duck.

**City of Reedsport**  
Riverfront Fund  
017

<b>FY 22-23 Budget Highlights and Challenges</b>
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- Continue to raise funds for the surrounding schools to visit the Center.
- Research a new exhibit to replace the sand exhibit in 'Pathways'.
- Work with the Confederated Tribes and US Forest Service to organize programs and invite students to the Tsalila Education Days.
- Raise funds and organize the Riverfront Rhythms Summer Concerts.
- Work on a new sign/mural for the front wall of building (after wall repaired).
- Research new marketing strategies.

**RIVERFRONT FUND  
017-517**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>			<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
89,291	93,209	63,509	017-000-411100	BEGINNING BALANCE	118,000	118,000	118,000
<b>REVENUE</b>							
(13,103)	584	1,500	017-000-415100	INTEREST	1,500	1,500	1,500
3,850	3,300	3,300	017-000-415200	LEASE RENT	3,300	3,300	3,300
440	-	500	017-000-415240	USE OF U D C	500	500	500
38,576	55,855	37,000	017-000-415250	TRANSIENT ROOM TAX 2%	37,000	37,000	37,000
6,250	18,750	12,500	017-000-415260	TOURISM PROMOTION	12,500	12,500	12,500
21,983	14,866	29,000	017-000-415270	UDC USER FEES	29,000	29,000	29,000
29,642	24,845	38,000	017-000-415300	GIFT/BOOK SALES	38,000	38,000	38,000
244	9	100	017-000-415660	INSURANCE REIMBURSEMENTS	100	100	100
1,054	931	250	017-000-415800	DONATIONS	250	250	250
2,000	-	2,000	017-000-415820	EDUCATION DAYS	2,000	2,000	2,000
-	24,141	50	017-000-415900	MISCELLANEOUS	50	50	50
12,500	12,500	12,500	017-000-451200	FUND 001 TRANSFER	12,500	12,500	12,500
103,435	155,781	136,700		<b>TOTAL REVENUE</b>	136,700	136,700	136,700
192,726	248,990	200,209		<b>TOTAL RESOURCES</b>	254,700	254,700	254,700
<b>PERSONNEL SERVICES</b>							
53,330	54,663	57,705	017-517-511700	DIRECTOR'S SALARY	1.0	59,145	59,145
3,968	4,064	4,414	017-517-531010	FICA TAXES	0	4,550	4,550
10,901	11,173	11,500	017-517-531020	P E R S	0	11,500	11,500
551	473	1,000	017-517-531210	WORKMEN'S COMP	0	1,000	1,000
19,337	17,519	19,500	017-517-531220	HEALTH INSURANCE	0	19,500	19,500
88,086	87,892	94,119		<b>TOTAL PERSONNEL SERVICES</b>	1.0	95,695	95,695
<b>MATERIALS &amp; SERVICES</b>							
971	971	1,100	017-517-612070	GARBAGE DISPOSAL	1,100	1,100	1,100
194	176	250	017-517-612080	WATER	250	250	250
36	33	40	017-517-612085	STORMWATER	40	40	40
243	200	500	017-517-612090	WASTEWATER	500	500	500
4,872	3,948	8,500	017-517-612100	ELECTRICITY	8,500	8,500	8,500
1,825	1,706	2,000	017-517-612250	TELEPHONE	2,000	2,000	2,000
-	-	100	017-517-613300	LEGAL ADVERTISING	100	100	100
89	57	300	017-517-614000	POSTAGE	300	300	300
136	259	700	017-517-614100	OFFICE SUPPLY	700	700	700
-	-	200	017-517-614200	REFUND OF U D C USER FEES	200	200	200
550	377	1,000	017-517-614220	JANITORIAL SUPPLIES	1,000	1,000	1,000
7,418	987	10,000	017-517-614250	BUILDING MAINT.	15,000	15,000	15,000
-	-	-	017-517-614260	EXHIBIT MAINTENANCE	-	-	-
506	207	1,500	017-517-614300	OFFICE EQUIP/MAINT.	1,500	1,500	1,500
427	323	850	017-517-614330	COMPUTER COSTS	850	850	850
868	767	1,000	017-517-614335	NETWORK COMMUNICATIONS	1,000	1,000	1,000
8,407	9,218	11,000	017-517-614390	BONDS & INSURANCE	11,000	11,000	11,000
-	-	500	017-517-614520	VOLUNTEER PROGRAM	500	500	500
-	-	1,000	017-517-614560	TRAVEL/SUBSISTENCE	1,000	1,000	1,000
-	-	300	017-517-614570	TRAINING/CONFERENCES	300	300	300
7,428	3,119	10,000	017-517-614580	MARKETING	12,000	12,000	12,000
727	908	750	017-517-614900	OTHER SUPPLIES, COSTS	1,200	1,200	1,200
18,254	13,358	28,000	017-517-615300	GIFT SHOP MERCHANDISE	28,000	28,000	28,000

**RIVERFRONT FUND  
017-517**

FY 19-20	FY 20-21	FY 21-22				FY 22-23	FY 22-23	FY 22-23
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
1,738	183	3,500	017-517-615310	BANK CHARGE FEES		3,500	3,500	3,500
100	25	500	017-517-615590	DUES & FEES		500	500	500
-	-	-	017-517-615620	NON-CAPITAL EXPENSES		-	-	-
1,000	345	1,000	017-517-621400	AUDIT FEES		1,000	1,000	1,000
-	-	4,000	017-517-623530	CONTRACTED SERVICES		10,000	10,000	10,000
-	-	-	017-517-630000	ASSET DISPOSAL		-	-	-
55,789	37,167	88,590		TOTAL MATERIALS & SERVICES		102,040	102,040	102,040
				CAPITAL OUTLAY				
-	-	-	017-517-712500	BUILDING IMPROVEMENTS		10,465	10,465	10,465
-	-	6,000	017-517-725000	FUTURE PROJECT RESERVE		25,000	25,000	25,000
-	-	6,000		TOTAL CAPITAL OUTLAY		35,465	35,465	35,465
				CONTINGENCY				
-	-	-	017-517-941000	CONTINGENCY		10,000	10,000	10,000
-	-	-		TOTAL CONTINGENCY		10,000	10,000	10,000
				RESERVE ACCOUNT				
-	-	11,500	017-517-946000	PERS RESERVE		11,500	11,500	11,500
-	-	11,500		TOTAL RESERVE		11,500	11,500	11,500
143,875	125,059	200,209		TOTAL RIVERFRONT FUND		254,700	254,700	254,700
192,726	248,990	200,209		TOTAL FUND REVENUES		254,700	254,700	254,700
48,851	123,931	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# **City of Reedsport**

## **Water System Development Fund**

### **020**

#### **Organization and Mission**

The Reedsport Municipal Code §3.20 provides for a charge paid by any developer for any connection required to be made to the City water system. The establishment of system development fees is regulated by ORS 223.297 to 223.314 and Senate Bill 939. System Development Charges (SDC) are established through an engineering report which sets out the approved methodology. Dyer Partnership completed a new systems development study for the water in October 2006 which set the charge at \$4,330.00.

Systems development fees consist of two elements: reimbursement fees and improvement fees. Reimbursement fees may be spent only on capital improvements associated with the systems for which the fees are assessed including expenditures relating to repayment of indebtedness. Improvement fees may be spent only on capacity increasing capital improvements.

#### **FY 21-22 Year in Review**

No water system development fees were received in the 2021-22 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through June 2022.

#### **FY 22-23 Budget Highlights and Challenges**

In December 2021 the Council adopted an ordinance to phase the SDC fees at 50% in July 2022 followed by full SDC fees going into effect on January 1, 2023.

**WATER SYSTEM DEVELOPMENT FUND  
020-520**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
75,189	120,016	120,000	020-000-411100	BEGINNING FUND BALANCE		121,450	121,450	121,450
REVENUE								
1,527	1,013	1,600	020-000-415100	INTEREST		500	500	500
43,300	-	-	020-000-417500	SDC FEE-WATER		25,980	25,980	25,980
44,827	1,013	1,600		TOTAL REVENUE		26,480	26,480	26,480
120,016	121,029	121,600		TOTAL RESOURCES		147,930	147,930	147,930
MATERIALS & SERVICES								
-	-	-	020-520-614200	REFUND OF SDC FEE		-	-	-
-	-	-		TOTAL MATERIALS & SERVICES		-	-	-
CAPITAL OUTLAY								
-	-	121,600	020-520-746450	WATER SYSTEM IMPROVEMENTS		147,930	147,930	147,930
-	-	121,600		TOTAL CAPITAL OUTLAY		147,930	147,930	147,930
-	-	121,600		TOTAL WATER SYSTEM DEV. FUND		147,930	147,930	147,930
120,016	121,029	121,600		TOTAL FUND REVENUES		147,930	147,930	147,930
120,016	121,029	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# **City of Reedsport**

## **Wastewater System Development Fund**

### **021**

#### **Organization and Mission**

The Reedsport Municipal Code §3.20 provides for a charge paid by any developer for any connection required to be made to the City water system. The establishment of system development fees is regulated by ORS 223.297 to 223.314 and Senate Bill 939. System Development Charges (SDC) are established through an engineering report which sets out the approved methodology. Dyer Partnership completed a new systems development study for the wastewater in 2004, which established the maximum allowable SDC at \$4,031.00 per EDU. The Council chose to set the rate at \$4,000. Systems development fees consist of two elements - reimbursement fees and improvement fees. Reimbursement fees may be spent only on capital improvements associated with the systems for which the fees are assessed including expenditures relating to repayment of indebtedness. Improvement fees may be spent only on capacity increasing capital improvements.

#### **FY 21-22 Year in Review**

The Council placed a moratorium on SDC fees, not to include public projects for the calendar year of 2012 and extended it through June 2022.

#### **FY 22-23 Budget Highlights and Challenges**

The Council will review the moratorium placed on SDC fees in July 2022 and consider the continuation of the moratorium or revoke the action for the FY 2022-23.



**WASTEWATER SYSTEM DEVELOPMENT FUND  
021-521**

<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>			<b>FY 22-23</b>	<b>FY 22-23</b>	<b>FY 22-23</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
295,466	300,881	300,800	021-000-411100	BEGINNING FUND BALANCE	304,500	304,500	304,500
				<b>REVENUE</b>			
5,415	2,540	5,000	021-000-415100	INTEREST	1,200	1,200	1,200
-	-	-	021-000-418500	SDC FEE- WASTEWATER	-	-	-
5,415	2,540	5,000		<b>TOTAL REVENUE</b>	1,200	1,200	1,200
300,881	303,421	305,800		<b>TOTAL RESOURCES</b>	305,700	305,700	305,700
				<b>CAPITAL OUTLAY</b>			
-	-	305,800	021-521-746850	WASTEWATER SYSTEM IMPROVEMENTS	305,700	305,700	305,700
-	-	305,800		<b>TOTAL CAPITAL OUTLAY</b>	305,700	305,700	305,700
-	-	305,800		<b>TOTAL WASTEWATER SYSTEM DEV FUND</b>	305,700	305,700	305,700
300,881	303,421	305,800		<b>TOTAL FUND REVENUE</b>	305,700	305,700	305,700
300,881	303,421	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-		

# **City of Reedsport**

## **Stormwater System Development Fund**

### **022**

#### **Organization and Mission**

The Reedsport Municipal Code §3.20 provides for a charge, paid by any developer, for any connection required to be made to the City water system. The establishment of system development fees is regulated by ORS 223.297 to 223.314 and Senate Bill 939. System Development Charges (SDC) are established through an engineering report which sets out the approved methodology. Dyer Partnership completed a new systems development study for the storm water in October 2006 which set the charge at \$878.00.

Systems development fees consist of two elements-reimbursement fees and improvement fees. Reimbursement fees may be spent only on capital improvements associated with the systems for which the fees are assessed including expenditures relating to repayment of indebtedness. Improvement fees may be spent only on capacity increasing capital improvements.

#### **FY 21-22 Year in Review**

No water system development fees were received in the 2021-2022 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through June 2022.

#### **FY 22-23 Budget Highlights and Challenges**

The Council will review the moratorium placed on SDC fees in July 2022 and consider the continuation of the moratorium or revoke the action for the FY 2022-23.

**STORMWATER SYSTEM DEVELOPMENT FUND  
022-522**

FY 19-20 Actuals	FY 20-21 Actuals	FY 21-22 Adopted	Account	Description	FTE	FY 22-23 Proposed	FY 22-23 Approved	FY 22-23 Adopted
6,361	6,478	6,475	022-000-411100	BEGINNING FUND BALANCE		6,500	6,500	6,500
REVENUE								
117	55	120	022-000-415100	INTEREST		50	50	50
-	-	-	022-000-418500	SDC FEE- STORMWATER		-	-	-
117	55	120		TOTAL REVENUE		50	50	50
6,478	6,533	6,595		TOTAL RESOURCES		6,550	6,550	6,550
CAPITAL OUTLAY								
-	-	6,595	022-522-746850	STORMWATER SYSTEM IMPROVEMENTS		6,550	6,550	6,550
-	-	6,595		TOTAL CAPITAL OUTLAY		6,550	6,550	6,550
-	-	6,595		TOTAL WASTEWATER SYSTEM DEV FUND		6,550	6,550	6,550
6,478	6,533	6,595		TOTAL FUND REVENUE		6,550	6,550	6,550
6,478	6,533	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# **City of Reedsport**

## **General Capital Improvement Fund**

### **025**

#### **Organization and Mission**

The purpose of this fund is to allow for accumulation, and expenditure of funds for all capital improvements and capital equipment, with the exceptions of the utility departments.

In December 2004, the City Council passed Resolution 2004-013 designating how windfall funds shall be used. It states that 50% of windfall funds may be used for current capital projects and 50% must be put into reserves in General Capital Improvement Fund 025 for future capital needs.

#### **FY 21-22 Year in Review.**

- City Hall/Police Station joint parking lot was resurfaced.
- The City was awarded a \$2,500,000 seismic retrofit grant for the police station and fire station.
- 

#### **FY 22-23 Budget Highlights and Challenges**

- The seismic retrofit project will continue for the police station and the fire station.
- There are a number of building improvements needing to be accomplished when funds are available. The City has an ongoing challenge to maintain its buildings and equipment in addition to meeting the needs of daily operations and maintenance of City Hall, Police Department, Fire Department and Parks.
- \$70,000 has been budgeted for many computer/software upgrades.

**GENERAL CAPITAL IMPROVEMENT FUND  
025-525**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
371,791	396,887	375,000	025-000-411100	BEGINNING FUND BALANCE		57,000	57,000	327,000
REVENUE								
6,879	2,986	-	025-000-415100	INTEREST		1,200	1,200	1,200
10,147	-	-	025-000-415900	MISCELLANEOUS		-	-	-
-	-	-	025-000-423300	GRANTS & DONAT./BOAT FACILITY		-	-	-
-	-	-	025-000-423400	OSMB/ODFW GRANT		-	-	-
-	-	-	025-000-423420	MOORAGE FEES		-	-	-
-	-	2,500,000	025-000-423450	GRANTS: SEISMIC RETROFIT PD/FS		2,211,672	2,211,672	2,211,672
25,000	25,000	25,000	025-000-451200	FUND 001 TRANSFER		106,835	106,835	106,835
15,000	-	-	025-000-451250	FUND 001/BOAT RESERVE		-	-	-
-	-	-	025-000-451340	FUND 001 POLICE VEHICLES		-	-	-
-	75,000	240,830	025-000-451450	FUND 016 TRANSFER		50,000	50,000	50,000
57,026	102,986	2,765,830		TOTAL REVENUE		2,369,707	2,369,707	2,369,707
428,817	499,873	3,140,830		TOTAL RESOURCES		2,426,707	2,426,707	2,696,707
CAPITAL OUTLAY								
7,401	93,647	353,830	025-525-712500	BUILDING IMPROVEMENTS		76,200	76,200	346,200
-	-	-	025-525-713000	BUILDING AWNING		-	-	-
-	-	10,000	025-525-722300	OFFICE EQUIP/FURNITURE		15,000	15,000	15,000
17,289	11,526	17,000	025-525-722600	COMPUTER IMPROVEMENTS		75,000	75,000	75,000
-	-	-	025-525-722680	POLICE EQUIPMENT		-	-	-
-	-	40,000	025-525-722750	PAVING IMPROVEMENT		-	-	-
-	-	-	025-525-725300	POLICE VEHICLES		-	-	-
-	-	20,000	025-525-734650	PARK MOWER RESERVE		20,000	20,000	20,000
-	-	-	025-525-744345	SEISMIC RETROFIT PD/FS PROJECT		2,211,672	2,211,672	2,211,672
-	12,000	12,000	025-525-744360	EQUIPMENT RESERVE		12,000	12,000	12,000
7,240	13,293	10,000	025-525-744400	BOAT FACILITIES RESERVE		10,000	10,000	10,000
31,930	130,466	462,830		TOTAL CAPITAL OUTLAY		2,419,872	2,419,872	2,689,872
INTER-FUND TRANSFERS								
-	15,000	15,000	025-525-925200	TRANSFER OUT: FUND 037		-	-	-
-	15,000	15,000		TOTAL INTER-FUND TRANSFERS		-	-	-
UNAPPROPRIATED								
-	-	135,000	025-525-951500	RESERVE/FUTURE PROJECTS		6,835	6,835	6,835
-	-	135,000		TOTAL UNAPPROPRIATED		6,835	6,835	6,835
31,930	145,466	612,830		TOTAL GENERAL CAPITAL IMPR FUND		2,426,707	2,426,707	2,696,707
428,817	499,873	3,140,830		TOTAL REVENUES		2,426,707	2,426,707	2,696,707
396,887	354,407	2,528,000		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# **City of Reedsport**

## **Dial A Ride**

### **034**

#### **Organization and Mission**

Dial a Ride was established in fiscal year 2008/2009. The Dial a Ride program was transferred to the City from Douglas County due to budget cuts at the County level that required the County to subcontract the transportation department that administered this service. Due to the proximity of the City of Reedsport from the County seat, it was not feasible for a sub-contractor to provide a program in this area. The City of Reedsport agreed to take on the administration of this program as long as funds are available in the County budget for reimbursement of expenses. These funds are a pass through from Oregon Department of Transportation Special Transportation Funds. In July of 2019, the Transportation Board was formed. The board members are elected by the citizens of Douglas County. The board oversees all transportation programs in Douglas County to include Reedsport Dial-A-Ride services. The Reedsport Police Department Administrative Assistant oversees this program.

#### **FY 21-22 Year in Review**

We are at full staff and use both volunteer and paid drivers for our program. In 2021-2022, we continued recruitment of on-call drivers for the program.

#### **FY 22-23 Budget Highlights and Challenges**

The City of Reedsport continues to provide vital transportation to senior and disabled persons in our local area. The budget is fully funded by outside sources. The program continues to pay the provider a reimbursement sum each quarter. Outside grants were secured for the expanding of the program through 2021-23 biennium. We will continue to work on citizen awareness of the program. Previous to COVID rider's numbers continued to increase often reaching daily capacity. Centralized dispatch continues to be utilized through the Umpqua Transit District. We have several trips that go outside of Reedsport to Roseburg, Florence and Coos Bay/North Bend. We will continue in 2022-2023 to partner with the hospital and doctor offices to provide this vital service to the senior and disabled population. With the changes in the overall program in the coming year we anticipate growth to the program by providing more rides to services in our neighboring communities (Roseburg, Florence and Coos Bay/North Bend) utilizing paid and volunteer drivers. Increasing availability will provide crucially needed transportation to our riders. The above plan is contingent on COVID rules to allow the program as it once did with anticipated improvement and growth.

**DIAL A RIDE  
034-534**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
507	5,217	1,000	034-000-411100	BEGINNING FUND BALANCE		900	900	900
REVENUE								
-	-	20	034-000-412250	DIAL-A-RIDE DONATIONS		20	20	20
2,791	1,050	3,400	034-000-412500	DIAL-A-RIDE FEES		3,000	3,000	3,000
30,357	17,750	155,500	034-000-412750	DIAL-A-RIDE TRANSIENT FUNDING		40,000	40,000	40,000
-	-	-	034-000-412760	PUBLIC TRANSPORTATION FUNDS		-	-	-
38	5	100	034-000-415100	INTEREST		50	50	50
1	-	-	034-000-415200	MISCELLANEOUS REVENUE		-	-	-
17	-	-	034-000-415660	INSURANCE REIMBURSEMENT		-	-	-
-	-	-	034-000-451000	FUND 001 TRANSFER		-	-	-
33,203	18,805	159,020		TOTAL REVENUE		43,070	43,070	43,070
33,710	24,022	160,020		TOTAL RESOURCES		43,970	43,970	43,970
PERSONNEL SERVICES								
4,912	5,323	5,830	034-534-511230	COMM. SUPERVISOR	0.1	6,000	6,000	6,000
523	536	550	034-534-511420	MECHANIC	0.01	600	600	600
-	-	-	034-534-521500	OVERTIME	0	-	-	-
392	434	525	034-534-531010	FICA TAXES	0	550	550	550
913	1,198	1,500	034-534-531020	PERS	0	1,500	1,500	1,500
14	25	50	034-534-531210	WORKMEN'S COMP	0	50	50	50
1,842	1,748	3,000	034-534-531220	HEALTH INSURANCE	0	2,200	2,200	2,200
8,597	9,264	11,455		TOTAL PRESONNEL SERVICES	0.11	10,900	10,900	10,900
MATERIALS & SERVICES								
597	769	1,250	034-534-612251	PAGER/CELL PHONE		1,350	1,350	1,350
-	-	-	034-534-614200	REFUND OF FEES		-	-	-
89	92	250	034-534-614300	OFFICE EQUIP/MAINT		450	450	450
3,211	3,266	4,250	034-534-614390	BONDING & INSURANCE		4,500	4,500	4,500
2,152	1,459	5,500	034-534-614520	RECRUITMENT/RECOGNITION		5,500	5,500	5,500
173	13	300	034-534-614900	OTHER SUPPLIES		300	300	300
2,240	1,771	9,800	034-534-617300	AUTOMOBILE MAINTENANCE		5,000	5,000	5,000
4,016	2,244	8,500	034-534-617320	VEHICLE FUEL		5,000	5,000	5,000
7,418	583	112,495	034-534-623530	CONTRACT DRIVER		8,000	8,000	8,000
19,896	10,197	142,345		TOTAL MATERIALS & SERVICES		30,100	30,100	30,100
CAPITAL OUTLAY								
-	-	6,220	034-534-712500	FUTURE RESERVE PROJECT		2,970	2,970	2,970
-	-	6,220		TOTAL CAPITAL OUTLAY		2,970	2,970	2,970
28,493	19,461	160,020		TOTAL DIAL A RIDE FUND		43,970	43,970	43,970
33,710	24,022	160,020		TOTAL REVENUES		43,970	43,970	43,970
5,217	4,561	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# **City of Reedsport**

## **Animal Shelter**

### **035**

#### **Organization and Mission**

The Animal Shelter is a small facility owned by the City of Reedsport; it is located on West Railroad Street, next door to the water treatment facility. The facility and its services are ran and maintained by the Reedsport Police Department and volunteers. The Reedsport Public Works Department assists in facility maintenance. A volunteer coordinator works under the supervision of the Chief of Police and assists in volunteer coordination and work assignments for the remainder of the volunteer base which currently stands at eight.

The Animal Shelter provides animal control services to the citizens of Reedsport and Western Douglas County. The building originally contained 4 dog kennels, and then later additional dog runs were added to the current capacity to hold 12 dogs.

The shelter's mission is to provide a safe environment to house lost, abandoned, or quarantined dogs until an owner can be found, the dog is adopted out, or the quarantine requirements have been met.

The shelter runs primarily on donated funds, but it also receives limited revenue from Douglas County and the Municipal Court by way of fines, license fees, and impound fees.

#### **FY 21-22 Year in Review**

The shelter continues to be run and staffed with volunteers under the guidance of the Police Department. We continued to make small improvements with the building and added a new storage area for food and supplies. This allowed the older building to be used as a dedicated office space so paperwork can be done at the location and minimized at the police station.

We added an additional area for dogs to be outside. The Security camera system is working with the addition of the Wi-Fi.

The shelter continues to service a large number of dogs as with previous years, the shelter continues to receive very generous donations that help offset operating costs and many are specifically made for veterinary services, sometimes the donations are made directly to the veterinarian.



**City of Reedsport**  
Animal Shelter  
035

<b>FY 22-23 Budget Highlights and Challenges</b>
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We will need to replace the South wall which is dry rotten, and some minor walkway improvements.

In order to house the Police K9 during times of vacation and during training a new extension to the shelter was added, but no services (electrical and water) have been installed yet.

**ANIMAL SHELTER  
035-535**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
28,937	20,516	16,000	035-000-411100	BEGINNING FUND BALANCE		20,000	20,000	15,000
REVENUE								
417	285	-	035-000-412250	ANIMAL CONTROL/IMPOUND		-	-	-
8,919	12,668	10,000	035-000-412500	ANIMAL SHELTER DONATIONS		11,000	11,000	11,000
538	182	250	035-000-415100	INTEREST		200	200	200
-	-	-	035-000-451200	FUND 001 TRANSFER		-	-	-
9,874	13,135	10,250		TOTAL REVENUE		11,200	11,200	11,200
38,811	33,651	26,250		TOTAL RESOURCES		31,200	31,200	26,200
MATERIALS & SERVICES								
206	180	300	035-535-612080	WATER		350	350	350
36	33	50	035-535-612085	STORMWATER		50	50	50
537	310	550	035-535-612090	WASTEWATER		550	550	550
1,565	1,566	1,800	035-535-612100	ELECTRICITY		2,000	2,000	2,000
230	271	300	035-535-612251	CELL PHONE		400	400	400
65	62	1,000	035-535-614390	BONDS AND INSURANCE		1,500	1,500	1,500
1,410	992	1,500	035-535-614780	DOG FOOD		2,000	2,000	2,000
1,653	2,462	2,000	035-535-614900	OTHER SUPPLIES		2,200	2,200	2,200
-	905	850	035-535-614920	INTERNET		1,200	1,200	1,200
4,668	2,566	5,000	035-535-623430	VETERINARY SERVICES		5,000	5,000	5,000
10,369	9,347	13,350		TOTAL MATERIALS & SERVICES		15,250	15,250	15,250
CAPITAL OUTLAY								
7,925	2,159	12,900	035-535-712500	BUILDING IMPROVEMENT		15,950	15,950	10,950
7,925	2,159	12,900		TOTAL CAPITAL OUTLAY		15,950	15,950	10,950
18,294	11,506	26,250		TOTAL ANIMAL SHELTER FUND		31,200	31,200	26,200
38,811	33,651	26,250		TOTAL FUND REVENUES		31,200	31,200	26,200
20,517	22,145	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

**City of Reedsport**  
**Library Building Fund**  
**036**

**PERSONNEL ASSIGNED TO THE FUND**  
**.07 FTE**

Custodian ..... 0.07

**Organization and Mission**

The Library Building Fund was established to account for expenditures associated specifically with the library building. Douglas County provides library services to the City of Reedsport and the surrounding area in the form of staff, technology, and library materials. By intergovernmental agreement, the City provides and maintains the library building.

**FY 21-22 Year in Review**

The Lower Umpqua Library District is no longer part of the City budget. However, we opened the fund back up in 20-21 to appropriately track the custodial time and supplies which is reimbursed by the Lower Umpqua Library District.

**FY 22-23 Budget Highlights and Challenges**

This fund was opened back up in fiscal year 20-21 in order to better track the billing of the custodial services along with the janitorial supplies. This will also enable the City to track those reimbursement payments.

**LIBRARY BUILDING FUND  
036-536**

<b>FY 19-20 Actuals</b>	<b>FY 20-21 Actuals</b>	<b>FY 21-22 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FY 22-23 FTE</b>	<b>FY 22-23 Proposed</b>	<b>FY 22-23 Approved</b>	<b>FY 22-23 Adopted</b>
59	59	60	036-000-411100	BEGINNING FUND BALANCE		500	500	500
<b>REVENUE</b>								
-	4,320	5,044	036-000412765	REIMBURSEMENTS		5,095	5,095	5,095
-	4	-	036-000-415100	INTEREST		-	-	-
-	4,324	5,044		<b>TOTAL REVENUE</b>		5,095	5,095	5,095
59	4,383	5,104		<b>TOTAL RESOURCES</b>		5,595	5,595	5,595
<b>PERSONNEL SERVICES</b>								
-	280	-	036-536-511450	MAINTENANCE WORKER SALARY	0	-	-	-
-	1,776	2,409	036-536-511460	CUSTODIAN SALARY	0.07	2,800	2,800	2,800
-	157	185	036-536-531010	FICA TAXES	0	215	215	215
-	262	325	036-536-531020	PERS	0	395	395	395
-	24	50	036-536-531210	WORKER COMP INS.	0	50	50	50
-	1,257	1,135	036-536-531220	HEALTH INSURANCE	0	1,135	1,135	1,135
-	3,756	4,104		<b>TOTAL PERSONNEL SERVICES</b>	0.07	4,595	4,595	4,595
<b>MATERIALS &amp; SERVICES</b>								
-	568	1,000	036-536-614220	JANITORIAL SUPPLIES		1,000	1,000	1,000
-	10	-	036-536-614250	BUILDING MAINT, SUPPLIES		-	-	-
-	578	1,000		<b>TOTAL MATERIALS &amp; SERVICES</b>		1,000	1,000	1,000
-	4,334	5,104		<b>TOTAL LIBRARY BUILDING FUND</b>		5,595	5,595	5,595
59	4,383	5,104		<b>TOTAL FUND REVENUES</b>		5,595	5,595	5,595
59	49	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		-	-	-

# City of Reedsport

## Police Capital

### 037

#### Organization and Mission

The Police Capital Fund is established to receive and expend proceeds derived from the Police Municipal Jail. Other governmental agencies have been able to house their adults in custody at the Reedsport jail facility on both a contractual basis and a pay as you stay type basis. Additionally, individuals sentenced to serve time for other than the Reedsport Municipal Court are able to pay to serve their time in this facility.

Funds received are then utilized to support, maintain and improve the operations of the police department and the jail.

#### FY 21-22 Year in Review

Fund 37 is primarily comprised of money received for jail bed rents (Coos Bay contract), funds for specific capital improvement items, and funds for police vehicle replacement.

This Fiscal year we were able to finalize a phone system upgrade in the jail. This is a giant step forward for our department and has been a huge impact on our day to day operations in a positive way.

We have replaced all body cameras. We used funds from 037 to supplement the body camera replacement project.

We have acquired a small school bus that will be used for the adults in custody assigned to the work crew program. The bus will allow us to move the adults in custody and tools needed to complete projects within the city.

#### FY 22-23 Budget Highlights and Challenges

This upcoming FY we hope to replace two more patrol vehicles.

It should be noted that account 037 is not a replacement of general funds money that must be used to support, replace or provide for items of safety that reduce liability risks to the city and / or provide for personnel that can only be supported by allocation of money from the general fund.

**POLICE CAPITAL FUND  
037-537**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
96,413	76,238	80,000	037-000-411100	BEGINNING FUND BALANCE		145,000	145,000	145,000
REVENUE								
10,000	35	400	037-000-412500	MISCELLANEOUS INCOME		400	400	400
24,690	43,680	43,800	037-000-412600	JAIL BED RENTS		73,000	73,000	73,000
1,846	861	500	037-000-415100	INTEREST		500	500	500
-	36,300	5,000	037-000-423520	POLICE GRANT		-	-	-
15,000	15,000	-	037-000-451000	FUND 001 TRANSFER		15,000	15,000	15,000
-	15,000	15,000	037-000-451200	TRANSFER IN: FUND 025		-	-	-
51,536	110,876	64,700		TOTAL REVENUE		88,900	88,900	88,900
147,949	187,114	144,700		TOTAL RESOURCES		233,900	233,900	233,900
MATERIALS & SERVICES								
-	16,358	-	037-537-614100	RECORDING SYSTEM		-	-	-
25,965	7,905	15,000	037-537-614200	EQUIPMENT		15,000	15,000	15,000
25,965	24,263	15,000		TOTAL MATERIALS & SERVICES		15,000	15,000	15,000
CAPITAL OUTLAY								
-	-	5,000	037-537-614250	JAIL UPGRADES		15,000	15,000	15,000
45,746	68,728	55,000	037-537-614300	VEHICLE RESERVE		60,000	60,000	60,000
-	-	30,000	037-537-614400	VEHICLE AWNING		-	-	-
-	-	3,000	037-537-614500	K-9 PATROL SHELTER		3,000	3,000	3,000
-	6,800	5,000	037-537-614600	SIGNAGE AND FLAG POLE		5,000	5,000	5,000
-	-	21,700	037-537-614700	RANGE BUILDING & IMPROVEMENTS		23,000	23,000	23,000
-	-	-	037-537-614750	BUILDING IMPROVEMENTS		110,900	110,900	110,900
-	-	10,000	037-537-614800	PAINTING & GUTTERS		2,000	2,000	2,000
45,746	75,528	129,700		TOTAL CAPITAL OUTLAY		218,900	218,900	218,900
UNAPPROPRIATED								
-	-	-	037-537-952000	UNAPPROPRIATED ENDING FUND BALANCE		-	-	-
-	-	-		TOTAL UNAPPROPRIATED		-	-	-
71,711	99,791	144,700		TOTAL POLICE CAPITAL FUND		233,900	233,900	233,900
147,949	187,114	144,700		TOTAL FUND REVENUES		233,900	233,900	233,900
76,238	87,323	-		UNAPPROPRATED ENDING FUND BALANCE		-	-	-

# **City of Reedsport**

## **CERT Fund**

### **038**

#### **Organization and Mission**

The Community Emergency Response Team (CERT) Fund has been organized within the local area to support the local residents in emergency situations.

The CERT Fund is established to receive and expend proceeds derived from donations and grants for the non-profit organization. Funds received purchase supplies and items.

CERT educates volunteers about disaster preparedness for the hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations

#### **FY 21-22 Year in Review**

This fund was created in and for the Fiscal Year 2019-20. It is used as a pass-through account. Expenditures are made when revenues have been received to aid in a variety of emergency situations. There were several trainings held along with a celebratory BBQ for members completing the class.

#### **FY 22-23 Budget Highlights and Challenges**

For FY 22-23 we will continue to hold trainings to educate the community on Emergency Preparedness. The biggest challenges are receiving donations to sustain the program.

**CERT FUND  
038-538**

<b>FY 19-20 Actuals</b>	<b>FY 20-21 Actuals</b>	<b>FY 21-22 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FY 22-23 FTE</b>	<b>FY 22-23 Proposed</b>	<b>FY 22-23 Approved</b>	<b>FY 22-23 Adopted</b>
-	775	100	038-000-411100	BEGINNING FUND BALANCE		1,000	1,000	1,000
<b>REVENUE</b>								
1,000	-	-	038-000-415000	FUND 001 TRANSFER		-	-	-
3	6	10	038-000-415100	INTEREST		10	10	10
-	-	-	038-000-415150	OTHER INTEREST		-	-	-
12,201	-	-	038-000-415800	GRANTS		-	-	-
878	-	500	038-000-416000	DONATIONS		500	500	500
14,082	6	510		<b>TOTAL REVENUE</b>		510	510	510
14,082	781	610		<b>TOTAL RESOURCES</b>		1,510	1,510	1,510
<b>MATERIALS &amp; SERVICES</b>								
12,350	-	-	038-538-623500	EMERGENCY MANAGEMENT		-	-	-
887	-	610	038-538-623510	CERT PROGRAM EXPENSES		1,010	1,010	1,010
-	-	-	038-538-623511	CERT VEHICLE MAINTENANCE		-	-	-
70	-	-	038-538-623512	CERT VEHICLE FUEL		500	500	500
13,307	-	610		<b>TOTAL MATERIALS &amp; SERVICES</b>		1,510	1,510	1,510
13,307	-	610		<b>TOTAL CERT FUND</b>		1,510	1,510	1,510
14,082	781	610		<b>TOTAL FUND REVENUES</b>		1,510	1,510	1,510
775	781	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		-	-	-



**REEDSPORT URBAN**  
**RENEWAL AGENCY**

**ADOPTED BUDGET FOR FISCAL**  
**YEAR 2022-23**

# REEDSPORT URBAN RENEWAL AGENCY

Fund 150

## Organization and Mission

This Urban Renewal District was established by Ordinance 2007-1074, July 4, 2007 as authorized by ORS. 457 for the purpose of undertaking redevelopment activities within the District. The Reedsport Urban Renewal District is established for a 20 year period which will expire in 2027. The Urban Renewal Agency was created to improve areas within the urban renewal district.

The City Council serves as the Urban Renewal Agency governing body and has appointed an Urban Renewal Advisory Committee. The Advisory Committee reviews the staff proposed budget and formally votes for recommendation of the budget to the budget committee.

## FY 21-22 Year in Review

- The Urban Renewal District was able to purchase two small pieces of property that border the levee wall adjacent to Rainbow Plaza event/boat launch parking area. This property will help accommodate additional parking for events and boat launch overflow.

## FY 22-23 Budget Highlights and Challenges

- The City saw a slight increase in property tax revenue, mainly due to building improvements in the downtown area.
- The East Railroad Storm Drain pump station property was paid in full this year. It was determined that this property will not be used to build a storm drain pump station because the City has completed upgrades to three of the four pump stations to increase storm water removal capacity. The land is currently rented. The City may decide to sell the property to encourage economic development.
- Professional and Technical Services were allocated to facilitate a portion the contract Planner.
- A RARE student application was submitted to explore options to either renewing the current district or create a new Urban Renewal District when the current one expires.
- The District is anticipating large capital improvement expenditures this year to fund infrastructure project to facilitate new development in the district.

**URBAN RENEWAL DISTRICT  
150-600**

<b>FY 19-20 Actuals</b>	<b>FY 20-21 Actuals</b>	<b>FY 21-22 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FY 22-23 FTE Proposed</b>	<b>FY 22-23 Approved</b>	<b>FY 22-23 Adopted</b>
96,283	101,378	110,000	150-000-411100	BEGINNING FUND BALANCE	258,000	258,000	258,000
<b>REVENUE</b>							
89,490	124,691	120,000	150-000-412250	CURRENT PROPERTY TAX	140,000	140,000	140,000
4,154	5,175	4,500	150-000-412500	DELINQUENT PROP TAX	4,500	4,500	4,500
1,736	819	1,000	150-000-415100	INTEREST	1,000	1,000	1,000
74	32	50	150-000-415150	OTHER INTEREST	50	50	50
-	1,067	50	150-000-415350	UR LAND SALES	50	50	50
-	10,506	10,000	150-000-415380	ODOT LAND REPAYMENT	-	-	-
5,000	27	-	150-000-415900	MISCELLANEOUS	-	-	-
-	50,000	-	150-000-417500	STATE OF OREGON PARKS GRANT	82,500	82,500	82,500
-	-	50,000	150-000-417600	WATERFRONT PROPERTY PURCHASE	-	-	-
-	-	300,000	150-000-417700	CREDIT ADVANCE	300,000	300,000	300,000
100,454	192,317	485,600		<b>TOTAL REVENUE</b>	528,100	528,100	528,100
196,737	293,695	595,600		<b>TOTAL RESOURCES</b>	786,100	786,100	786,100
<b>MATERIALS &amp; SERVICES</b>							
494	1,111	1,500	150-600-613300	ADVERTISING & FEES	1,500	1,500	1,500
4,069	15,056	15,000	150-600-613500	PROF & TECHNICAL SERVICES	15,000	15,000	15,000
885	1,225	1,500	150-600-613800	OTHER FEES	1,500	1,500	1,500
-	-	-	150-600-614100	RARE INTERN SUPPLIES	350	350	-
-	-	-	150-600-623540	RARE STUDENT CONTRACT SERVICES	23,500	23,500	-
-	-	-	150-600-623550	CONTRACT SERVICES	23,640	23,640	23,640
5,448	17,392	18,000		<b>TOTAL MATERIALS &amp; SERVICES</b>	65,490	65,490	41,640
<b>CAPITAL OUTLAY</b>							
6,500	-	416,600	150-600-710000	CAPITAL PROJECTS RESERVE	555,610	555,610	579,460
19,500	25,000	-	150-600-723400	STORMWATER PROJECTS	-	-	-
9,194	9,194	-	150-600-744370	HWY 38 LIGHTING & LANDSCAPING	-	-	-
22,307	101,148	100,000	150-600-744375	PROPERTY PURCHASE	110,000	110,000	110,000
-	-	-	150-600-744380	ODOT PROJECT RESERVE	-	-	-
57,501	135,343	516,600		<b>TOTAL CAPITAL OUTLAY</b>	665,610	665,610	689,460
<b>DEBT SERVICE</b>							
7,410	7,410	6,000	150-600-911500	STORMWATER DEBT	-	-	-
-	-	55,000	150-600-911510	DEBT SERVICE	55,000	55,000	55,000
7,410	7,410	61,000		<b>TOTAL DEBT SERVICE</b>	55,000	55,000	55,000
<b>INTER-FUND TRANSFERS</b>							
15,000	-	-	150-600-920000	TRANSFER OUT: MS INTERN	-	-	-
10,000	5,000	-	150-600-920500	TRANSFER OUT: MS FACADE	-	-	-
25,000	5,000	-		<b>TOTAL INTER-FUND TRANSFER</b>	-	-	-
95,359	165,145	595,600		<b>TOTAL URBAN RENEWAL DISTRICT</b>	786,100	786,100	786,100
196,737	293,695	595,600		<b>TOTAL FUND REVENUES</b>	786,100	786,100	786,100
101,378	128,551	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

**CITY OF REEDSPORT**  
**Reedsport Urban Renewal Agency**  
**Main Street**  
**Fund 151**

<b>Organization and Mission</b>
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The purpose of the Urban Renewal Main Street Fund is the undertaking of the Reedsport Urban Renewal Agency to provide the umbrella agency for the Main Street Program. The Main Street mission is to cultivate a more active, vibrant and sustainable downtown. The Main Street approach is focused on four basic areas: Economic Development, Design, Promotion and Organization. The program is tasked with sustaining the program through responsible use of Urban Renewal funds, support from partner agencies and through grant writing.

This Urban Renewal District was established by Ordinance 2007-1074, July 4, 2007 as authorized by ORS. 457 for the purpose of undertaking redevelopment activities within the District. The Reedsport Urban Renewal District is established for a 20 year period which will expire in 2027. The Urban Renewal Agency was created to improve areas within the urban renewal district.

The City Council serves as the Urban Renewal Agency governing body and has appointed an Urban Renewal Advisory Committee. The Advisory Committee reviews the staff proposed budget and formally votes for recommendation of the budget to the budget committee.

<b>FY 21-22 Year in Review</b>
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- The Reedsport Main Street Program completed the last of the six projects through the Oregon Main Street Revitalization Grant of \$165,000. This including a new awning for the Mindpower Gallery, and a new roof for the old Butterfly Effects building.
- The program awarded three Business Improvement Grants to local business for exterior signage, exterior painting and new siding.
- The program utilized a small portion of their funding to revitalize the Bumblebee Boat Launch, with new gravel for the parking area, two viewing benches, newly refurbished picnic tables, a trash receptacle and a dog waste station.
- The program raised more than \$2,000 for the purchase of holiday banners for the uptown corridor along with adding six additional banners in old town to complete the existing pattern up to E. Railroad Avenue.

## **FY 22-23 Budget Highlights and Challenges**

The Executive Assistant is the liaison for the program to facilitate several areas of the program and assist the board members. The board members have taken all substantial roles to ensure the future of the program and are working hard to grow the committee and volunteer basis.

The program applied for an Oregon Main Street Revitalization Grant in the amount of \$200,000 for six additional properties in old town Reedsport. This includes five roofs and one interior electrical remodel. A decision will be made in late May.

The program is looking to conclude the Centennial Celebration with the end of the pandemic as well as complete the "Welcome Sign" updates and the mural at Bumblebee.

The program will continue to support businesses within the district, facilitate grant funding and is looking forward to expanding our resources and volunteer base for the betterment of the community.

**URBAN RENEWAL MAIN STREET  
151-601**

FY 19-20	FY 20-21	FY 21-22			FY 22-23	FY 22-23	FY 22-23	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
72,487	70,362	60,000	151-000-411100	BEGINNING FUND BALANCE		62,000	62,000	62,000
REVENUE								
946	476	100	151-000-415100	INTEREST		100	100	100
169	2,253	-	151-000-415900	MISCELLANEOUS		-	-	-
20,000	20,000	-	151-000-416000	CO-OP FUNDS MS INTERN		-	-	-
-	-	10,000	151-000-416100	PROGRAM GRANTS-MAINSTREET		10,000	10,000	10,000
100	12,434	-	151-000-416110	MISC. MS PROJECTS INCOME		5,000	5,000	5,000
8,886	-	-	151-000-416150	CENTENNIAL CELEBRAT. DONATIONS		-	-	-
198	-	250	151-000-417000	STREET BANNER REVENUE		500	500	500
4,000	-	2,500	151-000-417100	BUS. IMPROV. REVENUE - NON URD		2,500	2,500	2,500
-	-	-	151-000-417200	STEAM DONKEY REVENUE		5,000	5,000	5,000
84,961	46,796	55,000	151-000-417300	BUS. IMPROV. GRNT REVENUE-URD		-	-	-
-	-	-	151-000-417340	MS REVITALIZATION GRANT		200,000	200,000	200,000
-	-	-	151-000-417350	BICYCLE REVENUE		-	-	-
-	-	200,000	151-000-417355	REDI GRANT REVENUE		150,000	150,000	150,000
15,000	-	-	151-000-420000	TRANSFER IN: MS INTERN		-	-	-
10,000	5,000	-	151-000-421000	TRANSFER IN: MS FACADE		-	-	-
144,261	86,959	267,850		TOTAL REVENUE		373,100	373,100	373,100
216,748	157,321	327,850		TOTAL RESOURCES		435,100	435,100	435,100
MATERIALS & SERVICES								
267	8	-	151-601-614100	RARE INTERN SUPPLIES		-	-	-
25,881	-	-	151-601-623550	ROI STUDENT CONTRACT SERVICES		-	-	15,000
244	1,645	2,500	151-601-623560	HOLIDAY LIGHTING/DECOR		2,500	2,500	2,500
26,393	1,653	2,500		TOTAL MATERIALS & SERVICES		2,500	2,500	17,500
CAPITAL OUTLAY								
2,125	135	3,000	151-601-714100	ADVERTISING/PROMOTIONS EXP.		2,500	2,500	2,500
5,000	4,544	20,000	151-601-720000	BUSINESS IMPROVE. GRANTS - URD		20,000	20,000	20,000
7,544	-	5,000	151-601-720100	BUSINESS IMP. GRANTS - NON URD		5,000	5,000	5,000
94,936	62,181	50,000	151-601-720200	MS FACADE GRANT		200,000	200,000	200,000
-	-	25,000	151-601-721000	STEAM DONKEY PROJECT		25,000	25,000	20,000
237	59	750	151-601-722000	STREET BANNER PROJECT		1,500	1,500	1,500
9,881	-	1,000	151-601-722500	CENTENNIAL CELEBRATION		1,000	1,000	1,000
-	-	-	151-601-723000	BICYCLE FRIENDLY		-	-	-
-	-	2,500	151-601-723100	MURAL EXPENDITURES		2,500	2,500	2,500
-	-	200,000	151-601-723355	REDI GRANT EXPENSES		150,000	150,000	150,000
-	-	2,500	151-601-723400	MS REVITALIZATION PROJECT		-	-	-
-	4,529	15,600	151-601-724000	OTHER PROJECTS		25,100	25,100	15,100
119,723	71,449	325,350		TOTAL CAPITAL OUTLAY		432,600	432,600	417,600
146,116	73,102	327,850		TOTAL URBAN RENEWAL MAIN STREET FUND		435,100	435,100	435,100
216,748	157,321	327,850		TOTAL FUND REVENUES		435,100	435,100	435,100
70,632	84,219	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# **CITY OF REEDSPORT**

## **CAPITAL IMPROVEMENT PLAN FOR THE YEARS 2023-2027**

### **FISCAL YEAR 2022-2023 BUDGET**

# Capital Improvements Plan Summary

(Figures are listed in \$1,000s)

Project Name/Description	No.	Prio rity &	Funding Source(s)	2022 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027
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## CITY FACILITIES

Energy Upgrades City Buildings	01-001	3 C	025	\$25				
Community Building Storage Stairs	01-003	2 D	025	\$5				
Police Station Jail Door	01-005	3 C	025			\$30		
Police Department/City Hall Relocation	01-006	3 D	025					\$2,000
UDC womens RR flooring replacement	01-008	3 C	025			\$5		
UDC paint building exterior	01-010	3 A	017		\$5			
4TH Street Fire Dept addition	01-011	2 D	025	\$150				
4th St. Fire Station Bay Doors	01-012	3 D	025	\$40				
4th St. Fire Hall Flooring	01-013	D B	220	\$14				
Turner Station Addition Design	01-014	3 D	025		\$20			
Turner Station Addition	01-015	3 D	025	\$4,000				
Turner Station Parking Lot	01-016	2 C	025	\$15				
Riverfront Dock replacement	01-017	A	025	\$5	\$5	\$5	\$5	\$5
Property acquisition	01-018	1 A	150/Debt	\$110				
Levee Walking Trail	01-019	2 D	007		\$200			
Deans to Dunes Trail	01-020	2 D	007		\$500			
Police Dept Gun Range	01-088	1 B	037	\$23	\$26			
Police Painting & Gutters	01-089	1 A	037	\$10				
Communications Center Remodel	01-090	1 A	037	\$45	\$45			
Painting City Hall	01-091	1 A	025	\$25				
HVAC System for City Buildings	01-092	1 C	025	\$15	\$15	\$15	\$15	\$15
Greenwood & East Railroad Realignment	01-096	1	150	\$65				
Bicentennial Bathroom	01-097	1	025		\$50			
Rainbow Plaza Improvements	01-098	1	007	\$20				
Public Works Shop Expansion	01-099	3 C	Utility Split	\$200				
Open Air Yard	01-104	1 B	037	\$15				
				\$ 4,782	\$ 866	\$ 55	\$ 20	\$ 2,020

## VEHICLES/EQUIPMENT

Patrol Car Replacement	1-22	1 A	037	\$60	\$50	\$20	\$20	\$20
Trailer mount 6" Diesel Water Pumps (1)	1-23	1 A	003/005		\$25			
Elgin Vacuum attachment & filter	1-24	3 B	002	\$10				
Public Works Vehicles	1-25	3 B	Utility split	\$30	\$30	\$30	\$30	\$30
Triple Combo Fire Truck	1-27	4 C	014/025		\$150			
Emergency Generators	1-30	2 B	Utility split		\$40			
Roadside Tractor/mower (Brush hog)	1-31	2 A	002		\$70			
Light Rescue Vehicle	1-33	C D	014		\$45			
Vaccon	1-80	2 D	Utility split	\$450				
				\$ 550	\$ 410	\$ 50	\$ 50	\$ 50

## CITY OPERATIONS

CAD/RMS Jail Booking System	1-34	1 A	025-037		\$23	\$13	\$8	\$10
Fire SCBA Units	1-35	1 C	014	\$16	\$16	\$16	\$16	\$16
				\$ 16	\$ 39	\$ 29	\$ 24	\$ 26

## STREETS

Arthur Drive paving	1-36	2 C	001	\$260				
West Road Rock Wall net	1-38	1 A	002		\$5			
Storm Catch Basins/Spot Paving	1-39	2 D	002	\$10	\$10	\$10	\$10	\$10
Rowe Street Repair	1-40	2 C	002		\$23			



## Capital Improvements Plan Summary

(Figures are listed in \$1,000s)

Project Name/Description	No.	Prio rity &	Funding Source(s)	2022 2023	2023- 2024	2024- 2025	2025- 2026	2026- 2027
South Hill Drive Top	1-42	2 C	002			\$23		
General sidewalk & ADA improvements	1-43	1 B	002	\$10	\$10	\$10	\$10	\$10
Winchester Ave & 2nd Phase	1-83	1 C	002				\$150	
				\$ 280	\$ 48	\$ 43	\$ 170	\$ 20

### WATER

New Fire Hydrant Installation	1-44	1 C	003	\$5	\$5	\$5	\$5	\$5
Fire Hydrant Replacement	1-45	1 C	003	\$5	\$5	\$5	\$5	\$5
Water Reservoir Fencing	1-46	1 B	003		\$25			
Meter Retrofit	1-47	3 A	003/004	\$21	\$21	\$21	\$21	\$10
22nd St Main line Pressurized Relief Valve	1-48	1 C	003	\$31	\$31			
20th Street Water Line Replacement	1-49	1 C	003			\$100		
Providence Creek Crossing	1-50	2 C	003		\$22			
Winchester Creek Crossing	1-51	2 C	003		\$18			
Master Heights Water Reservoir install	1-53	1 D	003			\$2,700		
Acquire Clear Lake Watershed	1-54	3 D	003		\$750			
Telemetry system Water	1-55	3 B	003		\$100	\$100	\$60	
Water valve shut off replacement (multi)	1-56	2 B	003	\$12	\$12			
Phase 2 Water Transmission Line	1-57	3 D	003					\$2,300
Variable Speed Drives	1-58	B B	003			\$120		
Water Master Plan & Water Mgmt Conservation	1-100	1 B	003			\$150		
Backup Generator	1-101	1 B	003			\$65		
				\$ 74	\$ 989	\$ 3,266	\$ 91	\$ 2,320

### WASTEWATER

Hawthorne 12th to 16th	1-41	2 C	002			\$200		
Manhole Replacement/renovation	1-59	1 A	004	\$25	\$25	\$25	\$25	\$25
Replacement of slide gates/levee	1-60	1 A	004	\$15				
Chlorine conversion	1-61	2 B	004				\$1,000	
18th St/Ivy WW station replacement	1-62	3 B	004				\$75	
Myrtle/Laurel main reconstruction	1-63	1 B	004				\$56	
22nd Street force main replacement	1-64	1 B	004		\$400			
Sewer relining (multi locations)	1-65	1 B	004	\$176				
Forest Hills WW station replacement	1-66	2 D	004		\$1,800			
Telemetry system	1-67	3 B	004			\$100	\$100	\$60
8th & Mill Pump Station	1-68	C D	004	\$100				
12th & Juniper Pump Station Upgrade	1-85	1 C	004		\$400			
Hawthorne Sewer Extension	1-86	1 B	004	\$165				
Slip lining Schofield Bridge to Riverfront Way	1-94	1 C	004					\$375
Blower Rebuild	1-102	1 A	004	\$15	\$15	\$15	\$15	\$15
Wastewater Master Plan	1-103	1 B	004			\$150		
				\$ 496	\$ 2,640.0	\$ 490	\$ 1,271	\$ 475

### STORMWATER

Levee Upgrades	1-71	1 D	005/150		\$5,600			
				\$ -	\$ 5,600	\$ -	\$ -	\$ -
<b>5 YEAR TOTALS</b>				<b>\$ 6,198</b>	<b>\$ 10,592</b>	<b>\$ 3,933</b>	<b>\$ 1,626</b>	<b>\$ 4,911</b>



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> City Buildings Energy Upgrade	<b>Fund(s) Impacted:</b> 001/025
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b> 3-6 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-001	<b>Project Financing Rating:</b> C

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000  
This project will be funded using General Fund capital funds. City staff will seek energy rebates to offset the cost of upgrades.

**PROJECT DESCRIPTION**

1. Upgrade lighting to energy efficient fixtures in City Hall, Police Station, and Fire Hall.
2. Replace thermostat in Council Chambers with occupancy sensor.
3. Replace electric furnace in Police Station with heat pump.
4. Install motion sensors for lighting systems in offices, workrooms, and common areas of all City Buildings.

**NEED/JUSTIFICATION**

These projects will have a return on investment of ten years or less through costs savings on energy bills.

**FINANCIAL IMPACT NARRATIVE**

These projects will have a return on investment of ten years or less through costs savings on energy bills.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Replace Council Chambers Attic Stairs	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b> 1-3 months	<b>Project Priority:</b> 2
<b>CIP Listing Number:</b> 01-003	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$5,000  
 This project will be funded using General Fund capital funds.

**PROJECT DESCRIPTION**

Replace folding stairs the access the attic in the storage room.

**NEED/JUSTIFICATION**

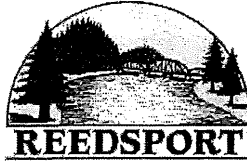
The existing stairs may be unsafe and should be rated for 200 pound weight.

**FINANCIAL IMPACT NARRATIVE**

This project would be funded through General Fund capital funds. No grants or reimbursements are available, based on staff research.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Jail Cell Door Replacement	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2025
<b>Project Duration:</b> 1-3 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-005	<b>Project Financing Rating:</b> C

**METHOD OF FINANCING**

Estimated Project Cost: \$30,000  
 This project will be funded using General Fund capital funds.

**PROJECT DESCRIPTION**

Install new jail cell doors.

**NEED/JUSTIFICATION**

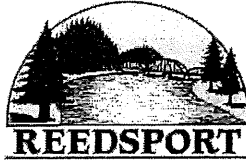
The Reedsport Municipal Jail is using cell configuration and doors that were eliminated in most jails in the early 1980s. The jail doors are bars which allow inmates the ability to throw fecal matter or other body fluids at department employees. This creates a high risk, low frequency of exposing department personnel to blood borne pathogens and disease. The jail bars and heavy metal construction of towel hangers presents a high risk, low frequency of in-custody deaths related to hanging suicide.

**FINANCIAL IMPACT NARRATIVE**

This project would be funded through General Fund capital funds and offset with granting opportunities, if available.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Relocate City Hall, Police Dept., & Downtown Fire Hall	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2027
<b>Project Duration:</b> 18-36 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-006	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$2,000,000  
This project will be funded using capital funds of multiple Departments, as well as, grants.

**PROJECT DESCRIPTION**

Relocate City Hall & the Police Department out of the Tsunami Inundation Zone.

**NEED/JUSTIFICATION**

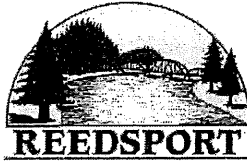
Due to City Hal, the Police Department (including the jail facility), and the Downtown Fire Hall being critical facilities located within the Tsunami zone, it has been recognized in the City's Natural Hazard Mitigation Plan as an action item to relocate these facilities to higher ground and outside the hazard area.

**FINANCIAL IMPACT NARRATIVE**

This project would be funded through capital funds of multiple departments, paired with hazard mitigation grants.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2025	2026-2027	Total
\$ -	\$ -	\$ -	\$ -	\$ 2,000,000.00	\$ 2,000,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Replace UDC Bathroom Flooring	<b>Fund(s) Impacted:</b> 017
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2025
<b>Project Duration:</b> 1-3 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-008	<b>Project Financing Rating:</b> A

**METHOD OF FINANCING**

Estimated Project Cost: \$5,000  
This project will be funded using Umpqua Discovery Center capital funds.

**PROJECT DESCRIPTION**

Replace flooring in the Umpqua Discovery Center women's restroom.

**NEED/JUSTIFICATION**

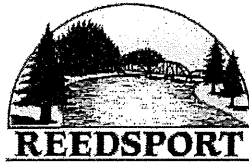
The original flooring from 1993 is beginning to show signs of wear and tear. As a public building and being a major tourist attraction, the building needs to be kept in good repair.

**FINANCIAL IMPACT NARRATIVE**

The Umpqua Discovery Center has been saving for this repair. Umpqua Discovery Center capital funds will be impacted by this upgrade.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Repaint Exterior of Building	<b>Fund(s) Impacted:</b> 017
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2024
<b>Project Duration:</b> 1-3 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-010	<b>Project Financing Rating:</b> A

**METHOD OF FINANCING**

Estimated Project Cost: \$5,000  
This project will be funded using Umpqua Discovery Center capital funds.

**PROJECT DESCRIPTION**

Repaint exterior siding of the Umpqua Discovery Center.

**NEED/JUSTIFICATION**

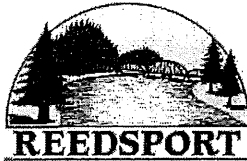
The Umpqua Discovery Center was last painted in 2010. To ensure preservation for the building to avoid further rotting of the exterior siding, it should be painted within the next 5 years.

**FINANCIAL IMPACT NARRATIVE**

The Umpqua Discovery Center has been saving for this repair. Umpqua Discovery Center capital funds will be impacted by this upgrade.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Fire Department Addition (4th Street)	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b> 6-9 months	<b>Project Priority:</b> 2
<b>CIP Listing Number:</b> 01-011	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$150,000  
 This project will be funded using General Fund capital funds. Staff will also seek grant opportunities to support this project.

**PROJECT DESCRIPTION**

Add on to the 4th Street side of the Downtown Fire Hall for the purpose of housing the Department's newest Fire Truck.

**NEED/JUSTIFICATION**

The original flooring from 1993 is beginning to show signs of wear and tear. As a public building and being a major tourist attraction, the building needs to be kept in good repair.

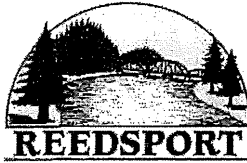
**FINANCIAL IMPACT NARRATIVE**

The cost of this project will impact the General Fund capital funds budget. Any grants received for this purpose will offset the cost.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 150,000.00	\$ -	\$ -	\$ -	\$ -	\$ 150,000.00





2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Rebuild Fire Department Bay Doors	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b> 1-3 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-012	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$40,000  
 This project will be funded using General Fund capital funds. Staff will also seek grant opportunities to support this project.

**PROJECT DESCRIPTION**

Reconfigure the 3 bay doors at the Downtown Fire Hall into 2 wider doors.

**NEED/JUSTIFICATION**

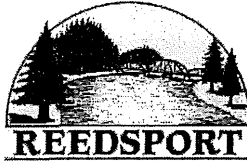
The three bay doors are too narrow for the fire trucks to safely enter or emerge. The three doors need to be remodeled into two bay doors.

**FINANCIAL IMPACT NARRATIVE**

The cost of this project will impact the General Fund capital funds budget. Any grants received for this purpose will offset the cost.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Downtown Fire Hall Flooring  
Project Type: Fire  
Project Duration: July 2021  
CIP Listing Number: 01-013

Fund(s) Impacted: 220  
Budget Period: 2023  
Project Priority: D  
Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$14,500 (budget or grant)

**PROJECT DESCRIPTION**

Replace floor upstairs at the downtown fire hall, Station 1. Main room, \$8,500. Bar kitchen and restroom, \$6,000. Total, \$14,500.

**NEED/JUSTIFICATION**

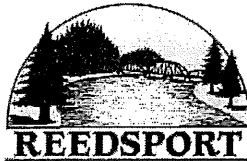
Very old with lots of broken tiles that need to be replaced.

**FINANCIAL IMPACT NARRATIVE**

Budget or Grant

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 14,500.00	\$ -	\$ -	\$ -	\$ -	\$ 14,500.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Turner Fire Station Addition	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b> 12-18 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-015	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$4,000,000  
 This project will be funded using General Fund capital funds. Staff will also seek grant opportunities to support this project.

**PROJECT DESCRIPTION**

Add onto the Uptown Fire Hall for installation of a kitchen, showers, classroom, sleeping quarters, two additional truck bays and radio room.

**NEED/JUSTIFICATION**

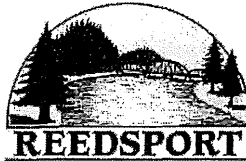
In the event of a western Douglas County Emergency, more room is needed for an emergency operations center. Showers for decontamination for firefighters, kitchen meals for emergency shifts and mutual aid calls, a classroom for training, two bays for additional trucks in the future (tender or ladder trucks) and enough space to setup Douglas County Emergency operations center, a radio room for ham radio, dispatch, and other communication.

**FINANCIAL IMPACT NARRATIVE**

The cost of this project will impact the General Fund. Any grants received for this purpose will offset the cost.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 4,000,000.00	\$ -	\$ -	\$ -	\$ -	\$ 4,000,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Turner Fire Station	<b>Fund(s) Impacted:</b> 025
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b>	<b>Project Priority:</b>
<b>CIP Listing Number:</b> 01-016	<b>Project Financing Rating:</b> C

**METHOD OF FINANCING**

Estimated Project Cost: \$15,000

**PROJECT DESCRIPTION**

Repave parking lot and driveway at Turner Station and Frontage Road. Sub base is weak so the existing pavement is sinking and needs to be brought up to a level grade.

**NEED/JUSTIFICATION**

The fire trucks are very heavy when fully loaded with water and will continue to make the existing pavement sink unless fabric is laid down and brought up to a level grade.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 15,000.00		\$ -	\$ -	\$ -	\$ 15,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Replacement of Riverfront Dock	Fund(s) Impacted: 025
Project Type: Parks	Budget Period: 2023-2027
Project Duration:	Project Priority:
CIP Listing Number: 01-017	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Project consists of replacing docks located near the Umpqua Discovery Center.

**NEED/JUSTIFICATION**

The existing docks are at the end of their lifespan. All hardware and corner brackets are failing and wood is rotted. Docks are unsafe and have become a constant maintenance issue. The docks are actively used by the public. The replacement includes: 6 docks 8 x 20; 4 docks 8 x 20 and 1 12 x 12 landing.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Property Acquisition	Fund(s) Impacted: 150/Debt
Project Type: Facilities	Budget Period: 2023
Project Duration:	Project Priority:
CIP Listing Number: 01-018	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$110,000

**PROJECT DESCRIPTION**

Property Acquisition

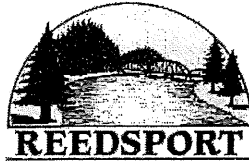
**NEED/JUSTIFICATION**

As the City moves forward with the Levee project the property (Port Dock) acquisition is important to ensure that the project is completed successfully.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 110,000.00	\$ -		\$ -		\$ 110,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Levee Walking Trail Surface  
Project Type: Facilities  
Project Duration:  
CIP Listing Number: 01-019

Fund(s) Impacted: 007  
Budget Period: 2024  
Project Priority: 2  
Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$200,000

**PROJECT DESCRIPTION**

Levee Walking Trail Surface

**NEED/JUSTIFICATION**

As part of the Levee certification, the top surface of the levee needs to have a surface applied to make a walking trail.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 200,000.00		\$ -		\$ 200,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Deans To Dunes Trail  
Project Type: Facilities  
Project Duration:  
CIP Listing Number: 01-020

Fund(s) Impacted: 007  
Budget Period: 2024  
Project Priority: 2  
Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$500,000

**PROJECT DESCRIPTION**

The Deans To Dunes Trail plan has been developed with the help of Douglas County, the US Forest Service and the Oregon Department of Transportation to connect Reddsport to the Deans Creek Elk Viewing Area east of Reddsport and the first beach parking lot in Winchester Bay by an off highway bike and pedestrian

**NEED/JUSTIFICATION**

As part of the Levee certification, the top surface of the levee needs to have a surface applied to make a walking trail.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 500,000.00		\$ -		\$ 500,000.00





2022-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Police Hand Gun & Rifle Range	Fund(s) Impacted: 037
Project Type: Range Improvements	Budget Period: 2023
Project Duration: On Going	Project Priority: 1
CIP Listing Number: 01-088	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: 49,000.00

**PROJECT DESCRIPTION**

Range accreditation from NRA / Training facility

**NEED/JUSTIFICATION**

Firearms and use of force training are in the forefront of law enforcement activities. The more training received the greater the reduction in liability. We have received inkind donations but have the need of more support to get the project closer to completion. We need Water and power to the facility. We have a donated building but we are in need of more funding to move the structure

**FINANCIAL IMPACT NARRATIVE**

We are working on grants that could help medigate the project. At this time private donations and cost reduction methods are being used.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 23,000.00	\$ 26,000.00	\$ -	\$ -	\$ -	\$ 49,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Reedsport Police & Fire Station	Fund(s) Impacted: 037/General
Project Type: Painting & Gutter Replacement	Budget Period: 2023
Project Duration: 2022	Project Priority: 1
CIP Listing Number: 01-089	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$10,000.00

**PROJECT DESCRIPTION**

Building painted and gutters replaced

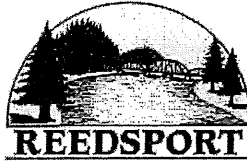
**NEED/JUSTIFICATION**

Exterior of the building needs to be painted and gutters replaced. During the roof replacement it was discovered the gutter system was in need of replacement and the building needed painting with several areas needing wood replacement.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Communications Center	Fund(s) Impacted: 037/Grant/Gen
Project Type: Communications Center Remodel	Budget Period: 2023
Project Duration: On going	Project Priority: 1
CIP Listing Number: 01-090	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$90,000.00

**PROJECT DESCRIPTION**

The Reedsport Police Department Communications Center

**NEED/JUSTIFICATION**

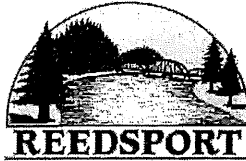
Interior of the dispatch center remodeling. Contingent on the seismic grant the Dispatch Center needs to have a bathroom and kitchenette area added. The area would also provide a proper space for the main computer systems to be housed and cooled.

**FINANCIAL IMPACT NARRATIVE**

The funds would need to come from the general fund to supplement the Grant.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 90,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Painting of City Hall	Fund(s) Impacted: 025
Project Type: Facilities	Budget Period: 2023
Project Duration:	Project Priority: 1
CIP Listing Number: 01-091	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Paint City Hall

**NEED/JUSTIFICATION**

Currently, the City Hall building requires some repairs and paint. There is some visible rot on the west and east side trim of the building. The rot needs to be repaired and then the building will need to be painted to protect it from the elements

**FINANCIAL IMPACT NARRATIVE**

This project would be funded through the general capital improvement fund.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: HVAC Systems for City Buildings  
Project Type: Facilities  
Project Duration:  
CIP Listing Number: 01-092

Fund(s) Impacted: 025  
Budget Period: 2023-2027  
Project Priority: 1  
Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$75,000

**PROJECT DESCRIPTION**

HVAC System for City Buildings

**NEED/JUSTIFICATION**

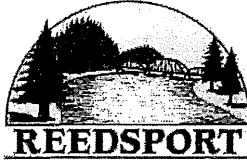
The HVAC systems in our city buildings are in need of replacement. Repairs and maintenance cost are continually rising on the old systems and some are beyond repair.

**FINANCIAL IMPACT NARRATIVE**

This will be funded from the general capital improvement fund.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 75,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Greenwood & East Railroad Realignment	Fund(s) Impacted: 150
Project Type: Public Street	Budget Period: 2023
Project Duration:	Project Priority: 1
CIP Listing Number: 01-096	Project Financing Rating:

**METHOD OF FINANCING**

Estimated Project Cost: \$65,000

**PROJECT DESCRIPTION**

Rearrangement of intersection of Greenwood and East Railroad, and add sidewalks from 101.

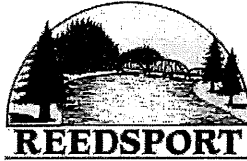
**NEED/JUSTIFICATION**

With the development of the surrounding areas and the rise in traffic, the intersection at Greenwood and East Railroad needs to be realigned for safety purposes. Along with the realignment of the intersection the sidewalks will need to be filled in from 101 down East Railroad.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 65,000.00	\$ -	\$ -	\$ -	\$ -	\$ 65,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Bicentennial Bathroom	Fund(s) Impacted: 025
Project Type:	Budget Period: 2024
Project Duration:	Project Priority: 1
CIP Listing Number: 01-097	Project Financing Rating:

**METHOD OF FINANCING**

Estimated Project Cost: \$50,000

**PROJECT DESCRIPTION**

Bathroom at Bicentennial Park

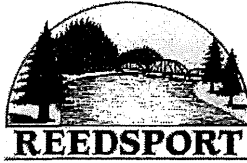
**NEED/JUSTIFICATION**

With the rise in people using the Frisbee golf and the walkers there has been a need for a bathroom at the park. The last couple years we have rented a portable toilet and it has been tipped over and vandalized. A permanent structure would ensure a year round restroom and limit the vandalization.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Rainbow Plaza Improvements	Fund(s) Impacted: 007
Project Type: Facilities	Budget Period: 2023
Project Duration:	Project Priority: 1
CIP Listing Number: 01-098	Project Financing Rating:

**METHOD OF FINANCING**

Estimated Project Cost: \$20,000

**PROJECT DESCRIPTION**

Installing ADA compliant sidewalks on the east side of the gravel lot along Water Ave. as the first step towards the Rainbow Plaza Redevelopment Concept designed in 2010.

**NEED/JUSTIFICATION**

The Plaza currently only has one set of sidewalks along the western edge that are in poor shape and are in desperate need of repair. The eastern side has new sidewalks on the opposite side of Water Ave. installed during the 2018 revitalization of the boat launch.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00





2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Public Works Shop Expansion  
Project Type: Utilities  
Project Duration:  
CIP Listing Number: 01-099

Fund(s) Impacted: Utility Split  
Budget Period: 2023  
Project Priority: 3  
Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$200,000

**PROJECT DESCRIPTION**

Expand the shop area and restore existing shop.

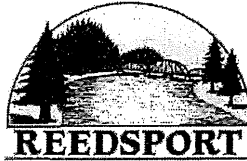
**NEED/JUSTIFICATION**

The existing shop has been in need of repair, the siding and roof are rotten and leaking. City crews have been clearing the property for future expansion and with the purchase of newer equipment and needing more space to store inventory an addition is needed onto the shop.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 200,000.00	\$ -	\$ -	\$ -	\$ -	\$ 200,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Inmate Open Air Yard	Fund(s) Impacted: 037
Project Type: Police	Budget Period: 2023
Project Duration: One Year	Project Priority: 1
CIP Listing Number: 1-104	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$15,000

**PROJECT DESCRIPTION**

A daylight are (yard) was recommended by the insurance company (CIS) to comply with jail standards. The yard would take advantage of an area currently not used and would require minimal cost.

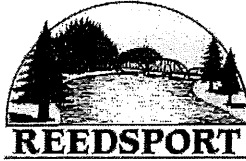
**NEED/JUSTIFICATION**

Jail standards.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Patrol Car Purchase	Fund(s) Impacted: 037
Project Type: Vehicles/Equipment	Budget Period: 2023-2027
Project Duration: Ongoing	Project Priority: A
CIP Listing Number: 1-22	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$170,000 (budget or grant) for 2023-2027

**PROJECT DESCRIPTION**

The Reedsport Police Department needs to replace two patrol cars.

**NEED/JUSTIFICATION**

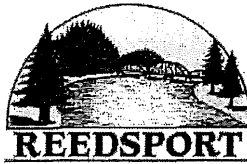
The current patrol cars that are in need of replacement are the Ford Crown Victoria's and they have exceeded their life expectancy. They have been patched together to the point where they are becoming a safety risk to standard patrol.

**FINANCIAL IMPACT NARRATIVE**

Financially we will supplement the program with funds from the 037 account but City may need to finance with outside source.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 60,000.00	\$ 50,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 170,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Trailer mounted 6" Diesel Water Pump	Fund(s) Impacted: 003/005
Project Type: Vehicles/Equipment	Budget Period: 2024
Project Duration:	Project Priority:
CIP Listing Number: 1-23	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Trailer Mounted 6" Diesel Water Pump

**NEED/JUSTIFICATION**

City currently has one small 2" trash pump for water flooding and purchased a larger unit in 2017. One more 6" pump is needed for high water, rain events or water line breaks, etc. All of which are a regular occurrence. Not only would another unit be extremely helpful for public works use, but also for safety during high water events in case one or more pump stations are not functioning. Price includes two hundred feet of 6 inch hose each.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 25,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Streets	Fund(s) Impacted: 002
Project Type: Vehicles/Equipment	Budget Period: 2023
Project Duration:	Project Priority:
CIP Listing Number: 1-24	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$10,000

**PROJECT DESCRIPTION**

Elgin Vacuum attachment & screen filter replacement

**NEED/JUSTIFICATION**

The Elgin Street sweeper is utilized to sweep streets in order to remove tear and other debris from entering the storm drain system. However, it is noticed regularly that storm drain inlets to become full of debris and need to be regularly cleaned. Typically, this has been performed after the street sweeping duties by then scheduling Vac-Con. Rather than do this it would be more efficient to install a vacuum attachment to the street sweeper which will allow the operator to clean the inlets immediately rather than at a later date. This will make the sweeping efforts more efficient and remove excess use from the

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 10,000.00	\$ -		\$ -		\$ 10,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Public Works	Fund(s) Impacted: Utility Split
Project Type: Vehicles/Equipment	Budget Period: 2023-2027
Project Duration:	Project Priority: C
CIP Listing Number: 1-25	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$150,000

**PROJECT DESCRIPTION**

Public Works Vehicles

**NEED/JUSTIFICATION**

City Maintenance department fleet is aging and is in need of replacing one more truck. The Custodial/Maintenance was replaced in the 2017/18 fiscal year. It is hoped that one more truck will be able to be purchaed.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 150,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Fire Truck	Fund(s) Impacted: 014/025
Project Type: Vehicles	Budget Period: 2024
Project Duration:	Project Priority:
CIP Listing Number: 1-27	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$150,000

**PROJECT DESCRIPTION**

Triple Combination Fire Truck

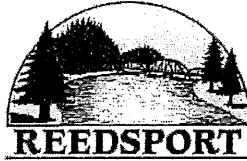
**NEED/JUSTIFICATION**

Another older fire truck is being looked at for replacement with a newer, more reliable triple combination fire truck.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
	\$ 150,000.00		\$ -		\$ 150,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Emergency Generator	Fund(s) Impacted:
Project Type: Public Utility: Facilities	Budget Period: 2024
Project Duration:	Project Priority: B
30CIP Listing Number: 1-30	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$40,000
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**PROJECT DESCRIPTION**

Emergency generator
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**NEED/JUSTIFICATION**

All city portable generators require re-wiring to become usable in an emergency or other situation.

**FINANCIAL IMPACT NARRATIVE**

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**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
	\$ 40,000.00				\$ 40,000.00





2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Replacement Roadside Tractor/Mower	Fund(s) Impacted: 002
Project Type: Vehicles/Equipment: Streets	Budget Period: 2024
Project Duration:	Project Priority: B
CIP Listing Number: 1-31	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$70,000

**PROJECT DESCRIPTION**

Replacement Roadside Tractor/ Mower

**NEED/JUSTIFICATION**

The Public Works Department use the tractor with the side mowing implement to maintain roadsides in certain areas and along the levee walls by mowing vegetation. The current equipment was purchased in 1998 and is due for replacement.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
	\$ 70,000.00				\$ 70,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Light Rescue Vehicle	Fund(s) Impacted: 014
Project Type: Fire	Budget Period: 2024
Project Duration: 2020-21	Project Priority: C
CIP Listing Number: 1-33	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$45,000 (budget or grant)

**PROJECT DESCRIPTION**

Light rescue, 2 ton, enclosed vehicle, room for 4-5 firefighters and rope rescue equipment.

**NEED/JUSTIFICATION**

Replace a 1992 used ambulance with \$150,000 plus miles on it. It is showing signs of electrical problems.

**FINANCIAL IMPACT NARRATIVE**

We will use Budget or Grant monies.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Vac-Con	Fund(s) Impacted: All Utilities
Project Type: Vehicles/Equipment	Budget Period: 2023
Project Duration:	Project Priority: 2
CIP Listing Number: 1-80	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$450,000

**PROJECT DESCRIPTION**

Vac-Con

**NEED/JUSTIFICATION**

The current Vac-con truck is a 2002 and requires constant maintenance. The Vac-con is utilized by all departments every day of the week. There have been situations where the Vac-con has been down for repairs and we have had to rely on the surrounding public works department for the use of their vac-con. The equipment is a critical piece to the public works department.

**FINANCIAL IMPACT NARRATIVE**

This will be split between the utility departments.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 450,000.00	\$ -	\$ -	\$ -	\$ -	\$ 450,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: CAD/ RMS Jail Booking System	Fund(s) Impacted: 037/025
Project Type: Public Utilities: Police	Budget Period: 2024
Project Duration: On going	Project Priority: A
CIP Listing Number: 1-34	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$54,000.

**PROJECT DESCRIPTION**

CAD/Records Management System which will enable us to track record keeping, dispatch and jail management.

**NEED/JUSTIFICATION**

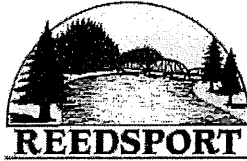
The current system will need updating to ensure it is in compliance with CJIS.

**FINANCIAL IMPACT NARRATIVE**

This will be funded by fund 037 along with fund 025.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 23,000.00	\$ 13,000.00	\$ 8,000.00	\$ 10,000.00	\$ 54,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: N.F.P.A. Approved SCBA Units  
Project Type: City Operations: Fire  
Project Duration:  
CIP Listing Number: 1-35

Fund(s) Impacted:  
Budget Period: 2023-2027  
Project Priority:  
Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$80,000

**PROJECT DESCRIPTION**

N.F.P.A. Approved SCBA Units

**NEED/JUSTIFICATION**

NFPA guidelines recommend a SCBA unit for each seat in Fire Trucks. 22 units were purchased in 2005. Two tanks need to be purchased every year to cover the 15 year expiration.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 80,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Arthur Drive Paving	Fund(s) Impacted: 001
Project Type: Public Utilities: Streets	Budget Period: 2023
Project Duration:	Project Priority:
CIP Listing Number: 1-36	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$260,000

**PROJECT DESCRIPTION**

Arthur Drive Paving

**NEED/JUSTIFICATION**

Arthur Drive from 22nd Street to Longwood Drive is approximately 1,661 feet in length. Due to sidewalk curb height, a simple asphalt overlay cannot be performed or the sidewalk curbs will be too shallow which would then cause stormwater to overflow and possibly cause flooding into private property. Further, manholes, catch basins and water valves would need to be raised to accommodate the new height, and could be quite costly. To avoid these complications and continue to properly maintain the City infrastructure drainageways and private property the existing asphalt will need to be ground down 2 to 3

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2022	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 260,000.00	\$ -	\$ -	\$ -	\$ -	\$ 260,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Rock wall nets for West Road  
Project Type: Public Utilities: Streets  
Project Duration:  
CIP Listing Number: 1-38

Fund(s) Impacted:  
Budget Period: 2024  
Project Priority:  
Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$5,000

**PROJECT DESCRIPTION**

Rock wall nets for West Road

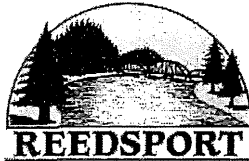
**NEED/JUSTIFICATION**

Reedsport West Road continues to have small to medium sized rocks and debris erode from hillsides and fall into street during rain events. This can pose a serious and liability concern for the patrons and the City. Netting is widely used to stabilize banks and prevent debris from falling into roadways and is a common practice.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
	\$ 5,000.00				\$ 5,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Catch Basins and Spot Paving	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2023-2027
Project Duration:	Project Priority:
CIP Listing Number: 1-39	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$50,000

**PROJECT DESCRIPTION**

Catch Basins and Spot Paving

**NEED/JUSTIFICATION**

Streets and drainage areas in disrepair. Part of yearly street and storm drain maintenance.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 50,000.00





2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Rowe Street	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2024
Project Duration:	Project Priority: 2
CIP Listing Number: 1-40	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$23,000

**PROJECT DESCRIPTION**

Rowe Street

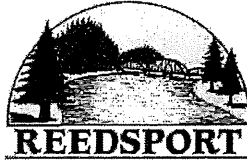
**NEED/JUSTIFICATION**

In late 2015, a sinkhole formed on Rowe Street as a result of a collapsed 50 year old concrete sewer line. City crews replaced the line as well as repaired multiple sewer line connection points in street. As a result, a substantial area of the upper portion of the street is in need of repaving.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
	\$ 23,000.00				\$ 23,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Hawthorne Street 12th block to 16th block	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2025
Project Duration:	Project Priority: 2
CIP Listing Number: 1-41	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$200,000

**PROJECT DESCRIPTION**

Hawthorne Street 12th block to 16th block

**NEED/JUSTIFICATION**

Street is in poor condition.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: South Hill Drive Top	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2025
Project Duration:	Project Priority:
CIP Listing Number: 1-42	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$23,000

**PROJECT DESCRIPTION**

South Hill Drive Top

**NEED/JUSTIFICATION**

Street is in poor condition.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
		\$ 23,000.00	\$ -		\$ 23,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: ADA Upgrades	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2023-2027
Project Duration:	Project Priority: 1
CIP Listing Number: 1-43	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$50,000

**PROJECT DESCRIPTION**

ADA Upgrades

**NEED/JUSTIFICATION**

As required by state law the City is to constantly work on improving American's with Disabilities Act (ADA) accessibility for public facilities including sidewalks as part of the City's maintenance program.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 50,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Winchester Ave 2nd Phase Paving	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2026
Project Duration:	Project Priority: 1
CIP Listing Number: 1-83	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$150,000

**PROJECT DESCRIPTION**

Pave the west end of Winchester Avenue

**NEED/JUSTIFICATION**

The east end of Winchester Ave was paved in 2020 from an SCA grant. City staff will be applying for another SCA grant in hopes to pave the west end of the road.

**FINANCIAL IMPACT NARRATIVE**

This project will be funded from an SCA grant.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ -	\$ 150,000.00	\$ -	\$ 150,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Purchase Install one additional fire hydrant annually	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2023-2027
Project Duration:	Project Priority: A
CIP Listing Number: 1-44	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Purchase install one additional fire hydrant annually

**NEED/JUSTIFICATION**

The City has areas which do not have a sufficient number of fire hydrants to provide adequate fire coverage. The addition of one new hydrant annually will improve the public safety.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Purchase Install one additional fire hydrant annually	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2023-2027
Project Duration:	Project Priority: 1
CIP Listing Number: 1-45	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Fire Hydrant Annual Replacement

**NEED/JUSTIFICATION**

The fire hydrant system has 38 old fire hydrants which do not have steamer ports. They have two 2.5" ports and no 4" steamer port. This reduces the water flow and drops the City's ISO insurance rating and the ability to fight large fires. An annual replacement of three hydrants per year would help to bring the system into a lower ISO rating. In some areas, the water main lines must be replaced and increased in size to accommodate the higher water flows for the hydrants.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Install Security Fencing- Reserviors	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2024
Project Duration:	Project Priority: 1
CIP Listing Number: 1-46	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Install Security Fencing- Reserviors

**NEED/JUSTIFICATION**

Per the November 2016 State of Oregon watershed review, the City is required to secure reserviors from unauthorized access with chain link and barbed wire fencing. Site pricing is as follows:

Bolon Island \$8,000  
 Crestview \$5,580  
 Rowe Street \$5,640

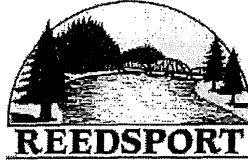
The project must be completed within three years. It is staff's recommendation to comply within the next

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 25,000.00		\$ -	\$ -	\$ 25,000.00





2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Rerofit Water Meters Continuation	Fund(s) Impacted: 003/004
Project Type: Public Utilities: Water Utility/ Wastewater Utility	Budget Period: 2023-2027
Project Duration:	Project Priority: 3
CIP Listing Number: 1-47	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$94,000

**PROJECT DESCRIPTION**

Phase 3 (final phase) is proposed for retrofitting the City of Reedsport existing water meters over the next 5 years. Project is proposed for retrofitting existing water meters with MXU radio read technology. First year project was meters in Gardiner and in FY 2016-17 Winchester Bay meters will be retrofitted. In 2017

**NEED/JUSTIFICATION**

Savings in staff time and vehicle usage for meter reading each month.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 10,000.00	\$ 94,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: 22nd Street Main Line Pressurized Water Relief Valve Inst:	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2023-2027
Project Duration:	Project Priority: 1
CIP Listing Number: 1-48	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$62,000

**PROJECT DESCRIPTION**

There is not a way to close the pressurized water system during an emergency within the city. The installation of a PRV will enable the City to operate on the reservoir system during an emergency.

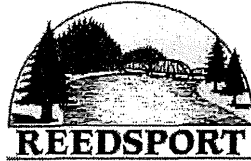
**NEED/JUSTIFICATION**

In identifying resiliency issues, the ability to isolate the mainline and water system during normal maintenance or emergency could be a critical factor.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 31,000.00	\$ 31,000.00	\$ -	\$ -	\$ -	\$ 62,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: 20th Street Water Line Replacement	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2025
Project Duration:	Project Priority: 1
CIP Listing Number: 1-49	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$100,000

**PROJECT DESCRIPTION**

20th Street Water Line Replacement

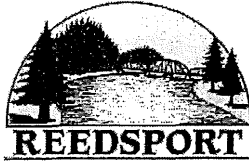
**NEED/JUSTIFICATION**

20th Street waterline age and multiple breaks indicate that infrastructure is beyond it's serviceable life. The waterline will serve as a backbone for the mainline service replacements along all side streets and assist with pressure regulation in the area.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Providence Creek Crossing	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2024
Project Duration:	Project Priority: 2
CIP Listing Number: 1-50	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$22,000

**PROJECT DESCRIPTION**

Replace existing exposed 16 inch AC waterline with 16 inch Ductile iron waterline.

**NEED/JUSTIFICATION**

Existing pipe is installed on a bridge structure, exposed to the weather and could be subject to vandalism. The existing pipe material degrades over time when exposed to the elements. The broken line could be difficult to repair and damage from a broken pipe could be significant.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 22,000.00		\$ -	\$ -	\$ 22,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Winchester Creek Crossing	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2024
Project Duration:	Project Priority: 2
CIP Listing Number: 1-51	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$17,500

**PROJECT DESCRIPTION**

Install valve, blow off assembly and standpipe on the southerly side of Winchester Creek, converting existing blow off assembly on northerly side of creek to a standpipe.

**NEED/JUSTIFICATION**

Winchester Bay, Reedsport and all other connections to the water system are served by a single waterline under Winchester Creek. The existing line is concrete encased steel pipe nearing the end of its design life. Repairing a failed line under the creek could take a considerable amount of time and the entire water system would be without water. The proposed system would provide a temporary minimal supply until the repair was completed.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 17,500.00		\$ -	\$ -	\$ 17,500.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Master Heights Water Reservoir	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2025
Project Duration:	Project Priority: 1
CIP Listing Number: 1-53	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$2,700,000

**PROJECT DESCRIPTION**

Master Heights Water Reservoir

**NEED/JUSTIFICATION**

The placement of a reservoir at Master Heights is identified in the Water Master Plan. This reservoir would provide water storage for the uptown area and Winchester Bay in the event of a major waterline break or problems at the ozone plant. Currently these areas have no water during major breaks. This is a critical problem for the Lower Umpqua Hospital and at the Highland School.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 2,700,000.00	\$ -	\$ -	\$ 2,700,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Land Acquisition: Acquire the Clear Lake Watershed	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2024
Project Duration:	Project Priority: 3
CIP Listing Number: 1-54	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$750,000

**PROJECT DESCRIPTION**

Land Acquisition: Acquire the Clear Lake Watershed

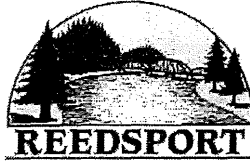
**NEED/JUSTIFICATION**

For the purposes of protecting the City's water source, the City would like ownership of the property surrounding Clear Lake.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 750,000.00		\$ -	\$ -	\$ 750,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Telemetry Alarm System	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2024-2026
Project Duration:	Project Priority: 3
CIP Listing Number: 1-55	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$260,000

**PROJECT DESCRIPTION**

Telemetry is an automated communication process installed at locations e.g. pump stations, collection sites. Measurements and data can be collected from flow levels, pumping conditions, operation of pumps and equipment and transmitted to receiving equipment such as a computer at another location for the

**NEED/JUSTIFICATION**

Activities from pump stations and reservoirs has the opportunity to be remotely monitored at a central location or via cell phone without the physical presence of staff. Activities such as motor run times, flow rates, equipment activity, electrical consumption are among the list that can be monitored. This will increase utility efficiency and reduce staff time checking pump stations.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 100,000.00	\$ 100,000.00	\$ 60,000.00	\$ -	\$ 260,000.00





2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Water valve shut off replacements (multi valves)	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2023-2024
Project Duration:	Project Priority: 2
CIP Listing Number: 1-56	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$24,000

**PROJECT DESCRIPTION**

Water shut off replacements (multi valves)

**NEED/JUSTIFICATION**

Approximately 12 shut off valves are old and need filing. Lack of replacement of these valves means that multiple neighborhoods or areas must be shut off, rather than a more specific isolation being possible.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	\$ -	\$ 24,000.00



**2022-2023 FISCAL YEAR BUDGET  
CAPITAL IMPROVEMENT PROGRAM  
CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

<b>Project Title:</b> Water Transmission Main Replacement, Phase II	<b>Fund(s) Impacted:</b> 003
<b>Project Type:</b> Public Utilities: Water Utility	<b>Budget Period:</b> 2027
<b>Project Duration:</b>	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 1-57	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$2,300,000

**PROJECT DESCRIPTION**

Water transmission main replacement, phase II

**NEED/JUSTIFICATION**

The transite transmission line needing to be replaced is a section of line between Reedsport and Surfwood Campground. Numerous water line breaks have been occurring in this line due to its location in unstable swamp. The line will be relocated in the HWY 101 road shoulder.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ -	\$ -	\$ 2,300,000.00	\$ 2,300,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Variable Speed Drives	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2025
Project Duration:	Project Priority: B
CIP Listing Number: 1-58	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$120,000.00

**PROJECT DESCRIPTION**

Variable speed drives

**NEED/JUSTIFICATION**

The existing drives are 24 years old and they are hard to start drives and cause a hammer effect on the new system. Replacing the drives would allow us to pump at a steady flow instead of just pumping wide open causing a hard start and stop.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 120,000.00	\$ -	\$ -	\$ 120,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Water Master Plan & Water Mgmt Conservations Plan	Fund(s) Impacted: 003
Project Type: Water	Budget Period: 2025
Project Duration:	Project Priority: 1
CIP Listing Number: 1-100	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$150,000

**PROJECT DESCRIPTION**

substantial infrastructure investment by water utilities is essential in order to keep pace with population growth, meet regulations, deliver adequate services, and protect public health and the environment. These large expenditures in order to maintain and improve water supply require that utilities create a

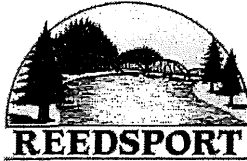
**NEED/JUSTIFICATION**

The Water Master Plan has not been updated since October 2006, along with the Water Master Plan a Water Management Conservation Plan will be completed to save time and money by doing them simultaneously.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Backup Generator	Fund(s) Impacted: 003
Project Type: Water	Budget Period: 2025
Project Duration:	Project Priority: 1
CIP Listing Number: 1-101	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$65,000

**PROJECT DESCRIPTION**

C7.1 / 150KW Outdoor Packaged standby diesel generator set.

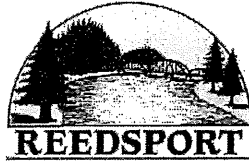
**NEED/JUSTIFICATION**

The backup genertor at the water plant is essential to the function of the water plant should it loose power. Over the years it has been repaired several times and is starting to show signs of needing repaired again.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Sewage Manhole Renovation and Replacement Project	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2023-2027
Project Duration:	Project Priority: A
CIP Listing Number: 1-59	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$125,000

**PROJECT DESCRIPTION**

Sewage manhole renovation and replacement project

**NEED/JUSTIFICATION**

The wastewater infrastructure system has seventeen identified manholes which continue to deteriorate and sink downward. Some of them can be renovated and others need to be replaced. Estimated cost includes 10% contractor Mobilization, 20% Engineering and 30% contingency. Only 2 manholes will be addressed in the budget.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 125,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Replacement of Slide	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2023
Project Duration:	Project Priority: A
CIP Listing Number: 1-60	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$15,000

**PROJECT DESCRIPTION**

Replacement of Slide Gates

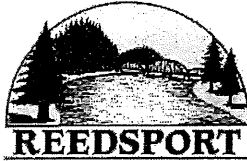
**NEED/JUSTIFICATION**

The levee slide gates have not been replaced since the install of the levee system. They do not close properly and will not protect during high water events as originally designed. The slide gates require individual specific design and manufacturing. Sites of slide gates are 1400 block of Winchester and 1600 block of Highway 101.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Chlorine Conversion	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2026
Project Duration:	Project Priority: B
CIP Listing Number: 1-61	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$1,000,000.00

**PROJECT DESCRIPTION**

Convert the disinfection process at the treatment plant from chlorine gas to pelletized chlorine product.

**NEED/JUSTIFICATION**

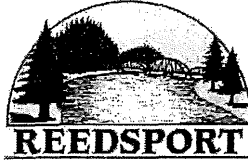
Changing the process from chlorine gas to pelletized form is estimated to reduce product cost, eliminate the high monthly tank rental cost and make the disinfecting a safer method to staff and surrounding area.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ -	\$ 1,000,000.00	\$ -	\$ 1,000,000.00





2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: 18th Street & Ivy Sewage Pump Station Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2026
Project Duration:	Project Priority: C
CIP Listing Number: 1-62	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$75,000

**PROJECT DESCRIPTION**

18th Street & Ivy sewage pump station replacement

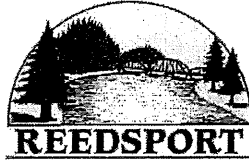
**NEED/JUSTIFICATION**

December 31, 2005, the Ivy Station was completely submerged due to flooding in the Schofield Creek. Power to the station is on a power pole and had to be shut down and could only be reached by boat. Both of the pumps in the station had to be rebuilt as did the electrical controls. The valves in the wet well under the station are corroded open and cannot be closed. There is a constricted overflow valve to the creek which needs to be removed. The station was built in 1973 and the replacement parts are difficult to obtain and expensive.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ -	\$ 75,000.00	\$ -	\$ 75,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Myrtle/Laurel Main Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2026
Project Duration:	Project Priority: A
CIP Listing Number: 1-63	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$56,000

**PROJECT DESCRIPTION**

Myrtle/Laurel main replacement

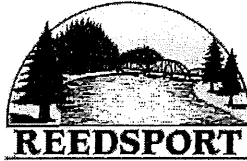
**NEED/JUSTIFICATION**

Four highway sewer main crossings for approximately 31 service connections need construction or redirection. The objective is to eliminate 3 of the four crossings and a segment of the sewer main below Highway 101, which is sloped incorrectly and difficult to access and maintain.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ -	\$ 56,000.00	\$ -	\$ 56,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: 22nd Street Force Main Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2024
Project Duration:	Project Priority: A
CIP Listing Number: 1-64	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$400,000

**PROJECT DESCRIPTION**

22nd Street force main replacement.

**NEED/JUSTIFICATION**

This AC pipe is over 50 years of age and is installed in swampy, low area. Pipe is showing signs of corrosion and failure. Rerouting will eliminate the pipe from the ODOT ROW.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 400,000.00	\$ -	\$ -	\$ -	\$ 400,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Sewer Relining (Multi Locations)	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2023
Project Duration:	Project Priority: A
CIP Listing Number: 1-65	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$176,000

**PROJECT DESCRIPTION**

Sewer relining (multi locations)

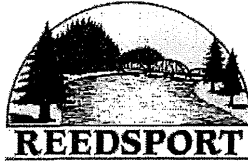
**NEED/JUSTIFICATION**

Five areas totaling 1,982 lineal feet of sewer line need to be relined.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 176,000.00	\$ -	\$ -	\$ -	\$ -	\$ 176,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2027**

**PROJECT DETAILS**

Project Title: Rehabilitate Forest Hills Sewage Pump Station	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2024
Project Duration:	Project Priority: B
CIP Listing Number: 1-66	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$1,800,000.00

**PROJECT DESCRIPTION**

Rehabilitate Forest Hills Sewage Pump Station.

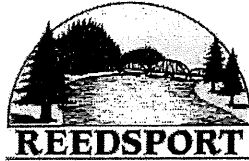
**NEED/JUSTIFICATION**

Station was built in 1980 and is in need of renovation. The roof needs repaired, electrical components need efficient pumps and motors need to replace the old pumps and motors, valves, pipes and supports need to be rehabilitated.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 1,800,000.00	\$ -	\$ -	\$ -	\$ 1,800,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Telemetry Alarm System	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2025-2027
Project Duration:	Project Priority: C
CIP Listing Number: 1-67	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$260,000

**PROJECT DESCRIPTION**

telemetry is an automated communication process installed at locations e.g. pump stations, collection sites. Measurements and data can be collected from flow levels, pumping conditions, operation of pumps and equipment and transmitted to receiving equipment such as a computer at another location for the

**NEED/JUSTIFICATION**

Activities from pump stations and reservoirs has the opportunity to be remotely monitored at a central location or via cell phone without the physical presence of staff. Activities such as motor run times, flow rates, equipment activity, electrical consumption are among the list that can be monitored. This will increase utility efficiency and reduce staff time checking pump stations.

Wastewater has 10 pump stations and the wastewater plant which would utilize the Telemetry System

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 60,000.00	\$ 260,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: 8th & Mill Pump Station	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2023
Project Duration:	Project Priority: C
CIP Listing Number: 1-68	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$100,000

**PROJECT DESCRIPTION**

Replacement of pumps and circuitry at the sewer pump station located at 8th St. and Mill.

**NEED/JUSTIFICATION**

Pumps and related circuitry is old technology and underperforming. While running, the station vibrates and is a neighborhood noise nuisance. Preventive maintenance and after-hours call outs have become an issue as the pumps have aged. Parts and labor into this pump station since 2014 is \$7000. Also, a new hinged cover (doghouse) is needed for the pump station if it is not replaced. Pump station wet well is currently operating above the hydraulic profile of collection system inlets. In other words, in order to get the pumps to prime and pump, the level of the wet well needs to be higher than the inflow of sewage.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: 12th and Juniper PS Upgrade	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2024
Project Duration:	Project Priority: 1
CIP Listing Number: 1-85	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$400,000.00

**PROJECT DESCRIPTION**

12th and Juniper Pump Station Upgrades.

**NEED/JUSTIFICATION**

The 12th & Juniper wastewater pump station was mentioned in the 2004 wastewater facilities plan as in need of more pumping capacity. Currently, storm events cause high wet well alarms at the pump station. Pump clogging is also an issue that demands significant staffing hours to maintain the limited pumping capacity. Circuitry in the pumping station is outdated and showing signs of heat damage. Wiring and circuitry would need to be updated if pumping capacity were to be increased. Some kind of anti-clogging/deragging may also be of benefit to this application. The existing emergency power supply is also

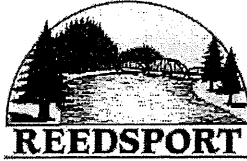
**FINANCIAL IMPACT NARRATIVE**

This will be funded from the capital improvement wastewater fund.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 400,000.00	\$ -	\$ -	\$ -	\$ 400,000.00





2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Hawthorne sewer extension	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2023
Project Duration:	Project Priority: 1
CIP Listing Number: 1-86	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$165,000

**PROJECT DESCRIPTION**

Hawthorne sewer extension.

**NEED/JUSTIFICATION**

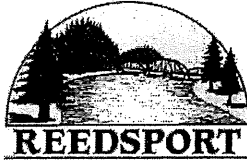
Currently, no sewer line runs down Hawthorne from 13th street to 15th street. With the upcoming development of the apartments on 15th street, there is a need for a sewer connection on Hawthorne. There is a connection on 15th street but the sewer is too shallow to accommodate the apartment complex.

**FINANCIAL IMPACT NARRATIVE**

This will be funded by 50% from the wastewater system development fund and 50% from the Urban Renewal fund.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 165,000.00	\$ -	\$ -	\$ -	\$ -	\$ 165,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Slip lining from Schofield Bridge to Riverfront Way	Fund(s) Impacted: 004
Project Type: Public Utilities	Budget Period: 2027
Project Duration:	Project Priority: 1
CIP Listing Number: 1-94	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$375,000

**PROJECT DESCRIPTION**

Slip line 5000' of gravity sewer line from Schofield Bridge to Riverfront Way

**NEED/JUSTIFICATION**

Sewer's main capacity issues have plagued the City in the Winchester Avenue for many years. Sewer system overflows have been documented during periods of heavy rainfall resulting in risk to human health. The Manning formula for friction loss has demonstrated that by cure in place lining of the entire trunk line from the Schofield Bridge to Riverfront Way, a route estimated to be 5000 linear feet, a full pipe discharge of 19% can be achieved. There are several reasons why a simple replacement of the existing pipe with a bigger pipe is deemed to be problematic. First, the geography of downtown is very flat over

**FINANCIAL IMPACT NARRATIVE**

This will be funded from the capital improvement wastewater fund.

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ -	\$ -	\$ 375,000.00	\$ 375,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Blower Rebuild  
Project Type: Wastewater  
Project Duration: Ongoing  
CIP Listing Number: 1-102

Fund(s) Impacted: 004  
Budget Period: 2023-2027  
Project Priority: 1  
Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$75,000

**PROJECT DESCRIPTION**

Mechanical rebuild of blowers. Blowers are mechanical apparatice which supplies oxygen to the Activated Sluge process employed by the waste water treatment plant for the treatment of raw sewage.

**NEED/JUSTIFICATION**

Operating hours on blowers are exceeding the operating hours at which the manufacturers suggests a rebuild. Salt air appears to be having a negative impact on this machinery.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 75,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Wastewater Master Plan	Fund(s) Impacted: 004
Project Type: Wastewater	Budget Period: 2025
Project Duration:	Project Priority: 1
CIP Listing Number: 1-103	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$150,000

**PROJECT DESCRIPTION**

Substantial infrastructure investment by wastewater utilities is essential in order to keep pace with population growth, meet regulations, deliver adequate services, and protect public health and the environment. These large expenditures in order to maintain and improve Wastewater supply require that

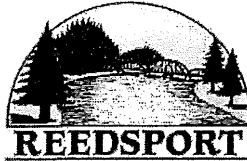
**NEED/JUSTIFICATION**

The Wastewater Master Plan has not been updated since March of 2004.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ -	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00



2022-2023 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2023-2027**

**PROJECT DETAILS**

Project Title: Levee Repairs and Upgrades	Fund(s) Impacted: 005/150
Project Type: Public Utilities: Stormwater	Budget Period: 2024
Project Duration:	Project Priority: A
CIP Listing Number: 1-71	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$5,600,000.00

**PROJECT DESCRIPTION**

Levee repairs and upgrades

**NEED/JUSTIFICATION**

The most recent projection for completing the necessary repairs and improvements to the levee system are estimated at \$5,500,000. A grant application has been submitted for the cost of this project with a 25% match required. Completing this work would allow the City to recertify the levee system to FEMA's standards.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	Total
\$ -	\$ 5,600,000.00	\$ -	\$ -	\$ -	\$ 5,600,000.00