

CITY OF REEDSPORT

CITY MANAGER'S OFFICE

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Wednesday, June 27, 2018

FISCAL YEAR 2018-19 BUDGET MESSAGE

INTRODUCTION

I am pleased to present the proposed FY 2018-2019 City of Reedsport budget for your consideration. The budget is balanced and was prepared based on this City's commitment to its elected officials and citizens of fiscal accountability and responsibility.

Overall the direction of the City continues to be positive with new housing and new business starts finally beginning to increase. Business occupancy in the downtown is higher than it has been over the last decade and a number of recent commercial property sales in this area should help continue this trend. Two moderate sized retailers are also slated to start operation in Reedsport over the next fiscal year adding sizable improvement to the City tax base and helping enhance the City's appearance overall.

Another enhancement that should aid the City's upward trend include the upcoming renovation of the highway 38 corridor in the downtown. This project will drastically change the downtown street scape by adding large bump outs with lots of additional planters, street furniture (e.g., benches, trashcans and bike racks), sidewalks where none currently exist, bike lanes where none currently exist, street trees and additional decorative lighting. Supported by the City's Main Street program these additions will be designed with a common theme in recognition of our history as a Tidewater Town. Most of the improvements will be paid for by a grant from the Oregon Department of Transportation however, the City has been budgeting funds from Urban Renewal and Streets to help cover any of the additional costs ensuring that the much needed facelift is completed.

The City's strategy over the last five years of supplementing revenue losses with grants has paid off and continues to be one of the biggest factors in municipal facility upgrades in the City. These grants have resulted in a nearly complete levee system analysis with some storm water facility upgrades. They have provided funding for critical paving projects, the renovation of the City's Boat Launch facility, the formulation of new local trail system plans to increase quality of life and health for area residents and aided in the purchase of a fleet of new public safety vehicles. Going into the next year these grants will yet again play an unprecedented roll in the steady renovation of Reedsport.

Besides the revamp of the downtown, this next year citizens can expect to hear more about a new multimodal pathway designed to connect Reedsport to the Dunes. This 15 million dollar project is being proposed for federal funding by the Oregon Department of Transportation (ODOT) and will provide residents and tourist with an off-highway biking

and hiking trail by which to access the beaches in Winchester Bay from Reedsport. Residents can expect to hear more about the City's progress on its levee certification project as City staff posture to apply for larger grants for construction of the project. Lastly, folks can expect to hear more about the City's upcoming Centennial Celebration, wherein the Reedsport Main Street program is working to formulate a plan to celebrate a town called Reedsport that has, despite all odds, survived and is once again headed toward prosperity.

This year's budget has yet to reflect many of the positive developments in town but has been prepared to satisfy the legal requirements of the City of Reedsport Charter and the State of Oregon local budget law. The Proposed Budget is balanced and stays within all of the statutory property tax limitations. It would be appropriate to view the Proposed Budget as the intersection of public policy, values, and available resources.

GENERAL FUND HIGHLIGHTS

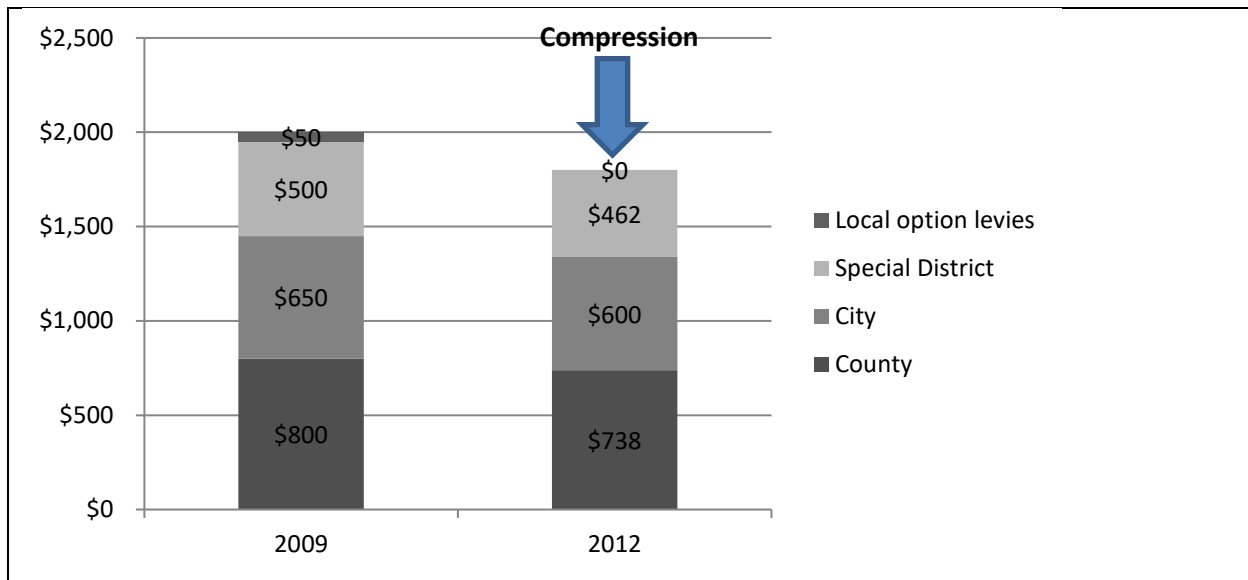
Background:

Oregon's property tax system is one of the most important sources of revenue for the public sector in Oregon. The structure of the property tax system changed very little until the 1990s when two statewide ballot measures, Measure 5 and Measure 50, dramatically altered the system. These Measures introduced property tax rate caps and put limits on assessed property values creating a condition called "Compression."

Compression is more specifically caused when a property's assessed value (Measure 50) is higher than the tax ceiling of \$10 / \$1,000 of Real Market Value (Measure 5). The gap between the two values results in revenue loss for all of the taxing districts in the subject area. This condition can affect both education and governmental tax levies. The City of Reedsport and, the taxing districts therein, have been in tax compression for a decade.

The limit does not apply to any rates for voter approved bonded debt. Levy amounts derived from non-school tax rates that exceed \$10.00/\$1,000 TRMV are reduced with the amount of tax revenue for each taxing jurisdiction being reduced proportionate to its relative levy authority. The following is an example of compression.

EXAMPLE			
	2009	2012	Difference
RMV	\$200,000	\$180,000	-\$20,000
Measure 5 limits	\$2,000	\$1,800	-\$200
<u>Local Taxes</u>			
Local Option Levies	\$50	\$0	-\$50
Special Districts	\$500	\$462	-\$38
City	\$650	\$600	-\$50
County	\$800	\$738	-\$62



Compression losses can amount to hundreds of thousands of dollars in budgetary losses for the City each year drastically reducing the City's ability to fund such things as:

- **Public Safety**
- **Fire**
- **Senior Services**
- **Public Parks**
- **Recreational facilities**
- **Economic Development**
- **Levee Safety**
- **Library Services**
- **Dial a Ride**
- **City Hall**

It should be noted that it takes several years for market trends to catch up to tax revenues. Even if the City experiences a massive rise or fall in assessed property values, these impacts will take years to change the trajectory of the proceeds received or lost.

2017-2018 Fiscal Year in Review:

For many years, the City has seen significant declines in the revenues from taxes; however, this last year was a virtual no net loss scenario where increasing property values actually offset losses which were estimated at \$180,000. This is both good and bad. Good in the sense that we do not have to budget for a loss in revenue but bad because increasing expenses continue to eat into City operations and not allow us to begin the process of building back all of the positions that we consolidated or cut over the last few years.

Despite ongoing issues surrounding the City's tax revenues, many of the general fund dependent departments managed to acquire grants, donations and even secure alternate funding streams. Most notably the Police Department was able to negotiate a contract with Coos County parole and probation to house their custodies in our Jail. This contract translated into windfall dollars that were put into a new Police capital account for use by the department to fund police improvements such as computer upgrades and new vehicles. These dollars will be rolled forward to the next year for the Police to spend as they identify needs.

2018-2019 Fiscal Year:

The rate of revenue decline experienced over the last half decade seems to finally be over and tax revenues seem to be in the beginning stages of recovery. Tax compression is still a major factor of revenue loss however gains now seem to be keeping pace with losses leading to another year of virtually unchanged finances from the previous year. As state previously, area wide economic indicators are positive and gains seem inevitable but yet to be realized in the City's bottom line.

The proposition of a new library district has the potential to disrupt the City's current stability by cutting revenues. The proposed rate of \$.39 per thousand, translates into an estimated annual loss of \$35,000-\$55,000, meaning even more program changes for the City or, at minimum, a potential offset to future gains. While the new District will likely save the Reedsport Public Library from closing, the Oregon tax structures will make the funding available (in part) at the expense of the other taxing districts.

The question of whether or not the US Forest Service will continue to be a client of the City's and a major local employer seems to have been answered with the issuance of a long term lease and pledge of over a million dollars for remodel and expansion of the existing facility. This remodel and expansion will provide for more jobs and continued stable income for the City. The upgrade is being funded through the lease meaning that the City will have to take a loan on behalf of the Forest Service that will be repaid over the life of the lease. The City has opted to take a loan from the City Sewer Department in order to provide the interest derived from the loan to that department aiding the department's future revenues.

This year is the first year in the last six that the City will be providing employees with a small (1%) cost of living increase for City staff. Just as goods and material expenses continue to climb for the City operations, employee living expenses have gone up as well. This increase does not keep pace with the national or state estimated inflation rates but is based off of what we could budget for and still keep all City operations intact. Otherwise, most budgets and line items remain virtually unchanged from the last few years.

WATER AND SEWER UTILITY FUND HIGHLIGHTS

While things have started to stabilize with the general fund, the revenues in the utility funds continue to decline as personnel and chemical costs associated with these services continue to increase. This decline is directly attributed to the installation of water meters that allow consumers to regulate their bill based on usage, along with the slow growth of new user accounts. The State requires municipalities to have metered systems. Reedsport is one of the few systems that are not and thus has been ineligible for water system grants. While meters do impact utility revenues, meters are good from an operational standpoint because it can help the City detect leaks in the system so that they can be repaired lowering the user's consumption and decreasing treatment plant operation. However, meters have not been popular with many in the community who deem them to be intrusive. Despite this, the City is asked by the public to install 10-15

meters a year. At this rate it will be more than a decade before the entire system is metered.

When communities experience declines in revenue or higher demand for revenue based on the need for upgrading or improving utility systems, the City Council or Special District Boards simply adjust their rates through a public hearing process. This activity is never popular with the public but ultimately most are understanding of the need; however, a measure specific to Reedsport took away the elected officials ability to make these adjustments by requiring that all rate increases be ratified by a public vote. Again, rate adjustments are never popular but are necessary to keep up on system expenses. The City has attempted to adjust rates via the Reedsport specific electoral process, even going so far as to propose a no net increase scenario by lowering one utility rate and increasing another, but still failed to gain public approval.

While the sewer fund continues to be robust the water utility fund is slowing getting depleted. Fortunately, the water system is currently debt free however, the yield received from current user fees may necessitate indebtedness to perform a major repair or large project. This year the capital outlay for such projects was reduced to offset increased material and personnel costs. This will likely be the trend until the City is successful with the passage of a rate increase. Staff will take this year to research the need for a utility rate increase for the water utility and approach the matter with Council in the spring.

To assist with sustainability of the Utility funds, the City began a policy of doing as many maintenance and repair projects in house as possible. This is the only way they can afford to conduct the maintenance projects necessary to improve our utility system. The City has begun to purchase the equipment necessary to continue to self-perform utility projects and to date has replaced hundreds of feet of derelict utility piping. This next year the City water workers will self-perform the replacement of over 600 feet of waterline in Winchester Bay and the Sewer Department will oversee the slip lining of hundreds of feet of sewer line.

STORM WATER FUND HIGHLIGHTS

The City remains the leader of the levee certification process in Oregon and will have completed all necessary analysis for levee certification by the end of FY 2017/2018; however, what comes next is even more daunting. The challenge of upgrading the levee to meet the necessary Federal standards is going to be one of the largest capital projects in the City's history. Each time the City's contract engineering firm tries to assess a cost to all of the issues discovered, yet another issue appears increasing costs even farther. The last estimates formulated for the levee upgrades reached 5.5 million.

While this number is impossible to achieve given the City's current revenues, staff has been successful with a handful of grants and yet another larger grant seems likely that could fund most if not all of the levee project. The State Office of Emergency Management is providing the City with \$100,000 in the next FY to help with the cost of materials

and documents that will be required for a large grant. City's portion of the match required for a large grant will severely strain its two primary revenue sources.

The City is also in a position to potentially accept another grant for the upgrade of the 7th Street and 12th street pump stations. This grant was not awarded as of the writing of this budget message but staff has been informed by the state that the \$550,000 grant is likely. This could not come soon enough as the 12th street pump station is starting to display signs of failure.

The threat of FEMA remapping the City into the floodplain has been averted for yet another few years as the recently published FEMA maps clearly show the City levee area excluded from the new mapping. This will buy the City several more years to achieve levee certification ultimately saving the community millions annually in flood insurance expenses.

STREET FUND HIGHLIGHTS

Prior to 1991, the availability of gas tax revenues and franchise fees allowed the City to have an aggressive street maintenance program. These funding sources have significantly declined due to certain ballot measures. Since 2000 and prior to 2007, the City received grant funding from timber sales from Douglas County to assist with street maintenance. During that time period, the City received approximately \$84,000 per year from the County for street overlays, and maintenance of the in-street storm water drain systems. Douglas County is no longer receiving revenue from timber sales; therefore, the City no longer receives grant money from the County. This reduction in revenues has had a significant impact on the City's ability to maintain its streets.

In 2009, the state legislature adopted legislation to allow for a statewide gas tax as a means of assisting local governments with street maintenance. Cities such as Reedsport began to receive gas tax revenue from this legislation and it is now the singular means of funding for street improvements in the City. However, from time to time, the City does receive grants from ODOT of up to \$50,000 for paving. These grants were instrumental in the installation of the new RR crossings in town and the paving of Bowman Rd. The City anticipates receiving another \$50,000 grant this year for the paving of south 22nd and frontage road. These grants are anticipated to go up in the next year to \$100,000, increasing the amount of maintenance the City will be able to perform on City streets.

Due to the many areas of need and limited available funding, the City has found it most effective to only fix areas of critical need rather than funding entire street overlays if possible. Staff is also experimenting with road treatments such as chip sealing to prolong the lifespan of the asphalt in high traffic areas. The first area to have this treatment was 22nd street next to the high school which appears to be holding up well under the heavy usage experienced in this area.

CLOSING

I am extremely optimistic that this next year will mark a turning point in our history. An unprecedented amount of money will be invested by the City, State and Federal government in to this community, which should springboard Reedsport forward. Like the Jordan Cove project, these construction activities will not just benefit the community in the long run but will boost sales for local merchants as workers earning prevailing wage will be stationed here for weeks if not months at a time.

The national economic upswing over the last year has prompted more inquiries into our large scale industrial sites leading one to surmise that it is only a matter of time before one of these sites is finally targeted for development. While the job creation is important to our economy with these sites holding the key to long-term gains, local jobs have not been scarce. Many employers are struggling currently to fill vacant positions which is not just a condition here but on the south coast and a topic of many economic development discussions. While this condition should eventually correct itself, there is a clear economic advantage to being the first community to connect people to jobs which will be something I consider how to implement over the course of the next year.

There are many things for this community and us as public officials to be excited about in the upcoming year. With the City's centennial celebration just around the corner it gives us all the opportunity to reflect on what can only be described as a 100 year roller coaster ride. Wherein we have been down low but are heading back toward the top and it is through the efforts of those at the Council Dias, the Main Street table and the other organizations throughout the community, that one day soon we will achieve the goal of prosperity.

As always we owe a great deal of thanks to the men and women of City who work day and night to keep the community safe, utilities running, promote economic development and serve our citizens. This year's shining star is Jessica Terra who bravely took on her first solo mission to create this year's budget and the improvements she has made are noteworthy.

Respectfully submitted,

Jonathan Wright
City Manager

CITY OF REEDSPORT
Fiscal Year 2018-19 Budget

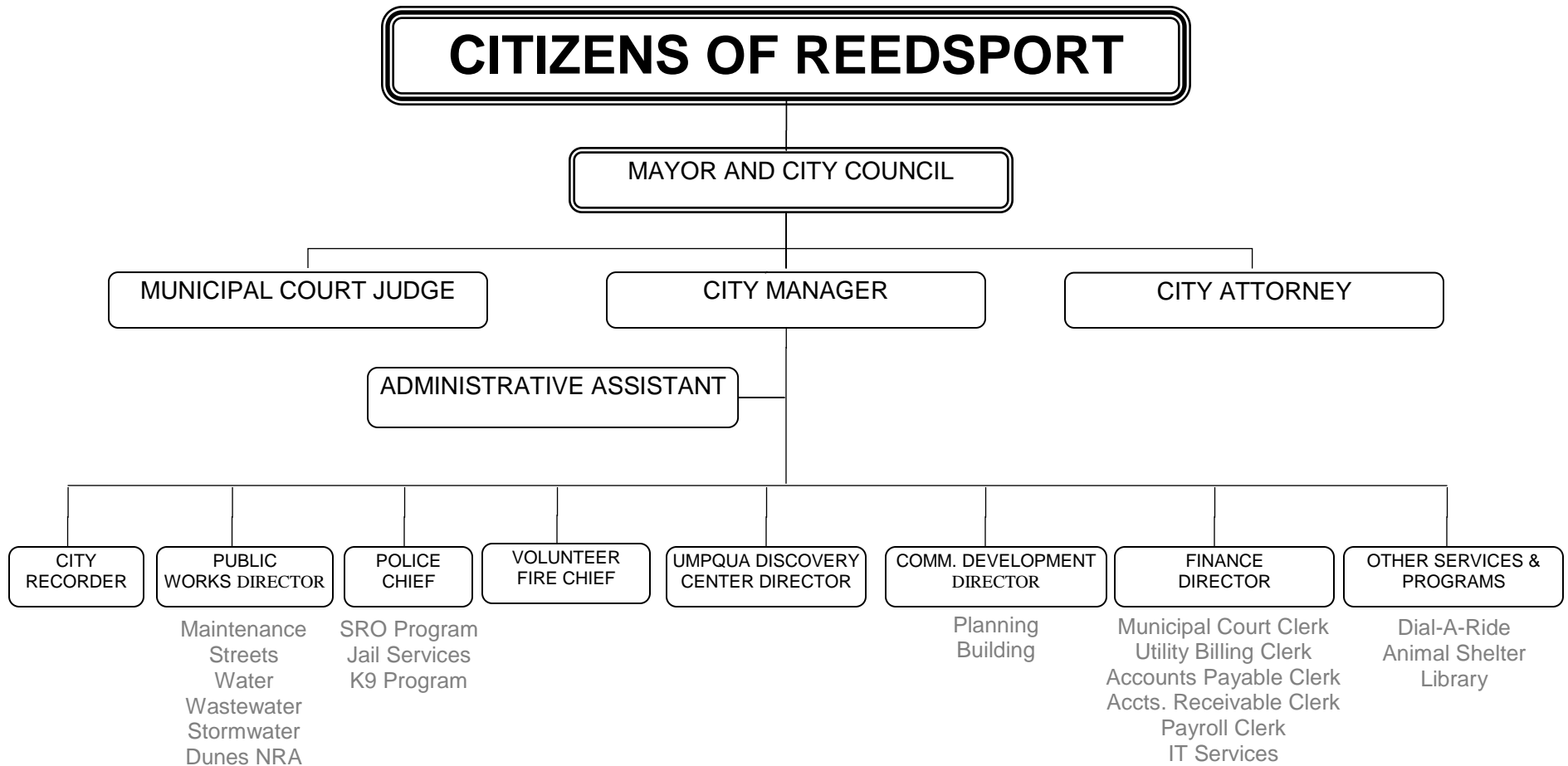
BUDGET COMMITTEE

COUNCIL MEMBERS	APPOINTED MEMBERS
Linda McCollum, - Mayor	Leon Bridge, Chair
Ellen Anderson – Position #1	Rick Rockholt, Vice Chair
DeeDee Murphy - Position #2	Ed Branson
Leslee Collier – Position #3	Deborah Yates
Mark Bedard – Position #4	Vacant
Rich Patten - Position #5	Vacant
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	Jonathan Wright
Finance Director	Jessica Terra (Interim)
Administrative Assistant	Deanna Schafer
City Recorder	Deanna Schafer
Police Chief	Duane Wisehart
Police Sergeant	Tom Beck
Communications Supervisor	Charlene Lohf
Public Works Director	John Stokes
Umpqua Discovery Center Director	Diane Novak
Volunteer Fire Chief	Tom Anderson

CITY ORGANIZATION CHART



CITY OF REEDSPORT
Fiscal Year 2018-19 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.

2018-19 Budget Process Calendar

- 02/14/18 Budget spreadsheets distributed to Department Heads.
- 02/14/18 Capital Improvement request forms distributed to Department Heads.
- 02/28/18 Department Heads to submit Budget Requests to Finance Director.
- 02/28/18 Department Heads to submit Capital Improvement request to Finance Director.
- 04/02/18 Finance Director submits notice of Urban Renewal District Budget Committee meeting (04-09-18) to newspaper of record.
- 04/02/18 Finance Director submits notice of Budget Committee meeting and hearing to receive State Revenue Sharing funds (04-09-18) to newspaper of record.
- 04/02/18 Finance Director submits notice of continuation of Budget Committee meeting (04-16-18) to newspaper of record.
- 04/02/18 City Recorder posts notice of Urban Renewal Budget Committee meeting, notice of Reedsport Budget Committee meeting, and notice of hearing to receive State Revenue Sharing funds.
- 04/04/18 Distribution of proposed FY 18-19 Budgets for the Reedsport Urban Renewal District and City of Reedsport to committees and staff.
- 04/06/18 Copy of proposed 18-19 FY Budget made available to the public.
- 04/09/18 Reedsport Urban Renewal District Budget committee public hearing to review and approve FY 18-19 budget, set tax rate and amount.
- 04/09/18 City of Reedsport Budget committee public hearings to receive State Revenue Sharing funds and to begin review of FY 18-19 budget and CIP.
- 04/16/18 City of Reedsport Budget committee continuation of public hearing to review and approve FY 18-19 budget and CIP, set tax rate and amount. (Motion to adopt, if discussion complete.)
- 04/18/18 Submit notice of City Council public hearing to receive state revenue sharing funds to newspaper for publishing.
- 04/18/18 Submit notice of City Council public hearing to receive state revenue sharing funds to newspaper for publishing.
- 05/07/18 City Council hold public hearing to receive state revenue sharing funds.
- 06/04/18 Finance Director to submit Reedsport Urban Renewal District budget summary and notice of June 18, 2018 public hearing to newspaper of record.
- 06/04/18 Finance Director to submit City of Reedsport budget summary and notice of June 18, 2018 public hearing to newspaper of record.

2018-19 Budget Process Calendar

- 06/18/18 Reedsport Urban Renewal District Agency to hold public hearing and approve FY 18-19 Budget, make appropriations by fund, impose taxes, and categorize taxes.
- 06/18/18 Reedsport City Council to hold public hearing and approve FY 18-19 Budget, make appropriations by fund, impose taxes, and categorize taxes .
- 06/20/18 Finance Director to submit certification resolution to Oregon Department of Administrative Services, Office of Business Administration electing to receive state revenue sharing funds for FY 18-19.
- 06/20/18 Finance Director to submit certification resolution to Oregon Department of Administrative Services, Office of Business Administration certifying provision of four or more municipal services in order to receive state revenue sharing funds for 18-19 FY.
- 06/30/18 Finance Director to submit FY 18-19 levy and appropriation resolution to County Assessor. (Due 7-15-18)

CITY OF REEDSPORT

Fiscal Year 2018-19 Budget

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	18
Umpqua Discovery Center Director	16
City Recorder	15
Administrative Assistant	15
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	14 Union
Mechanic II	11 Union
Mechanic I	9 Union
Maintenance Lead Worker	14 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	10 Union
Planning Secretary	10 Union
Licensing & Permitting Technician	10 Union
Police Corporal	Union
Police Officer	Union
Communications Officer	Union

**CITY OF REEDSPORT
FISCAL YEAR 2018-2019
EMPLOYEE MONTHLY PAY PLAN**

IAM UNION RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
Custodian/Parks Worker (9)	\$ 2,413.76	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70
Mechanic I (9)	\$ 2,413.76	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70
Utility Billing Clerk (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Accounts Payable Clerk (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Accounts Receivable Clerk (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Wastewater Worker I (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Water Worker I (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Maintenance Worker I (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
License & Permit Tech. (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Planning Secretary (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Front County Technician (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Court Clerk (10)	\$ 2,527.50	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53
Mechanic II (11)	\$ 2,649.93	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53	\$ 3,507.96
Water Utility Operator (12)	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53	\$ 3,507.96	\$ 3,673.71
Maintenance Worker II (12)	\$ 2,776.68	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53	\$ 3,507.96	\$ 3,673.71
Wastewater Utility Op. (13)	\$ 2,908.85	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53	\$ 3,507.96	\$ 3,673.71	\$ 3,853.55
Maintenance Worker III (14)	\$ 3,049.70	\$ 3,192.70	\$ 3,346.53	\$ 3,507.96	\$ 3,673.71	\$ 3,853.55	\$ 4,037.73
Mechanic III (15)	\$ 3,192.70	\$ 3,346.53	\$ 3,507.96	\$ 3,673.71	\$ 3,853.55	\$ 4,037.73	\$ 4,233.82
Water Utility Leadworker (15)	\$ 3,192.70	\$ 3,346.53	\$ 3,507.96	\$ 3,673.71	\$ 3,853.55	\$ 4,037.73	\$ 4,233.82
Maintenance Lead Worker (15)	\$ 3,192.70	\$ 3,346.53	\$ 3,507.96	\$ 3,673.71	\$ 3,853.55	\$ 4,037.73	\$ 4,233.82
Wastewater Lead Worker (17)	\$ 3,507.96	\$ 3,673.71	\$ 3,853.55	\$ 4,037.73	\$ 4,233.82	\$ 4,439.66	\$ 4,650.92

TEAMSTERS UNION	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
Communications Officer	\$2,612.54	\$2,744.35	\$2,884.04	\$3,028.25	\$3,178.09	\$3,340.31	\$3,500.65
Patrol Officer	\$3,317.78	\$3,480.01	\$3,654.62	\$3,838.26	\$4,032.03	\$4,231.44	\$4,434.55
Corporal Officer	-	-	-	-	-	-	\$4,647.40

**CITY OF REEDSPORT
FISCAL YEAR 2018-2019
EMPLOYEE MONTHLY PAY PLAN**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
1	\$1,628.74	\$1,705.60	\$1,783.51	\$1,866.69	\$1,953.02	\$2,044.62	\$2,141.47
2	\$1,705.60	\$1,783.51	\$1,866.69	\$1,953.02	\$2,044.62	\$2,141.48	\$2,240.44
3	\$1,783.51	\$1,866.69	\$1,953.02	\$2,044.62	\$2,138.32	\$2,240.44	\$2,345.73
4	\$1,866.69	\$1,953.02	\$2,044.62	\$2,141.48	\$2,240.44	\$2,345.73	\$2,456.28
5	\$1,953.02	\$2,044.62	\$2,141.48	\$2,240.44	\$2,345.73	\$2,456.28	\$2,575.25
6	\$2,044.62	\$2,141.48	\$2,240.44	\$2,345.73	\$2,456.28	\$2,575.25	\$2,698.43
7	\$2,141.48	\$2,240.44	\$2,345.73	\$2,456.28	\$2,575.25	\$2,698.43	\$2,826.88
8	\$2,240.44	\$2,345.73	\$2,456.28	\$2,575.25	\$2,698.43	\$2,826.88	\$2,963.74
9	\$2,345.73	\$2,456.28	\$2,575.25	\$2,698.43	\$2,826.88	\$2,963.75	\$3,102.72
10	\$2,456.28	\$2,575.25	\$2,698.43	\$2,826.88	\$2,963.75	\$3,102.72	\$3,252.22
11	\$2,575.25	\$2,698.43	\$2,826.88	\$2,963.75	\$3,102.72	\$3,252.22	\$3,409.09
12	\$2,698.43	\$2,826.88	\$2,963.75	\$3,102.72	\$3,252.22	\$3,409.10	\$3,570.18
13	\$2,826.88	\$2,963.75	\$3,102.72	\$3,252.22	\$3,409.10	\$3,570.18	\$3,744.95
14	\$2,963.75	\$3,102.72	\$3,252.22	\$3,409.10	\$3,570.18	\$3,744.95	\$3,923.93
15	\$3,102.72	\$3,252.22	\$3,409.10	\$3,570.18	\$3,744.95	\$3,923.94	\$4,114.50
16	\$3,252.22	\$3,409.10	\$3,570.18	\$3,744.95	\$3,923.94	\$4,114.50	\$4,314.54
17	\$3,409.10	\$3,570.18	\$3,744.95	\$3,923.94	\$4,114.50	\$4,314.54	\$4,519.84
18	\$3,570.18	\$3,744.95	\$3,923.94	\$4,114.50	\$4,314.54	\$4,519.84	\$4,743.04
19	\$3,744.95	\$3,923.94	\$4,114.50	\$4,314.54	\$4,519.84	\$4,743.04	\$4,972.56
20	\$3,923.94	\$4,114.50	\$4,314.54	\$4,519.84	\$4,743.04	\$4,972.56	\$5,214.72
21	\$4,114.50	\$4,314.54	\$4,519.84	\$4,743.04	\$4,972.56	\$5,214.72	\$5,468.45
22	\$4,314.54	\$4,519.84	\$4,743.04	\$4,972.56	\$5,214.72	\$5,468.45	\$5,733.77
23	\$4,519.84	\$4,743.04	\$4,972.56	\$5,214.72	\$5,468.45	\$5,733.77	\$6,015.93
24	\$4,743.04	\$4,972.56	\$5,195.77	\$5,468.45	\$5,733.77	\$6,015.93	\$6,310.72
25	\$4,972.56	\$5,195.77	\$5,468.45	\$5,733.77	\$6,015.93	\$6,310.72	\$6,620.26
26	\$5,214.72	\$5,468.45	\$5,733.77	\$6,015.93	\$6,310.72	\$6,620.26	\$6,945.59
27	\$5,468.45	\$5,733.77	\$6,015.93	\$6,310.72	\$6,620.26	\$6,945.59	\$7,285.66
28	\$5,733.77	\$6,015.93	\$6,310.72	\$6,620.26	\$6,945.59	\$7,285.65	\$7,640.46
29	\$6,015.93	\$6,310.72	\$6,620.26	\$6,945.59	\$7,285.65	\$7,640.46	\$8,016.33
30	\$6,310.72	\$6,620.26	\$6,945.59	\$7,285.65	\$7,640.46	\$8,016.32	\$8,392.29

CITY OF REEDSPORT
Fiscal Year 2018-19
Budget

NUMBER OF FULL TIME EQUIVALENT (FTE) EMPLOYEES

Fund No.	Departmental Unit	Fund/Departmental Unit Name	FTEs
001	100	City Council	0.00
001	101	City Manager	1.40
001	102	Finance	1.50
001	104	Legal Services	0.00
001	105	Municipal Court	0.50
001	106	Community Development	0.30
001	107	City Recorder	0.60
001	108	Community Building / City Hall	0.00
001	110	Non-Departmental	0.00
001	200	Police	14.52
001	220	Fire	0.00
001	230	Building Inspection	0.20
001	410	Public Services	1.73
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
010	510	Water SPWF Loan Debt	0.00
012	512	Wastewater DEQ Loan / Reserve	0.00
013	513	Wastewater IFA Loan	0.00
014	514	Fire Equipment	0.00
016	516	Dunes NRA Lease	0.54
017	517	Riverfront	1.00
018	518	Library Renovation	0.00
020	520	System Development - Water	0.00
021	521	System Development - Wastewater	0.00
022	522	System Development - Stormwater	0.00
024	524	Wastewater Enterprise Capital Improvement	0.00
025	525	General Capital Improvement	0.00
026	526	Capital Equipment - Street	0.00
027	527	Capital Improvement - Stormwater	0.00
029	529	Water Enterprise Capital Improvement	0.00
034	534	Dial A Ride	0.19
035	535	Animal Shelter	0.00
036	536	Library	0.05
037	537	Police Capital	0.00
		Total FTE	32.98

CITY OF REEDSPORT
Fiscal Year 2018-19 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	430	Library
001	440	Senior Center
001	450	Dial A Ride
002	502	Streets
003	503	Water Utility
004	504	Wastewater Utility
005	505	Stormwater Utility
007	507	Bicycle / Footpath
010	510	Water SPWF Debt
012	512	Wastewater DEQ Debt Service Fund
013	513	Wastewater IFA Debt Service Fund
014	514	Fire Equipment
016	516	Dunes NRA Lease
017	517	Riverfront Fund
018	518	Library Renovation Fund
020	520	System Development – Water
021	521	System Development – Wastewater
022	522	System Development - Stormwater
024	524	Wastewater Enterprise Capital Fund
025	525	General Capital Improvement Fund
026	526	Street Capital Fund
027	527	Storm Capital 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

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 Finance Assistant Counter Services	Finance	15%
	Municipal Court	5%
	Community Development	5%
	Building Inspection	5%
	Water Utility	35%
	Wastewater Utility	<u>35%</u>
	Total Salary	100%
Court Clerk Planning Secretary Counter Services	Finance	10%
	Municipal Court	40%
	Community Development	20%
	Building Inspection	10%
	Water Utility	10%
	Wastewater Utility	<u>10%</u>
	Total Salary	100%
Accounts Payable/Receivable Payroll Clerk Counter Services	Finance	45%
	Municipal Court	5%
	Community Development	5%
	Building Inspection	5%
	Water Utility	20%
	Wastewater Utility	<u>20%</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%

CITY OF REEDSPORT

SALARIES PAID FROM MORE THAN ONE SOURCE

POSITION	CHARGED TO (Departmental Unit)	%
Maintenance Worker	Public Services	22%
	Library	2%
	Streets	30%
	Water Utility	12%
	Wastewater Utility	12%
	Stormwater Utility	20%
	Dunes NRA	<u>2%</u>
	Total Salary	100%
Mechanic III	Public Services	31%
	Dial A Ride	1%
	Streets	22%
	Water Utility	22%
	Wastewater Utility	22%
	Stormwater Utility	<u>2%</u>
	Total Salary	100%
Maintenance Lead Worker	Public Services	40%
	Streets	15%
	Water Utility	15%
	Wastewater Utility	15%
	Dunes NRA	<u>15%</u>
	Total Salary	100%
Building Maintenance Custodian	Public Services	62%
	Library	3%
	Dunes NRA	<u>35%</u>
	Total Salary	100%
Communication Officer Supervisor/Admin. Assistant	Police Department	82%
	Dial A Ride	<u>18%</u>
	Total Salary	100%

CITY OF REEDSPORT
Fiscal Year 2018-19
INTEREST DISTRIBUTION

FUND	2018-19
General (001)	\$10,000
Street (Gas Tax) (002)	\$7,500
Water Utility (003)	\$5,000
Wastewater Utility (004)	\$9,000
Stormwater Utility (005)	\$2,000
Bicycle & Footpath (007)	\$500
Wastewater DEQ Debt Fund (012)	\$0
Wastewater IFA Debt Fund (013)	\$0
Fire Equipment Fund (014)	\$500
Dunes NRA Lease (016)	\$1,200
Riverfront (017)	\$750
Water SDC (020)	\$1,000
Wastewater SDC (021)	\$2,000
Stormwater SDC (022)	\$75
Wastewater Enterprise Capital Improve. (024)	\$0
General Capital Improvement (025)	\$2,500
Street Capital (026)	\$0
Storm Capital (027)	\$0
Water Capital (029)	\$0
Dial-A-Ride (034)	\$200
Animal Shelter (035)	\$100
Library (036)	\$500
Police Capital (037)	\$500
TOTAL	\$43,325

CITY OF REEDSPORT
Fiscal Year 2018-19 Budget
INTER-FUND TRANSFERS

FROM FUND			TO FUND		
FUND #	ACCOUNT NUMBER	AMOUNT	FUND #	ACCOUNT NUMBER	AMOUNT
001	001-110-922000	242,500	005	005-000-417055	242,500
001	001-110-923002	12,500	017	017-000-451200	12,500
001	001-110-923040	26,305	025	025-000-451200	26,305
001	001-110-923050	15,000	037	037-000-451000	15,000
001	001-110-924500	15,000	025	025-000-451250	15,000
001	001-110-925000	15,000	014	014-000-451200	15,000
001	001-110-925200	16,320	036	036-000-451200	16,320
001	001-240-922000	6,190	035	035-000-451200	6,190
001	001-450-922000	<u>1,280</u>	034	034-000-451000	<u>1,280</u>
		350,095			350,095
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	05	005-000-417065	10,000
002	002-502-924255	<u>88,220</u>	05	005-000-417060	<u>88,220</u>
		110,720			110,720
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	<u>1,250</u>	001	001-000-451080	<u>1,250</u>
		46,150			46,150
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	10,000	005	005-000-417070	10,000
004	004-504-925400	1,200,000	016	016-000-451300	1,200,000
		1,289,250			1,289,250
005	005-505-921000	1,850	001	001-000-451100	1,850
		1,850			1,850
012	012-512-920000	824,500	004	004-000-418055	824,500
		824,500			824,500
013	013-513-920000	103,200	004	004-000-418060	103,200
		103,200			103,200
014	014-514-925800	5,000	001	001-000-451150	5,000
		5,000			5,000
016	016-516-921000	4,700	001	001-000-451100	4,700
016	016-516-923050	99,375	004	004-000-418065	99,375
		104,075			104,075
024	024-524-928000	2,000,000	004	004-000-418080	2,000,000
		2,000,000			2,000,000
025	025-525-925200	15,000	037	037-000-451200	15,000
		15,000			15,000
026	026-526-923015	325,000	002	002-000-418000	325,000
		325,000			325,000
027	027-527-9216000	315,000	005	005-000-417080	315,000
		315,000			315,000
029	029-529-920000	750,000	003	003-000-417080	750,000
		750,000			750,000
037	037-537-725000	4,000	001	001-000-451160	4,000
037	037-537-726000	20,000	001	001-000-451170	20,000
		24,000			24,000
TOTALS		<u>\$ 6,263,840.00</u>			<u>\$ 6,263,840.00</u>

CITY OF REEDSPORT

Fiscal Year 2018-2019 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
2006 - 007	\$199,773,922	\$5,313,800	0.0273	\$1,204,454	\$37,386.00	0.0320
2007 - 008	\$208,394,003	\$8,620,081	0.0431	\$1,263,133	\$58,679.00	0.0487
2008 - 009	\$217,138,127	\$8,744,124	0.0420	\$1,312,641	\$49,508.00	0.0392
2009-2010	\$223,224,746	\$6,086,619	0.0280	\$1,342,751	\$30,110.00	0.0229
2010-2011	\$228,482,047	\$5,257,301	0.0236	\$1,365,103	\$22,352.00	0.0166
2011-2012	\$231,048,248	\$2,566,201	0.0112	\$1,366,024	\$921.00	0.0007
2012-2013	\$233,091,873	\$2,043,625	0.0088	\$1,314,430	(\$51,594.00)	-0.0378
2013-2014	\$235,149,330	\$2,057,457	0.0088	\$1,313,049	(\$1,381.00)	-0.0011
2014-2015	\$236,995,031	\$1,845,701	0.0078	\$1,303,098	(\$9,951.00)	-0.0076
2015-2016	\$242,123,717	\$5,128,686	0.0216	\$1,332,053	\$28,955.00	0.0222
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
Actual Assessed Value for 2017-18				\$249,023,087		
Estimated value of growth for 2018-19				1.005		
Estimated Assessed Value for 2018-19				\$250,268,202		
City of Reedsport Permanent Tax Levy Rate				6.1882		
Estimated taxes to be imposed				\$1,548,710		
Estimated loss due to compression				\$170,000		
Adjusted estimated taxes to be imposed in 2018-19				\$1,378,710		
Assumed discounts and delinquent taxes (D&D) rate				10.0%		
Estimated amount of D&D for 2017-2018				\$137,871		
Property Taxes Budgeted , less D&D				\$1,240,839		

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

General Fund

001

Organization and Mission

This fund is established to account for resources devoted to financing the general services that the City performs for its citizens. General tax revenues and other sources of revenue used to finance the fundamental operations of the City are included in this fund. The fund is charged with all costs of operating the government for which a separate fund has not been established.

For accounting purposes there are 17 individual departmental units in the General Fund:

City Council	Non-Departmental
City Manager	Community Building/City Hall
Finance	Police
Legal Services	Fire
Municipal Court	Building Inspection
Community Development	Public Services
City Recorder	Senior Center

FY 17-18 Year in Review

Each departmental unit narrative will indicate specific highlights from the last year.

FY 18-19 Budget Highlights and Challenges

Please note, the SRO and Jail Departmental units were combined with the Police Departmental Unit.

The major funding source for the General Fund is personal and real property taxes. A decline in property tax revenue has been trending for several years with the increase of compression loss due to the economic down turn as shown on the table below. However, the 2017-18 tax year (most current statistics) is the first year in many to indicate that compression is going in the opposite direction. Property tax revenues are anticipated to be slightly increased in the 18-19 FY budget due to a decrease in compression and an increase in assessed property values.

It should be noted that this anticipation of increased property tax revenues comes before the outcome of the proposed Library District is known. The Library District measure proposes a 39 cents per \$1,000 property tax, which could reduce the City's property tax revenues by an estimated \$35,000 - \$55,000 in the 2018-19 FY.

City of Reedsport

General Fund

001

Fiscal Year	Property Tax Loss due to compression
2008-2009	\$31,061
2010-2011	\$48,800
2011-2012	\$63,769
2012-2013	\$128,008
2013-2014	\$142,123
2014-2015	\$163,499
2015-2016	\$166,274
2016-2017	\$168,998
2018-2019	\$158,411

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 Adopted
Beginning Fund Balance	1,066,331	965,000	975,000
I - REVENUE	<u>2,495,689</u>	<u>2,468,740</u>	<u>2,551,370</u>
Total	\$3,562,020	\$3,433,740	\$3,526,370
II- EXPENDITURES			
a. Personnel	1,479,981	1,661,545	1,773,190
b. Materials & Services	714,991	908,945	993,085
c. Debt Service	-0-	-0-	-0-
d. Capital Outlay	1,355	22,000	-0-
e. Transfers Out	<u>130,600</u>	<u>431,250</u>	<u>350,095</u>
Subtotal	\$2,711,730	\$3,023,740	\$3,116,370
III- RESERVES			
a. Balance	-0-	-0-	-0-
b. Contingency	-0-	100,000	100,000
c. Unapp. End. Fund Bal.	<u>-0-</u>	<u>310,000</u>	<u>310,000</u>
Subtotal	\$-0-	\$410,000	\$410,000
Total Expenditures and Reserves	\$2,326,927	\$3,433,740	\$3,526,370

GENERAL FUND (001-000)

REVENUES

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
1,084,020	1,066,331	965,000	001-000- 411100	BEGINNING FUND BALANCE	0.00	975,000	975,000	975,000
1,239,349	1,245,456	1,195,000	001-000- 412250	CURRENT PROPERTY TAX	0.00	1,206,320	1,206,320	1,206,320
70,577	62,134	60,000	001-000- 412500	DELINQUENT PROPERTY TAX	0.00	55,000	55,000	55,000
117,122	130,520	105,000	001-000- 413100	P.U.D. FRANCHISE	0.00	120,000	120,000	120,000
4,921	3,466	3,000	001-000- 413200	TELEPHONE FRANCHISE	0.00	3,000	3,000	3,000
45,715	51,125	40,000	001-000- 413300	CABLE TV FRANCHISE	0.00	48,000	48,000	48,000
11,133	8,942	10,000	001-000- 413350	FIBER FRANCHISE FEES	0.00	8,000	8,000	8,000
12,506	12,758	10,000	001-000- 413400	GARBAGE FRANCHISE	0.00	11,000	11,000	11,000
5,958	4,045	4,000	001-000- 414100	POLICE SERVICES	0.00	2,500	2,500	2,500
600	0	0	001-000- 414110	MUNICIPAL JAIL FEES	0.00	0	0	0
1,280	1,825	0	001-000- 414300	ANIMAL CONTROL SERVICES	0.00	0	0	0
1,000	900	1,000	001-000- 414400	CAMPING FEES	0.00	1,000	1,000	1,000
63,957	63,306	64,890	001-000- 414500	AMBULANCE DISPATCH	0.00	66,850	66,850	66,850
3,293	3,386	0	001-000- 414700	DIAL-A-RIDE FEES	0.00	0	0	0
7,582	12,327	7,500	001-000- 415100	INTEREST	0.00	10,000	10,000	10,000
274	486	300	001-000- 415150	OTHER INTEREST	0.00	450	450	450
1,584	764	1,500	001-000- 415200	LEASE - RENT	0.00	750	750	750
7,341	7,197	7,400	001-000- 415210	SENIOR CENTER RENTAL	0.00	7,400	7,400	7,400
1,975	2,625	1,000	001-000- 415220	USE OF COMM BLDG	0.00	1,200	1,200	1,200
275	425	200	001-000- 415230	USE OF SENIOR CENTER	0.00	350	350	350
183,124	204,450	205,000	001-000- 415250	TRANSIENT ROOM TAX	0.00	210,000	210,000	210,000
0	1,701	0	001-000- 415350	LAND SALES	0.00	0	0	0
0	0	225,000	001-000- 415370	TIMBER SALES	0.00	225,000	225,000	225,000
19,615	30,645	20,000	001-000- 415400	BUSINESS LICENSES	0.00	20,000	20,000	20,000
600	600	500	001-000- 415420	MARIJUANA FEES	0.00	300	300	300
4,296	4,240	3,000	001-000- 415440	MISC. PLANNING FEES	0.00	3,000	3,000	3,000
0	0	1,000	001-000- 415447	ENGINEER FEE REIMBURSEMENT	0.00	500	500	500
5,926	6,011	5,000	001-000- 415449	PLAN CHECK FEES	0.00	6,000	6,000	6,000
10,407	11,231	8,800	001-000- 415450	BUILDING PERMITS	0.00	11,000	11,000	11,000
8,546	8,426	8,000	001-000- 415451	ELECTRICAL PERMITS	0.00	9,000	9,000	9,000
2,837	3,055	2,500	001-000- 415452	PLUMBING PERMITS	0.00	3,250	3,250	3,250
5,215	4,738	3,500	001-000- 415453	MECHANICAL PERMITS	0.00	5,000	5,000	5,000
0	0	0	001-000- 415454	MOBILE HOME PERMITS	0.00	0	0	0
2,161	2,088	2,750	001-000- 415455	BUILDING SURCHARGES	0.00	2,900	2,900	2,900
1,008	997	1,000	001-000- 415456	ELECTRICAL SURCHARGES	0.00	1,100	1,100	1,100
112	88	0	001-000- 415457	BUILD/ELEC PERMIT FINES	0.00	0	0	0
104,312	119,507	100,000	001-000- 415500	COURT FINES AND FORFEITUR	0.00	120,000	120,000	120,000
4,728	5,556	0	001-000- 415650	SALARY REIMBURSEMENTS	0.00	0	0	0
1,936	5,903	5,000	001-000- 415660	INSURANCE REIMBURSEMENTS	0.00	4,000	4,000	4,000
750	0	500	001-000- 415800	DONATIONS	0.00	500	500	500
7,280	8,513	0	001-000- 415810	ANIMAL CONTROL DONATIONS	0.00	0	0	0

GENERAL FUND (001-000)
REVENUES

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
300	300	300	001-000- 415830	POLICE VOLUNTEER DONATIONS	0.00	300	300	300
207	0	0	001-000- 415850	LIBRARY COPIER FEES	0.00	0	0	0
1,000	0	0	001-000- 415860	DIAL A RIDE DONATIONS	0.00	0	0	0
15,746	11,428	10,000	001-000- 415900	MISCELLANEOUS	0.00	7,000	7,000	7,000
150	1,050	150	001-000- 415910	POLICE ADMIN. FEES	0.00	150	150	150
0	8,872	8,000	001-000- 415915	K9 DONATIONS & GRANTS	0.00	1,000	1,000	1,000
600	800	0	001-000- 415920	NUISANCE ABATEMENT	0.00	0	0	0
728	48,278	500	001-000- 415930	POLICE REIMBURSEMENT	0.00	500	500	500
59,610	68,549	50,000	001-000- 421100	LIQUOR TAX	0.00	60,000	60,000	60,000
5,476	5,277	4,500	001-000- 421200	CIGARETTE TAX	0.00	4,000	4,000	4,000
0	0	3,500	001-000- 421300	STATE MARIJUANA TAX REVENUES	0.00	8,000	8,000	8,000
30,916	30,912	0	001-000- 421350	STATE TRANSIENT FUNDS	0.00	0	0	0
0	0	0	001-000- 421370	ODOT TRUCK INSPECTION	0.00	0	0	0
40,795	44,830	40,000	001-000- 422000	STATE REVENUE SHARING	0.00	41,000	41,000	41,000
0	0	5,000	001-000- 423020	DLCD TECHNICAL ASSIST	0.00	0	0	0
6,100	6,181	6,000	001-000- 423400	STATE MARINE GRANT	0.00	6,000	6,000	6,000
14,201	15,016	12,000	001-000- 423430	BOAT DOCK FEES	0.00	12,000	12,000	12,000
0	0	0	001-000- 423435	BOAT WASH FEES	0.00	100	100	100
15,298	65,000	60,000	001-000- 423530	SCHOOL RESOURCE OFF. GRANT	0.00	60,000	60,000	60,000
9,069	7,522	10,000	001-000- 423540	MISC. POLICE GRANTS	0.00	7,500	7,500	7,500
0	0	5,000	001-000- 423550	CERT PROGRAM GRANT	0.00	5,000	5,000	5,000
0	6,215	0	001-000- 423600	C GILES HUNT GRANT-Library	0.00	0	0	0
1,923	0	2,000	001-000- 423660	MISC GRANTS/DONATIONS	0.00	2,000	2,000	2,000
0	600	0	001-000- 451000	FUND 018 TRANSFER	0.00	0	0	0
5,000	4,000	4,000	001-000- 451010	TRANSFER IN: FUND 004 GSD	0.00	4,000	4,000	4,000
3,750	3,750	3,750	001-000- 451080	TRANSFER IN: EDUCATION BENIFIT	0.00	3,750	3,750	3,750
130,700	130,700	130,700	001-000- 451100	TRANSFER IN: ADMINISTRATIVE	0.00	130,700	130,700	130,700
6,000	6,000	6,000	001-000- 451110	TRANS IN: 003/4 DISPTACH	0.00	6,000	6,000	6,000
2,007	972	5,000	001-000- 451150	TRANSFER IN: FUND 014 MVA	0.00	5,000	5,000	5,000
0	0	0	001-000- 451160	TRANSFER IN: FUND 037 FOOD	0.00	4,000	4,000	4,000
0	0	0	001-000- 451170	TRANSFER IN: FUND 037 STIPEND	0.00	20,000	20,000	20,000
3,392,890	3,562,020	3,433,740		TOTAL REVENUES	0.00	3,526,370	3,526,370	3,526,370
3,392,890	3,562,020	3,433,740		TOTAL GENERAL FUND REVENUES	0.00		3,526,370	3,526,370

2018-19 Approved General Fund Expenditures by Departmental Unit

	2015-16	2016-17	2017-18	2018-19	% of	% of General
Departmental Unit	Actual	Adopted	Adopted	Proposed	Change	Fund
City Council	10,300	10,300	10,300	8,120	0.0%	0.300%
City Manager	154,700	151,320	153,495	165,200	1.4%	4.470%
Finance	124,730	76,620	81,640	103,850	4.0%	2.378%
Legal Services	35,000	35,000	35,000	35,000	0.0%	1.019%
Municipal Court	123,065	114,590	114,870	117,600	0.2%	3.345%
Community Developmen	20,195	43,500	40,690	54,920	-13.9%	1.185%
City Recorder	30,930	30,000	32,195	48,450	7.1%	0.938%
Community Building	24,025	22,750	23,450	26,680	2.9%	0.683%
Non-Departmental	478,400	498,390	781,900	758,575	59.3%	22.771%
Police Department	1,260,490	\$1,209,475	\$1,283,130	\$1,430,040	5.8%	37.368%
Special Police Operation	65,000	71,735	73,815	0	3.2%	2.150%
Municipal Jail	7,750	7,750	7,750	0	0.0%	0.226%
Fire	116,350	116,550	122,960	126,130	5.5%	3.581%
Building Inspection	40,335	33,345	45,480	46,850	30.1%	1.325%
Animal Control	22,550	22,550	20,650	6,190	-8.4%	0.601%
Public Services	139,155	153,700	156,710	166,810	2.2%	4.564%
Library	11,340	18,190	0	0	-160.4%	0.000%
Senior Center	16,670	16,745	18,525	20,675	10.7%	0.539%
Dial A Ride	39,595	43,995	21,180	1,280	-57.6%	0.617%
Contingency	75,000	100,000	100,000	100,000	0.0%	2.912%
Unappr.End.Fund Bal.	310,000	310,000	310,000	310,000	0.0%	9.028%
Total Appropriations	3,105,580	3,086,505	3,433,740	3,526,370	11.3%	100.0%

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, Umpqua Experience Steering Committee, and Reedsport Branch Library Advisory Board. 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 17-18 Year in Review

The Council adopted an ordinance establishing the Reedsport Public Library and appointed 5 members to the advisory board. The Council participated in the Deans to Dunes trail planning open houses and public meetings. Council continues to support City staff in writing grants for capital projects, including levee recertification.

FY 18-19 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 City will be celebrating its 100th birthday in 2019 and a celebration is planned.

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

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

City of Reedsport
City Council
001-100

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	218-19 Adopted
I - EXPENDITURES			
a. Materials & Services	<u>4,800</u>	<u>10,300</u>	<u>8,120</u>
Total	\$4,800	\$10,300	\$8,120

GENERAL FUND (001-100)
CITY COUNCIL

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
1,872	1,666	4,700	001-100- 613300	LEGAL FEES, ADVERTISING	0.00	2,500	2,500	2,500
0	0	0	001-100- 614300	OFFICE EQUIP/MAINT	0.00	0	0	0
730	1,515	2,500	001-100- 614500	CONFERENCE /TRAINING	0.00	2,500	2,500	2,500
1,279	1,213	2,500	001-100- 614560	TRAVEL/SUBSISTENCE	0.00	2,500	2,500	2,500
32	307	500	001-100- 614900	OTHER SUPPLIES, COSTS	0.00	500	500	500
97	100	100	001-100- 615590	DUES & FEES	0.00	120	120	120
4,010	4,800	10,300		TOTAL MATERIALS & SERVICES	0.00	8,120	8,120	8,120
4,010	4,800	10,300		TOTAL EXPENSES	0.00	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
Administrative 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 17-18 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 he fields the calls for potential businesses or from people looking to purchase or develop commercial property. He also dedicates his time to larger projects with regional significance like working with the new owner of the International Paper site in Gardiner to recruit new tenants, assisting Fred Wahl with his expansion project and working with the County Commissioners to develop an industrial park on Bolon Island.

This year economic recovery indicators were stronger than ever with commercial property vacancy dropping noticeably. Commercial property sales also increased prompting a wave of reinvestment in many commercial buildings and properties, some for moderate scale businesses like Dollar Tree and Dollar General.

The Reedsport levee certification project would be nearing completion with the final engineering analysis to be completed by the end of the FY 17-18; however, this analysis revealed that the City's levee does not meet FEMA standards and that it will take an estimated 5.5 million to upgrade the levee to the current standards. This estimate is up from the estimates previously thought to be accurate based on additional subsoil issues found late in the geotechnical study. The City will continue to seek grant funds to aid with this project. It should be noted that based off the efforts of the City, FEMA has excluded the City from update in their latest round of remapping thus avoiding the severe economic impact of flood insurance.

The City's property tax revenues have been problematic for many years with tax compression issues prompting losses to the City's general fund revenues. This year things finally appear to be

City of Reedsport
City Manager's Office
001-101

turning around but a potential taxing district could force another cut to these revenues. The Reedsport Public Library is open based off of considerable community support from which a taxing district was proposed to be formed in support. Given a normal taxing structure this would only increase the overall property tax within the district; however, based off the Oregon tax structure and the current impacts of compression on tax revenues, this new district will decrease the tax revenues for all the districts within the City in the upcoming years. We will not know the outcome of this measure until May but what we do know is with its passage the City will once again be forced to further curtail its operations and if it fails, the library will likely close at some point.

FY 18-19 Budget Highlights and Challenges
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Special areas of emphasis in FY 18-19 include the pursuit of the following goals:

- Continue writing grants for levee and storm water infrastructure.
- Start a comprehensive water system capital improvement and rate structure analysis.
- Work with the Oregon Main Street program to redevelop the City's downtown area in preparation for the City's centennial celebration.
- Start to rebuild the services lost during the years of compression losses, if possible.
- Continue to develop the regional economic assets.
- Work with the finance department on developing and implementing cost savings and revenue producing measures.
- Look for opportunities to fund the Levee Loop Trail.
- Continue to work on ways to continue to have a library in Coastal Douglas County.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	144,820	146,995	158,700
b. Materials & Services	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>
Total	\$151,320	\$153,495	\$165,200

GENERAL FUND (001-101)
CITY MANAGER

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
75,000	75,001	75,000	001-101- 511000	CITY MANAGER, SALARY	1.00	83,500	83,500	83,500
21,331	19,026	19,555	001-101- 511190	RECORDER/ADMIN ASSISTANT	0.40	19,800	19,800	19,800
7,256	7,061	7,250	001-101- 531010	SOCIAL SECURITY	0.00	7,900	7,900	7,900
5,209	5,045	16,000	001-101- 531020	P E R S	0.00	17,600	17,600	17,600
869	1,050	1,830	001-101- 531210	WORKMEN'S COMP	0.00	2,100	2,100	2,100
25,799	26,541	27,360	001-101- 531220	HEALTH INSURANCE	0.00	27,800	27,800	27,800
135,463	133,723	146,995		TOTAL PERSONNEL SERVICES	1.40	158,700	158,700	158,700
MATERIALS & SERVICES								
900	975	900	001-101- 612251	PAGER/CELL PHONE	0.00	900	900	900
0	0	100	001-101- 614540	BOOKS & PERIODICALS	0.00	100	100	100
1,147	133	1,500	001-101- 614560	TRAVEL/SUBSISTENCE	0.00	1,500	1,500	1,500
35	0	1,500	001-101- 614570	TRAINING/CONFERENCES	0.00	1,500	1,500	1,500
1,005	1,192	1,500	001-101- 615590	DUES & FEES	0.00	1,500	1,500	1,500
881	862	1,000	001-101- 617300	AUTOMOBILE OPERATION	0.00	1,000	1,000	1,000
3,969	3,163	6,500		TOTAL MATERIALS & SERVICES	0.00	6,500	6,500	6,500
139,432	136,886	153,495		TOTAL EXPENSES	1.40	165,200	165,200	165,200

City of Reedsport

Finance Department

001- 102

PERSONNEL ASSIGNED TO THE FUND

1.50 FTE

Finance Director.....	0.80
AP/AR/Payroll	0.45
UB Clerk/Finance Assistant	0.15
Court Clerk/Planning Secretary	0.10

Organization and Mission

The Finance Departmental unit conducts financial operations for the City. The Financial Officer is in charge of financial operations for the City and acts as the Treasurer. The Finance Department manages monthly water and wastewater billings, provides some oversight of the payroll for 33 employees, performs accounts payable, Municipal Court fines and forfeitures, investments, purchasing, fixed assets and inventory, business license fees, building permit fees, audit preparation, budget development and management of federal, state, and locally mandated financial reports, transient room tax management and reporting, insurance management, staff and Council financial reports, computer maintenance and trouble shooting, accounts receivable, bonded debt management, banking and special finance projects. The Department is responsible for the development of financial policies and implementation of sound business practices.

It is the goal of the Finance Department to provide outstanding customer service. Reliability, accuracy, courtesy and timeliness are characteristic each staff person strives to meet.

FY 17-18 Year in Review

In anticipation of the retirement of one long-time staff member of the Finance Department, the Department looked to hire a part-time person early on in the year to allow for overlap and cross training. This was important to the successful transition of those two staff members. Mid-year the Department also found it was able to fund a part-time Accounts Payable/Receivable Clerk, thus separating the duties of the front office back into three separate positions. This separation of duties, paired with the office reorganization, including moving the Finance Director into the same location as the finance staff, has already improved the work-flow and efficiency of the Department.

The Finance Department continued to work with fewer staff than in the past, but has slowly been able to add staff back. As well, the interim Finance Director was removed of planning duties mid-way through the year, allowing for more focus on Finance matters.

City of Reedsport
Finance Department
001- 102

FY 18-19 Budget Highlights and Challenges

The FY 18-19 budget anticipates a third full-time staff member in the Finance Department. Staff anticipates moving the Payroll functions back to the Finance Department and out of the Human Resources office (City Recorder/Administrative Assistant).

The contracted services line item for the Municipal Financial Consultant has been reduced significantly this year. A new Accounts Receivable module is being added to the financial software package to allow for better tracking and accountability of monthly billings for services such as leases, fire contracts, SRO, meter installations, lien searches, etc. This Department is constantly seeking new ways to increase efficiency through technology.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	48,184	62,240	96,950
b. Materials & Services	<u>19,894</u>	<u>19,400</u>	<u>6,900</u>
Total	\$68,077	\$81,640	\$103,850

GENERAL FUND (001-102)
FINANCE

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
60,468	19,584	20,510	001-102- 511100	FINANCE DIRECTOR	0.80	41,500	41,500	41,500
0	0	3,380	001-102- 511160	AP/AR/PAYROLL	0.45	14,400	14,400	14,400
0	2,002	12,600	001-102- 511170	UB CLERK/FINANCE ASSIST	0.15	5,000	5,000	5,000
26,973	12,840	3,980	001-102- 511180	COURT CLERK/PLANNING SECRETAR	0.10	3,350	3,350	3,350
6,564	2,585	3,100	001-102- 531010	SOCIAL SECURITY	0.00	5,000	5,000	5,000
9,585	1,788	6,600	001-102- 531020	P E R S	0.00	11,000	11,000	11,000
146	71	110	001-102- 531210	WORKMEN'S COMP	0.00	200	200	200
19,233	9,315	11,960	001-102- 531220	HEALTH INSURANCE	0.00	16,500	16,500	16,500
122,970	48,184	62,240		TOTAL PERSONNEL SERVICES	1.50	96,950	96,950	96,950
MATERIALS & SERVICES								
0	0	100	001-102- 614540	BOOKS & PERIODICALS	0.00	100	100	100
240	232	800	001-102- 614560	TRAVEL/SUBSISTENCE	0.00	800	800	800
0	0	800	001-102- 614570	TRAINING/CONFERENCES	0.00	800	800	800
0	105	200	001-102- 615590	DUES & FEES	0.00	200	200	200
0	19,556	17,500	001-102- 623530	CONTRACTED SERVICES	0.00	5,000	5,000	5,000
240	19,894	19,400		TOTAL MATERIALS & SERVICES	0.00	6,900	6,900	6,900
123,210	68,077	81,640		TOTAL EXPENSES	1.50	103,850	103,850	103,850

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 17-18 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 18-19 Budget Highlights and Challenges
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An estimated \$25,000 is budgeted for these services with an additional \$10,000 budgeted if Outside Counsel services is required.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADPOTED
I- EXPENDITURES			
a. Materials & Services	\$11,963	\$35,000	\$35,000

GENERAL FUND (001-104)
LEGAL SERVICES

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
7,865	11,963	25,000	001-104- 613400	CITY ATTORNEY RETAINER	0.00	25,000	25,000	25,000
0	0	10,000	001-104- 623400	OUTSIDE COUNSEL	0.00	10,000	10,000	10,000
7,865	11,963	35,000		TOTAL MATERIALS & SERVICES	0.00	35,000	35,000	35,000
7,865	11,963	35,000		TOTAL EXPENSES	0.00	35,000	35,000	35,000

City of Reedsport
Municipal Court
001-105

PERSONNEL ASSIGNED TO THE FUND

0.50 FTE

AP/AR/Payroll	0.05
UB Clerk/Finance Assistant	0.05
Court Clerk/Planning Secretary	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 17-18 Year in Review

With a full staffed Police Department, the court fine revenues have started to increase again in the 17-18 FY. 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. There was not only a change in the Municipal Court judge this year, but also the prosecuting attorney position was re-filled mid-way through the year.

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

FY 18-19 Budget Highlights and Challenges
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Revenues are projected this year with a slight increase, keeping with the previous year's trend. Projected revenues are expected to increase, which means the associated state and county fees will increase, as well. 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 second year for the Municipal Court Clerk, staff will continue to seek trainings and classes for the Clerk to attend.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	27,613	30,270	28,250
b. Materials & Services	<u>60,604</u>	<u>84,600</u>	<u>89,350</u>
Total	\$88,217	\$114,870	\$117,600

GENERAL FUND (001-105)
MUNICIPAL COURT

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
0	1,183	9,020	001-105- 511160	AP/AR/PAYROLL	0.05	1,600	1,600	1,600
0	0	0	001-105- 511170	UB CLERK/FINANCE ASSIST	0.05	1,700	1,700	1,700
20,664	17,388	9,950	001-105- 511180	COURT CLERK/PLANNING SECRETAR	0.40	13,500	13,500	13,500
1,581	1,421	1,450	001-105- 531010	SOCIAL SECURITY	0.00	1,300	1,300	1,300
2,438	2,052	3,150	001-105- 531020	P E R S	0.00	3,000	3,000	3,000
41	39	50	001-105- 531210	WORKMEN'S COMP	0.00	150	150	150
6,831	5,531	6,650	001-105- 531220	HEALTH INSURANCE	0.00	7,000	7,000	7,000
31,555	27,613	30,270		TOTAL PERSONNEL SERVICES	0.50	28,250	28,250	28,250
MATERIALS & SERVICES								
0	0	500	001-105- 613380	JURY & WITNESS FEES	0.00	1,000	1,000	1,000
7,200	5,725	16,000	001-105- 613390	TRIAL EXPENSE	0.00	13,500	13,500	13,500
16,200	16,200	18,000	001-105- 613401	PROSECUTOR'S RETAINER	0.00	18,000	18,000	18,000
15,387	21,835	25,000	001-105- 613520	STATE FINE ASSESSMENT	0.00	26,000	26,000	26,000
5,086	6,985	7,000	001-105- 613530	DOUGLAS CO. FINE ASSESSMENT	0.00	9,250	9,250	9,250
1,185	2,242	2,000	001-105- 614330	COMPUTER OPERATIONS	0.00	2,000	2,000	2,000
160	14	150	001-105- 614540	BOOKS & PERIODICALS	0.00	150	150	150
0	0	250	001-105- 614560	TRAVEL/SUBSISTENCE	0.00	500	500	500
0	0	250	001-105- 614570	TRAINING/CONFERENCES	0.00	500	500	500
20	227	350	001-105- 614900	OTHER SUPPLIES, COSTS	0.00	350	350	350
0	0	100	001-105- 615590	DUES & FEES	0.00	100	100	100
12,025	7,375	15,000	001-105- 623530	MUNICIPAL JUDGE SERVICES	0.00	18,000	18,000	18,000
57,263	60,604	84,600		TOTAL MATERIALS & SERVICES	0.00	89,350	89,350	89,350
88,818	88,217	114,870		TOTAL EXPENSES	0.50	117,600	117,600	117,600

GENERAL FUND (001-106)
COMMUNITY DEVELOPMENT

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
0	16,422	15,380	001-106- 511100	PLANNING/FINANCE DIRECTOR	0.00	0	0	0
1,193	739	5,640	001-106- 511150	AP/AR/PAYROLL	0.05	1,600	1,600	1,600
0	0	0	001-106- 511170	UB CLERK/FINANCE ASSIST	0.05	1,700	1,700	1,700
10,591	6,747	1,990	001-106- 511180	COURT CLERK/PLANNING SECRETAR	0.20	6,670	6,670	6,670
115	271	500	001-106- 521500	OVERTIME	0.00	500	500	500
909	1,807	2,160	001-106- 531010	SOCIAL SECURITY	0.00	750	750	750
574	1,166	4,600	001-106- 531020	P E R S	0.00	1,550	1,550	1,550
20	50	100	001-106- 531210	WORKMEN'S COMP	0.00	50	50	50
3,392	5,767	6,670	001-106- 531220	HEALTH INSURANCE	0.00	3,450	3,450	3,450
16,792	32,969	37,040		TOTAL PERSONNEL SERVICES	0.30	16,270	16,270	16,270
MATERIALS & SERVICES								
444	244	1,000	001-106- 613300	LEGAL ADVERTISING	0.00	1,000	1,000	1,000
0	0	300	001-106- 614560	TRAVEL/SUBSISTENCE	0.00	300	300	300
0	0	700	001-106- 614570	TRAINING/CONFERENCES	0.00	700	700	700
9	616	100	001-106- 614900	OTHER SUPPLIES, COSTS	0.00	100	100	100
50	50	50	001-106- 615590	DUES & FEES	0.00	50	50	50
0	0	0	001-106- 623500	DLCD TECH. ASSISTANCE	0.00	0	0	0
20	50	500	001-106- 623540	P.COMMISSION TRAINING	0.00	500	500	500
0	0	1,000	001-106- 623580	REIMBURSED ENGINEERING SERVICE	0.00	1,000	1,000	1,000
0	0	0	001-106- 623590	CONTRACTED SERVICES	0.00	35,000	35,000	35,000
523	960	3,650		TOTAL MATERIALS & SERVICES	0.00	38,650	38,650	38,650
17,316	33,930	40,690		TOTAL EXPENSES	0.30	54,920	54,920	54,920

City of Reedsport
Planning Department
001-106

PERSONNEL ASSIGNED TO THE FUND

0.30 FTE

AP/AR/Payroll	0.05
UB Clerk/Finance Assistant	0.05
Court Clerk/Planning Secretary	0.20
Part-time Planner	contracted service

Organization and Mission

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. The City Manager will act as Planning Director with the assistance of a part-time Planning secretary and a one day per week contracted Planner.

FY 17-18 Year in Review

Mid-way through the year, the Finance Director was relived of Planning duties and the Manager, secretary, and a part-time contracted Planner continued the Planning Program.

The contracted Planner from Shoji Planning, out of Coos Bay, is in the office one day per week assisting with pre-application meetings, processing building permits, responding to general planning questions, and assisting in other planning projects.

The Planning Department kicked-off the Deans to Dunes Trail Planning Project this year, as well as, another projected related to tsunami resiliency and preparedness called the Beat the Wave simulation and Tsunami Overlay Zone code development.

Staff attended the Spring and Fall Coastal Planner's Network meetings; however, the annual grant that is typically provided through this program was again not provided in 2017-18.

City of Reedsport
Planning Department
001-106

FY 18-19 Budget Highlights and Challenges
--

Approximately 5 new homes were built last year and some new commercial activities began. Staff anticipates the Department will continue to see an increase in permits and land use applications.

Dollar General will begin constructing a new building at Highway 101 & 19th Street. This is the first new commercial development in the uptown in approximately a decade. Dollar Tree is opening in the McKay's building, which is being partitioned off to allow for the new business.

Master Heights is still for sale and City Staff will continue to work with potential buyers who arise in order to see these lots get sold and developed.

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 front counter staff 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.
- Continue training and education of staff on the GIS software.
- Work with the Public Works Department to update and improve the accuracy of the utility maps in the GIS.
- 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.
- Apply for the DLCD Technical Assistance grant.
- Increase the "in-office" time of the contracted City Planner.

City of Reedsport
Planning Department
001-106

Budget Summary

CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	32,969	37,040	16,270
b. Materials & Services	960	3,650	38,650
c. Capital Outlay	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Total	\$33,930	\$40,690	\$40,690

City of Reedsport
City Recorder Department
001-107

PERSONNEL ASSIGNED TO THE FUND

0.60 FTE

City Recorder 0.60

Organization and Mission

The City Recorder Department was established in fiscal year 1998-1999 as part of the Finance Department reorganization. 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 Payroll clerk and 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 less than half time. (.40 FTE)

FY 17-18 Year in Review

Noteworthy accomplishments in 2017-2018 included:

- Continuing Municipal Code updates.
- Several Resolutions and Ordinances were drafted, reviewed and amended.
- Continues to update the City Website.
- Two vacated Council positions were recruited and filled.
- Streamlined/updated many functions of the payroll system.

FY 18-19 Budget Highlights and Challenges
--

Special areas of emphasis in FY 18-19+ include the continued pursuit of the following goals:

Goals

- Continue updating the City website and Municipal Code.
- Continued organizing City files and storage of documentation.
- Continue education for Human Resource and legislative updates/changes.
- Continue to streamline the Payroll accounting process.

City of Reedsport
City Recorder Department
001-107

Budget Summary

CATEGORY	2016-17 Adopted	20017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	27,687	30,865	47,120
b. Materials & Services	<u>185</u>	<u>1,330</u>	<u>1,330</u>
Total	\$27,872	\$32,195	\$48,450

GENERAL FUND (001-107)
CITY RECORDER

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
19,424	19,026	19,555	001-107- 511085	RECORDER/ADMIN ASSISTANT	0.60	29,800	29,800	29,800
1,434	1,385	1,500	001-107- 531010	SOCIAL SECURITY	0.00	2,300	2,300	2,300
1,041	1,010	3,200	001-107- 531020	P E R S	0.00	5,040	5,040	5,040
35	38	60	001-107- 531210	WORKMEN'S COMP	0.00	80	80	80
6,218	6,228	6,550	001-107- 531220	HEALTH INSURANCE	0.00	9,900	9,900	9,900
28,151	27,687	30,865		TOTAL PERSONNEL SERVICES	0.60	47,120	47,120	47,120
MATERIALS & SERVICES								
77	107	500	001-107- 613300	LEGAL FEES, ADVERTISING	0.00	500	500	500
0	0	350	001-107- 614560	TRAVEL/SUBSISTENCE	0.00	350	350	350
0	0	350	001-107- 614570	TRAINING/CONFERENCES	0.00	350	350	350
0	28	80	001-107- 614900	OTHER SUPPLIES, COSTS	0.00	80	80	80
50	50	50	001-107- 615590	DUES & FEES	0.00	50	50	50
127	185	1,330		TOTAL MATERIALS & SERVICES	0.00	1,330	1,330	1,330
28,278	27,872	32,195		TOTAL EXPENSES	0.60	48,450	48,450	48,450

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 17-18 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.

The Reedsport City Council Chambers received a slight upgrade with a new counter for the City Council and two new desks for the Manager, Recorder, and Attorney.

FY 18-19 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 whether does not permit for outside play) every year.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Materials & Services	<u>22,655</u>	<u>23,450</u>	<u>26,680</u>
Total	\$22,655	\$23,450	\$26,680

GENERAL FUND (001-108)
COMMUNITY BUILDING

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
1,014	1,169	1,200	001-108- 612070	GARBAGE DISPOSAL	0.00	1,300	1,300	1,300
469	558	400	001-108- 612080	WATER	0.00	600	600	600
72	72	100	001-108- 612085	STORMWATER	0.00	80	80	80
530	409	650	001-108- 612090	WASTEWATER	0.00	700	700	700
8,248	9,831	8,800	001-108- 612100	ELECTRICITY	0.00	11,000	11,000	11,000
3,629	0	0	001-108- 612250	TELEPHONE	0.00	0	0	0
350	450	500	001-108- 614200	REFUND OF COMM BLDG USE F	0.00	500	500	500
4,367	4,971	6,000	001-108- 614250	BUILDING MAINT, SUPPLIES	0.00	6,000	6,000	6,000
2,388	2,215	2,800	001-108- 614300	OFFICE EQUIP/MAINT	0.00	3,000	3,000	3,000
0	2,980	3,000	001-108- 614335	NETWORK COMMUNICATIONS	0.00	3,500	3,500	3,500
21,068	22,655	23,450		TOTAL MATERIALS & SERVICES	0.00	26,680	26,680	26,680
21,068	22,655	23,450		TOTAL EXPENSES	0.00	26,680	26,680	26,680

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 17-18 Year in Review

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 is pays on a reimbursement method when claims are filed due to the low employee turnover. No claims have been paid this year. One claim was filed and paid in the 16/17 FY.

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 hosted a Christmas luncheon for city employees.

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.

Tourism Promotion \$196,000

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.

City of Reedsport

Non- Departmental Fund

001- 110

Materials & Services \$380,480

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 related to the Crestview Timber sale were also budgeted from the Non-Departmental Unit, this year.

General Fund Transfers \$389,420

1. A transfer of \$242,500 to the Stormwater Capital Fund (027) is dedicated to levee improvement costs and is primarily the result of revenues project to be earned from the Crestview Timber Sale.
2. A transfer of \$12,500 to the Riverfront Fund (017) ensured operations to the Umpqua Discovery Center.
3. A transfer of \$15,000 to the Fire Equipment Fund (014) continues to build reserves to fund fire equipment to service the citizens of Reedsport.
4. A transfer of \$37,500 to General Capital Improvement Fund (025) to be utilized for miscellaneous capital costs.
5. A transfer of \$40,000 to the General Capital Improvement Fund (025) to be utilized for the purchase of one more police vehicle.
6. A transfer to the General Capital Improvement Fund (025) of \$25,000 was budgeted to contribute to the Boat Facilities Reserve which will accumulate funds to repave boat ramp parking lots and other capital projects associated with the boat launch expansion.
7. A transfer of \$16,320 to the Library Fund (036) to help supplement the cost of operations of the library, as it takes on its new reading room format and is under the control of the City with no assistance from Douglas County. This is approximately the same value of the utilities and minor services that the General Fund was already contributing to the library system.
8. A transfer of \$600 to the Library Fund (036) to recognize the funds remaining from the Library Renovation closeout that went unused in the 16/17 fiscal year.

<h3>FY 18-19 Budget Highlights and Challenges</h3>

The City acts as the collecting agency for the transient room tax which is collected at all City of Reedsport motels and campgrounds. The transient room tax funds are distributed per contract to Reedsport Winchester Bay Chamber of Commerce, Winchester Bay Merchants and the Umpqua Discovery Center.

The Educational Benefit Program is in its third year in order to help with tuition or books for employees seeking to further their education. Reimbursement for educational costs will have several guidelines and criteria obligations by which employees must comply. This program is funded by General Fund and the utility funds.

City of Reedsport

Non- Departmental Fund

001- 110

General Fund Transfers \$342,625

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

- A transfer of \$242,500 to the Stormwater Capital Fund (027) is dedicated to levee improvement costs and is primarily the result of revenues project to be earned from the Crestview Timber Sale.
- A transfer of \$12,500 to the Riverfront Fund (017) ensured operations to the Umpqua Discovery Center.
- A transfer of \$15,000 to the Fire Equipment Fund (014) continues to build reserves to fund fire equipment to service the citizens of Reedsport.
- A transfer of \$26,305 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.
- A transfer to the General Capital Improvement Fund (025) of \$15,000 was budgeted to contribute to the Boat Facilities Reserve which will accumulate funds to repave boat ramp parking lots and other capital projects associated with the boat launch expansion.
- A transfer of \$16,320 to the Library Fund (036) to help supplement the cost of operations of the library. This transfer will not likely occur, should the Library District form.

It should be noted that because timber sale revenues will be transferred to the Stormwater Capital Fund in order to continue progress on levee certification, some of the costs associated with the timber sales were paid from the Stormwater Capital Fund in the 2016-17 FY. However, funds are available from the Non-Department Fund to make final payments related to the timber sale in the 2018-19 FY.

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

City of Reedsport
Non- Departmental Fund
001- 110

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	6,581	12,000	12,000
b. Materials & Services	286,395	380,480	403,950
c. Capital Outlay	-0-	-0-	-0-
d. Transfers Out	<u>130,600</u>	<u>385,600</u>	<u>342,625</u>
Subtotal	\$423,576	\$498,390	\$498,390
II- RESERVES			
a. Contingency	-0-	100,000	100,000
b. Unapp. End. Fund Bal.	-0-	310,000	310,000
c. Balance	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$423,576	\$410,000	\$410,000
Total Expenditures and Reserves	\$423,576	\$1,188,080	\$1,168,575

GENERAL FUND (001-110)
NON-DEPARTMENTAL

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
0	6,581	12,000	001-110- 531500	UNEMPLOYMENT INS.	0.00	12,000	12,000	12,000
0	6,581	12,000		TOTAL PERSONNEL SERVICES	0.00	12,000	12,000	12,000
MATERIALS & SERVICES								
3,302	1,721	4,500	001-110- 613300	LEGAL ADVERTISING	0.00	4,500	4,500	4,500
36	20	350	001-110- 613320	FILING FEES	0.00	400	400	400
1,729	1,393	1,900	001-110- 614000	POSTAGE	0.00	1,900	1,900	1,900
2,293	1,872	3,000	001-110- 614100	OFFICE SUPPLY	0.00	3,000	3,000	3,000
3,820	4,716	0	001-110- 614330	COMPUTER OPS-SOFTWARE	0.00	0	0	0
1,502	0	0	001-110- 614335	NETWORK COMMUNICATIONS	0.00	0	0	0
73,047	78,237	80,000	001-110- 614390	BONDING & INSURANCE	0.00	94,000	94,000	94,000
0	0	100	001-110- 614400	MISCELLANEOUS REFUNDS	0.00	100	100	100
2,000	2,000	5,000	001-110- 614450	EDUCATIONAL BENEFITS	0.00	5,000	5,000	5,000
3,520	2,788	5,000	001-110- 614490	EMPLOYEE RECOGNITION	0.00	5,000	5,000	5,000
471	500	500	001-110- 614520	VOLUNTEER PROGRAM	0.00	500	500	500
175,163	151,045	196,000	001-110- 614580	TOURISM PROMOTION	0.00	198,000	198,000	198,000
3,385	2,356	8,000	001-110- 614970	OTHER SERVICES	0.00	7,000	7,000	7,000
(8)	23	0	001-110- 614980	CASH SHORT & OVER	0.00	0	0	0
1,187	2,026	1,300	001-110- 615310	BANK FEES	0.00	3,000	3,000	3,000
3,199	3,283	3,390	001-110- 615510	LEAGUE OF OREGON CITIES	0.00	3,500	3,500	3,500
250	2,000	2,500	001-110- 615520	S.C.D.C.	0.00	2,500	2,500	2,500
0	0	0	001-110- 615540	L.G.P.I.	0.00	0	0	0
250	0	250	001-110- 615550	LU ECONOMIC DEVELOP FORUM	0.00	250	250	250
250	250	300	001-110- 615570	CHAMBER OF COMMERCE	0.00	300	300	300
2,500	0	2,500	001-110- 615600	SOUTH COAST MARKETING	0.00	2,500	2,500	2,500
1,085	0	2,000	001-110- 615610	MISC GRANT/DONATION EXPENSES	0.00	2,000	2,000	2,000
20	305	35,500	001-110- 615620	NON-CAPITAL EXPENSES	0.00	35,500	35,500	35,500
1,191	725	1,500	001-110- 615640	PUBLIC LAND MGMT	0.00	2,500	2,500	2,500
350	100	1,000	001-110- 617300	AUTOMOBILE MAINTENANCE	0.00	1,500	1,500	1,500
0	122	1,000	001-110- 617320	AUTOMOBILE FUEL	0.00	1,000	1,000	1,000
7,215	8,220	9,890	001-110- 621400	AUDIT FEES	0.00	11,000	11,000	11,000
0	0	6,000	001-110- 622650	COMPUTER SOFTWARE	0.00	5,000	5,000	5,000
13,869	13,547	9,000	001-110- 623500	COMPUTER SERVICES-SUPPORT	0.00	14,000	14,000	14,000
0	9,147	0	001-110- 630000	ASSET DISPOSAL	0.00	0	0	0
301,627	286,395	380,480		TOTAL MATERIALS & SERVICES	0.00	403,950	403,950	403,950

GENERAL FUND (001-110)
NON-DEPARTMENTAL

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
INTER-FUND TRANSFERS								
70,000	41,000	242,500	001-110- 922000	TRANSFER OUT: FUND 005 LEVEE	0.00	242,500	242,500	242,500
12,500	12,500	12,500	001-110- 923002	TRANSFER OUT: FUND 017 UDC	0.00	12,500	12,500	12,500
45,000	45,000	37,500	001-110- 923040	TRANSFER OUT: FUND 025 CAPITAL	0.00	26,305	26,305	26,305
0	0	40,000	001-110- 923050	TRANSFER OUT: FUND 037 POLICE	0.00	15,000	15,000	15,000
17,250	17,100	25,000	001-110- 924500	TRANSFER OUT: FUND 025 DOCK	0.00	15,000	15,000	15,000
15,000	15,000	15,000	001-110- 925000	TRANSFER OUT: FUND 014 FIRE	0.00	15,000	15,000	15,000
0	0	16,320	001-110- 925200	TRANSFER OUT: FUND 036 LIBRARY	0.00	16,320	16,320	16,320
0	0	600	001-110- 925300	TRANS OUT: FUND 036 LIB RENO	0.00	0	0	0
159,750	130,600	389,420		TOTAL INTER-FUND TRANSFERS	0.00	342,625	342,625	342,625
CONTINGENCY								
0	0	100,000	001-110- 941000	CONTINGENCY	0.00	100,000	100,000	100,000
0	0	100,000		TOTAL CONTINGENCY	0.00	100,000	100,000	100,000
UNAPPROPRIATED								
0	0	310,000	001-110- 952000	UNAPPROP ENDING FUND BAL	0.00	310,000	310,000	310,000
0	0	310,000		TOTAL UNAPPROPRIATED	0.00	310,000	310,000	310,000
461,377	423,576	1,191,900		TOTAL EXPENSES	0.00	1,168,575	1,168,575	1,168,575

City of Reedsport

Police Department

001-200

PERSONNEL ASSIGNED TO THE FUND

14.57 FTE

Sworn Law Enforcement Officers	9.20
Office and Dispatch personnel	5.32

Organization and Mission

The Reedsport Police Department is a 24-hour per day, 7 day 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 maintain the quality of life in Reedsport. The Police Department facility houses a full time Communications Center and Municipal Jail. The administration of the Police Department is imparted by the Chief of Police, one Patrol Sergeant and one Administrative Assistant/Dispatch-Records Supervisor.

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. Currently the Police Corporal is assigned as the School Resource Officer, assigned to the two local schools.

The department's Dispatch/Records Section is a secondary Public Safety Answering Point that 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.

FY 17-18 Year in Review

For the first time in many years, the Police Department had no major personnel changes during this past fiscal year. We experienced only the service retirement of one dispatcher, and the hiring of a replacement dispatcher. There were no changes in the certified officer staffing other than the promotion of one officer to Police Corporal. We were fortunate to have been able to add a police narcotic detection dog to our ranks. "JD" was acquired and an officer was trained as a handler. The team has since been certified as a drug detection team. Much of the cost for this program was absorbed by community donations and grants.

Police vehicle issues have been addressed the last couple of years. With the addition of a new K9 vehicle we now have five newer vehicles with warranties that we hope will keep our fleet "healthy" for years to come. All current patrol cars are equipped with in-car mobile video recorders.

City of Reedsport

Police Department

001-200

FY 18-19 Budget Highlights and Challenges

General:

Having made great improvements to our patrol fleet, the Police Department's biggest challenge for the upcoming year will be maintaining up to date technology and improvements to our facility. With recent phone system upgrades, the dispatch center is now better suited for utilizing headsets by the dispatchers. This long desired project has begun, primarily due to funds received via our Coos County P&P jail bed contract, and it is anticipated to be up and running soon and with little impact to our normal budget. The project will make for more uniform radio transmission, less lost communications and the need for repeated transmissions; especially important in times of emergencies or serious tactical events.

We are still planning to improve our facility with a car cover/awning project which will keep our patrol vehicles covered and protected from the elements. This project has been identified in the City's capital improvement plan, and with the completion of other priority projects, we are hoping to begin this project during the FY year.

SRO:

The SRO position requires both ongoing training and frequent evaluation of the duties and responsibilities of the position. With a recent change in the assigned officer, we are hoping to have the SRO even more involved in providing instruction on specific topics. Additionally, the SRO position will become further involved in campus security and disaster planning for both schools.

Jail:

The Police Department's desire is to remain compliant with all jail standards. Currently, the department enjoys positive jail inspections that allow the City to keep the jail open, functioning, and less prone to civil litigation. Jail door replacement will continue to be examined, as will grant opportunities available to modernize the facility.

The continuing challenge is the acquisition and implementation of a computerized jail booking program. Staff has researched costs and was given a quote from the same system providers as the Douglas County Sheriff's Office. The system will be independent of the Douglas County Jail system (JMS), but will link to parts of the Records Management System (RMS) It has the possibility of being able to fully communicate with the rest of the RMS software in the near future.

Performance Measurements

Tasks	FY 16/17	FY 17/18
Traffic Citations	724	*1141
Calls for service (criminal & non criminal)	2095	*1995
Traffic crashes (injury and non-injury)	36	*38
Number of Arrests	317	*365

** Numbers estimated to the end of the FY based on data/averages*

City of Reedsport
Police Department
001-200

Police Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	20018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	1,011,042	1,133,330	1,276,400
b. Materials & Services	88,602	129,800	153,640
c. Capital Outlay	<u>4,813</u>	<u>20,000-</u>	<u>-0-</u>
Total	\$1,099,645	\$1,283,130	\$1,430,040

GENERAL FUND (001-200)
POLICE DEPARTMENT

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
66,322	69,547	71,485	001-200- 511100	POLICE CHIEF SALARY	1.00	72,500	72,500	72,500
0	0	0	001-200- 511127	SRO SALARY	0.80	46,900	46,900	0
58,083	59,140	61,945	001-200- 511210	POLICE SGT SALARY	1.00	63,500	63,500	63,500
0	0	0	001-200- 511216	TRUCK INSPECTION SALARY	0.00	0	0	0
270,999	273,932	296,500	001-200- 511220	POLICE OFFICER SALARY	6.20	307,450	307,450	307,450
0	0	0	001-200- 511226	POLICE CORPORAL SALARY	0.20	11,500	11,500	11,500
42,933	40,931	40,100	001-200- 511230	COMM SUPERVISOR SALARY	0.82	41,000	41,000	41,000
141,171	155,058	159,100	001-200- 511240	COMM OFFICER SALARY	4.00	155,000	155,000	155,000
42,839	20,347	25,100	001-200- 511245	PART TIME COMM. OFF. SALARY	0.50	30,000	30,000	30,000
17,649	18,051	23,300	001-200- 511270	CERTIFICATION PAY	0.00	25,000	25,000	25,000
1,700	1,874	4,000	001-200- 521500	OVERTIME-JUSTICE	0.00	4,000	4,000	4,000
20,376	21,983	21,000	001-200- 521510	OVERTIME-COVERAGE	0.00	21,000	21,000	21,000
0	0	0	001-200- 521511	SRO OVERTIME	0.00	500	500	0
0	0	0	001-200- 521515	OT TRUCK INSPECTIONS	0.00	0	0	0
0	0	0	001-200- 521530	OVERTIME-GRANT FUNDS	0.00	0	0	0
13,985	16,020	16,500	001-200- 521550	HOLIDAY PAY	0.00	23,500	23,500	23,500
0	0	0	001-200- 521551	SRO HOLIDAY	0.00	1,500	1,500	0
51,401	51,433	54,500	001-200- 531010	SOCIAL SECURITY	0.00	59,500	59,500	59,500
0	0	0	001-200- 531011	SRO SOCIAL SECURITY	0.00	4,000	4,000	0
55,457	61,795	120,200	001-200- 531020	P E R S	0.00	126,665	126,665	126,665
0	0	0	001-200- 531021	SRO PERS	0.00	7,000	7,000	0
13,757	11,322	21,100	001-200- 531210	WORKMEN'S COMP	0.00	21,670	21,670	21,670
0	0	0	001-200- 531211	SRO WORKER'S COMP	0.00	1,815	1,815	0
196,269	209,609	218,500	001-200- 531220	HEALTH INSURANCE	0.00	219,175	219,175	219,175
0	0	0	001-200- 531221	SRO HEALTH INSURANCE	0.00	13,225	13,225	0
0	0	0	001-200- 531225	JAIL STIPEND	0.00	20,000	20,000	20,000
0	0	0	001-200- 531230	SRO SALARY	0.80	0	0	46,900
0	0	0	001-200- 531231	SRO OVERTIME	0.00	0	0	500
0	0	0	001-200- 531232	SRO HOLIDAY	0.00	0	0	1,500
0	0	0	001-200- 531233	SRO SOCIAL SECURITY	0.00	0	0	4,000
0	0	0	001-200- 531234	SRO PERS	0.00	0	0	7,000
0	0	0	001-200- 531235	SRO WORKER'S COMP	0.00	0	0	1,815
0	0	0	001-200- 531236	SRO HEALTH INSURANCE	0.00	0	0	13,225
992,941	1,011,042	1,133,330	TOTAL PERSONNEL SERVICES		14.52	1,276,400	1,276,400	1,276,400
MATERIALS & SERVICES								
828	1,110	1,100	001-200- 612070	GARBAGE DISPOSAL	0.00	1,200	1,200	1,200
247	250	400	001-200- 612080	WATER	0.00	500	500	500
36	36	50	001-200- 612085	STORMWATER	0.00	40	40	40

GENERAL FUND (001-200)
POLICE DEPARTMENT

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
951	999	1,200	001-200- 612090	WASTEWATER	0.00	2,500	2,500	2,500
6,236	7,617	7,500	001-200- 612100	ELECTRICITY	0.00	7,500	7,500	7,500
4,408	293	0	001-200- 612250	TELEPHONE	0.00	0	0	0
1,695	1,489	1,750	001-200- 612251	PAGER/CELL PHONE	0.00			
172	0	1,000	001-200- 613300	LEGAL FEES, ADVERTISING	0.00	1,000	1,000	1,000
402	0	1,000	001-200- 613410	OTHER LEGAL SERVICES	0.00	1,000	1,000	1,000
1,847	1,513	1,900	001-200- 614000	POSTAGE	0.00	1,900	1,900	1,900
2,344	3,636	4,500	001-200- 614100	OFFICE SUPPLY	0.00	4,500	4,500	4,500
0	0	0	001-200- 614101	SRO OFFICE SUPPLY	0.00	300	300	0
319	117	500	001-200- 614180	PHOTO SUPPLIES	0.00	500	500	500
0	0	1,150	001-200- 614220	JANITORIAL SUPPLIES	0.00	1,150	1,150	1,150
1,424	1,596	5,000	001-200- 614250	BUILDING MAINT, SUPPLIES	0.00	5,000	5,000	5,000
1,746	3,844	4,000	001-200- 614300	OFFICE EQUIP MAINT	0.00	4,000	4,000	4,000
0	0	4,000	001-200- 614333	COMPUTER SOFTWARE	0.00	4,000	4,000	4,000
5,367	10,207	11,000	001-200- 614335	NETWORK COMMUNICATIONS	0.00	11,000	11,000	11,000
6,263	6,295	6,000	001-200- 614350	RADIO OP/MAINT	0.00	6,000	6,000	6,000
117	52	500	001-200- 614540	BOOKS & PERIODICALS	0.00	500	500	500
3,969	2,847	3,000	001-200- 614560	TRAVEL/SUBSISTENCE	0.00	3,000	3,000	3,000
0	0	0	001-200- 614561	SRO TRAVEL/SUBSISTENCE	0.00	800	800	0
1,546	2,396	4,000	001-200- 614570	TRAINING/CONFERENCES	0.00	4,000	4,000	4,000
0	0	0	001-200- 614572	SRO TRAINING/CONFERENCES	0.00	800	800	0
590	648	1,000	001-200- 614640	EQUIPMENT REIMBURSEMENT	0.00	1,000	1,000	1,000
4,092	2,026	3,400	001-200- 614660	AMMUNITION/FIREARMS	0.00	3,400	3,400	3,400
0	0	0	001-200- 614661	SRO AMMUNITION/FIREARMS	0.00	100	100	0
1,055	1,960	2,000	001-200- 614670	INVESTIGATION COSTS	0.00	2,000	2,000	2,000
1,037	1,442	2,000	001-200- 614680	PHYSICAL EXAMINATIONS	0.00	2,000	2,000	2,000
10,122	4,125	6,000	001-200- 614690	UNIFORMS/ EQUIPMENT	0.00	6,000	6,000	6,000
0	0	0	001-200- 614691	SRO UNIFORMS	0.00	250	250	0
0	557	1,350	001-200- 614700	BLACK GEAR & GYM MEMBERSHIPS	0.00	1,350	1,350	1,350
0	0	2,500	001-200- 614730	K9 GENERAL EXPENSES	0.00	7,150	7,150	7,150
0	0	0	001-200- 614735	JAIL EXPENSES	0.00	6,750	6,750	6,750
0	0	0	001-200- 614736	JAIL FOOD	0.00	5,000	5,000	5,000
469	258	1,500	001-200- 614740	VOLUNTEER POLICE SUPPLIES	0.00	1,500	1,500	1,500
693	809	800	001-200- 614900	OTHER SUPPLIES	0.00	800	800	800
0	0	0	001-200- 614901	SRO SUPPLIES	0.00	300	300	0
999	1,106	1,200	001-200- 615590	DUES & FEES	0.00	1,200	1,200	1,200
10,721	5,583	10,000	001-200- 615610	MISC GRANT EXPENSES	0.00	10,000	10,000	10,000
0	0	0	001-200- 615620	ODOT TRUCK INSP. SUPPLIES	0.00	0	0	0
10,241	9,799	9,000	001-200- 617300	VEHICLE MAINTENANCE	0.00	9,000	9,000	9,000

GENERAL FUND (001-200)
POLICE DEPARTMENT

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
0	0	0	001-200- 617301	SRO VEHICLE MAINTENANCE	0.00	250	250	0
10,268	12,304	20,000	001-200- 617320	VEHICLE FUEL	0.00	20,000	20,000	20,000
0	0	0	001-200- 617321	SRO VEHICLE FUEL	0.00	1,000	1,000	0
0	0	6,000	001-200- 623500	COMPUTER SERVICES	0.00	6,000	6,000	6,000
2,950	3,688	3,500	001-200- 623530	CONTRACTED SERVICES	0.00	4,500	4,500	4,500
0	0	0	001-200- 623531	SRO OFFICE SUPPLY	0.00	0	0	0
0	0	0	001-200- 623532	SRO TRAVEL/SUBSISTENCE	0.00	0	0	800
0	0	0	001-200- 623533	SRO TRAINING/CONFERENCES	0.00	0	0	800
0	0	0	001-200- 623534	SRO AMMUNITION/FIREARMS	0.00	0	0	100
0	0	0	001-200- 623535	SRO UNIFORMS	0.00	0	0	250
0	0	0	001-200- 623536	SRO SUPPLIES	0.00	0	0	300
0	0	0	001-200- 623537	SRO VEHICLE MAINTENANCE	0.00	0	0	250
0	0	0	001-200- 623538	SRO VEHICLE FUEL	0.00	0	0	1,000
93,152	88,602	129,800		TOTAL MATERIALS & SERVICES	0.00	153,640	153,640	153,640
CAPITAL OUTLAY								
0	0	20,000	001-200- 722700	K9 CAPITAL EXPENSES	0.00	0	0	0
10,000	0	0	001-200- 725300	VEHICLES	0.00	0	0	0
10,000	0	20,000		TOTAL CAPITAL OUTLAY	0.00	0	0	0
1,096,094	1,099,645	1,283,130		TOTAL EXPENSES	14.52	1,430,040	1,430,040	1,430,040

City of Reedsport
Special Police Operations
001-205

PERSONNEL ASSIGNED TO THE FUND

.00 FTE

Sworn Law Enforcement Officers 0.00

ORGANIZATION AND MISSION

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.

FY 17-18 Year in Review

The School Resource Officer program is in its' second full 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.

FY 18-19 Budget Highlights and Challenges

This Departmental Unit has been incorporated into the Police Departmental Unit. See Fund 001-200 narrative.

Special Police Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	61,728	69,565	-0-
b. Materials & Services	<u>1,802</u>	<u>4,250</u>	<u>-0-</u>
Total	\$63,530	\$73,815	\$-0-

GENERAL FUND (001-205)
SPECIAL POLICE OPERATIONS

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
21,619	42,825	42,155	001-205- 511225	SCHOOL RESOURCE OFFICER	0.00	0	0	0
0	0	0	001-205- 511270	CERTIFICATION PAY	0.00	0	0	0
0	0	0	001-205- 521500	OVERTIME-JUSTICE	0.00	0	0	0
881	258	620	001-205- 521510	OVERTIME	0.00	0	0	0
184	0	1,500	001-205- 521550	HOLIDAY PAY	0.00	0	0	0
1,735	3,296	3,905	001-205- 531010	SOCIAL SECURITY	0.00	0	0	0
2,137	4,058	7,100	001-205- 531020	P E R S	0.00	0	0	0
15	997	1,130	001-205- 531210	WORKMAN'S COMP	0.00	0	0	0
5,373	10,294	13,155	001-205- 531220	HEALTH INSURANCE	0.00	0	0	0
31,944	61,728	69,565		TOTAL PERSONNEL SERVICES	0.00	0	0	0
MATERIALS & SERVICES								
0	216	300	001-205- 612251	PAGER/CELL PHONE	0.00	0	0	0
0	397	300	001-205- 614100	OFFICE SUPPLIES	0.00	0	0	0
0	0	800	001-205- 614560	TRAVEL/SUBSISTENCE	0.00	0	0	0
0	1,030	800	001-205- 614570	TRAINING/CONFERENCES	0.00	0	0	0
0	0	100	001-205- 614660	AMMUNITION/FIREARMS	0.00	0	0	0
0	0	250	001-205- 614690	UNIFORMS/MAINTENANCE	0.00	0	0	0
0	159	200	001-205- 614900	OTHER SUPPLIES	0.00	0	0	0
0	0	500	001-205- 617300	AUTOMOBILE MAINTENANCE	0.00	0	0	0
0	0	1,000	001-205- 617320	VEHICLE FUEL	0.00	0	0	0
0	1,802	4,250		TOTAL MATERIALS & SERVICES	0.00	0	0	0
31,944	63,530	73,815		TOTAL EXPENSES	0.00	0	0	0

City of Reedsport

Municipal Jail

001-210

Organization and Mission

The Reedsport Police Department houses the Municipal Jail facility. The jail is a correctional facility which the State of Oregon considers a “full time jail”. The facility contains 11 beds, along with facilities such as a kitchen, booking, dressing room, etc. The use of the Municipal Jail precludes the need to transport prisoners to the Douglas County Jail in Roseburg for most Misdemeanor arrests. It also reduces the need to make immediate transport of Felony and Warrant arrests.

The use of the Municipal Jail saves the City the cost of housing prisoners in the Douglas County Jail, which charges a per day lodging fee of over \$100.00 a day, transportation costs, and the staff required to make the four hour roundtrip transports while having an additional officer in the city available for calls. The Jail also makes it possible to utilize the Municipal Court for misdemeanor cases which reduces overtime costs by keeping officers in Reedsport for misdemeanor trials. The addition of a “special duty police reserve officer” this past year has helped decrease the costs and burden associated with transporting prisoners to Douglas County.

The Douglas County Sheriff’s Department, Oregon State Police and Oregon State Parole and Probation Department also use the Municipal jail as a temporary holding facility. Prisoners from other agencies who elect to serve their sentence in our jail are charged a Non-Jurisdictional fee of \$65 per day. There is no fee assessed for prisoners from other agencies that are housed prior to arraignment or transport to another jail facility.

Manpower and related costs for jail operations include about 2 hours of dedicated officer time to book and release each prisoner and about 6 hours per day dedicated to inmate management when lodged here.

FY 17-18 Year in Review

This past year has shown an increased use of the jail. We entered into a housing contract with Coos County Parole and Probation. We have a permanent 3 bed purchase with the ability to house up to 5 beds at an additional fee. There have been no significant incidents in the jail. Staff continues to work hard at finding efficiencies within the jail to reduce operational costs and manpower requirements. We are in negotiations with the Douglas County Sheriff’s Office to bring in a new jail management system. While the police department will incur the cost of the new system, we have asked for some cost sharing or in-kind donation to the project.

City of Reedsport

Municipal Jail

001-210

FY 18-19 Budget Highlights and Challenges

This Departmental Unit has been incorporated into the Police Departmental Unit. See Fund 001-200 narrative.

Performance Measurements

The City of Reedsport has not experienced any law suits related to the jail nor received any inmate grievances during this past fiscal year. The inmate population was increased as part of the Coos County P&P contract, which impacted operational costs and manpower requirements.

We have seen significant expenditures and revenue change in the 2017-2018 budget year with the Coos County P&P housing contract. The contract revenue has allowed us to make improvements to the jail and other parts of our operation.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2108-19 ADOPTED
I- EXPENDITURES			
a. Personnel	-0-	-0-	-0-
b. Materials & Services	4,813	5,750	-0-
c. Capital Outlay	<u>1,355</u>	<u>2,000</u>	<u>-0-</u>
Total	\$6,168	\$7,750	\$-0-

GENERAL FUND (001-210)
JAIL

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
1,155	1,093	750	001-210- 614900	OTHER SUPPLIES, COSTS	0.00	0	0	0
0	0	0	001-210- 614950	JAIL FOOD EXPENSE	0.00	0	0	0
1,155	1,093	750		TOTAL MATERIALS & SERVICES	0.00	0	0	0
CAPITAL OUTLAY								
2,000	1,355	2,000	001-210- 722300	JAIL EQUIPMENT	0.00	0	0	0
2,000	1,355	2,000		TOTAL CAPITAL OUTLAY	0.00	0	0	0
3,155	2,447	2,750		TOTAL EXPENSES	0.00	0	0	0

City of Reedsport

Fire Department

001-220

PERSONNEL ASSIGNED TO THE FUND

Fire ChiefContracted Service
Administration OfficerContracted 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 17-18 Year in Review

The number of fire calls has remained relatively steady for the last five years. The firefighters responded to 112 calls for year 2017. The total for 2016 was 125. The Department performed 48 drills and a total of 1,776 volunteer hours were recorded. 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.

The Reedsport Volunteer Fire Department recorded the following for 2017: 31 medical assists, 23 motor vehicle accidents, 8 life flights, 7 false alarms, 6 structure fires, 5 fire alarms, 5 electrical fires, 4 brush fires, 4 mutual aid, 4 unauthorized burnings, 3 flue fires, 3 assists to other agencies, 3 vehicle fires, 3 suspicious odors, 2 public assists, 2 hazmat incidents and one railroad tie fire.

FY 18-19 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,

City of Reedsport
Fire Department
001-220

especially those who work in the City as the daytime availability of firefighters is low because a large number work outside the City.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	4,943	6,400	6,950
b. Materials & Services	<u>94,165</u>	<u>116,560</u>	<u>119,180</u>
Total	\$99,108	\$122,960	\$126,130

GENERAL FUND (001-220)
FIRE DEPARTMENT

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
2,476	4,650	6,000	001-220- 531210	WORKMEN'S COMP	0.00	6,500	6,500	6,500
295	293	400	001-220- 531220	LIFE INSURANCE	0.00	450	450	450
2,771	4,943	6,400		TOTAL PERSONNEL SERVICES	0.00	6,950	6,950	6,950
MATERIALS & SERVICES								
280	292	360	001-220- 612070	GARBAGE DISPOSAL	0.00	400	400	400
372	411	400	001-220- 612080	WATER	0.00	450	450	450
131	93	100	001-220- 612085	STORMWATER	0.00	80	80	80
663	908	700	001-220- 612090	WASTEWATER	0.00	750	750	750
4,748	6,694	8,000	001-220- 612100	ELECTRICITY	0.00	8,000	8,000	8,000
1,182	523	0	001-220- 612250	TELEPHONE	0.00	0	0	0
218	355	500	001-220- 614100	OFFICE SUPPLY	0.00	500	500	500
1,089	3,821	5,000	001-220- 614250	BUILDING MAINT, SUPPLIES	0.00	5,000	5,000	5,000
499	499	500	001-220- 614330	COMPUTER OPERATION	0.00	750	750	750
1,734	2,532	2,500	001-220- 614335	NETWORK COMMUNICATIONS	0.00	2,800	2,800	2,800
3,491	2,116	3,500	001-220- 614350	RADIO OP/MAINT	0.00	3,250	3,250	3,250
1,190	2,597	1,500	001-220- 614380	MISC. EQUIP MAINT	0.00	1,700	1,700	1,700
1,072	1,137	1,000	001-220- 614550	FIREMAN TRAINING	0.00	1,000	1,000	1,000
0	48	800	001-220- 614560	TRAVEL/SUBSISTENCE	0.00	800	800	800
56	415	900	001-220- 614570	FIRE CHIEF TRAIN/CONF	0.00	900	900	900
1,307	4,245	1,400	001-220- 614900	OTHER SUPPLIES	0.00	1,400	1,400	1,400
5,677	8,406	6,000	001-220- 614960	PROTECTIVE CLOTHING	0.00	6,000	6,000	6,000
3,897	1,007	5,000	001-220- 614965	FIRE HOSE	0.00	5,000	5,000	5,000
0	0	200	001-220- 614980	HAZ MAT COSTS	0.00	200	200	200
3,855	3,227	6,000	001-220- 614990	SCBA BOTTLE REPLACE	0.00	6,500	6,500	6,500
231	583	600	001-220- 615590	DUES & FEES	0.00	600	600	600
3,387	1,985	10,000	001-220- 617300	VEHICLE OPERATION	0.00	10,000	10,000	10,000
2,148	2,397	4,000	001-220- 617320	AUTOMOBILE FUEL	0.00	4,500	4,500	4,500
519	575	600	001-220- 623500	EMERGENCY MANAGEMENT	0.00	600	600	600
0	0	5,000	001-220- 623510	CERT PROGRAM REIMBURSE	0.00	5,000	5,000	5,000
17,237	18,737	20,000	001-220- 623530	CONTRACTED SERVICES	0.00	20,000	20,000	20,000
28,488	30,561	32,000	001-220- 624000	VOLUNTEER FIREFIGHTERS	0.00	33,000	33,000	33,000
83,471	94,165	116,560		TOTAL MATERIALS & SERVICES	0.00	119,180	119,180	119,180
86,242	99,108	122,960		TOTAL EXPENSES	0.00	126,130	126,130	126,130

City of Reedsport
Building Inspection Department
001-230

PERSONNEL ASSIGNED TO THE FUND

0.20 FTE

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

Organization and Mission

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 17-18 Year in Review

Five new home permits were issued again in the 17-18 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.

Three major commercial permits were issued: Dollar Tree, Dollar General, Leo's Landscape.

FY 18-19 Budget Highlights and Challenges
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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 the spring of 2018 and as interest has been shown in the Master Heights Subdivision lots. The previous two years required budget adjustments to accommodate the additional permits issued and their related expenses. This year's budget reflects increased expenses, consistent with the trends of previous years.

Personnel changes occurred again, with the City Manager fulfilling the Planning Director position and assisted by a Contracted Planner (1-2 days per week) and the Planning Secretary. 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.

City of Reedsport
Building Inspection Department
001-230

Budget Summary

CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personal Services	5,723	19,930	11,550
b. Materials & Services	<u>28,949</u>	<u>25,550</u>	<u>35,300</u>
Total	\$34,672	\$45,480	\$46,850

GENERAL FUND (001-230)
BUILDING INSPECTION

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
0	2,346	5,130	001-230- 511100	PLANNING/FINANCE DIRECTOR	0.05	0	0	0
346	0	0	001-230- 511150	COURT CLERK/PLANNING SECRETAR	0.10	3,400	3,400	3,400
0	0	0	001-230- 511170	UB CLERK/FINANCE ASSIST	0.05	1,700	1,700	1,700
5,284	1,741	7,960	001-230- 511180	AP/AR/PAYROLL	0.05	1,600	1,600	1,600
430	307	1,000	001-230- 531010	SOCIAL SECURITY	0.00	600	600	600
283	208	2,100	001-230- 531020	P E R S	0.00	1,200	1,200	1,200
11	12	40	001-230- 531210	WORKMEN'S COMP	0.00	50	50	50
1,697	1,110	3,700	001-230- 531220	HEALTH INSURANCE	0.00	3,000	3,000	3,000
8,051	5,723	19,930		TOTAL PERSONNEL SERVICES	0.25	11,550	11,550	11,550
MATERIALS & SERVICES								
771	1,099	1,000	001-230- 613510	STATE ASSESS, ELECT. PERMIT	0.00	1,100	1,100	1,100
2,381	2,088	2,750	001-230- 613520	STATE ASSESS, BLDG PERMIT	0.00	2,900	2,900	2,900
560	0	500	001-230- 615000	NUISANCE ABATEMENT	0.00	500	500	500
0	4,651	3,700	001-230- 623440	PLAN CHECK FEES	0.00	4,500	4,500	4,500
11,378	7,347	6,600	001-230- 623450	BUILDING INSPECTION	0.00	7,500	7,500	7,500
3,944	4,263	2,700	001-230- 623460	MECHANICAL INSPECTION	0.00	4,000	4,000	4,000
2,989	2,555	2,000	001-230- 623470	PLUMBING INSPECTION	0.00	2,500	2,500	2,500
0	0	0	001-230- 623480	EXCAVATION INSPECTION	0.00	0	0	0
5,920	6,946	6,000	001-230- 623490	ELECTRICAL INSPECTION	0.00	7,000	7,000	7,000
0	0	300	001-230- 623499	BUILD/ELEC PERMIT FINES	0.00	300	300	300
0	0	0	001-230- 623580	REIMBURSED ENGINEERING SERVICE	0.00	0	0	0
0	0	0	001-230- 623590	CONTRACTED SERVICES	0.00	5,000	5,000	5,000
27,942	28,949	25,550		TOTAL MATERIALS & SERVICES	0.00	35,300	35,300	35,300
35,994	34,672	45,480		TOTAL EXPENSES	0.25	46,850	46,850	46,850

City of Reedsport
Animal Shelter
001-240

Organization and Mission

This fund has been moved to Fund 035 and will operate as a stand-alone fund, supported by donations and fees. Please review Fund 035.

FY 17-18 Year in Review

Please review Fund 035.

FY 18-19 Budget Highlights and Challenges

Please review Fund 035.

Performance Measurements

Please review Fund 035.

Animal Shelter Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Materials & Services	4,150	-0-	-0-
b. Capital Outlay	-0-	-0-	-0-
c. Interfund Transfers	<u>-0-</u>	<u>20,650</u>	<u>6,190</u>
Total	\$4,150	\$20,650	\$6,190

GENERAL FUND (001-240)
ANIMAL SHELTER

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
192	192	0	001-240- 612080	WATER	0.00	0	0	0
36	36	0	001-240- 612085	STORMWATER	0.00	0	0	0
304	268	0	001-240- 612090	WASTEWATER	0.00	0	0	0
1,146	1,353	0	001-240- 612100	ELECTRICITY	0.00	0	0	0
202	204	0	001-240- 612251	CELL PHONE	0.00	0	0	0
182	606	0	001-240- 614780	DOG FOOD	0.00	0	0	0
709	278	0	001-240- 614900	OTHER SUPPLIES	0.00	0	0	0
221	1,213	0	001-240- 623430	VETERINARY SERVICES	0.00	0	0	0
2,992	4,150	0		TOTAL MATERIALS & SERVICES	0.00	0	0	0
CAPITAL OUTLAY								
197	0	0	001-240- 712500	BUILDING IMPROVEMENT	0.00	0	0	0
197	0	0		TOTAL CAPITAL OUTLAY	0.00	0	0	0
INTER-FUND TRANSFERS								
0	0	20,650	001-240- 922000	FUND 035 TRANSFER	0.00	6,190	6,190	6,190
0	0	20,650		TOTAL INTERFUND TRANSFERS	0.00	6,190	6,190	6,190
3,189	4,150	20,650		TOTAL EXPENSES	0.00	6,190	6,190	6,190

City of Reedsport
Public Services Division
001-410

PERSONNEL ASSIGNED TO THE FUND

1.73 FTE

Public Works Director	0.08
Maintenance Lead	0.40
Mechanic III.....	0.31
Maintenance Worker	0.32
Custodian	0.62

Organization and Mission

The Public Services Division is staffed by several full time employees (two maintenance and one custodian/parks worker) who split their time between streets, parks, buildings, water, sewer and storm water. This division is funded from the General Fund. Further, the City mechanic and custodian General Fund hours are now accounted 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 64 vehicles (Police, Fire, Public Works, etc.)
- Approximately 30 acres of 5 City parks (which does not include multiple common areas)
- Approximately 19 miles of City streets

FY 17-18 Year in Review

- The Custodian/Park Maintenance staff continues to perform trash, cleaning and light maintenance at all City buildings as well as all parks. This position also assists with maintenance projects as time allows.
- Light equipment and a portable generator were procured and has increased efficiency and ability to produce work in the field.
- Mower purchased during 2015/16 fiscal year has been maintained and is serving the City well. Existing John Deere riding mower is being maintained and utilized to cover specific areas as a secondary unit.
- Brush “hog” boom arm mower has been rebuilt due to failed drive shaft and hydraulic issues.
- Miscellaneous paving projects were completed throughout the City to improve and repair deteriorated/unsafe roadway conditions as well as chip sealing ½ mile long section of 22nd street which will add 5 to 10 years of life to the street.
- Multiple broken or faded signs have been replaced within the City.
- Faded stop bars and curbs have been repainted throughout the City.

City of Reedsport

Public Services Division

001-410

- City mechanic completed approximately 230 vehicle work orders for all City department vehicles. This does not include repairs made by outside mechanic services to the Street Sweeper or VacCon.
- Bicentennial Park has had trails maintained, a “disc-golf” course installed and continues to be improved/maintained for community use.
- Staff continues to assist in multiple Main Street endeavors, specifically with engraved brick placement within the tree wells along Highway 38, banner placement, Christmas light rework and as needed.
- Levee maintenance and upgrades to comply with United States Army Corps of Engineer standards and requirements.
- Researching materials, supplies and methods to ensure City maintenance is operating with the most efficient use of funds.
- Replacement of Rainbow Plaza launch ramp, docks and parking/circulation area via grants.
- Magnetic locks installed at the restroom facility at Lions Park are still in good working order and to date, there has been less vandalism, and compromise to the facility as a result.
- As a result of purchasing the Compton Property, the City has installed a security fence, electrical service, repaired roofing, installed gutters and re-graded areas of the site. Portions of the buildings are currently being used for vehicle and equipment storage with additional uses planned for the coming fiscal year.

<h2>FY 18-19 Budget Highlights and Challenges</h2>
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Goals

- Continue to re-pave and repair multiple portions of City streets; maintain and improve parks as well as all City buildings.
- Add and rebuild ADA curbs in specific areas of the City.
- Work and continue to improve and maintain interior drainage from surface and infrastructure.
- Continue to maintain City levee system in order to maintain City status in NFIP.
- Seek funding to implement park/City beautification program that utilizes community workers and volunteers.
- Staff will continue to upgrade docks & boardwalks with boat parking fees and State Marine Board water grant and City funds as available.
- Compton property will need to have internet service installed, security cameras, continued building repairs as well as continued site cleanup performed in order to achieve goals with work and storage space.

City of Reedsport
Public Services Division
001-410

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	100,911	112,910	119,000
b. Materials & Services	<u>29,872</u>	<u>43,800</u>	<u>47,810</u>
Total	\$130,783	\$156,710	\$166,810

GENERAL FUND (001-410)
PUBLIC SERVICES

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
14,152	14,611	14,840	001-410- 511390	MAINTENANCE LEAD, SALARY	0.40	15,000	15,000	15,000
4,690	4,918	5,200	001-410- 511410	PW DIRECTOR SALARY	0.08	5,300	5,300	5,300
13,912	14,657	15,595	001-410- 511420	MECHANIC SALARY	0.31	15,800	15,800	15,800
5,037	5,200	5,285	001-410- 511440	MAINT. WORKER/DOCKS	0.10	5,400	5,400	5,400
5,868	7,331	7,610	001-410- 511450	MAINT. WORKER SALARY	0.22	8,500	8,500	8,500
18,515	20,183	20,460	001-410- 511460	CUSTODIAN, SALARY	0.62	22,700	22,700	22,700
4,752	5,113	5,280	001-410- 531010	SOCIAL SECURITY	0.00	5,800	5,800	5,800
3,795	4,326	11,600	001-410- 531020	P E R S	0.00	12,700	12,700	12,700
1,889	2,719	4,350	001-410- 531210	WORKER COMP INS.	0.00	4,600	4,600	4,600
20,265	21,852	22,690	001-410- 531220	HEALTH INSURANCE	0.00	23,200	23,200	23,200
92,877	100,911	112,910		TOTAL PERSONNEL SERVICES	1.73	119,000	119,000	119,000
MATERIALS & SERVICES								
2,853	1,203	3,000	001-410- 612050	DOCKS UTILITIES	0.00	3,500	3,500	3,500
453	717	1,200	001-410- 612070	GARBAGE DISPOSAL	0.00	1,200	1,200	1,200
857	854	1,100	001-410- 612080	WATER	0.00	1,100	1,100	1,100
108	90	100	001-410- 612085	STORMWATER	0.00	110	110	110
1,021	1,066	1,200	001-410- 612090	WASTEWATER	0.00	1,350	1,350	1,350
1,336	2,365	1,650	001-410- 612100	ELECTRICITY	0.00	2,400	2,400	2,400
185	0	0	001-410- 612250	TELEPHONE	0.00	0	0	0
571	730	700	001-410- 612251	CELL PHONE	0.00	750	750	750
5,730	4,952	6,000	001-410- 614220	JANITORIAL SUPPLIES	0.00	6,500	6,500	6,500
647	3,281	5,000	001-410- 614250	BUILDING MAINT. SUPPLIES	0.00	5,000	5,000	5,000
1,095	1,255	750	001-410- 614335	NETWORK COMMUNICATION	0.00	1,300	1,300	1,300
0	162	100	001-410- 614380	MISC. EQUIP MAINT	0.00	100	100	100
4,185	2,639	5,200	001-410- 614410	DOCKS & BOARDWALKS	0.00	6,000	6,000	6,000
67	178	500	001-410- 614510	RAINBOW PLAZA CAMP EXPENSES	0.00	500	500	500
0	10	100	001-410- 614560	TRAVEL/SUBSISTENCE	0.00	100	100	100
126	160	200	001-410- 614570	TRAINING/CONFERENCES	0.00	200	200	200
439	115	500	001-410- 614590	CITY BEAUTIFICATION	0.00	1,000	1,000	1,000
5,414	4,800	6,500	001-410- 614640	PARK MAINTENANCE	0.00	6,500	6,500	6,500
852	734	1,000	001-410- 614685	SAFETY	0.00	1,000	1,000	1,000
346	794	1,000	001-410- 614900	OTHER SUPPLIES	0.00	1,000	1,000	1,000
672	693	1,000	001-410- 615650	CITY SHOP SUPPLIES/MATERIALS	0.00	1,200	1,200	1,200
2,779	860	1,500	001-410- 617300	VEHICLE OPERATION	0.00	1,500	1,500	1,500
2,357	2,215	4,500	001-410- 617320	AUTOMOBILE FUEL	0.00	4,500	4,500	4,500
0	0	1,000	001-410- 623530	CONTRACTED SERVICES	0.00	1,000	1,000	1,000
32,094	29,872	43,800		TOTAL MATERIALS & SERVICES	0.00	47,810	47,810	47,810
124,971	130,783	156,710		TOTAL EXPENSES	1.73	166,810	166,810	166,810

City of Reedsport
Library Building Fund
001-430

Organization and Mission

This fund has been moved to Fund 036 and will operate as a stand-alone fund, supported by donations, grants, and a monthly transfer from General Fund. Please review Fund 036.

FY 17-18 Year in Review

Please review Fund 036.

FY 18-19 Budget Highlights and Challenges

Please review Fund 036.

Performance Measurements

Please review Fund 036.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
I- EXPENDITURES			
a. Personnel	-0-	-0-	-0-
b. Materials & Services	<u>17,024</u>	<u>-0-</u>	<u>-0-</u>
Total	\$17,024	-0-	-0-

GENERAL FUND (001-430)
LIBRARY

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
183	205	0	001-430- 612070	GARBAGE DISPOSAL	0.00	0	0	0
108	248	0	001-430- 612080	WATER	0.00	0	0	0
12	36	0	001-430- 612085	STORMWATER	0.00	0	0	0
528	312	0	001-430- 612090	WASTEWATER	0.00	0	0	0
4,619	6,102	0	001-430- 612100	ELECTRICITY	0.00	0	0	0
1,283	1,258	0	001-430- 612250	TELEPHONE	0.00	0	0	0
697	861	0	001-430- 614220	JANITORIAL SUPPLIES	0.00	0	0	0
1,169	1,805	0	001-430- 614250	BUILDING MAINT, SUPPLIES	0.00	0	0	0
120	5	0	001-430- 614300	OFFICE EQUIP/ MAINT	0.00	0	0	0
0	0	0	001-430- 614400	COMPUTER SERVICES	0.00	0	0	0
0	6,192	0	001-430- 615610	GRANT EXPENSES	0.00	0	0	0
0	0	0	001-430- 616000	LIBRARY RENOVATION REPAIRS	0.00	0	0	0
8,720	17,024	0		TOTAL MATERIALS & SERVICES	0.00	0	0	0
INTER-FUND TRANSFERS								
0	0	0	001-430- 922000	FUND 036 TRANSFER	0.00	0	0	0
0	0	0		TOTAL INTER-FUND TRANSFERS	0.00	0	0	0
8,720	17,024	0		TOTAL EXPENSES	0.00	0	0	0

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 Administrative 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 17-18 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 pool tables. Funds are raised from weekly bingo games, grant funds, fundraisers and donations.

During the year food contractor temporarily expanded services and then went back to normal service. This resulted in some upgraded equipment being added to the kitchen including a walk-in cooler. The commercial three-door refrigerator was also replaced, partially with funds left over from a grant received in 2015 for the purchase of a new meals on wheel van.

FY 18-19 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 and Compass USA for meal preparation. The City also receives funds from the rental of the facility on evenings and weekends.

- Special areas of emphasis in FY 2018-19 include the pursuit of the following goal:

Goal: Continue to provide essential services to the center and build reserves for large maintenance projects and equipment replacement in the future.

City of Reedsport
Senior Center
001-440

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-017 Adopted	2017-018 Adopted	2018-019 ADOPTED
I- EXPENDITURES			
a. Personnel	-0-	-0-	-0-
b. Materials & Services	<u>19,762</u>	<u>18,525</u>	<u>20,675</u>
Total	\$19,762	\$18,525	\$20,675

GENERAL FUND (001-440)
SENIOR CENTER

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
1,003	1,204	1,250	001-440- 612070	GARBAGE DISPOSAL	0.00	1,250	1,250	1,250
236	224	300	001-440- 612080	WATER	0.00	300	300	300
36	36	50	001-440- 612085	STORMWATER	0.00	50	50	50
866	771	1,300	001-440- 612090	WASTEWATER	0.00	1,300	1,300	1,300
11,723	14,046	12,000	001-440- 612100	ELECTRICITY	0.00	14,000	14,000	14,000
75	50	400	001-440- 614200	REFUND OF SR CTR USE FUND	0.00	400	400	400
613	974	650	001-440- 614220	JANITORIAL SUPPLIES	0.00	800	800	800
727	2,418	2,500	001-440- 614250	BUILDING MAINT, SUPPLIES	0.00	2,500	2,500	2,500
19	39	75	001-440- 614300	OFFICE EQUIP/MAINT	0.00	75	75	75
15,299	19,762	18,525		TOTAL MATERIALS & SERVICES	0.00	20,675	20,675	20,675
15,299	19,762	18,525		TOTAL EXPENSES	0.00	20,675	20,675	20,675

City of Reedsport
Dial a Ride
001-450

Organization and Mission

This fund has been moved to Fund 034 and will operate as a stand-alone fund, supported by donations, fees, and grants. Please review Fund 034.

FY 17-18 Year in Review

Please review Fund 034.

FY 18-19 Budget Highlights and Challenges

Please review Fund 034.

Performance Measurements

Please review Fund 034.

Budget Summary

APPROPRIATIONS			
CATEGORY	2015- 016 Actual	2016 - 017 Adopted	2017 – 018 ADOPTED
I- EXPENDITURES			
a. Personnel	14,064	-0-	-0-
b. Materials & Services	20,046	-0-	-0-
c. Capital Outlay	-0-	-0-	-0-
d. Interfund transfers	<u>-0-</u>	<u>25,000</u>	<u>1,280</u>
Total	\$34,110	\$25,000	\$1,280

GENERAL FUND (001-450)
DIAL-A-RIDE

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
1,907	0	0	001-450- 511085	ADMIN ASSIST. SALARY	0.00	0	0	0
3,002	0	0	001-450- 511180	CLERK SALARY	0.00	0	0	0
2,448	8,985	0	001-450- 511230	COMM. SUPERVISOR	0.00	0	0	0
480	498	0	001-450- 511420	MECHANIC	0.00	0	0	0
0	142	0	001-450- 511460	CUSTODIAN	0.00	0	0	0
589	714	0	001-450- 531010	SOCIAL SECURITY	0.00	0	0	0
801	1,159	0	001-450- 531020	P E R S	0.00	0	0	0
25	21	0	001-450- 531210	WORKMEN'S COMP	0.00	0	0	0
2,600	2,546	0	001-450- 531220	HEALTH INSURANCE	0.00	0	0	0
11,852	14,064	0		TOTAL PERSONNEL SERVICES	0.00	0	0	0
MATERIALS & SERVICES								
918	977	0	001-450- 612251	PAGER/CELL PHONE	0.00	0	0	0
0	0	0	001-450- 614200	REFUND OF FEES	0.00	0	0	0
176	165	0	001-450- 614300	OFFICE EQUIP/MAINT	0.00	0	0	0
1,282	3,911	0	001-450- 614390	BONDING & INSURANCE	0.00	0	0	0
1,716	1,433	0	001-450- 614520	RECRUITMENT/RECOGNITION	0.00	0	0	0
285	82	0	001-450- 614900	OTHER SUPPLIES	0.00	0	0	0
2,248	1,514	0	001-450- 617300	AUTOMOBILE MAINTENANCE	0.00	0	0	0
3,599	4,700	0	001-450- 617320	VEHICLE FUEL	0.00	0	0	0
3,164	7,265	0	001-450- 623530	CONTRACT DRIVER	0.00	0	0	0
13,388	20,046	0		TOTAL MATERIALS & SERVICES	0.00	0	0	0
CAPITAL OUTLAY								
1,497	0	0	001-450- 712500	FUTURE RESERVE PROJECT	0.00	0	0	0
0	0	0	001-450- 721000	VEHICLE REPLACEMENT	0.00	0	0	0
1,497	0	0		TOTAL CAPITAL OUTLAY	0.00	0	0	0
INTER-FUND TRANSFERS								
0	0	21,180	001-450- 922000	FUND 034 TRANSFER	0.00	1,280	1,280	1,280
0	0	21,180		TOTAL INTER-FUND TRANSFERS	0.00	1,280	1,280	1,280
26,736	34,110	21,180		TOTAL EXPENSES	0.00	1,280	1,280	1,280

City of Reedsport

Streets Division Fund

002

PERSONNEL ASSIGNED TO THE FUND

0.77 FTE

Public Works Director	0.10
Maintenance Lead Worker	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; increase in vehicle and registration fees; and weight-mile fees paid by truckers. This phase-in is reflected in the state estimates. To date, the City has seen an approximate 33percent increase in State Gas Tax revenues.

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. Gas tax is distributed to the cities by the state on a per capita basis.

FY 17-18 Year in Review

- Ongoing Street sweeping and mowing, and weed control.
- Chip sealing ½ mile section of 22nd street, S/E of HWY 101.
- Multiple asphalt repairs o throughout City.
- Restriped 22nd street between 101 and Ridgeway Drive as well as Upper Crestview drive.
- Installed 3 ADA curbs that are integrated with storm drain inlet replacements at 12th and Ivy.
- Upgraded all existing antique lighting along HWY 38 to LED.
- Gas Tax Revenue is approximately the same as the previous year.

FY 18-19 Budget Highlights and Challenges

Goals:

- 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.
- Transfer of \$10,000 to Stormwater Capital Funds to help repair stormwater issues in the city streets.

City of Reedsport

Streets Division Fund

002

- Develop and enter into a service contract with qualified vendor to provide crack patch, slurry sealant and asphalt paving services to maintain and preserve City streets which may extend the life and have less recurrent paving issues.
- Continue to restripe and correct line painting that may cause traffic confusion or ADA issues.

Workload Statistics

Task	Quantity
Sweep City streets	ongoing
Paint cross walks, stop bars, no parking, traffic lanes and ADA	ongoing
Miles of streets maintained	19+
Sign replacement program	25
Maintain decorative streetlights	35

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	74,037	110,000	125,000
I - REVENUES			
a. State Gas Tax	267,492	237,000	240,000
b. Local Gas Tax	49,405	50,000	52,200
b. Franchise Fee	57,550	47,400	45,000
c. Transfers In	-0-	-0-	325,000
d. Miscellaneous Revenue	<u>3,868</u>	<u>800</u>	<u>102,350</u>
Total	\$452,352	\$445,200	\$889,550
II- EXPENDITURES			
a. Personnel	50,551	59,320	64,500
b. Materials & Services	122,265	125,230	144,130
c. Capital Outlay	7,851	25,000	555,200
d. Transfers Out	<u>120,650</u>	<u>220,650</u>	<u>\$110,720</u>
Subtotal	\$301,137	\$430,200	874,550
III- RESERVES			
a. Balance	151,215	-0-	-0-
b. Contingency	<u>-0-</u>	<u>15,000</u>	<u>15,000</u>
Subtotal	\$151,215	\$15,000	\$15,000
Total Expenditures and Reserves	\$301,317	\$445,200	889,500

STREET FUND (002)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
78,956	74,037	110,000	002-000-	411100 BEGINNING FUND BALANCE	0.00	125,000	125,000	125,000
49,178	54,935	45,000	002-000-	413100 P.U.D. FRANCHISE	0.00	50,000	50,000	50,000
3,712	2,615	2,400	002-000-	413200 TELEPHONE FRANCHISE	0.00	2,200	2,200	2,200
467	945	450	002-000-	415100 INTEREST	0.00	2,000	2,000	2,000
0	0	50	002-000-	415650 SALARY REIMBURSEMENTS	0.00	50	50	50
427	342	300	002-000-	415660 INSURANCE REIMBURSEMENTS	0.00	200	200	200
(675)	2,581	0	002-000-	415900 MISCELLANEOUS	0.00	100	100	100
0	0	0	002-000-	417000 SCA GRANT	0.00	100,000	100,000	100,000
0	0	0	002-000-	418000 TRANSFER IN: FUND 026 CLOSEOUT	0.00	325,000	325,000	325,000
243,583	267,492	237,000	002-000-	421300 GAS TAX REFUND	0.00	240,000	240,000	240,000
0	49,405	50,000	002-000-	421400 LOCAL GAS TAX	0.00	45,000	45,000	45,000
375,648	452,350	445,200		TOTAL REVENUES	0.00	889,550	889,550	889,550
375,648	452,350	445,200		TOTAL REVENUES	0.00	889,550	889,550	889,550

STREET FUND (002)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
7,196	7,429	7,550	002-502- 511390	MAINTENANCE LEAD, SALARY	0.15	7,700	7,700	7,700
5,863	6,148	6,500	002-502- 511410	PW DIRECTOR SALARY	0.10	6,700	6,700	6,700
10,554	10,750	11,070	002-502- 511420	MECHANIC, SALARY	0.22	11,200	11,200	11,200
9,781	9,819	10,375	002-502- 511450	MAINT. WORKER SALARY	0.30	11,600	11,600	11,600
0	0	1,000	002-502- 521500	OVERTIME	0.00	1,000	1,000	1,000
2,548	2,605	2,795	002-502- 531010	SOCIAL SECURITY	0.00	3,400	3,400	3,400
2,472	2,515	6,205	002-502- 531020	P E R S	0.00	7,100	7,100	7,100
1,154	1,258	2,615	002-502- 531210	WORKMEN'S COMP	0.00	3,000	3,000	3,000
10,345	10,027	11,210	002-502- 531220	HEALTH INSURANCE	0.00	12,800	12,800	12,800
49,913	50,551	59,320		TOTAL PERSONNEL SERVICES	0.77	64,500	64,500	64,500
MATERIALS & SERVICES								
77,955	89,037	79,000	002-502- 612060	ELECTRICITY-ST. LIGHTS	0.00	85,750	85,750	85,750
0	24	100	002-502- 612070	GARBAGE DISPOSAL	0.00	100	100	100
51	75	100	002-502- 612080	WATER	0.00	100	100	100
12	14	30	002-502- 612085	STORMWATER	0.00	30	30	30
62	87	150	002-502- 612090	WASTEWATER	0.00	150	150	150
2,968	3,784	4,000	002-502- 612100	ELECTRICITY	0.00	5,000	5,000	5,000
185	0	0	002-502- 612250	TELEPHONE	0.00	0	0	0
678	722	650	002-502- 612251	PAGER/CELL PHONE	0.00	650	650	650
78	61	100	002-502- 614000	POSTAGE	0.00	100	100	100
49	87	100	002-502- 614100	OFFICE SUPPLY	0.00	100	100	100
145	153	400	002-502- 614300	OFFICE EQUIP/MAINT	0.00	400	400	400
839	534	1,000	002-502- 614330	COMPUTER OPERATION	0.00	1,000	1,000	1,000
803	630	900	002-502- 614335	NETWORK COMMUNICATIONS	0.00	900	900	900
3,807	4,273	6,000	002-502- 614390	BONDS AND INSURANCE	0.00	6,500	6,500	6,500
0	0	200	002-502- 614560	TRAVEL/SUBSISTENCE	0.00	200	200	200
492	0	200	002-502- 614570	TRAINING/CONFERENCES	0.00	200	200	200
456	1,141	250	002-502- 614685	PROTECTIVE GEAR	0.00	250	250	250
0	0	750	002-502- 614690	REQ'D PHYSICALS & EXAMS	0.00	750	750	750
5,026	509	6,500	002-502- 614810	TRAFFIC PAINTING	0.00	6,500	6,500	6,500
5,786	2,792	5,000	002-502- 614820	ST MAINT MATERIALS	0.00	6,000	6,000	6,000
133	4,666	2,500	002-502- 614830	TRAFFIC SIGNS	0.00	10,000	10,000	10,000
0	622	1,000	002-502- 614900	OTHER SUPPLIES	0.00	500	500	500
595	625	550	002-502- 614950	MISC. TOOLS AND SUPPLIES	0.00	0	0	0
462	192	400	002-502- 615590	DUES & FEES	0.00	400	400	400
689	752	1,000	002-502- 615650	CITY SHOP SUPPLIES/MATERIALS	0.00	1,500	1,500	1,500
0	0	500	002-502- 617150	EQUIPMENT RENTAL	0.00	500	500	500
1,633	3,636	3,500	002-502- 617300	VEHICLE MAINTENANCE	0.00	5,000	5,000	5,000

STREET FUND (002)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
1,969	1,741	2,750	002-502- 617320	VEHICLE FUEL	0.00	2,750	2,750	2,750
5,819	5,613	5,000	002-502- 617370	HEAVY EQUIP MAINT	0.00	6,000	6,000	6,000
435	495	600	002-502- 621400	AUDIT FEES	0.00	800	800	800
0	0	2,000	002-502- 623580	CONTRACT ENGINEERING SERVICES	0.00	2,000	2,000	2,000
111,129	122,265	125,230		TOTAL MATERIALS & SERVICES	0.00	144,130	144,130	144,130
CAPITAL OUTLAY								
423	7,851	25,000	002-502- 744370	STREET IMPROVEMENTS	0.00	375,200	375,200	375,200
0	0	0	002-502- 744400	SHOP RESERVE	0.00	15,000	15,000	15,000
0	0	0	002-502- 744500	EQUIPMENT/MACHINERY	0.00	125,000	125,000	125,000
0	0	0	002-502- 744700	HWY 38 LIGHTING & LANDSCAPING	0.00	40,000	40,000	40,000
423	7,851	25,000		TOTAL CAPITAL OUTLAY	0.00	555,200	555,200	555,200
INTERFUND TRANSFERS								
11,250	11,250	11,250	002-502- 921000	TRANSFER OUT: FUND 001 ADMIN	0.00	11,250	11,250	11,250
1,250	1,250	1,250	002-502- 921500	TRANS OUT: FUND 001 EDUCATION	0.00	1,250	1,250	1,250
5,000	5,000	5,000	002-502- 923010	TRANS OUT: FUND 026 EQUIP/MACH	0.00	0	0	0
6,150	6,150	2,500	002-502- 923040	TRANSFER OUT: FUND 026 SHOP	0.00	0	0	0
106,000	87,000	87,000	002-502- 924230	TRANSFER OUT: FUND 026 CAPITAL	0.00	0	0	0
10,000	10,000	10,000	002-502- 924240	TRANSFER OUT: FUND 005 STORM	0.00	10,000	10,000	10,000
0	0	103,650	002-502- 924255	TRANSFER OUT: FUND 005 LEVEE	0.00	88,220	88,220	88,220
139,650	120,650	220,650		TOTAL INTERFUND TRANSFERS	0.00	110,720	110,720	110,720
CONTINGENCY								
0	0	15,000	002-502- 941000	CONTINGENCY	0.00	15,000	15,000	15,000
0	0	15,000		TOTAL CONTINGENCY	0.00	15,000	15,000	15,000
301,114	301,317	445,200		TOTAL EXPENSES	0.77	889,550	889,550	889,550

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 Lead Worker	0.15
Mechanic III	0.22
Maintenance Worker	0.12
UB Clerk/Finance Assistant.....	0.35
AP/AR/Payroll	0.20
Court Clerk/Planning Secretary.....	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 17-18 Year in Review

- Scheduled flushing of the water system and exercising of the water valves in Winchester Bay, Gardiner and Reedsport.
- Numerous water line break repairs on 3" and 4" lines during and after hours.
- Added fire hydrant to the system.

City of Reedsport

Water Utility Division Fund

003

- Removed hydrant for ODOT improvements along HWY 101. Hydrant to be relocated.
- Replaced existing fire hydrants.
- Installed 1st phase of MXU radio reading devices on metered water services in Reedsport.
- City crews have completed Highland/Gardens water line replacement and all service connections.
- Rerouting of a water service line and hydrant between Highland and Arthur Dr. through private property.
- UV system upgrade and MIOX system was completed and is in good operation. This new system has already showed reduction in operating costs.
- Rowe Street water station variable speed pump is being ordered and is to be replaced prior to end of current FY in addition to voltage device.
- Water meter reading and support for billing.

FY 18-19 Budget Highlights and Challenges

- Replace approximately 600 feet of water line in Winchester bay and reconnection of services.
- Installation of second phase of MXU radio reading devices on metered services in Reedsport.
- Multiple water system shut off valve replacements throughout the City. This may also include pipe replacement.
- Rerouting of a water service line and hydrant between Highland and Arthur Dr. through private property.
- Purchase of hydro excavating equipment to reduce wear and tear on existing Vac Con.

Workload Statistics

Task	Quantity 2015/16	Quantity 2016/17	Quantity 2017/18
Gallons of water produced	267 million gallons	257 million gallons	252 million gallons
Sample bacteria tests completed	257	264	219
Chemical Analysis	46	32	22
Miles of water lines maintained	29.8	29.8	29.8
Number of water facilities maintained	10	10	10
Number of utility accounts managed	2036	2039	2044

City of Reedsport

Water Utility Division Fund

003

Number of utility locates completed	190	213	135
Number of water meters installed	35	10	25

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	151,616	100,000	100,000
I - REVENUE			
a. Water Fees	766,725	773,000	760,500
b. Miscellaneous	11,237	16,860	74,000
c. Transfers In	<u>-0-</u>	<u>-0-</u>	<u>\$750,000</u>
Total	929,578	889,860	\$1,684,500
II- EXPENDITURES			
a. Personnel	305,866	337,350	352,100
b. Materials & Services	233,610	307,700	292,700
c. Capital Outlay	-0-	8,030	978,550
d. Debt Service	-0-	-0-	-0-
d. Transfers Out	<u>222,300</u>	<u>223,650</u>	<u>46,150</u>
Subtotal	\$761,776	\$890,200	\$1,699,450
III- RESERVES			
a. Balance	167,812	-0-	-0-
b. Contingency	<u>-0-</u>	<u>13,130</u>	<u>15,000</u>
Subtotal	\$167,812	\$13,130	\$15,000
Total Expenditures /Reserves	\$929,578	\$889,860	\$1,684,500

WATER FUND (003)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
120,949	151,616	100,000	003-000- 411100	BEGINNING FUND BALANCE	0.00	100,000	100,000	100,000
562	997	550	003-000- 415100	INTEREST	0.00	5,000	5,000	5,000
2,065	2,759	2,000	003-000- 415150	OTHER INTEREST	0.00	2,200	2,200	2,200
0	0	100	003-000- 415650	SALARY REIMBURSEMENTS	0.00	100	100	100
2,540	1,636	1,000	003-000- 415660	INSURANCE REIMBURSEMENTS	0.00	950	950	950
7,760	5,454	6,000	003-000- 415750	WATER TAP FEES	0.00	6,000	6,000	6,000
159	1	50	003-000- 415800	S O S DONATIONS	0.00	50	50	50
1,982	390	1,000	003-000- 415900	MISCELLANEOUS	0.00	1,000	1,000	1,000
0	0	0	003-000- 417000	SHSP GRANT	0.00	58,700	58,700	58,700
243,583	0	6,260	003-000- 417060	TRANSFER IN: FUND 010 CLOSEOUT	0.00	0	0	0
0	0	0	003-000- 417080	TRANSFER IN: FUND 029	0.00	750,000	750,000	750,000
586,878	596,076	600,000	003-000- 417100	REEDSPORT WATER FEES	0.00	595,000	595,000	595,000
32,079	34,535	31,000	003-000- 417200	GARDINER WATER FEES	0.00	29,500	29,500	29,500
141,285	136,114	142,000	003-000- 417300	WINCHESTER BAY WATER FEES	0.00	136,000	136,000	136,000
896,258	929,578	889,960		TOTAL REVENUES	0.00	1,684,500	1,684,500	1,684,500
896,258	929,578	889,960		TOTAL REVENUES	0.00	1,684,500	1,684,500	1,684,500

WATER FUND (003)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
1,360	4,757	4,890.00	003-503- 511085	ADMIN ASSIST.SALARY	0.00	0	0	0
1,721	4,692	5,130.00	003-503- 511100	FINANCE DIRECTOR	0.10	5,200	5,200	5,200
0	296	2,260	003-503- 511170	AP/AR/PAYROLL	0.20	6,400	6,400	6,400
24,418	16,171	9,450	003-503- 511180	UB CLERK/FINANCE ASSIST	0.35	11,700	11,700	11,700
0	0	760	003-503- 511190	COURT CLERK/PLANNING SEC.	0.10	3,400	3,400	3,400
7,196	7,429	7,550	003-503- 511390	MAINTENANCE LEAD, SALARY	0.15	7,700	7,700	7,700
20,519	21,518	22,740	003-503- 511410	PW DIRECTOR SALARY	0.35	23,000	23,000	23,000
10,554	10,960	11,070	003-503- 511420	MECHANIC, SALARY	0.22	11,200	11,200	11,200
48,042	49,819	50,310	003-503- 511430	WATER LEAD WORKER SALARY	1.00	50,900	50,900	50,900
41,964	42,829	43,660	003-503- 511440	WATER UTILITY OPERATOR	1.00	44,100	44,100	44,100
4,238	4,255	4,150	003-503- 511450	MAINT. WORKER SALARY	0.12	4,600	4,600	4,600
0	1,049	0	003-503- 511460	TEMP. WATER WORKER	0.00	0	0	0
32,905	34,169	34,580	003-503- 511470	WATER WORKER SALARY	1.00	38,400	38,400	38,400
11,805	11,078	10,000	003-503- 521500	OVERTIME	0.00	10,000	10,000	10,000
1,221	8	0	003-503- 521600	Compensated Absences	0.00	0	0	0
15,633	15,936	16,510	003-503- 531010	SOCIAL SECURITY	0.00	17,800	17,800	17,800
15,736	15,745	34,500	003-503- 531020	P E R S	0.00	36,800	36,800	36,800
6,499	5,647	14,960	003-503- 531210	WORKMEN'S COMP	0.00	15,500	15,500	15,500
59,022	59,508	64,830	003-503- 531220	HEALTH INSURANCE	0.00	65,400	65,400	65,400
302,834	305,866	337,350		TOTAL PERSONNEL SERVICES	4.59	352,100	352,100	352,100
MATERIALS & SERVICES								
6	0	200	003-503- 612070	GARBAGE	0.00	200	200	200
64	59	100	003-503- 612080	WATER	0.00	100	100	100
25	11	50	003-503- 612085	STORMWATER	0.00	50	50	50
75	70	100	003-503- 612090	WASTEWATER	0.00	100	100	100
44,734	49,825	51,000	003-503- 612100	ELECTRICITY	0.00	60,000	60,000	60,000
2,538	0	0	003-503- 612250	TELEPHONE	0.00	0	0	0
1,613	1,686	1,650	003-503- 612251	PAGER/CELL PHONE	0.00	1,600	1,600	1,600
0	0	1,000	003-503- 613300	LEGAL ADVERTISING	0.00	1,000	1,000	1,000
144	0	5,000	003-503- 613410	OTHER LEGAL SERV, LITIGAT	0.00	5,000	5,000	5,000
6,957	6,792	6,750	003-503- 614000	POSTAGE	0.00	6,750	6,750	6,750
2,106	2,193	2,500	003-503- 614100	OFFICE SUPPLY	0.00	2,500	2,500	2,500
128	229	1,000	003-503- 614250	BUILDING MAINT, SUPPLIES	0.00	1,000	1,000	1,000
2,180	2,345	2,300	003-503- 614300	OFFICE EQUIP MAINT	0.00	2,300	2,300	2,300
10,461	4,848	8,000	003-503- 614330	COMPUTER OPERATION	0.00	9,000	9,000	9,000
803	2,894	4,000	003-503- 614335	NETWORK COMMUNICATIONS	0.00	6,000	6,000	6,000
16,903	18,537	24,000	003-503- 614390	BONDS AND INSURANCE	0.00	22,000	22,000	22,000
25	113	500	003-503- 614560	TRAVEL/SUBSISTENCE	0.00	500	500	500

WATER FUND (003)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Approved
MATERIALS & SERVICES								
446	1,482	2,500	003-503- 614570	TRAINING/CONFERENCES	0.00	2,500	2,500	2,500
1,105	1,483	300	003-503- 614685	PROTECTIVE GEAR	0.00	300	300	300
0	0	1,000	003-503- 614690	REQ'D PHYSICALS & EXAMS	0.00	1,000	1,000	1,000
8,148	9,756	12,000	003-503- 614840	OZONE PLANT MAINTENANCE	0.00	10,000	10,000	10,000
48,349	14,031	50,000	003-503- 614850	LINE/PUMP MAINTENANCE	0.00	45,000	45,000	45,000
21,836	20,032	25,000	003-503- 614860	WATER TESTING, LAB. SUPPL	0.00	20,000	20,000	20,000
46,266	55,017	46,750	003-503- 614870	CHEMICALS	0.00	30,000	30,000	30,000
9,566	6,579	15,000	003-503- 614890	WATER TAP MATERIALS	0.00	15,000	15,000	15,000
0	225	1,000	003-503- 614900	OTHER SUPPLIES	0.00	1,000	1,000	1,000
66	0	50	003-503- 614920	S O S DONATION TO LUMA	0.00	50	50	50
1,395	2,146	2,250	003-503- 614950	MISC. TOOLS AND SUPPLIES	0.00	2,250	2,250	2,250
1,283	1,347	1,500	003-503- 614980	FIRE PROTECTION	0.00	1,800	1,800	1,800
3,388	7,756	9,000	003-503- 615310	BANK FEES	0.00	12,000	12,000	12,000
696	6,202	2,200	003-503- 615590	DUES & FEES	0.00	2,200	2,200	2,200
602	545	1,500	003-503- 615595	LICENSES & PERMITS	0.00	1,500	1,500	1,500
672	611	1,000	003-503- 615650	CITY SHOPS SUPPLIES/MATERIALS	0.00	1,500	1,500	1,500
0	0	1,000	003-503- 617150	EQUIPMENT RENTAL	0.00	1,000	1,000	1,000
2,775	4,180	4,500	003-503- 617300	VEHICLE MAINTENANCE	0.00	5,000	5,000	5,000
5,542	5,677	8,000	003-503- 617320	AUTOMOBILE FUEL	0.00	8,000	8,000	8,000
6,807	1,782	3,500	003-503- 617370	HEAVY EQUIP MAINT	0.00	5,000	5,000	5,000
2,900	3,300	4,000	003-503- 621400	AUDIT FEES	0.00	4,500	4,500	4,500
0	1,856	2,500	003-503- 623530	CONTRACTED SERVICES	0.00	5,000	5,000	5,000
2,971	0	5,000	003-503- 623580	CONTRACT ENGINEERING SERVICE	0.00	0	0	0
0	0	0	003-503- 630000	ASSET DISPOSAL	0.00	0	0	0
253,574	233,610	307,700		TOTAL MATERIALS & SERVICES	0.00	292,700	292,700	292,700
CAPITAL OUTLAY								
0	0	0	003-503- 746000	SHOP RESERVE	0.00	15,000	15,000	15,000
0	0	0	003-503- 746100	MACHINERY/EQUIPMENT	0.00	50,000	50,000	50,000
0	0	0	003-503- 746200	WATER PLANT IMPROVEMENTS	0.00	652,950	652,950	652,950
0	0	8,030	003-503- 746450	WATER SYSTEM IMPROVEMENTS	0.00	250,100	250,100	250,100
0	0	0	003-503- 746500	METER UPGRADES	0.00	10,500	10,500	10,500
0	0	8,030		TOTAL CAPITAL OUTLAY	0.00	978,550	978,550	978,550

WATER FUND (003)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
INTERFUND TRANSFERS								
41,900	41,900	41,900	003-503- 921000	TRANSFER OUT: FUND 001 ADMIN	0.00	41,900	41,900	41,900
3,000	3,000	3,000	003-503- 921100	TRANSFR OUT: FUND 001 DISPATCH	0.00	3,000	3,000	3,000
1,250	1,250	1,250	003-503- 921500	TRANS OUT: FUND 001 EDUCATION	0.00	1,250	1,250	1,250
0	0	5,000	003-503- 922000	TRANSFER OUT: FUND 025 BOAT	0.00	0	0	0
172,435	170,000	170,000	003-503- 923000	TRANSFER OUT: FUND 029 IMPROVE	0.00	0	0	0
6,150	6,150	2,500	003-503- 923040	TRANSFER OUT: FUND 029 SHOP	0.00	0	0	0
12,600	0	0	003-503- 924000	TRANSFER OUT: FUND 010 DEBT	0.00	0	0	0
0	0	0	003-503- 926500	TRANSFER OUT: FUND 011 DEBT	0.00	0	0	0
237,335	222,300	223,650		TOTAL INTERFUND TRANSFERS	0.00	46,150	46,150	46,150
CONTINGENCY								
0	0	13,130	003-503- 941000	CONTINGENCY	0.00	15,000	15,000	15,000
0	0	13,130		TOTAL CONTINGENCY	0.00	15,000	15,000	15,000
102,515	167,802	889,960		TOTAL EXPENSES	4.59	1,684,500	1,684,500	1,684,500

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 Lead Worker	0.15
Maintenance Worker	0.12
Mechanic III.....	0.22
Part-time wastewater worker	0.18
UB Clerk/Finance Assist.....	0.35
AP/AR/Payroll	0.20
Court Clerk/Planning Secretary.....	0.10
Finance Director	0.10

Organization and Mission

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, 10 sanitary pump stations, and 30.8 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 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

FY 17-18 Year in Review

- Cleaned 101,107 feet of sewer mains.
- Hauled and land applied 360,579 gallons of bio-solids.
- Closed Circuit Television Inspection of over 16,525 feet of sewer mains.
- Documented inspections and evaluations of 49 manholes and performed chemical grout repairs where most needed.
- 1800 lineal feet of sewer line was relined.
- 13 manholes have been refurbished and re-grouted to eliminate infiltration of groundwater.
- After hours call outs and contracted community assistance was rendered with regard to sewer obstruction issues and investigation.
- City has been receiving revenue from Douglas County due to leachate agreement from new pumping station at Reedsport Landfill.
- Remote SCADA / Control of plant is now being implemented via virtual private network and Ipad.
- Chlorine analyzer has been replaced to comply with original plant design and make the existing chlorine system more efficient.

FY 18-19 Budget Highlights and Challenges

- Ongoing infiltration and inflow (I&I) program to reduce or eliminate surface and ground water from entering or leaving the system which is inclusive of continued relining of multiple sections of piping and possible pipe replacement.
- Camera investigation for all sewer system lines and levee storm drain outfall infrastructure.
- Ongoing rehabilitation of collection system manholes that are severely deteriorated.
- Design UV treatment system for sewer plant and obtain costs for modification to existing system.
- Replacement of the plant Supervisory Control and Data Acquisition (SCADA) system at plant as it is experiencing sporadic failure and this is integral to the plant design and its permitted operation. Further, install a Cisco remote monitoring system so the SCADA can be monitored and accessed off site which will possibly reduce after hours staff time.
- Loan payments to DEQ and Oregon Special Public Works have been budgeted in the amount of \$772,250 including and additional payment to principal.
- The wastewater revenue does not include a rate increase. The revenue is currently meeting the requirements for operations & maintenance, debt obligations and system improvements.

City of Reedsport

Wastewater Utility Division Fund

004

Workload Statistics

Task	Quantity 2015	Quantity 2016	Quantity 2017
Gallons of wastewater treated	279,476,724	302,959,997	326,801,719
After hour call outs	18	22	23
Sample bacteria test completed (2012)	123	116	114
Miles of sewer lines maintained	30.8	30.8	25
Number of sewer facilities maintained	15	15	15
Number of utility accounts managed	1572	1574	1574

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actuals	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	358,448	320,000	290,000
I – REVENUE			
a. Wastewater Revenue	1,820,797	1,823,000	1,811,000
b. Transfers In	-0-	-0-	3,027,075
c. Other	<u>19,725</u>	<u>6,000</u>	<u>64,000</u>
Total	\$2,198,970	\$2,149,000	\$5,192,075
II- EXPENDITURES			
a. Personnel	323,279	362,865	375,200
b. Materials & Services	373,685	437,725	444,325
c. Capital Outlay	10,420	145,000	1,255,650
d. Debt Service	-0-	-0-	727,650
e. Transfers Out	<u>1,152,030</u>	<u>1,153,410</u>	<u>1,289,250</u>
Subtotal	\$1,859,415	\$2,099,000	\$4,092,075
III- RESERVES			
a. Balance	339,555	-0-	-0-
b. Reserves	-0-	-0-	450,000
b. Contingency	-0-	-0-	150,000
c. Unapp. End Balance	<u>-0-</u>	<u>50,000</u>	<u>500,000</u>
Subtotal	\$-0-	\$50,000	\$1,100,000
Total Expenditures and Reserve	\$1,859,415	\$2,149,000	\$5,192,075

WASTEWATER FUND (004)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
311,958	358,448	320,000	004-000- 411100	BEGINNING FUND BALANCE	0.00	290,000	290,000	290,000
1,445	2,576	1,500	004-000- 415100	INTEREST	0.00	9,000	9,000	9,000
4,022	3,939	3,000	004-000- 415150	OTHER INTEREST	0.00	3,000	3,000	3,000
1,951	1,590	1,000	004-000- 415660	INSURANCE REIMBURSEMENTS	0.00	1,000	1,000	1,000
2,246	1,327	500	004-000- 415900	MISCELLANEOUS	0.00	500	500	500
6,021	6,753	5,000	004-000- 415930	RV DUMP FEES	0.00	5,000	5,000	5,000
0	0	0	004-000- 418050	DEPOSIT ON SEWER SERVICE	0.00	0	0	0
0	0	0	004-000- 418055	TRANSFER IN: FUND 012 CLOSEOUT	0.00	824,500	824,500	824,500
0	0	0	004-000- 418060	TRANSFER IN: FUND 013 CLOSEOUT	0.00	103,200	103,200	103,200
243,583	0	0	004-000- 418065	TRANSFER IN: FUND 016 LOAN	0.00	99,375	99,375	99,375
0	0	0	004-000- 418070	TRANSFER IN: FUND 021 SDCS	0.00	0	0	0
0	0	0	004-000- 418080	TRANSFER IN: FUND 024 CLOSEOUT	0.00	2,000,000	2,000,000	2,000,000
1,664,046	1,686,484	1,690,000	004-000- 418100	REEDSPORT WASTEWATER FEES	0.00	1,686,000	1,686,000	1,686,000
130,691	134,313	125,000	004-000- 418200	GARDINER WASTEWATER FEES	0.00	125,000	125,000	125,000
0	0	0.00	004-000- 418300	DOUGLAS COUNTY LEACHATE	0.00	45,000	45,000	45,000
8,525	3,540	3,000.00	004-000- 418400	SEPTAGE FEES	0.00	500	500	500
2,130,905	2,198,971	2,149,000		TOTAL REVENUES	0.00	5,192,075	5,192,075	5,192,075
 2,130,905	 2,198,971	 2,149,000		 TOTAL REVENUES	 0.00	 5,192,075	 5,192,075	 5,192,075

WASTEWATER FUND (004)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
1,360	4,757	4,890	004-504- 511085	ADMIN ASSIST, SALARY	0.00	0	0	0
1,721	4,692	5,130	004-504- 511100	FINANCE DIR. SALARY	0.10	5,200	5,200	5,200
24,415	16,172	9,450	004-504- 511180	UB CLERK/FINANCE ASSIST	0.35	11,700	11,700	11,700
0	0	7,960	004-504- 511185	COUNTER TECH/UDC ASSIST	0.10	3,400	3,400	3,400
0	296	2,260	004-504- 511190	CLERK, PARTTIME	0.20	6,400	6,400	6,400
7,196	7,429	7,550	004-504- 511390	MAINTENANCE LEAD, SALARY	0.15	7,700	7,700	7,700
20,519	21,518	22,740	004-504- 511410	PW DIRECTOR SALARY	0.35	23,000	23,000	23,000
10,554	10,960	11,070	004-504- 511420	MECHANIC, SALARY	0.22	11,200	11,200	11,200
53,151	54,633	55,260	004-504- 511430	WASTEWATER LEAD WORKER	1.00	55,800	55,800	55,800
43,931	44,273	45,795	004-504- 511440	WASTEWATER UTILITY OPERATOR	1.00	46,300	46,300	46,300
5,149	6,455	7,000	004-504- 511445	PART TIME SALARY	0.18	7,500	7,500	7,500
3,912	3,928	4,150	004-504- 511450	MAINT. WORKER SALARY	0.12	4,600	4,600	4,600
35,099	36,552	39,770	004-504- 511470	WASTEWATER WORKER SALARY	1.00	42,200	42,200	42,200
11,521	12,015	10,000	004-504- 521500	OVERTIME	0.00	12,000	12,000	12,000
3,313	4,591	0	004-504- 521600	Compensated Absences	0.00	0	0	0
16,690	17,058	17,980	004-504- 531010	SOCIAL SECURITY	0.00	18,700	18,700	18,700
12,835	12,594	35,640	004-504- 531020	P E R S	0.00	41,000	41,000	41,000
5,043	5,497	11,390	004-504- 531210	WORKMEN'S COMP	0.00	11,600	11,600	11,600
58,892	59,862	64,830	004-504- 531220	HEALTH INSURANCE	0.00	66,900	66,900	66,900
315,302	323,279	362,865		TOTAL PERSONNEL SERVICES	4.77	375,200	375,200	375,200
MATERIALS & SERVICES								
0	651	2,000	004-504- 612070	GARBAGE DISPOSAL	0.00	2,100	2,100	2,100
1,011	1,041	1,100	004-504- 612080	WATER	0.00	1,100	1,100	1,100
71	47	100	004-504- 612085	STORMWATER	0.00	50	50	50
78	70	100	004-504- 612090	WASTEWATER	0.00	100	100	100
69,004	79,133	87,000	004-504- 612100	ELECTRICITY	0.00	82,000	82,000	82,000
2,242	0	0	004-504- 612250	TELEPHONE	0.00	0	0	0
1,613	1,687	1,650	004-504- 612251	PAGER/CELL PHONE	0.00	1,650	1,650	1,650
0	0	1,300	004-504- 613300	LEGAL ADVERTISING	0.00	1,300	1,300	1,300
0	0	5,000	004-504- 613410	OTHER LEGAL SERV, LITIGAT	0.00	5,000	5,000	5,000
5,328	4,947	7,500	004-504- 614000	POSTAGE	0.00	7,500	7,500	7,500
2,280	2,513	1,500	004-504- 614100	OFFICE SUPPLY	0.00	1,700	1,700	1,700
0	0	0	004-504- 614200	REFUND OF DEPOSIT	0.00	0	0	0
2,181	2,403	2,600	004-504- 614300	OFFICE EQUIP MAINT	0.00	2,600	2,600	2,600
10,857	5,155	7,550	004-504- 614330	COMPUTER OPERATION	0.00	8,000	8,000	8,000
682	3,260	3,750	004-504- 614335	NETWORK COMMUNICATIONS	0.00	3,750	3,750	3,750
28,887	30,456	32,000	004-504- 614390	BONDS AND INSURANCE	0.00	33,000	33,000	33,000
536	783	1,000	004-504- 614560	TRAVEL/SUBSISTENCE	0.00	1,000	1,000	1,000

WASTEWATER FUND (004)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
960	424	2,000	004-504- 614570	TRAINING/CONFERENCES	0.00	1,500	1,500	1,500
1,245	2,219	300	004-504- 614685	PROTECTIVE GEAR	0.00	600	600	600
0	0	1,000	004-504- 614690	REQ'D PHYSICALS & EXAMS	0.00	1,000	1,000	1,000
17,927	24,708	22,000	004-504- 614840	WASTEWATER PLANT MAINT	0.00	22,000	22,000	22,000
8,299	9,674	15,000	004-504- 614860	WATER TESTING, LAB. SUPPL	0.00	15,000	15,000	15,000
23,916	27,100	34,150	004-504- 614870	CHEMICALS	0.00	34,150	34,150	34,150
19,603	18,183	33,325	004-504- 614880	SLUDGE DISPOSAL	0.00	33,325	33,325	33,325
20,061	20,747	37,100	004-504- 614890	LINE/PUMP MAINTENANCE	0.00	37,100	37,100	37,100
457	1,227	500	004-504- 614900	OTHER SUPPLIES	0.00	500	500	500
3,388	7,756	8,000	004-504- 615310	BANK FEES	0.00	12,000	12,000	12,000
1,181	402	2,000	004-504- 615590	DUES & FEES	0.00	2,000	2,000	2,000
3,924	3,601	4,200	004-504- 615595	LICENSES & PERMITS	0.00	4,500	4,500	4,500
673	700	1,000	004-504- 615650	CITY SHOPS SUPPLIES/MATERIALS	0.00	1,200	1,200	1,200
2,075	4,417	3,000	004-504- 617300	VEHICLE MAINTENANCE	0.00	4,000	4,000	4,000
3,644	4,059	9,000	004-504- 617320	VEHICLE FUEL	0.00	9,000	9,000	9,000
7,350	4,548	5,000	004-504- 617370	HEAVY EQUIP MAINT	0.00	6,000	6,000	6,000
2,945	3,300	4,500	004-504- 621400	AUDIT FEES	0.00	5,000	5,000	5,000
50,595	48,428	46,500	004-504- 621450	DEQ FINANCE FEES	0.00	44,600	44,600	44,600
47,109	56,932	50,000	004-504- 623500	GSD COLLECTION PAYMENT	0.00	55,000	55,000	55,000
0	1,856	0	004-504- 623530	CONTRACTED SERVICES	0.00	0	0	0
0	1,259	5,000	004-504- 623580	CONTRACT ENGINEERING SERVICE	0.00	5,000	5,000	5,000
0	0	0	004-504- 630000	ASSET DISPOSAL	0.00	0	0	0
340,124	373,685	437,725		TOTAL MATERIALS & SERVICES	0.00	444,325	444,325	444,325
CAPITAL OUTLAY								
0	0	100,000	004-504- 725500	WASTEWATER RESERVE	0.00	0	0	0
0	10,420	45,000	004-504- 746400	WASTEWATER IMPROVEMENTS	0.00	0	0	0
0	0	0	004-504- 923060	SHOP RESERVE	0.00	15,000	15,000	15,000
0	0	0	004-504- 923065	EQUIPMENT/MACHINERY	0.00	250,000	250,000	250,000
0	0	0	004-504- 923070	STORM DRAIN IMPROVEMENTS	0.00	10,000	10,000	10,000
0	0	0	004-504- 923080	WASTEWATER PLANT IMPROVEMEN	0.00	670,150	670,150	670,150
0	0	0	004-504- 923090	WASTEWATER SYSTEM IMPROVEME	0.00	300,000	300,000	300,000
0	0	0	004-504- 923095	METER UPGRADES	0.00	10,500	10,500	10,500
0	10,420	145,000		TOTAL CAPITAL OUTLAY	0.00	1,255,650	1,255,650	1,255,650

WASTEWATER FUND (004)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
DEBT SERVICE								
0	0	0	004-504- 621410	DEQ DEBT - PRINCIPAL	0.00	347,570	347,570	347,570
0	0	0	004-504- 621420	DEQ DEBT - INTEREST	0.00	125,830	125,830	125,830
0	0	0	004-504- 621430	DEQ DEBT - ADDTL PRINCIPAL PMT	0.00	100,000	100,000	100,000
0	0	0	004-504- 621460	IFA DEBT - PRINCIPAL	0.00	67,950	67,950	67,950
0	0	0	004-504- 621470	IFA DEBT - INTEREST	0.00	86,300	86,300	86,300
0	0	0		TOTAL DEBT SERVICE	0.00	727,650	727,650	727,650
INTERFUND TRANSFERS								
71,000	71,000	71,000	004-504- 921000	TRANSFER OUT: FUND 001 ADMIN	0.00	71,000	71,000	71,000
3,000	3,000	3,000	004-504- 921100	TRANS OUT: FUND 001 DISPATCH	0.00	3,000	3,000	3,000
5,000	4,000	4,000	004-504- 921400	TRANSFER OUT: FUND 001 GSD	0.00	4,000	4,000	4,000
1,250	1,250	1,250	004-504- 921500	TRANS OUT: FUND 001 EDUCATION	0.00	1,250	1,250	1,250
0	0	0	004-504- 921600	TRANSFER OUT: FUND 005 STORM	0.00	10,000	10,000	10,000
0	0	5,000	004-504- 922000	TRANSFER OUT: FUND 025 BOAT	0.00	0	0	0
6,150	6,150	2,500	004-504- 923040	TRANSFER OUT: FUND 024 SHOP	0.00	0	0	0
10,000	10,000	10,000	004-504- 924250	TRANSFER OUT: FUND 005 STORM	0.00	0	0	0
500,000	473,380	473,400	004-504- 925200	TRANSFER OUT: FUND 012 DEBT	0.00	0	0	0
100,000	100,000	100,000	004-504- 925250	TRANSFER OUT: FUND 012 SUPP	0.00	0	0	0
154,250	154,250	154,260	004-504- 925300	TRANSFER OUT: FUND 013 DEBT	0.00	0	0	0
0	0	0	004-504- 925400	TRANSFER OUT: FUND 016 LOAN	0.00	1,200,000	1,200,000	1,200,000
266,380	329,000	329,000	004-504- 926000	TRANSFER OUT: FUND 024 CAPITAL	0.00	0	0	0
1,117,030	1,152,030	1,153,410		TOTAL INTERFUND TRANSFERS	0.00	1,289,250	1,289,250	1,289,250
CONTINGENCY								
0	0	50,000	004-504- 941000	CONTINGENCY	0.00	150,000	150,000	150,000
0	0	50,000		TOTAL CONTINGENCY	0.00	150,000	150,000	150,000
RESERVES								
0	0	0	004-504- 945000	DEQ RESERVE ACCOUNT	0.00	450,000	450,000	450,000
0	0	0		TOTAL RESERVES	0.00	450,000	450,000	450,000
UNAPPROPRIATED								
0	0	0	004-504- 952000	UNAPPROP FUND BAL	0.00	500,000	500,000	500,000
0	0	0		TOTAL UNAPPROPRIATED	0.00	500,000	500,000	500,000
1,772,456	1,859,415	2,149,000		TOTAL EXPENSES	4.77	5,192,075	5,192,075	5,192,075

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 storm water fee was established to help offset the cost of maintaining storm water infrastructure. Commercial property pays a fee based on impermeable surface area of the property.

FY 17-18 Year in Review

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

Projects which have been completed this year:

- Elm Avenue pump station pilings, structural modifications and piping upgrades were performed via grant funds.
- Levee internal drainage analysis and certification efforts continued to move forward..
- Ongoing cleaning and repair of catch basins and storm drain lines as identified.
- Installation of new and repair of existing storm drain catch basins and lines.

FY 18-19 Budget Highlights and Challenges

- Continue to look for methodologies to implement flood protection for Downtown Reedsport that includes a positive overall return on the investment to the community. The Downtown storm water re-route project has been placed on hold due to rate increase concerns and the need to find funding for completion of the project. Benefits of the Downtown Storm Water Re-Route Project include a decrease in potential

City of Reedsport

Storm Drain Division Fund

005

flooding, which could result in increased downtown investment and economic development.

- Design and construction to reconfigure storm drain system at Winchester and HWY 101 to prevent continued flooding at high tide and heavy rain.
- Purchase of vacuum attachment for existing City street sweeper to assist with cleaning of catch basins and leaf infiltration rather than continuing to utilize the aging Vac Con. This will increase efficiency and productivity for existing staff.
- Pump station improvements to 7th street and 12st street pump stations as grant funding becomes available. This will likely be a capital project.
- Inspect and remedy any levee outfall flap gates or discharge pipes.
- Levee certification, as mandated by FEMA in order to have new Digital Flood Insurance Rate Maps (DFIRMS) drawn, began in the spring of 2010. Culverts and tide gates within the levee require repair and/or replacement per USACE inspections and recommendations. As regulatory issues are in a state of variability, scope of work and costs to perform this work will need to be formally estimated. This work, however, may also be required as part of the Levee certification process and may be performed during upgrades identified as part of the study. Previously, the City included the then current cost estimates and listed items in need of repair/replacement in the City's Addendum to the Douglas County Emergency Management Plan in order to potentially qualify for funding, through the Army Corps of Engineers, for needed repair/replacement of the culverts and tide gates. In any case, these, and other repairs and improvements will need to be effected prior to certification/accreditation of the Levee. The City Public Works crews will continue to maintain and satisfy many of the improvements on the list, but outside assistance may be required. Many items on the list for repairs are completed, but require regular maintenance. Other more intensive improvements needed will be initiated as funding becomes available.

City of Reedsport

Storm Drain Division Fund

005

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	58,035	55,000	55,000
I - REVENUES	<u>73,866</u>	<u>72,600</u>	<u>72,600</u>
Total	\$131,901	\$127,600	\$1,284,620
II- EXPENDITURES			
a. Personal Services	24,197	24,915	27,300
b. Materials & Services	20,770	38,885	38,885
c. Capital Outlay	-0-	20,000	1,269,585
d. Transfer Out	<u>24,850</u>	<u>41,850</u>	<u>1,850</u>
Subtotal	\$69,817	\$125,650	\$1,337,620
II- RESERVE			
a. Balance	62,084	-0-	-0-
b. Contingency	<u>-0-</u>	<u>1,950</u>	<u>2,000</u>
Subtotal	\$62,084	\$1,950	\$2,000
Total Expenditures and reserve	\$131,901	\$127,600	\$1,339,620

STORMWATER FUND (005)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
84,962	58,035	55,000	005-000- 411100	BEGINNING FUND BALANCE	0.00	55,000	55,000	55,000
336	545	300	005-000- 415100	INTEREST	0.00	7,500	7,500	7,500
206	255	150	005-000- 415150	OTHER INTEREST	0.00	250	250	250
266	111	50	005-000- 415660	INSURANCE REIMBURSEMENTS	0.00	50	50	50
(0)	219	100	005-000- 415900	MISCELLANEOUS	0.00	100	100	100
0	0	0	005-000- 417050	DEPOSIT ON STORMWATER SERVICE	0.00	0	0	0
0	0	0	005-000- 417055	TRANSFER IN: FUND 001 LEVEE	0.00	242,500	242,500	242,500
0	0	0	005-000- 417060	TRANSFER IN: FUND 002 LEVEE	0.00	88,220	88,220	88,220
0	0	0	005-000- 417065	TRANSFER IN: FUND 002 STORM	0.00	10,000	10,000	10,000
243,583	0	0	005-000- 417070	TRANSFER IN: FUND 004 STORM	0.00	10,000	10,000	10,000
0	0	0	005-000- 417080	TRANSFER IN: FUND 027	0.00	315,000	315,000	315,000
72,427	72,736	72,000	005-000- 417100	STORM WATER FEES	0.00	71,000	71,000	71,000
0	0	0	005-000- 451210	FEMA GRANT: PUMP STATIONS	0.00	440,000	440,000	440,000
0	0	0	005-000- 451620	FEMA GRANT: BCA	0.00	100,000	100,000	100,000
158,197	131,901	127,600		TOTAL REVENUES	0.00	1,339,620	1,339,620	1,339,620
158,197	131,901	127,600		TOTAL REVENUES	0.00	1,339,620	1,339,620	1,339,620

STORMWATER FUND (005)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
5,863	6,148	6,500	005-505 511410	PW DIRECTOR SALARY	0.10	6,700	6,700	6,700
1,919	1,993	1,000	005-506 511420	MECHANIC SALARY	0.02	1,100	1,100	1,100
8,151	8,182	6,920	005-507 511450	MAINT. WORKER SALARY	0.20	7,700	7,700	7,700
0	0	500	005-508 511500	OVERTIME	0.00	500	500	500
1,212	1,242	1,250	005-509 531010	SOCIAL SECURITY	0.00	1,500	1,500	1,500
980	1,000	2,455	005-510 531020	PERS	0.00	2,700	2,700	2,700
634	343	1,220	005-511 531210	WORKMEN'S COMP.	0.00	1,300	1,300	1,300
5,448	5,290	5,070	005-512 531220	HEALTH INSURANCE	0.00	5,800	5,800	5,800
24,206	24,197	24,915		TOTAL PERSONNEL SERVICES	0.32	27,300	27,300	27,300
MATERIALS & SERVICES								
10,780	14,048	12,500	005-517 612100	ELECTRICITY	0.00	13,000	13,000	13,000
77	103	300	005-518 612251	PAGER/CELL PHONE	0.00	300	300	300
78	61	100	005-519 614000	POSTAGE	0.00	100	100	100
71	108	100	005-520 614100	OFFICE SUPPLY	0.00	100	100	100
73	100	100	005-521 614300	OFFICE EQUIP/ MAINT	0.00	100	100	100
116	87	200	005-522 614330	COMPUTER SERVICES	0.00	200	200	200
240	346	400	005-523 614335	NETWORK COMMUNICATIONS	0.00	400	400	400
719	1,500	2,000	005-524 614390	BONDS AND INSURANCE	0.00	1,500	1,500	1,500
0	0	125	005-525 614560	TRAVEL/SUBSISTENCE	0.00	125	125	125
0	0	500	005-526 614570	TRAINING/CONFERENCES	0.00	500	500	500
44	35	50	005-527 614685	PROTECTIVE GEAR	0.00	50	50	50
0	0	250	005-528 614690	REQ'D PHYSICALS & EXAMS	0.00	250	250	250
0	0	150	005-529 614860	WATER TESTING, LAB. SUPPLIES	0.00	150	150	150
2,759	1,057	9,600	005-530 614880	LINE MAINTENANCE	0.00	9,600	9,600	9,600
848	1,671	8,000	005-531 614890	PUMP MAINTENANCE	0.00	8,000	8,000	8,000
16,224	494	1,000	005-532 614900	OTHER SUPPLIES	0.00	1,000	1,000	1,000
0	0	250	005-533 615650	CITY SHOP SUPPLIES/MATERIALS	0.00	250	250	250
1,307	87	500	005-534 617300	VEHICLE OPERATION	0.00	500	500	500
1,075	907	2,460	005-535 617320	VEHICLE FUEL	0.00	2,460	2,460	2,460
151	165	300	005-536 621400	AUDIT FEES	0.00	300	300	300
34,562	20,770	38,885		TOTAL MATERIALS & SERVICES	0.00	38,885	38,885	38,885

STORMWATER FUND (005)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY								
0	0	0	005-541 746750	STORM DRAIN IMPROVEMENTS	0.00	20,000	20,000	20,000
0	0	20,000	005-542 746760	STORM WATER IMPROVEMENTS	0.00	60,000	60,000	60,000
0	0	0	005-543 746780	STORMWATER LEVEE MAINT.	0.00	539,585	539,585	539,585
0	0	0	005-544 747050	FEMA GRANT: PUMP STATIONS	0.00	550,000	550,000	550,000
0	0	0	005-545 747100	FEMA GRANT: BCA	0.00	100,000	100,000	100,000
0	0	20,000		TOTAL CAPITAL OUTLAY	0.00	1,269,585	1,269,585	1,269,585
INTERFUND TRANSFERS								
1,850	1,850	1,850	005-550 921000	TRANSFER OUT: FUND 001 ADMIN	0.00	1,850	1,850	1,850
23,000	23,000	40,000	005-551 924250	TRANSFER OUT: FUND 027	0.00	0	0	0
24,850	24,850	41,850		TOTAL INTERFUND TRANSFERS	0.00	1,850	1,850	1,850
CONTINGENCY								
0	0	1,950	005-556 941000	CONTINGENCY	0.00	2,000	2,000	2,000
0	0	1,950		TOTAL CONTINGENCY	0.00	2,000	2,000	2,000
83,619	69,817	127,600		TOTAL EXPENSES	0.32	1,339,620	1,339,620	1,339,620

City of Reedsport

Bicycle and Foot Path Fund

007

Organization and Mission

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.

FY 17-18 Year in Review

No activity was noted during fiscal year 2017-18; however, the City continues to plan for the Deans To Dunes Trail, which may require future funds from this budget.

FY 18-19 Budget Highlights and Challenges

The fund will continue to collect funds for future projects, such as the Deans to Dunes Trail & the Levee Loop Trail.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	38,918	41,500	44,900
I - REVENUE	<u>2,702</u>	<u>2,600</u>	<u>3,000</u>
Total	\$42,002	\$44,100	\$47,900
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	<u>-0-</u>	<u>44,100</u>	<u>47,900</u>
Subtotal	\$-0-	\$44,100	\$47,900
III-RESERVES			
a. Balance	<u>42,002</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$42,002	\$-0-	\$-0-
Total Expenditures and Reserves	\$42,002	\$44,100	\$47,900

BICYCLE FOOTPATH FUND (007)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
36,239	38,918	41,500	007-000- 411100	BEGINNING FUND BALANCE	0.00	44,900	44,900	44,900
228	382	200	007-000- 415100	INTEREST	0.00	500	500	500
2,460	2,702	2,400	007-000- 421300	GAS TAX REFUND	0.00	2,500	2,500	2,500
38,927	42,002	44,100		TOTAL REVENUES	0.00	47,900	47,900	47,900
38,927	42,002	44,100		TOTAL REVENUES	0.00	47,900	47,900	47,900

BICYCLE FOOTPATH FUND (007)

2015-16 243583	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY								
0	0	44,100	007-507- 734350	TRAILS AND FOOTPATHS	0.00	47,900	47,900	47,900
10	0	0	007-507- 744370	LEVY TRAIL GRANT MATCH	0.00	0	0	0
10	0	44,100		TOTAL CAPITAL OUTLAY	0.00	47,900	47,900	47,900
10	0	44,100		TOTAL EXPENSES	0.00	47,900	47,900	47,900

City of Reedsport

Water SPWF Loan Debt Fund

010

Organization and Mission

The City received a Special Public Works Fund loan from the State of Oregon for the completion of the Bolin Island/Gardiner Waterline Project in 2004. According to the intergovernmental agreement with Douglas County, the County reimburses the City of Reedsport for half of the annual payment.

The first annual debt payment on this 20-year loan was made in fiscal year 2004 / 2005. Normally, the debt service payment is the only expenditure from this fund. The terms of the loan are \$304,638 with a periodic interest rate increase for 20 years.

FY 18 - 19 Budget Highlights and Challenges

This debt was retired in late 2016. A balance of approximately \$6,260 remains in this fund after the loan was paid off. The remaining balance was transferred to the Water Department's Operating Budget.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	84,541	6,260	-0-
I - REVENUE	<u>78,529</u>	<u>-0-</u>	<u>-0-</u>
Total	\$163,070	\$6,260	\$-0-
II. - EXPENDITURES			
a. Debt Service	156,807	-0-	-0-
b. Interfund Transfer	<u>-0-</u>	<u>6,260</u>	<u>-0-</u>
Subtotal	\$156,807	\$6,260	\$-0-
III- RESERVES			
a. Balance	<u>6,263</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$6,263	\$-0-	\$-0-
Total Expenditures/Reserves	\$163,070	\$6,260	\$-0-

SPWF LOAN DEBT FUND (010)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
83,983	84,541	6,260	010-000- 411100	BEGINNING BALANCE	0.00	0	0	0
493	125	0	010-000- 415100	INTEREST	0.00	0	0	0
12,600	0	0	010-000- 451300	FUND 003 SPWF DEBT	0.00	0	0	0
12,601	78,404	0	010-000- 452200	DOUGLAS CTY GRANT	0.00	0	0	0
109,677	163,070	6,260		TOTAL REVENUES	0.00	0	0	0
109,677	163,070	6,260		TOTAL REVENUES	0.00	0	0	0

SPWF LOAN DEBT FUND (010)

243583 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
DEBT SERVICE								
17,774	151,871	0	010-510- 911200	BOND PRINCIPAL	0.00	0	0	0
7,428	4,936	0	010-510- 911250	BOND INTEREST	0.00	0	0	0
25,202	156,807	0		TOTAL DEBT SERVICE	0.00	0	0	0
INTERFUND TRANSFERS								
0	0	6,260	010-510- 911300	FUND 003 TRANS/CLOSE OUT	0.00	0	0	0
0	0	6,260		TOTAL INTERFUND TRANSFERS	0.00	0	0	0
UNAPPROPRIATED								
0	0	0	010-510- 952000	UNAPPROPRIATED FUND BALANCE	0.00	0	0	0
0	0	0		TOTAL UNAPPROPRIATED	0.00	0	0	0
25,202	156,807	6,260		TOTAL EXPENSES	0.00	0	0	0

City of Reedsport

Wastewater DEQ Loan Debt Fund

012

Organization and Mission

The City of Reedsport received a \$12 million dollar loan from the Department of Environmental Quality (DEQ) to complete the wastewater treatment plant upgrades and collection projects. The wastewater treatment plant was in operation in June 2010 and the first interest payment was paid in June 2011. The terms of the DEQ loan are \$12 million at 3.06% plus 0.5% administrative fee for 20 years.

FY 18-19 Budget Highlights and Challenges

The City completed the refinancing package with DEQ in June 2015 with a new interest rate of 1.4% per annum plus the 0.5% administrative fee with debt retirement in 2041. Council passed Resolution 2015-003 tasking staff to pay an additional principal payment of \$100,000 annually for the first seven years after bond issuance. Additional years are set for \$50,000 additional principal payment annually until debt retirement is achieved.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	809,003	815,000	824,500
I - REVENUE	<u>580,320</u>	<u>577,900</u>	<u>-0-</u>
Total	\$1,389,323	\$1,392,900	\$824,500
II. - EXPENDITURES			
a. Transfer out	-0-	-0-	824,500
b. Debt Service	<u>573,374</u>	<u>573,400</u>	<u>-0-</u>
Subtotal	\$573,374	\$573,400	\$824,500
III- RESERVES			
a. Debt Reserve	-0-	430,000	-0-
b. Balance	<u>815,949</u>	<u>389,500</u>	<u>-0-</u>
Subtotal	\$815,949	\$819,500	\$-0-
Total Expenditures / Reserves	\$1,389,323	\$1,392,900	\$824,500

DEQ LOAN DEBT FUND (012)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
777,900	809,003	815,000	012-000- 411100	BEGINNING FUND BALANCE	0.00	824,500	824,500	824,500
4,476	6,940	4,500	012-000- 415100	INTEREST	0.00	0	0	0
500,000	473,380	473,400	012-000- 451610	FUND 004 DEQ DEBT	0.00	0	0	0
100,000	100,000	100,000	012-000- 451620	FUND 004 DEQ DEBT SUPPLEMENT	0.00	0	0	0
1,382,376	1,389,323	1,392,900		TOTAL REVENUES	0.00	824,500	824,500	824,500
1,382,376	1,389,323	1,392,900		TOTAL REVENUES	0.00	824,500	824,500	824,500

DEQ LOAN DEBT FUND (012)

243583 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
DEBT SERVICE								
381,134	336,602	342,750	012-512- 911300	BOND PRINCIPAL	0.00	0	0	0
100,000	100,000	100,000	012-512- 911305	PRINCIPAL SUPPLEMENT	0.00	0	0	0
92,240	136,772	130,650	012-512- 911310	BOND INTEREST	0.00	0	0	0
573,374	573,374	573,400		TOTAL DEBT SERVICE	0.00	0	0	0
INTERFUND TRANSFERS								
0	0	0	012-512- 920000	TRANSFER OUT: FUND 004 CLOSE	0.00	824,500	824,500	824,500
0	0	0		TOTAL INTERFUND TRANSFERS	0.00	824,500	824,500	824,500
RESERVE ACCOUNT								
0	0	430,000	012-512- 951500	DEQ DEBT RESERVE FUND	0.00	0	0	0
0	0	430,000		TOTAL RESERVE ACCOUNT	0.00	0	0	0
UNAPPROPRIATED								
0	0	389,500	012-512- 952000	UNAPPROP FUND BAL	0.00	0	0	0
0	0	389,500		TOTAL UNAPPROPRIATED	0.00	0	0	0
573,374	573,374	1,392,900		TOTAL EXPENSES	0.00	824,500	824,500	824,500

City of Reedsport

Wastewater IFA

Loan Debt Fund

013

Organization and Mission

The City received a \$2.25 million loan and \$750,000 grant for wastewater treatment plant renovation and to reduce the infiltration and inflow of storm water into the City's sewer system. The terms of the State of Oregon Infrastructure Finance Authority (IFA) loan are \$2,250,000 at 4.66% for 25 years.

FY 18 – 19 Budget Highlights and Challenges

The Wastewater Utility Fund continues to meet its debt obligations.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	101,529	102,180	103,200
I - REVENUE			
Total	<u>155,430</u>	<u>154,610</u>	<u>-0-</u>
	\$256,595	\$256,790	\$103,200
II. - EXPENDITURE			
a. Debt Service	<u>-0-</u>	<u>-0-</u>	<u>103,200</u>
b. Transfers out	<u>154,247</u>	<u>154,260</u>	<u>-0-</u>
Subtotal	\$154,247	\$154,260	\$103,200
III- RESERVES			
a. Balance	<u>102,348</u>	<u>102,530</u>	<u>-0-</u>
Subtotal	\$102,348	\$102,530	\$-0-
Total Expenditures /Reserves	\$256,595	\$256,790	\$-0-

IFA LOAN DEBT FUND (013)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
101,038	101,529	102,180	013-000- 411100	BEGINNING FUND BALANCE	0.00	103,200	103,200	103,200
488	816	350	013-000- 415100	INTEREST	0.00	0	0	0
154,250	154,250	154,260	013-000- 451610	FUND 004 IFA DEBT	0.00	0	0	0
255,776	256,595	256,790		TOTAL REVENUES	0.00	103,200	103,200	103,200
255,776	256,595	256,790		TOTAL REVENUES	0.00	103,200	103,200	103,200

IFA LOAN DEBT FUND (013)

2015-16 243583	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
DEBT SERVICE								
59,268	62,030	64,930	013-513- 911300	LOAN PRINCIPAL	0.00	0	0	0
94,979	92,217	89,330	013-513- 911310	LOAN INTEREST	0.00	0	0	0
154,247	154,247	154,260		TOTAL DEBT SERVICE	0.00	0	0	0
INTERFUND TRANSFERS								
0	0	0	013-513- 920000	TRANSFER OUT: FUND 004 CLOSE	0.00	103,200	103,200	103,200
0	0	0		TOTAL INTERFUND TRANSFERS	0.00	103,200	103,200	103,200
UNAPPROPRIATED								
0	0	102,530.00	013-513- 952000	UNAPPROP FUND BALANCE	0.00	0	0	0
0	0	102,530		TOTAL UNAPPROPRIATED	0.00	0	0	0
154,247	154,247	256,790		TOTAL EXPENSES	0.00	103,200	103,200	103,200

City of Reedsport

Fire Equipment Fund

014

DESCRIPTION

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 toward the purchase of a fire truck and miscellaneous equipment. The Fire Department realizes additional revenue from fire protection contracts with a few businesses in unprotected areas outside of the City.

FY 17-18 Year in Review

A transfer from the General Fund of \$15,000 was made in the 2017-18 fiscal year. These funds helped to support the purchase of a new fire truck. Through the assistance of a USDA grant, the Fire Department was awarded \$159,000 to buy the new truck. The new truck replaces a 1980 pumper and a new truck has not been added to the Fire Department fleet in more than two decades. The Department's diligent savings paid off and they are beyond happy.

FY 18-19 Budget Highlights and Challenges

A \$15,000 transfer from the General Fund for future fire vehicle replacement is budgeted again in FY 2018-19. These funds will be saved for future capital projects, such as a newer command vehicle, improvements to the fire stations, and acquisition of new SCBAs, which must be replaced periodically.

The Department also accumulates revenues through MVA billings and fire service contracts with Brandy Bar, Decker Point, and Fred Wahl on Bolon Island.

City of Reedsport

Fire Equipment Fund

014

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	157,399	150,000	45,900
I - REVENUE			
a. Misc. Fire Revenue	17,032	12,600	10,000
b. Transfers in	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
	\$189,431	\$175,100	\$70,900
Total			
II- EXPENDITURES			
a. Materials & Services	279	5,000	5,000
b. Capital Outlay	2,890	167,100	60,900
c. Transfer out	<u>972</u>	<u>3,000</u>	<u>5,000</u>
Subtotal	\$4,140	\$175,100	\$70,900
III-RESERVES			
a. Contingency	-0-	-0-	-0-
b. Balance	<u>185,291</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$185,291	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$1189,431	\$175,100	\$70,900

FIRE EQUIPMENT FUND (014)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
135,293	157,399	165,000	014-000- 411100	BEGINNING FUND BALANCE	0.00	45,900	45,900	45,900
3,990	7,387	7,000	014-000- 414200	FIRE SERVICES	0.00	7,000	7,000	7,000
9,159	8,031	5,000	014-000- 414250	MVA	0.00	2,500	2,500	2,500
881	1,584	600	014-000- 415100	INTEREST	0.00	500	500	500
0	0	0	014-000- 415800	USDA GRANT	0.00	0	0	0
100	29	0	014-000- 415900	MISC FIRE INCOME	0.00	0	0	0
15,000	15,000	15,000	014-000- 451200	FUND 001 TRANSFER	0.00	15,000	15,000	15,000
164,423	189,431	192,600		TOTAL REVENUES	0.00	70,900	70,900	70,900
243,583								
164,423	189,431	192,600		TOTAL REVENUES	0.00	70,900	70,900	70,900

FIRE EQUIPMENT FUND (014)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
16	279	6,000	014-514- 625900	EMERGENCY SUPPLIES	0.00	5,000	5,000	5,000
16	279	6,000		TOTAL MATERIALS & SERVICES	0.00	5,000	5,000	5,000
CAPITAL OUTLAY								
0	0	169,600	014-514- 725060	VEHICLE RESERVE	0.00	50,900	50,900	50,900
5,000	2,890	12,000	014-514- 725900	EMERGENCY EQUIPMENT	0.00	10,000	10,000	10,000
5,000	2,890	181,600		TOTAL CAPITAL OUTLAY	0.00	60,900	60,900	60,900
INTERFUND TRANSFERS								
2,007	972	5,000	014-514- 925800	FUND 001 MVA	0.00	5,000	5,000	5,000
2,007	972	5,000		TOTAL INTERFUND TRANSFERS	0.00	5,000	5,000	5,000
7,023	4,140	192,600		TOTAL EXPENSES	0.00	70,900	70,900	70,900

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 17-18 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. A temporary extension was approved through October 2018 while City Staff, GSA, and the architect, Lon Samuels work out the details of the building design. Work was anticipated to start in early 2018; however, it is uncertain when construction will start in the new fiscal year.

The building maintenance capital line item, which has been accumulating to replace the roof at the Dunes NRA was used to pay the architect to review and assist with the construction plans for the renovation. At the time that a construction loan is funded, it will pay back these costs to Fund 016 per the contract with GSA and to be used future capital costs.

FY 18-19 Budget Highlights and Challenges

City staff anticipates the Dunes NRA building expansion project will commence early in the 18-19 fiscal year. The project is identified to cost approximately \$1.2 million and in order to fund the project, the Reedsport City Council approved an interfund loan from the wastewater capital fund at an interest rate of 2%. The loan is listed in the debt service category as a monthly transfer to Fund 004 for repayment, over the next 10 years.

City of Reedsport
Dunes NRA Lease Fund
016

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	116,488	110,000	70,000
I – REVENUE			
a. Construction loan	-0-	-0-	1,200,000
b. Lease Rent	-0-	-0-	95,000
c. Other Revenue	<u>97,096</u>	<u>1,295,800</u>	<u>1,400</u>
Total	\$213,584	\$1,405,800	\$1,366,400
II- EXPENDITURES			
a. Personnel	30,491	37,830	37,825
b. Materials & Services	16,139	23,490	24,500
c. Capital Outlay	2,025	1,279,780	1,200,000
d. Debt Service	-0-	60,000	99,375
d. Transfers Out	<u>53,100</u>	<u>4,700</u>	<u>4,700</u>
Subtotal	\$101,755	\$1,405,800	\$1,366,400
III- RESERVES			
a. Balance	<u>111,829</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$111,829	\$-0	\$-0
Total Expenditures / Reserves	\$213,584	\$1,405,800	\$1,366,400

DUNES NRA FUND (016)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
109,237	116,488	110,000	016-000- 411100	BEGINNING FUND BALANCE	0.00	70,000	70,000	70,000
694	1,069	600	016-000- 415100	INTEREST	0.00	1,200	1,200	1,200
95,700	95,784	95,000	016-000- 415200	LEASE - RENT	0.00	95,000	95,000	95,000
0	0	0	016-000- 415650	SALARY REIMBURSEMENT	0.00	0	0	0
266	243	200	016-000- 415660	INSURANCE REIMBURSEMENT	0.00	200	200	200
0	0	0	016-000- 415900	MISCELLANEOUS	0.00	0	0	0
0	0	1,200,000	016-000- 451300	CONSTRUCTION LOAN/BLDG IMPROV	0.00	1,200,000	1,200,000	1,200,000
205,896	213,584	1,405,800		TOTAL REVENUES	0.00	1,366,400	1,366,400	1,366,400
243,583								
205,896	213,584	1,405,800		TOTAL REVENUES	0.00	1,366,400	1,366,400	1,366,400

DUNES NRA FUND (016)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
7,196	7,429	8,730	016-516- 511390	MAINTENANCE LEAD, SALARY	0.15	8,000	8,000	8,000
1,172	1,230	1,465	016-516- 511410	PW DIRECTOR SALARY	0.02	1,400	1,400	1,400
652	655	830	016-516- 511450	MAINT. WORKER SALARY	0.02	800	800	800
9,263	10,868	13,000	016-516- 511460	CUSTODIAN SALARY	0.35	13,000	13,000	13,000
1,397	1,542	1,565	016-516- 531010	SOCIAL SECURITY	0.00	1,800	1,800	1,800
783	974	3,775	016-516- 531020	PERS	0.00	3,900	3,900	3,900
561	850	1,265	016-516- 531210	WORKMEN'S COMP	0.00	1,425	1,425	1,425
6,662	6,943	7,200	016-516- 531220	HEALTH INSURANCE	0.00	7,500	7,500	7,500
27,687	30,491	37,830		TOTAL PERSONNEL SERVICES	0.54	37,825	37,825	37,825
MATERIALS & SERVICES								
1,042	1,204	1,250	016-516- 612070	GARBAGE DISPOSAL	0.00	1,250	1,250	1,250
170	182	340	016-516- 612251	CELL PHONE	0.00	300	300	300
1,534	2,447	3,000	016-516- 614220	JANITORIAL SUPPLIES	0.00	3,500	3,500	3,500
3,089	8,444	9,600	016-516- 614250	BUILDING MAINT, SUPPLIES	0.00	9,600	9,600	9,600
2,190	2,287	3,500	016-516- 614390	INSURANCE FEES	0.00	3,500	3,500	3,500
171	0	1,200	016-516- 614900	OTHER SUPPLIES, COSTS	0.00	1,200	1,200	1,200
60	660	50	016-516- 615310	BANK FEES	0.00	100	100	100
0	0	1,000	016-516- 617300	VEHICLE OPERATION	0.00	1,000	1,000	1,000
223	419	500	016-516- 617320	VEHICLE FUEL	0.00	500	500	500
428	495	550	016-516- 621400	AUDIT FEES	0.00	550	550	550
0	0	1,000	016-516- 621500	LANDSCAPING/GROUNDS	0.00	1,200	1,200	1,200
0	0	1,500	016-516- 623530	CONTRACTED SERVICES	0.00	1,800	1,800	1,800
8,907	16,139	23,490		TOTAL MATERIALS & SERVICES	0.00	24,500	24,500	24,500
CAPITAL OUTLAY								
0	2,025	79,780	016-516- 712500	BUILDING IMPROVEMENTS	0.00	0	0	0
0	0	1,200,000	016-516- 712600	BUILDING EXPANSION PROJECT	0.00	1,200,000	1,200,000	1,200,000
0	2,025	1,279,780		TOTAL CAPITAL OUTLAY	0.00	1,200,000	1,200,000	1,200,000
DEBT SERVICE								
0	0	60,000	016-516- 911100	CONSTRUCTION LOAN INTEREST	0.00	0	0	0
0	0	60,000		TOTAL DEBT SERVICE	0.00	0	0	0

DUNES NRA FUND (016)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
INTERFUND TRANSFERS								
4,700	4,700	4,700	016-516- 921000	TRANSFER OUT: FUND 001 ADMIN	0.00	4,700	4,700	4,700
48,000	48,400	0	016-516- 923040	TRANSFER OUT: FUND 025	0.00	0	0	0
0	0	0	016-516- 923050	TRANSFER OUT: FUND 004 LOAN	0.00	99,375	99,375	99,375
52,700	53,100	4,700		TOTAL INTERFUND TRANSFERS	0.00	104,075	104,075	104,075
89,294	101,755	1,405,800		TOTAL EXPENSES	0.54	1,366,400	1,366,400	1,366,400

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. Open 7 days a week for 362 days a year (closed Thanksgiving, Christmas, and New Year's Day).

UDC Exhibits

A 501-c (3) non-profit organization, "The Umpqua Discovery Center Treasure Chest, Inc." has been established to raise and manage funds for exhibits and educational programs.

Exhibit/Program Highlights:

2000: 'Tidewaters & Time' exhibit opened
2006: 'Pathways to Discovery' exhibit opened
2006-2008: Programs developed for school tours & groups
Interactive exhibits installed in 'Bear Cave' & 'Weather Station'
2010: Working weather station installed, providing local weather & webcam

City of Reedsport

Riverfront Fund

017

- 2011-12: History 'DVD', Book, and rotating history photo screen developed
Lighting of Totem Pole // Transportation Funding for Schools//Umpqua River Bridge 75th Anniversary
- 2012-14: Bureau of Land Management (BLM) funds to continue Tsalila Education Days (5 yr. plan) //Painting of Totem Pole // New videos in cave theater // new oral histories
Transportation Funding for Schools // new website
- 2014-15: Tsalila//Transportation for Schools//Bear Tracks on Road & Signage//Office Copier//Wi-Fi
- 2015-16: Tsalila//Transportation funds for Schools//River Gauge//ID Photos rotating// Scavenger Hunt for Kids
- 2016-17: 'Splash' (sea lion) acquired and 'Bike' bike rack installed. 1,825 students & chaperones attended Tsalila in Fall and Spring, with cooperation from USFS, Tribes, and remaining BLM funds. Additionally, throughout the year, several area schools also visited with the transportation funds received.

FY 17-18 Year in Review

Tsalila Education Days continued in the fall with cooperation from the USFS and Tribes. The Treasure Chest continues to receive funding for the transportation for the schools to visit during Tsalila and throughout the year. The schools advise that without this funding, it would not be possible for them to visit. The Center also took educational programs to area schools.

New Highway 38 banners installed to draw attention to the Center. Continue to record oral histories from longtime residents of the Reedsport area.

On-going events throughout the year: Summer concerts, Community Free Day, Kids Scavenger Hunt, Mother's, Father's, and Veterans Days.

FY 18-19 Budget Highlights and Challenges

Continue to work with the USFS and Tribes to invite the students for the Tsalila Education Days in the Fall. Apply for grant funding for transportation funds to bring students to the Center during Tsalila and throughout the year.

Main events: **2018** – Center 25th Anniversary celebration and **2019** – City 100 year Anniversary.

With increased income and reduced expenses, we have been able to set aside funds for unanticipated expenses.

The Center continues to research new and innovative ways to reduce expenses and increase revenue. This includes on-going marketing strategies to inform visitors about the Center.

City of Reedsport
Riverfront Fund
017

Performance Measurements

	FY 17/18	FY 18/19
Visitors Paid	3,712	3,497
Non-Pay Visitors/Users	6,495	6,324
School/Group Tours Paid	755	479
TOTALS	10,962	10,300

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	\$63,988	40,000	84,000
I - REVENUE	<u>\$157,231</u>	<u>118,350</u>	<u>126,600</u>
Total	\$221,219	\$158,350	\$210,600
II- EXPENDITURES			
a. Personnel	74,722	81,530	83,650
b. Materials & Services	51,853	73,685	92,740
c. Capital Outlay	<u>-0-</u>	<u>-0-</u>	<u>23,110</u>
Subtotal	\$126,575	\$155,215	\$199,500
III-RESERVES			
a. Balance	94,644	<u>-0-</u>	<u>-0-</u>
b. Contingency	<u>-0-</u>	<u>-0-</u>	<u>11,100</u>
Subtotal	\$94,644	\$-0-	\$-0-
Total Expenditures and Reserves	\$221,219	\$158,350	\$210,600

RIVERFRONT FUND (017)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
53,407	63,988	40,000	017-000- 411100	BEGINNING BALANCE	0.00	84,000	84,000	84,000
353	726	300	017-000- 415100	INTEREST	0.00	750	750	750
4,950	5,683	5,100	017-000- 415200	LEASE RENT	0.00	5,400	5,400	5,400
935	1,140	800	017-000- 415240	USE OF U D C	0.00	800	800	800
30,267	42,683	20,500	017-000- 415250	TRANSIENT ROOM TAX 2%	0.00	28,000	28,000	28,000
12,500	15,625	12,500	017-000- 415260	TOURISM PROMOTION	0.00	12,500	12,500	12,500
34,163	32,822	28,300	017-000- 415270	UDC USER FEES	0.00	28,300	28,300	28,300
41,346	42,937	36,000	017-000- 415300	GIFT/BOOK SALES	0.00	36,000	36,000	36,000
266	111	100	017-000- 415660	INSURANCE REIMBURSEMENTS	0.00	100	100	100
243,583	347	200	017-000- 415800	DONATIONS	0.00	200	200	200
2,650	2,650	2,000	017-000- 415820	EDUCATION DAYS	0.00	2,000	2,000	2,000
0	6	50	017-000- 415900	MISCELLANEOUS	0.00	50	50	50
12,500	12,500	12,500	017-000- 451200	FUND 001 TRANSFER	0.00	12,500	12,500	12,500
193,768	221,219	158,350		TOTAL REVENUES	0.00	210,600	210,600	210,600
193,768	221,219	158,350		TOTAL REVENUES	0.00	210,600	210,600	210,600

RIVERFRONT FUND (017)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
48,885	49,283	51,260	017-517- 511700	DIRECTOR'S SALARY	1.00	52,000	52,000	52,000
3,651	3,673	3,930	017-517- 531010	SOCIAL SECURITY	0.00	4,000	4,000	4,000
5,768	5,815	8,720	017-517- 531020	P E R S	0.00	9,900	9,900	9,900
558	330	1,240	017-517- 531210	WORKMEN'S COMP	0.00	1,250	1,250	1,250
14,722	15,621	16,380	017-517- 531220	HEALTH INSURANCE	0.00	16,500	16,500	16,500
73,584	74,722	81,530		TOTAL PERSONNEL SERVICES	1.00	83,650	83,650	83,650
MATERIALS & SERVICES								
861	1,021	1,100	017-517- 612070	GARBAGE DISPOSAL	0.00	1,100	1,100	1,100
195	193	250	017-517- 612080	WATER	0.00	250	250	250
36	36	70	017-517- 612085	STORMWATER	0.00	40	40	40
335	258	450	017-517- 612090	WASTEWATER	0.00	450	450	450
6,619	7,138	8,500	017-517- 612100	ELECTRICITY	0.00	8,500	8,500	8,500
1,608	1,702	1,800	017-517- 612250	TELEPHONE	0.00	1,800	1,800	1,800
0	0	100	017-517- 613300	LEGAL ADVERTISING	0.00	100	100	100
158	125	300	017-517- 614000	POSTAGE	0.00	300	300	300
250	254	700	017-517- 614100	OFFICE SUPPLY	0.00	700	700	700
150	271	150	017-517- 614200	REFUND OF U D C USER FEES	0.00	200	200	200
542	868	800	017-517- 614220	JANITORIAL SUPPLIES	0.00	1,000	1,000	1,000
1,553	601	2,750	017-517- 614250	BUILDING MAINT.	0.00	8,500	8,500	8,500
910	587	1,500	017-517- 614300	OFFICE EQUIP/MAINT.	0.00	1,500	1,500	1,500
420	560	850	017-517- 614330	COMPUTER COSTS	0.00	850	850	850
812	784	900	017-517- 614335	NETWORK COMMUNICATIONS	0.00	900	900	900
7,727	7,667	11,000	017-517- 614390	BONDS & INSURANCE	0.00	11,000	11,000	11,000
0	500	500	017-517- 614520	VOLUNTEER PROGRAM	0.00	500	500	500
311	0	1,000	017-517- 614560	TRAVEL/SUBSISTENCE	0.00	1,000	1,000	1,000
0	0	300	017-517- 614570	TRAINING/CONFERENCES	0.00	300	300	300
7,072	8,179	10,000	017-517- 614580	MARKETING	0.00	10,000	10,000	10,000
886	174	750	017-517- 614900	OTHER SUPPLIES, COSTS	0.00	750	750	750
22,420	18,412	28,050	017-517- 615300	GIFT SHOP MERCHANDISE	0.00	28,000	28,000	28,000
2,670	1,622	3,500	017-517- 615310	BANK CHARGE FEES	0.00	3,500	3,500	3,500
75	75	500	017-517- 615590	DUES & FEES	0.00	500	500	500
727	825	1,000	017-517- 621400	AUDIT FEES	0.00	1,000	1,000	1,000
0	0	0	017-517- 623530	CONTRACTED SERVICES	0.00	10,000	10,000	10,000
56,339	51,853	76,820		TOTAL MATERIALS & SERVICES	0.00	92,740	92,740	92,740

RIVERFRONT FUND (017)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY								
0	0	0	017-517- 712500	BUILDING IMPROVEMENTS	0.00	7,810	7,810	7,810
0	0	0	017-517- 725000	FUTURE PROJECT RESERVE	0.00	15,300	15,300	15,300
0	0	0		TOTAL CAPITAL OUTLAY	0.00	23,110	23,110	23,110
CONTINGENCY								
0	0	0	017-517- 941000	CONTINGENCY	0.00	11,100	11,100	11,100
0	0	0		TOTAL CONTINGENCY	0.00	11,100	11,100	11,100
129,923	126,575	158,350		TOTAL EXPENSES	1.00	210,600	210,600	210,600

City of Reedsport

Library Renovation Fund

018

Organization and Mission

This fund was established to accumulate funds for the renovation of the Reedsport Library building. A group of citizens formed under the leadership of Coastal Douglas Arts Business Association (CDABA) to assist the Library with fund raising and grant writing to complete a library renovation project. Funds from this account were used as matching funds for grants.

The Library Renovation Committee began raising funds in 2007 and has worked tirelessly with fundraisers, grant writing, organizing and planning through the ensuing years.

FY 17-18 Year in Review

2010 through 2016 have been exciting years for the Library Renovation Committee. Grants submitted through CDABA and the City has resulted in the following awarded grants:

- Bank of America: \$2,500
- Oregon Community Foundation: \$22,000
- Whipple Foundation Fund: \$22,000
- Collins Foundation: \$30,000
- Cow Creek Indian Foundation \$10,000
- Ford Family Foundation: \$50,000
- Meyer Memorial: \$50,000
- USDA Rural Development \$50,000
- An energy tax credit refund and CLPUD grant for \$5,458 upgraded the Library lighting

Fiscal year 2012-2013 saw the completion of interior painting, new ceiling tiles in office rooms, and carpeting throughout the building and the installation of a new circulation desk and matching tabletops on the library's five tables.

New library shelving was installed along the east wall and south wall in fiscal year 2013-2014.

Fiscal Year 2014- 2015 realized the installation of the grounds landscaping and new signage for the library. These projects bring completion to the highly successful community Library Renovation committee.

In October 2015, the Library Renovation committee hosted an open house for the community to show their appreciation to the local area citizens and granting agencies for the support given

City of Reedsport

Library Renovation Fund

018

through the years to the renovation project. None of this would have been possible without the tremendous community support.

FY 18-19 Budget Highlights and Challenges

This fund has been closed out.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	600	600-	-0-
I - REVENUE	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Total	\$600	\$600	-0-
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	-0-	-0-	<u>-0-</u>
c. Transfer Out	<u>600</u>	<u>600</u>	-0-
Subtotal	\$-0-	600	
III-RESERVES			
a. Ending Balance	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$-0-	-0-	-0-
Total Expenditures and Reserves	\$-0-	\$600,	-0-

LIBRARY RENOVATION FUND (018)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
2,861	602	0	018-000- 411100	BEGINNING FUND BALANCE	0.00	0	0	0
(0)	0	0	018-000- 415100	INTEREST	0.00	0	0	0
0	0	0	018-000- 415800	DONATIONS	0.00	0	0	0
0	0	0	018-000- 415900	MISC INCOME	0.00	0	0	0
0	0	0	018-000- 423660	GRANTS	0.00	0	0	0
2,861	602	0		TOTAL REVENUES	0.00	0	0	0
2,861	602	0		TOTAL REVENUES	0.00	0	0	0

LIBRARY RENOVATION FUND (018)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
1,049	0	0	018-518- 614900	OTHER COSTS	0.00	0	0	0
1,049	0	0		TOTAL MATERIALS & SERVICES	0.00	0	0	0
CAPITAL OUTLAY								
1,210	0	0	018-518- 712500	BUILDING IMPROVEMENTS	0.00	0	0	0
1,210	0	0		TOTAL CAPITAL OUTLAY	0.00	0	0	0
INTERFUND TRANSFERS								
0	600	0	018-518- 921000	TRANSFER TO FUND 001	0.00	0	0	0
0	600	0		TOTAL INTERFUND TRANSFERS	0.00	0	0	0
2,259	600	0		TOTAL EXPENSES	0.00	0	0	0

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 17-18 Year in Review

No water system development fees were received in the 2017-18 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through June 2018.

FY 18-19 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in July 2018 and consider the continuation of the moratorium or revoke the action for the FY 2018-19.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	71,995	72,600	73,520
I - REVENUE	<u>682</u>	<u>400</u>	<u>1,000</u>
Total	\$72,677	\$73,000	\$74,520
II- EXPENDITURES			
b. Capital Outlay	<u>-0-</u>	<u>73,000</u>	<u>74,520</u>
Subtotal	\$-0-	\$73,000	\$74,520
III-RESERVES			
a. Balance	<u>72,677</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$72,677	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$72,677	\$73,000	\$74,520

WATER SDC FUND (020)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
71,561	71,995	72,600	020-000- 411100	BEGINNING FUND BALANCE	0.00	73,520	73,520	73,520
433	682	400	020-000- 415100	INTEREST	0.00	1,000	1,000	1,000
0	0	0	020-000- 417500	SDC FEE-WATER	0.00	0	0	0
71,994	72,677	73,000		TOTAL REVENUES	0.00	74,520	74,520	74,520
71,994	72,677	73,000		TOTAL REVENUES	0.00	74,520	74,520	74,520

WATER SDC FUND (020)

2015-16	2016-17	2017-18	Fund-Dept-			2018-19	2018-19	2018-19
Actuals	Actuals	Adopted	Account	Expenses	FTEs	Proposed	Approved	Adopted
243583								
				MATERIALS & SERVICES				
0	0	0	020-520- 614200	REFUND OF SDC FEE	0.00	0	0	0
0	0	0		TOTAL MATERIALS & SERVICES	0.00	0	0	0
				CAPITAL OUTLAY				
0	0	73,000	020-520 746450	WATER SYSTEM IMPROVEMENTS	0.00	74,520	74,520	74,520
0	0	73,000		TOTAL CAPITAL OUTLAY	0.00	74,520	74,520	74,520
0	0	73,000		TOTAL EXPENSES	0.00	74,520	74,520	74,520

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 17-18 Year in Review

No water system development fees were received in the 2017 - 18 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through June 2018.

FY 18-19 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in July 2018 and consider the continuation of the moratorium or revoke the action for the 2018-19 FY.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	134,171	135,250	286,800
I - REVENUE	<u>151,426</u>	<u>750</u>	<u>2,000</u>
Total	\$285,597	\$136,000	\$288,800
II- EXPENDITURES			
a. Capital Outlay	<u>-0-</u>	<u>136,000</u>	<u>288,800</u>
Subtotal	\$-0-	\$136,000	\$288,800
III- RESERVES			
a. Balance	<u>285,597</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$285,597	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$285,597	\$136,000	\$288,800

WASTEWATER SDC FUND (021)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
133,364	134,171	135,250	021-000- 411100	BEGINNING FUND BALANCE	0.00	286,800	286,800	286,800
807	1,426	750	021-000- 415100	INTEREST	0.00	2,000	2,000	2,000
0	150,000	0	021-000- 418500	SDC FEE- WASTEWATER	0.00	0	0	0
134,171	285,597	136,000		TOTAL REVENUES	0.00	288,800	288,800	288,800
134,171	285,597	136,000		TOTAL REVENUES	0.00	288,800	288,800	288,800

WASTEWATER SDC FUND (021)

2015-16 243583	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY								
0	0	136,000	021-521- 746850	WASTEWATER SYSTEM IMPROVEME	0.00	288,800	288,800	288,800
0	0	136,000		TOTAL CAPITAL OUTLAY	0.00	288,800	288,800	288,800
0	0	136,000		TOTAL EXPENSES	0.00	288,800	288,800	288,800

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 17-18 Year in Review

No water system development fees were received in the 2017-18 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through June 2018.

FY 18-19 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in July 2018.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	6,091	6,100	6,225
I - REVENUE	<u>58</u>	<u>40</u>	<u>75</u>
Total	6,149	\$6,140	\$6,300
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	<u>-0-</u>	<u>6,140</u>	<u>6,300</u>
Subtotal	\$-0-	\$6,140	\$6,300
III- RESERVES			
a. Balance	<u>6,149</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$ 6,149	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$6,149	\$6,140	\$6,300

STORMWATER SDC FUND (022)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
6,054	6,091	6,100	022-000- 411100	BEGINNING FUND BALANCE	0.00	6,225	6,225	6,225
37	58	40	022-000- 415100	INTEREST	0.00	75	75	75
0	0	0	022-000- 418500	SDC FEE- STORMWATER	0.00	0	0	0
6,091	6,149	6,140		TOTAL REVENUES	0.00	6,300	6,300	6,300
6,091	6,149	6,140		TOTAL REVENUES	0.00	6,300	6,300	6,300

STORMWATER SDC FUND (022)

243583	2016-17	2017-18	Fund-Dept-				2018-19	2018-19	2018-19
Actuals	Actuals	Adopted	Account	Expenses	FTEs		Proposed	Approved	Adopted
CAPITAL OUTLAY									
0	0	6,140	022-522- 746850	STORMWATER SYSTEM IMPROVE	0.00		6,300	6,300	6,300
0	0	6,140		TOTAL CAPITAL OUTLAY	0.00		6,300	6,300	6,300
0	0	6,140		TOTAL EXPENSES	0.00		6,300	6,300	6,300

City of Reedsport

Wastewater Capital Enterprise Fund

024

Organization and Mission

The purpose of this fund is to allow for accumulation and expenditure of reserves for capital improvements to infrastructure and equipment for the Wastewater Utility System.

FY 17/18 Year in Review

The Wastewater Department has completed multiple capital improvement projects in addition to the daily and operational duties required. Level finders were upgraded at two of the major pump stations. Some rehabilitation Manhole work was accomplished, although the City has had to substitute contractors for the project. The flash mixer for the current disinfection system was replaced at the WWTP this year. 866 linear feet of Cure in Place Pipe Replacement was installed.

FY 18-19 Budget Highlights and Challenges

This fund was closed out and balances transferred to the Wastewater operating fund (Fund 004).

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	1,866,686	2,000,000	2,000,000
I - REVENUE	<u>354,288</u>	<u>341,500</u>	<u>-0-</u>
Total	\$2,220,974	\$2,341,500	\$2,000,000
II- EXPENDITURES			
a. Capital Outlay	135,666	2,341,500	-0-
b. Transfers Out	<u>-0-</u>	<u>-0-</u>	<u>2,000,000</u>
Subtotal	\$135,666	\$2,341,500	\$2,000,000
III-RESERVE			
a. Balance	<u>2,085,308</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$2,085,308	-0-	-0-
Total Expenditures/reserve	\$2,085,308	\$2,341,500	\$2,000,000

WASTEWATER CAPITAL FUND (024)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Approved	2018-19 Adopted
REVENUES									
1,688,609	1,866,686	2,000,000	024-000- 411100	BEGINNING FUND BALANCE	0.00	2,000,000	2,000,000	2,000,000	2,000,000
10,927	19,138	10,000	024-000- 415100	INTEREST	0.00	0	0	0	0
6,150	6,150	2,500	024-000- 451220	FUND 004 PW SHOP TRANSF	0.00	0	0	0	0
266,380	329,000	329,000	024-000- 451600	FUND 004 TRANSFER	0.00	0	0	0	0
72,000	0	0	024-000- 452200	DOUGLAS CTY REIMBURSE	0.00	0	0	0	0
2,044,066	2,220,974	2,341,500		TOTAL REVENUES	0.00	2,000,000	2,000,000	2,000,000	2,000,000
2,044,066	2,220,974	2,341,500		TOTAL REVENUES	0.00	2,000,000	2,000,000	2,000,000	2,000,000

WASTEWATER CAPITAL FUND (024)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY									
931	13,797	28,500	024-524- 713400	PW SHOP RESERVE	0.00	0	0	0	0
0	9,558	30,000	024-524- 725350	MACHINERY & EQUIP	0.00	0	0	0	0
35,278	0	0	024-524- 725400	EQUIPMENT RESERVE	0.00	0	0	0	0
0	0	180,000	024-524- 725550	EQUIPMENT RESERVE	0.00	0	0	0	0
0	0	1,737,000	024-524- 744375	FUTURE WASTEWATER IMPROVE.	0.00	0	0	0	0
4,858	22,638	75,000	024-524- 745900	WW TREATMENT PLANT UPGRADE	0.00	0	0	0	0
0	0	10,000	024-524- 746750	STORM DRAIN IMPROVEMENTS	0.00	0	0	0	0
0	0	6,000	024-524- 746840	METER UPGRADES	0.00	0	0	0	0
136,313	89,673	275,000	024-524- 746850	WW LINE INFRASTRUCTURE	0.00	0	0	0	0
177,379	135,666	2,341,500		TOTAL CAPITAL OUTLAY	0.00	0	0	0	0
INTERFUND TRANSFERS									
0	0	0	024-524- 928000	TRANSFER OUT: FUND 004 CLOSE	0.00	2,000,000	2,000,000	2,000,000	2,000,000
0	0	0		TOTAL INTERFUND TRANSFERS	0.00	2,000,000	2,000,000	2,000,000	2,000,000
RESERVE ACCOUNT									
0	0	0	024-524- 945000	DEQ RESERVE ACCOUNT	0.00	0	0	0	0
0	0	0		TOTAL RESERVE ACCOUNT	0.00	0	0	0	0
177,379	135,666	2,341,500		TOTAL EXPENSES	0.00	2,000,000	2,000,000	2,000,000	2,000,000

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 17-18 Year in Review.

- The Police Department was able to purchase another new police car.
- The City Hall lobby received another renovation, the addition of new flooring which replaced the 20 year old carpeting.
- The Rainbow Plaza boat launch expansion project made significant progress. The new ramp and docks were installed, with Phase 2 of the parking lot upgrades, bathroom, and fish cleaning station to follow.
- The final payment for financial software upgrades that occurred in 2014 was made.

FY 18-19 Budget Highlights and Challenges

- A new audio system for the Council Chambers has been budgeted again for \$10,000. This will replace the current system for which microphones and parts are no longer obtainable.
- \$40,000 has been budgeted for the resurfacing of the City Hall/Police Station joint parking lot. The parking lot has had need of resurfacing for several years, but a new storm drain pipe must be installed prior to the resurfacing project.
- \$15,000 will be transferred in monthly installments to the Police Department Capital fund for future awning construction and to close out the balance remaining in the Police Car reserve line item.
- Staff estimates that approximately \$550,000 is remaining in construction costs related to the Rainbow Plaza boat launch improvement.
- 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.

City of Reedsport
General Capital Improvement Fund
025

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	362,325	420,000	355,000
I – REVENUE			
a. Grants	491,217	1,287,000	512,500
b. Miscellaneous	12,710	2,500	3,000
c. Transfers In	<u>110,500</u>	<u>125,000</u>	<u>41,305</u>
Total	\$976,752	\$1,834,500	\$911,805
II- EXPENDITURES			
a. Capital Outlay	508,230	1,710,500	771,805
b. Transfers Out	<u>-0-</u>	<u>-0-</u>	<u>15,000</u>
Subtotal	\$508,230	\$1,710,500	\$1,710,500
III- RESERVES			
a. Balance	468,522	-0-	-0-
b. Reserve	<u>-0-</u>	<u>124,000</u>	<u>125,000</u>
Subtotal	\$468,522	\$124,000	\$124,000
Total Expenditures and Reserves	\$468,522	\$1,834,500	\$911,805

GENERAL CAPITAL FUND (025)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
316,728	362,325	420,000	025-000- 411100	BEGINNING FUND BALANCE	0.00	355,000	355,000	355,000
1,796	3,460	2,000	025-000- 415100	INTEREST	0.00	2,500	2,500	2,500
5,000	0	0	025-000- 415900	MISCELLANEOUS	0.00	0	0	0
90,762	0	0	025-000- 421360	LIONS PARK EQUIPMENT GRANT	0.00	0	0	0
0	8,839	0	025-000- 421370	FRISBEE GOLF COURSE DONATION	0.00	0	0	0
0	40,000	198,000	025-000- 423300	GRANTS & DONAT./BOAT FACILITY	0.00	20,500	20,500	20,500
0	362,631	1,089,000	025-000- 423400	OSMB/ODFW GRANT	0.00	492,000	492,000	492,000
508	411	500	025-000- 423420	MOORAGE FEES	0.00	500	500	500
0	88,586	0	025-000- 423510	RURAL DEVELOP. GRANT	0.00	0	0	0
243,583	45,000	37,500	025-000- 451200	FUND 001 TRANSFER	0.00	26,305	26,305	26,305
17,250	17,100	25,000	025-000- 451250	FUND 001/BOAT RESERVE	0.00	15,000	15,000	15,000
0	0	5,000	025-000- 451260	FUND 003/BOAT RESERVE	0.00	0	0	0
0	0	5,000	025-000- 451270	FUND 004/BOAT RESERVE	0.00	0	0	0
0	0	12,500	025-000- 451280	FUND 150/BOAT RESERVE	0.00	0	0	0
0	0	40,000	025-000- 451340	FUND 001 POLICE VEHICLES	0.00	0	0	0
48,000	48,400	0	025-000- 451450	FUND 016 TRANSFER	0.00	0	0	0
525,045	976,752	1,834,500		TOTAL REVENUES	0.00	911,805	911,805	911,805
525,045	976,752	1,834,500		TOTAL REVENUES	0.00	911,805	911,805	911,805

GENERAL CAPITAL FUND (025)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY								
898	0	160,000	025-525- 712500	BUILDING IMPROVEMENTS	0.00	144,805	144,805	144,805
0	0	20,000	025-525- 713000	BUILDING AWNING	0.00	0	0	0
9,505	1,656	10,000	025-525- 722300	OFFICE EQUIP/FURNITURE	0.00	10,000	10,000	10,000
12,123	5,348	5,000	025-525- 722600	COMPUTER IMPROVEMENTS	0.00	5,000	5,000	5,000
32,289	0	0	025-525- 722680	POLICE EQUIPMENT	0.00	0	0	0
0	0	40,000	025-525- 722750	PAVING IMPROVEMENT	0.00	40,000	40,000	40,000
0	123,341	50,000	025-525- 725300	POLICE VEHICLES	0.00	0	0	0
10,105	0	10,000	025-525- 734650	PARK MOWER RESERVE	0.00	10,000	10,000	10,000
0	9,191	0	025-525- 744330	FRISBEE GOLF COURSE ESPENSES	0.00	0	0	0
90,762	0	0	025-525- 744340	LIONS PARK PLAYGROUND EQUIP.	0.00	0	0	0
5,900	0	12,000	025-525- 744360	EQUIPMENT RESERVE	0.00	12,000	12,000	12,000
1,138	368,694	1,403,500	025-525- 744400	BOAT FACILITIES RESERVE	0.00	550,000	550,000	550,000
162,720	508,230	1,710,500		TOTAL CAPITAL OUTLAY	0.00	771,805	771,805	771,805
INTERFUND TRANSFERS								
0	0	0	025-525- 925200	TRANSFER OUT: FUND 037	0.00	15,000	15,000	15,000
0	0	0		TOTAL INTERFUND TRANSFERS	0.00	15,000	15,000	15,000
UNAPPROPRIATED								
0	0	124,000	025-525- 951500	RESERVE/FUTURE PROJECTS	0.00	125,000	125,000	125,000
0	0	124,000		TOTAL UNAPPROPRIATED	0.00	125,000	125,000	125,000
0	0	1,834,500		TOTAL EXPENSES	0.00	991,805	991,805	991,805

City of Reedsport

Street Capital Improvements Fund

026

Organization and Mission

The purpose of this fund is to allow for accumulation, and expenditure, of reserves for capital improvements to infrastructure and equipment for the Street Fund.

FY 17-18 Year in Review

The maintenance and streets division has completed multiple capital improvement projects in addition to the daily and regular operational duties required. During the summer of 2017, 22nd Street was chip sealed and restriped. The LED light conversion of the downtown street lamps was completed. The ODOT STIP project commenced in the Spring of 2018, which brings sidewalk and lighting extensions from Highway 38 to Highway 101, along with bulb outs and other improvements.

FY 18-19 Budget Highlights and Challenges

This fund was closed out and balances transferred to the Street operating fund (Fund 002).

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	514,912	525,000	325,000
I - REVENUES	<u>128,341</u>	<u>177,685</u>	<u>-0-</u>
Total	\$643,253	\$702,685	\$325,000
II- EXPENDITURES			
a. Capital Outlay	89,753	702,685	-0-
b. Transfers out	<u>-0-</u>	<u>-0-</u>	<u>325,000</u>
Subtotal	\$89,753	\$702,685	\$325,000
III-RESERVES			
a. Balance	<u>553,500</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$553,500	\$-0-	\$-0-
Total Expenditures & Reserves	\$643,253	\$702,685	\$325,000

STREET CAPITAL FUND (026)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
458,746	514,912	525,000	026-000- 411100	BEGINNING FUND BALANCE	0.00	325,000	325,000	325,000
2,932	5,191	3,185	026-000- 415100	INTEREST	0.00	0	0	0
0	25,000	0	026-000- 415900	MISC. CAPITAL REVENUE	0.00	0	0	0
0	0	50,000	026-000- 423300	ODOT SCA GRANT	0.00	0	0	0
106,000	87,000	87,000	026-000- 451210	FUND 002 CAPITAL IMPROVE.	0.00	0	0	0
6,150	6,150	2,500	026-000- 451220	FUND 002 SHOP	0.00	0	0	0
5,000	5,000	5,000	026-000- 451240	FUND 002 EQUIPMENT	0.00	0	0	0
578,828	643,253	672,685		TOTAL REVENUES	0.00	325,000	325,000	325,000
243,583								
578,828	643,253	672,685		TOTAL REVENUES	0.00	325,000	325,000	325,000

STREET CAPITAL FUND (026)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY								
932	13,797	28,500	026-526- 713400	PW SHOP RESERVE	0.00	0	0	0
15,942	2,325	24,000	026-526- 725350	MACHINERY & EQUIP	0.00	0	0	0
0	0	90,000	026-526- 725550	EQUIPMENT RESERVE	0.00	0	0	0
0	0	100,000	026-526- 744360	SCA STREET PROJECT	0.00	0	0	0
47,041	60,036	128,000	026-526- 744370	STREET IMPROVEMENTS	0.00	0	0	0
0	0	134,000	026-526- 744375	FUTURE STREET IMPROVE.	0.00	0	0	0
0	0	30,000	026-526- 744376	HWY 38 LIGHTING & LANDSCAPING	0.00	0	0	0
0	13,595	138,185	026-526- 744380	ODOT PROJECT RESERVE	0.00	0	0	0
63,915	89,753	672,685		TOTAL CAPITAL OUTLAY	0.00	0	0	0
INTERFUND TRANSFERS								
0	0	0	026-526- 923015	TRANSFER OUT: FUND 002 CLOSE	0.00	325,000	325,000	325,000
0	0	0		TOTAL INTERFUND TRANSFERS	0.00	325,000	325,000	325,000
63,915	89,753	672,685		TOTAL EXPENSES	0.00	325,000	325,000	325,000

City of Reedsport

Storm Capital Improvements Fund

027

Organization and Mission

The purpose of this fund is to allow for accumulation, and expenditure, of reserves for capital improvements to infrastructure and equipment for the Storm Water Utility Enterprise Fund. It was established in 2011-2012 with a transfer from Fund 005.

FY 17-18 Year in Review

The storm water division has continued to maintain catch basins, clean storm drain lines and maintain storm water pump station systems on a regular basis. However, due to low amount of available funding, infrastructure improvements tend to be slow, but this year a FEMA grant was secured in order to seismic retrofit the Elm Avenue pump station.

The City anticipates timber sale revenues through the Crestview logging that was anticipated to happen in the 2017/18 fiscal year. These revenues will be transferred to stormwater capital to assist in levee certification costs.

The system continues to be maintained to protect the citizens of Reedsport and City staff continues to work towards recertification, primarily by seeking out grants to pay for the cost of improvements and repairs.

FY 18-19 Budget Highlights and Challenges

This funds has been closed out and balances transferred to the stormwater operating fund (Fund 005).

City of Reedsport

Storm Capital Improvements Fund

027

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	258,656	200,000	315,000
I – REVENUE			
a. Miscellaneous	2,344	1,000	-0-
b. Grants	136,893	-0-	-0-
c. Transfer In	<u>\$234,000</u>	<u>376,150</u>	<u>-0-</u>
Total	\$631,893	\$577,150	\$315,000
II- EXPENDITURES			
a. Capital Outlay	537,947	577,150	-0-
b. Transfer out	<u>-0-</u>	<u>-0-</u>	<u>315,000</u>
Subtotal	\$537,947	\$577,150	\$315,000
III- RESERVES			
a. Balance	<u>93,946</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$93,946	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$631,893	\$577,150	\$315,000

STORMWATER CAPITAL FUND (027)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
146,861	258,656	200,000	027-000- 411100	BEGINNING FUND BALANCE	0.00	315,000	315,000	315,000
1,315	2,344	1,000	027-000- 415100	INTEREST	0.00	0	0	0
0	50,000	0	027-000- 423330	IFA GRANT PROCEEDS	0.00	0	0	0
70,000	41,000	242,500	027-000- 451200	FUND 001 TRANSFER	0.00	0	0	0
23,000	23,000	40,000	027-000- 451210	FUND 005 TRANSFER	0.00	0	0	0
10,000	10,000	103,650	027-000- 451220	FUND 002/LEVEE	0.00	0	0	0
0	0	10,000	027-000- 451225	FUND 002/STORM	0.00	0	0	0
0	0	10,000	027-000- 451226	FUND 004 TRANSFER	0.00	0	0	0
250,000	150,000	0	027-000- 451230	URBAN RENEWAL TRANSFER	0.00	0	0	0
243,583	10,000	0	027-000- 451620	FUND 004 TRANSFER	0.00	0	0	0
144,809	86,893	0	027-000- 453500	FEMA GRANT	0.00	0	0	0
655,985	631,894	607,150		TOTAL REVENUES	0.00	315,000	315,000	315,000
655,985	631,894	607,150		TOTAL REVENUES	0.00	315,000	315,000	315,000

STORMWATER CAPITAL FUND (027)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY								
0	8,981	0	027-527- 725350	EQUIPMENT & MACHINERY	0.00	0	0	0
0	0	77,000	027-527- 746760	STORMWATER INFRAST	0.00	0	0	0
236,987	457,605	530,150	027-527- 746780	STORMWATER LEVEE IMPROVE.	0.00	0	0	0
160,341	71,361	0	027-527- 746790	FEMA LEVEE IMPROVE	0.00	0	0	0
397,328	537,947	607,150		TOTAL CAPITAL OUTLAY	0.00	0	0	0
INTERFUND TRANSFERS								
0	0	0	027-527- 921600	TRANSFER OUT: FUND 005	0.00	315,000	315,000	315,000
0	0	0		TOTAL INTERFUND TRANSFERS	0.00	315,000	315,000	315,000
397,328	537,947	607,150		TOTAL EXPENSES	0.00	315,000	315,000	315,000

City of Reedsport

Water Capital Enterprise Fund

029

Organization and Mission

The purpose of this fund is to allow for accumulation, and expenditure, of reserves for capital improvements to infrastructure and equipment for the Water Enterprise Fund.

FY 17-18 Year in Review

The Ozone Plant was converted to a UV system in the 2017-18 fiscal year. This project began in the summer of 2017 and wrapped up in the Fall. The Department also completed the Highlands-Gardens waterline project. The Department also continues to install radio reading devices (MXUs) on meters that do not currently have the device. This has improved and made faster the monthly meter reading process. and carried into early 20The Water Department has completed and is still in the process of completing multiple capital improvement projects in addition to the daily and operational duties required including, but not limited to: Engineering assessment of the UV system conversion and upgrades at the City water plant has been completed and is now in the process of completing the design of the upgrades required by the State Drinking Water program; completion of 1800 feet of water line replacement at Highlands/Gardens with the remaining 1100 feet which should be completed by late May, 2016; completion of installation of MXU Bluetooth meter reading devices in Gardiner for all 116 water accounts; installation of multiple new and replacement fire hydrants.

FY 18-19 Budget Highlights and Challenges

This fund was closed out and transferred to the general operating fund for the Water Department (Fund 003).

City of Reedsport
Water Capital Enterprise Fund
029

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance	1,585,247	1,225,000	750,000
I – REVENUE			
a. Miscellaneous	15,047	8,000	-0-
b. Transfer In	<u>176,150</u>	<u>172,500</u>	<u>-0-</u>
Total	\$1,776,444	\$1,405,500	\$750,000
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	446,991	1,405,500	-0-
c. Transfers out	<u>-0-</u>	<u>-0-</u>	<u>750,000</u>
Subtotal	\$446,991	\$1,405,500	\$750,000
III-RESERVES			
a. Balance	<u>1,329,453</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$1,329,453	\$ -0-	\$ -0-
Total Expenditures / Reserves	\$1,776,444	\$1,405,500	\$750,000

WATER CAPITAL FUND (029)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
1,602,877	1,585,247	1,225,000	029-000- 411100	BEGINNING FUND BALANCE	0.00	750,000	750,000	750,000
9,752	15,047	8,000	029-000- 415100	INTEREST	0.00	0	0	0
6,150	6,150	2,500	029-000- 451260	FUND 003 PW SHOP	0.00	0	0	0
172,435	170,000	170,000	029-000- 451300	FUND 003 TRANSFER	0.00	0	0	0
1,791,214	1,776,444	1,405,500		TOTAL REVENUES	0.00	750,000	750,000	750,000
1,791,214	1,776,444	1,405,500		TOTAL REVENUES	0.00	750,000	750,000	750,000

WATER CAPITAL FUND (029)

243583	2016-17	2017-18	Fund-Dept-				2018-19	2018-19	2018-19
Actuals	Actuals	Adopted	Account	Expenses	FTEs		Proposed	Approved	Adopted
CAPITAL OUTLAY									
932	13,797	28,500	029-529- 713400	PW SHOP BLDG RESERVE	0.00		0	0	0
0	0	0	029-529- 713410	ENGINEERING FEES	0.00		0	0	0
0	10,272	26,000	029-529- 725350	PW MACHINERY	0.00		0	0	0
24,557	1,033	0	029-529- 725550	EQUIPMENT	0.00		0	0	0
0	0	125,000	029-529- 744375	FUTURE WATER IMPROVEMENTS	0.00		0	0	0
83,176	356,393	1,100,000	029-529- 745900	WATER PLANT IMPROVEMENTS	0.00		0	0	0
78,391	47,661	120,000	029-529- 746450	WATER SYSTEM IMPROVEMENTS	0.00		0	0	0
18,912	17,835	6,000	029-529- 746840	METER UPGRADES	0.00		0	0	0
205,967	446,991	1,405,500		TOTAL CAPITAL OUTLAY	0.00		0	0	0
INTERFUND TRANSFERS									
0	0	0	029-529- 920000	TRANSFER OUT: FUND 003 CLOSE	0.00		750,000	750,000	750,000
0	0	0		TOTAL INTERFUND TRANSFERS	0.00		750,000	750,000	750,000
205,967	446,991	1,405,500		TOTAL EXPENSES	0.00		750,000	750,000	750,000

City of Reedsport

Dial a Ride

034

PERSONNEL ASSIGNED TO THE FUND

0.19 FTE

Communication Supervisor	0.18
Mechanic III	0.01

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 subcontractor 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. The Reedsport Police Department Administrative Assistant oversees this program.

FY 17-18 Year in Review

The City of Reedsport continues to provide vital transportation to seniors and disabled persons in our local area.

Noteworthy accomplishments in 2017-18 include:

- Continued recruitment of volunteer drivers during the year.
- Federal and State grants were secured for the expanding program through the 2018-20 biennium.
- Rider numbers have continued to increase often reaching daily capacity.
- A centralized dispatch is being utilized through the Sutherland Police Department.
- Continuing a once a month trip to Roseburg.
- Continuing a once a month trip to the neighboring community of Florence.
- Continuing a once a week run to the Coos Bay area.
- Continuing several trips to Shore acres in Coos Bay to see the holiday light display.
- Recruited three new drivers.

FY 18-19 Budget Highlights and Challenges

This budget is fully funded by outside sources. The program pays the provider a lump sum each quarter. This is a change from previous years and is intended to allow each service location to manage their programs more efficiently.

This fund was previously budgeted in the General Fund as departmental unit 001-450.

City of Reedsport

Dial a Ride

034

Special areas of emphasis in FY 2018-2019 include the pursuit of the following goals:

Goals

- Continue to partner with the local hospital and doctor offices to provide this vital service to the senior and disabled population.
- Continue to increase awareness of the availability of this service.
- To continue to serve senior and disabled persons with crucial transportation needs.
- To expand the service and potentially provide rides outside of the City of Reedsport to create critical links to neighboring communities.

Performance Measurements

Task	FY 17-18
Volunteer driver recruitment	3
Number of rides provided to Senior and Disabled	6400
Number of Dept. Employees FTE	.18

Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance		0-	12,000
I - REVENUE		<u>48,200</u>	<u>26,530</u>
Total		\$48,200	\$38,530
II- EXPENDITURES			
a. Personnel	-0-	14,700	15,330
b. Materials & Services	-0-	18,500	21,200
c. Capital Outlay	<u>-0-</u>	<u>15,000</u>	<u>2,000</u>
Subtotal	-0-	\$48,200	\$38,530
III- RESERVES			
a. Balance	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	-0-	-0-	-0-
Total Expenditures and Reserves	-0-	\$48,200	\$38,530

DIAL-A-RIDE FUND (034)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
0	0	0	034-000- 411100	BEGINNING FUND BALANCE	0.00	12,000	12,000	12,000
0	0	50	034-000- 412250	DIAL-A-RIDE DONATIONS	0.00	50	50	50
0	0	3,000	034-000- 412500	DIAL-A-RIDE FEES	0.00	3,000	3,000	3,000
0	0	20,000	034-000- 412750	DIAL-A-RIDE TRANSIENT FUNDING	0.00	20,000	20,000	20,000
0	0	0	034-000- 412760	STATE WINDFALL FUNDS	0.00	2,000	2,000	2,000
0	0	150	034-000- 415100	INTEREST	0.00	200	200	200
0	0	21,180	034-000- 451000	FUND 001 TRANSFER	0.00	1,280	1,280	1,280
0	0	44,380		TOTAL REVENUES	0.00	38,530	38,530	38,530
243,583								
0	0	44,380		TOTAL REVENUES	0.00	38,530	38,530	38,530

DIAL-A-RIDE FUND (034)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
0	0	8,800	034-534- 511230	COMM. SUPERVISOR	0.18	9,350	9,350	9,350
0	0	550	034-534- 511420	MECHANIC	0.01	550	550	550
0	0	0	034-534- 511460	CUSTODIAN SALARY	0.00	0	0	0
0	0	500	034-534- 521500	OVERTIME	0.00	0	0	0
0	0	750	034-534- 531010	SOCIAL SECURITY	0.00	770	770	770
0	0	1,150	034-534- 531020	PERS	0.00	1,510	1,510	1,510
0	0	50	034-534- 531210	WORKMEN'S COMP	0.00	50	50	50
0	0	2,900	034-534- 531220	HEALTH INSURANCE	0.00	3,100	3,100	3,100
0	0	14,700		TOTAL PERSONNEL SERVICES	0.19	15,330	15,330	15,330
MATERIALS & SERVICES								
0	0	1,000	034-534- 612251	PAGER/CELL PHONE	0.00	1,000	1,000	1,000
0	0	50	034-534- 614200	REFUND OF FEES	0.00	50	50	50
0	0	200	034-534- 614300	OFFICE EQUIP/MAINT	0.00	200	200	200
0	0	1,800	034-534- 614390	BONDING & INSURANCE	0.00	1,800	1,800	1,800
0	0	2,500	034-534- 614520	RECRUITMENT/RECOGNITION	0.00	3,500	3,500	3,500
0	0	250	034-534- 614900	OTHER SUPPLIES	0.00	200	200	200
0	0	850	034-534- 617300	AUTOMOBILE MAINTENANCE	0.00	850	850	850
0	0	5,350	034-534- 617320	VEHICLE FUEL	0.00	5,350	5,350	5,350
0	0	6,500	034-534- 623530	CONTRACT DRIVER	0.00	8,250	8,250	8,250
0	0	18,500		TOTAL MATERIALS & SERVICES	0.00	21,200	21,200	21,200
CAPITAL OUTLAY								
0	0	11,180	034-534- 712500	FUTURE RESERVE PROJECT	0.00	2,000	2,000	2,000
0	0	11,180		TOTAL CAPITAL OUTLAY	0.00	2,000	2,000	2,000
0	0	44,380		TOTAL EXPENSES	0.19	38,530	38,530	38,530

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 five.

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 17-18 Year in Review

This past year the facility adopted out about 70 dogs, and we returned to owners approx. 32 dogs. The shelter continually receives donations from various sources, and it also receives impound fees.

There have been many new viable volunteers wanting to help out at the shelter, and with the increase in activity this year it has been welcomed. With prior years funding and the help of volunteer labor we now have a dog wash area where dogs can be bathed, and a laundry facility to wash bedding; both critical in the shelters battle with fleas and other parasites on animals brought in.

FY 18-19 Budget Highlights and Challenges

Because of the volunteer nature of labor at the shelter and the number and amount of donations received, the Animal Shelter is operating as a stand-alone fund.

Repairs to a portion of the animal shelter will need to be made in the upcoming fiscal year, as the roofing is getting older. Some additional lighting has also been planned for the exterior.

City of Reedsport
Animal Shelter
035

Task	FY 16-17	FY 17-18
Total dog visits	51	120
Adopted dogs	29	70
Dogs returned home	16	32
Dogs sent to Roseburg	0	0

Animal Shelter Budget Summary

APPROPRIATIONS			
CATEGORY	2016 - 17 Actual	2017 - 18 Adopted	2018 - 19 ADOPTED
Beginning Fund Balance		-0-	24,000
I - REVENUE		<u>26,750</u>	<u>12,290</u>
Total	<u>-0-</u>	\$26,750	\$36,290
I- EXPENDITURES	-0-	-0-	-0-
a. Personnel	-0-	10,650	10,940
b. Materials & Services	-0-	16,100	25,350
c. Capital Outlay	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	-0-	\$26,750	\$36,290
Total Expenditures and Reserves	-0-	\$26,750	\$36,290

ANIMAL SHELTER FUND (035)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
0	0	0	035-000- 411100	BEGINNING FUND BALANCE	0.00	24,000	24,000	24,000
0	0	1,000	035-000- 412250	ANIMAL CONTROL/IMPOUND	0.00	1,000	1,000	1,000
0	0	5,000	035-000- 412500	ANIMAL SHELTER DONATIONS	0.00	5,000	5,000	5,000
0	0	100	035-000- 415100	INTEREST	0.00	100	100	100
0	0	20,650	035-000- 451200	FUND 001 TRANSFER	0.00	6,190	6,190	6,190
0	0	26,750		TOTAL REVENUES	0.00	36,290	36,290	36,290
0	0	26,750		TOTAL REVENUES	0.00	36,290	36,290	36,290
243583								

ANIMAL SHELTER FUND (035)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
0	0	300	035-535- 612080	WATER	0.00	300	300	300
0	0	50	035-535- 612085	STORMWATER	0.00	40	40	40
0	0	550	035-535- 612090	WASTEWATER	0.00	550	550	550
0	0	1,600	035-535- 612100	ELECTRICITY	0.00	1,600	1,600	1,600
0	0	300	035-535- 612251	CELL PHONE	0.00	500	500	500
0	0	0	035-535- 614390	BONDS AND INSURANCE	0.00	100	100	100
0	0	800	035-535- 614780	DOG FOOD	0.00	800	800	800
0	0	5,250	035-535- 614900	OTHER SUPPLIES	0.00	5,250	5,250	5,250
0	0	1,800	035-535- 623430	VETERINARY SERVICES	0.00	1,800	1,800	1,800
0	0	10,650		TOTAL MATERIALS & SERVICES	0.00	10,940	10,940	10,940
CAPITAL OUTLAY								
0	0	16,100	035-535- 712500	BUILDING IMPROVEMENT	0.00	25,350	25,350	25,350
0	0	16,100		TOTAL CAPITAL OUTLAY	0.00	25,350	25,350	25,350
0	0	26,750		TOTAL EXPENSES	0.00	36,290	36,290	36,290

City of Reedsport

Library Building Fund

036

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 17-18 Year in Review

As of April 1, 2017, the City of Reedsport adopted an ordinance creating the Reedsport Public Library. The City of Reedsport owns the library building and has contributed to the cost of utilities and maintenance since its establishment. During the 2017-18 fiscal year, a transfer for maintenance and utility costs was made from the General Fund to the Library Fund. The library was able to keep its doors open all year, operating on a primarily volunteer system, with two part-time staff members. Thanks to grants and donations 848 collection items were added. During the fiscal year, the Reedsport Public Library was also forwarded \$46,000 from the Douglas County Library Foundation. These funds are referred to as the John Warden funds, which were donated to the Reedsport Library by Mr. John Warden. Various story time and summer reading programs continued, a Mondo pad was acquired for business activities in the meeting room, and café was setup in the meeting room, providing coffee and snacks to patrons for a minimal fee.

FY 18-19 Budget Highlights and Challenges

The Library budget is proposed, again, to be funded mostly through grants and donations and maintenance costs to be covered by a \$16,320 transfer from the General Fund. With that said, the future of the Library is unknown under the jurisdiction of the City of Reedsport. A Library District measures is proposed and will be voted on in May 2018.

This Fund was previously budgeted as part of the General Fund as departmental unit 001-430.

City of Reedsport
Library Building Fund
036

Budget Summary

APPROPRIATIONS			
CATEGORY	2016 - 17 Actual	2017 - 18 Adopted	2018 - 19 ADOPTED
Beginning Fund Balance		-0-	60,000
I - REVENUE		<u>37,900</u>	<u>93,320</u>
Total	<u>-0-</u>	\$37,900	\$153,320
I- EXPENDITURES	-0-	2,920	3,500
a. Personnel	-0-	39,400	43,790
b. Materials & Services	<u>-0-</u>	<u>-0-</u>	<u>106,030</u>
c. Capital Reserve	-0-	\$42,320	\$153,320
Subtotal			
III- RESERVES			
a. Balance	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	-0-	-0-	-0-
Total Expenditures and Reserves	-0-	\$42,320	\$153,320

LIBRARY FUND (036)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
0	0	0	036-000- 411100	BEGINNING FUND BALANCE	0.00	60,000	60,000	60,000
0	0	5,000	036-000- 412250	DONATIONS: GENERAL/OPERATIONS	0.00	6,000	6,000	6,000
0	0	0	036-000- 412255	DONATIONS: EVENTS/PROGRAMS	0.00	100	100	100
0	0	0	036-000- 412260	DONATIONS: PERIODICALS/NEWSPAI	0.00	700	700	700
0	0	0	036-000- 412270	DONATIONS: BOOKS	0.00	500	500	500
0	0	0	036-000- 412280	SUMMER READ. PROGRAM	0.00	4,000	4,000	4,000
0	0	0	036-000- 412290	LIBRARY FUNDRAISERS	0.00	600	600	600
0	0	0	036-000- 412300	CDABA REIMBURSEMENTS	0.00	0	0	0
0	0	0	036-000- 412400	JOHN WARDEN FUNDS	0.00	500	500	500
0	0	20,000	036-000- 412500	LIBRARY GRANTS	0.00	12,000	12,000	12,000
0	0	0	036-000- 412510	OR COMM FOUNDATION GRANT	0.00	50,000	50,000	50,000
0	0	0	036-000- 412550	JORDAN COVE GRANT-SUPPLIES	0.00	0	0	0
0	0	0	036-000- 412740	LIBRARY CARDS	0.00	50	50	50
0	0	0	036-000- 412745	BUILDING RENTAL FEES	0.00	100	100	100
0	0	250	036-000- 412750	COPIER FEES	0.00	1,000	1,000	1,000
0	0	0	036-000- 412755	LIBRARY CAFE REVENUES	0.00	650	650	650
0	0	0	036-000- 412760	LIBRARY FINES & ASSESSMENTS	0.00	200	200	200
0	0	0	036-000- 412770	DAMAGED BOOK FEES	0.00	50	50	50
0	0	0	036-000- 412780	LOST BOOK FEES	0.00	50	50	50
0	0	150	036-000- 415100	INTEREST	0.00	500	500	500
0	0	16,320	036-000- 451200	TRANS IN: FUND 001 MAINTENANCE	0.00	16,320	16,320	16,320
0	0	600	036-000- 451300	TRANS IN: FUND 001 LIB. RENO.	0.00	0	0	0
0	0	42,320		TOTAL REVENUES	0.00	153,320	153,320	153,320
0	0	42,320		TOTAL REVENUES	0.00	153,320	153,320	153,320

LIBRARY FUND (036)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES								
0	0	990	036-536- 511450	MAINTENANCE WORKER SALARY	0.02	800	800	800
0	0	700	036-536- 511460	CUSTODIAN SALARY	0.03	1,200	1,200	1,200
0	0	130	036-536- 531010	SOCIAL SECURITY	0.00	200	200	200
0	0	290	036-536- 531020	PERS	0.00	400	400	400
0	0	130	036-536- 531210	WORKER COMP INS.	0.00	150	150	150
0	0	680	036-536- 531220	HEALTH INSURANCE	0.00	750	750	750
0	0	2,920		TOTAL PERSONNEL SERVICES	0.05	3,500	3,500	3,500
MATERIALS & SERVICES								
0	0	280	036-536- 612070	GARBAGE DISPOSAL	0.00	250	250	250
0	0	350	036-536- 612080	WATER	0.00	300	300	300
0	0	50	036-536- 612085	STORMWATER	0.00	40	40	40
0	0	650	036-536- 612090	WASTEWATER	0.00	550	550	550
0	0	6,000	036-536- 612100	ELECTRICITY	0.00	6,000	6,000	6,000
0	0	1,050	036-536- 612250	NETWORK COMMUNICATIONS	0.00	1,200	1,200	1,200
0	0	0	036-536- 614200	BUILDING USE - DEPOSIT REFUND	0.00	100	100	100
0	0	600	036-536- 614220	JANITORIAL SUPPLIES	0.00	700	700	700
0	0	3,500	036-536- 614250	BUILDING MAINT, SUPPLIES	0.00	3,500	3,500	3,500
0	0	1,100	036-536- 614300	OFFICE EQUIP/MAINT	0.00	500	500	500
0	0	0	036-536- 614340	PERIODICAL/NEWSPAPER SUBSCRIPT	0.00	700	700	700
0	0	600	036-536- 614350	BOOK PURCHASES	0.00	500	500	500
0	0	100	036-536- 614360	SUPPLIES	0.00	250	250	250
0	0	0	036-536- 614390	BONDING AND INSURANCE	0.00	1,600	1,600	1,600
0	0	500	036-536- 614400	COMPUTER OPERATIONS	0.00	500	500	500
0	0	620	036-536- 614450	COMPUTER SUPPORT	0.00	500	500	500
0	0	4,000	036-536- 614460	LIBRARY PROGRAMS/EVENTS	0.00	1,000	1,000	1,000
0	0	0	036-536- 614470	JC GRANT - SUPPLIES	0.00	600	600	600
0	0	0	036-536- 614480	JC GRANT - GENERAL	0.00	0	0	0
0	0	0	036-536- 614485	READY TO READ GRANT	0.00	1,000	1,000	1,000
0	0	0	036-536- 614490	SCREL HUB GRANT	0.00	0	0	0
0	0	0	036-536- 614495	SUMMER READING PROGRAM	0.00	4,000	4,000	4,000
0	0	0	036-536- 614980	CASH OVER/UNDER	0.00	0	0	0
0	0	20,000	036-536- 623530	CONTRACTED SERVICES	0.00	20,000	20,000	20,000
0	0	39,400		TOTAL MATERIALS & SERVICES	0.00	43,790	43,790	43,790

LIBRARY FUND (036)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY								
0	0	0	036-536- 777100	LIBRARY CAPITAL RESERVE	0.00	106,030	106,030	106,030
0	0	0		TOTAL CAPITAL OUTLAY	0.00	106,030	106,030	106,030
0	0	42,320		TOTAL EXPENSES	0.05	153,320	153,320	153,320

City of Reedsport

Police Capital

037

Organization and Mission

The Police Capital Fund is established to receive and expend proceeds derived from the Police Jail. Other governmental agencies have been able to house their prisoners 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 17-18 Year in Review

During this fiscal year the fund received monies primarily from a contract with the Coos County Parole & Probation department, and a contract agreement for the housing of their prisoners. This contract began at the beginning of the FY year due to the jail in their jurisdiction not being able to house their prisoners as they needed. The contract provides for a minimum of three (3) jail beds to be paid for by Coos County, regardless of being utilized or not, at a rate of \$65.00 per bed, per day. There was a provision to house additional inmates at the same rate. Coos County frequently rented additional beds during the year.

Several minor improvements and adjustments were made to jail during the year as a result of various needs and deficiencies noted with the addition of full time contract prisoners.

It is anticipated that we will have housed/lodged approx. 45 prisoners for Coos County Patrol & Probation during the FY, and will receive over \$70,000. in fees.

FY 18-19 Budget Highlights and Challenges

Coos County Parole and Probation has already notified of their intention to opt out of the contract beginning with the FY 18-19 start. This is due primarily to the County jail in their jurisdiction notifying them that they will again be able to house their prisoners. We are anticipating, and they have stated, that they will still desire to utilize the facility on a “pay as you stay” agreement, much like we have with other agencies and persons.

We anticipate a carryover starting balance in this fund of over \$30,000, and we will direct “pay as you stay” fees to the fund during the year. Capital projects at the police department and jail will be the focus of any expenditure.

City of Reedsport

Police Capital

037

Police Capital Fund Budget Summary

APPROPRIATIONS			
CATEGORY	2016-17 Actual	2017-18 Adopted	2018-19 ADOPTED
Beginning Fund Balance			\$52,000
I – REVENUE			
a. Misc. Revenue	-0-	-0-	\$30,500
b. Transfers In	<u>-0-</u>	<u>-0-</u>	<u>30,000</u>
Total	-0-	-0-	\$112,500
I- EXPENDITURES			
a. Personnel	-0-	-0-	-0-
b. Materials & Services	-0-	-0-	12,500
c. Capital Outlay	-0-	-0-	76,000
d. Transfers out	<u>-0-</u>	<u>-0-</u>	<u>24,000</u>
Subtotal	-0-	-0-	\$112,500
Total Expenditures and Reserves	-0-	-0-	\$112,500

POLICE CAPITAL FUND (037)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
0	0	0	037-000- 411100	BEGINNING FUND BALANCE	0.00	52,000	52,000	52,000
0	0	0	037-000- 412500	MISCELLANEOUS INCOME	0.00	0	0	0
0	0	0	037-000- 412600	JAIL BED RENTS	0.00	30,000	30,000	30,000
0	0	0	037-000- 415100	INTEREST	0.00	500	500	500
0	0	0	037-000- 451000	FUND 001 TRANSFER	0.00	15,000	15,000	15,000
0	0	0	037-000- 451200	TRANSFER IN: FUND 025	0.00	15,000	15,000	15,000
0	0	0		TOTAL REVENUES	0.00	112,500	112,500	112,500
0	0	0		TOTAL REVENUES	0.00	112,500	112,500	112,500

POLICE CAPITAL FUND (037)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
0	0	0	037-537- 614100	RECORDING SYSTEM	0.00	0	0	0
0	0	0	037-537- 614200	EQUIPMENT	0.00	12,500	12,500	12,500
0	0	0		TOTAL MATERIALS & SERVICES	0.00	12,500	12,500	12,500
CAPITAL OUTLAY								
0	0	0	037-537- 614250	JAIL UPGRADES	0.00	21,000	21,000	21,000
0	0	0	037-537- 614300	VEHICLE RESERVE	0.00	30,000	30,000	30,000
0	0	0	037-537- 614400	VEHICLE AWNING	0.00	25,000	25,000	25,000
0	0	0		TOTAL CAPITAL OUTLAY	0.00	76,000	76,000	76,000
INTERFUND TRANSFERS								
0	0	0	037-537- 072600	TRANS IN: FUND 001 JAIL FOOD	0.00	0	0	0
0	0	0	037-537- 725000	TRANSFER OUT: FUND 001 STIPEND	0.00	20,000	20,000	20,000
0	0	0	037-537- 726000	TRANS OUT: FUND 001 JAIL FOOD	0.00	4,000	4,000	4,000
0	0	0		TOTAL INTERFUND TRANSFERS	0.00	24,000	24,000	24,000
0	0	0		TOTAL EXPENSES	0.00	112,500	112,500	112,500

REEDSPORT URBAN RENEWAL AGENCY
ADOPTED BUDGET
FOR
FISCAL YEAR 2018-19

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 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 17-18 Year in Review

- Contributed \$10,000 to a façade improvement program for the Reedsport Main Street.
- The Reedsport Urban Renewal Agency agreed to sponsor a RARE student for the Main Street Program for the forth consecutive year and a transfer of \$10,000 was made to Main Street as portion of the funds required for that position.
- Made the \$7,420 yearly debt payment toward East Railroad property.
- Payment to ODOT was made for the City's portion of the STIP project.

FY 18-19 Budget Highlights and Challenges

- Beginning Fund Balance is still lower than previous years, due to the large transfer to Stormwater Capital in 2016-2017, in which funds were utilized for drainage analysis and engineering costs associated with the -levee certification. This transfer is not budgeted from the Urban Renewal fund in the 18-19 FY.
- Property tax collection is estimated to decrease next fiscal year, as was the trend for 2017-18. This was the result of a mass tax correction in 2016-17 and decreases in assessed property values in the Urban Renewal District area.
- Continue to designate \$7,420 yearly toward debt payment of the East Railroad Storm Drain pump station property.
- A landscaping and lighting project in the same location as the ODOT sidewalk project is anticipated and \$40,000 has been budget from the Urban Renewal fund to pay for a portion of this project. The remaining \$40,000 is budgeted out of Streets Capital Fund.
- Once again Urban Renewal will contribute towards the cost of wages for a RARE student for the Main Street Program, as well as, a \$10,000 contribution to the Façade Improvement Program.

Budget Summary

APPROPRIATIONS			
CATEGORY	2016 - 17 Actual	2017 - 18 Adopted	2018 - 19 Adopted
Beginning Fund Balance	178,811	60,000	85,000
I - REVENUE	<u>112,038</u>	<u>110,050</u>	<u>89,950</u>
Total	\$290,849	\$170,050	\$174,950
I- EXPENDITURES			
a. Materials & Services	3,642	4,065	7,500
b. Capital Outlay	4,532	126,065	137,000
c. Debt Service	6,792	7,420	7,450
d. Inter-Fund Transfer	<u>170,000</u>	<u>32,500</u>	<u>23,000</u>
Total	\$184,966	\$170,050	\$174,950
III-RESERVES			
a. Balance	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	-0-	-0-	-0-
Total Expenditures and Reserves	\$184,966	\$170,050	\$174,950

URBAN RENEWAL DISTRICT GENERAL FUND (150)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
352,434	178,811	60,000	150-000- 411100	BEGINNING FUND BALANCE	0.00	85,000	85,000	85,000
106,197	106,278	105,000	150-000- 412250	CURRENT PROPERTY TAX	0.00	85,000	85,000	85,000
4,480	4,193	3,500	150-000- 412500	DELINQUENT PROP TAX	0.00	3,500	3,500	3,500
1,346	1,350	1,500	150-000- 415100	INTEREST	0.00	1,400	1,400	1,400
23	41	50	150-000- 415150	OTHER INTEREST	0.00	50	50	50
0	145	0	150-000- 415350	UR LAND SALES	0.00	0	0	0
269	31	0	150-000- 415900	MISCELLANEOUS	0.00	0	0	0
464,749	290,849	170,050		TOTAL REVENUES	0.00	174,950	174,950	174,950

URBAN RENEWAL DISTRICT GENERAL FUND (150)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
983	1,820	1,065	150-600- 613300	ADVERTISING & FEES	0.00	1,500	1,500	1,500
915	792	1,500	150-600- 613500	PROF & TECHNICAL SERVICES	0.00	4,500	4,500	4,500
1,013	1,031	1,500	150-600- 613800	OTHER FEES	0.00	1,500	1,500	1,500
2,911	3,642	4,065		TOTAL MATERIALS & SERVICES	0.00	7,500	7,500	7,500
CAPITAL OUTLAY								
0	0	40,000	150-600- 710000	CAPITAL PROJECTS RESERVE	0.00	85,000	85,000	85,000
0	0	0	150-600- 723600	RAINBOW PLAZA LIGHTING PROJ.	0.00	12,000	12,000	12,000
0	0	30,000	150-600- 744370	HWY 38 LIGHTING & LANDSCAPING	0.00	40,000	40,000	40,000
0	4,532	56,065	150-600- 744380	ODOT PROJECT RESERVE	0.00	0	0	0
0	4,532	126,065		TOTAL CAPITAL OUTLAY	0.00	137,000	137,000	137,000
DEBT SERVICE								
8,027	6,792	7,420	150-600- 911500	STORMWATER DEBT	0.00	7,450	7,450	7,450
8,027	6,792	7,420		TOTAL DEBT SERVICE	0.00	7,450	7,450	7,450
INTER-FUND TRANSFERS								
0	0	12,500	150-600- 744400	TRANSFER OUT: FUND 025 BOAT	0.00	0	0	0
250,000	150,000	0	150-600- 910000	TRANSFER OUT: FUND 027 LEVEE	0.00	0	0	0
13,000	10,000	10,000	150-600- 920000	TRANSFER OUT: MS INTERN	0.00	13,000	13,000	13,000
12,000	10,000	10,000	150-600- 920500	TRANSFER OUT: MS FACADE	0.00	10,000	10,000	10,000
275,000	170,000	32,500		TOTAL INTER-FUND TRANSFERS	0.00	23,000	23,000	23,000
285,938	184,966	170,050		TOTAL EXPENSES	0.00	174,950	174,950	174,950

REEDSPORT URBAN RENEWAL AGENCY

MAIN STREET

Fund 151

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 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.

The purpose of the Urban Renewal Fund Main Street 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: marketing and promotion, downtown enhancement, design and preservation, and business recruitment. The program is tasked with sustaining the program through responsible use of Urban Renewal funds, support from partner agencies and through grant writing.

FY 17-18 Year in Review

- The Reedsport Urban Renewal Agency agreed to sponsor a Resource Assistance for Rural Environments (RARE) student for the Main Street Program in downtown Reedsport for the fourth consecutive year. RARE program participants are college graduates in need of real world job experience and the communities that utilize these participants receive low cost skilled labor. Many other communities have effectively partnered with the RARE to staff their Main Street programs.
- The Main Street committee started planning for the 2019 Centennial celebration, honoring Reedsport turning 100.
- The Coordinator monitored the Revitalization Grant, which renovated apartment units in a downtown building on Main Street.
- Grants for a kayak launch were applied for.
- The Main Street Program committees are considering new mural projects for the upcoming fiscal year, given the success of the levee wall mural in Rainbow Plaza.

FY 18-19 Budget Highlights and Challenges

- The Rare Student program is budgeted for a fifth year, partially funded by an Urban Renewal transfer in the amount of \$13,000. The remainder of the Main Street

Coordinator's wages will be supplemented with grant funds and/or donations.

- Another Urban Renewal transfer is identified for the Main Street Facade Project and is budgeted for \$10,000 this year.
- The Main Street Program will coordinate with City staff in the lighting/landscaping projects to occur in downtown, in conjunction with the ODOT STIP project. This will include street furniture, landscaping, murals, and upgrades to the planter boxes.
- The program has been accumulating funds for the façade improvement program in order to provide for larger renovation grants. Applications were received at the end of the 2017/18 FY.
- The Program looks to make significant progress on the Steam Donkey relocation project in 2018-19.

Budget Summary

APPROPRIATIONS			
CATEGORY	2015 - 2016 Actual	2016-2017 Adopted	2017-2018 Adopted
Beginning Fund Balance	41,727	20,000	40,000
I - REVENUE	<u>39,082</u>	<u>140,915</u>	<u>88,000</u>
Total	\$80,809	\$160,915	\$128,000
I- EXPENDITURES			
a. Materials & Services	22,851	22,800	25,750
b. Capital Outlay	<u>16,119</u>	<u>138,115</u>	<u>102,250</u>
Total	\$38,969	\$160,915	\$128,000
III-RESERVES			
a. Balance	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$-0-</u>
Subtotal	-0-	-0-	-0-
Total Expenditures and Reserves	\$38,969	\$160,915	\$128,000

MAIN STREET PROGRAM (151)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Revenues	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
REVENUES								
28,256	41,727	20,000	151-000- 411100	BEGINNING FUND BALANCE	0.00	40,000	40,000	40,000
244	351	215	151-000- 415100	INTEREST	0.00	400	400	400
0	0	0	151-000- 415900	MISCELLANEOUS	0.00	0	0	0
2,000	0	2,000	151-000- 416000	CO-OP FUNDS MS INTERN	0.00	5,500	5,500	5,500
20,000	0	10,000	151-000- 416100	PROGRAM GRANTS-MAINSTREET	0.00	0	0	0
5,612	4,287	0	151-000- 416110	MISC. MS PROJECTS INCOME	0.00	100	100	100
0	5,350	0	151-000- 416120	MURAL DONATIONS	0.00	5,000	5,000	5,000
0	0	0	151-000- 416150	CENTENNIAL CELEBRAT. DONATIONS	0.00	500	500	500
4,631	762	500	151-000- 417000	STREET BANNER REVENUE	0.00	500	500	500
3,100	2,496	1,000	151-000- 417100	FACADE REVENUE- NON URD	0.00	5,000	5,000	5,000
6,242	5,335	7,000	151-000- 417200	STEAM DONKEY REVENUE	0.00	36,000	36,000	36,000
0	0	0	151-000- 417300	FACADE REVENUE-URD	0.00	0	0	0
0	0	100,000	151-000- 417340	MS REVITALIZATION GRANT	0.00	0	0	0
0	0	0	151-000- 417345	KAYAK/WATER TRAILS REVENUE	0.00	12,000	12,000	12,000
0	500	0	151-000- 417350	BICYCLE REVENUE	0.00	0	0	0
0	0	200	151-000- 417360	MURAL PROJECT REVENUE	0.00	0	0	0
13,000	10,000	10,000	151-000- 420000	TRANSFER IN: MS INTERN	0.00	13,000	13,000	13,000
12,000	10,000	10,000	151-000- 421000	TRANSFER IN: MS FACADE	0.00	10,000	10,000	10,000
95,085	80,809	160,915		TOTAL REVENUES	0.00	128,000	128,000	128,000

MAIN STREET PROGRAM (151)

2015-16 Actuals	2016-17 Actuals	2017-18 Adopted	Fund-Dept- Account	Expenses	FTEs	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
MATERIALS & SERVICES								
689	851	800	151-601- 614100	RARE INTERN SUPPLIES	0.00	100	100	100
0	0	0	151-601- 614200	RARE TRAINING/CONFERENCES	0.00	650	650	650
22,010	22,000	22,000	151-601- 623550	RARE STUDENT CONTRACT SERVICES	0.00	25,000	25,000	25,000
22,699	22,851	22,800		TOTAL MATERIALS & SERVICES	0.00	25,750	25,750	25,750
CAPITAL OUTLAY								
0	776	0.00	151-601- 714100	PROMOTIONAL EXPENDITURE	0.00	500.00	500.00	500.00
22,128	7,129	16,000.00	151-601- 720000	FACADE PROJECT- URD	0.00	12,000.00	12,000.00	12,000.00
0	0	7,000.00	151-601- 720100	FACADE PROJECT-NON URD	0.00	21,000.00	21,000.00	21,000.00
487	657	10,000.00	151-601- 721000	STEAM DONKEY PROJECT	0.00	48,000.00	48,000.00	48,000.00
5,097	2,028	2,215.00	151-601- 722000	STREET BANNER PROJECT	0.00	1,250.00	1,250.00	1,250.00
0	0	0	151-601- 722500	CENTENNAIL CELEBRATION	0.00	500	500	500
1,190	2,064	0.00	151-601- 723000	BICYCLE FRIENDLY	0.00	0.00	0.00	0.00
0	0	500.00	151-601- 723100	MURAL EXPENDITURES	0.00	6,500.00	6,500.00	6,500.00
0	0	0.00	151-601- 723105	KAYAK/WATER TRAILS EXPENSES	0.00	12,000.00	12,000.00	12,000.00
0	0	100,000.00	151-601- 723400	MS REVITALIZATION PROJECT	0.00	0.00	0.00	0.00
0	2,847	0.00	151-601- 723500	MS MURAL PROJECT	0.00	0.00	0.00	0.00
1,757	619	2,400.00	151-601- 724000	OTHER PROJECTS	0.00	500.00	500.00	500.00
30,659	16,119	138,115		TOTAL CAPITAL OUTLAY	0.00	102,250	102,250	102,250
53,358	38,969	160,915		TOTAL EXPENSES	0.00	128,000	128,000	128,000