

CITY OF REEDSPORT

ADOPTED BUDGET FOR THE
2019-2020 FISCAL YEAR

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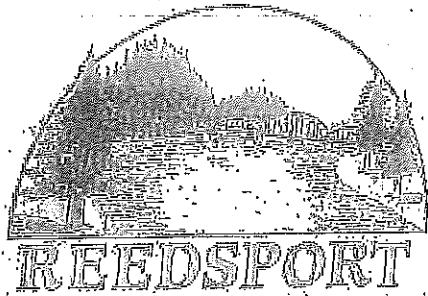
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CITY OF REEDSPORT

BUDGET MESSAGE

Jonathan Wright,
City Manager



CITY OF REEDSPORT

CITY MANAGER'S OFFICE

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Friday, June 28, 2019

BUDGET MESSAGE FY 2019-2020

INTRODUCTION

Overall the economic position of the City continues to improve. The conservative budget approach adopted by the City Council has shown to be effective at mitigating the rising costs of doing business and working within the financial constraints of funds with little net financial gain. While this may sound bleak, it is actually positive when compared to the years prior where funds were in decline and staffing levels and City services had to be curtailed.

Many factors impact the creation of a balanced budget. For Reedsport, inflation is one of the most significant factors. The economy nationwide is growing at a rapid pace, especially on the West Coast where, according to the Bureau of Labor and Statistics, "Western Region," cost of living increased by 2.4% over the last 12 months. This is driving the cost of materials and services consumed or used by the City continually higher; however, the economy of western Douglas County and much of the Oregon South Coast seems to be trailing behind this increase, creating a gap between revenues and expenses.

The rising cost for items used or consumed in the course of City operation is not limited only to procured items. Locally, dump fees, electrical costs and contractor pricing have all impacted the City's budget. For example, the City estimated the cost to pave Frontage Road one year prior to bidding the project. The per square foot cost the City used to estimate this project was based on paving work that had been completed the year prior. By the time the project was bid, the project cost had doubled making it so that the City could only afford to pave half of the road, leaving the west half incomplete to date.

The most significant offset to inflation has been born by City employees who have had to take on more responsibility at work and have had to live (financially) on less. This impact hits them twice, first in the negligible change to compensation offered by the City despite increased workloads, and then at home with the increasing cost of consumer items. This has led to some employee attrition and has impacted employee morale. That said, I anticipate that the upcoming fiscal year will be better.

While tax compression is still a significant factor that affects revenues received, tax compression numbers continue to drop. This decline is a good sign that economic conditions are finally changing Citywide and these changes are finally hitting the City's books. Recently a handful of small businesses and several midsized retailers have found their way here, all of which have made substantial investments in property and brought in new business assets. Also, new housing starts continue to be steady at a rate of two to three homes per year. These investments all lead to higher gross property tax revenues and are factors considered when preparing this year's budget.

While these items will impact tax revenues, they will not solve the issue being experienced by two of the City's utility funds, which continue to struggle to keep up with the rising costs of materials and services and the increasing financial demand of aging infrastructure. In an effort to counter the increasing costs in these utilities, the City has proposed a ballot measure that, if passed, will allow the City Council to adjust utility rates based on the inflation costs identified earlier. This will avoid the cumbersome and often political election process as currently required by the City Charter and allow passage with only a public hearing. With this ability, future utility budgets should be easier to manage and balance. This matter is set to be decided by the voters this May.

Based on the aforementioned conditions, factors, and issues, I present the proposed FY 2019-2020 City of Reedsport budget for your consideration. The budget is balanced and stays within all the statutory property tax limitations. It was prepared based on this City's commitment to its elected officials and citizens of fiscal accountability and responsibility and contains the City's first attempt at building back employee wages which were deferred during the long economic recession that has impacted the City for more than a decade. It would be appropriate to view the proposed budget as the intersection of public policy, values, and available resources.

GENERAL FUND HIGHLIGHTS

Public Safety (Police)

This last year, the Police Department was able to maintain full staffing at 14 FTE for almost an entire year. This department traditionally experiences the highest level of attrition; however, based on this last year it appears that this trend is slowing. This is primarily credited to management's effort to provide extra training opportunities for the Officers and recent investments made in the Police Department that include updated flooring, paint and new electronic systems for dispatch. This next year, staff has budgeted to replace the jail monitoring system, upgrade to a computer-aided dispatch center, and add an awning over the back porch to provide covered access to the jail and back door of the Police Department.

The School Resource Officer continues to be an asset for the Schools and the Department. This position is responsible for the health and welfare of the students of the Reedsport School District and aid's the school with truancy issues, health related issues like tobacco prevention and drug detection, as well as crisis intervention. The current

two-year contract funding between the City, School District and Lower Umpqua Hospital expires June 30, 2019; however, we anticipate that, based off the program's success, that it will be renewed by the School District and the Lower Umpqua Hospital for another three years. This funding is critical for this program and the 1 FTE that serves in this position.

Other Police related programs include the Police K9 program. This program will be completing its first year and has been instrumental in the removal of drugs from the community and the apprehension of subjects associated. The Police Department also administers the City's Dial-A-Ride program which expects to receive additional funding this next FY through the establishment of the new County transportation district. This program currently is served by four volunteers but based off the new funding will be able to employ two part-time permanent drivers.

Public Safety (Fire)

The City's Fire Department is operated under the Reedsport Fire Chief and Assistant. Together they are responsible for the approximately 40 Reedsport Volunteer Fire Fighters and are also the parent Department to the Western Douglas Community Emergency Response Team (CERT). This next year both revenue and expenditure lines have been added to the general fund for the purpose of supporting the CERT program which adds another 15-20 volunteers to the community to assist with a major emergency.

This last year the City's Fire Department procured their first Code 3 rated fire response vehicle, a 2019 Dodge Durango Pursuit, with the use of funding they receive from Fire contracts, search and rescue operations and out of district motor vehicle accidents. This will enable the department to respond to incidents more quickly and safely. This next year the goal will be to find a way to replace the department's No. 2 fire truck with a more modern and reliable triple combination pumper.

Also the City's uptown Fire Hall, Turner Station, serves as the Western Douglas County's emergency response facility. This facility is limited on space and lacks the ability to accommodate the public during a major event. Therefore, the Fire Department will be seeking grants to expand the building and add a two story, 8,000 sq. ft. addition to the rear of the current facility to store emergency response equipment and provisions and to house other agencies during an emergency. This project will likely take the next 5-7 years to come to fruition.

City Hall/Administration

As of the writing of this message, City Hall is fully staffed with 7.0 FTE, though recent events have been challenging. This year the City lost its Finance Director, Jessica Terra, but was able to recruit and hire a new Director, David Marshall, who took office in March. This transition will make things challenging for the next fiscal year, but David has several decades of municipal and school finance experience so no real issues are anticipated.

With the improving economic condition of the City, we were able to promote an existing part-time employee to full time. This allowed staffing levels to return back to pre-2013 levels and allowed a greater distribution of the City's growing workload. The challenge going into the next year will be to find planning services as the City's contract planner has resigned and the City is looking to partner with a business, department or individual with experience in urban land use planning.

This last year, City Hall received a face lift with new flooring and paint. Staff also put in a monitor over the front desk that displays current information about the City to help inform the public about City affairs. In the spirit of modernization, the City also replaced the dias in the City Council chambers with a new solid wood dias and new chairs. This next year the City has planned to upgrade the audio system in the City Council chambers and find a better way to facilitate electronic presentations.

Library

This year the City relinquished control of the Reedsport Public Library to the Lower Umpqua Library District; therefore, Fund 036 will not be funded in the upcoming fiscal year. While the City no longer has responsibility for Library operations, it maintains a solid partnership with the new Library District. Per the City's intergovernmental agreement with the district, the City will share in the maintenance responsibility for major expenses related to building maintenance. This may include the replacement of the heating and conditioning system in the next year. The District is having the air conditioning equipment evaluated and collecting estimates for repair vs replacement costs.

WATER AND SEWER UTILITY FUND HIGHLIGHTS

As a result of the economic upswing in Reedsport, things have slowly started to change for the positive in the City's utility funds; however, for one fund it is too little too late. Besides revenues that are derived from rates the utilities are encouraged to engage in other revenue generating activities. The City's Wastewater utility has managed to offset revenue shortcomings by accepting leachate from the County Landfills, which should gross an additional \$45,000 annually. The water utility sells bulk water but, on the coast with approximately 70 inches of annual rainfall, it is not in high demand, thus not a real source of revenues.

Both the water and wastewater utilities are Enterprise Funds, which means that their revenues cannot be used for expenses unrelated to the actual utility. For example, if the City's general fund was not meeting its financial obligations, the City could not use funds from these two departments to supplement it. This is also true for the sharing of funds. The City cannot simply transfer funds from the wastewater utility fund to cover the shortcoming in the water utility fund; therefore, the rates that are set by the Council each year need to be enough to cover all current and unforeseen expenses each year.

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 are authorized by Oregon law to adjust their rates through a public hearing process. This activity is never popular with the public, but ultimately most understand the need; however, a ballot 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 they are occasionally necessary to keep up with 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. In May of 2019 the City will attempt to appeal to the voters, once again, the need for some latitude with utility rates.

The City is proposing a measure that would allow the Council to adjust rates, as needed, based on a common denominator, inflation. Each year the cost of goods and services continues to rise but the money collected by the City's water department fails to keep up with those costs. A rate adjustment is necessary to pick up the shortfall and allow the City to have enough money to, not just pay the operational cost but, to keep improving the water department's aging infrastructure.

The City's effort to manage costs in our utility funds by self-performing work has been a great success and will continue onto this next year where we plan to replace 600 feet of waterline in Winchester Bay and several spots of sewer line throughout town. This is still the only way these funds can afford to conduct the maintenance projects necessary to improve their respective systems. The City will continue to invest in the equipment necessary to more efficiently self-perform these projects, eventually resulting in the replacement of miles of dilapidated infrastructure.

STORM WATER FUND HIGHLIGHTS

The City of Reedsport remains ahead of other communities in Oregon with our efforts to upgrade and certify our levee system. For the last five years the City has worked tirelessly to chip away at all of the individual studies and assessments required to satisfy the Federal Emergency Management Office (FEMA) and the US Army Corps of Engineers (USACE) requirements for our levee. The finalization is bittersweet since many of these assessments started to reveal that City has some significant issues and very expensive challenges to contend with if we hope to get certification from FEMA, buyoff by the USACE, and ensure the protection of the community. The total cost of these efforts is closer to \$6 million than it is to \$5 million, our estimate of last year.

To reach this goal, the City has made several requests for grant funds from the State and Federal Government. This has resulted in over \$380,000 for pump station upgrades, over \$130,000 for geotechnical assessment and remediation and \$100,000 for design work and to complete a benefit cost analysis. While this is a great help, we are still \$5.6 million from our goal of mitigating the issues with the levee and receiving certification. This will be something that the City will work at for the next few years. Several bills are in the State legislative process that could offer Reedsport more in the way of grant funds. Also, the City has applied for over \$4.0 million in pre-disaster mitigation funding from FEMA that, if

funded, could result in the remaining upgrades/repairs required. At that point the State's newly appropriated grant funds could be used to bridge the gap and take the burden off the City's available storm water funds.

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.

Other City storm drain projects remain on hold until the completion of this levee project.

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 which just went up from \$50,000 to \$100,000 for paving. These grants were instrumental in the installation of the new RR crossings in town, the paving of Bowman Rd. and the east half of Frontage Rd. The City recently received one of these grants to pave the west end of Winchester ave.

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. This policy will continue throughout the next year.

CLOSING

This year the City's economic development efforts resulted in the creation of several dozen new jobs and an array of new industries. These industries are just now getting their feet underneath them as they continue to invest in their facilities and offer opportunities for employment. The tax implications of these investments have not been realized under this year's budget but will result in increases over the next few years. I anticipate this trend to continue as the portfolio of tax incentives offered by the City will help to draw more investment in this community.

This last year the City and outlying area was declared an Opportunity Zone by the federal government. This incentive allows capital gains to be reinvested into property or business assets. This incentive will have the greatest impact over the next six months as the initial time for filing for this incentive will run its course. We already have one property transaction taking place in town because of this incentive which will promote additional property investment. The City will look at ways to better market these opportunities over the next few months.

This next year will also include a City job creation project with the expansion of the Dunes NRA building for the US Forest Service. This building is owned by the City and staff has negotiated a new lease that includes the cost recovery for this now \$1.5 million dollar project. The City will provide a loan from its two utility funds that will enable those utilities to recapture the funds over the term of the lease with the benefit of the interest payments. Once complete, this project should allow up to 40 additional employees the Forest service to offer greater services to its employees and the public. Construction of the addition should begin early this summer.

This year's budget was prepared in an effort to give back to the men and women who are employed by the City. These City personnel have sacrificed wage adjustments for the last five years in order for the City to balance its budget. With tax compression in decline and new investments being made in the community, revenues are finally beginning to increase in all of the major funds.

Based on the realized gains from the last two years, this budget contains a 3%, across-the-board cost of living increase which is the largest in recent memory. This is the City's first run at trying to bridge the gap between our compensation program and other communities in Oregon of similar size. While this benefit is one of the largest in the City's history, it will only result in a small gain towards my goal of wage equality.

That said, we seem to be on track for being able to provide continued benefits to our staff and slowly return wages to a competitive level. However, this trajectory is not sustainable in all of our funds and, at some point, will require that we adjust water utility rates to keep up with these increases and the increases in maintenance costs. Therefore, the City has proposed a ballot measure to be decided this may that will enable the City to keep up with inflation costs without the public's concern of the proverbial "blank check."

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.

Respectfully submitted,

Jonathan Wright
City Manager

CITY OF REEDSPORT
Fiscal Year 2019-20 Budget

BUDGET COMMITTEE

COUNCIL MEMBERS	APPOINTED MEMBERS
Linda McCollum, - Mayor	Leon Bridge
Ellen Anderson - Position #1	Deborah Yates
DeeDee Murphy - Position #2	Vacant
Leslee Collier - Position #3	Vacant
Mark Bedard - Position #4	Vacant
Rich Patten - Position #5	Vacant
Debbie 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	David Marshall
Administrative Assistant	Deanna Schafer
City Recorder	Deanna Schafer
Police Chief	Vacant
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

CITIZENS OF REEDSPORT

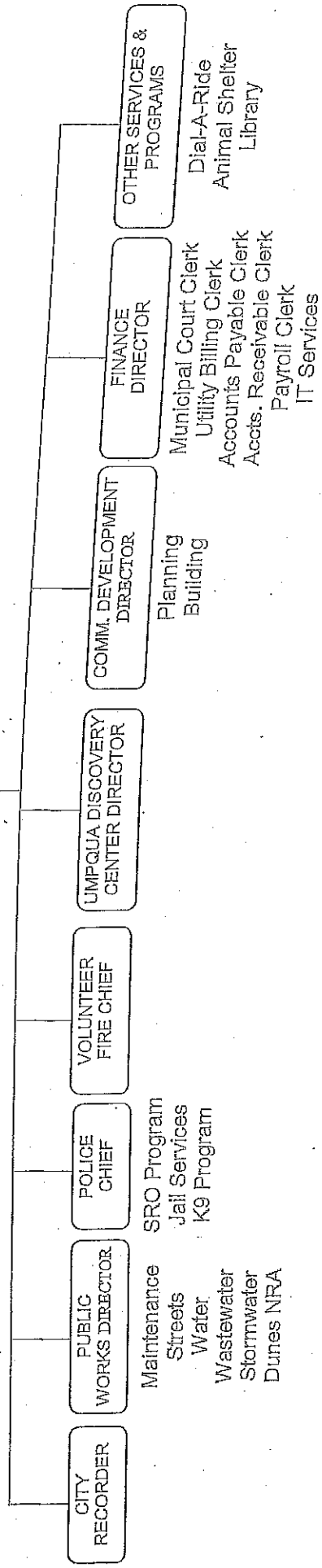
MAYOR AND CITY COUNCIL

MUNICIPAL COURT JUDGE

CITY MANAGER

CITY ATTORNEY

ADMINISTRATIVE ASSISTANT



CITY OF REEDSPORT
Fiscal Year 2019-20 Budget

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

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

The procedure is as follows:

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

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

FISCAL POWERS OF THE BUDGET COMMITTEE

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

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

FISCAL POWERS OF THE CITY COUNCIL

Following public hearing on the approved budget, as approved by the Budget Committee, the City Council may:

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

CITY OF REEDSPORT

Fiscal Year 2019-20 Budget

POSITION CLASSIFICATIONS

<u>Position Title</u>	<u>Range</u>
Police Chief	23
Public Works Administrator	21
Public Works Director	21
Police Sergeant	20
Finance Director	19
Umpqua Discovery Center Director	16
Community Development Director	15
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 2019-20
EMPLOYEE MONTH PAY PLAN

IAM UNION RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
Gustodian/Parks Worker (9)	2,486.17	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48
Mechanic I (9)	2,486.17	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48
Utility Billing Clerk (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Accounts Payable Clerk (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Accounts Receivable Clerk (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Wastewater Worker I (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Water Worker I (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Maintenance Worker I (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
License & Permit Tech. (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Planning Secretary (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Front County Technician (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Court Clerk (10)	2,603.33	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93
Mechanic II (11)	2,729.42	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93	3,613.20
Water Utility Operator (12)	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93	3,613.20	3,783.92
Maintenance Worker II (12)	2,859.98	2,996.12	3,141.19	3,288.48	3,446.93	3,613.20	3,783.92
Wastewater Utility Op. (13)	2,996.12	3,141.19	3,288.48	3,446.93	3,613.20	3,783.92	3,969.16
Maintenance Worker III (14)	3,141.19	3,288.48	3,446.93	3,613.20	3,783.92	3,969.16	4,158.86
Mechanic III (15)	3,288.48	3,446.93	3,613.20	3,783.92	3,969.16	4,158.86	4,360.83
Water Utility Leadworker (15)	3,288.48	3,446.93	3,613.20	3,783.92	3,969.16	4,158.86	4,360.83
Maintenance Lead Worker (15)	3,288.48	3,446.93	3,613.20	3,783.92	3,969.16	4,158.86	4,360.83
Wastewater Lead Worker (17)	3,613.20	3,783.92	3,969.16	4,158.86	4,360.83	4,572.85	4,790.45

TEAMSTERS UNION	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
Communications Officer	2,690.92	2,826.68	2,970.56	3,119.10	3,273.43	3,440.52	3,605.67
Patrol Officer	3,417.31	3,584.41	3,764.26	3,953.41	4,152.99	4,358.38	4,567.59
Corporal Officer							4,786.82

CITY OF REEDSPORT
EMPLOYEE MONTHLY PAY PLAN
FOR FISCAL YEAR 2019-20

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
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1	\$ 1,677.61	\$ 1,756.77	\$ 1,837.02	\$ 1,922.69	\$ 2,011.61	\$ 2,105.95	\$ 2,205.72
2	\$ 1,756.77	\$ 1,837.02	\$ 1,922.69	\$ 2,011.61	\$ 2,105.95	\$ 2,205.72	\$ 2,307.66
3	\$ 1,837.02	\$ 1,922.69	\$ 2,011.61	\$ 2,105.95	\$ 2,202.47	\$ 2,307.66	\$ 2,416.10
4	\$ 1,922.69	\$ 2,011.61	\$ 2,105.95	\$ 2,205.72	\$ 2,307.66	\$ 2,416.10	\$ 2,529.97
5	\$ 2,011.61	\$ 2,105.95	\$ 2,205.72	\$ 2,307.66	\$ 2,416.10	\$ 2,529.96	\$ 2,652.50
6	\$ 2,105.95	\$ 2,205.72	\$ 2,307.66	\$ 2,416.10	\$ 2,529.96	\$ 2,652.50	\$ 2,779.38
7	\$ 2,205.72	\$ 2,307.66	\$ 2,416.10	\$ 2,529.96	\$ 2,652.50	\$ 2,779.38	\$ 2,911.69
8	\$ 2,307.66	\$ 2,416.10	\$ 2,529.96	\$ 2,652.50	\$ 2,779.38	\$ 2,911.68	\$ 3,052.66
9	\$ 2,416.10	\$ 2,529.96	\$ 2,652.50	\$ 2,779.38	\$ 2,911.68	\$ 3,052.66	\$ 3,195.80
10	\$ 2,529.96	\$ 2,652.50	\$ 2,779.38	\$ 2,911.68	\$ 3,052.66	\$ 3,195.80	\$ 3,349.79
11	\$ 2,652.50	\$ 2,779.38	\$ 2,911.68	\$ 3,052.66	\$ 3,195.80	\$ 3,349.79	\$ 3,511.37
12	\$ 2,779.38	\$ 2,911.68	\$ 3,052.66	\$ 3,195.80	\$ 3,349.79	\$ 3,511.37	\$ 3,677.28
13	\$ 2,911.68	\$ 3,052.66	\$ 3,195.80	\$ 3,349.79	\$ 3,511.37	\$ 3,677.29	\$ 3,857.30
14	\$ 3,052.66	\$ 3,195.80	\$ 3,349.79	\$ 3,511.37	\$ 3,677.29	\$ 3,857.30	\$ 4,041.65
15	\$ 3,195.80	\$ 3,349.79	\$ 3,511.37	\$ 3,677.29	\$ 3,857.30	\$ 4,041.65	\$ 4,237.93
16	\$ 3,349.79	\$ 3,511.37	\$ 3,677.29	\$ 3,857.30	\$ 4,041.65	\$ 4,237.93	\$ 4,443.97
17	\$ 3,511.37	\$ 3,677.29	\$ 3,857.30	\$ 4,041.65	\$ 4,237.93	\$ 4,443.98	\$ 4,655.44
18	\$ 3,677.29	\$ 3,857.30	\$ 4,041.65	\$ 4,237.93	\$ 4,443.98	\$ 4,655.44	\$ 4,885.33
19	\$ 3,857.30	\$ 4,041.65	\$ 4,237.93	\$ 4,443.98	\$ 4,655.44	\$ 4,885.34	\$ 5,121.74
20	\$ 4,041.65	\$ 4,237.93	\$ 4,443.98	\$ 4,655.44	\$ 4,885.34	\$ 5,121.74	\$ 5,371.16
21	\$ 4,237.93	\$ 4,443.98	\$ 4,655.44	\$ 4,885.34	\$ 5,121.74	\$ 5,371.16	\$ 5,632.51
22	\$ 4,443.98	\$ 4,655.44	\$ 4,885.34	\$ 5,121.74	\$ 5,371.16	\$ 5,632.51	\$ 5,905.78
23	\$ 4,655.44	\$ 4,885.34	\$ 5,121.74	\$ 5,371.16	\$ 5,632.51	\$ 5,905.78	\$ 6,196.41
24	\$ 4,885.34	\$ 5,121.74	\$ 5,351.64	\$ 5,632.51	\$ 5,905.78	\$ 6,196.41	\$ 6,500.04
25	\$ 5,121.74	\$ 5,351.64	\$ 5,632.51	\$ 5,905.78	\$ 6,196.41	\$ 6,500.05	\$ 6,818.86
26	\$ 5,371.16	\$ 5,632.51	\$ 5,905.78	\$ 6,196.41	\$ 6,500.05	\$ 6,818.87	\$ 7,153.96
27	\$ 5,632.51	\$ 5,905.78	\$ 6,196.41	\$ 6,500.05	\$ 6,818.87	\$ 7,153.95	\$ 7,504.22
28	\$ 5,905.78	\$ 6,196.41	\$ 6,500.05	\$ 6,818.87	\$ 7,153.95	\$ 7,504.22	\$ 7,869.67
29	\$ 6,196.41	\$ 6,500.05	\$ 6,818.87	\$ 7,153.95	\$ 7,504.22	\$ 7,869.67	\$ 8,256.82

CITY OF REEDSPORT

Fiscal Year 2019-20 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	13.72
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	0.11
035	535	Animal Shelter	0.00
036	536	Library	0.00
037	537	CERT	0.00

Total FTE

32.05

CITY OF REEDSPORT
FISCAL YEAR 2019-20 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

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%

POSITION	CHARGED TO (Departmental Unit)	%
Maintenance Worker	Public Services Library Streets Water Utility Wastewater Utility Stormwater Utility Dunes NRA Total Salary	22% 2% 30% 12% 12% 20% 2% 100%
Mechanic III	Public Services Dial A Ride Streets Water Utility Wastewater Utility Stormwater Utility Total Salary	31% 1% 22% 22% 22% 2% 100%
Maintenance Lead Worker	Public Services Streets Water Utility Wastewater Utility Dunes NRA Total Salary	40% 15% 15% 15% 15% 100%
Building Maintenance Custodian	Public Services Library Dunes NRA Total Salary	62% 3% 35% 100%
Communication Officer Supervisor/Admin. Assistant	Police Department Dial A Ride Total Salary	82% 18% 100%
SRO/ Patrol Officer	School Resource Officer Program Police Department Total Salary	80% 20% 100%

1
City of REEDSPORT

Fiscal Year 2019-2020

Interfund Transfers

FROM FUND			TO FUND		
FUND #	ACCOUNT NUMBER	AMOUNT	FUND #	ACCOUNT NUMBER	AMOUNT
001	001-110-922000	30,000	005	005-000-417055	30,000
001	001-110-923002	12,500	017	017-000-451200	12,500
001	001-110-923040	25,000	025	025-000-451200	25,000
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	-	036	036-000-451200	-
001	001-240-922000	-	035	035-000-451200	-
001	001-450-922000	-	034	034-000-451000	-
		112,500			112,500
002	002-502-921000	11,250	001	001-000-451100	11,250
002	002-502-921500	1,250	001	001-000-451080	1,250
002	002-502-924240	10,000	005	005-000-417065	10,000
002	002-502-924255	90,000	005	005-000-417060	90,000
		112,500			112,500
003	003-503-921000	41,900	001	001-000-451100	41,900
003	003-503-921100	3,000	001	001-000-451110	3,000
003	003-503-921500	1,250	001	001-000-451080	1,250
003	003-503-922500	500,000	016	016-000-451300	500,000
		546,150			546,150
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	1,000,000	016	016-000-451300	1,000,000
		1,089,250			1,089,250
005	005-505-921000	1,850	001	001-000-451100	1,850
		1,850			1,850
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	75,700	004	004-000-418065	75,700
016	016-516-923060	37,800	003	003-000-417085	37,800
		118,200			118,200
037	037-537-725000	-	001	001-000-451160	-
037	037-537-726000	4,000	001	001-000-451160	4,000
		4,000			4,000
TOTALS		\$ 1,989,450			\$ 1,989,450

CITY OF REEDSPORT

Fiscal Year 2019-2020 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
FY09	\$217,138,127	\$8,744,124	4.20%	\$1,312,641	\$49,508.00	3.92%
FY10	\$223,224,746	\$6,086,619	2.80%	\$1,342,751	\$30,110.00	2.29%
FY11	\$228,482,047	\$5,257,301	2.36%	\$1,365,103	\$22,352.00	1.66%
FY12	\$231,048,248	\$2,566,201	1.12%	\$1,366,024	\$921.00	0.07%
FY13	\$233,091,873	\$2,043,625	0.88%	\$1,314,430	(\$51,594.00)	-3.78%
FY14	\$235,149,330	\$2,057,457	0.88%	\$1,313,049	(\$1,381.00)	-0.11%
FY15	\$236,995,031	\$1,845,701	0.78%	\$1,303,098	(\$9,951.00)	-0.76%
FY16	\$242,123,717	\$5,128,686	2.16%	\$1,332,053	\$28,955.00	2.22%
FY17	\$244,489,011	\$2,365,294	0.98%	\$1,343,963	\$11,910.00	0.89%
FY18	\$249,023,087	\$4,534,076	1.85%	\$1,382,608	\$38,645.00	2.88%
Actual Assessed Value for FY19				\$254,861,544		
Estimated value of growth for FY20				1.005		
Estimated Assessed Value for FY20				\$256,135,852		
City of Reedsport Permanent Tax Levy Rate				6.1882		
Estimated taxes to be imposed				\$1,585,020		
Estimated loss due to compression				\$120,000		
Adjusted estimated taxes to be imposed in FY20				\$1,465,020		
Assumed discounts and delinquent taxes (D&D) rate				10.0%		
Estimated amount of D&D for 2017-2018				\$146,502		
Property Taxes Budgeted , less D&D				\$1,318,518		

The General Fund

GENERAL FUND (001)
RESOURCES (000)

FY16-17 Actuals	FY17-18 Actuals	FY18-19 Adopted	Account	Account Description	FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
1,066,331	\$ 1,234,479	\$ 975,000	411100	BEGINNING FUND BALANCE	-	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000
REVENUE								
1,245,456	1,285,651	1,208,320	412250	CURRENT PROPERTY TAX	-	1,300,000	1,300,000	1,300,000
82,134	60,124	55,000	412500	DELINQUENT PROPERTY TAX	-	55,500	55,500	55,500
130,520	132,512	120,000	413100	P.U.D. FRANCHISE	-	130,000	130,000	130,000
3,466	4,326	3,000	413200	TELEPHONE FRANCHISE	-	4,500	4,500	4,500
51,125	51,989	48,000	413300	CABLE TV FRANCHISE	-	52,000	52,000	52,000
8,942	8,261	8,000	413350	FIBER FRANCHISE FEES	-	7,000	7,000	7,000
12,758	15,762	11,000	413400	GARBAGE FRANCHISE	-	15,000	15,000	15,000
4,045	5,137	2,500	414100	POLICE SERVICES	-	5,000	5,000	5,000
-	250	-	414110	MUNICIPAL JAIL FEES	-	-	-	-
-	5,000	-	414115	JAIL BED RENT	-	15,000	15,000	15,000
1,825	-	-	414300	ANIMAL CONTROL SERVICES	-	-	-	-
900	860	1,000	414400	CAMPING FEES	-	750	750	750
63,306	64,255	66,850	414500	DISPATCH SERVICES	-	67,855	67,855	67,855
3,386	78	-	414700	DIAL-A-RIDE FEES	-	-	-	-
12,327	17,478	10,000	415100	INTEREST	-	18,000	18,000	18,000
486	826	450	415150	OTHER INTEREST	-	1,000	1,000	1,000
764	787	750	415200	LEASE - RENT	-	1,300	1,300	1,300
7,197	9,939	7,400	415210	SENIOR CENTER RENTAL	-	9,800	9,800	9,800
2,825	2,350	1,200	415220	USE OF COMM BLDG	-	1,500	1,500	1,500
425	675	350	415230	USE OF SENIOR CENTER	-	750	750	750
191,052	226,403	210,000	415250	TRANSIENT ROOM TAX	-	200,000	200,000	200,000
1,701	5,015	-	415350	LAND SALES	-	-	-	-
-	187,843	225,000	415370	TIMBER SALES	-	-	-	-
30,645	23,720	20,000	415400	BUSINESS LICENSES	-	22,000	22,000	22,000
600	1,400	300	415420	MARIJUANA FEES	-	500	500	500
4,240	4,398	3,000	415440	MISC. PLANNING FEES	-	4,000	4,000	4,000
-	-	500	415447	ENGINEER FEE REIMBURSEMENT	-	-	-	-
6,011	22,275	6,000	415449	PLAN CHECK FEES	-	12,000	12,000	12,000
11,231	30,576	11,000	415450	BUILDING PERMITS	-	12,000	12,000	12,000
426	11,583	9,000	415451	ELECTRICAL PERMITS	-	9,000	9,000	9,000
4,055	4,843	3,250	415452	PLUMBING PERMITS	-	3,250	3,250	3,250
4,738	7,934	5,000	415453	MECHANICAL PERMITS	-	7,500	7,500	7,500
-	430	-	415454	MOBILE HOME PERMITS	-	500	500	500
2,088	5,158	2,900	415455	BUILDING SURCHARGES	-	3,300	3,300	3,300
997	1,306	1,100	415456	ELECTRICAL SURCHARGES	-	1,400	1,400	1,400
88	-	-	415457	BUILD/ELEC PERMIT FINES	-	-	-	-
119,507	142,526	120,000	415500	COURT FINES AND FORFEITUR	-	155,000	155,000	155,000
5,556	5,243	-	415650	SALARY REIMBURSEMENTS	-	-	-	-
5,903	6,418	4,000	415660	INSURANCE REIMBURSEMENTS	-	5,000	5,000	5,000
-	-	500	415800	DONATIONS	-	-	-	-
8,513	335	-	415810	ANIMAL CONTROL DONATIONS	-	-	-	-
300	-	300	415830	POLICE VOLUNTEER DONATIONS	-	300	300	300
11,429	12,202	7,000	415900	MISCELLANEOUS	-	10,000	10,000	10,000
1,050	5,550	150	415910	POLICE ADMIN. FEES	-	3,000	3,000	3,000
8,872	9,956	1,000	415915	K9 DONATIONS & GRANTS	-	500	500	500
800	400	-	415920	NUISANCE ABATEMENT	-	-	-	-
48,278	-	500	415930	POLICE REIMBURSEMENT	-	500	500	500
68,549	61,326	60,000	421100	LIQUOR TAX	-	70,000	70,000	70,000
5,277	5,129	4,000	421200	CIGARETTE TAX	-	4,500	4,500	4,500
-	34,009	8,000	421300	STATE MARIJUANA TAX REVENUES	-	12,000	12,000	12,000
30,912	(7,725)	-	421350	STATE TRANSIENT FUNDS	-	-	-	-
44,830	34,501	41,000	422000	STATE REVENUE SHARING	-	44,000	44,000	44,000
-	3,650	-	423020	DLOD TECHNICAL ASSIST	-	5,000	5,000	5,000
6,181	13,005	6,000	423400	STATE MARINE GRANT	-	6,000	6,000	6,000
15,016	12,793	12,000	423430	BOAT DOCK FEES	-	12,000	12,000	12,000
-	52	100	423435	BOAT WASH FEES	-	100	100	100
65,000	40,000	60,000	423530	SCHOOL RESOURCE OFF. GRANT	-	56,650	56,650	56,650
7,522	2,999	7,500	423540	MISC. POLICE GRANTS	-	2,500	2,500	2,500
-	-	5,000	423550	CERT PROGRAM DONATIONS/GRANTS	-	5,000	5,000	-
6,215	-	-	423600	C GILES HUNT GRANT-Library	-	-	-	-
-	-	2,000	423660	MISC GRANTS/DONATIONS	-	500	500	500
600	-	-	451000	FUND 018 TRANSFER	-	-	-	-
4,000	4,000	4,000	451010	TRANSFER IN: FUND 004 GSD	-	4,000	4,000	4,000
750	3,750	3,750	451080	TRANSFER IN: EDUCATION BENIFIT	-	3,750	3,750	3,750
7,700	130,700	130,700	451100	TRANSFER IN: ADMINISTRATIVE	-	130,700	130,700	130,700
6,000	6,000	6,000	451110	TRANS IN: 003/4 DISPATCH	-	6,000	6,000	6,000
972	2,542	5,000	451150	TRANSFER IN: FUND 014 MVA	-	5,000	5,000	5,000
-	-	4,000	451160	TRANSFER IN: FUND 037 FOOD	-	4,000	4,000	4,000
2,482,292	\$ 2,728,506	\$ 2,531,370		TOTAL REVENUE	\$	2,506,405	\$ 2,506,405	\$ 2,501,405

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 18-19 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 19-20 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, CITY COUNCIL (001-100)

EXPENSES

FY18 Actuals	FY19 Adopted	FY20 Proposed	Account		FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
MATERIALS & SERVICES								
	2,500	2,500	613300	LEGAL FEES, ADVERTISING	-	2,500	2,500	2,500
925	2,500	2,500	614500	CONFERENCE /TRAINING	-	2,500	2,500	2,500
585	2,500	2,500	614560	TRAVEL/SUBSISTENCE	-	2,500	2,500	2,500
133	500	500	614900	OTHER SUPPLIES, COSTS	-	500	500	500
103	100	120	615590	DUES & FEES	-	120	120	120
\$ 1,746	\$ 5,600	\$ 8,120	TOTAL MATERIALS AND SERVICES			\$ 8,120	\$ 8,120	\$ 8,120
\$ 1,746	\$ 5,600	\$ 8,120	TOTAL EXPENDITURES			\$ 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 18-19 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 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 Gray Guns and Anandapure.

The City is continuing to seek grant funds to aid with the Reedsport levee certification project and is in the final stages of engineering. 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 continue to be affected by tax compression but do finally appear to be turning around. A new taxing district to support the Reedsport Public Library was formed and given 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.

City of Reedsport
City Manager's Office
001-101

FY 19-20 Budget Highlights and Challenges
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Special areas of emphasis in FY 19-20 include the pursuit of the following goals:

- Continue writing grants for levee and storm water infrastructure.
- Complete 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, 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.

GENERAL FUND, CITY MANAGER (001-101)

EXPENSES

FY18 Actuals	FY19 Adopted	FY20 Proposed	Account		FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
PERSONNEL SERVICES								
75,001	77,896	83,500	511000	CITY MANAGER, SALARY	FTE 1.00	84,500	84,500	84,500
19,026	19,555	19,800	511190	RECORDER/ADMIN ASSISTANT	0.40	20,500	20,500	20,500
7,081	7,292	7,900	531010	SOCIAL SECURITY		8,000	8,000	8,000
5,045	7,554	17,600	531020	P E R S		14,000	14,000	14,000
1,046	1,246	2,100	531210	WORKMEN'S COMP		2,000	2,000	2,000
26,541	24,433	27,800	531220	HEALTH INSURANCE		31,500	31,500	31,500
133,719	137,976	158,700		TOTAL PERSONNEL SERVICES	1.40	160,500	160,500	160,500
MATERIALS & SERVICES								
975	900	900	612251	PAGER/CELL PHONE		900	900	900
-	-	100	614540	BOOKS & PERIODICALS		100	100	100
133	37	1,500	614580	TRAVEL/SUBSISTENCE		1,500	1,500	1,500
-	-	1,500	614570	TRAINING/CONFERENCES		1,500	1,500	1,500
1,192	1,027	1,500	615590	DUES & FEES		1,500	1,500	1,500
862	878	1,000	617300	AUTOMOBILE OPERATION		1,000	1,000	1,000
3,163	2,841	6,500		TOTAL MATERIALS & SERVICES		6,500	6,500	6,500
\$ 136,882	\$ 140,817	\$ 165,200		TOTAL CITY MANAGER EXPENSES	\$	167,000	\$ 167,000	\$ 167,000

City of Reedsport
Finance Department
001- 102

PERSONNEL ASSIGNED TO THE FUND

1.5 FTE

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

Organization and Mission

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

FY 18-19 Year in Review

In Fiscal Year 2018-19, the part-time finance clerk was hired full time, assuming responsibility for payroll, accounts payable and account receivables. In March, the interim finance director left for southern California and a city financial position there; her replacement came to Reedsport from the Portland area with over 20 years of city and school district financial and project management experience.

FY 19-20 Budget Highlights and Challenges

The FY 19-20 budget includes a finance department that is fully staffed. We retain the services of a financial consultant, a former Finance Director for the City, as we continue to work .

As the department entered Fiscal Year 2019-20, the audit for Fiscal Year 2017-18 (FY18) remained unfinished, a condition that represents the department's largest challenge. To respond, the City hired a new audit firm, Pauly, Rogers, and Co., to conduct the FY19 audit, and we retained the services of another CPA to assist us in closing

FINANCE (001-102)

EXPENSES

FY18 Actuals	FY19 Adopted	FY20 Proposed	Account		FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
PERSONNEL SERVICES								
19,584	20,533	41,500	511100	FINANCE DIRECTOR	0.80	50,000	50,000	50,000
-	-	14,400	511160	AP/AR/PAYROLL	0.45	12,200	12,200	12,200
2,002	12,290	5,000	511170	UB CLERK/FINANCE ASSIST	0.15	5,500	5,500	5,500
12,840	15,572	3,350	511180	COURT CLERK/PLANNING SECRETARY	0.10	9,000	9,000	9,000
2,585	3,677	5,000	531010	SOCIAL SECURITY	-	6,000	6,000	6,000
1,788	3,172	11,000	531020	P E R S	-	10,000	10,000	10,000
71	143	200	531210	WORKMEN'S COMP	-	200	200	200
9,315	10,187	16,500	531220	HEALTH INSURANCE	-	20,000	20,000	20,000
\$ 48,184	\$ 65,574	\$ 96,950		TOTAL PERSONNEL SERVICES	1.50	\$ 112,900	\$ 112,900	\$ 112,900
MATERIALS & SERVICES								
-	-	100	614540	BOOKS & PERIODICALS		100	100	100
232	925	800	614560	TRAVEL/SUBSISTENCE		800	800	800
-	350	800	614570	TRAINING/CONFERENCES		800	800	800
105	1	200	615590	DUES & FEES		200	200	200
19,556	15,488	5,000	623530	CONTRACTED SERVICES		5,000	5,000	5,000
\$ 19,894	\$ 16,764	\$ 6,900		TOTAL MATERIALS AND SERVICES		\$ 6,900	\$ 6,900	\$ 6,900
,077	\$ 82,338	\$ 103,850		TOTAL FINANCE DEPARTMENT EXPENSES		\$ 119,800	\$ 119,800	\$ 119,800

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 18-19 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 19-20 Budget Highlights and Challenges

An estimated \$25,000 is budgeted for these services with an additional \$10,000 budgeted if Outside Counsel services is required.

LEGAL SERVICES (001-104)

FY18 Actuals	FY19 Adopted	FY20 Proposed	Account	FTE	FY19-20 Proposed	FY19-20 Approve	FY19-20 Adopted
			MATERIALS & SERVICES				
11,963	13,577	25,000	613400 CITY ATTORNEY RETAINER		25,000	25,000	25,000
-	-	10,000	623400 OUTSIDE COUNSEL		10,000	10,000	10,000
11,963	13,577	35,000	TOTAL MATERIALS & SERVICES		35,000	35,000	35,000
\$ 11,963	\$ 13,577	\$ 35,000	TOTAL LEGAL SERVICES EXPENSES	\$	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 18-19 Year in Review

With a full staffed Police Department, the court fine revenues 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 19-20 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.

MUNICIPAL COURT (001-105)

FY18 Actuals	FY19 Adopted	FY20 Proposed	Account		FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
PERSONNEL SERVICES								
1,183	11,138	1,600	511160	AP/AR/PAYROLL	0.05	1,800	1,800	1,800
-	-	1,700	511170	UB CLERK/FINANCE ASSIST	0.05	2,000	2,000	2,000
17,388	7,770	13,500	511180	COURT CLERK/PLANNING SECRETARY	0.40	14,500	14,500	14,500
1,421	1,447	1,300	531010	SOCIAL SECURITY		1,400	1,400	1,400
2,052	1,834	3,000	531020	P E R S		2,500	2,500	2,500
39	68	150	531210	WORKMEN'S COMP		100	100	100
5,531	5,624	7,000	531220	HEALTH INSURANCE		7,000	7,000	7,000
\$ 27,613	\$ 27,881	\$ 28,250		PERSONNEL SERVICES Totals:	0.50	\$ 29,300	\$ 29,300	\$ 29,300
MATERIALS & SERVICES								
-	1,395	1,000	613380	JURY & WITNESS FEES		1,000	1,000	1,000
5,725	4,400	13,500	613390	TRIAL EXPENSE		13,500	13,500	13,500
16,200	18,425	18,000	613401	PROSECUTOR'S RETAINER		18,000	18,000	18,000
21,835	26,308	26,000	613520	STATE FINE ASSESSMENT		26,000	26,000	26,000
6,985	8,864	9,250	613530	DOUGLAS CO. FINE ASSESSMENT		9,250	9,250	9,250
2,242	-	2,000	614330	COMPUTER OPERATIONS		2,000	2,000	2,000
14	-	150	614540	BOOKS & PERIODICALS		150	150	150
-	92	500	614560	TRAVEL/SUBSISTENCE		500	500	500
-	200	500	614570	TRAINING/CONFERENCES		500	500	500
227	30	350	614900	OTHER SUPPLIES, COSTS		350	350	350
-	115	100	615590	DUES & FEES		100	100	100
7,375	7,102	18,000	623530	MUNICIPAL JUDGE SERVICES		18,000	18,000	18,000
60,604	\$ 66,930	\$ 89,350		MATERIALS & SERVICES Totals:	\$	\$ 89,350	\$ 89,350	\$ 89,350
88,217	94,811	117,600		EXPENDITURES TOTALS:	0.50	118,650	118,650	118,650

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 18-19 Year in Review

The City has contracted with the Douglas County Planning Department for a part-time planner whom 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 continues to participate in the Deans to Dunes Trail Planning Project as well as, another project related to tsunami resiliency and preparedness called the Beat the Wave simulation and Tsunami Overlay Zone code development.

FY 19-20 Budget Highlights and Challenges

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.

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.

City of Reedsport
Planning Department
001-106

Goals:

- Continue providing excellent customer service, including regular pre-applications with customers regarding potential land use actions, updating forms, handouts, and applications.
- Improve the Community Development section of the City's website by adding updated maps, guiding documents, FAQs, applications, handouts, and meeting information.
- Crosstrain with 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 DLCDC Technical Assistance grant.
- Increase the "in-office" time of the contracted City Planner.

GENERAL FUND (001)
COMMUNITY DEVELOPMENT (106)

FY16-17 Actuals	FY17-18 Actuals	FY18-19 Adopted	Account		FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
PERSONNEL SERVICES								
16,422	15,506	-	511100	PLANNING/FINANCE DIRECTOR	-	-	-	-
739	6,846	1,600	511150	AP/AR/PAYROLL	0.05	1,800	1,800	1,800
-	-	1,700	511170	UB CLERK/FINANCE ASSIST	0.05	2,000	2,000	2,000
6,747	1,554	6,670	511180	COURT CLERK/PLANNING SECRETARY	0.20	5,500	5,500	5,500
271	97	500	521500	OVERTIME	-	500	500	500
1,807	1,817	750	531010	SOCIAL SECURITY	-	800	800	800
1,166	1,823	1,550	531020	P E R S	-	1,300	1,300	1,300
50	119	50	531210	WORKMEN'S COMP	-	50	50	50
5,767	4,724	3,450	531220	HEALTH INSURANCE	-	3,500	3,500	3,500
\$ 32,969	\$ 32,487	\$ 16,270	TOTAL PERSONNEL SERVICES		0.30	\$ 15,450	\$ 15,450	\$ 15,450
MATERIALS & SERVICES								
244	330	1,000	613300	LEGAL ADVERTISING		1,000	1,000	1,000
-	20	300	614560	TRAVEL/SUBSISTENCE		300	300	300
-	50	700	614570	TRAINING/CONFERENCES		700	700	700
616	67	100	614900	OTHER SUPPLIES, COSTS		100	100	100
50	50	50	615590	DUES & FEES		50	50	50
-	-	-	623500	DLCD TECH. ASSISTANCE		5,000	5,000	5,000
50	100	500	623540	P.COMMISSION TRAINING		500	500	500
-	-	1,000	623580	REIMBURSED ENGINEERING SERVICE		1,000	1,000	1,000
-	8,541	35,000	623590	CONTRACTED SERVICES		35,000	35,000	35,000
960	\$ 9,157	\$ 38,650	TOTAL MATERIALS & SERVICES			\$ 43,650	\$ 43,650	\$ 43,650
33,930	\$ 41,644	\$ 54,920	TOTAL COMMUNITY DEVELOPMENT EXPENSES			\$ 59,100	\$ 59,100	\$ 59,100

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 18-19 Year in Review

Continuing Municipal Code, Resolution and Ordinance updates. Continued Website and Face Book administration. Five Council positions were opened and filled. A multi-year capital improvement project was completed and opened to the public.

FY 19-20 Budget Highlights and Challenges

Goals

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

**GENERAL FUND (001)
CITY RECORDER (107)**

FY16-17 Actuals	FY17-18 Actuals	FY18-19 Adopted	Account	Account Description	FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
PERSONNEL SERVICES								
19,026	19,555	29,800	511085	RECORDER/ADMIN ASSISTANT	0.60	30,600	30,600	30,600
1,385	1,405	2,300	531010	SOCIAL SECURITY		2,500	2,500	2,500
1,010	1,501	5,040	531020	P E R S		4,000	4,000	4,000
38	73	80	531210	WORKMEN'S COMP		100	100	100
6,228	5,581	9,900	531220	HEALTH INSURANCE		11,250	11,250	11,250
27,687	28,115	47,120		PERSONNEL SERVICES Totals:	0.60	\$ 48,450	\$ 48,450	\$ 48,450
MATERIALS & SERVICES								
107	117	500	613300	LEGAL FEES, ADVERTISING		500	500	500
-	173	350	614560	TRAVEL/SUBSISTENCE		350	350	350
-	-	350	614570	TRAINING/CONFERENCES		350	350	350
28	-	80	614900	OTHER SUPPLIES, COSTS		80	80	80
50	50	50	615590	DUES & FEES		80	80	80
\$ 185	\$ 340	\$ 1,330		MATERIALS & SERVICES Totals:		\$ 1,360	\$ 1,360	\$ 1,360
\$ 27,872	\$ 28,455	\$ 48,450		TOTAL CITY RECORDER EXPENDITURES		\$ 49,810	\$ 49,810	\$ 49,810

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 18-19 Year in Review

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

FY 19-20 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.

GENERAL FUND (001)
COMMUNITY BLDG/CITY HALL (001-108)

FY16-17 Actuals	FY17-18 Actuals	FY18-19 Adopted	Account	Account Description	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
MATERIALS & SERVICES							
1,169	974	1,300	612070	GARBAGE DISPOSAL	1,300	1,300	1,300
558	656	600	612080	WATER	600	600	600
72	78	80	612085	STORMWATER	80	80	80
409	506	700	612090	WASTEWATER	700	700	700
9,831	10,052	11,000	612100	ELECTRICITY	11,000	11,000	11,000
450	350	500	614200	REFUND OF COMM BLDG USE F	500	500	500
4,971	3,751	6,000	614250	BUILDING MAINT, SUPPLIES	6,000	6,000	6,000
2,215	2,894	3,000	614300	OFFICE EQUIP/MAINT	3,000	3,000	3,000
2,980	2,470	3,500	614335	NETWORK COMMUNICATIONS	3,500	3,500	3,500
\$ 22,655	\$ 21,730	\$ 26,680	MATERIALS & SERVICES Totals:		\$ 26,680	\$ 26,680	\$ 26,680
\$ 22,655	\$ 21,730	\$ 26,680	TOTAL COMMUNITY BLDG/CITY HALL EXPENSES		\$ 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 18-19 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.

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 \$198,000

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

Materials & Services \$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 of Reedsport

Non- Departmental Fund

001- 110

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 \$342,625

FY 19-20 Budget Highlights and Challenges

General Fund Transfers \$112,150

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 \$30,000 to the Stormwater Capital Fund (005) 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 \$25,000 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.

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.

GENERAL FUND (001)

NON-DEPARTMENTAL (110)

FY16-17 Pls	FY17-18 Actuals	FY18-19 Adopted	Account	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
PERSONNEL SERVICES						
6,581	0	12,000	531500 UNEMPLOYMENT INS.	12,000	12,000	12,000
6,581	0	12,000	TOTAL PERSONNEL SERVICES	12,000	12,000	12,000
MATERIALS & SERVICES						
1,721	2,293	4,500	613300 LEGAL ADVERTISING	4,500	4,500	4,500
20	111	400	613320 FILING FEES	400	400	400
1,393	1,068	1,900	614000 POSTAGE	1,900	1,900	1,900
1,872	3,768	3,000	614100 OFFICE SUPPLY	3,500	3,500	3,500
4,716	1,308	-	614330 COMPUTER OPS-SOFTWARE	-	-	-
0	225	-	614335 NETWORK COMMUNICATIONS	-	-	-
78,237	89,744	94,000	614390 BONDING & INSURANCE	110,000	110,000	110,000
0	107	100	614400 MISCELLANEOUS REFUNDS	100	100	100
2,000	0	5,000	614450 EDUCATIONAL BENEFITS	5,000	5,000	5,000
2,788	3,784	5,000	614490 EMPLOYEE RECOGNITION	5,000	5,000	5,000
500	500	500	614520 VOLUNTEER PROGRAM	500	500	500
151,045	260,733	198,000	614580 TOURISM PROMOTION	180,000	180,000	180,000
2,356	2,853	7,000	614970 OTHER SERVICES	7,000	7,000	7,000
23	(3)	-	614980 CASH SHORT & OVER	-	-	-
2,026	1,988	3,000	615310 BANK FEES	3,000	3,000	3,000
3,283	3,386	3,500	615510 LEAGUE OF OREGON CITIES	3,700	3,700	3,700
2,000	0	2,500	615520 S.C.D.C.	2,500	2,500	2,500
0	0	250	615550 LU ECONOMIC DEVELOP FORUM	250	250	250
250	250	300	615570 CHAMBER OF COMMERCE	300	300	300
0	2,000	2,500	615600 SOUTH COAST MARKETING	2,500	2,500	2,500
0	0	2,000	615610 MISC GRANT/DONATION EXPENSES	2,000	2,000	2,000
.05	22,353	35,500	615620 NON-CAPITAL EXPENSES	35,000	35,000	35,000
725	2,753	2,500	615640 PUBLIC LAND MGMT	2,500	2,500	2,500
100	1,590	1,500	617300 AUTOMOBILE MAINTENANCE	1,500	1,500	1,500
122	157	1,000	617320 AUTOMOBILE FUEL	1,000	1,000	1,000
8,220	8,055	11,000	621400 AUDIT FEES	11,000	11,000	11,000
0	2,680	5,000	622650 COMPUTER SOFTWARE	5,000	5,000	5,000
13,547	11,213	14,000	623500 COMPUTER SERVICES-SUPPORT	14,000	14,000	14,000
277,248	422,916	403,950	TOTAL MATERIALS & SERVICES	402,150	402,150	402,150
INTER-FUND TRANSFERS						
41,000	242,500	242,500	922000 TRANSFER OUT: FUND 005 LEVEE	30,000	30,000	30,000
12,500	12,500	12,500	923002 TRANSFER OUT: FUND 017 UDC	12,500	12,500	12,500
45,000	37,500	26,305	923040 TRANSFER OUT: FUND 025 CAPITAL	25,000	25,000	25,000
0	40,000	15,000	923050 TRANSFER OUT: FUND 037 POLICE	15,000	15,000	15,000
17,100	25,000	15,000	924500 TRANSFER OUT: FUND 025 DOCK	15,000	15,000	15,000
15,000	15,000	15,000	925000 TRANSFER OUT: FUND 014 FIRE	15,000	15,000	15,000
0	16,320	16,320	925200 TRANSFER OUT: FUND 036 LIBRARY	-	-	-
0	600	-	925300 TRANS OUT: FUND 036 LIB RENO	-	-	-
130,600	389,420	342,625	INTER-FUND TRANSFERS Totals:	112,500	112,500	112,500
CONTINGENCY AND RESERVES						
-	-	100,000	941000 CONTINGENCY	100,000	100,000	100,000
-	-	-	946000 PERS RESERVE	178,540	178,540	178,540
-	-	-	TOTAL CONTINGENCY AND RESERVES	278,540	278,540	278,540
-	-	310,000	952000 UNAPPROPRIATED ENDING FUND BALANCE (UEFB)	310,000	310,000	310,000
414,430	812,336	1,068,575	TOTAL REQUIREMENTS	805,190	805,190	805,190
414,430	812,336	1,378,575	TOTAL REQUIREMENTS AND UNAPPROPRIATED	\$ 1,115,190	\$ 1,115,190	\$ 1,115,190

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 18-19 Year in Review

We were fully staffed for most of this FY except for a part time dispatcher position. This position has proven tough to fill for many reasons, but we are continuing to keep this recruitment active to find the right person. Our Officers have been very busy, and they have done well at dividing their time between patrol activities and jail duties.

We underwent several interior upgrades and remodeling/painting projects the past two years, and the main police building interior has taken on a fresh, modern, and upgraded appearance. Staff and Coos Bay Prisoners have provided the bulk of physical labor to achieve this. Coos Bay prisoners have also nearly completed the complete painting of the jail area; all cells, doors, and floors have been or are being painted.

We had no major vehicle issues this FY, and with newer, better maintained vehicles in our fleet, we feel confident of it remaining this way for several more years.

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

FY 19-20 Budget Highlights and Challenges

During this next FY we hope to complete our vehicle awning project that has been discussed for several years now. We do not know the renewal status of the Coos Bay prisoner contract, but are hopeful it will continue. This program has benefitted the City and Police Dept. by providing inmate workers for projects and additional funds for programs and materials needed at the department. It has also had a very positive rehabilitation aspect (unintended consequence) for the prisoners that we would like to see continue and grow.

**GENERAL FUND (001)
POLICE DEPARTMENT (200)**

FY16-17 Actuals	FY17-18 Actuals	FY18-19 Adopted	Account	PERSONNEL SERVICES	FTE	FY19-20 PROPOSED	FY19-20 APPROVED	FY19-20 ADOPTED
69,547	71,475	72,500	511100	POLICE CHIEF SALARY	1.00	74,500	74,500	74,500
59,140	61,807	63,500	511210	POLICE SGT SALARY	1.00	64,600	64,600	64,600
273,932	301,296	307,450	511220	POLICE OFFICER SALARY	6.20	318,000	318,000	318,000
-	-	11,500	511226	POLICE CORPORAL SALARY	0.20	14,500	14,500	14,500
40,931	40,087	41,000	511230	COMMUNICATION SUPER. SALARY	0.82	45,900	45,900	45,900
155,058	157,526	155,000	511240	COMMUNICATION OFFICER SALARY	4.00	164,500	164,500	164,500
20,347	12,856	30,000	511245	P/T COMMUNICATION OFF. SALARY	0.50	30,000	30,000	30,000
-	-	-	511250	P/T POLICE OFFICER SALARY	-	5,000	5,000	5,000
18,051	18,520	25,000	511270	CERTIFICATION PAY	-	24,000	24,000	24,000
-	-	-	511280	LONGEVITY PAY	-	3,500	3,500	3,500
1,874	2,940	4,000	521500	OVERTIME-JUSTICE	-	4,000	4,000	4,000
21,983	22,611	21,000	521510	OVERTIME-COVERAGE	-	24,500	24,500	24,500
-	-	-	521530	OVERTIME-GRANT FUNDS	-	1,500	1,500	1,500
16,020	24,132	23,500	521550	HOLIDAY PAY	-	25,000	25,000	25,000
51,433	54,206	59,500	531010	SOCIAL SECURITY	-	62,500	62,500	62,500
61,795	89,603	126,665	531020	P E R S	-	148,000	148,000	148,000
11,322	20,181	21,670	531210	WORKMEN'S COMP	-	25,000	25,000	25,000
209,609	208,337	219,175	531220	HEALTH INSURANCE	-	226,500	226,500	226,500
-	-	20,000	531225	JAIL STIPEND	-	15,000	15,000	15,000
-	-	46,900	531230	SRO SALARY	-	44,000	44,000	44,000
-	-	500	531231	SRO OVERTIME	-	500	500	500
-	-	1,500	531232	SRO HOLIDAY	-	1,500	1,500	1,500
-	-	4,000	531233	SRO SOCIAL SECURITY	-	1,500	1,500	1,500
-	-	7,000	531234	SRO PERS	-	4,500	4,500	4,500
-	-	1,815	531235	SRO WORKER'S COMP	-	2,100	2,100	2,100
-	-	13,225	531236	SRO HEALTH INSURANCE	-	13,000	13,000	13,000
-	-	-	531237	SRO CERT PAY	-	2,000	2,000	2,000
-	-	-	531238	SRO LONGEVITY PAY	-	500	500	500
1,011,042	1,085,575	1,276,400	PERSONNEL SERVICES Totals:		13.72	1,346,100	1,346,100	1,346,100
MATERIALS & SERVICES								
1,110	958	1,200	612070	GARBAGE DISPOSAL	-	1,200	1,200	1,200
250	422	500	612080	WATER	-	500	500	500
36	39	40	612085	STORMWATER	-	40	40	40
999	2,462	2,500	612090	WASTEWATER	-	2,500	2,500	2,500
7,617	6,721	7,500	612100	ELECTRICITY	-	7,500	7,500	7,500
293	-	-	612250	TELEPHONE	-	-	-	-
1,489	2,521	2,900	612251	PAGER/CELL PHONE	-	2,900	2,900	2,900
-	-	1,000	613300	LEGAL FEES, ADVERTISING	-	1,000	1,000	1,000
-	-	1,000	613410	OTHER LEGAL SERVICES	-	1,000	1,000	1,000
1,513	1,256	1,900	614000	POSTAGE	-	1,900	1,900	1,900
3,636	3,938	4,500	614100	OFFICE SUPPLY	-	4,500	4,500	4,500
117	-	500	614180	PHOTO SUPPLIES	-	500	500	500
-	651	1,150	614220	JANITORIAL SUPPLIES	-	1,150	1,150	1,150
1,596	5,775	5,000	614250	BUILDING MAINT, SUPPLIES	-	5,000	5,000	5,000
3,844	2,391	4,000	614300	OFFICE EQUIP MAINT	-	4,000	4,000	4,000
-	300	4,000	614333	COMPUTER SOFTWARE	-	4,000	4,000	4,000
10,207	4,630	11,000	614335	NETWORK COMMUNICATIONS	-	11,000	11,000	11,000
6,295	6,163	6,000	614350	RADIO OP/MAINT	-	6,000	6,000	6,000
52	195	500	614540	BOOKS & PERIODICALS	-	500	500	500
2,847	2,277	3,000	614560	TRAVEL/SUBSISTENCE	-	3,000	3,000	3,000
2,396	2,961	4,000	614570	TRAINING/CONFERENCES	-	4,000	4,000	4,000
648	167	1,000	614640	EQUIPMENT REIMBURSEMENT	-	1,000	1,000	1,000
2,026	2,724	3,400	614660	AMMUNITION/FIREARMS	-	3,400	3,400	3,400
-	-	-	614665	BODY CAMERAS	-	1,000	1,000	1,000
1,960	1,663	2,000	614670	INVESTIGATION COSTS	-	2,000	2,000	2,000
1,442	1,725	2,000	614680	PHYSICAL EXAMINATIONS	-	2,000	2,000	2,000
4,125	6,739	6,000	614690	UNIFORMS/ EQUIPMENT	-	6,000	6,000	6,000
557	484	1,350	614700	BLACK GEAR & GYM MEMBERSHIPS	-	1,350	1,350	1,350
-	2,306	7,150	614730	K9 GENERAL EXPENSES	-	7,150	7,150	7,150
-	798	6,750	614735	JAIL EXPENSES	-	6,750	6,750	6,750
-	-	5,000	614736	JAIL FOOD	-	5,000	5,000	5,000
258	246	1,500	614740	VOLUNTEER POLICE SUPPLIES	-	1,500	1,500	1,500
809	414	800	614900	OTHER SUPPLIES	-	800	800	800
1,106	1,214	1,200	615590	DUES & FEES	-	1,200	1,200	1,200
5,583	2,188	10,000	615610	MISC GRANT EXPENSES	-	10,000	10,000	10,000
9,799	9,046	9,000	617300	VEHICLE MAINTENANCE	-	10,000	10,000	10,000
12,304	15,397	20,000	617320	VEHICLE FUEL	-	20,000	20,000	20,000
-	7,546	6,000	623500	COMPUTER SERVICES	-	6,000	6,000	6,000
3,688	3,983	4,500	623530	CONTRACTED SERVICES	-	10,000	10,000	10,000
-	-	300	623531	SRO OFFICE SUPPLY	-	300	300	300
-	-	800	623532	SRO TRAVEL/SUBSISTENCE	-	1,000	1,000	1,000
-	-	800	623533	SRO TRAINING/CONFERENCES	-	1,000	1,000	1,000
-	-	100	623534	SRO AMMUNITION/FIREARMS	-	100	100	100
-	-	250	623535	SRO UNIFORMS	-	250	250	250
-	-	300	623536	SRO SUPPLIES	-	300	300	300
-	-	250	623537	SRO VEHICLE MAINTENANCE	-	250	250	250
-	-	1,000	623538	SRO VEHICLE FUEL	-	1,000	1,000	1,000
-	-	-	623539	SRO CELL PHONE	-	750	750	750
88,602	100,304	153,640	TOTAL MATERIALS AND SERVICES		-	162,290	162,290	162,290
CAPITAL OUTLAY								
-	10,273	-	722700	K9 CAPITAL EXPENSES	-	-	-	-
-	10,273	-	CAPITAL OUTLAY Totals:		-	-	-	-

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 18-19 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 19-20 Budget Highlights and Challenges

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

GENERAL FUND (001)
SPECIAL POLICE OPERATIONS (205)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	EXPENSES	FY19-20 PROPOSED	FY19-20 Approved	FY19-20 Adopted
PERSONNEL SERVICES							
21,619	42,825	42,155	511225	SCHOOL RESOURCE OFFICER	-	-	-
-	-	-	511270	CERTIFICATION PAY	-	-	-
881	258	620	521500	OVERTIME - JUSTICE	-	-	-
184	-	1,500	521550	HOLIDAY PAY	-	-	-
1,735	3,296	3,905	531010	FICA TAXES	-	-	-
2,137	4,058	7,100	531020	PERS	-	-	-
15	997	1,130	531210	WORKMAN'S COMP	-	-	-
5,373	10,294	13,155	531220	HEALTH INSURANCE	-	-	-
31,944	61,728	69,565		TOTAL PERSONNEL SERVICES	-	-	-
MATERIALS & SERVICES							
-	216	300	612251	PAGER/CELL PHONE	-	-	-
-	397	300	614100	OFFICE SUPPLIES	-	-	-
-	-	800	614560	TRAVEL/SUBSISTENCE	-	-	-
-	1,030	800	614570	TRANING/CONFERENCE	-	-	-
-	-	100	614660	AMMUNTION/FIREARMS	-	-	-
-	-	250	614690	UNIFORMS/MAINTENANCE	-	-	-
-	159	200	614900	OTHER SUPPLIES	-	-	-
-	-	500	615810	AUTOMOBILE MAINTENANCE	-	-	-
-	-	1,000	617320	VEHICLE FUEL	-	-	-
-	1,802	4,250		TOTAL MATERIALS & SUPPLIES	-	-	-
31,944	63,530	73,815		TOTAL EXPENSES	-	-	-

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 19-20 Year in Review

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

GENERAL FUND (001)
MUNICIPAL JAIL (210)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	EXPENSES	FY19-20 PROPOSED	FY19-20 Approved	FY19-20 Adopted
				MATERIALS & SERVICES			
1,155	10,531	5,000	614760	JAIL EXPENSE	-	-	-
-	1,303	750	614900	OTHER SUPPLIES, COSTS	-	-	-
-	702		614950	JAIL FOOD EXPENSE	-	-	-
1,155	12,536	5,750		TOTAL MATERIALS & SERVICES	-	-	-
				CAPITAL OUTLAY			
2,000	1,355	2,000	722,300	JAIL EQUIPMENT			
2,000	13,891	7,750		TOTAL EXPENSES	-	-	-

City of Reedsport
Fire Department
001-220

PERSONNEL ASSIGNED TO THE FUND

Fire Chief Contracted Service
Administration Officer Contracted Service

Organization and Mission

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

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

FY 18-19 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.

FY 19-20 Budget Highlights and Challenges

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

**GENERAL FUND (001)
FIRE DEPARTMENT (220)**

FY16 ACTUALS	FY17 ACTUALS	FY18 ADOPTED	ACCOUNT	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
EXPENSES						
PERSONNEL SERVICES						
4,650	6,000	6,500	531210 WORKMEN'S COMP	7,500	7,500	7,500
293	263	450	531220 LIFE INSURANCE	500	500	500
4,943	6,263	6,950	TOTAL PERSONNEL SERVICES	8,000	8,000	8,000
MATERIALS & SERVICES						
292	195	400	612070 GARBAGE DISPOSAL	400	400	400
411	405	450	612080 WATER	450	450	450
93	154	80	612085 STORMWATER	80	80	80
908	1,295	750	612090 WASTEWATER	750	750	750
6,694	6,130	8,000	612100 ELECTRICITY	8,000	8,000	8,000
523	508	-	612250 TELEPHONE	-	-	-
-	-	-	612252 CELL PHONE	500	500	500
355	233	500	614100 OFFICE SUPPLY	500	500	500
3,821	5,462	5,000	614250 BUILDING MAINT, SUPPLIES	9,000	9,000	9,000
499	1,179	750	614330 COMPUTER OPERATION	750	750	750
2,532	2,708	2,800	614335 NETWORK COMMUNICATIONS	2,800	2,800	2,800
2,116	2,595	3,250	614350 RADIO OP/MAINT	3,250	3,250	3,250
2,597	1,939	1,700	614380 MISC. EQUIP MAINT	2,000	2,000	2,000
1,137	2,149	1,000	614550 FIREMAN TRAINING	1,250	1,250	1,250
48	68	800	614560 TRAVEL/SUBSISTENCE	800	800	800
415	-	900	614570 FIRE CHIEF TRAIN/CONF	900	900	900
4,245	1,317	1,400	614900 OTHER SUPPLIES	1,500	1,500	1,500
8,406	4,021	6,000	614960 PROTECTIVE CLOTHING	8,000	8,000	8,000
1,007	2,693	5,000	614965 FIRE HOSE	5,000	5,000	5,000
-	-	200	614980 HAZ MAT COSTS	200	200	200
3,227	6,316	6,500	614990 SCBA BOTTLE REPLACE	16,000	16,000	16,000
583	573	600	615590 DUES & FEES	600	600	600
1,985	5,606	10,000	617300 VEHICLE OPERATION	10,000	10,000	10,000
2,397	3,420	4,500	617320 AUTOMOBILE FUEL	4,500	4,500	4,500
575	178	600	623500 EMERGENCY MANAGEMENT	650	650	650
-	-	5,000	623510 CERT PROGRAM EXPENSES	-	-	-
-	-	-	623511 CERT VEHICLE MAINTENANCE	-	-	-
-	-	-	623512 CERT VEHICLE FUEL	-	-	-
18,737	19,065	20,000	623530 CONTRACTED SERVICES	20,000	20,000	20,000
30,561	31,481	33,000	624000 VOLUNTEER FIREFIGHTERS	34,000	34,000	34,000
94,165	99,691	119,180	TOTAL MATERIALS & SERVICES	131,880	131,880	131,880
-	-	-	712505 JORDAN COVE GRANT	2,000	2,000	2,000
99,108	105,954	126,130	TOTAL EXPENSES	141,880	141,880	141,880

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 18-19 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.

FY 19-20 Budget Highlights and Challenges

It is likely that the trend for issuing new home permits will continue in the new fiscal year, as the Department staff has had multiple conversations with clients purchasing undeveloped residential lands in the spring of 2019 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.

GENERAL FUND (001) BUILDING INSPECTION (230)

FY16 ACTUALS	FY17 ACTUALS	FY18 ADOPTED	EXPENSES	FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
PERSONNEL SERVICES							
2,346	5,026	-	511100 PLANNING/FINANCE DIRECTOR	-	-		
0	0	3,400	511150 COURT CLERK/PLANNING SECRETARY	0.10	3,700	3,700	3,700
0	0	1,700	511170 UB CLERK/FINANCE ASSIST	0.05	2,000	2,000	2,000
1,741	6,216	1,600	511180 AP/AR/PAYROLL	0.05	1,800	1,800	1,800
307	854	600	531010 SOCIAL SECURITY	-	600	600	600
208	1,351	1,200	531020 P E R S	-	1,000	1,000	1,000
12	47	50	531210 WORKMEN'S COMP	-	50	50	50
1,110	2,426	3,000	531220 HEALTH INSURANCE	-	3,000	3,000	3,000
5,723	15,921	11,550	TOTAL PERSONNEL SERVICES	0.20	12,150	12,150	12,150
MATERIALS & SERVICES							
1,099	1,033	1,100	613510 STATE ASSESS, ELECT. PERMIT	-	1,500	1,500	1,500
2,088	5,191	2,900	613520 STATE ASSESS, BLDG PERMIT	-	3,200	3,200	3,200
-	-	500	615000 NUISANCE ABATEMENT	-	500	500	500
4,651	16,905	4,500	623440 PLAN CHECK FEES	-	8,500	8,500	8,500
7,347	22,287	7,500	623450 BUILDING INSPECTION	-	16,000	16,000	16,000
4,263	5,952	4,000	623460 MECHANICAL INSPECTION	-	6,000	6,000	6,000
2,555	4,050	2,500	623470 PLUMBING INSPECTION	-	2,700	2,700	2,700
-	-	-	623480 EXCAVATION INSPECTION	-	-	-	-
6,946	8,236	7,000	623490 ELECTRICAL INSPECTION	-	1,000	1,000	1,000
-	-	300	623499 BUILD/ELEC PERMIT FINES	-	300	300	300
-	-	-	623580 REIMBURSED ENGINEERING SERVICE	-	-	-	-
-	-	5,000	623590 CONTRACTED SERVICES	-	5,000	5,000	5,000
28,949	63,654	35,300	TOTAL MATERIALS & SERVICES	-	44,700	44,700	44,700
34,672	79,575	46,850	TOTAL EXPENDITURES	0.20	56,850	56,850	56,850

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 19-20 Budget Highlights and Challenges

Please review Fund 035.

GENERAL FUND (001)
ANIMAL SHELTER (240)

FY16 ACTUALS	FY17 ACTUALS	FY18 ADOPTED	ACCOUNT	Expenses	FTE	FY19-20 Proposed	FY19-20 Approved	FY19-20 Adopted
MATERIALS & SERVICES								
192	192	-	612080	WATER		-	-	-
36	36	-	612085	STORMWATER		-	-	-
304	268	-	612090	WASTEWATER		-	-	-
1,146	1,353	-	612100	ELECTRICITY		-	-	-
202	204	-	612251	CELL PHONE		-	-	-
182	606	-	614780	DOG FOOD		-	-	-
709	278	-	614900	OTHER SUPPLIES		-	-	-
221	1,213	-	623430	VETERINARY SERVICES		-	-	-
2,992	4,150	-	TOTAL MATERIALS & SERVICES			-	-	-
INTER-FUND TRANSFERS								
-	-	20,650	922000	FUND 035 TRANSFER		6,190	-	-
-	-	20,650	TOTALS INTERFUND TRANSFERS			6,190	-	-
3,189	4,150	20,650	TOTAL EXPENDITURES			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 18-19 Year in Review

- The Custodian/Park Maintenance staff performed trash, cleaning and light maintenance at all City buildings as well as all parks. Also assists with maintenance projects as time allows.
- Ongoing mowing and maintenance of City landscape areas as well as City park sites.
- City street weed control and maintenance.
- City Mechanic successfully completed 175 vehicle work orders ranging from simple to complex for the aging City fleet of vehicles.
- City staff also performed ADA curb installations at 12th and Ivy as well as assisted with sidewalk construction on Water Avenue. Staff performed spot paving in multiple areas of the City thus repairing numerous spalled and potholed areas. Further, City contractors also completed paving of 1/2 of Frontage Road, Fire Department entry driveway, Highland/Gardens water line trench paving which was nearly one mile, 12th and Ivy intersection, 4th street overlay in the downtown area and the alleyway behind the Sugar Shack.
- Construction of the new Rainbow Plaza Launch Ramp facility via ODFW funding.
- Constructon and assistance with the construction of the new fish cleaning station structure and improvements on Water Avenue.
- Multiple broken or faded signs have been replaced within the City.

City of Reedsport
Public Services Division
001-410

- Staff and ODOT crews repainted multiple City streets, faded stop bars, lane dividers and curbs.
- Continued levee mowing/maintenance and City dock maintenance.
- Installation of safety harness devices on roofs of City buildings as well as upgrades of safety equipment and procedures for public works staff.

FY 19-20 Budget Highlights and Challenges
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- The Custodian/Park Maintenance staff will continue to performed trash, cleaning and light maintenance at all City buildings as well as all parks as well as assistance with maintenance projects if time allows.
- Staff will perform mowing and maintenance of City landscape areas as well as City park sites as well as City street weed control and maintenance.
- City Mechanic will continue to assess, repair and resolve vehicle issues on the aging City fleet.
- A combination of City staff and contracted services will perform spot and roadway paving throughout the City. Further, SCA grant was awarded for Winchester Avenue paving. This paving will be coupled with the raising of several roadway areas to comply with FEMA levee certification height requirements.
- Continued evaluation/maintenance and support of all City owned buildings.
- Signage repair/replacement and installations as required.
- Staff and ODOT crews repainted multiple City streets, faded stop bars, lane dividers and curbs.
- Continued levee maintenance and City dock maintenance.
- Continued safety equipment and procedure evaluation and improvements for public works staff.
- Daily addressment of work orders for City buildings and right-of-ways.

**GENERAL FUND (001)
PUBLIC SERVICES (410)**

FY17 Actuals	FY18 Actuals	FY19 Adopted	Account	Expenses	FTE	FY20 Proposed	FY20 Approved	FY20 Adopted
PERSONNEL SERVICES								
14,611	14,711	15,000	511390	MAINTENANCE LEAD, SALARY	0.40	15,500	15,500	15,500
4,918	5,161	5,300	511410	PW DIRECTOR SALARY	0.08	5,500	5,500	5,500
14,657	18,619	15,800	511420	MECHANIC SALARY	0.31	16,300	16,300	16,300
5,200	5,236	5,400	511440	MAINT. WORKER/DOCKS	0.10	5,600	5,600	5,600
7,331	8,254	8,500	511450	MAINT. WORKER SALARY	0.22	10,000	10,000	10,000
20,183	20,861	22,700	511460	CUSTODIAN, SALARY	0.62	25,800	25,800	25,800
5,113	5,644	5,800	531010	SOCIAL SECURITY	-	6,000	6,000	6,000
4,326	7,208	12,700	531020	P E R S	-	10,500	10,500	10,500
2,719	4,405	4,600	531210	WORKER COMP INS.	-	6,500	6,500	6,500
21,852	22,505	23,200	531220	HEALTH INSURANCE	-	23,000	23,000	23,000
100,911	112,606	119,000	TOTAL PERSONNEL SERVICES		1.73	124,700	124,700	124,700
MATERIALS & SERVICES								
1,203	2,243	3,500	612050	DOCKS UTILITIES		4,000	4,000	4,000
717	924	1,200	612070	GARBAGE DISPOSAL		1,500	1,500	1,500
854	930	1,100	612080	WATER		1,100	1,100	1,100
90	118	110	612085	STORMWATER		110	110	110
1,066	1,393	1,350	612090	WASTEWATER		1,350	1,350	1,350
2,365	2,027	2,400	612100	ELECTRICITY		2,400	2,400	2,400
730	547	750	612251	CELL PHONE		750	750	750
4,952	3,475	6,500	614220	JANITORIAL SUPPLIES		6,500	6,500	6,500
3,281	4,317	5,000	614250	BUILDING MAINT. SUPPLIES		5,000	5,000	5,000
1,255	1,218	1,300	614335	NETWORK COMMUNICATION		1,450	1,450	1,450
162	339	100	614380	MISC. EQUIP MAINT		100	100	100
2,639	3,577	6,000	614410	DOCKS & BOARDWALKS		6,000	6,000	6,000
178	-	500	614510	RAINBOW PLAZA CAMP EXPENSES		500	500	500
10	238	100	614560	TRAVEL/SUBSISTENCE		100	100	100
160	160	200	614570	TRAINING/CONFERENCES		200	200	200
115	-	1,000	614590	CITY BEAUTIFICATION		1,000	1,000	1,000
4,800	6,775	6,500	614640	PARK MAINTENANCE		6,500	6,500	6,500
734	1,004	1,000	614685	SAFETY		1,000	1,000	1,000
794	148	1,000	614900	OTHER SUPPLIES		1,000	1,000	1,000
693	1,704	1,200	615650	CITY SHOP SUPPLIES/MATERIALS		1,500	1,500	1,500
860	2,644	1,500	617300	VEHICLE OPERATION		2,000	2,000	2,000
2,215	3,024	4,500	617320	AUTOMOBILE FUEL		4,500	4,500	4,500
-	-	1,000	623530	CONTRACTED SERVICES		1,000	1,000	1,000
29,872	36,805	47,810	TOTAL MATERIALS & SERVICES			49,560	49,560	49,560
130,783	149,411	166,810	TOTAL EXPENDITURES		1.73	174,260	174,260	174,260

GENERAL FUND (001) **LIBRARY (430)**

FY17 Actuals	FY18 Actuals	FY19 Adopted	Account	Expenses	FTE	FY20 Proposed	FY20 Approved	FY20 Adopted
MATERIALS & SUPPLIES								
205			612070	GARBAGE DISPOSAL		-	-	-
248			610280	WATER				
36			612085	STORMWATER				
312			612090	WASTEWATER				
6,102			612100	ELECTRICITY				
1,258			612250	TELEPHONE				
861			614220	JANITORIAL SUPPLIES				
1,805			614250	BUILDING MAINT, SUPPLIES				
5			614300	OFFICE EQUIP/MAINT				
6,192			615610	GRANT EXPENSES				
17,024	-	-		TOTAL MATERIALS & SUPPLIES		-	-	-
17,024	-	-		TOTAL EXPENSES		-	-	-

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 18-19 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.

FY 19-20 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. The City continues to provide essential services to the center and build reserves for large maintenance projects and equipment replacement in the future.

GENERAL FUND (001)
SENIOR CENTER (440)

FY17 Actuals	FY18 Actuals	FY19 Adopted	Account	Expenses	FTE	FY20 Proposed	FY20 Approved	FY20 Adopted
MATERIALS & SUPPLIES								
1,204	1,034	1,250	612070	GARBAGE DISPOSAL		1,250	1,250	1,250
224	272	300	610280	WATER		300	300	300
36	39	50	612085	STORMWATER		50	50	50
771	1,096	1,300	612090	WASTEWATER		1,300	1,300	1,300
14,046	12,725	14,000	612100	ELECTRICITY		14,000	14,000	14,000
50	475	400	614200	REFUND OF SR CTR USE FUND		400	400	400
974	688	800	614220	JANITORIAL SUPPLIES		800	800	800
2,418	1,246	2,500	614250	BUILDING MAINT, SUPPLIES		2,500	2,500	2,500
39	42	75	614300	OFFICE EQUIP/MAINT		75	75	75
19,762	17,617	20,675		TOTAL MATERIALS & SUPPLIES		20,675	20,675	20,675
19,762	17,617	20,675		TOTAL EXPENSES		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.

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

FY17 Actuals	FY18 Actuals	FY19 Adopted	Account	Expenses	FTE	FY20 Proposed	FY20 Approved	FY20 Adopted
MATERIALS & SUPPLIES								
1,204	1,034	1,250	612070	GARBAGE DISPOSAL				
224	272	300	610280	WATER				
36	39	50	612085	STORMWATER				
771	1,096	1,300	612090	WASTEWATER				
14,046	12,725	14,000	612100	ELECTRICITY				
50	475	400	614200	REFUND OF SR CTR USE FUND				
974	688	800	614220	JANITORIAL SUPPLIES				
2,418	1,246	2,500	614250	BUILDING MAINT, SUPPLIES				
39	42	75	614300	OFFICE EQUIP/MAINT				
19,762	17,617	20,675		TOTAL MATERIALS & SUPPLIES		-	-	-
19,762	17,617	20,675		TOTAL EXPENSES		-	-	-

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 18-19 Year in Review

- Ongoing Street sweeping and mowing, and weed control.
- Multiple asphalt patching and repairs throughout City, including contracted paving 1/2 of Frontage Road, Fire Station #1 driveway, 4th street overlay, alleyway behind Sugar Shack, Highland/Gardens waterline trench paving and 12th/Ivy intersection for drainage improvements.
- Multiple ADA curbs and sidewalk improvements as well as assisted with sidewalk installations along Water Avenue.
- Coordination with ODOT construction forces with regard to HWY 38 and 101 improvement contract.

FY 19-20 Budget Highlights and Challenges

- Continue to develop and maintain a transportation system that enhances Reedsport's livability by creating a balanced, safe, and efficient transportation system, which is assessable to all members of the community.
- Performing ongoing Street sweeping and mowing, and weed control.
- Multiple asphalt patching and repairs throughout City, including Water Avenue and repairs along Riverfront Way.
- Contracted paving will perform paving to complete Frontage Road, pave a section of 22nd street on north side of HWY 101 as well as Winchester Avenue via the currently awarded SCA grant.

City of Reedsport
Streets Division Fund
002

- Install multiple ADA curbs and sidewalk improvements along 22nd street and crosswalk areas.
- Develop a yearly paving and service "on-call" contract which will shorten timeframes and increase efficiency and secure fixed pricing paving contracts.

STREET FUND (002)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
74,037	151,530	125,000	411100 BEGINNING FUND BALANCE		350,000	350,000	350,000
54,935	55,860	50,000	413100 P.U.D. FRANCHISE		48,000	48,000	48,000
2,615	2,661	2,200	413200 TELEPHONE FRANCHISE		2,600	2,600	2,600
945	1,842	2,000	415100 INTEREST		7,500	7,500	7,500
-	-	50	415650 SALARY REIMBURSEMENTS		50	50	50
342	656	200	415660 INSURANCE REIMBURSEMENTS		400	400	400
2,581	540	100	415900 MISCELLANEOUS		100	100	100
-	-	100,000	417000 SCA GRANT		100,000	100,000	100,000
-	-	325,000	418000 TRANSFER IN: FUND 026 CLOSEOUT		-	-	-
267,492	265,281	240,000	421300 GAS TAX REFUND		300,000	300,000	300,000
49,405	57,826	45,000	421400 LOCAL GAS TAX		48,000	48,000	48,000
378,313	384,665	764,550	413111 TOTAL REVENUES		506,650	506,650	506,650
452,350	536,195	889,550	413113 TOTAL RESOURCES		856,650	856,650	856,650
PERSONNEL SERVICES							
7,429	17,794	7,700	511390 MAINTENANCE LEAD, SALARY	0.15	7,900	7,900	7,900
6,148	6,452	6,700	511410 PW DIRECTOR SALARY	0.10	6,900	6,900	6,900
10,750	7,037	11,200	511420 MECHANIC, SALARY	0.22	11,600	11,600	11,600
9,819	-	11,600	511450 MAINT. WORKER SALARY	0.30	12,500	12,500	12,500
-	-	1,000	521500 OVERTIME	-	1,000	1,000	1,000
2,605	2,309	3,400	531010 FICA TAXES	-	3,400	3,400	3,400
2,516	2,815	7,100	531020 P E R S	-	5,500	5,500	5,500
1,258	2,526	3,000	531210 WORKMEN'S COMP	-	4,000	4,000	4,000
10,027	9,068	12,800	531220 HEALTH INSURANCE	-	11,000	11,000	11,000
50,552	48,001	64,500	PERSONNEL SERVICES Totals:	0.77	63,800	63,800	63,800
MATERIALS & SERVICES							
89,037	78,210	85,750	612060 ELECTRICITY-ST. LIGHTS		140,000	140,000	140,000
24	-	100	612070 GARBAGE DISPOSAL		100	100	100
75	72	100	612080 WATER		100	100	100
14	11	30	612085 STORMWATER		30	30	30
87	80	150	612090 WASTEWATER		150	150	150
3,784	3,943	5,000	612100 ELECTRICITY		5,500	5,500	5,500
722	392	650	612251 PAGER/CELL PHONE		100	100	100
61	47	100	614000 POSTAGE		100	100	100
87	376	100	614100 OFFICE SUPPLY		100	100	100
153	156	400	614300 OFFICE EQUIP/MAINT		400	400	400
534	700	1,000	614330 COMPUTER OPERATION		1,000	1,000	1,000
630	443	900	614335 NETWORK COMMUNICATIONS		650	650	650
4,273	4,868	6,500	614390 BONDS AND INSURANCE		5,500	5,500	5,500
-	135	200	614560 TRAVEL/SUBSISTENCE		200	200	200
-	224	200	614570 TRAINING/CONFERENCES		200	200	200
1,141	297	250	614685 PROTECTIVE GEAR		250	250	250
-	314	750	614690 REQ'D PHYSICALS & EXAMS		750	750	750
509	3,499	6,500	614810 TRAFFIC PAINTING		6,500	6,500	6,500
2,792	4,668	6,000	614820 ST MAINT MATERIALS		12,000	12,000	12,000
4,666	2,455	10,000	614830 TRAFFIC SIGNS		7,500	7,500	7,500
622	53	500	614900 OTHER SUPPLIES		-	-	-
625	1,586	-	614950 MISC. TOOLS AND SUPPLIES		2,000	2,000	2,000
192	335	400	615590 DUES & FEES		400	400	400
752	1,657	1,500	615650 CITY SHOP SUPPLIES/MATERIALS		1,600	1,600	1,600
-	-	500	617150 EQUIPMENT RENTAL		1,500	1,500	1,500
3,636	3,331	5,000	617300 VEHICLE MAINTENANCE		5,000	5,000	5,000
1,741	2,575	2,750	617320 VEHICLE FUEL		2,750	2,750	2,750

STREET FUND (002)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
5,613	4,728	6,000	617370 HEAVY EQUIP MAINT		9,000	9,000	9,000
495	504	800	621400 AUDIT FEES		1,000	1,000	1,000
-	-	2,000	623580 CONTRACT ENGINEERING SERVICES		2,000	2,000	2,000
122,265	115,659	144,130	MATERIALS & SERVICES Totals:		206,380	206,380	206,380
CAPITAL OUTLAY							
7,851	12,250	375,200	744370 STREET IMPROVEMENTS		320,970	320,970	320,970
-	-	15,000	744400 SHOP RESERVE		15,000	15,000	15,000
-	-	125,000	744500 EQUIPMENT/MACHINERY		75,000	75,000	75,000
-	-	40,000	744700 HWY 38 LIGHTING & LANDSCAPING		36,000	36,000	36,000
7,851	12,250	555,200	CAPITAL OUTLAY Totals:		446,970	446,970	446,970
INTER-FUND TRANSFERS							
11,250	11,250	11,250	921000 TRANSFER OUT: FUND 001 ADMIN		11,250	11,250	11,250
1,250	1,250	1,250	921500 TRANS OUT: FUND 001 EDUCATION		1,250	1,250	1,250
5,000	5,000	-	923010 TRANS OUT: FUND 026 EQUIP/MACH		-	-	-
6,150	2,500	-	923040 TRANSFER OUT: FUND 026 SHOP		-	-	-
87,000	87,000	-	924230 TRANSFER OUT: FUND 026 CAPITAL		-	-	-
10,000	10,000	10,000	924240 TRANSFER OUT: FUND 005 STORM		10,000	10,000	10,000
-	103,650	88,220	924255 TRANSFER OUT: FUND 005 LEVEE		90,000	90,000	90,000
120,650	220,650	110,720	INTER-FUND TRANSFERS Totals:		112,500	112,500	112,500
CONTINGENCY							
-	-	15,000	941000 CONTINGENCY		15,000	15,000	15,000
-	-	15,000	TOTAL CONTINGENCY		15,000	15,000	15,000
RESERVE ACCOUNT							
-	-	-	946000 PERS RESERVE		12,000	12,000	12,000
-	-	-	RESERVE ACCOUNT Totals:		12,000	12,000	12,000
301,318	396,560	889,550	TOTAL FUND EXPENDITURES		856,650	856,650	856,650
452,350	536,195	889,550	TOTAL FUND REVENUES		856,650	856,650	856,650
151,032	139,635	-	REVENUES > (<)> EXPENSES		-	-	-

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 18-19 Year in Review

- Performed yearly scheduled flushing of the water system and exercising of the water valves in Winchester Bay, Gardiner and Reedsport. It should be noted that there was an incident of "turnover" in the lake that caused some flavor issues with the water in the early spring of 2018. As a result, it was required to perform flushing of multiple hydrants over a monthlong cycle to

City of Reedsport Water Utility Division Fund 003

clear the issue. As the matter was verified as only aesthetic in nature, there was no health risk to the public.

- SCADA (Supervisory Control And Data Acquisition) systems were installed at water plant to comply with state reporting and optimal control of system. City staff can now monitor and control system from remote computer and Ipad off hours and during day reducing trips to water plant.
- Installation of second phase of MXU radio reading devices on metered services in Reedsport. It has been noted that the meter reading time needed by staff is taking less time and is more efficient due to the new meters and MXU devices.
- Water meter reading and support for monthly billing and usage issues.
- Multiple water system shut off valve replacements throughout the City which will continue.
- Numerous water line breaks and repairs after hours were performed in Reedsport and Winchester Bay.
- Hydrant added to system • Design process started for installation of 600 LF of water line in Winchester Bay. If design and permit approval occurs, materials will be purchased and work may be started prior to June 30, 2019.

FY 19-20 Budget Highlights and Challenges
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- Completion of 600 LF of water line replacement in Winchester Bay.
- Installation of third 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
- New meter installations as requested.
- Ongoing repair of water line breaks as they occur.
- Re-construction of raw water pump structure at water plant.
- Considering the difficulty and invasiveness of a large amount of utility verifications, a ground penetrating radar system is needed to increase efficiency rather than frequently rent services from other Cities.

WATER UTILITY FUND (003)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
151,616	95,933	100,000	411100 BEGINNING FUND BALANCE		925,000	925,000	925,000
REVENUES							
997	1,889	5,000	415100 INTEREST		15,000	15,000	15,000
2,759	2,832	2,200	415150 OTHER INTEREST		2,200	2,200	2,200
-	-	100	415650 SALARY REIMBURSEMENTS		50	50	50
1,636	1,459	950	415660 INSURANCE REIMBURSEMENTS		1,000	1,000	1,000
5,454	9,861	6,000	415750 WATER TAP FEES		6,000	6,000	6,000
1	-	50	415800 S O S DONATIONS		-	-	-
392	11,836	1,000	415900 MISCELLANEOUS		1,000	1,000	1,000
-	-	58,700	417000 SHSP GRANT		-	-	-
-	6,256	-	417060 TRANSFER IN: FUND 010 CLOSEOUT		-	-	-
-	-	750,000	417080 TRANSFER IN: FUND 029		-	-	-
-	-	-	417085 TRANSFER IN: FUND 016 LOAN		37,800	37,800	37,800
598,996	592,925	595,000	417100 REEDSPORT WATER FEES		600,000	600,000	600,000
34,535	33,875	29,500	417200 GARDINER WATER FEES		32,500	32,500	32,500
136,114	140,076	136,000	417300 WINCHESTER BAY WATER FEES		136,000	136,000	136,000
780,884	801,008	1,584,500	TOTAL REVENUES		831,550	831,550	831,550
932,500	896,941	1,634,500	TOTAL RESOURCES		1,756,550	1,756,550	1,756,550
PERSONNEL SERVICES							
4,757	4,889	-	511085 ADMIN ASSIST.SALARY		-	-	-
4,692	5,133	5,200	511100 FINANCE DIRECTOR	0.10	6,200	6,200	6,200
296	2,738	6,400	511170 AP/AR/PAYROLL	0.20	8,700	8,700	8,700
16,171	12,349	11,700	511180 UB CLERK/FINANCE ASSIST	0.35	11,000	11,000	11,000
-	3,085	3,400	511190 COURT CLERK/PLANNING SEC.	0.10	3,700	3,700	3,700
7,429	7,480	7,700	511390 MAINTENANCE LEAD, SALARY	0.15	7,900	7,900	7,900
21,518	22,581	23,000	511410 PW DIRECTOR SALARY	0.35	23,800	23,800	23,800
10,960	11,067	11,200	511420 MECHANIC, SALARY	0.22	11,600	11,600	11,600
49,819	50,208	50,900	511430 WATER LEAD WORKER SALARY	1.00	52,400	52,400	52,400
42,829	43,650	44,100	511440 WATER UTILITY OPERATOR	1.00	45,000	45,000	45,000
4,255	4,312	4,600	511450 MAINT. WORKER SALARY	0.12	5,000	5,000	5,000
1,049	-	-	511460 TEMP. WATER WORKER	-	-	-	-
34,169	35,817	38,400	511470 WATER WORKER SALARY	1.00	39,200	39,200	39,200
11,078	9,974	10,000	521500 OVERTIME	-	11,000	11,000	11,000
8	4,079	-	521600 COMPENSATED ABSENCES	-	-	-	-
15,936	16,260	17,800	531010 FICA TAXES	-	18,000	18,000	18,000
15,746	21,987	36,800	531020 P E R S	-	35,000	35,000	35,000
5,647	7,614	15,500	531210 WORKMEN'S COMP	-	13,000	13,000	13,000
59,508	59,722	65,400	531220 HEALTH INSURANCE	-	64,000	64,000	64,000
305,867	322,947	352,100	PERSONNEL SERVICES Totals:	4.59	355,500	355,500	355,500
MATERIALS & SERVICES							
-	-	200	612070 GARBAGE		200	200	200
59	72	100	612080 WATER		100	100	100
11	12	50	612085 STORMWATER		50	50	50
70	80	100	612090 WASTEWATER		100	100	100
49,825	47,125	60,000	612100 ELECTRICITY		60,000	60,000	60,000
1,686	1,415	1,600	612251 PAGER/CELL PHONE		2,000	2,000	2,000
-	-	1,000	613300 LEGAL ADVERTISING		1,000	1,000	1,000
-	231	5,000	613410 OTHER LEGAL SERV, LITIGAT		5,000	5,000	5,000
6,792	3,759	6,750	614000 POSTAGE		6,750	6,750	6,750
2,193	3,209	2,500	614100 OFFICE SUPPLY		2,500	2,500	2,500
229	388	1,000	614250 BUILDING MAINT, SUPPLIES		1,000	1,000	1,000
2,345	2,337	2,300	614300 OFFICE EQUIP MAINT		2,300	2,300	2,300
4,848	6,456	9,000	614330 COMPUTER OPERATION		9,000	9,000	9,000
2,894	2,663	6,000	614335 NETWORK COMMUNICATIONS		6,000	6,000	6,000
18,537	18,409	22,000	614390 BONDS AND INSURANCE		22,000	22,000	22,000
113	1,021	500	614560 TRAVEL/SUBSISTENCE		500	500	500
1,482	1,141	2,500	614570 TRAINING/CONFERENCES		2,500	2,500	2,500
1,483	129	300	614685 PROTECTIVE GEAR		500	500	500
-	364	1,000	614690 REQ'D PHYSICALS & EXAMS		1,000	1,000	1,000
2,750	10,700	10,000	614810 WATER PLANT MAINTENANCE		17,500	17,500	17,500

WATER UTILITY FUND (003)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
20,032	14,264	20,000	614860 WATER TESTING, LAB. SUPPL		20,000	20,000	20,000
55,017	30,875	30,000	614870 CHEMICALS		6,000	6,000	6,000
6,579	12,376	15,000	614890 WATER TAP MATERIALS		15,000	15,000	15,000
225	132	1,000	614900 OTHER SUPPLIES		-	-	-
-	-	50	614920 S O S DONATION TO LUMA		-	-	-
2,146	1,960	2,250	614950 MISC. TOOLS AND SUPPLIES		3,250	3,250	3,250
1,347	1,506	1,800	614980 FIRE PROTECTION		1,800	1,800	1,800
7,756	10,907	12,000	615310 BANK FEES		14,000	14,000	14,000
6,202	1,623	2,200	615590 DUES & FEES		2,200	2,200	2,200
545	153	1,500	615595 LICENSES & PERMITS		1,500	1,500	1,500
611	1,818	1,500	615650 CITY SHOPS SUPPLIES/MATERIALS		2,000	2,000	2,000
-	-	1,000	617150 EQUIPMENT RENTAL		1,000	1,000	1,000
4,180	5,409	5,000	617300 VEHICLE MAINTENANCE		5,000	5,000	5,000
5,677	6,682	8,000	617320 AUTOMOBILE FUEL		8,000	8,000	8,000
1,782	3,442	5,000	617370 HEAVY EQUIP MAINT		6,000	6,000	6,000
3,300	3,360	4,500	621400 AUDIT FEES		5,000	5,000	5,000
1,856	-	5,000	623530 CONTRACTED SERVICES		5,000	5,000	5,000
-	-	-	623580 CONTRACT ENGINEERING SERVICE		-	-	-
-	13,161	-	630000 ASSET DISPOSAL		-	-	-
233,610	234,457	292,700	TOTAL MATERIALS & SERVICES		280,750	280,750	280,750
CAPITAL OUTLAY							
-	-	15,000	746000 SHOP RESERVE		15,000	15,000	15,000
-	-	50,000	746100 MACHINERY/EQUIPMENT		75,000	75,000	75,000
-	-	652,950	746200 WATER PLANT IMPROVEMENTS		175,000	175,000	175,000
-	-	250,100	746450 WATER SYSTEM IMPROVEMENTS		250,000	250,000	250,000
-	-	10,500	746500 METER UPGRADES		10,500	10,500	10,500
-	-	978,550	CAPITAL OUTLAY Totals:		525,500	525,500	525,500
INTER-FUND TRANSFERS							
41,900	41,900	41,900	921000 TRANSFER OUT: FUND 001 ADMIN		41,900	41,900	41,900
3,000	3,000	3,000	921100 TRANSFR OUT: FUND 001 DISPATCH		3,000	3,000	3,000
1,250	1,250	1,250	921500 TRANS OUT: FUND 001 EDUCATION		1,250	1,250	1,250
-	5,000	-	922000 TRANSFER OUT: FUND 025 BOAT		-	-	-
-	-	-	922500 TRANSFER OUT: LOAN TO FUND 016		500,000	500,000	500,000
170,000	170,000	-	923000 TRANSFER OUT: FUND 029 IMPROVE		-	-	-
6,150	2,500	-	923040 TRANSFER OUT: FUND 029 SHOP		-	-	-
-	-	-	924000 TRANSFER OUT: FUND 010 DEBT		-	-	-
-	-	-	926500 TRANSFER OUT: FUND 011 DEBT		-	-	-
222,300	223,650	46,150	TOTAL INTER-FUND TRANSFERS		546,150	546,150	546,150
CONTINGENCY							
-	-	15,000	941000 CONTINGENCY		15,000	15,000	15,000
-	-	15,000	TOTAL CONTINGENCY		15,000	15,000	15,000
RESERVE ACCOUNT							
-	-	-	946000 PERS RESERVE		33,650	33,650	33,650
-	-	-	TOTAL RESERVES		33,650	33,650	33,650
761,777	781,054	1,684,500	TOTAL FUND EXPENSES		1,756,550	1,756,550	1,756,550
932,500	896,941	1,684,500	TOTAL FUND REVENUES		1,756,550	1,756,550	1,756,550
170,723	115,887	-	REVENUES > (<) EXPENSES		-	-	-

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 18-19 Year in Review

- Cleaned 6.7 miles of sewer main lines.
- Hauled and land applied approximately 335,000 gallons of bio-solids.
- Performed video inspection and recording of over 1.8 miles of sewer main lines.
- 1,982 lineal feet of sewer line and was relined.
- 8 manholes have been refurbished and re-grouted to eliminate infiltration of groundwater.
- Replaced the SCADA (Supervisory Control And Data Acquisition) computer due to operational failures.
- Purchased a bypass pumping system to aid sewer cleaning and repair work. This avoids expensive rental of equipment.
- Design of UV system conversion from chlorine gas effluent disinfection underway. Construction expected to commence during 19-20 FY.
- 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.

FY 19-20 Budget Highlights and Challenges
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- Continued cleaning of sewer main lines.
- Yearly requirement to haul and land apply bio-solids from sewer plant.
- Continued video inspection and recording of sewer main lines.
- Relining of multiple compromised sewer line sections.
- Manhole inspection and refurbishment to eliminate infiltration of groundwater.
- Construction of UV disinfection system to replace the aging and expensive chlorine gas disinfection system. The SCADA system will be upgraded as a result of this plant upgrade which will add additional functionality to the plant from remote locations.
- Sewer line replacement from levee gate 7 to rear driveway to Ace Hardware on Winchester prior to the roadway re-paving.
- Work and refurbishing pumps and pump motors.
- 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.

WASTEWATER UTILITY FUND (004)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account		FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
RESOURCES								
313,786	341,079	290,000	411100	BEGINNING FUND BALANCE	-	3,000,000	3,000,000	3,000,000
REVENUES								
2,576	4,462	9,000	415100	INTEREST		20,000	20,000	20,000
3,939	4,680	3,000	415150	OTHER INTEREST		4,500	4,500	4,500
1,590	1,426	1,000	415660	INSURANCE REIMBURSEMENTS		1,500	1,500	1,500
1,327	8,462	500	415900	MISCELLANEOUS		500	500	500
6,753	6,881	5,000	415930	RV DUMP FEES		6,000	6,000	6,000
-	-	824,500	418055	TRANSFER IN: FUND 012 CLOSEOUT		-	-	-
-	-	103,200	418060	TRANSFER IN: FUND 013 CLOSEOUT		-	-	-
-	-	99,375	418065	TRANSFER IN: FUND 016 LOAN		75,700	75,700	75,700
-	-	-	418070	TRANSFER IN: FUND 021 SDCS		-	-	-
-	-	2,000,000	418080	TRANSFER IN: FUND 024 CLOSEOUT		-	-	-
1,688,899	1,692,283	1,686,000	418100	REEDSPORT WASTEWATER FEES		1,690,000	1,690,000	1,690,000
134,313	129,106	125,000	418200	GARDINER WASTEWATER FEES		132,000	132,000	132,000
-	56,605	45,000	418300	DOUGLAS COUNTY LEACHATE		47,000	47,000	47,000
3,540	-	500	418400	SEPTAGE FEES		500	500	500
1,842,938	1,903,905	4,902,075		TOTAL REVENUES		1,977,700	1,977,700	1,977,700
2,156,724	2,244,984	5,192,075		TOTAL RESOURCES		4,977,700	4,977,700	4,977,700
EXPENSES								
PERSONNEL SERVICES								
4,757	4,889	-	511085	ADMIN ASSIST, SALARY		-	-	-
4,692	5,133	5,200	511100	FINANCE DIR. SALARY	0.10	6,200	6,200	6,200
16,172	15,434	11,700	511180	UB CLERK/FINANCE ASSIST	0.35	11,000	11,000	11,000
-	-	3,400	511185	COURT CLERK/PLANNING SEC.	0.10	3,600	3,600	3,600
296	2,739	6,400	511190	AP/AR/PAYROLL	0.20	8,600	8,600	8,600
7,429	7,480	7,700	511390	MAINTENANCE LEAD, SALARY	0.15	7,900	7,900	7,900
21,518	22,581	23,000	511410	PW DIRECTOR SALARY	0.35	23,800	23,800	23,800
10,960	11,067	11,200	511420	MECHANIC, SALARY	0.22	11,700	11,700	11,700
54,633	55,280	55,800	511430	WASTEWATER LEAD WORKER	1.00	58,000	58,000	58,000
44,273	45,786	46,300	511440	WASTEWATER UTILITY OPERATOR	1.00	47,500	47,500	47,500
6,455	5,967	7,500	511445	PART TIME SALARY	0.18	7,500	7,500	7,500
3,928	4,298	4,800	511450	MAINT. WORKER SALARY	0.12	5,000	5,000	5,000
36,552	36,280	42,200	511470	WASTEWATER WORKER SALARY	1.00	45,500	45,500	45,500
12,015	9,945	12,000	521500	OVERTIME	-	12,500	12,500	12,500
4,591	1,849	-	521600	Compensated Absences	-	-	-	-
17,058	17,451	18,700	531010	SOCIAL SECURITY	-	19,600	19,600	19,600
12,595	18,366	41,000	531020	P E R S	-	33,000	33,000	33,000
5,497	7,621	11,600	531210	WORKMEN'S COMP	-	10,000	10,000	10,000
59,862	59,755	66,900	531220	HEALTH INSURANCE	-	64,000	64,000	64,000
323,280	333,901	375,200		TOTAL PERSONNEL SERVICES COSTS	4.77	375,400	375,400	375,400
MATERIALS & SERVICES								
651	1,619	2,100	612070	GARBAGE DISPOSAL		2,100	2,100	2,100
1,041	1,126	1,100	612080	WATER		1,200	1,200	1,200
47	51	50	612085	STORMWATER		50	50	50
70	80	100	612090	WASTEWATER		100	100	100
79,133	70,348	82,000	612100	ELECTRICITY		82,000	82,000	82,000
1,687	1,403	1,650	612251	PAGER/CELL PHONE		1,650	1,650	1,650
-	-	1,300	613300	LEGAL ADVERTISING		1,300	1,300	1,300
-	3,381	5,000	613410	OTHER LEGAL SERV, LITIGAT		5,000	5,000	5,000
4,947	2,938	7,500	614000	POSTAGE		7,500	7,500	7,500
2,513	3,784	1,700	614100	OFFICE SUPPLY		3,000	3,000	3,000
2,403	2,569	2,600	614300	OFFICE EQUIP MAINT		3,000	3,000	3,000
5,155	6,510	8,000	614330	COMPUTER OPERATION		9,000	9,000	9,000
3,260	3,111	3,750	614335	NETWORK COMMUNICATIONS		3,500	3,500	3,500
30,456	31,607	33,000	614390	BONDS AND INSURANCE		33,000	33,000	33,000
783	365	1,000	614560	TRAVEL/SUBSISTENCE		1,500	1,500	1,500
424	676	1,500	614570	TRAINING/CONFERENCES		1,500	1,500	1,500
2,219	789	600	614685	PROTECTIVE GEAR		900	900	900
-	539	1,000	614690	REQ'D PHYSICALS & EXAMS		1,000	1,000	1,000
24,708	20,404	22,000	614840	WASTEWATER PLANT MAINT		22,000	22,000	22,000
9,674	9,034	15,000	614860	WATER TESTING, LAB. SUPPL		15,000	15,000	15,000
27,100	20,036	34,150	614870	CHEMICALS		35,000	35,000	35,000
18,183	18,277	33,325	614880	SLUDGE DISPOSAL		34,000	34,000	34,000
20,747	36,507	37,100	614890	LINE/PUMP MAINTENANCE		38,000	38,000	38,000
1,227	998	500	614900	OTHER SUPPLIES		-	-	-
7,756	10,908	12,000	615310	BANK FEES		14,000	14,000	14,000
402	1,212	2,000	615590	DUES & FEES		2,000	2,000	2,000
3,601	3,473	4,500	615595	LICENSES & PERMITS		4,500	4,500	4,500

WASTEWATER UTILITY FUND (004)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 AD
700	2,031	1,200	615650 CITY SHOPS SUPPLIES/MATERIALS		1,500	1,500	
4,417	2,151	4,000	617300 VEHICLE MAINTENANCE		4,000	4,000	
4,059	4,359	9,000	617320 VEHICLE FUEL		8,000	8,000	8,000
4,548	4,439	6,000	617370 HEAVY EQUIP MAINT		8,000	8,000	8,000
3,300	3,369	5,000	621400 AUDIT FEES		5,000	5,000	5,000
48,428	46,230	44,600	621450 DEQ FINANCE FEES		42,800	42,800	42,800
56,932	43,364	55,000	623500 GSD COLLECTION PAYMENT		60,000	60,000	60,000
1,856	-	-	623530 CONTRACTED SERVICES		-	-	-
1,259	-	5,000	623580 CONTRACT ENGINEERING SERVICE		5,000	5,000	5,000
-	-	-	630000 ASSET DISPOSAL		-	-	-
373,685	357,687	444,325	TOTAL MATERIALS & SERVICES		458,100	458,100	458,100
			03 CAPITAL OUTLAY				
10,420	2,654	-	748400 WASTEWATER IMPROVEMENTS		-	-	-
-	-	15,000	923060 SHOP RESERVE		15,000	15,000	15,000
-	-	250,000	923065 EQUIPMENT/MACHINERY		75,000	75,000	75,000
-	-	10,000	923070 STORM DRAIN IMPROVEMENTS		-	-	-
-	-	670,150	923080 WASTEWATER PLANT IMPROVEMENTS		283,350	283,350	283,350
-	-	300,000	923090 WASTEWATER SYSTEM IMPROVEMENTS		100,000	100,000	100,000
-	-	10,500	923095 METER UPGRADES		10,500	10,500	10,500
10,420	2,654	1,255,650	TOTAL CAPITAL OUTLAY		483,850	483,850	483,850
			04 DEBT SERVICE				
-	-	347,570	621410 DEQ DEBT - PRINCIPAL		352,500	352,500	352,500
-	-	125,830	621420 DEQ DEBT - INTEREST		120,940	120,940	120,940
-	-	100,000	621430 DEQ DEBT - ADDTL PRINCIPAL PMT		100,000	100,000	100,000
-	-	67,950	621460 IFA DEBT - PRINCIPAL		1,629,760	1,629,760	1,629,760
-	-	86,300	621470 IFA DEBT - INTEREST		83,200	83,200	83,200
-	-	727,650	TOTAL DEBT SERVICE EXPENSES		2,286,400	2,286,400	2,286,400
			05 INTER-FUND TRANSFERS				
71,000	71,000	71,000	921000 TRANSFER OUT: FUND 001 ADMIN		71,000	71,000	71,000
3,000	3,000	3,000	921100 TRANS OUT: FUND 001 DISPATCH		3,000	3,000	3,000
4,000	4,000	4,000	921400 TRANSFER OUT: FUND 001 GSD		4,000	4,000	4,000
1,250	1,250	1,250	921500 TRANS OUT: FUND 001 EDUCATION		1,250	1,250	1,250
-	-	10,000	921600 TRANSFER OUT: FUND 005 STORM		10,000	10,000	10,000
-	5,000	-	922000 TRANSFER OUT: FUND 025 BOAT		-	-	-
6,150	2,500	-	923040 TRANSFER OUT: FUND 024 SHOP		-	-	-
10,000	10,000	-	924250 TRANSFER OUT: FUND 005 STORM		-	-	-
473,380	473,400	-	925200 TRANSFER OUT: FUND 012 DEBT		-	-	-
100,000	100,000	-	925250 TRANSFER OUT: FUND 012 SUPP		-	-	-
154,250	154,260	-	925300 TRANSFER OUT: FUND 013 DEBT		-	-	-
-	-	1,200,000	925400 TRANSFER OUT: FUND 016 LOAN		1,000,000	1,000,000	1,000,000
329,000	329,000	-	926000 TRANSFER OUT: FUND 024 CAPITAL		-	-	-
1,152,030	1,153,410	1,289,250	TOTAL INTERFUND TRANSFERS		1,089,250	1,089,250	1,089,250
			CONTINGENCY				
-	-	150,000	941000 CONTINGENCY		15,000	15,000	15,000
-	-	150,000	CONTINGENCY Totals:		15,000	15,000	15,000
			RESERVE ACCOUNT				
-	-	450,000	945000 DEQ RESERVE ACCOUNT		236,700	236,700	236,700
-	-	-	946000 PERS RESERVE		33,000	33,000	33,000
-	-	450,000	TOTAL RESERVES		269,700	269,700	269,700
-	-	500,000	952000 UNAPPROP ENDING FUND BALANCE (UEFB)		-	-	-
-	-	500,000	TOTAL UEFB		-	-	-
\$ 2,156,724	\$ 2,244,984	\$ 5,192,075	TOTAL FUND RESOURCES		\$ 4,977,700	\$ 4,977,700	\$ 4,977,700
\$ 1,859,416	\$ 1,847,652	\$ 4,242,075	TOTAL FUND EXPENSES		\$ 4,693,000	\$ 4,693,000	\$ 4,693,000
\$ 1,859,416	\$ 1,847,652	\$ 4,242,075	TOTAL FUND EXPENSES AND CONTINGENCIES		\$ 4,708,000	\$ 4,708,000	\$ 4,708,000
\$ 1,859,416	\$ 1,847,652	\$ 5,192,075	TOTAL FUND BUDGET (INCLUDING UNAPPROPRIATED)		\$ 4,977,700	\$ 4,977,700	\$ 4,977,700

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 18-19 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.

- Relining of 110 feet of failed storm drain line in conjunction with sewer relining contract.
- Elm Avenue pump station new pilings installed to stabilize structure.
- Downtown storm drain lines cleaned and catch basins cleared of debris to facilitate winter runoff and heavy rains.
- Three new catch basins and new line sections installed at 12th and Ivy to correct standing water and deteriorated curb gutters.
- Stormwater pump stations inspected weekly and equipment maintained.

FY 19-20 Budget Highlights and Challenges

Continue to monitor downtown storm drain lines cleaned and catch basins cleared of debris to facilitate winter runoff and heavy rain.

Install new catch basins and new line sections to correct standing water and deteriorated curb

STORMWATER UTILITY FUND (005)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
54,624	78,350	55,000	411100 BEGINNING FUND BALANCE		500,000	500,000	500,000
REVENUES							
545	723	7,500	415100 INTEREST		9,000	9,000	9,000
255	346	250	415150 OTHER INTEREST		200	200	200
111	319	50	415680 INSURANCE REIMBURSEMENTS		50	50	50
219	330	100	415900 MISCELLANEOUS		100	100	100
-	-	242,500	417055 TRANSFER IN: FUND 001 LEVEE		30,000	30,000	30,000
-	-	88,220	417060 TRANSFER IN: FUND 002 LEVEE		90,000	90,000	90,000
-	-	10,000	417065 TRANSFER IN: FUND 002 STORM		10,000	10,000	10,000
-	-	10,000	417070 TRANSFER IN: FUND 004 STORM		10,000	10,000	10,000
-	-	315,000	417080 TRANSFER IN: FUND 027		-	-	-
72,808	71,691	71,000	417100 STORM WATER FEES		71,000	71,000	71,000
-	-	440,000	451210 FEMA GRANT: PUMP STATIONS		400,000	400,000	400,000
-	-	100,000	451620 FEMA GRANT: BCA		-	-	-
73,938	73,412	1,284,620	REVENUES TOTALS:		620,350	620,350	620,350
128,562	151,762	1,339,620	TOTAL RESOURCES		1,120,350	1,120,350	1,120,350
PERSONNEL SERVICES							
6,148	6,452	6,700	511410 PW DIRECTOR SALARY	0.10	6,800	6,800	6,800
1,993	2,012	1,100	511420 MECHANIC SALARY	0.02	1,100	1,100	1,100
8,182	7,235	7,700	511450 MAINT. WORKER SALARY	0.20	8,400	8,400	8,400
-	-	500	511500 OVERTIME	-	500	500	500
1,242	1,193	1,500	531010 FICA TAXES	-	1,500	1,500	1,500
1,000	1,367	2,700	531020 PERS	-	2,200	2,200	2,200
343	278	1,300	531210 WORKMEN'S COMP.	-	1,300	1,300	1,300
5,290	4,783	5,800	531220 HEALTH INSURANCE	-	5,000	5,000	5,000
24,197	23,319	27,300	TOTAL PERSONNEL SERVICES	0.32	26,800	26,800	26,800
MATERIALS & SERVICES							
14,048	12,876	13,000	612100 ELECTRICITY		13,000	13,000	13,000
103	207	300	612251 PAGER/CELL PHONE		300	300	300
61	47	100	614000 POSTAGE		100	100	100
108	122	100	614100 OFFICE SUPPLY		100	100	100
100	78	100	614300 OFFICE EQUIP/MAINT		100	100	100
87	144	200	614330 COMPUTER SERVICES		300	300	300
346	245	400	614335 NETWORK COMMUNICATIONS		300	300	300
1,500	826	1,500	614390 BONDS AND INSURANCE		2,000	2,000	2,000
-	-	125	614560 TRAVEL/SUBSISTENCE		125	125	125
-	-	500	614570 TRAINING/CONFERENCES		500	500	500
35	10	50	614685 PROTECTIVE GEAR		50	50	50
-	59	250	614690 REQ'D PHYSICALS & EXAMS		250	250	250
-	-	150	614860 WATER TESTING, LAB. SUPPLIES		150	150	150
1,057	7,327	9,600	614880 LINE MAINTENANCE		9,600	9,600	9,600
-	-	-	614882 OTHER STORM DRAIN MAINTENANCE		5,000	5,000	5,000
1,671	2,253	8,000	614890 PUMP MAINTENANCE		8,000	8,000	8,000
494	286	1,000	614900 OTHER SUPPLIES		1,000	1,000	1,000
-	286	250	615650 CITY SHOP SUPPLIES/MATERIALS		250	250	250
87	556	600	617300 VEHICLE OPERATION		500	500	500
907	1,006	2,460	617320 VEHICLE FUEL		2,460	2,460	2,460
165	169	300	621400 AUDIT FEES		300	300	300
20,770	26,498	38,885	TOTAL MATERIALS & SERVICES		44,385	44,385	44,385
CAPITAL OUTLAY							
-	-	20,000	746750 STORM DRAIN IMPROVEMENTS		20,000	20,000	20,000
-	2,200	60,000	746760 STORM WATER IMPROVEMENTS		60,000	60,000	60,000
-	-	539,585	746780 STORMWATER LEVEE MAINT.		400,000	400,000	400,000
-	-	550,000	747050 FEMA GRANT: PUMP STATIONS		557,315	557,315	557,315
-	-	100,000	747100 FEMA GRANT: BCA		-	-	-
-	2,200	1,269,585	TOTAL CAPITAL OUTLAY		1,037,315	1,037,315	1,037,315
INTER-FUND TRANSFERS							
1,850	1,850	1,850	621000 TRANSFER OUT: FUND 001 ADMIN		1,850	1,850	1,850
23,000	40,000	-	924250 TRANSFER OUT: FUND 027		-	-	-
24,850	41,850	1,850	TOTAL INTERFUND TRANSFERS		1,850	1,850	1,850
-	-	2,000	941000 CONTINGENCY		2,000	2,000	2,000
198,380	243,428	1,407,655	TOTAL FUND EXPENDITURES		1,112,350	1,112,350	1,112,350
-	-	-	946000 PERS RESERVE		8,000	8,000	8,000
69,817	93,866	1,339,620	TOTAL FUND RESOURCES		1,120,350	1,120,350	1,120,350
\$ 58,745	\$ 57,895	\$0.00	TOTAL FUND EXPENSES		1,112,350	1,112,350	1,112,350
TOTAL FUND EXPENSES & RESERVES					1,120,350	1,120,350	1,120,350

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 18-19 Year in Review

No activity was noted during fiscal year 2018-19; however, the City continues to plan for the Deans To Dunes Trail, which may require future funds from this budget.

FY 19-20 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.

BICYCLE/FOOTPATH FUND (007)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
RESOURCES							
38,918	42,002	44,900	411100		49,150	49,150	49,150
REVENUES							
382	610	500	415100		850	850	850
2,702	2,680	2,500	421300		3,000	3,000	3,000
3,084	3,290	3,000			3,850	3,850	3,850
42,002	45,291	47,900			53,000	53,000	53,000
CAPITAL OUTLAY							
-	-	47,900	734350		53,000	53,000	53,000
-	-	-	744370		-	-	-
		47,900			53,000	53,000	53,000
-	-	47,900			53,000	53,000	53,000
-	-	-					
-	-	47,900			53,000	53,000	53,000
2,002	45,291	-			-	-	-
RESOURCES < (>) EXPENDITURES							

WATER SPWF DEBT FUND (010)

<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>Account</u>		<u>FY20</u>	<u>FY20</u>	<u>FY20</u>
<u>ACTUALS</u>	<u>ACTUALS</u>	<u>ADOPTED</u>			<u>PROPOSED</u>	<u>APPROVED</u>	<u>ADOPTED</u>
83,983	84,541	6,260	411100	BEGINNING BALANCE	-	-	-
493	125	6,260	415100	INTEREST	-	-	-
12,600	-	-	451300	FUND 003 SPWF DEBT	-	-	-
12,601	78,404	-	452200	DOUGLAS CTY GRANT	-	-	-
25,694	78,529	6,260		REVENUES Totals:			
109,677	163,070	12,520		TOTAL RESOURCES	-	-	-
				WATER FILTRATION DEBT SERVICE			
17,774	151,871	-	911200	BOND PRINCIPAL	-	-	-
7,428	4,936	-	911250	BOND INTEREST	-	-	-
25,202	156,807	0.00		TOTAL DEBT SERVICE	-	-	-
				INTER-FUND TRANSFERS			
-	-	6,260	911300	FUND 003 TRANS/CLOSE OUT			
-	-	6,260		TOTAL INTERFUND TRANSFERS			
25,202	156,807	6,260		TOTAL EXPENDITURES	-	-	-
109,677	163,070	6,260		FUND REVENUES	-	-	-
25,202	156,807	6,260		FUND EXPENSES	-	-	-
84,475	6,262	-		WATER SPWF DEBT FUND TOTALS	0.00	0.00	0.00

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 19-20 Budget Highlights and Challenges

The debt payments for this fund has moved to Fund 004.

WASTEWATER DEQ DEBT FUND (012)

FY17 FUNALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
RESOURCES							
809,003	815,949	824,500	411100				
6,940	10,134	-	415100				
473,380	473,400	-	451610				
100,000	100,000	-	451620				
580,320	583,534	-					
1,389,323	1,399,484	824,500					
DEBT SERVICE							
336,602	342,736	-	911300				
100,000	100,000	-	911305				
136,772	130,638	-	911310				
573,374	573,374	-					
INTER-FUND TRANSFERS							
-	-	824,500	920000				
573,374	573,374	824,500					
39,323	1,399,484	824,500					
15,949	826,110	-					

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 19-20 Budget Highlights and Challenges

The debt payments for this fund has moved to Fund 004.

WASTEWATER IFA DEBT FUND (013)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account		FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
RESOURCES								
101,529	102,349	103,200	411100	BEGINNING FUND BALANCE		-	-	-
REVENUES								
816	1,102	-	415100	INTEREST		-	-	-
154,250	154,260	-	451610	FUND 004 IFA DEBT		-	-	-
256,595	257,711	-		TOTAL REVENUES		-	-	-
358,124	360,060	103,200		TOTAL RESOURCES		-	-	-
62,030	64,921	-	911300	LOAN PRINCIPAL				
92,217	89,326	-	911310	LOAN INTEREST				
154,247	154,247	-		TOTAL DEBT SERVICE				
INTER-FUND TRANSFERS								
-	-	103,200	920000	TRANSFER OUT: FUND 004 CLOSE				
-	-	103,200		TOTAL INTERFUND TRANSFERS		-	-	-
154,247	154,247	103,200		TOTAL EXPENDITURES				
256,595	257,711	103,200		FUND REVENUES		-	-	-
154,247	154,247	103,200		FUND EXPENSES		-	-	-
102,349	103,464	-		TOTAL WASTEWATER IFA DEBT		-	-	-
256,595	257,711	103,200		REPORT REVENUES		-	-	-
154,247	154,247	103,200		REPORT EXPENSES		-	-	-
102,349	103,464	0.00		REPORT TOTALS:		-	-	-

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 18-19 Year in Review

A transfer from the General Fund of \$15,000 was made in the 2018-2019 fiscal year. These funds helped to support the purchase of a new command vehicle.

FY 19-20 Budget Highlights and Challenges

A \$15,000 transfer from the General Fund for future fire vehicle replacement is budgeted again in FY 2019-2020. 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.

FIRE EQUIPMENT FUND (014)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account		FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
157,399	185,291	45,900	411100	BEGINNING FUND BALANCE		38,000	38,000	38,000
REVENUE								
7,387	12,032	7,000	414200	FIRE SERVICES		9,000	9,000	9,000
8,031	550	2,500	414250	MVA		2,500	2,500	2,500
1,584	1,870	500	415100	INTEREST		500	500	500
-	159,000	-	415800	MISC. GRANT		-	-	-
29	3,350	-	415900	MISC FIRE INCOME		100	100	100
-	-	-	423500	FEMA GRANT		152,000	152,000	152,000
15,000	15,000	15,000	451200	FUND 001 TRANSFER		15,000	15,000	15,000
32,032	191,802	25,000		TOTAL REVENUES		179,100	179,100	179,100
189,431	377,092	70,900		TOTAL RESOURCES		217,100	217,100	217,100
MATERIALS & SERVICES								
279	-	5,000	625900	EMERGENCY SUPPLIES		5,000	5,000	5,000
279	-	5,000		TOTAL MATERIALS & SERVICES		5,000	5,000	5,000
CAPITAL OUTLAY								
-	-	-	722710	FEMA GRANT EQUIPMENT		152,000	152,000	152,000
-	322,000	50,900	725060	VEHICLE RESERVE		35,100	35,100	35,100
-	-	-	725300	ROPE RESCUE TRUCK		10,000	10,000	10,000
2,890	4,883	10,000	725900	EMERGENCY EQUIPMENT		10,000	10,000	10,000
2,890	326,883	60,900		TOTAL CAPITAL OUTLAY		207,100	207,100	207,100
INTER-FUND TRANSFERS								
972	2,542	5,000	925800	FUND 001 MVA		5,000	5,000	5,000
972	2,542	5,000		INTER-FUND TRANSFERS Totals:		5,000	5,000	5,000
4,140	329,424	70,900		TOTAL EXPENDITURES		217,000	217,000	217,000
189,431	377,092	70,900		FUND RESOURCES		217,100	217,100	217,100
4,140	329,424	70,900		FUND EXPENSES		217,100	217,100	217,100
185,290	47,668	0.00		FUND TOTALS		0.00	0.00	0.00

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 18-19 Year in Review

The original lease with the Forest Service expired in August 2009, but was renewed with a new term extended to August 2017. An original temporary extension was approved through October 2018; however, due to the length of time the design has taken for the facility, a second extension was granted through Fall of 2020 while City Staff, GSA, and the new consultant, ZCS Engineering/Architecture, proceeded with the required seismic upgrade design, bidding and financial discussions. All aspects of the project's design were permitted in late 2018 and the project was publicly bid in January, 2019. A contractor has been selected and the project is proceeding with the GSA financial assessment. It is anticipated that construction will start during the second quarter of 2019.

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 19-20 Budget Highlights and Challenges

Construction is to start during second quarter of 2019 and will continue until the second quarter of 2020. The project will be performed in two phases due to Forest Service staff being required to continue to occupy the building during construction. The project construction,

City of Reedsport
Dunes NRA Lease Fund
016

testing and contingency is identified to cost approximately 1.6 million. 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.

DUNES NRA LEASE FUND (016)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
113,763	111,562	70,000	411100 BEGINNING FUND BALANCE	-	85,000	85,000	85,000
1,069	1,125	1,200	415100 INTEREST	-	2,000	2,000	2,000
95,784	96,206	95,000	415200 LEASE - RENT	-	97,000	97,000	97,000
-	-	-	415650 SALARY REIMBURSEMENT	-	-	-	-
243	224	200	415660 INSURANCE REIMBURSEMENT	-	200	200	200
-	-	-	415900 MISCELLANEOUS	-	-	-	-
-	-	1,200,000	451300 CONSTRUCTION LOAN/BLDG IMPROV	-	1,500,000	1,500,000	1,500,000
97,096	97,555	1,296,400	TOTAL REVENUES	-	1,599,200	1,599,200	1,599,200
210,859	209,117	1,366,400	TOTAL RESOURCES	-	1,684,200	1,684,200	1,684,200
PERSONNEL SERVICES							
7,429	7,480	8,000	511390 MAINTENANCE LEAD, SALARY	0.15	8,000	8,000	8,000
1,230	1,290	1,400	511410 PW DIRECTOR SALARY	0.02	1,500	1,500	1,500
655	716	800	511450 MAINT. WORKER SALARY	0.02	1,000	1,000	1,000
10,868	11,753	13,000	511460 CUSTODIAN SALARY	0.35	14,350	14,350	14,350
1,542	1,622	1,800	531010 FICA TAXES	-	2,000	2,000	2,000
975	1,631	3,900	531020 PERS	-	3,750	3,750	3,750
850	-	1,425	531210 WORKMEN'S COMP	-	1,700	1,700	1,700
6,943	7,081	7,500	531220 HEALTH INSURANCE	-	8,000	8,000	8,000
30,492	32,342	37,825	TOTAL PERSONNEL SERVICES	0.54	40,300	40,300	40,300
MATERIALS & SERVICES							
1,204	1,004	1,250	612070 GARBAGE DISPOSAL	-	1,500	1,500	1,500
182	237	300	612251 CELL PHONE	-	300	300	300
2,447	1,999	3,500	614220 JANITORIAL SUPPLIES	-	3,500	3,500	3,500
8,444	5,781	9,600	614250 BUILDING MAINT, SUPPLIES	-	9,600	9,600	9,600
-	-	-	614300 OFFICE EQUIP/MAINT.	-	-	-	-
2,287	2,278	3,500	614390 INSURANCE FEES	-	4,000	4,000	4,000
-	63	1,200	614900 OTHER SUPPLIES, COSTS	-	1,200	1,200	1,200
660	74	100	615310 BANK FEES	-	100	100	100
-	84	1,000	617300 VEHICLE OPERATION	-	1,000	1,000	1,000
419	557	500	617320 VEHICLE FUEL	-	750	750	750
495	503	550	621400 AUDIT FEES	-	750	750	750
-	-	1,200	621500 LANDSCAPING/GROUNDS	-	1,200	1,200	1,200
-	-	1,800	623530 CONTRACTED SERVICES	-	1,800	1,800	1,800
-	-	-	630000 ASSET DISPOSAL	-	-	-	-
16,139	11,979	24,500	TOTAL MATERIALS & SERVICES	-	25,700	25,700	25,700
CAPITAL OUTLAY							
2,025	79,780	-	712500 BUILDING IMPROVEMENTS	-	-	-	-
-	-	1,200,000	712600 BUILDING EXPANSION PROJECT	-	1,500,000	1,500,000	1,500,000
2,025	79,780	1,200,000	TOTAL CAPITAL OUTLAY	-	1,500,000	1,500,000	1,500,000
INTER-FUND TRANSFERS							
4,700	4,700	4,700	921000 TRANSFER OUT: FUND 001 ADMIN	-	4,700	4,700	4,700
48,400	-	-	923040 TRANSFER OUT: FUND 025	-	-	-	-
-	-	99,375	923050 TRANSFER OUT: FUND 004 LOAN	-	75,700	75,700	75,700
-	-	-	923060 TRANSFER OUT: FUND 003 LOAN RE	-	37,800	37,800	37,800
53,100	4,700	104,075	TOTAL INTER-FUND TRANSFERS	-	118,200	118,200	118,200
101,756	128,801	1,366,400	TOTAL EXPENSES	-	1,684,200	1,684,200	1,684,200
210,859	209,117	1,366,400	TOTAL RESOURCES	-	1,684,200	1,684,200	1,684,200

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).

FY 18-19 Year in Review

- Celebrated 25th Anniversary of the Center.
- Major repairs to building and heating system. Large tree removal.
- Upgrades to lighting with LED.
- Grant received to update the exhibit "I Remember, I Remember"; and record additional oral histories.

City of Reedsport

Riverfront Fund

017

FY 19-20 Budget Highlights and Challenges

- Construction/installation of upgrades to 'I Remember, I Remember' exhibit.
- Celebrate Reedsport's 100th Birthday.
- Raise funds for Tsalila Education Days, school Tours and Summer Concerts.
- Monitor building for water leaks and areas compromised from water.

RIVERFRONT FUND (017)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
63,179	94,501	84,000	411100 BEGINNING BALANCE		95,000	95,000	95,000
REVENUES							
726	1,386	750	415100 INTEREST		1,500	1,500	1,500
5,683	5,225	5,400	415200 LEASE RENT		3,300	3,300	3,300
1,140	535	800	415240 USE OF U D C		500	500	500
42,683	49,757	28,000	415250 TRANSIENT ROOM TAX 2%		40,000	40,000	40,000
15,625	12,500	12,500	415260 TOURISM PROMOTION		12,500	12,500	12,500
32,822	31,062	28,300	415270 UDC USER FEES		29,000	29,000	29,000
42,937	41,665	36,000	415300 GIFT/BOOK SALES		38,000	38,000	38,000
111	73	100	415660 INSURANCE REIMBURSEMENTS		100	100	100
347	361	200	415800 DONATIONS		250	250	250
2,650	2,000	2,000	415820 EDUCATION DAYS		2,000	2,000	2,000
7	-	50	415900 MISCELLANEOUS		50	50	50
12,500	12,500	12,500	451200 FUND 001 TRANSFER		12,500	12,500	12,500
157,232	157,064	126,600	TOTAL REVENUE		139,700	139,700	139,700
220,411	251,564	210,600	TOTAL RESOURCES		234,700	234,700	234,700
PERSONNEL SERVICES							
49,283	51,265	52,000	511700 DIRECTOR'S SALARY	1.00	53,500	53,500	53,500
3,673	3,822	4,000	531010 FICA TAXES	-	4,200	4,200	4,200
5,815	7,970	9,900	531020 P E R S	-	11,500	11,500	11,500
330	530	1,250	531210 WORKMEN'S COMP	-	1,000	1,000	1,000
15,621	14,006	16,500	531220 HEALTH INSURANCE	-	19,000	19,000	19,000
74,722	77,593	83,650	TOTAL PERSONNEL SERVICES	1.00	89,200	89,200	89,200
MATERIALS & SERVICES							
1,021	809	1,100	612070 GARBAGE DISPOSAL	-	1,100	1,100	1,100
193	216	250	612080 WATER	-	250	250	250
36	39	40	612085 STORMWATER	-	40	40	40
258	406	450	612090 WASTEWATER	-	500	500	500
7,138	6,244	8,500	612100 ELECTRICITY	-	8,500	8,500	8,500
1,702	1,744	1,800	612250 TELEPHONE	-	1,800	1,800	1,800
-	-	100	613300 LEGAL ADVERTISING	-	100	100	100
125	121	300	614000 POSTAGE	-	300	300	300
254	156	700	614100 OFFICE SUPPLY	-	700	700	700
271	-	200	614200 REFUND OF U D C USER FEES	-	200	200	200
868	899	1,000	614220 JANITORIAL SUPPLIES	-	1,000	1,000	1,000
601	3,616	8,500	614250 BUILDING MAINT.	-	12,460	12,460	12,460
587	600	1,500	614300 OFFICE EQUIP/MAINT.	-	1,500	1,500	1,500
560	490	850	614330 COMPUTER COSTS	-	850	850	850
784	831	900	614335 NETWORK COMMUNICATIONS	-	900	900	900
7,667	8,251	11,000	614390 BONDS & INSURANCE	-	11,000	11,000	11,000
500	408	500	614520 VOLUNTEER PROGRAM	-	500	500	500
-	85	1,000	614560 TRAVEL/SUBSISTENCE	-	1,000	1,000	1,000
-	-	300	614570 TRAINING/CONFERENCES	-	300	300	300
8,179	8,046	10,000	614580 MARKETING	-	10,000	10,000	10,000
174	551	750	614900 OTHER SUPPLIES, COSTS	-	750	750	750
18,412	19,098	28,000	615300 GIFT SHOP MERCHANDISE	-	28,000	28,000	28,000
1,622	2,150	3,500	615310 BANK CHARGE FEES	-	3,500	3,500	3,500
75	75	500	615590 DUES & FEES	-	500	500	500
825	840	1,000	621400 AUDIT FEES	-	1,000	1,000	1,000
-	-	10,000	623530 CONTRACTED SERVICES	-	10,000	10,000	10,000
-	-	-	630000 ASSET DISPOSAL	-	-	-	-
51,853	55,674	92,740	TOTAL MATERIALS & SERVICES	-	96,750	96,750	96,750
CAPITAL OUTLAY							
-	-	7,810	712500 BUILDING IMPROVEMENTS	-	8,000	8,000	8,000
-	-	15,300	725000 FUTURE PROJECT RESERVE	-	20,250	20,250	20,250
-	-	23,110	TOTAL CAPITAL OUTLAY	-	28,250	28,250	28,250
-	-	11,100	941000 CONTINGENCY	-	9,000	9,001	9,002 9,000
126,575	133,267	210,600	TOTAL BUDGETED EXPENSES		223,200	223,201	223,202
-	-	-	946000 PERS RESERVE	-	11,500	11,500	11,500
220,411	251,564	210,600	TOTAL FUND RESOURCES	-	234,700	234,700	234,700
126,575	133,267	210,600	TOTAL FUND EXPENSES/RESERVES		234,700	234,700	234,700

LIBRARY RENOVATION FUND (018)

FY17 Actuals	FY18 Actuals	FY19 Adopted	Account	FTEs	FY20 Proposed	FY20 Approved	FY20 Adopted
			RESOURCES				
			REVENUES				
602	-	-	411100 Beginning Fund Balance		-	-	-
-	-	-	415100 Interest		-	-	-
-	-	-	415800 Donations		-	-	-
-	-	-	415900 Misc. Income		-	-	-
-	-	-	423660 Grants		-	-	-
602	-	-	TOTAL RESOURCES		-	-	-
			INTERFUND TRANSFERS				
602			921000 Transfer to Fund 001				
602			TOTAL INTERFUND TRANSFERS				
602			TOTAL EXPENDITURES				
602			TOTAL RESOURCES				

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 18-19 Year in Review

No water system development fees were received in the 2018-19 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through June 2019.

FY 19-20 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in January 2020 and consider the continuation of the moratorium or revoke the action for the FY 2019-20.

SYS DEV FUND-WATER (020)

<u>FY17</u> <u>ACTUALS</u>	<u>FY18</u> <u>ACTUALS</u>	<u>FY19</u> <u>ADOPTED</u>	<u>Account</u>	<u>FTE</u>	<u>FY20</u> <u>PROPOSED</u>	<u>FY20</u> <u>APPROVED</u>	<u>FY20</u> <u>ADOPTED</u>
71,995	72,677	73,520	411100	BEGINNING FUND BALANCE	75,190	75,190	75,190
				REVENUES			
682	1,007	1,000	415100	INTEREST	1,600	1,600	1,600
-	-	-	417500	SDC FEE-WATER	-	-	-
682	1,007	1,000		TOTAL REVENUE	1,600	1,600	1,600
72,677	73,684	74,520		TOTAL RESOURCES	76,790	76,790	76,790
				EXPENDITURES			
				CAPITAL OUTLAY			
-	-	74,520	746450	WATER SYSTEM IMPROVEMENTS	76,790	76,790	76,790
-	-	74,520		TOTAL CAPITAL OUTLAY :	76,790	76,790	76,790
				TOTAL REVENUE	76,790	76,790	76,790
-	-	74,520		TOTAL EXPENDITURES	76,790	76,790	76,790

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 18-19 Year in Review

No water system development fees were received in the 2018-19 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through June 2019.

FY 19-20 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in January 2020 and consider the continuation of the moratorium or revoke the action for the 2019-2020 FY.

SYS DEV FUND-STORMWATER (021)

<u>FY17</u> <u>ACTUALS</u>	<u>FY18</u> <u>ACTUALS</u>	<u>FY19</u> <u>ADOPTED</u>	<u>Account</u>		<u>FTE</u>	<u>FY20</u> <u>PROPOSED</u>	<u>FY20</u> <u>APPROVED</u>	<u>FY20</u> <u>ADOPTED</u>
6,091	6,149	6,225	411100	BEGINNING FUND BALANCE		295,500	295,500	295,500
				REVENUES				
58	85	75	415100	INTEREST		6,000	6,000	6,000
-	-	-	418500	SDC FEE- STORMWATER		-	-	-
58	85	75		TOTAL REVENUES		6,000	6,000	6,000
6,149	6,234	6,300		TOTAL RESOURCES		301,500	301,500	301,500
				EXPENSES				
				CAPITAL OUTLAY				
-	-	6,300	746850	STORMWATER SYSTEM IMPROVE		301,500	301,500	301,500
-	-	6,300		TOTAL CAPITAL OUTLAY		301,500	301,500	301,500
-	-	6,300		EXPENDITURES TOTALS:		301,500	301,500	301,500
6,149	6,234	0.00		TOTAL RESOURCES > (<) TOTAL EXPENSES		0.00	0.00	0.00

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 18-19 Year in Review

No water system development fees were received in the 2018-2019 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through June 2019.

FY 19-20 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in January 2020.

SYS DEV FUND-STORMWATER (022)

<u>FY17</u> <u>ACTUALS</u>	<u>FY18</u> <u>ACTUALS</u>	<u>FY19</u> <u>ADOPTED</u>	<u>Account</u>	<u>FTE</u>	<u>FY20</u> <u>PROPOSED</u>	<u>FY20</u> <u>APPROVED</u>	<u>FY20</u> <u>ADOPTED</u>
6,091	6,149	6,225	411100		6,350	6,350	6,350
			BEGINNING FUND BALANCE				
			REVENUES				
58	85	75	415100		120	120	120
			INTEREST				
			418500				
			SDC FEE- STORMWATER				
58	85	75			120	120	120
			TOTAL REVENUES				
6,149	6,234	6,300			6,470	6,470	6,470
			TOTAL RESOURCES				
			EXPENSES				
			CAPITAL OUTLAY				
-	-	6,300	746850		6,470	6,470	6,470
			STORMWATER SYSTEM IMPROVE				
-	-	6,300			6,470	6,470	6,470
			TOTAL CAPITAL OUTLAY				
-	-	6,300			6,470	6,470	6,470
			EXPENDITURES TOTALS:				
6,149	6,234	0.00			0.00	0.00	0.00
			TOTAL RESOURCES > (<) TOTAL EXPENSES				

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 19-20 Budget Highlights and Challenges

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

WASTEWATER CAPITAL IMPROVEMENT (024)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
1,866,686	2,085,309	2,000,000	411100 BEGINNING FUND BALANCE				
19,138	31,089	-	415100 INTEREST				
6,150	2,500	-	451220 FUND 004 PW SHOP TRANSF				
329,000	329,000	-	451600 FUND 004 TRANSFER				
-	-	-	452200 DOUGLAS CTY REIMBURSE				
354,288	362,589	-	TOTAL REVENUES		-	-	-
2,220,974	2,447,898	2,000,000	TOTAL RESOURCES		-	-	-
			CAPITAL OUTLAY				
13,797	6,335	-	713400 PW SHOP RESERVE				
9,558	1,625	-	725350 MACHINERY & EQUIP				
-	-	-	725400 EQUIPMENT RESERVE				
-	-	-	725550 EQUIPMENT RESERVE				
-	-	-	744375 FUTURE WASTEWATER IMPROVE.				
22,638	-	-	745900 WW TREATMENT PLANT UPGRADE				
-	-	-	746750 STORM DRAIN IMPROVEMENTS				
-	6,000	-	746840 METER UPGRADES				
89,673	59,500	-	746850 WW LINE INFRASTRUCTURE				
135,666	73,460	-	TOTAL CAPITAL OUTLAY		-	-	-
			INTER-FUND TRANSFERS				
-	-	2,000,000	928000 TRANSFER OUT: FUND 004 CLOSE		-	-	-
-	-	2,000,000	TOTAL INTER-FUND TRANSFERS		-	-	-
2,085,309	2,374,438	0.00	TOTAL WASTEWATER CAPITAL IMPROVEMENT FUND		-	-	-

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 18-19 Year in Review.

- A transfer of \$15,000 was made to Fund 037 Police Capital Improvement for capital projects specific to the Police Department.
- The Rainbow Plaza boat launch expansion project Phase 2 was completed with parking lot upgrades, bathroom, and fish cleaning station.

FY 19-20 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.
- The boat launch fees will be transferred to this fund with the intent saving funds for future improvement needs with the boat launch area.
- 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.

GENERAL CAP IMPROV FUND (025)

FY17 ALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
362,325	447,660	355,000	411100 BEGINNING FUND BALANCE	-	300,000	300,000	300,000
REVENUES							
3,460	4,143	2,500	415100 INTEREST	-	4,000	4,000	4,000
-	1,425	-	415900 MISCELLANEOUS	-	-	-	-
-	-	-	421360 LIONS PARK EQUIPMENT GRANT	-	-	-	-
8,839	-	-	421370 FRISBEE GOLF COURSE DONATION	-	-	-	-
40,000	167,145	20,500	423300 GRANTS & DONAT./BOAT FACILITY	-	-	-	-
362,631	616,772	492,000	423400 OSMB/ODFW GRANT	-	-	-	-
411	120	500	423420 MOORAGE FEES	-	400	400	400
88,586	-	-	423510 RURAL DEVELOP. GRANT	-	-	-	-
45,000	37,500	26,305	451200 FUND 001 TRANSFER	-	25,000	25,000	25,000
17,100	25,000	15,000	451250 FUND 001/BOAT RESERVE	-	15,000	15,000	15,000
-	5,000	-	451260 FUND 003/BOAT RESERVE	-	-	-	-
-	5,000	-	451270 FUND 004/BOAT RESERVE	-	-	-	-
-	12,500	-	451280 FUND 150/BOAT RESERVE	-	-	-	-
-	40,000	-	451340 FUND 001 POLICE VEHICLES	-	-	-	-
48,400	-	-	451450 FUND 016 TRANSFER	-	-	-	-
614,427	914,605	556,805	TOTAL REVENUES	-	44,400	44,400	44,400
976,752	1,362,265	911,805	TOTAL RESOURCES	-	344,400	344,400	344,400
EXPENDITURES							
CAPITAL OUTLAY							
-	32,858	144,805	712500 BUILDING IMPROVEMENTS	-	152,400	152,400	152,400
-	2,000	-	713000 BUILDING AWNING	-	-	-	-
1,656	6,274	10,000	722300 OFFICE EQUIP/FURNITURE	-	10,000	10,000	10,000
5,348	2,781	5,000	722600 COMPUTER IMPROVEMENTS	-	5,000	5,000	5,000
-	-	-	722680 POLICE EQUIPMENT	-	-	-	-
-	-	40,000	722750 PAVING IMPROVEMENT	-	40,000	40,000	40,000
123,341	46,202	-	725300 POLICE VEHICLES	-	-	-	-
-	-	10,000	734650 PARK MOWER RESERVE	-	10,000	10,000	10,000
9,191	163	-	744330 FRISBEE GOLF COURSE ESPENSES	-	-	-	-
-	-	-	744340 LIONS PARK PLAYGROUND EQUIP.	-	-	-	-
-	-	12,000	744360 EQUIPMENT RESERVE	-	12,000	12,000	12,000
368,694	871,258	550,000	744400 BOAT FACILITIES RESERVE	-	15,000	15,000	15,000
508,230	961,536	771,805	CAPITAL OUTLAY Totals:	-	244,400	244,400	244,400
INTER-FUND TRANSFERS							
-	-	15,000	925200 TRANSFER OUT: FUND 037	-	-	-	-
-	-	15,000	INTER-FUND TRANSFERS Totals:	-	-	-	-
UNAPPROPRIATED							
-	-	125,000	951500 RESERVE/FUTURE PROJECTS	-	100,000	100,000	100,000
-	-	125,000	UNAPPROPRIATED Totals:	-	100,000	100,000	100,000
508,230	961,536	911,805	EXPENDITURES TOTALS:	-	344,400	344,400	344,400
976,752	1,362,265	911,805	TOTAL RESOURCES	-	344,400	344,400	344,400
1,230	961,536	786,805	TOTAL EXPENSES	-	244,400	244,400	244,400
RESERVE FOR FUTURE PROJECTS				-	100,000	100,000	100,000
TOTAL FUND EXPENSES AND RESERVES				-	344,400	344,400	344,400

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 19-20 Budget Highlights and Challenges

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

STREET CAPITAL FUND (026)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account		FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
514,912	553,500	325,000	411100	BEGINNING FUND BALANCE		-	-	-
				REVENUES		-	-	-
5,191	6,499	-	415100	INTEREST				
25,000	3,200	-	415900	MISC. CAPITAL REVENUE				
-	-	-	423300	ODOT SCA GRANT				
87,000	87,000	-	451210	FUND 002 CAPITAL IMPROVE.				
6,150	2,500	-	451220	FUND 002 SHOP				
5,000	5,000	-	451240	FUND 002 EQUIPMENT				
128,341	104,199	-		TOTAL REVENUE		-	-	-
643,253	657,699	325,000		TOTAL RESOURCES		-	-	-
				CAPITAL OUTLAY				
13,797	6,335	-	713400	PW SHOP RESERVE				
2,325	11,541	-	725350	MACHINERY & EQUIP				
-	-	-	725550	EQUIPMENT RESERVE				
-	-	-	744360	SCA STREET PROJECT				
60,036	87,119	-	744370	STREET IMPROVEMENTS				
-	-	-	744375	FUTURE STREET IMPROVE.				
-	-	-	744376	HWY 38 LIGHTING & LANDSCAPING				
3,595	156,749	-	744380	QDOT PROJECT RESERVE				
89,753	261,743	-		TOTAL CAPITAL OUTLAY		-	-	-
				INTER-FUND TRANSFERS				
-	-	325,000	923015	TRANSFER OUT: FUND 002 CLOSE		-	-	-
89,753	261,743	325,000		TOTAL RESOURCES		-	-	-
553,500	395,956	-		TOTAL EXPENDITURES		-	-	-

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 19-20 Budget Highlights and Challenges

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

STORMWATER CAPITAL FUND (027)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
258,656	93,947	315,000	411100 BEGINNING FUND BALANCE	-	-	-	-
2,344	3,065	-	415100 INTEREST	-	-	-	-
50,000	-	-	423330 IFA GRANT PROCEEDS	-	-	-	-
41,000	242,500	-	451200 FUND 001 TRANSFER	-	-	-	-
23,000	40,000	-	451210 FUND 005 TRANSFER	-	-	-	-
10,000	103,650	-	451220 FUND 002/LEVEE	-	-	-	-
-	10,000	-	451225 FUND 002/STORM	-	-	-	-
-	10,000	-	451226 FUND 004 TRANSFER	-	-	-	-
150,000	-	-	451230 URBAN RENEWAL TRANSFER	-	-	-	-
10,000	-	-	451620 FUND 004 TRANSFER	-	-	-	-
86,893	94,084	-	453500 FEMA GRANT	-	-	-	-
373,238	503,299	-	TOTAL REVENUE	-	-	-	-
631,894	597,246	315,000	TOTAL RESOURCES	-	-	-	-
			CAPITAL OUTLAY				
8,981	1,625	-	725350 EQUIPMENT & MACHINERY	-	-	-	-
-	-	-	746760 STORMWATER INFRAST	-	-	-	-
457,605	174,022	-	746780 STORMWATER LEVEE IMPROVE.	-	-	-	-
71,361	-	-	746790 FEMA LEVEE IMPROVE	-	-	-	-
537,947	175,647	-	TOTAL CAPITAL OUTLAY	-	-	-	-
			INTER-FUND TRANSFERS				
-	-	315,000	921600 TRANSFER OUT: FUND 005	-	-	-	-
-	-	315,000	INTER-FUND TRANSFERS Totals:	-	-	-	-
537,947	175,647	315,000	TOTAL EXPENDITURES	-	-	-	-
93,947	421,599	-	TOTAL RESOURCES > (<)> EXPENSES	-	-	-	-

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 19-20 Budget Highlights and Challenges

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

WATER ENT. CAPITAL FUND (029)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
1,585,247	1,329,454	750,000	411100 BEGINNING FUND BALANCE		-	-	-
15,047	12,540	-	415100 INTEREST				
6,150	2,500	-	451260 FUND 003 PW SHOP				
170,000	170,000	-	451300 FUND 003 TRANSFER				
191,197	185,040	-	TOTAL REVENUES		-	-	-
1,776,444	1,514,494	750,000	TOTAL RESOURCES		-	-	-
CAPITAL OUTLAY							
13,797	6,335	-	713400 PW SHOP BLDG RESERVE				
-	-	-	713410 ENGINEERING FEES				
10,272	1,625	-	725350 PW MACHINERY				
1,033	-	-	725550 EQUIPMENT				
-	-	-	744375 FUTURE WATER IMPROVEMENTS				
356,393	793,087	-	745900 WATER PLANT IMPROVEMENTS				
47,661	10,506	-	746450 WATER SYSTEM IMPROVEMENTS				
17,835	6,000	-	746840 METER UPGRADES				
446,991	817,553	-	TOTAL CAPITAL OUTLAY		-	-	-
INTER-FUND TRANSFERS							
-	-	750,000	920000 TRANSFER OUT: FUND 003 CLOSE				
-	-	750,000	INTER-FUND TRANSFERS Totals:		-	-	-
446,991	817,553	750,000	EXPENDITURES TOTALS:		-	-	-
1,776,444	1,514,494	750,000	FUND RESOURCES		-	-	-
1,329,454	696,941	-	FUND RESOURCES > (<) FUND EXPENSES		-	-	-

City of Reedsport

Dial A Ride

034

Organization and Mission

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

FY 18-19 Year in Review

We are at full staff and use both volunteer and paid drivers for our program. In 2018-2019, we continued recruitment of on-call drivers for the program.

FY 19-20 Budget Highlights and Challenges

The City of Reedsport continues to provide vital transportation to senior and disabled persons in our local area. The budget is fully funded by outside sources. The program continues to pay the provider a lump sum each quarter. Outside grants were secured for the expanding of the program through 2021-23 biennium. We will continue to work on citizen awareness of the program. Riders numbers continue to increase often reachign daily capacity. Centralized dispatch continues to be utilized through the Sutherlin Police Department. We have several trips that go outside of Reedsport to Roseburg, Florence and Coos Bay/North Bend. We will continue in 2019-2020 to partner with the hospital and doctor offices to provide this vital service to the senior and disabled population. With the changes in the overall program in the coming year we anticipate growth to the program by providing more rides to services in our neighboring communities (Roseburg, Florence and Coos Bay/North Bend) utilizing paid and volunteer drivers. Increasing availability will provide crutially needed transportation to our riders.

DIAL-A-RIDE FUND (034)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
-		12,000	411100 BEGINNING FUND BALANCE	-	1,000	1,000	1,000
-		50	412250 DIAL-A-RIDE DONATIONS	-	50	50	50
3,503		3,000	412500 DIAL-A-RIDE FEES	-	3,000	3,000	3,000
27,729		20,000	412750 DIAL-A-RIDE TRANSIENT FUNDING	-	18,000	18,000	18,000
-		2,000	412760 PUBLIC TRANSPORTATION FUNDS	-	20,000	20,000	20,000
217		200	415100 INTEREST	-	100	100	100
-		-	415100 MISCELLANEOUS REVENUE	-	-	-	-
21,180		1,280	451000 FUND 001 TRANSFER	-	-	-	-
52,628		26,530	TOTAL REVENUES	-	41,150	41,150	41,150
52,628		38,530	TOTAL RESOURCES	-	42,150	42,150	42,150
PERSONNEL SERVICES							
8,800		9,350	511230 COMM. SUPERVISOR	0.10	5,500	5,500	5,500
503		550	511420 MECHANIC	0.01	600	600	600
-		-	511460 CUSTODIAN SALARY	-	-	-	-
-		-	521500 OVERTIME	-	-	-	-
795		770	531010 FICA TAXES	-	500	500	500
1,340		1,510	531020 PERS	-	2,500	2,500	2,500
55		50	531210 WORKMEN'S COMP	-	80	80	80
2,523		3,100	531220 HEALTH INSURANCE	-	1,000	1,000	1,000
2,523		15,330	TOTAL PERSONNEL SERVICES	0.11	10,180	10,180	10,180
MATERIALS & SERVICES							
840		1,000	612251 PAGER/CELL PHONE	-	1,000	1,000	1,000
-		50	614200 REFUND OF FEES	-	50	50	50
203		200	614300 OFFICE EQUIP/MAINT	-	200	200	200
3,249		1,800	614390 BONDING & INSURANCE	-	3,800	3,800	3,800
1,337		3,500	614520 RECRUITMENT/RECOGNITION	-	3,500	3,500	3,500
69		200	614900 OTHER SUPPLIES	-	200	200	200
372		850	617300 AUTOMOBILE MAINTENANCE	-	3,120	3,120	3,120
5,094		5,350	617320 VEHICLE FUEL	-	5,350	5,350	5,350
9,675		8,250	623530 CONTRACT DRIVER	-	9,750	9,750	9,750
20,837		21,200	TOTAL MATERIALS & SERVICES	-	26,970	26,970	26,970
CAPITAL OUTLAY							
-		2,000	712500 FUTURE RESERVE PROJECT	-	5,000	5,001	5,002
23,360		38,530	TOTAL EXPENDITURES	-	42,150	42,151	42,152
29,268		0.00	TOTAL RESOURCES	-	42,150	42,150	42,150

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 18-19 Year in Review

The shelter continues to be run and staffed with volunteers under the guidance of the Police Department. We continued to make small improvements with the building. A small wall was built in the main building to divide it into two sides. This was to try to create a type of isolation between sides for medical reasons when needed. The shelter had some rather large veterinary services bills this year due to somewhat unforeseeable medical needs with a larger than normal number of dogs. As with previous years, the shelter continues to receive very generous donations that help offset operating costs and many are specifically made for veterinary services, sometimes the donations are made directly to the veterinarian.

FY 19-20 Budget Highlights and Challenges

We will need to replace some chain link on the kennels in the main building and do more security work on the perimeter fencing. Due to the somewhat remote location, and some instances of theft, a security camera system connected to Wi-Fi is a priority at the shelter. Also, the roof will soon need to be replaced with a metal one.

ANIMAL SHELTER FUND (035)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
-		24,000	411100 BEGINNING FUND BALANCE		31,000	31,000	31,000
470	1,000	412250	ANIMAL CONTROL/IMPOUND		900	900	900
9,009	5,000	412500	ANIMAL SHELTER DONATIONS		7,500	7,500	7,500
206	100	415100	INTEREST		450	450	450
20,650	6,190	451200	FUND 001 TRANSFER		-		
30,335	12,290		REVENUES TOTALS:		8,850	8,850	8,850
30,335	36,290		TOTAL RESOURCES		39,850	39,850	39,850
			MATERIALS & SERVICES				
208	300	612080	WATER		300	300	300
39	40	612085	STORMWATER		40	40	40
282	550	612090	WASTEWATER		550	550	550
1,427	1,600	612100	ELECTRICITY		1,800	1,800	1,800
287	500	612251	CELL PHONE		550	550	550
49	100	614390	BONDS AND INSURANCE		1,000	1,000	1,000
517	800	614780	DOG FOOD		800	800	800
725	5,250	614900	OTHER SUPPLIES		5,260	5,260	5,260
1,545	1,800	623430	VETERINARY SERVICES		3,000	3,000	3,000
5,079	10,940		TOTAL MATERIALS & SERVICES		13,300	13,300	13,300
			CAPITAL OUTLAY				
-	25,350	712500	BUILDING IMPROVEMENT		26,550	26,550	26,550
5,079	36,290		TOTAL EXPENDITURES		39,850	39,850	39,850

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 18-19 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.

FY 19-20 Budget Highlights and Challenges

The Lower Umpqua Library District is a newly formed District and no longer part of the City budget.
This fund is closed.

LIBRARY FUND (036)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
-		60,000	411100 BEGINNING FUND BALANCE				
10,021		6,000	412250 DONATIONS: GENERAL/OPERATIONS				
75		100	412255 DONATIONS: EVENTS/PROGRAMS				
1,258		700	412260 DONATIONS: PERIODICALS/NEWSPAP				
-		500	412270 DONATIONS: BOOKS				
1,331		4,000	412280 SUMMER READ. PROGRAM				
215		600	412290 LIBRARY FUNDRAISERS				
9,220		-	412300 CDABA REIMBURSEMENTS				
46,008		500	412400 JOHN WARDEN FUNDS				
10,750		12,000	412500 LIBRARY GRANTS				
45,000		50,000	412510 OR COMM FOUNDATION GRANT				
2,500		-	412550 JORDAN COVE GRANT-SUPPLIES				
92		50	412740 LIBRARY CARDS				
-		100	412746 BUILDING RENTAL FEES				
1,317		1,000	412750 COPIER FEES				
588		650	412755 LIBRARY CAFE REVENUES				
462		200	412760 LIBRARY FINES & ASSESSMENTS				
48		50	412770 DAMAGED BOOK FEES				
40		50	412780 LOST BOOK FEES				
-		-	412785 BUILDING RENTAL				
470		500	415100 INTEREST				
16,320		16,320	451200 TRANS IN: FUND 001 MAINTENANCE				
600		-	451300 TRANS IN: FUND 001 LIB. RENO.				
146,314		93,320	TOTAL REVENUE				
146,314		153,320	TOTAL RESOURCES				
			PERSONNEL SERVICES				
688		800	511450 MAINTENANCE WORKER SALARY				
966		1,200	511460 CUSTODIAN SALARY				
127		200	531010 SOCIAL SECURITY				
129		400	531020 PERS				
51		150	531210 WORKER COMP INS.				
649		750	531220 HEALTH INSURANCE				
2,610		3,500	TOTAL PERSONNEL SERVICES				
			MATERIALS & SERVICES				
171		250	612070 GARBAGE DISPOSAL				
206		300	612080 WATER				
39		40	612085 STORMWATER				
343		550	612090 WASTEWATER				
6,049		6,000	612100 ELECTRICITY				
1,333		1,200	612250 NETWORK COMMUNICATIONS				
50		100	614200 BUILDING USE - DEPOSIT REFUND				
818		700	614220 JANITORIAL SUPPLIES				
439		3,500	614250 BUILDING MAINT. SUPPLIES				
260		500	614300 OFFICE EQUIP/MAINT				
666		700	614340 PERIODICAL/NEWSPAPER SUBSCRIPT				
63		500	614350 BOOK PURCHASES				
1,046		250	614360 SUPPLIES				
1,531		1,600	614390 BONDING AND INSURANCE				
495		500	614400 COMPUTER OPERATIONS				
94		500	614450 COMPUTER SUPPORT				
2,265		1,000	614460 LIBRARY PROGRAMS/EVENTS				
2,098		600	614470 JC GRANT - SUPPLIES				
-		-	614480 JC GRANT - GENERAL				
-		-	614481 C. GILES HUNT GRANT EXPENSES				
1,036		1,000	614485 READY TO READ GRANT				
-		-	614490 SCREL HUB GRANT				
261		4,000	614495 SUMMER READING PROGRAM				
(16)		-	614980 CASH OVER/UNDER				
-		-	615310 BANK FEES				
19,969		20,000	623530 CONTRACTED SERVICES				
-		-	623535 LULD TRANSFERS				
39,218		43,790	TOTAL MATERIALS & SERVICES				
			CAPITAL OUTLAY				
-		106,030	777100 LIBRARY CAPITAL RESERVE				

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 18-19 Year in Review

Fund 37 is primarily comprised of money received for jail bed rents (Coos Bay contract), funds for specific capital improvement items, and funds for police vehicle replacement. This past FY we were able to purchase and have installed a new phone logger system. This new system replaced a much older and antiquated system, which had reached its end of life and could no longer be upgraded.

FY 19-20 Budget Highlights and Challenges

This upcoming FY we hope to be able to finally replace an extremely outdated and failing Jail Management System (JMS) and also add a Computer Aided Dispatch system (CAD). The bulk of these funds will be derived from accumulated Coos County jail bed contract fees.

POLICE CAPITAL FUND (037)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
-	52,000	411100	BEGINNING FUND BALANCE	-	20,000	20,000	20,000
1,950	-	412500	MISCELLANEOUS INCOME	-	-	-	-
74,625	30,000	412600	JAIL BED RENTS	-	30,000	30,000	30,000
177	500	415100	INTEREST	-	250	250	250
-	15,000	451000	FUND 001 XFER	-	15,000	15,000	15,000
-	15,000	451200	XFER IN: FUND 025	-	-	-	-
76,752	60,500		TOTAL REVENUES	-	45,250	45,250	45,250
76,752	112,500		TOTAL RESOURCES	-	65,250	65,250	65,250
			MATERIALS & SERVICES				
34,362	-	614100	RECORDING SYSTEM	-	-	-	-
-	12,500	614200	EQUIPMENT	-	4,000	4,000	4,000
34,362	12,500		TOTAL MATERIALS & SERVICES	-	4,000	4,000	4,000
			CAPITAL OUTLAY				
7,224	21,000	614250	JAIL UPGRADES	-	4,250	4,250	4,250
-	30,000	614300	VEHICLE RESERVE	-	30,000	30,000	30,000
-	25,000	614400	VEHICLE AWNING	-	23,000	23,000	23,000
7,224	76,000		TOTAL CAPITAL	-	57,250	57,250	57,250
			INTERFUND TRANSFERS				
-	20,000	725000	XFER OUT: FUND 001 STIPEND	-	4,000	4,000	4,000
-	4,000	726000	XFER OUT FUND 001 JAIL FOOD	-	-	-	-
	24,000		TOTAL INTERFUND TRANSFERS	-	4,000	4,000	4,000
	112,500		TOTAL REVENUES	-	65,250	65,250	65,250
41,586	112,500		TOTAL EXPENDITURES	-	65,250	65,250	65,250

City of Reedsport
CERT FUND
038

Organization and Mission

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

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

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

FY 19-20 Budget Highlights and Challenges

This fund is the only new one created in and for Fiscal Year 2019-20. It will be used as a pass-through account. Expenditures will be made when revenues have been received to aid in a variety of emergency situations.

CERT FUND (038)

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Account	FTE	FY20 PROPOSED	FY20 APPROVED	FY20 ADOPTED
			411100 BEGINNING FUND BALANCE	-	0.00	1.00	2.00
			REVENUES				
			415000 FUND 001 TRANSFER	-	-	-	-
			415100 INTEREST	-	10	10	10
			415800 GRANTS	-	4,000	4,000	4,000
			416000 DONATIONS	-	990	990	990
			REVENUES TOTALS:	-	5,000	5,000	5,000
			MATERIALS & SERVICES				
			623500 EMERGENCY MANAGEMENT	-	4,000	4,000	4,000
			623510 CERT PROGRAM EXPENSES	-	890	890	890
			623511 CERT VEHICLE MAINTENANCE	-	-	-	-
			623512 CERT VEHICLE FUEL	-	110	110	110
			TOTAL MATERIALS & SERVICES	-	5,000	5,000	5,000
			TOTAL RESOURCES		-	-	-
			TOTAL EXPENDITURES	-	5,000	5,000	5,000

URBAN RENEWAL AGENCY
COST CENTER 50

**URBAN RENEWAL DISTRICT (150)
DEPARTMENT 600**

FY17 ACTUALS	FY18 ACTUALS	FY19 ADOPTED	Accounts		FY20 Proposed	FY20 Approved	FY20 Adopted
178,811	105,883	85,000	411100	BEGINNING FUND BALANCE	95,000	95,000	95,000
REVENUE							
106,278	86,614	85,000	412250	CURRENT PROPERTY TAX	80,000	80,000	80,000
4,193	4,861	3,500	412500	DELINQUENT PROP TAX	4,500	4,500	4,500
1,350	1,577	1,400	415100	INTEREST	1,400	1,400	1,400
41	57	50	415150	OTHER INTEREST	50	50	50
145	338	-	415350	UR LAND SALES	50	50	50
31	-	-	415900	MISCELLANEOUS	-	-	-
112,038	93,447	89,950		TOTAL REVENUE	86,000	86,000	86,000
290,849	199,329	174,950		TOTAL RESOURCES	181,000	181,000	181,000
MATERIALS & SERVICES							
1,820	896	1,500	613300	ADVERTISING & FEES	1,500	1,500	1,500
792	3,876	4,500	613500	PROF & TECHNICAL SERVICES	4,500	4,500	4,500
1,031	1,003	1,500	613800	OTHER FEES	1,500	1,500	1,500
3,642	5,774	7,500		TOTAL MATERIALS & SERVICES	7,500	7,500	7,500
CAPITAL OUTLAY							
-	-	85,000	710000	CAPITAL PROJECTS RESERVE	88,550	88,550	88,550
-	-	-	723400	STORMWATER PROJECTS	19,500	19,500	19,500
-	3,930	12,000	723600	RAINBOW PLAZA LIGHTING PROJ.	-	-	-
-	-	40,000	744370	HWY 38 LIGHTING & LANDSCAPING	18,000	18,000	18,000
-	-	-	744375	WATERFRONT PROPERTY PURCHASE	15,000	15,000	15,000
4,532	60,045	-	744380	ODOT PROJECT RESERVE	-	-	-
4,532	63,975	137,000		TOTAL CAPITAL OUTLAY	141,050	141,050	141,050
DEBT SERVICE							
6,792	7,410	7,450	911500	STORMWATER DEBT	7,450	7,450	7,450
6,792	7,410	7,450		TOTAL DEBT SERVICE	7,450	7,450	7,450
INTER-FUND TRANSFERS							
-	12,500	-	744400	TRANSFER OUT: FUND 025 BOAT	-	-	-
150,000	-	-	910000	TRANSFER OUT: FUND 027 LEVEE	-	-	-
10,000	10,000	13,000	920000	TRANSFER OUT: MS INTERN	15,000	15,000	15,000
10,000	10,000	10,000	920500	TRANSFER OUT: MS FACADE	10,000	10,000	10,000
170,000	32,500	23,000		TOTAL INTERFUND TRANSFERS	25,000	25,000	25,000
184,966	109,660	174,950		TOTAL DEPARTMENT 150 EXPENSES	181,000	181,000	181,000
105,883.00	89,669	0.00			0.00	0.00	0.00

**URBAN RENEWAL AGENCY –
MAIN STREET**

COST CENTER 51

**URBAN RENEWAL, MAIN STREET
DEPARTMENT 601**

FY16-17 ACTUALS	FY17-18 ACTUALS	FY18-19 ADOPTED	Account	RESOURCES	FY20 Proposed	FY20 Approved	FY20 Adopted
41,727	41,840	40,000	411100	BEGINNING FUND BALANCE	69,500	69,500	69,500
REVENUE							
351	703	400	415100	INTEREST	750	750	750
-	10,085	-	415900	MISCELLANEOUS	-	-	-
-	-	5,500	416000	CO-OP FUNDS MS INTERN	1,000	1,000	1,000
-	10,000	-	416100	PROGRAM GRANTS-MAINSTREET	-	-	-
4,287	-	100	416110	MISC. MS PROJECTS INCOME	100	100	100
5,350	300	5,000	416120	MURAL DONATIONS	-	-	-
-	914	500	416150	CENTENNIAL CELEBRAT. DONATIONS	6,000	6,000	6,000
-	-	-	416160	BRONZE ELK DONATIONS	10,000	10,000	10,000
762	693	500	417000	STREET BANNER REVENUE	500	500	500
2,496	4,536	5,000	417100	BUS. IMPROV. REVENUE - NON URD	5,000	5,000	5,000
5,335	4,496	36,000	417200	STEAM DONKEY REVENUE	32,000	32,000	32,000
-	-	-	417300	BUS. IMPROV. GRNT REVENUE-URD	-	-	166,000
-	98,795	-	417340	MS REVITALIZATION GRANT	-	-	-
-	-	12,000	417345	KAYAK/WATER TRAILS REVENUE	12,000	12,000	12,000
500	-	-	417350	BICYCLE REVENUE	-	-	-
10,000	10,000	13,000	420000	TRANSFER IN: MS INTERN	15,000	15,000	15,000
10,000	10,000	10,000	421000	TRANSFER IN: MS FACADE	10,000	10,000	10,000
39,082	150,523	88,000		TOTAL REVENUE	92,350	92,350	258,350
80,809	192,362	128,000		TOTAL RESOURCES	161,850	161,850	327,850
MATERIALS & SERVICES							
851	794	100	614100	RARE INTERN SUPPLIES	1,700	1,700	1,700
-	-	650	614200	RARE TRAINING/CONFERENCES	3,000	3,000	3,000
22,000	23,500	25,000	623550	RARE STUDENT CONTRACT SERVICES	29,900	29,900	29,900
-	-	-	623580	HOLIDAY LIGHTING/DECOR	2,000	2,000	2,000
22,851	24,294	25,750		MATERIALS & SERVICES Totals:	36,600	36,600	36,600
CAPITAL OUTLAY							
776	418	500	714100	ADVERTISING/PROMOTIONS EXP.	3,000	3,000	3,000
7,129	10,208	12,000	720000	BUSINESS IMPROVE. GRANTS - URD	26,000	26,000	26,000
-	-	21,000	720100	BUSINESS IMP. GRANTS - NON URD	13,000	13,000	13,000
-	-	-	720200	MS FACADE GRANT	-	-	166,000
657	-	48,000	721000	STEAM DONKEY PROJECT	48,000	48,000	48,000
2,028	1,067	1,250	722000	STREET BANNER PROJECT	1,250	1,250	1,250
-	-	500	722500	CENTENNIAL CELEBRATION	10,000	10,000	10,000
-	-	-	722600	BRONZE ELK EXPENSES	10,000	10,000	10,000
2,064	1	-	723000	BICYCLE FRIENDLY	-	-	-
-	4,748	6,500	723100	MURAL EXPENDITURES	-	-	-
-	-	12,000	723105	KAYAK/WATER TRAILS EXPENSES	12,000	12,000	12,000
-	98,795	-	723400	MS REVITALIZATION PROJECT	-	-	-
2,847	-	-	723500	MS MURAL PROJECT	-	-	-
619	653	500	724000	OTHER PROJECTS	2,000	2,000	2,000
16,119	115,890	102,250		TOTAL CAPITAL OUTLAY	125,250	125,250	291,250
38,969	140,184	128,000		TOTAL DEPARTMENT EXPENSES	161,850	161,850	327,850

