

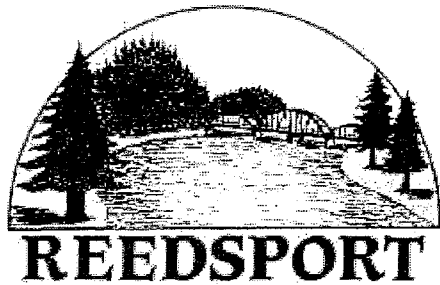
CITY OF REEDSPORT

**ADOPTED BUDGET FOR THE
2020-2021 FISCAL YEAR**

CITY OF REEDSPORT

BUDGET MESSAGE

**Deanna Schafer
City Manager Pro-Tem**



CITY OF REEDSPORT

CITY MANAGER'S OFFICE

451 Winchester Avenue

Reedsport, OR 97467-1597

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

Friday, April 24, 2020

BUDGET MESSAGE FY 2020-21

INTRODUCTION

I am pleased to present the proposed FY 2020-21 City of Reedsport budget for your consideration during these unprecedented times. The budget we have prepared is balanced, conservative and based on staffs commitment to its elected officials and citizens of fiscal accountability and responsibility.

Due to the current worldwide Covid -19 pandemic, economic forecasts could not be more unpredictable. National news reports state that the economic impact in the United States could exceed anything experienced since the end of World War II. As supply chains around the world are disrupted, the report warns that the full impact is yet to be felt. Community leaders must prepare for the effects on production, transport and logistics, and customer demand. These include a slump in demand from consumers leading to inventory "whiplash," as well as parts and labor shortages due to manufacturing plants shutting or reducing capacity.

Overall the economic position of the City of Reedsport going into these uncertain times is positive. Over the last year the City has experienced signs of economic growth through new housing starts and commercial ventures. While not all ventures have been sustainable and a few store fronts are empty it is encouraging to see people willing to take the chance. Some of those opportunities are the direct effect of the many layers of incentives provided from different sectors, including enterprise zone and opportunity zone designations and Urban Renewal façade grants.

The City has partnered with the Small Business Development Commission to promote our area. With the inactivity of the local Lower Umpqua Economic Forum we were able to contribute those dues to SBDC and the new management has really increased the touches from outside commercial interest.

The good news is that this budget is prepared with healthy beginning fund balances in most all departments. This is due to staffing and auditor of record changes that caused a slight delay in completing the audit of the 2018-2019 budget year. Expenditures in all departments were very conservative allowing for fund balances to be moved forward into the 2020-2021 fiscal year.

The City continues its strategy of supplementing revenue with grants both local, regional and at the national (Federal) level. Projects provided by grant funding will be explained in the fund highlights later in this document.

GENERAL FUND HIGHLIGHTS

Background:

Oregon's property tax system continues to be one of the most important sources of revenue for the public sector in Oregon. Since the 1990s when two statewide ballot measures, Measure 5 and Measure 50, dramatically altered the traditional taxing system. These Measures introduced property tax rate caps and put limits on assessed property values creating a condition called "Compression."

Under compression the Douglas County has seen a slower rate of growth than other areas of the state resulting in a neutral property tax revenue. Meaning that while property values increase by 3% each year,

the Cities share has not increased in several years in fact has decreased in some recent years. With the rising costs of goods and services, this forces staff to utilize creative methods to meet minimum services while trying to maintain a comparable rate of pay and benefits for our employees.

On the positive side there have been 6 new housing starts during the year. Leading staff to believe that the Council practice of waiving current System Development Charges (not to include public projects) has played a part in making these possible.

2019-2020 Fiscal Year in Review:

2019 was a Centennial year for the City of Reedsport and many projects and events were completed throughout the year. Events included concerts and a free Centennial Celebration carnival. Former resident Devon Rowe provided a bronze elk statue at cost which was placed in the downtown area in front of the post office and paid for by donations. Commemorative Coins and shirts were sold as well. The elk statue is complemented by new sidewalks, benches and trash receptacles. New in-side walk planters and decorative lights completed the refreshed new look.

Oregon Department of Transportation completed the upgrades with a sidewalk infill project throughout the Hwy 101 and Hwy 38 corridor and a traffic pattern change in the uptown area. While the new "road diet" pattern has been met with mixed reviews, it included some major upgrades to the stop signals throughout the City and placed a rapid flashing beacon pedestrian crossing at a troublesome highway crossing in the uptown area. This area has been a site of multiple pedestrian/vehicle collisions and near misses for many years.

The major renovation of the City owned building currently leased by the US Forest Service was successfully completed allowing the increased capacity of approximately 40 employees to be served from this location. Ongoing upgrades will continue in the current fiscal year including a parking lot upgrade project.

The City is able to complete two major paving projects this year. A portion of both Frontage Road and Winchester Avenue are scheduled to be completed. Normally the City can only afford to complete one project but the Winchester Avenue project is the results of Small City Allotment funds in the amount of \$100,000 granted in the last fiscal year. This is a competitive granting program that traditionally is granted every other year.

The police department had an exciting year. Along with the change of department head a patrol officer was promoted to the Corporal Position and a new School Resource Officer was assigned. Two of the department's Communications Officers have also retired from dispatch, one being part-time and one being full time. The Police Department has also hired two new patrol officers and one new communications officer, and will be looking to hire a temporary officer and one more, part-time, communications officer.

The K9 program has also seen changes as K9 JD retired and was replaced with K9 Faron. The Police Department has also added a second new K9 handler, Corporal Snyder with K9 Penny. Both handlers and K9's are excited for the future growth of the program and apprehension of controlled substances.

With grant funding from a USDA Grant the department will be purchasing a new patrol car.

The Coos County prisoner-housing contract was renewed. This program has benefitted the City and Police Department by providing inmate workers for projects and adding 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 will continue and grow.

Computer Aided Dispatch (CAD) and Jail Management system upgrades were purchased and are being installed. This is a capital purchase that was split between the 2019-20 fiscal year and 2020-21.

The department is actively working on two other projects to help with training for high risk areas of law enforcement. The first being the range facility used for Handgun, Rifle and Shotgun proficiency. The

Range is being enhanced for safety and will be expanded to include areas that will assist in training for building entries, and high risk shooting. It will also be brought up to standards for noise reduction.

The K9 Shelter facility is under expansion to accommodate a safe environment to train and house our department K9's. Both the range and K9 facilities will be used to reduce the liability to the city by having increased training times while minimizing overtime.

The Reedsport Volunteer Fire Department did not make any major capital asset purchases this last year but was able to upgrade their turnout washing and drying system bringing them into compliance with the new National Fire Protection Associations regulations.

2020-2021 Fiscal Year:

At the writing of this budget message looking forward to the current fiscal year brings some degree of uncertainty. No one truly can predict what the total economic impact of the current Covid-19 impact will be. I believe ones only option is to continue to look forward and plan as if the future is bright.

Staff has many projects in place for this fiscal year. Including continued working towards certifying the levee system, upgrades to the RV dump and wastewater treatment plant. Planned street improvements and infrastructure replacement projects have been budgeted for and scheduled. The police continue to complete upgrades to the shooting range, the building and the vehicle fleet.

WATER AND SEWER UTILITY FUND HIGHLIGHTS

This year the Water Department department does not have any major upgrades or maintenance projects scheduled for the current fiscal year. In 2019-20 the Department completed a 600' waterline replacement and an expansion project in Winchester Bay.

The department will be focusing on the continued upgrades to the current meters to add radio reads and installing new meters as citizens request them. Ongoing yearly upgrades to infrastructure will as continue.

The Sewer Department will be working on several projects this year including upgrading the RV Dump station location. Over the past several years the system has been inundated with chemicals used in recreational vehicals during heavy use weekends, at times becoming alarmingly close to violations. SHN Engineering Services was contracted to design a pre-treatment station at the dump site to contain the chemicals and slowly feed them into the system rather than gravity fed dumping. Staff has secured matching funding from the Douglas County Industrial Board grants to complete this project.

A new truck was purchased for the Waste Water Department Lead.

SHN will continue designing an upgrade to the Waste Water Treatment Plant to convert the system to Ultra Violet lights in order to move away from the current Chlorine system. This will result in a more efficient and safer plant and eliminate the need for the system to be monitored on the weekends.

STORM WATER FUND HIGHLIGHTS

The City remains the leader of the levee certification process in Oregon and has completed all necessary analysis for levee certification. It has been identified that the challenge of upgrading the levee to meet the necessary Federal standards is going to be one of the largest capital projects in the City's history. Current estimates for the levee upgrades have reached 5.5 million and continue to grow as cost of materials and services continue to climb.

Currently there appears to be light at the end of the tunnel as the City is on the cusp of receiving a monumental grant from the Federal Emergency Management Administration (FEMA). If realized the grant will provided 70% of the project and future engineering costs. The City match for the project has been

identified to come from current funds available, matching dollars from the State of Oregon Infrastructure Authority, Oregon Department of Transportation and the potentially the Reedsport Urban Renewal District.

The City has received several grants from FEMA in the past few years and has been able to use these disaster mitigation funds combined with City funds to finish several interior drainage projects within the levee. Both the Elm Street pump station and the 12th Street pump station have received critical upgrades in the 2019-2020 fiscal year. These upgrades have included seismic retrofits and increase capacity modifications.

Improvements are scheduled to continue into the 2020-2021 fiscal year with a recent project to add a pump to the 12th Street pump station and continue modernization efforts with the 7th Street pump station. This project is the result of a grant that was awarded in 2017 for \$478,000 but was delayed so that the City could save up to provide the needed match of 25%. The delay has caused the project cost to increase but FEMA was able to increase the funding amount to help with the difference.

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

STREET FUND HIGHLIGHTS

A few years ago the practice of chip sealing was utilized on 22nd Street with positive results and this method will again be applied to Riverfront Way. Staff will be looking to apply for Small City Allotment funds for a larger project the Spring of 2021. Normal patching and painting will occur.

A used dump truck and new mower were purchased.

CLOSING

The fiscal year 2019-20 realized staffing changes in the administration of every department with the exception of the Director of the Umpqua Discovery Center. Matt Smart was promoted to the position of Chief of Police, Kim Clardy was hired as Public Works Director, Michelle Fraley was hired as Finance Director and in December I assumed the role of City Manager pro tem upon the resignation of long-time manager Jonathan Wright. As with any staffing changes there is always a rebuilding and learning period but I have full confidence in the ability of the current staffing appointments.

No one knows what the future will bring and what the new normal will be post Covid-19 pandemic or even how long this will last. As of the writing of this letter I am sitting behind doors locked to the public while residents, business owners and visitors stay at home at the order of the Governor of the State of Oregon. This is not an experience that we can draw on from the past experience as these are unprecedented times.

I have large expectations for what the future of Reedsport looks like and I hope that you can share those with me. It is with great pleasure that I present you with the current 2020-21 fiscal year budget document.

Respectfully submitted,

Deanna Schafer
City Manager pro tem

CITY OF REEDSPORT

Fiscal Year 2020-21 Budget

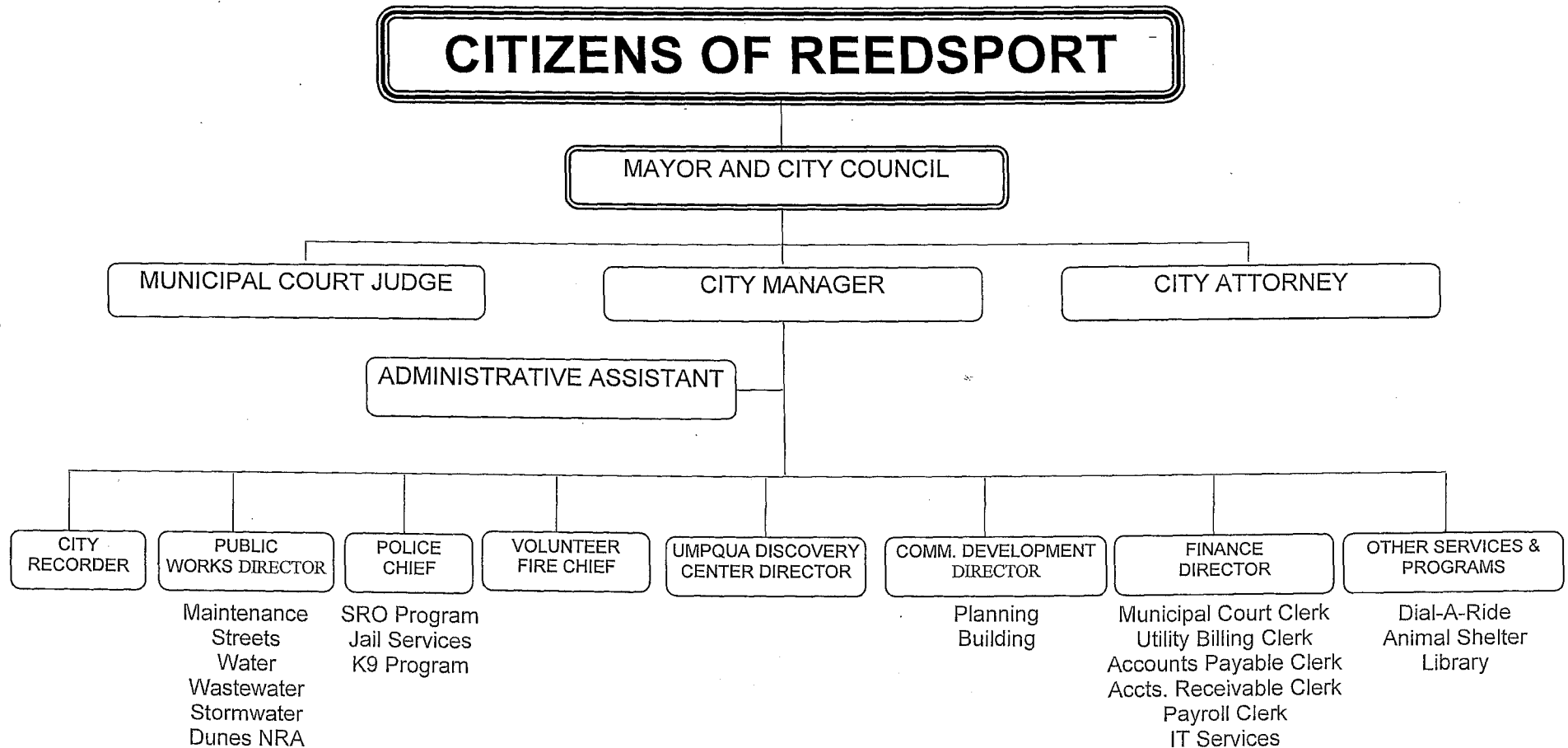
BUDGET COMMITTEE

COUNCIL MEMBERS	APPOINTED MEMBERS
Linda McCollum, - Mayor	Leon Bridge
Ellen Anderson – Position #1	Deborah Yates
DeeDee Murphy - Position #2	Kammy Rose
Leslee Collier – Position #3	Joe Liedtky
Mark Bedard – Position #4	Elba England
Rich Patten - Position #5	Vacant
Debby Turner - Position #6	Vacant

CITY ADMINISTRATION

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

CITY ORGANIZATION CHART



CITY OF REEDSPORT

Fiscal Year 2020-21 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 2020-21

POSITION CLASSIFICATIONS

<u>Position Title</u>	<u>Range</u>
Police Chief	23
Public Works Administrator	21
Public Works Director	21
Police Sergeant	20
Community Development Director	15
Finance Director	21
Umpqua Discovery Center Director	16
City Recorder	15
Administrative Assistant	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	15 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 2020-2021
EMPLOYEE MONTHLY PAY PLAN**

IAM UNION RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
Custodian/Parks Worker (9)	2,548.33	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69
Mechanic I (9)	2,548.33	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69
Utility Billing Clerk (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Accounts Payable Clerk (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Accounts Receivable Clerk (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Wastewater Worker I (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Water Worker I (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Maintenance Worker I (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
License & Permit Tech. (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Planning Secretary (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Front County Technician (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Court Clerk (10)	2,668.41	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10
Mechanic II (11)	2,797.66	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10	3,703.53
Water Utility Operator (12)	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10	3,703.53	3,878.52
Maintenance Worker II (12)	2,931.48	3,071.02	3,219.72	3,370.69	3,533.10	3,703.53	3,878.52
Wastewater Utility Op. (13)	3,071.02	3,219.72	3,370.69	3,533.10	3,703.53	3,878.52	4,068.39
Maintenance Worker III (14)	3,219.72	3,370.69	3,533.10	3,703.53	3,878.52	4,068.39	4,262.83
Mechanic III (15)	3,370.69	3,533.10	3,703.53	3,878.52	4,068.39	4,262.83	4,469.85
ter Utility Leadworker (15)	3,370.69	3,533.10	3,703.53	3,878.52	4,068.39	4,262.83	4,469.85
Maintenance Lead Worker (15)	3,370.69	3,533.10	3,703.53	3,878.52	4,068.39	4,262.83	4,469.85
Wastewater Lead Worker (17)	3,703.53	3,878.52	4,068.39	4,262.83	4,469.85	4,687.17	4,910.21
TEAMSTERS UNION	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
Communications Officer	2,758.19	2,897.35	3,044.83	3,197.07	3,355.27	3,526.53	3,695.81
Patrol Officer	3,502.75	3,674.02	3,858.37	4,052.24	4,256.82	4,467.34	4,681.78
Corporal Officer	3,674.02	3,858.37	4,052.25	4,256.81	4,467.34	4,681.78	4,906.49

**CITY OF REEDSPORT
EMPLOYEE MONTHLY PAY PLAN
FOR FISCAL YEAR 2020-21**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
1	\$ 1,719.55	\$ 1,800.69	\$ 1,882.94	\$ 1,970.75	\$ 2,061.90	\$ 2,158.60	\$ 2,260.86
2	\$ 1,800.69	\$ 1,882.94	\$ 1,970.75	\$ 2,061.90	\$ 2,158.60	\$ 2,260.86	\$ 2,365.35
3	\$ 1,882.94	\$ 1,970.75	\$ 2,061.90	\$ 2,158.60	\$ 2,257.53	\$ 2,365.35	\$ 2,476.50
4	\$ 1,970.75	\$ 2,061.90	\$ 2,158.60	\$ 2,260.86	\$ 2,365.35	\$ 2,476.50	\$ 2,593.22
5	\$ 2,061.90	\$ 2,158.60	\$ 2,260.86	\$ 2,365.35	\$ 2,476.50	\$ 2,593.21	\$ 2,718.82
6	\$ 2,158.60	\$ 2,260.86	\$ 2,365.35	\$ 2,476.50	\$ 2,593.21	\$ 2,718.82	\$ 2,848.86
7	\$ 2,260.86	\$ 2,365.35	\$ 2,476.50	\$ 2,593.21	\$ 2,718.82	\$ 2,848.87	\$ 2,984.48
8	\$ 2,365.35	\$ 2,476.50	\$ 2,593.21	\$ 2,718.82	\$ 2,848.87	\$ 2,984.47	\$ 3,128.97
9	\$ 2,476.50	\$ 2,593.21	\$ 2,718.82	\$ 2,848.87	\$ 2,984.47	\$ 3,128.97	\$ 3,275.70
10	\$ 2,593.21	\$ 2,718.82	\$ 2,848.87	\$ 2,984.47	\$ 3,128.97	\$ 3,275.70	\$ 3,433.53
11	\$ 2,718.82	\$ 2,848.87	\$ 2,984.47	\$ 3,128.97	\$ 3,275.70	\$ 3,433.53	\$ 3,599.15
12	\$ 2,848.87	\$ 2,984.47	\$ 3,128.97	\$ 3,275.70	\$ 3,433.53	\$ 3,599.15	\$ 3,769.22
13	\$ 2,984.47	\$ 3,128.97	\$ 3,275.70	\$ 3,433.53	\$ 3,599.15	\$ 3,769.22	\$ 3,953.73
14	\$ 3,128.97	\$ 3,275.70	\$ 3,433.53	\$ 3,599.15	\$ 3,769.22	\$ 3,953.73	\$ 4,142.69
15	\$ 3,275.70	\$ 3,433.53	\$ 3,599.15	\$ 3,769.22	\$ 3,953.73	\$ 4,142.69	\$ 4,343.88
16	\$ 3,433.53	\$ 3,599.15	\$ 3,769.22	\$ 3,953.73	\$ 4,142.69	\$ 4,343.88	\$ 4,555.07
17	\$ 3,599.15	\$ 3,769.22	\$ 3,953.73	\$ 4,142.69	\$ 4,343.88	\$ 4,555.07	\$ 4,771.82
18	\$ 3,769.22	\$ 3,953.73	\$ 4,142.69	\$ 4,343.88	\$ 4,555.07	\$ 4,771.82	\$ 5,007.47
19	\$ 3,953.73	\$ 4,142.69	\$ 4,343.88	\$ 4,555.07	\$ 4,771.82	\$ 5,007.47	\$ 5,249.78
20	\$ 4,142.69	\$ 4,343.88	\$ 4,555.07	\$ 4,771.82	\$ 5,007.47	\$ 5,249.78	\$ 5,505.44
21	\$ 4,343.88	\$ 4,555.07	\$ 4,771.82	\$ 5,007.47	\$ 5,249.78	\$ 5,505.44	\$ 5,773.32
22	\$ 4,555.07	\$ 4,771.82	\$ 5,007.47	\$ 5,249.78	\$ 5,505.44	\$ 5,773.32	\$ 6,053.43
23	\$ 4,771.82	\$ 5,007.47	\$ 5,249.78	\$ 5,505.44	\$ 5,773.32	\$ 6,053.43	\$ 6,351.32
24	\$ 5,007.47	\$ 5,249.78	\$ 5,485.43	\$ 5,773.32	\$ 6,053.43	\$ 6,351.32	\$ 6,662.55
25	\$ 5,249.78	\$ 5,485.43	\$ 5,773.32	\$ 6,053.43	\$ 6,351.32	\$ 6,662.55	\$ 6,989.34
26	\$ 5,485.43	\$ 5,773.32	\$ 6,053.43	\$ 6,351.32	\$ 6,662.55	\$ 6,989.34	\$ 7,332.80
27	\$ 5,773.32	\$ 6,053.43	\$ 6,351.32	\$ 6,662.55	\$ 6,989.34	\$ 7,332.80	\$ 7,691.83
28	\$ 6,053.43	\$ 6,351.32	\$ 6,662.55	\$ 6,989.34	\$ 7,332.80	\$ 7,691.83	\$ 8,066.41
29	\$ 6,351.32	\$ 6,662.55	\$ 6,989.34	\$ 7,332.80	\$ 7,691.83	\$ 8,066.42	\$ 8,463.24
30	\$ 6,662.55	\$ 6,989.34	\$ 7,332.80	\$ 7,691.83	\$ 8,066.42	\$ 8,463.24	\$ 8,860.16

CITY OF REEDSPORT

Fiscal Year 2020-21 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	1.55
001	104	Legal Services	0.00
001	105	Municipal Court	0.50
001	106	Community Development	0.25
001	107	City Recorder	0.60
001	108	Community Building / City Hall	0.00
001	110	Non-Departmental	0.00
001	200	Police	13.70
001	205	School Resource Officer	0.75
001	220	Fire	0.00
001	230	Building Inspection	0.20
001	410	Public Services	1.61
001	440	Senior Center	0.00
002	502	Streets	0.77
003	503	Water Utility	4.59
004	504	Wastewater Utility	4.77
005	505	Stormwater Utility	0.32
007	507	Bicycle / Footpath	0.00
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
020	520	System Development - Water	0.00
021	521	System Development - Wastewater	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	0.07
037	537	Police Capital	0.00
038	538	CERT	0.00
Total FTE			32.73

CITY OF REEDSPORT
FISCAL YEAR 2020-21 BUDGET
FUND & DEPARTMENTAL UNIT LISTING

FUND #	DEPARTMENTAL UNIT #	DEPARTMENTAL UNIT
001	100	Council
001	101	City Manager
001	102	Finance
001	104	Legal Services
001	105	Municipal Court
001	106	Community Development
001	107	City Recorder
001	108	Community Building / City Hall
001	110	Non-Departmental
001	200	Police
001	205	Special Police Operations
001	210	Municipal Jail
001	220	Fire
001	230	Building Inspection
001	240	Animal Control
001	410	Public Services
001	440	Senior Center
002	502	Streets
003	503	Water Utility
004	504	Wastewater Utility
005	505	Stormwater Utility
007	507	Bicycle / Footpath
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
020	520	System Development – Water
021	521	System Development – Wastewater
025	525	General Capital Improvement Fund
026	526	Street Capital Fund
027	527	Storm Capital Fund
029	529	Water Enterprise Capital Fund
034	524	Dial-A-Ride Fund
035	535	Animal Shelter Fund
036	536	Library Fund
037	537	Police Capital Fund
038	538	Community Emergency Response Team (CERT)

CITY OF REEDSPORT

SALARIES PAID FROM MORE THAN ONE SOURCE

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

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

CITY OF REEDSPORT

Fiscal Year 2020-21 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
2015 2016	\$242,123,717	\$5,128,686	0.0216	\$1,332,053	\$28,955.00	0.0222
2016 2017	\$244,489,011	\$2,365,294	0.0098	\$1,343,963	\$11,910.00	0.0089
2017-2018	\$249,023,087	\$4,534,076	0.0185	\$1,382,608	\$38,645.00	0.0288
2018-2019	\$254,861,544	\$5,838,457	0.0234	\$1,462,861	\$80,252.82	0.0580
2019-2020	\$261,698,182	\$6,836,638	0.0268	\$1,524,296	\$61,435.18	0.0420
Actual Assessed Value for 2019-20				\$261,698,182		
Estimated value of growth for 2020-21				1.030		
Estimated Assessed Value for 2020-21				\$269,549,127		
City of Reedsport Permanent Tax Levy Rate				6.1882		
Estimated taxes to be imposed				\$1,668,024		
Estimated loss due to compression				\$95,000		
Adjusted estimated taxes to be imposed in 2020-21				\$1,573,024		
Assumed discounts and delinquent taxes (D&D) rate				10.0%		
Estimated amount of D&D for 2019-20				\$157,302		
Property Taxes Budgeted , less D&D				\$1,415,722		

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

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

City of REEDSPORT

Fiscal Year 2020-2021

Interfund Transfers

FROM FUND			TO FUND		
FUND #	ACCOUNT NUMBER	AMOUNT	FUND #	ACCOUNT NUMBER	AMOUNT
001	001-110-923002	12,500	017	017-000-451200	12,500
001	001-110-923040	25,000	025	025-000-451200	25,000
001	001-110-923050	15,000	037	037-000-451000	15,000
001	001-110-925000	15,000	014	014-000-451200	15,000
		67,500			67,500
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
		46,150			46,150
004	004-504-921000	71,000	001	001-000-451100	71,000
004	004-504-921100	3,000	001	001-000-451110	3,000
004	004-504-921400	4,000	001	001-000-451010	4,000
004	004-504-921500	1,250	001	001-000-451080	1,250
004	004-504-921600	10,000	005	005-000-417070	10,000
		89,250			89,250
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	016-516-923040	75,000	025	025-000-451450	75,000
016	016-516-923050	150,000	004	004-000-418065	150,000
016	016-516-923060	67,400	003	003-000-417085	67,400
		297,100			297,100
025	025-525-925200	15,000	037	037-000-451200	15,000
		15,000			15,000
TOTALS		\$ 1,989,450	33		\$ 1,989,450

**GENERAL FUND
001-000**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 Proposed	FY 20-21 Approved	FY 20-21 Adopted
1,254,572	1,060,222	1,100,000	001-000-411100	BEGINNING FUND BALANCE	1,100,000	1,100,000	1,100,000
REVENUE							
1,285,651	1,365,162	1,300,000	001-000-412250	CURRENT PROPERTY TAX	1,400,000	1,400,000	1,400,000
60,124	56,159	55,500	001-000-412500	DELINQUENT PROPERTY TAX	55,500	55,500	55,500
132,512	134,610	130,000	001-000-413100	P.U.D. FRANCHISE	132,000	132,000	132,000
4,326	4,630	4,500	001-000-413200	TELEPHONE FRANCHISE	4,500	4,500	4,500
51,989	40,835	52,000	001-000-413300	CABLE TV FRANCHISE	50,000	50,000	50,000
8,261	8,519	7,000	001-000-413350	FIBER FRANCHISE FEES	7,000	7,000	7,000
15,762	16,323	15,000	001-000-413400	GARBAGE FRANCHISE	15,000	15,000	15,000
5,137	2,784	5,000	001-000-414100	POLICE SERVICES	2,500	2,500	2,500
250	-	-	001-000-414110	MUNICIPAL JAIL FEES	-	-	-
5,000	-	15,000	001-000-414115	JAIL BED RENT	28,000	-	-
-	-	-	001-000-414300	ANIMAL CONTROL SERVICES	-	-	-
860	660	750	001-000-414400	CAMPING FEES	600	600	600
64,255	65,219	67,855	001-000-414500	DISPATCH SERVICES	72,070	72,070	72,070
78	-	-	001-000-414700	DIAL-A-RIDE FEES	-	-	-
17,478	32,177	18,000	001-000-415100	INTEREST	18,000	18,000	18,000
826	918	1,000	001-000-415150	OTHER INTEREST	1,000	1,000	1,000
787	1,387	1,300	001-000-415200	LEASE - RENT	1,300	1,300	1,300
9,939	9,980	9,800	001-000-415210	SENIOR CENTER RENTAL	9,800	9,800	9,800
2,350	2,200	1,500	001-000-415220	USE OF COMM BLDG	1,625	1,625	1,625
675	1,075	750	001-000-415230	USE OF SENIOR CENTER	750	750	750
1,880	230,196	200,000	001-000-415250	TRANSIENT ROOM TAX	220,000	220,000	220,000
5,015	8,968	-	001-000-415350	LAND SALES	-	-	-
187,843	732,311	-	001-000-415370	TIMBER SALES	-	-	-
23,720	23,035	22,000	001-000-415400	BUSINESS LICENSES	22,000	12,000	12,000
1,400	7,576	500	001-000-415420	MARIJUANA FEES	500	500	500
4,398	5,503	4,000	001-000-415440	MISC. PLANNING FEES	4,200	4,200	4,200
-	-	-	001-000-415447	ENGINEER FEE REIMBURSEMENT	-	-	-
22,275	14,778	12,000	001-000-415449	PLAN CHECK FEES	12,000	12,000	12,000
30,576	21,946	12,000	001-000-415450	BUILDING PERMITS	25,000	25,000	25,000
11,583	14,394	9,000	001-000-415451	ELECTRICAL PERMITS	12,000	12,000	12,000
4,843	2,522	3,250	001-000-415452	PLUMBING PERMITS	4,500	4,500	4,500
7,934	7,024	7,500	001-000-415453	MECHANICAL PERMITS	7,500	7,500	7,500
430	430	500	001-000-415454	MOBILE HOME PERMITS	500	500	500
5,158	3,727	3,300	001-000-415455	BUILDING SURCHARGES	4,440	4,440	4,440
1,306	1,610	1,400	001-000-415456	ELECTRICAL SURCHARGES	1,450	1,450	1,450
-	115	-	001-000-415457	BUILD/ELEC PERMIT FINES	-	-	-
142,526	199,868	155,000	001-000-415500	COURT FINES AND FORFEITUR	155,000	155,000	155,000
5,243	11,862	-	001-000-415650	SALARY REIMBURSEMENTS	-	-	-
6,418	2,283	5,000	001-000-415660	INSURANCE REIMBURSEMENTS	5,000	5,000	5,000
-	-	-	001-000-415800	DONATIONS	-	-	-
335	-	-	001-000-415810	ANIMAL CONTROL DONATIONS	-	-	-
-	-	300	001-000-415830	POLICE VOLUNTEER DONATIONS	-	-	-
12,202	161,347	10,000	001-000-415900	MISCELLANEOUS	10,000	10,000	10,000
5,550	4,650	3,000	001-000-415910	POLICE ADMIN. FEES	3,000	3,000	3,000
9,956	250	500	001-000-415915	K9 DONATIONS & GRANTS	500	500	500
400	-	-	001-000-415920	NUISANCE ABATEMENT	-	-	-
-	348	500	001-000-415930	POLICE REIMBURSEMENT	500	500	500
1,326	75,284	70,000	001-000-421100	LIQUOR TAX	70,000	70,000	70,000
129	4,701	4,500	001-000-421200	CIGARETTE TAX	4,500	4,500	4,500
34,009	1,430	12,000	001-000-421300	STATE MARIJUANA TAX REVENUES	18,000	18,000	18,000
(7,725)	-	-	001-000-421350	STATE TRANSIENT FUNDS	-	-	-
34,501	58,687	44,000	001-000-422000	STATE REVENUE SHARING	45,000	45,000	45,000
3,650	-	5,000	001-000-423020	DLCD TECHNICAL ASSIST	5,000	5,000	5,000

GENERAL FUND

001-000

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	Proposed	Approved	Adopted
13,005	-	6,000	001-000-423400	STATE MARINE GRANT	6,000	6,000	6,000
12,793	11,133	12,000	001-000-423430	BOAT DOCK FEES	11,000	11,000	11,000
52	43	100	001-000-423435	BOAT WASH FEES	100	100	100
40,000	70,000	56,650	001-000-423530	SCHOOL RESOURCE OFF. GRANT	58,350	58,350	58,350
2,999	1,723	2,500	001-000-423540	MISC. POLICE GRANTS	10,000	10,000	10,000
-	-	-	001-000-423550	CERT PROGRAM DONATIONS/GRANTS	-	-	-
-	-	-	001-000-423600	C GILES HUNT GRANT-Library	-	-	-
-	2,500	500	001-000-423660	MISC GRANTS/DONATIONS	3,250	3,250	3,250
-	1,227	-	001-000-451000	FUND 018 TRANSFER	-	-	-
4,000	4,000	4,000	001-000-451010	TRANSFER IN: FUND 004 GSD	4,000	4,000	4,000
3,750	3,750	3,750	001-000-451080	TRANSFER IN: EDUCATION BENEFIT	3,750	3,750	3,750
130,700	130,700	130,700	001-000-451100	TRANSFER IN: ADMINISTRATIVE	130,700	130,700	130,700
6,000	6,000	6,000	001-000-451110	TRANS IN: 003/4 DISPTACH	6,000	6,000	6,000
2,542	2,271	5,000	001-000-451150	TRANSFER IN: FUND 014 MVA	5,000	5,000	5,000
-	4,000	4,000	001-000-451160	TRANSFER IN: FUND 037 FOOD	-	-	-
2,711,983	3,574,831	2,501,405		TOTAL REVENUE	2,668,385	2,630,385	2,630,385
3,966,555	4,635,053	3,601,405		TOTAL RESOURCES	3,768,385	3,730,385	3,730,385

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 19-20 Year in Review

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

The City celebrated its 100th birthday in 2019. The event was memorialized by the placement of a bronze elk statue, created by past resident Devin Rowe who generously provided it at cost. Donations were sought through the Main Street program to contribute to its placement. Various events were held throughout the year and a commemorative coin was produced.

FY 20-21 Budget Highlights and Challenges

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

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

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

**CITY COUNCIL
001-100**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
MATERIALS & SERVICES							
250	1,051	2,500	001-100-613300	LEGAL FEES, ADVERTISING	2,500	2,500	2,500
925	1,143	2,500	001-100-614500	CONFERENCE /TRAINING	2,500	2,500	2,500
585	1,589	2,500	001-100-614560	TRAVEL/SUBSISTENCE	2,500	2,500	2,500
133	311	500	001-100-614900	OTHER SUPPLIES, COSTS	500	500	500
103	118	120	001-100-615590	DUES & FEES	120	120	120
1,996	4,211	8,120		TOTAL MATERIALS & SERVICES	8,120	8,120	8,120
1,996	4,211	8,120		TOTAL CITY COUNCIL EXPENSES	8,120	8,120	8,120

City of Reedsport
City Manager's Office
001-101

PERSONNEL ASSIGNED TO THE FUND

1.40 FTE

City Manager.....	1.00
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 19-20 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.

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.

After a seven year term of successfully managing the City of Reedsport, it was with reluctance City Council accepted the resignation of Jonathan Wright as City Manager. City Recorder Deanna Schafer was appointed City Manager Pro-Tem until such time as a new manager has been hired.

City of Reedsport
City Manager's Office
001-101

FY 20-21 Budget Highlights and Challenges
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Special areas of emphasis in FY 20-21 include the pursuit of the following goals:

- Begin search for a full time City Manager.
- 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.
- 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 and the Deans to Dunes project.

**CITY MANAGER
001-101**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
77,896	79,445	84,500	001-101-511000	CITY MANAGER, SALARY	1.00	100,000	91,800	91,800
19,555	19,750	20,500	001-101-511190	RECORDER/ADMIN ASSISTANT	0.40	20,855	20,855	20,855
7,292	7,363	8,000	001-101-531010	FICA TAXES	0.00	9,300	9,300	9,300
7,554	7,922	14,000	001-101-531020	P E R S	0.00	20,100	20,100	20,100
1,246	1,036	2,000	001-101-531210	WORKMEN'S COMP	0.00	2,000	2,000	2,000
24,433	28,532	31,500	001-101-531220	HEALTH INSURANCE	0.00	30,000	30,000	30,000
137,976	144,049	160,500		TOTAL PERSONNEL SERVICES	1.40	182,255	174,055	174,055
MATERIALS & SERVICES								
900	758	900	001-101-612251	PAGER/CELL PHONE		900	900	900
-	-	100	001-101-614540	BOOKS & PERIODICALS		100	100	100
37	-	1,500	001-101-614560	TRAVEL/SUBSISTENCE		1,500	1,500	1,500
-	-	1,500	001-101-614570	TRAINING/CONFERENCES		1,500	1,500	1,500
1,027	1,137	1,500	001-101-615590	DUES & FEES		1,500	1,500	1,500
878	808	1,000	001-101-617300	AUTOMOBILE OPERATION		1,000	1,000	1,000
2,841	2,702	6,500		TOTAL MATERIALS & SERVICES		6,500	6,500	6,500
140,817	146,751	167,000		TOTAL CITY MANAGER EXPENSES		188,755	180,555	180,555

City of Reedsport
Finance Department
001- 102

PERSONNEL ASSIGNED TO THE FUND

1.55 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 year in anticipation of working with our auditors on the annual audit.

FY 19-20 Year in Review

In Fiscal Year 2019-20, In October, the finance director left; his replacement was hired in December and comes with over 30 years of public accounting experience.

As the department entered Fiscal Year 2019-20, the audit for Fiscal Year 2017-18 (FY18) remained unfinished, but by September FY 18 had been completed. 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. As of February 2020 the 2018-19 (FY19) audit was completed.

FY 20-21 Budget Highlights and Challenges
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The FY 20-21 budget includes a finance department that is fully staffed. We retain the services of a financial consultant, a former Finance Director for the City, as we continue to work . We will continue to update and improve financial policies.

**FINANCE
001-102**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
20,533	47,879	50,000	001-102-511100	FINANCE DIRECTOR	0.80	52,855	52,855	52,855
-	12,264	12,200	001-102-511160	AP/AR/PAYROLL	0.35	13,145	13,145	13,145
12,290	4,879	9,000	001-102-511170	UB CLERK/FINANCE ASSIST	0.25	9,660	9,660	9,660
15,572	3,202	5,500	001-102-511180	COURT CLERK/PLANNING SECRETARY	0.15	5,635	5,635	5,635
3,677	5,178	6,000	001-102-531010	FICA TAXES	0.00	6,250	6,250	6,250
3,172	4,023	10,000	001-102-531020	P E R S	0.00	16,400	16,400	16,400
143	138	200	001-102-531210	WORKMEN'S COMP	0.00	300	300	300
10,187	14,145	20,000	001-102-531220	HEALTH INSURANCE	0.00	25,000	25,000	25,000
65,574	91,709	112,900		TOTAL PERSONNEL SERVICES	1.55	129,245	129,245	129,245
MATERIALS & SERVICES								
-	273	100	001-102-614540	BOOKS & PERIODICALS		100	100	100
925	867	800	001-102-614560	TRAVEL/SUBSISTENCE		800	800	800
350	850	800	001-102-614570	TRAINING/CONFERENCES		800	800	800
1	955	200	001-102-615590	DUES & FEES		400	400	400
15,488	7,904	55,000	001-102-623530	CONTRACTED SERVICES		5,000	5,000	5,000
16,764	10,849	56,900		TOTAL MATERIALS & SERVICES		7,100	7,100	7,100
38	102,558	169,800		TOTAL FINANCE DEPARTMENT EXPENSES		136,345	136,345	136,345

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

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
MATERIALS & SERVICES								
13,577	13,896	25,000	001-104-613400	CITY ATTORNEY RETAINER		22,000	22,000	22,000
-	1,174	10,000	001-104-623400	OUTSIDE COUNSEL		10,000	10,000	10,000
13,577	15,070	35,000		TOTAL MATERIALS & SERVICES		32,000	32,000	32,000
13,577	15,070	35,000		TOTAL LEGAL SERVICES EXPENSES		32,000	32,000	32,000

City of Reedsport
Municipal Court
001-105

PERSONNEL ASSIGNED TO THE FUND
0.50 FTE

AP/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 19-20 Year in Review

With a full staffed Police Department, the court fine revenues started to increase again in the 2018-19 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.

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 20-21 Budget Highlights and Challenges
--

Revenues are projected this year to stay steady, keeping with the previous year's trend. Projected revenues are being cautiously stated since we are down two full time officers. 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 third year for the Municipal Court Clerk, staff will continue to seek trainings and classes for the Clerk to attend.

**MUNICIPAL COURT
001-105**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
11,138	1,363	1,800	001-105-511160	AP/AR/PAYROLL	0.05	1,880	1,880	1,880
-	1,626	2,000	001-105-511170	UB CLERK/FINANCE ASSIST	0.05	1,935	1,935	1,935
7,770	12,809	14,500	001-105-511180	COURT CLERK/PLANNING SECRETARY	0.4	15,025	15,025	15,025
1,447	1,209	1,400	001-105-531010	FICA TAXES		1,445	1,445	1,445
1,834	1,257	2,500	001-105-531020	P E R S		5,140	5,140	5,140
68	88	100	001-105-531210	WORKMEN'S COMP		255	255	255
5,624	6,488	7,000	001-105-531220	HEALTH INSURANCE		7,700	7,700	7,700
27,881	24,839	29,300		TOTAL PERSONNEL SERVICES	0.50	33,380	33,380	33,380
MATERIALS & SERVICES								
1,395	80	1,000	001-105-613380	JURY & WITNESS FEES		1,000	1,000	1,000
4,400	4,372	13,500	001-105-613390	TRIAL EXPENSE		7,000	7,000	7,000
18,425	16,760	18,000	001-105-613401	PROSECUTOR'S RETAINER		22,000	22,000	22,000
26,308	36,366	26,000	001-105-613520	STATE FINE ASSESSMENT		32,000	32,000	32,000
8,864	11,564	9,250	001-105-613530	DOUGLAS CO. FINE ASSESSMENT		9,250	9,250	9,250
-	-	2,000	001-105-614330	COMPUTER OPERATIONS		2,000	2,000	2,000
-	-	150	001-105-614540	BOOKS & PERIODICALS		150	150	150
92	435	500	001-105-614560	TRAVEL/SUBSISTENCE		500	500	500
200	631	500	001-105-614570	TRAINING/CONFERENCES		500	500	500
30	214	350	001-105-614900	OTHER SUPPLIES, COSTS		350	350	350
115	2,490	100	001-105-615590	DUES & FEES		100	100	100
7,102	7,018	18,000	001-105-623530	MUNICIPAL JUDGE SERVICES		18,000	18,000	18,000
66,930	79,931	89,350		TOTAL MATERIALS & SERVICES		92,850	92,850	92,850
94,811	104,770	118,650		TOTAL MUNICIPAL COURT EXPENSES		126,230	126,230	126,230

City of Reedsport
Planning Department
001-106

PERSONNEL ASSIGNED TO THE FUND

0.25 FTE

AP/AR/Payroll	0.05
UB Clerk/Finance Assistant	0.05
Court Clerk/Planning Secretary	0.15
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. A contracted planner will work two days a week with the assistance of a part-time Planning secretary.

FY 19-20 Year in Review

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

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

FY 20-21 Budget Highlights and Challenges
--

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

Master Heights 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 DLCD Technical Assistance grant.
- Increase the "in-office" time of the contracted City Planner.

**COMMUNITY DEVELOPMENT
001-106**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
PERSONNEL SERVICES							
15,506	-	-	001-106-511100	PLANNING/FINANCE DIRECTOR	0	-	-
6,846	1,178	1,800	001-106-511150	AP/AR/PAYROLL	0.05	1,880	1,880
-	1,626	2,000	001-106-511170	UB CLERK/FINANCE ASSIST	0.05	1,935	1,935
1,554	6,589	5,500	001-106-511180	COURT CLERK/PLANNING SECRETARY	0.15	5,640	5,640
97	-	500	001-106-521500	OVERTIME		500	500
1,817	719	800	001-106-531010	FICA TAXES		800	800
1,823	744	1,300	001-106-531020	P E R S		2,400	2,400
119	33	50	001-106-531210	WORKMEN'S COMP		60	60
4,724	3,735	3,500	001-106-531220	HEALTH INSURANCE		3,900	3,900
32,487	14,624	15,450		TOTAL PERSONNEL SERVICES	0.25	17,115	17,115
MATERIALS & SERVICES							
330	-	1,000	001-106-613300	LEGAL ADVERTISING		500	500
20	-	300	001-106-614560	TRAVEL/SUBSISTENCE		100	100
50	100	700	001-106-614570	TRAINING/CONFERENCES		300	300
67	58	100	001-106-614900	OTHER SUPPLIES, COSTS		100	100
50	50	50	001-106-615590	DUES & FEES		50	50
-	-	5,000	001-106-623500	DLCD TECH. ASSISTANCE		5,000	5,000
100	100	500	001-106-623540	P.COMMISSION TRAINING		500	500
-	-	1,000	001-106-623580	REIMBURSED ENGINEERING SERVICE		-	-
8,541	24,362	35,000	001-106-623590	CONTRACTED SERVICES		35,000	35,000
9,157	24,670	43,650		TOTAL MATERIALS & SERVICES		41,550	41,550
41,644	39,294	59,100		TOTAL COMMUNITY DEVELOPMENT EXPENSES		58,665	58,665

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 at 60% of a full time employee. (.60 FTE)

FY 19-20 Year in Review

Continuing Municipal Code, Resolution and Ordinance updates. Continued Website and Face Book administration. Five Council positions were opened and filled. The City Recorder assumed the role of City Manager pro tem in December and will continue to fill that role until a full-time City Manager can be hired. A temporary office assistant has been hired to assist.

FY 20-21 Budget Highlights and Challenges
--

2020 is a general election year and 3 Council seats and the Mayors position will be up for re-election. The City plans on placing a Marijuana sales tax on the ballot in November.

Goals

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

**CITY RECORDER
001-107**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
19,555	29,626	30,600	001-107-511085	RECORDER/ADMIN ASSISTANT	0.60	15,280	15,280	15,280
1,405	2,153	2,500	001-107-531010	FICA TAXES		2,395	2,395	2,395
1,501	2,366	4,000	001-107-531020	P E R S		4,100	4,100	4,100
73	65	100	001-107-531210	WORKMEN'S COMP		100	100	100
5,581	10,004	11,250	001-107-531220	HEALTH INSURANCE		11,705	11,705	11,705
28,115	44,214	48,450		TOTAL PERSONNEL SERVICES	0.60	33,580	33,580	33,580
MATERIALS & SERVICES								
117	153	500	001-107-613300	LEGAL FEES, ADVERTISING		500	500	500
173	19	350	001-107-614560	TRAVEL/SUBSISTENCE		350	350	350
-	-	350	001-107-614570	TRAINING/CONFERENCES		350	350	350
-	2	80	001-107-614900	OTHER SUPPLIES, COSTS		80	80	80
50	140	80	001-107-615590	DUES & FEES		80	80	80
			001-107-623530	CONTRACTED SERVICES		16,000	16,000	16,000
340	314	1,360		TOTAL MATERIALS & SERVICES		17,360	17,360	17,360
28,455	44,528	49,810		TOTAL CITY RECORDER EXPENSES		50,940	50,940	50,940

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 19-20 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 20-21 Budget Highlights and Challenges

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

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

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
MATERIALS & SERVICES							
974	1,285	1,300	001-108-612070	GARBAGE DISPOSAL	1,400	1,400	1,400
656	691	600	001-108-612080	WATER	600	600	600
78	72	80	001-108-612085	STORMWATER	80	80	80
506	357	700	001-108-612090	WASTEWATER	700	700	700
10,052	10,347	11,000	001-108-612100	ELECTRICITY	11,000	11,000	11,000
350	626	500	001-108-614200	REFUND OF COMM BLDG USE F	500	500	500
3,751	4,649	6,000	001-108-614250	BUILDING MAINT, SUPPLIES	6,000	6,000	6,000
2,894	2,971	3,000	001-108-614300	OFFICE EQUIP/MAINT	3,000	3,000	3,000
2,470	2,049	3,500	001-108-614335	NETWORK COMMUNICATIONS	3,500	3,500	3,500
21,730	23,046	26,680		TOTAL MATERIALS & SERVICES	26,780	26,780	26,780
21,730	23,046	26,680		TOTAL COMM BLDG/CITY HALL EXPENSES	26,780	26,780	26,780

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 19-20 Year in Review

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

FY 20-21 Budget Highlights and Challenges

Unemployment Insurance \$12,000

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

Employee Recognition Program \$3000

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.

City of Reedsport

Non- Departmental Fund

001- 110

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. The budgeted amount for 20-21 was developed prior to Covid-19 quarantine. The outcome of tourism income for the local area is an unknown at this time.

Materials & Services \$446,100

A wide range of services are paid through the Non-Departmental unit, such as fees to various organizations which all General Fund departments utilize; audit fees, postage and office supplies, city advertising for financial legal notices, computer maintenance and software, and General Fund liability/property/vehicle insurance. Expenses related to the Crestview Timber sale were also budgeted from the Non-Departmental Unit, this year.

General Fund Transfers \$67,500

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

- A transfer of \$12,500 to the Riverfront Fund (017) ensured operations to the Umpqua Discovery Center.
- A transfer of \$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.

The amount budgeted as contingency remains at \$100,000 this year. The Unappropriated-Ending Fund balance is slightly reduced from previous years. Last year the City began budgeting PERS reserve in various funds. It is the combination of contingency and unappropriated ending fund balances which provide for the General Fund Beginning Fund Balance for the next budget year.

**NON-DEPARTMENTAL
001-110**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
-	-	12,000	001-110-531500	UNEMPLOYMENT INS.		12,000	12,000	12,000
-	-	12,000		TOTAL PERSONNEL SERVICES		12,000	12,000	12,000
MATERIALS & SERVICES								
2,293	3,036	4,500	001-110-613300	LEGAL ADVERTISING		4,500	4,500	4,500
111	-	400	001-110-613320	FILING FEES		400	400	400
1,068	1,100	1,900	001-110-614000	POSTAGE		1,900	1,900	1,900
3,768	3,538	3,500	001-110-614100	OFFICE SUPPLY		3,500	3,500	3,500
1,308	914	-	001-110-614330	COMPUTER OPS-SOFTWARE		-	-	-
225	-	-	001-110-614335	NETWORK COMMUNICATIONS		-	-	-
89,744	78,398	110,000	001-110-614390	BONDING & INSURANCE		150,000	150,000	150,000
107	73	100	001-110-614400	MISCELLANEOUS REFUNDS		100	100	100
-	-	5,000	001-110-614450	EDUCATIONAL BENEFITS		5,000	5,000	5,000
3,784	3,689	5,000	001-110-614490	EMPLOYEE RECOGNITION		3,000	3,000	3,000
500	500	500	001-110-614520	VOLUNTEER PROGRAM		500	500	500
260,733	218,686	180,000	001-110-614580	TOURISM PROMOTION		198,000	198,000	198,000
2,853	12,675	7,000	001-110-614970	OTHER SERVICES		7,000	7,000	7,000
(3)	(44)	-	001-110-614980	CASH SHORT & OVER		-	-	-
988	1,913	3,000	001-110-615310	BANK FEES		3,000	3,000	3,000
386	3,486	3,700	001-110-615510	LEAGUE OF OREGON CITIES		4,200	4,200	4,200
-	2,500	2,500	001-110-615520	S.C.D.C.		2,500	2,500	2,500
-	-	250	001-110-615550	LU ECONOMIC DEVELOP FORUM		-	-	-
250	250	300	001-110-615570	CHAMBER OF COMMERCE		300	300	300
2,000	-	2,500	001-110-615600	SOUTH COAST MARKETING		-	-	-
-	-	2,000	001-110-615610	MISC GRANT/DONATION EXPENSES		-	-	-
22,353	473,457	35,000	001-110-615620	NON-CAPITAL EXPENSES		25,700	25,700	25,700
2,753	1,756	2,500	001-110-615640	PUBLIC LAND MGMT		4,000	4,000	4,000
1,590	235	1,500	001-110-617300	AUTOMOBILE MAINTENANCE		1,500	1,500	1,500
157	351	1,000	001-110-617320	AUTOMOBILE FUEL		1,000	1,000	1,000
8,055	4,856	11,000	001-110-621400	AUDIT FEES		11,000	11,000	11,000
2,680	1,479	5,000	001-110-622650	COMPUTER SOFTWARE		5,000	5,000	5,000
11,213	11,817	14,000	001-110-623500	COMPUTER SERVICES-SUPPORT		14,000	14,000	14,000
422,916	824,666	402,150		TOTAL MATERIALS & SERVICES		446,100	446,100	446,100
INTER-FUND TRANSFERS								
242,500	242,500	30,000	001-110-922000	TRANSFER OUT: FUND 005 LEVEE		-	-	-
12,500	12,500	12,500	001-110-923002	TRANSFER OUT: FUND 017 UDC		12,500	12,500	12,500
37,500	26,305	25,000	001-110-923040	TRANSFER OUT: FUND 025 CAPITAL		25,000	25,000	25,000
40,000	15,000	15,000	001-110-923050	TRANSFER OUT: FUND 037 POLICE		15,000	15,000	15,000
25,000	15,000	15,000	001-110-924500	TRANSFER OUT: FUND 025 DOCK		-	-	-
15,000	15,000	15,000	001-110-925000	TRANSFER OUT: FUND 014 FIRE		15,000	15,000	15,000
16,320	8,370	-	001-110-925200	TRANSFER OUT: FUND 036 LIBRARY		-	-	-
600	-	-	001-110-925300	TRANS OUT: FUND 036 LIB RENO		-	-	-
3 RD 420	334,675	112,500		TOTAL INTER-FUND TRANSFER		67,500	67,500	67,500

**NON-DEPARTMENTAL
001-110**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
CONTINGENCY AND RESERVES							
-	-	50,000	001-110-941000	CONTINGENCY	100,000	100,000	100,000
-	-	178,540	001-110-946000	PERS RESERVE	200,000	200,000	200,000
-	-	228,540		TOTAL CONTINGENCY & RESERVES	300,000	300,000	300,000
-	-	310,000	001-110-952000	UNAPPROP ENDING FUND BALANCE	300,000	300,000	300,000
812,336	1,159,341	755,190		TOTAL REQUIREMENTS	825,600	825,600	825,600
812,336	1,159,341	1,065,190		TOTAL REQUIREMENTS & UNAPPROPRIATED	1,125,600	1,125,600	1,125,600

City of Reedsport

Police Department

001-200

PERSONNEL ASSIGNED TO THE FUND

13.70 FTE

Sworn Law Enforcement Officers	8.30
Office and Dispatch personnel	5.40

Organization and Mission

The Reedsport Police Department is a 24-hour per day, 7 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. One Officer is assigned as a School Resource Officer, this assignment services to the two local schools and all district properties.

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 19-20 Year in Review

Two full time police officer positions were filled and a full time dispatcher position was hired. These positions have proven tough to fill for many reasons, but we are continuing to keep this recruitment active to find the right persons. Our Officers have been very busy, and they have done well at dividing their time between patrol activities and jail duties.

There is a great deal of change with a new Police Chief and patrol officer advancing to the Corporal position, and a new School Resource Officer. The department accepted a

City of Reedsport
Police Department
001-200

resignation of a long time officer and the k9 JD was retired and replaced with a new patrol dog. An additional k9 was added to patrol and increased range training along with use of force training to six times a year compared to three times a year.

The department is in the process of upgrading our dispatch and jail records management systems. This upgrade is long overdue and was essential moving forward into the 21st century technology. The new systems will track required reports to state and federal mandatory requirements. It will also free up the officers time from non-criminal reports.

FY 20-21 Budget Highlights and Challenges
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This fiscal year will be a training year for the department with new employees and a renewed focus on public safety. We will increased our efforts on the reduction of petty theft which is directly tied to illegal drug activity. Traffic safety is always a concern and with the new road configurations and construction coming to a close we are looking forward to a reduction in the number of traffic related complaints.

There are still major vehicle issues with the older Crown Victoria fleet. At least two vehicles need to be replaced this coming budget. The newer Ford Explorers have proven to be a great addition to the department and have added to the safety and professional presence to the department.

The vehicle awning project that has been discussed for several years now is still not started, the project went out to bid and have received only one response. We will continue our efforts.

We are working on the gun range to enhance the safety and security of the facility. We hope to be able to bring water and electrical to the location this year. This will provide the ability to, in the future, have a rest room, wash station and surveillance for the area.

**POLICE DEPARTMENT
001-200**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
71,475	79,960	74,500	001-200-511100	POLICE CHIEF SALARY	1.00	76,250	76,250	76,250
61,807	62,734	64,600	001-200-511210	POLICE SGT SALARY	1.00	66,070	66,070	66,070
301,296	290,251	318,000	001-200-511220	POLICE OFFICER SALARY	5.25	300,000	300,000	300,000
-	6,453	14,500	001-200-511226	POLICE CORPORAL SALARY	1.00	54,735	54,735	54,735
40,087	40,572	45,900	001-200-511230	COMMUNICATION SUPER. SALARY	0.90	46,930	46,930	46,930
157,526	152,618	164,500	001-200-511240	COMMUNICATION OFFICER SALARY	4.00	171,300	171,300	171,300
12,856	14,587	30,000	001-200-511245	P/T COMMUNICATION OFF. SALARY	0.50	30,000	30,000	30,000
-	-	5,000	001-200-511250	P/T POLICE OFFICER SALARY	0.05	5,000	5,000	5,000
18,520	17,526	24,000	001-200-511270	CERTIFICATION PAY		18,000	18,000	18,000
-	-	3,500	001-200-511280	LONGEVITY PAY		3,400	3,400	3,400
2,940	2,728	4,000	001-200-521500	OVERTIME-JUSTICE		4,000	4,000	4,000
22,611	25,685	24,500	001-200-521510	OVERTIME-COVERAGE		24,500	24,500	24,500
-	772	1,500	001-200-521530	OVERTIME-GRANT FUNDS		-	-	-
24,132	20,421	25,000	001-200-521550	HOLIDAY PAY		25,000	25,000	25,000
54,206	58,795	62,500	001-200-531010	FICA TAXES		60,000	60,000	60,000
89,603	97,123	148,000	001-200-531020	P E R S		151,700	151,700	151,700
20,181	19,875	25,000	001-200-531210	WORKMEN'S COMP		24,000	24,000	24,000
208,337	221,956	226,500	001-200-531220	HEALTH INSURANCE		250,000	250,000	250,000
-	11,150	13,800	001-200-531225	JAIL STIPEND		21,000	-	-
-	44,669	-	001-200-531230	SRO SALARY		-	-	-
-	-	-	001-200-531231	SRO OVERTIME		-	-	-
-	1,287	-	001-200-531232	SRO HOLIDAY		-	-	-
-	-	-	001-200-531233	SRO SOCIAL SECURITY		-	-	-
-	-	-	001-200-531234	SRO PERS		-	-	-
-	-	-	001-200-531235	SRO WORKER'S COMP		-	-	-
-	-	-	001-200-531236	SRO HEALTH INSURANCE		-	-	-
-	2,207	-	001-200-531237	SRO CERT PAY		-	-	-
-	-	-	001-200-531238	SRO LONGEVITY PAY		-	-	-

1,085,575	1,171,370	1,275,300	TOTAL PERSONNEL SERVICES	13.70	1,331,885	1,310,885	1,310,885
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MATERIALS & SERVICES

958	1,328	1,200	001-200-612070	GARBAGE DISPOSAL	1,300	1,300	1,300
422	232	500	001-200-612080	WATER	500	500	500
39	36	40	001-200-612085	STORMWATER	40	40	40
2,462	815	2,500	001-200-612090	WASTEWATER	2,500	2,500	2,500
6,721	7,074	7,500	001-200-612100	ELECTRICITY	7,750	7,750	7,750
2,521	2,675	2,900	001-200-612251	PAGER/CELL PHONE	3,200	3,200	3,200
-	1,305	1,000	001-200-613300	LEGAL FEES, ADVERTISING	1,000	1,000	1,000
-	-	1,000	001-200-613410	OTHER LEGAL SERVICES	1,000	1,000	1,000
1,256	1,514	1,900	001-200-614000	POSTAGE	1,900	1,900	1,900
3,938	4,367	4,500	001-200-614100	OFFICE SUPPLY	4,500	4,500	4,500
-	-	500	001-200-614180	PHOTO SUPPLIES	500	500	500
631	296	1,150	001-200-614220	JANITORIAL SUPPLIES	1,300	1,300	1,300
5,775	9,038	5,000	001-200-614250	BUILDING MAINTENANCE SUPPLIES	5,000	5,000	5,000
2,391	3,532	4,000	001-200-614300	OFFICE EQUIP MAINT	4,000	4,000	4,000
300	2,550	4,000	001-200-6143363	COMPUTER SOFTWARE	4,000	4,000	4,000
4,630	8,918	11,000	001-200-614335	NETWORK COMMUNICATIONS	16,500	16,500	16,500
6,163	5,659	6,000	001-200-614350	RADIO OP/MAINT	7,500	7,500	7,500
95	231	500	001-200-614540	BOOKS & PERIODICALS	500	500	500
2,277	3,259	3,000	001-200-614560	TRAVEL/SUBSISTENCE	4,500	4,500	4,500
2,961	2,120	4,000	001-200-614570	TRAINING/CONFERENCES	5,000	5,000	5,000
167	556	1,000	001-200-614640	EQUIPMENT REIMBURSEMENT	2,000	2,000	2,000
2,724	2,236	3,400	001-200-614660	AMMUNITION/FIREARMS	4,000	4,000	4,000

**POLICE DEPARTMENT
001-200**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
MATERIALS & SERVICES								
-	-	1,000	001-200-614665	BODY CAMERAS		1,200	1,200	1,200
1,663	2,263	2,000	001-200-614670	INVESTIGATION COSTS		5,000	5,000	5,000
1,725	391	2,000	001-200-614680	PHYSICAL EXAMINATIONS		3,000	3,000	3,000
6,739	5,129	6,000	001-200-614690	UNIFORMS/ EQUIPMENT		6,000	6,000	6,000
484	1,051	1,350	001-200-614700	BLACK GEAR & GYM MEMBERSHIPS		4,100	4,100	4,100
2,306	2,013	7,150	001-200-614730	K9 GENERAL EXPENSES		8,000	8,000	8,000
798	3,599	6,750	001-200-614735	JAIL EXPENSES		6,700	6,700	6,700
-	7,590	5,000	001-200-614736	JAIL FOOD		10,000	3,000	3,000
246	126	1,500	001-200-614740	VOLUNTEER POLICE SUPPLIES		1,500	1,500	1,500
414	1,641	800	001-200-614900	OTHER SUPPLIES		800	800	800
1,214	785	1,200	001-200-615590	DUES & FEES		1,200	1,200	1,200
2,188	592	10,000	001-200-615610	MISC GRANT EXPENSES		10,000	10,000	10,000
9,046	5,620	10,000	001-200-617300	VEHICLE MAINTENANCE		10,000	10,000	10,000
15,397	17,086	20,000	001-200-617320	VEHICLE FUEL		20,000	20,000	20,000
7,546	2,940	6,000	001-200-623500	COMPUTER SERVICES		6,000	6,000	6,000
3,983	4,522	10,000	001-200-623530	CONTRACTED SERVICES		7,000	7,000	7,000
-	280	-	001-200-623531	SRO OFFICE SUPPLY		-	-	-
-	-	-	001-200-623532	SRO TRAVEL/SUBSISTENCE		-	-	-
-	40	-	001-200-623533	SRO TRAINING/CONFERENCES		-	-	-
-	100	-	001-200-623534	SRO AMMUNITION/FIREARMS		-	-	-
-	278	-	001-200-623535	SRO UNIFORMS		-	-	-
-	240	-	001-200-623536	SRO SUPPLIES		-	-	-
-	-	-	001-200-623537	SRO VEHICLE MAINTENANCE		-	-	-
-	905	-	001-200-623538	SRO VEHICLE FUEL		-	-	-
-	617	-	001-200-623539	SRO CELL PHONE		-	-	-
100,284	115,548	157,340		TOTAL MATERIALS & SERVICES		178,990	171,990	171,990
CAPITAL OUTLAY								
10,273	-	-	001-200-722700	K9 CAPITAL EXPENSES		5,000	5,000	5,000
10,273	-	-		TOTAL CAPITAL OUTLAY		5,000	5,000	5,000
1,196,132	1,286,918	1,432,640		TOTAL POLICE DEPARTMENT		1,515,875	1,487,875	1,487,875

City of Reedsport
Special Police Operations
001-205

PERSONNEL ASSIGNED TO THE FUND

.75 FTE

Sworn Law Enforcement Officers 0.75

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 19-20 Year in Review

A new officer was assigned as the School Resource Officer.

FY 20-21 Budget Highlights and Challenges
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The School Resource Officer program will begin its' sixth year of being in place, and we have seen rewards and positive outcomes from the program. Many crimes have been solved as a result of an officer being present daily on the both campuses. It seems that barriers have been broken and students are more willing to contact and speak with an officer that they are used to seeing around. Many cases have been initiated and handled because of the interactions between students and the officer. The assigned officer has become ingrained in the school and with staff, and a level of trust has been established.

**SCHOOL RESOURCE OFFICER
001-205**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
41,305	-	44,000	001-205-511225	SCHOOL RESOURCE OFFICER	0.75	42,000	42,000	42,000
-	-	2,000	001-205-511270	CERTIFICATION PAY	0	2,050	2,050	2,050
-	-	500	001-205-511280	SRO LONGEVITY PAY	0	-	-	-
-	-	500	001-205-521500	OVERTIME-JUSTICE	0	500	500	500
254	-	-	001-205-521510	OVERTIME	0	-	-	-
841	-	1,500	001-205-521550	HOLIDAY PAY	0	1,500	1,500	1,500
3,270	-	1,500	001-205-531010	FICA TAXES	0	3,300	3,300	3,300
6,427	-	4,500	001-205-531020	P E R S	0	7,760	7,760	7,760
1,125	-	2,100	001-205-531210	WORKMAN'S COMP	0	1,900	1,900	1,900
10,261	-	13,000	001-205-531220	HEALTH INSURANCE	0	12,620	12,620	12,620
-	-	1,200	001-205-531225	JAIL STIPEND	0	1,800	1,800	1,800
63,482	-	70,800		TOTAL PERSONNEL SERVICES	0.75	73,430	73,430	73,430
MATERIALS & SERVICES								
414	-	750	001-205-612251	PAGER/CELL PHONE		750	750	750
37	-	300	001-205-614100	OFFICE SUPPLIES		300	300	300
608	-	1,000	001-205-614560	TRAVEL/SUBSISTENCE		1,000	1,000	1,000
800	-	1,000	001-205-614570	TRAINING/CONFERENCES		1,000	1,000	1,000
-	-	100	001-205-614660	AMMUNITION/FIREARMS		200	200	200
-	-	250	001-205-614690	UNIFORMS/MAINTENANCE		250	250	250
264	-	300	001-205-614900	OTHER SUPPLIES		300	300	300
385	-	250	001-205-617300	AUTOMOBILE MAINTENANCE		300	300	300
-	-	1,000	001-205-617320	VEHICLE FUEL		1,000	1,000	1,000
2,508	-	4,950		TOTAL MATERIALS & SERVICES		5,100	5,100	5,100
65,989	-	75,750		TOTAL SCHOOL RESOURCE OFFICER		78,530	78,530	78,530

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 \$85 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 20-21 Year in Review

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

**MUNICIPAL JAIL
001-210**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
MATERIALS & SERVICES								
1,303	-	-	001-210-614900	OTHER SUPPLIES, COSTS		-	-	-
702	-	-	001-210-614950	JAIL FOOD EXPENSE		-	-	-
-	-	-	001-210-722300	JAIL EQUIPMENT		-	-	-
2,005	-	-		TOTAL MATERIALS & SERVICES		-	-	-
2,005	-	-		TOTAL MUNICIPAL JAIL		-	-	-

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 19-20 Year in Review

The number of fire calls continues to increase over the last five years. The firefighters responded to 160 calls for year 2019. The total for 2018 was 139. The Department performed 48 drills and a total of 1,776 volunteer hours were recorded for 2019. 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 20-21 Budget Highlights and Challenges

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

**FIRE DEPARTMENT
001-220**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
PERSONNEL SERVICES							
6,000	6,500	7,500	001-220-531210	WORKMEN'S COMP	7,500	7,500	7,500
263	306	500	001-220-531220	LIFE INSURANCE	500	500	500
6,263	6,806	8,000		TOTAL PERSONNEL SERVICES	8,000	8,000	8,000
MATERIALS & SERVICES							
195	61	400	001-220-612070	GARBAGE DISPOSAL	400	400	400
405	319	450	001-220-612080	WATER	450	450	450
154	420	80	001-220-612085	STORMWATER	100	100	100
1,295	416	750	001-220-612090	WASTEWATER	1,000	1,000	1,000
6,130	6,171	8,000	001-220-612100	ELECTRICITY	8,000	8,000	8,000
508	508	-	001-220-612250	TELEPHONE	-	-	-
-	-	500	001-220-612252	CELL PHONE	500	500	500
233	151	500	001-220-614100	OFFICE SUPPLY	500	500	500
5,462	1,490	9,000	001-220-614250	BUILDING MAINT, SUPPLIES	9,000	9,000	9,000
1,179	-	750	001-220-614330	COMPUTER OPERATION	1,000	1,000	1,000
2,708	2,011	2,800	001-220-614335	NETWORK COMMUNICATIONS	2,800	2,800	2,800
2,595	2,534	3,250	001-220-614350	RADIO OP/MAINT	3,250	3,250	3,250
1,939	1,273	2,000	001-220-614380	MISC. EQUIP MAINT	2,000	2,000	2,000
2,149	1,005	1,250	001-220-614550	FIREMAN TRAINING	1,250	1,250	1,250
68	510	800	001-220-614560	TRAVEL/SUBSISTENCE	800	800	800
-	441	900	001-220-614570	FIRE CHIEF TRAIN/CONF	900	900	900
1,317	1,920	1,500	001-220-614900	OTHER SUPPLIES	1,500	1,500	1,500
4,021	4,491	8,000	001-220-614960	PROTECTIVE CLOTHING	8,000	8,000	8,000
2,693	4,890	5,000	001-220-614965	FIRE HOSE	5,000	5,000	5,000
-	-	200	001-220-614980	HAZ MAT COSTS	2,000	200	200
6,316	1,060	16,000	001-220-614990	SCBA BOTTLE REPLACE	16,000	16,000	16,000
573	538	600	001-220-615590	DUES & FEES	700	700	700
5,606	6,277	10,000	001-220-617300	VEHICLE OPERATION	10,000	10,000	10,000
3,420	3,581	4,500	001-220-617320	AUTOMOBILE FUEL	4,500	4,500	4,500
178	110	650	001-220-623500	EMERGENCY MANAGEMENT	650	650	650
-	140	-	001-220-623510	CERT PROGRAM EXPENSES	-	-	-
-	-	-	001-220-623511	CERT VEHICLE MAINTENANCE	-	-	-
-	-	-	001-220-623512	CERT VEHICLE FUEL	-	-	-
19,065	20,623	20,000	001-220-623530	CONTRACTED SERVICES	20,000	20,000	20,000
31,481	36,892	34,000	001-220-624000	VOLUNTEER FIREFIGHTERS	36,000	36,000	36,000
-	1,188	2,000	001-220-712505	JORDAN COVE GRANT	3,000	3,000	3,000
99,691	99,021	133,880		TOTAL MATERIALS & SERVICES	139,300	137,500	137,500
105,954	105,827	141,880		TOTAL FIRE DEPARTMENT	147,300	145,500	145,500

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 19-20 Year in Review

Six new home permits were issued again in the 18-19 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 20-21 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 2020 and as interest continues to be 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 overseeing a Contracted Planner (1-2 day 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.

**BUILDING INSPECTION
001-230**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
5,026	-	-	001-230-511100	PLANNING/FINANCE DIRECTOR	0	-	-	-
-	3,202	3,700	001-230-511150	COURT CLERK/PLANNING SECRETARY	0.1	3,755	3,755	3,755
-	1,626	2,000	001-230-511170	UB CLERK/FINANCE ASSIST	0.05	1,935	1,935	1,935
6,216	1,363	1,800	001-230-511180	AP/AR/PAYROLL	0.05	1,880	1,880	1,880
854	474	600	001-230-531010	FICA TAXES	0	625	625	625
1,351	488	1,000	001-230-531020	P E R S	0	1,060	1,060	1,060
47	30	50	001-230-531210	WORKMEN'S COMP	0	100	100	100
2,426	2,358	3,000	001-230-531220	HEALTH INSURANCE	0	3,100	3,100	3,100
15,921	9,541	12,150		TOTAL PERSONNEL SERVICES	0.20	12,455	12,455	12,455
MATERIALS & SERVICES								
1,033	1,519	1,500	001-230-613510	STATE ASSESS, ELECT. PERMIT		1,450	1,450	1,450
5,191	2,443	3,200	001-230-613520	STATE ASSESS, BLDG PERMIT		4,400	4,400	4,400
-	-	500	001-230-615000	NUISANCE ABATEMENT		500	500	500
16,905	11,075	8,500	001-230-623440	PLAN CHECK FEES		9,000	9,000	9,000
22,287	19,656	16,000	001-230-623450	BUILDING INSPECTION		18,750	18,750	18,750
5,952	6,414	6,000	001-230-623460	MECHANICAL INSPECTION		5,625	5,625	5,625
4,050	1,996	2,700	001-230-623470	PLUMBING INSPECTION		3,375	3,375	3,375
-	-	-	001-230-623480	EXCAVATION INSPECTION		-	-	-
336	11,420	1,000	001-230-623490	ELECTRICAL INSPECTION		9,000	9,000	9,000
-	-	300	001-230-623499	BUILD/ELEC PERMIT FINES		300	300	300
-	-	-	001-230-623580	REIMBURSED ENGINEERING SERVICE		-	-	-
-	4,119	5,000	001-230-623590	CONTRACTED SERVICES		5,000	5,000	5,000
63,654	58,643	44,700		TOTAL MATERIALS & SERVICES		57,400	57,400	57,400
79,575	68,184	56,850		TOTAL BUILDING INSPECTION		69,855	69,855	69,855

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 20-21 Budget Highlights and Challenges
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Please review Fund 035.

**ANIMAL SHELTER
001-240**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
MATERIALS & SERVICES								
-	-	-	001-240-612080	WATER	-	-	-	-
-	-	-	001-240-612085	STORMWATER	-	-	-	-
-	-	-	001-240-612090	WASTEWATER	-	-	-	-
-	-	-	001-240-612100	ELECTRICITY	-	-	-	-
-	-	-	001-240-612251	CELL PHONE	-	-	-	-
-	-	-	001-240-614780	DOG FOOD	-	-	-	-
-	-	-	001-240-614900	OTHER SUPPLIES	-	-	-	-
-	-	-	001-240-623430	VETERINARY SERVICES	-	-	-	-
-	-	-	TOTAL MATERIALS & SERVICES			-	-	-
INTER-FUND TRANSFERS								
20,650	6,190	-	001-240-922000	FUND 035 TRANSFER	-	-	-	-
20,650	6,190	-	TOTAL INTER-FUND TRANSFERS			-	-	-
20,650	6,190	-	TOTAL ANIMAL SHELTER			-	-	-

City of Reedsport
Public Services Division
001-410

PERSONNEL ASSIGNED TO THE FUND

1.61 FTE

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

Organization and Mission

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

- A fleet of 52 vehicles, and several heavy equipment. (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 19-20 Year in Review

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

City of Reedsport
Public Services Division
001-410

FY 20-21 Budget Highlights and Challenges
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- The Custodian/Park Maintenance staff will continue to perform trash removal, cleaning and light maintenance at all City buildings as well as all parks as well as assistance with maintenance projects if time allows.
- Staff will perform mowing and maintenance of City landscape areas as well as City park sites as well as City street weed control and maintenance.
- City Mechanic will continue to assess, repair and resolve vehicle issues on the aging City fleet.
- A combination of City staff and contracted services will perform spot and roadway paving throughout the City.
- Continued evaluation/maintenance and support of all City-owned buildings.
- Signage repair/replacement and installations as required.
- Continued levee maintenance and City dock maintenance.
- Continued safety equipment and procedure evaluation and improvements for public works staff.
- Daily assessment of work orders for City buildings and right-of-ways.

**PUBLIC SERVICES
001-410**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
14,711	14,988	15,500	001-410-511390	MAINTENANCE LEAD, SALARY	0.3	15,095	15,095	15,095
5,161	5,216	5,500	001-410-511410	PW DIRECTOR SALARY	0.08	5,285	5,285	5,285
18,619	15,750	16,300	001-410-511420	MECHANIC SALARY	0.31	16,160	16,160	16,160
5,236	5,335	5,600	001-410-511440	MAINT. WORKER/DOCKS	0.1	5,375	5,375	5,375
8,254	8,782	10,000	001-410-511450	MAINT. WORKER SALARY	0.24	10,365	10,365	10,365
20,861	22,006	25,800	001-410-511460	CUSTODIAN, SALARY	0.58	18,570	18,570	18,570
5,644	5,326	6,000	001-410-531010	FICA TAXES	0	5,500	5,500	5,500
7,208	6,707	10,500	001-410-531020	P E R S	0	14,500	14,500	14,500
4,405	3,540	6,500	001-410-531210	WORKER COMP INS.	0	6,500	6,500	6,500
22,505	21,577	23,000	001-410-531220	HEALTH INSURANCE	0	29,465	29,465	29,465
112,606	109,228	124,700	TOTAL PERSONNEL SERVICES		1.61	126,815	126,815	126,815
MATERIALS & SERVICES								
2,243	1,929	4,000	001-410-612050	DOCKS UTILITIES		4,000	4,000	4,000
924	795	1,500	001-410-612070	GARBAGE DISPOSAL		1,500	1,500	1,500
930	1,162	1,100	001-410-612080	WATER		1,900	1,900	1,900
118	224	110	001-410-612085	STORMWATER		200	200	200
1,393	1,909	1,350	001-410-612090	WASTEWATER		5,000	5,000	5,000
2,027	3,228	2,400	001-410-612100	ELECTRICITY		3,800	3,800	3,800
547	378	750	001-410-612251	CELL PHONE		750	750	750
3,475	4,502	6,500	001-410-614220	JANITORIAL SUPPLIES		6,500	6,500	6,500
4,317	1,415	5,000	001-410-614250	BUILDING MAINT. SUPPLIES		5,000	5,000	5,000
1,218	1,162	1,450	001-410-614335	NETWORK COMMUNICATION		1,450	1,450	1,450
339	775	100	001-410-614380	MISC. EQUIP MAINT		500	500	500
3,577	2,492	6,000	001-410-614410	DOCKS & BOARDWALKS		6,000	6,000	6,000
-	46	500	001-410-614510	RAINBOW PLAZA CAMP EXPENSES		500	500	500
238	-	100	001-410-614560	TRAVEL/SUBSISTENCE		100	100	100
160	75	200	001-410-614570	TRAINING/CONFERENCES		200	200	200
-	683	1,000	001-410-614590	CITY BEAUTIFICATION		1,000	1,000	1,000
6,775	13,002	6,500	001-410-614640	PARK MAINTENANCE		6,500	6,500	6,500
1,004	1,219	1,000	001-410-614685	SAFETY		1,000	1,000	1,000
148	472	1,000	001-410-614900	OTHER SUPPLIES		1,000	1,000	1,000
1,704	822	1,500	001-410-615650	CITY SHOP SUPPLIES/MATERIALS		1,500	1,500	1,500
2,644	2,195	2,000	001-410-617300	VEHICLE OPERATION		2,000	2,000	2,000
3,024	3,140	4,500	001-410-617320	AUTOMOBILE FUEL		4,500	4,500	4,500
-	-	1,000	001-410-623530	CONTRACTED SERVICES		1,000	1,000	1,000
36,805	41,625	49,560	TOTAL MATERIALS & SERVICES			55,900	55,900	55,900
149,411	150,853	174,260	TOTAL PUBLIC SERVICES			182,715	182,715	182,715

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 19-20 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 20-21 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.

**SENIOR CENTER
001-440**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
MATERIALS & SERVICES							
1,034	1,210	1,250	001-440-612070	GARBAGE DISPOSAL	1,250	1,250	1,250
272	293	300	001-440-612080	WATER	300	300	300
39	33	50	001-440-612085	STORMWATER	50	50	50
1,096	1,505	1,300	001-440-612090	WASTEWATER	1,300	1,300	1,300
12,725	13,468	14,000	001-440-612100	ELECTRICITY	14,000	14,000	14,000
475	375	400	001-440-614200	REFUND OF SR CTR USE FUND	400	400	400
688	656	800	001-440-614220	JANITORIAL SUPPLIES	800	800	800
1,246	1,764	2,500	001-440-614250	BUILDING MAINT, SUPPLIES	2,500	2,500	2,500
42	47	75	001-440-614300	OFFICE EQUIP/MAINT	75	75	75
17,617	19,352	20,675		TOTAL MATERIALS & SERVICES	20,675	20,675	20,675
17,617	19,352	20,675		TOTAL SENIOR CENTER	20,675	20,675	20,675

City of Reedsport

Streets Division Fund

002

PERSONNEL ASSIGNED TO THE FUND

0.77 FTE

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

Organization and Mission

The 2009 transportation package (HB2001) passed in 2009 provides a phased-in increase in revenues to cities from a six-cent increase in the state gas tax beginning January 1, 2011; and an increase in vehicle and registration fees; and weight-mile fees paid by truckers. This phase-in is reflected in the state estimates. To date, the City has seen an approximate 33 % increase in State Gas Tax revenues, although revenues may decline due to the Covid-19 Pandemic and Govener Browns Stay at Home order.

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

FY 19-20 Year in Review

- Ongoing Street sweeping and mowing, and weed control.
- Multiple asphalt patching and repairs throughout the City.
- A new dump truck and side mower were purchased.
- Restripe and correct line painting throughout the City.

FY 20-21 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 Winchester Avenue via the currently awarded SCA grant.
- Install multiple ADA curbs and sidewalk improvements along 22nd street and crosswalk areas.

**STREET FUND
002-502**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
150,254	138,352	350,000	002-000-411100	BEGINNING FUND BALANCE		295,000	295,000	295,000
REVENUE								
55,860	51,775	48,000	002-000-413100	P.U.D. FRANCHISE		51,000	51,000	51,000
2,661	3,493	2,600	002-000-413200	TELEPHONE FRANCHISE		2,600	2,600	2,600
1,842	8,733	7,500	002-000-415100	INTEREST		7,500	7,500	7,500
-	-	50	002-000-415650	SALARY REIMBURSEMENTS		50	50	50
656	-	400	002-000-415660	INSURANCE REIMBURSEMENTS		400	400	400
533	1,330	100	002-000-415900	MISCELLANEOUS		100	100	100
-	50,000	100,000	002-000-417000	SCA GRANT		100,000	100,000	100,000
-	395,956	-	002-000-418000	TRANSFER IN: FUND 026 CLOSEOUT		-	-	-
265,281	302,411	300,000	002-000-421300	GAS TAX REFUND		300,000	300,000	300,000
57,826	36,768	48,000	002-000-421400	LOCAL GAS TAX		37,000	37,000	37,000
384,658	850,466	506,650		TOTAL REVENUE		498,650	498,650	498,650
534,912	988,818	856,650		TOTAL RESOURCES		793,650	793,650	793,650
PERSONNEL SERVICES								
17,794	9,909	7,900	002-502-511390	MAINTENANCE LEAD, SALARY	0.15	7,675	7,675	7,675
152	6,520	6,900	002-502-511410	PW DIRECTOR SALARY	0.1	6,610	6,610	6,610
1,037	11,178	11,600	002-502-511420	MECHANIC, SALARY	0.22	11,500	11,500	11,500
-	9,078	12,500	002-502-511450	MAINT. WORKER SALARY	0.3	12,960	12,960	12,960
-	73	1,000	002-502-521500	OVERTIME	0	1,000	1,000	1,000
2,309	2,802	3,400	002-502-531010	FICA TAXES	0	2,980	2,980	2,980
2,815	3,775	5,500	002-502-531020	P E R S	0	5,100	5,100	5,100
2,526	2,019	4,000	002-502-531210	WORKMEN'S COMP	0	4,000	4,000	4,000
9,068	10,682	11,000	002-502-531220	HEALTH INSURANCE	0	12,350	12,350	12,350
48,001	56,036	63,800		TOTAL PERSONNEL SERVICES	0.77	64,175	64,175	64,175
MATERIALS & SERVICES								
78,210	83,416	140,000	002-502-612060	ELECTRICITY-ST. LIGHTS		96,000	96,000	96,000
-	12	100	002-502-612070	GARBAGE DISPOSAL		100	100	100
72	64	100	002-502-612080	WATER		100	100	100
11	12	30	002-502-612085	STORMWATER		30	30	30
80	80	150	002-502-612090	WASTEWATER		150	150	150
3,943	3,805	5,500	002-502-612100	ELECTRICITY		5,500	5,500	5,500
392	205	100	002-502-612251	PAGER/CELL PHONE		300	300	300
47	50	100	002-502-614000	POSTAGE		100	100	100
376	204	100	002-502-614100	OFFICE SUPPLY		200	200	200
156	163	400	002-502-614300	OFFICE EQUIP/MAINT		400	400	400
700	807	1,000	002-502-614330	COMPUTER OPERATION		1,000	1,000	1,000
443	369	650	002-502-614335	NETWORK COMMUNICATIONS		650	650	650
4,868	3,704	5,500	002-502-614390	BONDS AND INSURANCE		6,400	6,400	6,400
135	-	200	002-502-614560	TRAVEL/SUBSISTENCE		200	200	200
224	75	200	002-502-614570	TRAINING/CONFERENCES		200	200	200
297	537	250	002-502-614685	PROTECTIVE GEAR		300	300	300
14	197	750	002-502-614690	REQ'D PHYSICALS & EXAMS		750	750	750
3,499	2,053	6,500	002-502-614810	TRAFFIC PAINTING		6,500	6,500	6,500
4,668	10,563	12,000	002-502-614820	ST MAINT MATERIALS		12,000	12,000	12,000
2,455	5,661	7,500	002-502-614830	TRAFFIC SIGNS		7,500	7,500	7,500

**STREET FUND
002-502**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
53	223	-	002-502-614900	OTHER SUPPLIES	-	-	-
1,586	617	2,000	002-502-614950	MISC. TOOLS AND SUPPLIES	2,000	2,000	2,000
335	151	400	002-502-615590	DUES & FEES	400	400	400
-	-	-	002-502-615620	NON-CAPITAL EXPENSES	-	-	-
1,657	2,129	1,600	002-502-615650	CITY SHOP SUPPLIES/MATERIALS	1,600	1,600	1,600
-	746	1,500	002-502-617150	EQUIPMENT RENTAL	1,500	1,500	1,500
3,331	2,471	5,000	002-502-617300	VEHICLE MAINTENANCE	5,000	5,000	5,000
2,575	2,387	2,750	002-502-617320	VEHICLE FUEL	2,750	2,750	2,750
4,728	7,949	9,000	002-502-617370	HEAVY EQUIP MAINT	9,000	9,000	9,000
504	300	1,000	002-502-621400	AUDIT FEES	1,000	1,000	1,000
-	-	2,000	002-502-623580	CONTRACT ENGINEERING SERVICES	2,000	2,000	2,000
115,659	128,948	206,380		TOTAL MATERIALS & SERVICES	163,630	163,630	163,630
CAPITAL OUTLAY							
12,250	131,264	320,970	002-502-744370	STREET IMPROVEMENTS	336,345	336,345	336,345
-	-	15,000	002-502-744400	SHOP RESERVE	15,000	15,000	15,000
-	3,624	75,000	002-502-744500	EQUIPMENT/MACHINERY	75,000	75,000	75,000
-	17,337	36,000	002-502-744700	HWY 38 LIGHTING & LANDSCAPING	-	-	-
12,250	152,225	446,970		TOTAL CAPITAL OUTLAY	426,345	426,345	426,345
INTER-FUND TRANSFERS							
11,250	11,250	11,250	002-502-921000	TRANSFER OUT: FUND 001 ADMIN	11,250	11,250	11,250
1,250	1,250	1,250	002-502-921500	TRANS OUT: FUND 001 EDUCATION	1,250	1,250	1,250
5,000	-	-	002-502-923010	TRANS OUT: FUND 026 EQUIP/MACH	-	-	-
2,500	-	-	002-502-923040	TRANSFER OUT: FUND 026 SHOP	-	-	-
87,000	-	-	002-502-924230	TRANSFER OUT: FUND 026 CAPITAL	-	-	-
10,000	10,000	10,000	002-502-924240	TRANSFER OUT: FUND 005 STORM	10,000	10,000	10,000
103,650	88,220	90,000	002-502-924255	TRANSFER OUT: FUND 005 LEVEE	90,000	90,000	90,000
220,650	110,720	112,500		TOTAL INTER-FUND TRANSFERS	112,500	112,500	112,500
CONTINGENCY							
-	-	15,000	002-502-941000	CONTINGENCY	15,000	15,000	15,000
-	-	15,000		TOTAL CONTINGENCY	15,000	15,000	15,000
RESERVE ACCOUNT							
-	-	12,000	002-502-946000	PERS RESERVE	12,000	12,000	12,000
-	-	12,000		TOTAL RESERVE ACCOUNT	12,000	12,000	12,000
396,560	447,929	856,650		TOTAL STREET FUND	793,650	793,650	793,650
534,912	988,818	856,650		TOTAL FUND REVENUS	793,650	793,650	793,650
138,352	540,890	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport

Water Utility Division Fund

003

PERSONNEL ASSIGNED TO FUND 4.59 F.T.E.

Public Works Director	0.35
Water Lead worker	1.00
Water Operator	1.00
Water Worker	1.00
Maintenance Worker III	0.15
Mechanic III	0.22
Maintenance Worker	0.12
UB Clerk/Finance Assistant.....	0.30
AP/AR/Payroll	0.25
Court Clerk/Planning 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 19-20 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

City of Reedsport

Water Utility Division Fund

003

perform flushing of multiple hydrants over a month-long cycle to clear the issue. As the matter was verified as only aesthetic in nature, there was no health risk to the public.

- Installation of third phase of MXU radio reading devices on metered services in Reedsport. It has been noted that the meter reading time needed by staff is taking less time and is more efficient due to the new meters and MXU devices.
- Water meter reading and support for monthly billing and usage issues.
- Multiple water systems shut off valve replacements throughout the City which will continue.
- Numerous water line breaks and repairs after hours were performed in Reedsport and Winchester Bay.
- Completion of 600 LF of water line replacement in Winchester Bay.
- The backup generator at the water plant was completely rebuilt.
- Considering the difficulty and invasiveness of a large number of utility verifications, a ground-penetrating radar system is needed to increase efficiency rather than frequently rent services from other Cities.

FY 20-21 Budget Highlights and Challenges
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- Multiple water system shut off valve replacements throughout the City. This may also include pipe replacement.
- Installation of the fourth phase of MXU radio reading devices on metered services in Reedsport.
- New meter installations as requested.
- Ongoing repair of water line breaks as they occur.
- Re-construction of raw water pump structure at the water plant.

**WATER UTILITY FUND
003-503**

FY 17-18	FY 18-19	FY 19-20	Account	Description	FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted			FTE Proposed	Approved	Adopted
5,352,064	207,921	925,000	003-000-411100	BEGINNING FUND BALANCE	818,000	818,000	818,000
REVENUE							
1,889	20,893	15,000	003-000-415100	INTEREST	15,000	15,000	15,000
2,832	3,169	2,200	003-000-415150	OTHER INTEREST	4,000	4,000	4,000
-	-	50	003-000-415650	SALARY REIMBURSEMENTS	-	-	-
1,459	250	1,000	003-000-415660	INSURANCE REIMBURSEMENTS	1,000	1,000	1,000
9,861	7,347	6,000	003-000-415750	WATER TAP FEES	7,000	7,000	7,000
-	-	-	003-000-415800	S O S DONATIONS	-	-	-
31,016	13,632	1,000	003-000-415900	MISCELLANEOUS	1,000	1,000	1,000
-	11,728	-	003-000-417000	SHSP GRANT	-	-	-
6,256	-	-	003-000-417060	TRANSFER IN: FUND 010 CLOSEOUT	-	-	-
-	806,939	-	003-000-417080	TRANSFER IN: FUND 029	-	-	-
-	-	37,800	003-000-417085	TRANSFER IN: FUND 016 LOAN	67,400	67,400	67,400
577,827	601,273	600,000	003-000-417100	REEDSPORT WATER FEES	600,000	600,000	600,000
33,875	33,853	32,500	003-000-417200	GARDINER WATER FEES	32,500	32,500	32,500
140,076	127,999	136,000	003-000-417300	WINCHESTER BAY WATER FEES	135,000	135,000	135,000
805,090	1,627,084	831,550		TOTAL REVENUE	862,900	862,900	862,900
6,157,154	1,835,005	1,756,550		TOTAL RESOURCES	1,680,900	1,680,900	1,680,900
PERSONNEL SERVICES							
4,889	-	-	003-503-511085	ADMIN ASSIST.SALARY	0	-	-
5,133	5,985	6,200	003-503-511100	FINANCE DIRECTOR	0.1	6,610	6,610
2,738	5,451	8,700	003-503-511170	AP/AR/PAYROLL	0.25	9,390	9,390
12,349	11,384	11,000	003-503-511180	UB CLERK/FINANCE ASSIST	0.3	11,590	11,590
3,085	3,202	3,700	003-503-511190	COURT CLERK/PLANNING SEC.	0.1	3,755	3,755
7,480	7,621	7,900	003-503-511390	MAINTENANCE LEAD, SALARY	0.15	7,675	7,675
22,581	22,820	23,800	003-503-511410	PW DIRECTOR SALARY	0.35	23,125	23,125
11,067	11,178	11,600	003-503-511420	MECHANIC, SALARY	0.22	11,470	11,470
50,208	50,991	52,400	003-503-511430	WATER LEAD WORKER SALARY	1	53,640	53,640
43,650	44,123	45,000	003-503-511440	WATER UTILITY OPERATOR	1	46,545	46,545
4,312	4,546	5,000	003-503-511450	MAINT. WORKER SALARY	0.12	5,185	5,185
-	-	-	003-503-511460	TEMP. WATER WORKER	0	-	-
35,817	37,885	39,200	003-503-511470	WATER WORKER SALARY	1	42,400	42,400
9,974	11,836	11,000	003-503-521500	OVERTIME	0	15,500	15,500
4,079	-	-	003-503-521600	COMPENSATED ABSENCES	0	-	-
16,260	16,562	18,000	003-503-531010	FICA TAXES	0	18,125	18,125
21,987	22,241	35,000	003-503-531020	P E R S	0	35,000	35,000
7,614	7,117	13,000	003-503-531210	WORKMEN'S COMP	0	13,000	13,000
59,722	62,307	64,000	003-503-531220	HEALTH INSURANCE	0	85,000	85,000
322,947	325,248	355,500		TOTAL PERSONNEL SERVICES	4.59	388,010	388,010
MATERIALS & SERVICES							
-	-	200	003-503-612070	GARBAGE	200	200	200
72	64	100	003-503-612080	WATER	100	100	100
12	12	50	003-503-612085	STORMWATER	50	50	50
80	80	100	003-503-612090	WASTEWATER	100	100	100
47,125	49,598	60,000	003-503-612100	ELECTRICITY	60,000	60,000	60,000
1,415	1,192	2,000	003-503-612251	PAGER/CELL PHONE	2,000	2,000	2,000
-	169	1,000	003-503-613300	LEGAL ADVERTISING	1,000	1,000	1,000

**WATER UTILITY FUND
003-503**

FY 17-18	FY 18-19	FY 19-20	Account	Description	FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted			FTE Proposed	Approved	Adopted
231	-	5,000	003-503-613410	OTHER LEGAL SERV, LITIGAT	5,000	5,000	5,000
3,759	6,269	6,750	003-503-614000	POSTAGE	3,000	3,000	3,000
3,209	2,540	2,500	003-503-614100	OFFICE SUPPLY	2,500	2,500	2,500
388	1,324	1,000	003-503-614250	BUILDING MAINT, SUPPLIES	1,000	1,000	1,000
2,337	2,266	2,300	003-503-614300	OFFICE EQUIP MAINT	2,300	2,300	2,300
6,456	7,577	9,000	003-503-614330	COMPUTER OPERATION	9,000	9,000	9,000
2,663	4,423	6,000	003-503-614335	NETWORK COMMUNICATIONS	6,000	6,000	6,000
18,409	18,694	22,000	003-503-614390	BONDS AND INSURANCE	25,300	25,300	25,300
1,021	235	500	003-503-614560	TRAVEL/SUBSISTENCE	500	500	500
1,141	835	2,500	003-503-614570	TRAINING/CONFERENCES	2,500	2,500	2,500
129	878	500	003-503-614685	PROTECTIVE GEAR	1,000	1,000	1,000
364	78	1,000	003-503-614690	REQ'D PHYSICALS & EXAMS	1,000	1,000	1,000
10,799	21,089	17,500	003-503-614840	WATER PLANT MAINTENANCE	17,500	17,500	17,500
27,381	35,532	45,000	003-503-614850	LINE/PUMP MAINTENANCE	45,000	45,000	45,000
14,264	18,533	20,000	003-503-614860	WATER TESTING, LAB. SUPPL	20,000	20,000	20,000
30,675	5,981	6,000	003-503-614870	CHEMICALS	6,000	6,000	6,000
12,376	17,152	15,000	003-503-614890	WATER TAP MATERIALS	20,000	20,000	20,000
132	298	-	003-503-614900	OTHER SUPPLIES	-	-	-
1,960	3,799	3,250	003-503-614950	MISC. TOOLS AND SUPPLIES	3,250	3,250	3,250
1,506	1,534	1,800	003-503-614980	FIRE PROTECTION	1,800	1,800	1,800
10,907	12,199	14,000	003-503-615310	BANK FEES	14,000	14,000	14,000
1,623	1,994	2,200	003-503-615590	DUES & FEES	2,200	2,200	2,200
153	515	1,500	003-503-615595	LICENSES & PERMITS	1,500	1,500	1,500
1,818	1,010	2,000	003-503-615650	CITY SHOPS SUPPLIES/MATERIALS	2,000	2,000	2,000
-	136	1,000	003-503-617150	EQUIPMENT RENTAL	1,000	1,000	1,000
5,409	5,157	5,000	003-503-617300	VEHICLE MAINTENANCE	5,000	5,000	5,000
6,682	6,199	8,000	003-503-617320	AUTOMOBILE FUEL	8,000	8,000	8,000
3,442	5,123	6,000	003-503-617370	HEAVY EQUIP MAINT	6,000	6,000	6,000
3,360	2,000	5,000	003-503-621400	AUDIT FEES	5,000	5,000	5,000
-	20,215	5,000	003-503-623530	CONTRACTED SERVICES	7,200	7,200	7,200
-	-	-	003-503-623580	CONTRACT ENGINEERING SERVICE	-	-	-
-	-	-	003-503-630000	ASSET DISPOSAL	-	-	-
221,296	254,700	280,750		TOTAL MATERIALS & SERVICES	288,000	288,000	288,000
CAPITAL OUTLAY							
-	-	15,000	003-503-746000	SHOP RESERVE	30,000	30,000	30,000
-	833	75,000	003-503-746100	MACHINERY/EQUIPMENT	75,000	75,000	75,000
-	31,530	175,000	003-503-746200	WATER PLANT IMPROVEMENTS	544,590	544,590	544,590
-	35,274	250,000	003-503-746450	WATER SYSTEM IMPROVEMENTS	250,000	250,000	250,000
-	8,370	10,500	003-503-746500	METER UPGRADES	10,500	10,500	10,500
-	76,007	525,500		TOTAL CAPITAL OUTLAY	910,090	910,090	910,090
INTER-FUND TRANSFERS							
41,900	41,900	41,900	003-503-921000	TRANSFER OUT: FUND 001 ADMIN	41,900	41,900	41,900
3,000	3,000	3,000	003-503-921100	TRANSFR OUT: FUND 001 DISPATCH	3,000	3,000	3,000
1,250	1,250	1,250	003-503-921500	TRANS OUT: FUND 001 EDUCATION	1,250	1,250	1,250
5,000	-	-	003-503-922000	TRANSFER OUT: FUND 025 BOAT	-	-	-
-	-	500,000	003-503-922500	TRANSFER OUT: LOAN TO FUND 016	-	-	-
170,000	-	-	003-503-923000	TRANSFER OUT: FUND 029 IMPROVE	-	-	-
2,500	-	-	003-503-923040	TRANSFER OUT: FUND 029 SHOP	-	-	-
223,650	46,150	546,150		TOTAL INTER-FUND TRANSFERS	46,150	46,150	46,150

**WATER UTILITY FUND
003-503**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
CONTINGENCY							
-	-	15,000	003-503-941000	CONTINGENCY	15,000	15,000	15,000
-	-	15,000		TOTAL CONTINGENCY	15,000	15,000	15,000
RESERVE ACCOUNT							
-	-	33,650	003-503-946000	PERS RESERVE	33,650	33,650	33,650
-	-	33,650		TOTAL RESERVE ACCOUNT	33,650	33,650	33,650
767,893	702,106	1,756,550		TOTAL WATER UTILITY FUND	1,680,900	1,680,900	1,680,900
6,157,154	1,835,005	1,756,550		TOTAL FUND REVENUES	1,680,900	1,680,900	1,680,900
5,389,261	1,132,899	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport

Wastewater Utility Division Fund

004

PERSONNEL ASSIGNED TO THE FUND

4.77 FTE

Public Works Director	0.35
Wastewater Lead Worker	1.00
Wastewater Operator.....	1.00
Wastewater Worker	1.00
Maintenance Worker III.....	0.15
Maintenance Worker II.....	0.12
Mechanic III.....	0.22
Part-time wastewater worker	0.18
UB Clerk/Finance Assist	0.30
AP/AR/Payroll	0.25
Court Clerk/Planning 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, 11 sanitary pump stations, and 24.5 miles of wastewater collection infrastructure. The treatment plant is under constant supervision to ensure that the effluent is kept within Oregon Department of Environmental Quality (DEQ) limits. Further, the pump stations receive routine preventative maintenance, as does the collection infrastructure. The Division has the equipment and staff to deal with the occasional wastewater blockage problems as well as line breaks.

The wastewater treatment plant upgrade was completed in 2010; it is currently meeting all regulatory requirements and is capable 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 19-20 Year in Review

- Cleaned 8.3 miles of sewer main lines.
- Hauled and land applied approximately 329,000 gallons of bio-solids.
- Performed video inspection and recording of 0.9 miles of sewer main lines.
- 1298 lineal feet of sewer pipe and was relined.
- 6 manholes have been refurbished and re-grouted to eliminate infiltration of groundwater. 1 man hole was replaced.
- Design of UV system conversion from chlorine gas effluent disinfection underway.
- Afterhours 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 20-21 Budget Highlights and Challenges
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- Continued cleaning of sewer main lines.
- Continuing production and land application of 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
- Work at refurbishing pumps and pump motors.
- Afterhours 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
004-504**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
15,745,738	408,984	3,000,000	004-000-411100	BEGINNING FUND BALANCE		2,842,405	2,842,405	2,842,405
REVENUES								
4,462	75,955	20,000	004-000-415100	INTEREST		30,000	30,000	30,000
4,680	5,348	4,500	004-000-415150	OTHER INTEREST		4,500	4,500	4,500
1,426	-	1,500	004-000-415660	INSURANCE REIMBURSEMENTS		1,500	1,500	1,500
8,462	(6,142)	500	004-000-415900	MISCELLANEOUS		500	500	500
6,881	7,835	6,000	004-000-415930	RV DUMP FEES		6,000	6,000	6,000
-	-	-	004-000-418050	DEPOSIT ON SEWER SERVICE		-	-	-
-	826,110	-	004-000-418055	TRANSFER IN: FUND 012 CLOSEOUT		-	-	-
-	103,464	-	004-000-418060	TRANSFER IN: FUND 013 CLOSEOUT		-	-	-
-	-	75,700	004-000-418065	TRANSFER IN: FUND 016 LOAN	150,000	150,000	150,000	150,000
-	-	-	004-000-418070	TRANSFER IN: FUND 021 SDCS		-	-	-
-	2,375,213	-	004-000-418080	TRANSFER IN: FUND 024 CLOSEOUT		-	-	-
1,703,042	1,703,547	1,690,000	004-000-418100	REEDSPORT WASTEWATER FEES	1,690,000	1,690,000	1,690,000	1,690,000
129,106	137,610	132,000	004-000-418200	GARDINER WASTEWATER FEES	132,000	132,000	132,000	132,000
56,605	69,763	47,000	004-000-418300	DOUGLAS COUNTY LEACHATE	47,000	47,000	47,000	47,000
-	-	500	004-000-418400	SEPTAGE FEES	500	500	500	500
-	-	-	004-000-423530	RV DUMP GRANT	120,000	120,000	120,000	120,000
1,914,664	5,298,702	1,977,700		TOTAL REVENUS		2,182,000	2,182,000	2,182,000
17,102	5,707,686	4,977,700		TOTAL RESOURCES		5,024,405	5,024,405	5,024,405
PERSONNEL SERVICES								
4,889	-	-	004-504-511085	ADMIN ASSIST, SALARY	0	-	-	-
5,133	5,985	6,200	004-504-511100	FINANCE DIR. SALARY	0.1	6,610	6,610	6,610
15,434	11,384	11,000	004-504-511180	UB CLERK/FINANCE ASSIST	0.3	11,590	11,590	11,590
-	3,202	3,600	004-504-511185	COURT CLERK/PLANNING SEC.	0.1	3,755	3,755	3,755
2,739	5,451	8,600	004-504-511190	AP/AR/PAYROLL	0.25	9,390	9,390	9,390
7,480	7,621	7,900	004-504-511390	MAINTENANCE LEAD, SALARY	0.15	7,675	7,675	7,675
22,581	22,819	23,800	004-504-511410	PW DIRECTOR SALARY	0.35	23,125	23,125	23,125
11,067	11,178	11,700	004-504-511420	MECHANIC, SALARY	0.22	11,470	11,470	11,470
55,260	55,947	58,000	004-504-511430	WASTEWATER LEAD WORKER	1	58,930	58,930	58,930
45,786	46,343	47,500	004-504-511440	WASTEWATER UTILITY OPERATOR	1	46,925	46,925	46,925
5,967	6,000	7,500	004-504-511445	PART TIME SALARY	0.18	7,500	7,500	7,500
4,298	4,546	5,000	004-504-511450	MAINT. WORKER SALARY	0.12	5,185	5,185	5,185
38,280	40,960	45,500	004-504-511470	WASTEWATER WORKER SALARY	1	46,925	46,925	46,925
9,945	11,564	12,500	004-504-521500	OVERTIME	0	15,500	15,500	15,500
1,849	-	-	004-504-521600	COMPENSATED ABSENCES	0	-	-	-
17,451	17,784	19,600	004-504-531010	FICA TAXES	0	19,600	19,600	19,600
18,366	18,646	33,000	004-504-531020	P E R S	0	33,200	33,200	33,200
7,621	7,318	10,000	004-504-531210	WORKMEN'S COMP	0	10,000	10,000	10,000
59,755	61,715	64,000	004-504-531220	HEALTH INSURANCE	0	75,000	75,000	75,000
333,901	338,463	375,400		TOTAL PERSONNEL SERVICES	4.77	392,380	392,380	392,380
MATERIALS & SERVICES								
19	1,881	2,100	004-504-612070	GARBAGE DISPOSAL		2,100	2,100	2,100
1,126	1,057	1,200	004-504-612080	WATER		1,200	1,200	1,200
51	48	50	004-504-612085	STORMWATER		50	50	50
80	80	100	004-504-612090	WASTEWATER		100	100	100
70,348	78,933	82,000	004-504-612100	ELECTRICITY		82,000	82,000	82,000

**WASTEWATER UTILITY FUND
004-504**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved
-	-	-	004-504-612250	TELEPHONE	-	-	-
1,403	1,138	1,650	004-504-612251	PAGER/CELL PHONE	1,650	1,650	1,650
-	169	1,300	004-504-613300	LEGAL ADVERTISING	1,300	1,300	1,300
3,381	-	5,000	004-504-613410	OTHER LEGAL SERV, LITIGAT	5,000	5,000	5,000
2,938	4,688	7,500	004-504-614000	POSTAGE	3,000	3,000	3,000
3,784	2,446	3,000	004-504-614100	OFFICE SUPPLY	2,200	2,200	2,200
-	-	-	004-504-614200	REFUND OF DEPOSIT	-	-	-
2,569	2,496	3,000	004-504-614300	OFFICE EQUIP MAINT	2,000	2,000	2,000
6,510	7,334	9,000	004-504-614330	COMPUTER OPERATION	9,000	9,000	9,000
3,111	2,546	3,500	004-504-614335	NETWORK COMMUNICATIONS	3,500	3,500	3,500
31,607	29,590	33,000	004-504-614390	BONDS AND INSURANCE	38,000	38,000	38,000
365	304	1,500	004-504-614560	TRAVEL/SUBSISTENCE	2,000	2,000	2,000
676	1,607	1,500	004-504-614570	TRAINING/CONFERENCES	2,000	2,000	2,000
789	957	900	004-504-614685	PROTECTIVE GEAR	1,500	1,500	1,500
539	87	1,000	004-504-614690	REQ'D PHYSICALS & EXAMS	1,000	1,000	1,000
20,404	22,212	22,000	004-504-614840	WASTEWATER PLANT MAINT	25,000	25,000	25,000
9,034	12,254	15,000	004-504-614860	WATER TESTING, LAB. SUPPL	15,000	15,000	15,000
20,036	32,299	35,000	004-504-614870	CHEMICALS	35,000	35,000	35,000
18,277	17,673	34,000	004-504-614880	SLUDGE DISPOSAL	34,000	34,000	34,000
36,507	40,889	38,000	004-504-614890	LINE/PUMP MAINTENANCE	38,000	38,000	38,000
998	757	-	004-504-614900	OTHER SUPPLIES	-	-	-
-	-	2,000	004-504-614950	MISC TOOLS & SUPPLIES	3,000	3,000	3,000
10,908	12,187	14,000	004-504-615310	BANK FEES	14,000	14,000	14,000
1,212	1,902	2,000	004-504-615590	DUES & FEES	2,000	2,000	2,000
3,473	2,538	4,500	004-504-615595	LICENSES & PERMITS	4,500	4,500	4,500
-	-	-	004-504-615620	NON-CAPITAL EXPENSES	-	-	-
2,031	1,105	1,500	004-504-615650	CITY SHOPS SUPPLIES/MATERIALS	1,500	1,500	1,500
2,151	4,957	4,000	004-504-617300	VEHICLE MAINTENANCE	4,000	4,000	4,000
4,359	4,351	8,000	004-504-617320	VEHICLE FUEL	8,000	8,000	8,000
4,439	7,894	8,000	004-504-617370	HEAVY EQUIP MAINT	8,000	8,000	8,000
3,369	2,300	5,000	004-504-621400	AUDIT FEES	5,000	5,000	5,000
46,230	44,000	42,800	004-504-621450	DEQ FINANCE FEES	40,000	40,000	40,000
43,364	53,384	60,000	004-504-623500	GSD COLLECTION PAYMENT	60,000	60,000	60,000
-	-	-	004-504-623530	CONTRACTED SERVICES	7,200	7,200	7,200
-	-	5,000	004-504-623580	CONTRACT ENGINEERING SERVICE	5,000	5,000	5,000
-	-	-	004-504-630000	ASSET DISPOSAL	-	-	-
357,687	396,063	458,100		TOTAL MATERIALS & SERVICES	466,800	466,800	466,800
CAPITAL OUTLAY							
-	-	-	004-504-725500	WASTEWATER RESERVE	-	-	-
2,654	2,093	-	004-504-746400	WASTEWATER IMPROVEMENTS	-	-	-
-	-	-	004-504-746500	RV DUMP EXPENSES	200,000	200,000	200,000
-	-	15,000	004-504-923060	SHOP RESERVE	15,000	15,000	15,000
-	55,812	75,000	004-504-923065	EQUIPMENT/MACHINERY	75,000	75,000	75,000
-	-	-	004-504-923070	STORM DRAIN IMPROVEMENTS	-	-	-
-	2,048	283,350	004-504-923080	WASTEWATER PLANT IMPROVEMENTS	323,623	323,623	323,623
-	188,726	100,000	004-504-923090	WASTEWATER SYSTEM IMPROVEMENTS	300,000	300,000	300,000
-	6,278	10,500	004-504-923095	METER UPGRADES	10,500	10,500	10,500
2,654	254,956	483,850		TOTAL CAPITAL OUTLAY	924,123	924,123	924,123

**WASTEWATER UTILITY FUND
004-504**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
DEBT SERVICE								
-	348,956	352,500	004-504-621410	DEQ DEBT - PRINCIPAL		-	-	-
-	124,418	120,940	004-504-621420	DEQ DEBT - INTEREST		-	-	-
-	100,000	100,000	004-504-621430	DEQ DEBT - ADDTL PRINCIPAL PMT		-	-	-
-	67,946	1,629,760	004-504-621460	IFA DEBT - PRINCIPAL		-	-	-
-	86,301	83,200	004-504-621470	IFA DEBT - INTEREST		-	-	-
-	-	-	004-504-911300	DEQ DEBT - PRINCIPAL	360,260	360,260	360,260	360,260
-	-	-	004-504-911305	DEQ DEBT - ADDTL PRINCIPAL PMT	100,000	100,000	100,000	100,000
-	-	-	004-504-911310	DEQ DEBT - INTEREST	114,000	114,000	114,000	114,000
-	-	-	004-504-911315	IFA DEBT - PRINCIPAL	1,712,892	1,712,892	1,712,892	1,712,892
-	-	-	004-504-911320	IFA DEBT - INTEREST	80,000	80,000	80,000	80,000
-	727,621	2,286,400		TOTAL DEBT SERVICE	2,367,152	2,367,152	2,367,152	2,367,152
INTER-FUND TRANSFER								
71,000	71,000	71,000	004-504-921000	TRANSFER OUT: FUND 001 ADMIN	71,000	71,000	71,000	71,000
3,000	3,000	3,000	004-504-921100	TRANS OUT: FUND 001 DISPATCH	3,000	3,000	3,000	3,000
4,000	4,000	4,000	004-504-921400	TRANSFER OUT: FUND 001 GSD	4,000	4,000	4,000	4,000
1,250	1,250	1,250	004-504-921500	TRANS OUT: FUND 001 EDUCATION	1,250	1,250	1,250	1,250
-	10,000	10,000	004-504-921600	TRANSFER OUT: FUND 005 STORM	10,000	10,000	10,000	10,000
700	-	-	004-504-922000	TRANSFER OUT: FUND 025 BOAT	-	-	-	-
700	-	-	004-504-923040	TRANSFER OUT: FUND 024 SHOP	-	-	-	-
10,000	-	-	004-504-924250	TRANSFER OUT: FUND 005 STORM	-	-	-	-
473,400	-	-	004-504-925200	TRANSFER OUT: FUND 012 DEBT	-	-	-	-
100,000	-	-	004-504-925250	TRANSFER OUT: FUND 012 SUPP	-	-	-	-
154,260	-	-	004-504-925300	TRANSFER OUT: FUND 013 DEBT	-	-	-	-
-	228,000	1,000,000	004-504-925400	TRANSFER OUT: FUND 016 LOAN	-	-	-	-
329,000	-	-	004-504-926000	TRANSFER OUT: FUND 024 CAPITAL	-	-	-	-
1,153,410	317,250	1,089,250		TOTAL INTER-FUND TRANSFERS	89,250	89,250	89,250	89,250
SDC'S								
-	-	-	004-504-930000	SDC - WASTEWATER	-	-	-	-
-	-	-		TOTAL SDC'S	-	-	-	-
CONTINGENCY								
-	-	15,000	004-504-941000	CONTINGENCY	15,000	15,000	15,000	15,000
-	-	15,000		TOTAL CONTINGENCY	15,000	15,000	15,000	15,000
RESERVE ACCOUNT								
-	-	236,700	004-504-945000	DEQ RESERVE ACCOUNT	236,700	236,700	236,700	236,700
-	-	33,000	004-504-946000	PERS RESERVE	33,000	33,000	33,000	33,000
-	-	269,700		TOTAL RESERVE ACCOUNT	269,700	269,700	269,700	269,700

**WASTEWATER UTILITY FUND
004-504**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
UNAPPROPRIATED								
-	-	-	004-504-952000	UNAPPROP FUND BAL		500,000	500,000	500,000
-	-	-		TOTAL UNAPPROP FUND BALANCE		500,000	500,000	500,000
1,847,652	2,034,353	4,977,700		TOTAL WASTEWATER UTILITY FUND		5,024,405	5,024,405	5,024,405
17,660,402	5,707,686	4,977,700		TOTAL FUND REVENUES		5,024,405	5,024,405	5,024,405
15,812,750	3,673,334	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

City of Reedsport

Storm Drain Division Fund

005

PERSONNEL ASSIGNED TO THE FUND

.32 FTE

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

Organization and Mission

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

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

FY 19-20 Year in Review

Certain items are performed on a regular schedule, but most stormwater drain management, maintenance, and repairs are by problem response due to a lack of sufficient funds.

Annual revenue generated by the storm drain fee is approximately \$72,000.

- 12th street seismic retrofit and a new pump.
- Elm Avenue pump station outflow pipe.
- Downtown storm drain lines cleaned and catch basins cleared of debris to facilitate winter runoff and heavy rains.
- Stormwater pump stations inspected weekly and equipment maintained.

FY 20-21 Budget Highlights and Challenges

- Continue to monitor downtown storm drain lines cleaned and catch basins cleared of debris to facilitate winter runoff and heavy rain.
- Install new catch basins and new line sections to correct standing water and deteriorated curb gutters.
- Stormwater pump stations inspected weekly and equipment maintained.
- Installation of new pump stations at 12th street and 7th street via FEMA grant.

**STORMWATER UTILITY FUND
005-505**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
1,001,952	41,671	500,000	005-000-411100	BEGINNING FUND BALANCE	275,300	275,300	275,300
REVENUE							
723	11,129	9,000	005-000-415100	INTEREST	4,500	4,500	4,500
348	347	200	005-000-415150	OTHER INTEREST	200	200	200
319	-	50	005-000-415660	INSURANCE REIMBURSEMENTS	50	50	50
2,710	50,676	100	005-000-415900	MISCELLANEOUS	100	100	100
-	242,500	30,000	005-000-417055	TRANSFER IN: FUND 001 LEVEE	-	-	-
-	88,220	90,000	005-000-417060	TRANSFER IN: FUND 002 LEVEE	90,000	90,000	90,000
-	10,000	10,000	005-000-417065	TRANSFER IN: FUND 002 STORM	10,000	10,000	10,000
-	10,000	10,000	005-000-417070	TRANSFER IN: FUND 004 STORM	10,000	10,000	10,000
-	259,547	-	005-000-417080	TRANSFER IN: FUND 027	-	-	-
70,105	72,414	71,000	005-000-417100	STORM WATER FEES	72,000	72,000	72,000
-	-	400,000	005-000-451210	FEMA GRANT: PUMP STATIONS	307,000	307,000	307,000
-	99,900	-	005-000-451620	FEMA GRANT: BCA	-	-	-
74,206	844,732	620,350		TOTAL REVENUES	493,850	493,850	493,850
1,076,158	886,403	1,120,350		TOTAL RESOURCES	769,150	769,150	769,150
PERSONNEL SERVICES							
452	6,520	6,800	005-505-511410	PW DIRECTOR SALARY	0.1	6,610	6,610
2,012	1,016	1,100	005-505-511420	MECHANIC SALARY	0.02	1,050	1,050
7,235	7,577	8,400	005-505-511450	MAINT. WORKER SALARY	0.2	8,640	8,640
-	-	500	005-505-511500	OVERTIME	0	500	500
1,193	1,146	1,500	005-505-531010	FICA TAXES	0	1,250	1,250
1,367	1,241	2,200	005-505-531020	PERS	0	2,150	2,150
276	1,008	1,300	005-505-531210	WORKMEN'S COMP.	0	1,300	1,300
4,783	4,623	5,000	005-505-531220	HEALTH INSURANCE	0	6,000	6,000
23,319	23,132	26,800		TOTAL PERSONNEL SERVICES	0.32	27,500	27,500
MATERIALS & SERVICES							
12,876	12,794	13,000	005-505-612100	ELECTRICITY	13,000	13,000	13,000
207	207	300	005-505-612251	PAGER/CELL PHONE	300	300	300
47	50	100	005-505-614000	POSTAGE	100	100	100
122	85	100	005-505-614100	OFFICE SUPPLY	100	100	100
78	75	100	005-505-614300	OFFICE EQUIP/ MAINT	100	100	100
144	205	300	005-505-614330	COMPUTER SERVICES	750	750	750
245	204	300	005-505-614335	NETWORK COMMUNICATIONS	300	300	300
826	2,147	2,000	005-505-614390	BONDS AND INSURANCE	2,300	2,300	2,300
-	-	125	005-505-614560	TRAVEL/SUBSISTENCE	125	125	125
-	150	500	005-505-614570	TRAINING/CONFERENCES	500	500	500
10	20	50	005-505-614685	PROTECTIVE GEAR	50	50	50
59	-	250	005-505-614690	REQ'D PHYSICALS & EXAMS	250	250	250
-	-	150	005-505-614860	WATER TESTING, LAB. SUPPLIES	150	150	150
7,327	2,576	9,600	005-505-614880	LINE MAINTENANCE	9,600	9,600	9,600
-	-	5,000	005-505-614882	OTHER STORM DRAIN MAINTENANCE	5,000	5,000	5,000
53	1,017	8,000	005-505-614890	PUMP MAINTENANCE	8,000	8,000	8,000
286	480	1,000	005-505-614900	OTHER SUPPLIES	1,000	1,000	1,000
286	-	250	005-505-615650	CITY SHOP SUPPLIES/MATERIALS	250	250	250

**STORMWATER UTILITY FUND
005-505**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved
							Adopted
556	4,054	500	005-505-617300	VEHICLE OPERATION	500	500	500
1,006	959	2,460	005-505-617320	VEHICLE FUEL	2,325	2,325	2,325
169	140	300	005-505-621400	AUDIT FEES	300	300	300
26,498	25,162	44,385		TOTAL MATERIALS & SERVICES	45,000	45,000	45,000
				CAPITAL OUTLAY			
-	2,791	-	005-505-744500	EQUIPMENT & MACHINERY	-	-	-
-	59,643	20,000	005-505-746750	STORM DRAIN IMPROVEMENTS	5,000	5,000	5,000
2,200	3,405	60,000	005-505-746760	STORM WATER IMPROVEMENTS	15,000	15,000	15,000
-	-	400,000	005-505-746780	STORMWATER LEVEE MAINT.	285,000	285,000	285,000
-	3,175	557,315	005-505-747050	FEMA GRANT: PUMP STATIONS	375,000	375,000	375,000
-	147,423	-	005-505-747100	FEMA GRANT: BCA	-	-	-
2,200	216,437	1,037,315		TOTAL CAPITAL OUTLAY	680,000	680,000	680,000
				INTER-FUND TRANSFERS			
1,850	1,850	1,850	005-505-921000	TRANSFER OUT: FUND 001 ADMIN	1,850	1,850	1,850
40,000	-	-	005-505-924250	TRANSFER OUT: FUND 027	-	-	-
41,850	1,850	1,850		TOTAL INTER-FUND TRANSFERS	1,850	1,850	1,850
				CONTINGENCY			
-	-	2,000	005-505-941000	CONTINGENCY	6,800	6,800	6,800
-	-	2,000		TOTAL CONTINGENCY	6,800	6,800	6,800
				RESERVE ACCOUNT			
-	-	8,000	005-505-946000	PERS RESERVE	8,000	8,000	8,000
-	-	8,000		TOTAL RESERVE ACCOUNT	8,000	8,000	8,000
93,866	266,581	1,120,350		TOTAL STORMWATER UTILITY FUND	769,150	769,150	769,150
1,076,158	886,403	1,120,350		TOTAL FUND REVENUES	769,150	769,150	769,150
982,291	619,822	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

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 19-20 Year in Review

No activity was noted during fiscal year 2019-20; however, the City continues to plan for the Deans To Dunes Trail, which may require future funds from this budget.

FY 20-21 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
007-507**

FY 17-18	FY 18-19	FY 19-20	Account	Description	FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted			FTE Proposed	Approved	Adopted
42,002	45,291	49,150	007-000-411100	BEGINNING FUND BALANCE	51,500	51,500	51,500
REVENUE							
610	954	850	007-000-415100	INTEREST	900	900	900
2,680	2,777	3,000	007-000-421300	GAS TAX REFUND	3,200	3,200	3,200
3,290	3,731	3,850		TOTAL REVENUE	4,100	4,100	4,100
45,291	49,022	53,000		TOTAL RESOURCES	55,600	55,600	55,600
CAPITAL OUTLAY							
-	-	53,000	007-507-734350	TRAILS AND FOOTPATHS	55,600	55,600	55,600
-	-	-	007-507-744370	LEVEE TRAIL GRANT MATCH	-	-	-
-	-	53,000		TOTAL CAPITAL OUTLAY	55,600	55,600	55,600
-	-	53,000		TOTAL BICYCLE/FOOTPATH FUND	55,600	55,600	55,600
45,291	49,022	53,000		TOTAL FUND REVENUES	55,600	55,600	55,600
291	49,022	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport
Water SPWF Loan Debt Fund
010

Organization and Mission

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

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

FY 20-21 Budget Highlights and Challenges
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This debt was retired in late 2016.

**WATER SPWF DEBT FUND
010-510**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
6,196	-	-	010-000-411100	BEGINNING BALANCE	-	-	-
REVENUE							
60	-	-	010-000-415100	INTEREST	-	-	-
-	-	-	010-000-451300	FUND 003 SPWF DEBT	-	-	-
-	-	-	010-000-452200	DOUGLAS CTY GRANT	-	-	-
60	-	-		TOTAL REVENUE	-	-	-
6,256	-	-		TOTAL RESOURCES	-	-	-
DEBT SERVICE							
-	-	-	010-510-911200	BOND PRINCIPAL	-	-	-
-	-	-	010-510-911250	BOND INTEREST	-	-	-
-	-	-		TOTAL DEBT SERVICE	-	-	-
INTER-FUND TRANSFERS							
6,256	-	-	010-510-911300	FUND 003 TRANS/CLOSE OUT	-	-	-
256	-	-		TOTAL INTER-FUND TRANSFERS	-	-	-
6,256	-	-		TOTAL WATER SPWF DEBT FUND	-	-	-
6,256	-	-		TOTAL FUND REVENUES	-	-	-
0	-	-		UNAPPROPRIATED ENDING FUND B ALANCE	-	-	-

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 20-21 Budget Highlights and Challenges
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The debt payments for this fund has moved to Fund 004.

**WASTEWATER DEQ LOAN DEBT FUND
012-512**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
815,949	826,110	-	012-000-411100	BEGINNING FUND BALANCE		-	-	-
REVENUE								
10,134	-	-	012-000-415100	INTEREST		-	-	-
473,400	-	-	012-000-451610	FUND 004 DEQ DEBT		-	-	-
100,000	-	-	012-000-451620	FUND 004 DEQ DEBT SUPPLEMENT		-	-	-
583,534	-	-		TOTAL REVENUE		-	-	-
1,399,484	826,110	-		TOTAL RESOURCES		-	-	-
DEBT SERVICE								
342,736	-	-	012-512-911300	BOND PRINCIPAL		-	-	-
100,000	-	-	012-512-911305	PRINCIPAL SUPPLEMENT		-	-	-
130,638	-	-	012-512-911310	BOND INTEREST		-	-	-
573,374	-	-		TOTAL DEBT SERVICE		-	-	-
INTER-FUND TRANSFERS								
-	826,110	-	012-512-920000	TRANSFER OUT: FUND 004 CLOSE		-	-	-
-	826,110	-		TOTAL INTER-FUND TRANSFERS		-	-	-
RESERVE ACCOUNT								
-	-	-	012-512-951500	DEQ DEBT RESERVE FUND		-	-	-
-	-	-		TOTAL RESERVE ACCOUNT		-	-	-
UNAPPROPRIATED								
-	-	-	012-512-952000	UNAPPROP FUND BAL		-	-	-
-	-	-		TOTAL UNAPPRP FUND BALANCE		-	-	-
573,374	826,110	-		TOTAL WASTEWATER DEQ LOAN DEBT FUND		-	-	-
1,399,484	826,110	-		TOTAL FUND REVENUES		-	-	-
826,110	-	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

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 20-21 Budget Highlights and Challenges
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The debt payments for this fund has moved to Fund 004.

**WASTEWATER IFA DEBT FUND
013-513**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
102,349	103,464	-	013-000-411100	BEGINNING FUND BALANCE	-	-	-
REVENUE							
1,102	-	-	013-000-415100	INTEREST	-	-	-
154,260	-	-	013-000-451610	FUND 004 IFA DEBT	-	-	-
155,362				TOTAL REVENUE	-	-	-
257,711	103,464	-		TOTAL RESOURCES	-	-	-
DEBT SERVICE							
64,921	-	-	013-513-911300	LOAN PRINCIPAL	-	-	-
89,326	-	-	013-513-911310	LOAN INTEREST	-	-	-
154,247	-	-		TOTAL DEBT SERVICE	-	-	-
INTER-FUND TRANSFERS							
-	103,464	-	013-513-920000	TRANSFER OUT: FUND 004 CLOSE	-	-	-
-	103,464	-		TOTAL INTER-FUND TRANSFERS	-	-	-
UNAPPROPRIATED							
-	-	-	013-513-952000	UNAPPROP FUND BALANCE	-	-	-
-	-	-		TOTAL UNAPPROPRIATED	-	-	-
154,247	103,464	-		TOTAL WASTEWATER IFA DEBT FUND	-	-	-
257,711	103,464	-		TOTAL RESOURCES	-	-	-
103,464	-	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

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 19-20 Year in Review

In 2019 the fire department purchased a 2019 Dodge Dakota, (command vehicle), with money from this fund.

FY 20-21 Budget Highlights and Challenges
--

A \$15,000 transfer from the General Fund for future fire vehicle replacement is budgeted again in FY 2020-2021. These funds will be saved for future capital projects, such as 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 Marine on Bolon Island.

**FIRE EQUIPMENT FUND
014-514**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
185,291	47,668	38,000	014-000-411100	BEGINNING FUND BALANCE	73,900	73,900	73,900
REVENUE							
12,032	14,179	9,000	014-000-414200	FIRE SERVICES	10,000	10,000	10,000
550	6,642	2,500	014-000-414250	MVA	2,500	2,500	2,500
1,870	875	500	014-000-415100	INTEREST	500	500	500
159,000	-	-	014-000-415800	MISC. GRANT	-	-	-
3,350	80	100	014-000-415900	MISC FIRE INCOME	100	100	100
-	-	152,000	014-000-423500	FEMA GRANT	-	-	-
15,000	15,000	15,000	014-000-451200	FUND 001 TRANSFER	15,000	15,000	15,000
191,802	36,776	179,100		TOTAL REVENUE	28,100	28,100	28,100
377,092	84,444	217,100		TOTAL RESOURCES	102,000	102,000	102,000
MATERIALS & SERVICES							
-	1,320	5,000	014-514-625900	EMERGENCY SUPPLIES	5,000	5,000	5,000
-	1,320	5,000		TOTAL MATERIALS & SERVICES	5,000	5,000	5,000
CAPITAL OUTLAY							
-	-	152,000	014-514-722710	FEMA GRANT EQUIPMENT	-	-	-
322,000	32,105	35,100	014-514-725060	VEHICLE RESERVE	72,000	72,000	72,000
-	-	10,000	014-514-725300	ROPE RESCUE TRUCK	10,000	10,000	10,000
4,883	-	10,000	014-514-725900	EMERGENCY EQUIPMENT	10,000	10,000	10,000
326,883	32,105	207,100		TOTAL CAPITAL OUTLAY	92,000	92,000	92,000
INTER-FUND TRANSFERS							
2,542	2,271	5,000	014-514-925800	FUND 001 MVA	5,000	5,000	5,000
2,542	2,271	5,000		TOTAL INTER-FUND TRANSFERS	5,000	5,000	5,000
329,424	35,696	217,100		TOTAL FIRE EQUIPMENT FUND	102,000	102,000	102,000
377,092	84,444	217,100		TOTAL FUND REVENUES	102,000	102,000	102,000
47,668	48,748	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport

Dunes NRA Lease Fund

016

PERSONNEL ASSIGNED TO THE FUND

0.54 FTE

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

Organization and Mission

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

FY 19-20 Year in Review

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

FY 20-21 Budget Highlights and Challenges

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

DUNES NRA LEASE FUND
016-516

FY17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
412,260	79,960	85,000	016-000-411100	BEGINNING FUND BALANCE		145,000	145,000	145,000
REVENUE								
1,125	1,972	2,000	016-000-415100	INTEREST		2,000	2,000	2,000
96,206	(100,638)	97,000	016-000-415200	LEASE - RENT		250,000	250,000	250,000
-	-	-	016-000-415650	SALARY REIMBURSEMENT		-	-	-
224	-	200	016-000-415660	INSURANCE REIMBURSEMENT		-	-	-
-	3,254	-	016-000-415900	MISCELLANEOUS		-	-	-
-	228,000	1,500,000	016-000-451300	TRANSFER 004/ 003 EXPANSION PR		-	-	-
97,555	132,588	1,599,200		TOTAL REVENUE		252,000	252,000	252,000
509,815	212,548	1,684,200		TOTAL RESOURCES		397,000	397,000	397,000
PERSONNEL SERVICES								
7,480	7,621	8,000	016-516-511390	MAINTENANCE LEAD, SALARY	0.15	7,675	7,675	7,675
1,290	1,304	1,500	016-516-511410	PW DIRECTOR SALARY	0.02	1,325	1,325	1,325
716	758	1,000	016-516-511450	MAINT. WORKER SALARY	0.02	865	865	865
11,753	12,089	14,350	016-516-511460	CUSTODIAN SALARY	0.35	11,210	11,210	11,210
1,622	1,567	2,000	016-516-531010	FICA TAXES	0	1,620	1,620	1,620
631	1,589	3,750	016-516-531020	PERS	0	3,160	3,160	3,160
768	1,013	1,700	016-516-531210	WORKMEN'S COMP	0	1,700	1,700	1,700
7,081	6,697	8,000	016-516-531220	HEALTH INSURANCE	0	9,445	9,445	9,445
32,342	32,638	40,300		TOTAL PERSONNEL SERVICES	0.54	37,000	37,000	37,000
MATERIALS & SERVICES								
1,004	1,149	1,500	016-516-612070	GARBAGE DISPOSAL		1,500	1,500	1,500
237	214	300	016-516-612251	CELL PHONE		300	300	300
1,399	2,001	3,500	016-516-614220	JANITORIAL SUPPLIES		3,500	3,500	3,500
5,781	4,048	9,600	016-516-614250	BUILDING MAINT, SUPPLIES		10,000	10,000	10,000
-	60	-	016-516-614300	OFFICE EQUIP/MAINT.		-	-	-
2,278	2,404	4,000	016-516-614390	INSURANCE FEES		5,000	5,000	5,000
63	294	1,200	016-516-614900	OTHER SUPPLIES, COSTS		1,200	1,200	1,200
74	73	100	016-516-615310	BANK FEES		100	100	100
-	-	-	016-516-615620	NON-CAPITAL EXPENSES		-	-	-
84	-	1,000	016-516-617300	VEHICLE OPERATION		1,000	1,000	1,000
557	600	750	016-516-617320	VEHICLE FUEL		750	750	750
503	250	750	016-516-621400	AUDIT FEES		750	750	750
-	-	1,200	016-516-621500	LANDSCAPING/GROUNDS		2,000	2,000	2,000
-	-	1,800	016-516-623530	CONTRACTED SERVICES		1,800	1,800	1,800
-	-	-	016-516-630000	ASSET DISPOSAL		-	-	-
11,979	11,092	25,700		TOTAL MATERIALS & SERVICES		27,900	27,900	27,900
CAPITAL OUTLAY								
79,780	-	-	016-516-712500	BUILDING IMPROVEMENTS		35,000	35,000	35,000
-	227,796	1,500,000	016-516-712600	BUILDING EXPANSION PROJECT		-	-	-
79,780	227,796	1,500,000		TOTAL CAPITAL OUTLAY		35,000	35,000	35,000

DUNES NRA LEASE FUND
016-516

FY17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
INTER-FUND TRANSFERS							
4,700	4,700	4,700	016-516-921000	TRANSFER OUT: FUND 001 ADMIN	4,700	4,700	4,700
-	-	-	016-516-923040	TRANSFER OUT: FUND 025	75,000	75,000	75,000
-	-	75,700	016-516-923050	TRANSFER OUT: FUND 004 LOAN	150,000	150,000	150,000
-	-	37,800	016-516-923060	TRANSFER OUT: FUND 003 LOAN RE	67,400	67,400	67,400
4,700	4,700	118,200		TOTAL INTER-FUND TRANSFER	297,100	297,100	297,100
UNAPPROPRIATED							
-	-	-	016-516-952000	UNAPPROP END FUND BAL	-	-	-
-	-	-		TOTAL UNAPPROPRIATED	-	-	-
128,801	276,226	1,684,200		TOTAL DUNES NRA LEASE FUND	397,000	397,000	397,000
509,815	212,548	1,684,200		TOTAL FUND REVENUES	397,000	397,000	397,000
381,014	(63,678)	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport

Riverfront Fund

017

PERSONNEL ASSIGNED TO THE FUND

1.0 FTE

Director 1.00
Part-time clerk contracted service

Organization and Mission

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

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

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

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

The Center brings in visitors to the area from all over the world. In addition, schools from around the state take advantage of the wonderful exhibits and programs. Open 7 days a week for 362 days a year (closed Thanksgiving, Christmas, and New Year's Day).

FY 19-20 Year in Review

- Celebrated Reedsport's 100th Birthday.
- New Heating units for gift shop/office area.
- 'I Remember, I Remember' exhibit upgrades. New Oral histories.
- 2019 Voted 'Best of the South Coast Museum'.

City of Reedsport
Riverfront Fund
017

FY 20-21 Budget Highlights and Challenges
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- Raise funds for Tsalila Education Days, school Tours and Summer Concerts.
- Marketing.
- Monitor building for water leaks and areas compromised from water.
- Repair building siding & seal upper deck areas under stairs.

**RIVERFRONT FUND
017-517**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
94,501	121,579	95,000	017-000-411100	BEGINNING BALANCE		60,000	60,000	60,000
REVENUE								
1,386	2,119	1,500	017-000-415100	INTEREST		1,500	1,500	1,500
5,225	914	3,300	017-000-415200	LEASE RENT		3,300	3,300	3,300
535	320	500	017-000-415240	USE OF U D C		500	500	500
49,757	40,222	40,000	017-000-415250	TRANSIENT ROOM TAX 2%		37,000	37,000	37,000
12,500	12,500	12,500	017-000-415260	TOURISM PROMOTION		12,500	12,500	12,500
31,062	31,490	29,000	017-000-415270	UDC USER FEES		29,000	29,000	29,000
41,665	42,010	38,000	017-000-415300	GIFT/BOOK SALES		38,000	38,000	38,000
73	-	100	017-000-415660	INSURANCE REIMBURSEMENTS		100	100	100
361	545	250	017-000-415800	DONATIONS		250	250	250
2,000	2,000	2,000	017-000-415820	EDUCATION DAYS		2,000	2,000	2,000
-	(9,631)	50	017-000-415900	MISCELLANEOUS		50	50	50
12,500	12,500	12,500	017-000-451200	FUND 001 TRANSFER		12,500	12,500	12,500
157,064	134,991	139,700		TOTAL REVENUE		136,700	136,700	136,700
251,564	256,570	234,700		TOTAL RESOURCES		196,700	196,700	196,700
PERSONNEL SERVICES								
265	51,878	53,500	017-517-511700	DIRECTOR'S SALARY	1.0	54,710	54,710	54,710
3,822	3,862	4,200	017-517-531010	FICA TAXES	0	4,200	4,200	4,200
7,970	8,252	11,500	017-517-531020	P E R S	0	11,500	11,500	11,500
530	774	1,000	017-517-531210	WORKMEN'S COMP	0	1,000	1,000	1,000
14,006	16,727	19,000	017-517-531220	HEALTH INSURANCE	0	19,500	19,500	19,500
77,593	81,494	89,200		TOTAL PERSONNEL SERVICES	1.0	90,910	90,910	90,910
MATERIALS & SERVICES								
809	933	1,100	017-517-612070	GARBAGE DISPOSAL		1,100	1,100	1,100
216	194	250	017-517-612080	WATER		250	250	250
39	36	40	017-517-612085	STORMWATER		40	40	40
406	335	500	017-517-612090	WASTEWATER		500	500	500
6,244	6,542	8,500	017-517-612100	ELECTRICITY		8,500	8,500	8,500
1,744	1,461	1,800	017-517-612250	TELEPHONE		1,800	1,800	1,800
-	-	100	017-517-613300	LEGAL ADVERTISING		100	100	100
121	100	300	017-517-614000	POSTAGE		300	300	300
156	171	700	017-517-614100	OFFICE SUPPLY		700	700	700
-	-	200	017-517-614200	REFUND OF U D C USER FEES		200	200	200
899	891	1,000	017-517-614220	JANITORIAL SUPPLIES		1,000	1,000	1,000
3,616	12,284	12,460	017-517-614250	BUILDING MAINT.		10,000	10,000	10,000
-	-	-	017-517-614260	EXHIBIT MAINTENANCE		-	-	-
600	1,187	1,500	017-517-614300	OFFICE EQUIP/MAINT.		1,500	1,500	1,500
490	541	850	017-517-614330	COMPUTER COSTS		850	850	850
831	734	900	017-517-614335	NETWORK COMMUNICATIONS		1,000	1,000	1,000
8,251	10,811	11,000	017-517-614390	BONDS & INSURANCE		11,000	11,000	11,000
408	247	500	017-517-614520	VOLUNTEER PROGRAM		500	500	500
85	46	1,000	017-517-614560	TRAVEL/SUBSISTENCE		1,000	1,000	1,000
-	105	300	017-517-614570	TRAINING/CONFERENCES		300	300	300
8,046	9,631	10,000	017-517-614580	MARKETING		10,000	10,000	10,000
551	224	750	017-517-614900	OTHER SUPPLIES, COSTS		750	750	750
19,098	20,027	28,000	017-517-615300	GIFT SHOP MERCHANDISE		28,000	28,000	28,000

**RIVERFRONT FUND
017-517**

FY 17-18	FY 18-19	FY 19-20	Account	Description	FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted			FTE Proposed	Approved	Adopted
2,150	1,931	3,500	017-517-615310	BANK CHARGE FEES	3,500	3,500	3,500
75	75	500	017-517-615590	DUES & FEES	500	500	500
-	-	-	017-517-615620	NON-CAPITAL EXPENSES	-	-	-
840	510	1,000	017-517-621400	AUDIT FEES	1,000	1,000	1,000
-	2,600	10,000	017-517-623530	CONTRACTED SERVICES	4,000	4,000	4,000
-	-	-	017-517-630000	ASSET DISPOSAL	-	-	-
55,674	71,616	96,750		TOTAL MATERIALS & SERVICES	88,390	88,390	88,390
CAPITAL OUTLAY							
-	8,381	8,000	017-517-712500	BUILDING IMPROVEMENTS	-	-	-
-	-	20,250	017-517-725000	FUTURE PROJECT RESERVE	5,900	5,900	5,900
-	8,381	28,250		TOTAL CAPITAL OUTLAY	5,900	5,900	5,900
CONTINGENCY							
-	-	9,000	017-517-941000	CONTINGENCY	-	-	-
-	-	9,000		TOTAL CONTINGENCY	-	-	-
RESERVE ACCOUNT							
-	-	11,500	017-517-946000	PERS RESERVE	11,500	11,500	11,500
-	-	11,500		TOTAL RESERVE	11,500	11,500	11,500
133,267	161,491	234,700		TOTAL RIVERFRONT FUND	196,700	196,700	196,700
251,564	256,570	234,700		TOTAL FUND REVENUES	196,700	196,700	196,700
118,297	95,078	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport

Water System Development Fund

020

Organization and Mission

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

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

FY 19-20 Year in Review

No water system development fees were received in the 2019-20 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through December 2020.

FY 20-21 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in December 2020 and consider the continuation of the moratorium or revoke the action for the FY 2020-21.

**WATER SYSTEM DEVELOPMENT FUND
020-520**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
72,677	73,684	75,190	020-000-411100	BEGINNING FUND BALANCE	119,780	119,780	119,780
REVENUE							
1,007	1,505	1,600	020-000-415100	INTEREST	1,600	1,600	1,600
-	-	-	020-000-417500	SDC FEE-WATER	-	-	-
1,007	1,505	1,600		TOTAL REVENUE	1,600	1,600	1,600
73,684	75,189	76,790		TOTAL RESOURCES	121,380	121,380	121,380
MATERIALS & SERVICES							
-	-	-	020-520-614200	REFUND OF SDC FEE	-	-	-
-	-	-		TOTAL MATERIALS & SERVICES	-	-	-
CAPITAL OUTLAY							
-	-	76,790	020-520-746450	WATER SYSTEM IMPROVEMENTS	121,380	121,380	121,380
-	-	76,790		TOTAL CAPITAL OUTLAY	121,380	121,380	121,380
-	-	76,790		TOTAL WATER SYSTEM DEV. FUND	121,380	121,380	121,380
73,684	75,189	76,790		TOTAL FUND REVENUES	121,380	121,380	121,380
73,684	75,189	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport

Wastewater System Development Fund

021

Organization and Mission

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

FY 19-20 Year in Review

System development fees were received in the 2019-20 fiscal year in the amount of \$43,300 due to Douglas County's expansion of the Salmon Harbor RV Park. The Council placed a moratorium on SDC fees, not to include public projects for the calendar year of 2012 and extended it through December 2020.

FY 20-21 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 2020-2021 FY.

**WASTEWATER SYSTEM DEVELOPMENT FUND
021-521**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
285,597	289,551	295,500	021-000-411100	BEGINNING FUND BALANCE		301,460	301,460	301,460
				REVENUE				
3,954	5,915	6,000	021-000-415100	INTEREST		6,000	6,000	6,000
-	-	-	021-000-418500	SDC FEE- WASTEWATER		-	-	-
3,954	5,915	6,000		TOTAL REVENUE		6,000	6,000	6,000
289,551	295,466	301,500		TOTAL RESOURCES		307,460	307,460	307,460
				CAPITAL OUTLAY				
-	-	301,500	021-521-746850	WASTEWATER SYSTEM IMPROVEMENTS		307,460	307,460	307,460
-	-	301,500		TOTAL CAPITAL OUTLAY		307,460	307,460	307,460
-	-	301,500		TOTAL WASTEWATER SYSTEM DEV FUND		307,460	307,460	307,460
289,551	295,466	301,500		TOTAL FUND REVENUE		307,460	307,460	307,460
289,551	295,466	-		UNAPPROPRIATED ENDING FUND BALANCE		-		

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 19-20 Year in Review

No water system development fees were received in the 2019-2020 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through December 2020.

FY 20-21 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in January 2021.

**STORMWATER SYSTEM DEVELOPMENT FUND
022-522**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
6,149	6,234	6,350	022-000-411100	BEGINNING FUND BALANCE	6,485	6,485	6,485
REVENUE							
85	127	120	022-000-415100	INTEREST	120	120	120
-	-	-	022-000-418500	SDC FEE- STORMWATER	-	-	-
85	127	120		TOTAL REVENUE	120	120	120
6,234	6,361	6,470		TOTAL RESOURCES	6,605	6,605	6,605
CAPITAL OUTLAY							
-	-	6,470	022-522-746850	STORMWATER SYSTEM IMPROVEMENTS	6,605	6,605	6,605
-	-	6,470		TOTAL CAPITAL OUTLAY	6,605	6,605	6,605
-	-	6,470		TOTAL WASTEWATER SYSTEM DEV FUND	6,605	6,605	6,605
6,234	6,361	6,470		TOTAL FUND REVENUE	6,605	6,605	6,605
6,234	6,361	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

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 20-21 Budget Highlights and Challenges
--

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

**WASTEWATER CAPITAL ENTERPRISE FUND
024-524**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
2,085,309	2,374,437	-	024-000-411100	BEGINNING FUND BALANCE	-	-	-
REVENUE							
31,089	63	-	024-000-415100	INTEREST	-	-	-
2,500	-	-	024-000-451220	FUND 004 PW SHOP TRANSFER	-	-	-
329,000			024-000-451600	FUND 004 TRANSFER	-	-	-
			024-000-452200	DOUGLAS COUNTY REIMBURSEMENT	-	-	-
362,589	63	-		TOTAL REVENUE	-	-	-
2,447,898	2,374,500	-		TOTAL RESOURCES	-	-	-
CAPITAL OUTLAY							
6,225	-	-	024-524-713400	PW SHOP RESERVE	-	-	-
1,625	(712)		024-524-725350	MACHINERY & EQUIPMENT	-	-	-
6,000			024-524-746840	METER UPGRADES	-	-	-
59,500			024-524-746850	WW LINE INFRASTRUCTURE	-	-	-
73,350	(712)	-		TOTAL CAPITAL OUTLAY	-	-	-
INTER-FUND TRANSFERS							
-	2,375,213	-	024-524-928000	TRANSFER OUT: FUND 004	-	-	-
-	2,375,213	-		TOTAL INTER-FUND TRANSFER	-	-	-
73,350	2,374,501	-		TOTAL WASTEWATER CAPITAL ENT FUND	-	-	-
2,447,898	2,374,500	-		TOTAL FUND REVENUE	-	-	-
2,374,548	(1)	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport

General Capital Improvement Fund

025

Organization and Mission

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

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

FY 19-20 Year in Review.

- A transfer of \$15,000 was made to Fund 037 Police Capital Improvement for capital projects specific to the Police Department.

FY 20-21 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.
- A transfer of \$15,000 will be made to Fund 037 Police Capital Improvement for capital projects specific to the Police Department.
- \$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.
- 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 CAPITAL IMPROVEMENT FUND
025-525**

FY 17-18	FY 18-19	FY 19-20	Account	Description	FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted			FTE Proposed	Approved	Adopted
468,522	404,971	300,000	025-000-411100	BEGINNING FUND BALANCE	392,800	392,800	392,800
REVENUE							
4,143	5,854	4,000	025-000-415100	INTEREST	5,000	5,000	5,000
1,425	-	-	025-000-415900	MISCELLANEOUS	-	-	-
-	-	-	025-000-421370	FRISBEE GOLF COURSE DONATION	-	-	-
167,145	25,100	-	025-000-423300	GRANTS & DONAT./BOAT FACILITY	-	-	-
616,772	444,113	-	025-000-423400	OSMB/ODFW GRANT	-	-	-
120	505	400	025-000-423420	MOORAGE FEES	100	100	100
37,500	26,305	25,000	025-000-451200	FUND 001 TRANSFER	25,000	25,000	25,000
25,000	15,000	15,000	025-000-451250	FUND 001/BOAT RESERVE	-	-	-
5,000	-	-	025-000-451260	FUND 003/BOAT RESERVE	-	-	-
5,000	-	-	025-000-451270	FUND 004/BOAT RESERVE	-	-	-
12,500	-	-	025-000-451280	FUND 150/BOAT RESERVE	-	-	-
40,000	-	-	025-000-451340	FUND 001 POLICE VEHICLES	-	-	-
-	-	-	025-000-451450	FUND 016 TRANSFER	75,000	75,000	75,000
914,605	516,876	44,400		TOTAL REVENUE	105,100	105,100	105,100
1,383,127	921,847	344,400		TOTAL RESOURCES	497,900	497,900	497,900
CAPITAL OUTLAY							
32,858	-	152,400	025-525-712500	BUILDING IMPROVEMENTS	238,900	238,900	238,900
2,000	-	-	025-525-713000	BUILDING AWNING	-	-	-
6,274	-	10,000	025-525-722300	OFFICE EQUIP/FURNITURE	10,000	10,000	10,000
2,781	-	5,000	025-525-722600	COMPUTER IMPROVEMENTS	17,000	17,000	17,000
-	-	-	025-525-722680	POLICE EQUIPMENT	-	-	-
-	-	40,000	025-525-722750	PAVING IMPROVEMENT	40,000	40,000	40,000
46,202	-	-	025-525-725300	POLICE VEHICLES	-	-	-
-	-	10,000	025-525-734650	PARK MOWER RESERVE	20,000	20,000	20,000
163	-	-	025-525-744330	FRISBEE GOLF COURSE ESPENSES	-	-	-
-	-	-	025-525-744340	LIONS PARK PLAYGROUND EQUIP.	-	-	-
-	2,791	12,000	025-525-744360	EQUIPMENT RESERVE	12,000	12,000	12,000
871,258	532,265	15,000	025-525-744400	BOAT FACILITIES RESERVE	10,000	10,000	10,000
961,536	535,056	244,400		TOTAL CAPITAL OUTLAY	347,900	347,900	347,900
INTER-FUND TRANSFERS							
-	15,000	-	025-525-925200	TRANSFER OUT: FUND 037	15,000	15,000	15,000
-	15,000	-		TOTAL INTER-FUND TRANSFERS	15,000	15,000	15,000
UNAPPROPRIATED							
-	-	100,000	025-525-951500	RESERVE/FUTURE PROJECTS	135,000	135,000	135,000
-	-	100,000		TOTAL UNAPPROPRIATED	135,000	135,000	135,000
536	550,056	344,400		TOTAL GENERAL CAPITAL IMPR FUND	497,900	497,900	497,900
1,383,127	921,847	344,400		TOTAL REVENUES	497,900	497,900	497,900
421,591	371,791	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

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 20-21 Budget Highlights and Challenges
--

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

STREET CAPITAL IMPROVEMENT FUND
026-526

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved
553,500	395,956	-	026-000-411100	BEGINNING FUND BALANCE		-	-
REVENUE							
6,499	-	-	026-000-415100	INTEREST		-	-
3,200	-	-	026-000-415900	MISC. CAPITAL REVENUE		-	-
-	-	-	026-000-423300	ODOT SCA GRANT		-	-
87,000	-	-	026-000-451210	FUND 002 CAPITAL IMPROVE.		-	-
2,500	-	-	026-000-451220	FUND 002 SHOP		-	-
5,000	-	-	026-000-451240	FUND 002 EQUIPMENT		-	-
104,199	-	-		TOTAL REVENUE		-	-
657,699	395,956	-		TOTAL RESOURCES		-	-
CAPITAL OUTLAY							
6,335	-	-	026-526-713400	PW SHOP RESERVE		-	-
11,541	-	-	026-526-725350	MACHINERY & EQUIP		-	-
-	-	-	026-526-725550	EQUIPMENT RESERVE		-	-
-	-	-	026-526-744360	SCA STREET PROJECT		-	-
87,119	-	-	026-526-744370	STREET IMPROVEMENTS		-	-
-	-	-	026-526-744375	FUTURE STREET IMPROVE.		-	-
-	-	-	026-526-744376	HWY 38 LIGHTING & LANDSCAPING		-	-
156,749	-	-	026-526-744380	ODOT PROJECT RESERVE		-	-
261,743	-	-		TOTAL CAPITAL OUTLAY		-	-
INTER-FUND TRANSFER							
-	395,956	-	026-526-923015	TRANSFER OUT: FUND 002 CLOSE		-	-
-	395,956	-		TOTAL INTER-FUND TRANSFER		-	-
261,743	395,956	-		TOTAL STREET CAPITAL IMPR FUND		-	-
657,699	395,956	-		TOTAL FUND REVENUES		-	-
395,956	-	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-

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 20-21 Budget Highlights and Challenges
--

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

**STORM CAPITAL IMPROVEMENT FUND
027-527**

FY 17-18	FY 18-19	FY 19-20				FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
93,947	259,546	-	027-000-411100	BEGINNING FUND BALANCE		-	-	-
REVENUE								
3,065	1	-	027-000-415100	INTEREST		-	-	-
-	-	-	027-000-423330	IFA GRANT PROCEEDS		-	-	-
242,500	-	-	027-000-451200	FUND 001 TRANSFER		-	-	-
40,000	-	-	027-000-451210	FUND 005 TRANSFER		-	-	-
103,650	-	-	027-000-451220	FUND 002/LEVEE		-	-	-
10,000	-	-	027-000-451225	FUND 002/STORM		-	-	-
10,000	-	-	027-000-451226	FUND 004 TRANSFER		-	-	-
-	-	-	027-000-451230	URBAN RENEWAL TRANSFER		-	-	-
-	-	-	027-000-451620	FUND 004 TRANSFER		-	-	-
94,084	-	-	027-000-453500	FEMA GRANT		-	-	-
503,299	1	-		TOTAL REVENUE		-	-	-
597,246	259,547	-		TOTAL RESOURCES		-	-	-
CAPITAL OUTLAY								
1,625	-	-	027-527-725350	EQUIPMENT & MACHINERY		-	-	-
-	-	-	027-527-746760	STORMWATER INFRAST		-	-	-
,022	-	-	027-527-746780	STORMWATER LEVEE IMPROVE.		-	-	-
-	-	-	027-527-746790	FEMA LEVEE IMPROVE		-	-	-
175,647	-	-		TOTAL CAPITAL OUTLAY		-	-	-
INTER-FUND TRANSFERS								
-	259,547	-	027-527-921600	TRANSFER OUT: FUND 005		-	-	-
-	259,547	-		TOTAL INTER-FUND TRANSFERS		-	-	-
175,647	259,547	-		TOTAL STORMWATER CAPITAL IMPR FUND		-	-	-
597,246	259,547	-		TOTAL FUND REVENUES		-	-	-
421,599	-	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

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 20-21 Budget Highlights and Challenges
--

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

**WATER CAPITAL ENTERPRISE FUND
029-529**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
1,329,454	802,495	-	029-000-411100	BEGINNING FUND BALANCE		-	-	-
REVENUE								
12,540	10	-	029-000-415100	INTEREST		-	-	-
2,500	-	-	029-000-451260	FUND 003 PW SHOP		-	-	-
170,000	-	-	029-000-451300	FUND 003 TRANSFER		-	-	-
185,040	10	-		TOTAL REVENUE		-	-	-
1,514,494	802,505	-		TOTAL RESOURCES		-	-	-
CAPITAL OUTLAY								
6,335	-	-	029-529-713400	PW SHOP BLDG RESERVE		-	-	-
-	-	-	029-529-713410	ENGINEERING FEES		-	-	-
1,625	-	-	029-529-725350	PW MACHINERY		-	-	-
-	-	-	029-529-725550	EQUIPMENT		-	-	-
-	-	-	029-529-744375	FUTURE WATER IMPROVEMENTS		-	-	-
793,087	-	-	029-529-745900	WATER PLANT IMPROVEMENTS		-	-	-
10,506	(4,435)	-	029-529-746450	WATER SYSTEM IMPROVEMENTS		-	-	-
6,000	-	-	029-529-746840	METER UPGRADES		-	-	-
,553	(4,435)	-		TOTAL CAPITAL OUTLAY		-	-	-
INTER-FUND TRANSFER								
-	806,939	-	029-529-920000	TRANSFER OUT: FUND 003 CLOSE		-	-	-
-	806,939	-		TOTAL INTER-FUND TRANSFER		-	-	-
817,553	802,505	-		TOTAL WATER CAPITAL ENTERPRISE FUND		-	-	-
1,514,494	802,505	-		TOTAL FUND REVENUES		-	-	-
696,941	-	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

City of Reedsport

Dial A Ride

034

Organization and Mission

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

FY 19-20 Year in Review

We are at full staff and use both volunteer and paid drivers for our program. In 2019-2020, recruitment of on-call drivers for the program was on-going.

FY 20-21 Budget Highlights and Challenges

The City of Reedsport will continue to provide vital transportation to senior and disabled persons in our local area if it continues to be 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. The City will continue to work on citizen awareness of the program. Riders numbers continue to increase often reaching daily capacity. Centralized dispatch continues to be utilized through the Sutherlin Police Department. The intent of the program is to provide several trips that go outside of Reedsport to Roseburg, Florence and Coos Bay/North Bend. The City will continue in 2020-2021 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 it is anticipated growth to the program by providing more rides to services in our neighboring communities (Roseburg, Florence and Coos Bay/North Bend) utilizing paid and volunteer drivers. Increasing availability will provide crucially needed transportation to our riders.

**DIAL A RIDE
034-534**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
-	17,775	1,000	034-000-411100	BEGINNING FUND BALANCE	505	505	505
REVENUE							
-	-	50	034-000-412250	DIAL-A-RIDE DONATIONS	50	50	50
3,503	3,453	3,000	034-000-412500	DIAL-A-RIDE FEES	3,345	3,345	3,345
27,729	15,003	18,000	034-000-412750	DIAL-A-RIDE TRANSIENT FUNDING	36,000	36,000	36,000
-	-	20,000	034-000-412760	PUBLIC TRANSPORTATION FUNDS	-	-	-
217	112	100	034-000-415100	INTEREST	100	100	100
-	628	-	034-000-415200	MISCELLANEOUS REVENUE	-	-	-
-	-	-	034-000-415660	INSURANCE REIMBURSEMENT	-	-	-
21,180	1,280	-	034-000-451000	FUND 001 TRANSFER	-	-	-
52,628	20,476	41,150		TOTAL REVENUE	39,495	39,495	39,495
52,628	38,251	42,150		TOTAL RESOURCES	40,000	40,000	40,000
PERSONNEL SERVICES							
8,800	8,906	5,500	034-534-511230	COMM. SUPERVISOR	0.1	5,530	5,530
503	508	600	034-534-511420	MECHANIC	0.01	550	550
-	-	-	034-534-511460	CUSTODIAN SALARY	0	-	-
-	-	-	034-534-521500	OVERTIME	0	-	-
795	696	500	034-534-531010	FICA TAXES	0	500	500
1,340	1,498	2,500	034-534-531020	PERS	0	1,250	1,250
55	54	80	034-534-531210	WORKMEN'S COMP	0	50	50
2,523	2,897	1,000	034-534-531220	HEALTH INSURANCE	0	2,000	2,000
14,017	14,560	10,180		TOTAL PERSONNEL SERVICES	0.11	9,880	9,880
MATERIALS & SERVICES							
840	619	1,000	034-534-612251	PAGER/CELL PHONE	1,000	1,000	1,000
-	-	50	034-534-614200	REFUND OF FEES	50	50	50
203	224	200	034-534-614300	OFFICE EQUIP/MAINT	200	200	200
3,249	3,769	3,800	034-534-614390	BONDING & INSURANCE	3,800	3,800	3,800
1,337	2,812	3,500	034-534-614520	RECRUITMENT/RECOGNITION	3,500	3,500	3,500
69	167	200	034-534-614900	OTHER SUPPLIES	200	200	200
372	2,839	3,120	034-534-617300	AUTOMOBILE MAINTENANCE	3,200	3,200	3,200
5,094	5,425	5,350	034-534-617320	VEHICLE FUEL	6,350	6,350	6,350
9,675	7,328	9,750	034-534-623530	CONTRACT DRIVER	9,820	9,820	9,820
20,837	23,184	26,970		TOTAL MATERIALS & SERVICES	28,120	28,120	28,120
CAPITAL OUTLAY							
-	-	5,000	034-534-712500	FUTURE RESERVE PROJECT	2,000	2,000	2,000
-	-	5,000		TOTAL CAPITAL OUTLAY	2,000	2,000	2,000
34,854	37,744	42,150		TOTAL DIAL A RIDE FUND	40,000	40,000	40,000
52,628	38,251	42,150		TOTAL REVENUES	40,000	40,000	40,000
17,775	507	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport

Animal Shelter

035

Organization and Mission

The Animal Shelter is a small facility owned by the City of Reedsport; it is located on West Railroad Street, next door to the water treatment facility. The facility and its services are ran and maintained by the Reedsport Police Department and volunteers. The Reedsport Public Works Department assists in facility maintenance. A volunteer coordinator works under the supervision of the Chief of Police and assists in volunteer coordination and work assignments for the remainder of the volunteer base which currently stands at 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 19-20 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 large veterinary services bills this year. The shelter continues to service a large number of dogs as with previous years, the shelter continues to receive very generous donations that help offset operating costs and many are specifically made for veterinary services, sometimes the donations are made directly to the veterinarian.

FY 20-21 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. The South wall is in need of replacement, and some minor electrical work is needed for the shelter heaters. In order

City of Reedsport
Animal Shelter
035

to house the Police K9 during times of vacation a new extension to the shelter will be added off the back side of the existing fence line.

**ANIMAL SHELTER
035-535**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
-	25,256	31,000	035-000-411100	BEGINNING FUND BALANCE	24,000	24,000	24,000
REVENUE							
470	545	900	035-000-412250	ANIMAL CONTROL/IMPOUND	-	-	-
9,009	10,004	7,500	035-000-412500	ANIMAL SHELTER DONATIONS	10,000	10,000	10,000
206	647	450	035-000-415100	INTEREST	550	550	550
20,650	6,190	-	035-000-451200	FUND 001 TRANSFER	-	-	-
30,335	17,386	8,850		TOTAL REVENUE	10,550	10,550	10,550
30,335	42,642	39,850		TOTAL RESOURCES	34,550	34,550	34,550
MATERIALS & SERVICES							
208	194	300	035-535-612080	WATER	300	300	300
39	36	40	035-535-612085	STORMWATER	40	40	40
282	407	550	035-535-612090	WASTEWATER	550	550	550
1,427	1,629	1,800	035-535-612100	ELECTRICITY	1,800	1,800	1,800
287	371	550	035-535-612251	CELL PHONE	650	650	650
49	4,061	1,000	035-535-614390	BONDS AND INSURANCE	1,000	1,000	1,000
517	1,092	800	035-535-614780	DOG FOOD	800	800	800
725	1,919	5,260	035-535-614900	OTHER SUPPLIES	6,000	6,000	6,000
545	3,996	3,000	035-535-623430	VETERINARY SERVICES	4,000	4,000	4,000
5,079	13,706	13,300		TOTAL MATERIALS & SERVICES	15,140	15,140	15,140
CAPITAL OUTLAY							
-	-	26,550	035-535-712500	BUILDING IMPROVEMENT	19,410	19,410	19,410
-	-	26,550		TOTAL CAPITAL OUTLAY	19,410	19,410	19,410
5,079	13,706	39,850		TOTAL ANIMAL SHELTER FUND	34,550	34,550	34,550
30,335	42,642	39,850		TOTAL FUND REVENUES	34,550	34,550	34,550
25,257	28,936	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

City of Reedsport
Library Building Fund
036

PERSONNEL ASSIGNED TO THE FUND
.07 FTE

Custodian 0.07

Organization and Mission

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

FY 19-20 Year in Review

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

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

**LIBRARY BUILDING FUND
036-536**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
-	104,487	-	036-000-411100	BEGINNING FUND BALANCE		60	60	60
REVENUE								
10,021	636	-	036-000-412250	DONATIONS: GENERAL/OPERATIONS	-	-	-	-
75	-	-	036-000-412255	DONATIONS: EVENTS/PROGRAMS	-	-	-	-
1,258	195	-	036-000-412260	DONATIONS: PERIODICALS/NEWSPAP	-	-	-	-
-	120	-	036-000-412270	DONATIONS: BOOKS	-	-	-	-
1,331	-	-	036-000-412280	SUMMER READ. PROGRAM	-	-	-	-
215	-	-	036-000-412290	LIBRARY FUNDRAISERS	-	-	-	-
9,220	-	-	036-000-412300	CDABA REIMBURSEMENTS	-	-	-	-
46,008	506	-	036-000-412400	JOHN WARDEN FUNDS	-	-	-	-
10,750	5,000	-	036-000-412500	LIBRARY GRANTS	-	-	-	-
45,000	-	-	036-000-412510	OR COMM FOUNDATION GRANT	-	-	-	-
2,500	-	-	036-000-412550	JORDAN COVE GRANT-SUPPLIES	-	-	-	-
92	60	-	036-000-412740	LIBRARY CARDS	-	-	-	-
-	150	-	036-000-412745	BUILDING RENTAL FEES	-	-	-	-
1,317	589	-	036-000-412750	COPIER FEES	-	-	-	-
588	110	-	036-000-412755	LIBRARY CAFE REVENUES	-	-	-	-
462	350	-	036-000-412760	LIBRARY FINES & ASSESSMENTS	-	-	-	-
-	-	-	036-000-412765	REIMBURSEMENTS	4,855	4,855	4,855	4,855
48	-	-	036-000-412770	DAMAGED BOOK FEES	-	-	-	-
40	63	-	036-000-412780	LOST BOOK FEES	-	-	-	-
-	205	-	036-000-412785	BUILDING RENTAL	-	-	-	-
470	442	-	036-000-415100	INTEREST	-	-	-	-
16,320	8,370	-	036-000-451200	TRANS IN: FUND 001 MAINTENANCE	-	-	-	-
600	-	-	036-000-451300	TRANS IN: FUND 001 LIB. RENO.	-	-	-	-
146,314	16,795	-		TOTAL REVENUE		4,855	4,855	4,855
146,314	121,282	-		TOTAL RESOURCES		4,915	4,915	4,915
PERSONNEL SERVICES								
688	311	-	036-536-511450	MAINTENANCE WORKER SALARY	0	-	-	-
966	445	-	036-536-511460	CUSTODIAN SALARY	0.07	2,240	2,240	2,240
127	58	-	036-536-531010	FICA TAXES	0	175	175	175
129	59	-	036-536-531020	PERS	0	315	315	315
51	51	-	036-536-531210	WORKER COMP INS.	0	50	50	50
649	284	-	036-536-531220	HEALTH INSURANCE	0	1,135	1,135	1,135
2,610	1,208	-		TOTAL PERSONNEL SERVICES	0.07	3,915	3,915	3,915
MATERIALS & SERVICES								
171	235	-	036-536-612070	GARBAGE DISPOSAL	-	-	-	-
208	241	-	036-536-612080	WATER	-	-	-	-
39	33	-	036-536-612085	STORMWATER	-	-	-	-
343	419	-	036-536-612090	WASTEWATER	-	-	-	-
6,049	5,627	-	036-536-612100	ELECTRICITY	-	-	-	-
1,333	785	-	036-536-612250	NETWORK COMMUNICATIONS	-	-	-	-
50	175	-	036-536-614200	BUILDING USE - DEPOSIT REFUND	-	-	-	-
818	1,488	-	036-536-614220	JANITORIAL SUPPLIES	1,000	1,000	1,000	1,000
439	4,146	-	036-536-614250	BUILDING MAINT, SUPPLIES	-	-	-	-
260	735	-	036-536-614300	OFFICE EQUIP/MAINT	-	-	-	-
666	680	-	036-536-614340	PERIODICAL/NEWSPAPER SUBSCRIPT	-	-	-	-

LIBRARY BUILDING FUND
036-536

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved
							Adopted
63	781	-	036-536-614350	BOOK PURCHASES	-	-	-
1,046	957	-	036-536-614360	SUPPLIES	-	-	-
1,531	1,735	-	036-536-614390	BONDING AND INSURANCE	-	-	-
495	-	-	036-536-614400	COMPUTER OPERATIONS	-	-	-
94	1,142	-	036-536-614450	COMPUTER SUPPORT	-	-	-
2,265	284	-	036-536-614460	LIBRARY PROGRAMS/EVENTS	-	-	-
2,098	397	-	036-536-614470	JC GRANT - SUPPLIES	-	-	-
-	4,658	-	036-536-614481	C. GILES HUNT GRANT EXPENSES	-	-	-
1,036	-	-	036-536-614485	READY TO READ GRANT	-	-	-
261	413	-	036-536-614495	SUMMER READING PROGRAM	-	-	-
(16)	(17)	-	036-536-614980	CASH OVER/UNDER	-	-	-
-	0	-	036-536-615310	BANK FEES	-	-	-
19,969	34,239	-	036-536-623530	CONTRACTED SERVICES	-	-	-
-	60,864	-	036-536-623535	LULD TRANSFERS	-	-	-
39,218	120,015	-		TOTAL MATERIALS & SERVICES	1,000	1,000	1,000
				CAPITAL OUTLAY			
-	-	-	036-536-777100	LIBRARY CAPITAL RESERVE	-	-	-
-	-	-		TOTAL CAPITAL OUTLAY	-	-	-
41,827	121,222	-		TOTAL LIBRARY BUILDING FUND	4,915	4,915	4,915
146,314	121,282	-		TOTAL FUND REVENUES	4,915	4,915	4,915
104,487	60	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

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 19-20 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 the City purchased a new Jail Management System (JMS) that is integrated with Computer Aided Dispatch system (CAD). and the finger print scanner. This is a giant step forward for the department and will have a huge impact on the day to day operations in a positive way.

FY 20-21 Budget Highlights and Challenges

This upcoming FY it is hoped to be able to replace a patrol car and build the Awning to cover patrol cars and shelter officers from the weather while entering and exiting the jail. There is a need to replace handheld patrol radios and a number of patrol car radios. Funds from 037 will be used to supplement the radio replacement project.

**POLICE CAPITAL FUND
037-537**

FY 17-18 Actuals	FY 18-19 Actuals	FY 19-20 Adopted	Account	Description	FY 20-21 FTE Proposed	FY 20-21 Approved	FY 20-21 Adopted
-	35,166	20,000	037-000-411100	BEGINNING FUND BALANCE	100,000	100,000	100,000
REVENUE							
1,950	-	-	037-000-412500	MISCELLANEOUS INCOME	-	-	-
74,625	40,200	30,000	037-000-412600	JAIL BED RENTS	28,000	-	-
177	1,216	250	037-000-415100	INTEREST	-	-	-
-	-	-	037-000-423520	POLICE GRANT	38,000	38,000	38,000
-	15,000	15,000	037-000-451000	FUND 001 TRANSFER	15,000	15,000	15,000
-	15,000	-	037-000-451200	TRANSFER IN: FUND 025	15,000	15,000	15,000
76,752	71,416	45,250		TOTAL REVENUE	96,000	68,000	68,000
76,752	106,582	65,250		TOTAL RESOURCES	196,000	168,000	168,000
MATERIALS & SERVICES							
34,362	-	-	037-537-614100	RECORDING SYSTEM	17,000	17,000	17,000
-	-	4,000	037-537-614200	EQUIPMENT	10,000	10,000	10,000
34,362	-	4,000		TOTAL MATERIALS & SERVICES	27,000	27,000	27,000
CAPITAL OUTLAY							
7,224	6,170	4,250	037-537-614250	JAIL UPGRADES	5,000	5,000	5,000
-	-	30,000	037-537-614300	VEHICLE RESERVE	95,000	95,000	95,000
-	-	23,000	037-537-614400	VEHICLE AWNING	30,000	30,000	30,000
7,224	6,170	57,250		TOTAL CAPITAL OUTLAY	130,000	130,000	130,000
INTER-FUND TRANSFER							
-	-	-	037-537-725000	TRANSFER OUT: FUND 001 STIPEND	-	-	-
-	4,000	4,000	037-537-726000	TRANS OUT: FUND 001 JAIL FOOD	-	-	-
-	4,000	4,000		TOTAL INTER-FUND TRANSFER	-	-	-
UNAPPROPRIATED							
-	-	-	037-537-952000	UNAPPROPRIATED ENDING FUND BALANCE	39,000	11,000	11,000
-	-	-		TOTAL UNAPPROPRIATED	39,000	11,000	11,000
41,586	10,170	65,250		TOTAL POLICE CAPITAL FUND	196,000	168,000	168,000
76,752	106,582	65,250		TOTAL FUND REVENUES	196,000	168,000	168,000
35,166	96,413	-		UNAPPROPRATED ENDING FUND BALANCE	-	-	-

City of Reedsport

CERT Fund

038

Organization and Mission

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

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

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

FY 19-20 Year in Review

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

FY 20-21 Budget Highlights and Challenges

For FY 20-21 we will continue to hold trainings to educate the community on Emergency Preparedness. The biggest challenges are receiving donations to sustain the program.

**CERT FUND
038-538**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
-	-	-	038-000-411100	BEGINNING FUND BALANCE		100	100	100
				REVENUE				
-	-	-	038-000-415000	FUND 001 TRANSFER		-	-	-
-	-	10	038-000-415100	INTEREST		10	10	10
-	-	-	038-000-415150	OTHER INTEREST		-	-	-
-	-	14,390	038-000-415800	GRANTS		-	-	-
-	-	990	038-000-416000	DONATIONS		500	500	500
-	-	15,390		TOTAL REVENUE		510	510	510
-	-	15,390		TOTAL RESOURCES		610	610	610
				MATERIALS & SERVICES				
-	-	14,390	038-538-623500	EMERGENCY MANAGEMENT		-	-	-
-	-	890	038-538-623510	CERT PROGRAM EXPENSES		610	610	610
-	-	-	038-538-623511	CERT VEHICLE MAINTENANCE		-	-	-
-	-	110	038-538-623512	CERT VEHICLE FUEL		-	-	-
-	-	15,390		TOTAL MATERIALS & SERVICES		610	610	610
-	-	15,390		TOTAL CERT FUND		610	610	610
-	-	15,390		TOTAL FUND REVENUES		610	610	610
-	-	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

REEDSPORT URBAN
RENEWAL AGENCY

ADOPTED BUDGET FOR FISCAL
YEAR 2020-21

REEDSPORT URBAN RENEWAL AGENCY

Fund 150

Organization and Mission

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

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

FY 19-20 Year in Review

- Contributed \$10,000 to a façade improvement program for the Reedsport Main Street.
- The Reedsport Urban Renewal Agency agreed to sponsor a RARE student for the Main Street Program for the forth consecutive year and a transfer of \$15,000 was made to Main Street as portion of the funds required for that position.
- Made the \$7,420 yearly debt payment toward East Railroad property.
- Payment to ODOT was made for the City's portion of the STIP project.
- A landscaping and lighting project in the same location as the ODOT sidewalk project was anticipated and \$18,000 was budgeted from the Urban Renewal fund to pay for a portion of this project.

FY 20-21 Budget Highlights and Challenges

- Property tax collection is estimated to increase next fiscal year.
- Continue to designate \$7,420 yearly toward debt payment of the East Railroad Storm Drain pump station property.
- A transfer of \$5,000 to the Façade Improvement Program is included in the budget.
- A stormwater project has been budgeted for \$25,000.
- The possibility of a land purchase is budgeted for \$50,000.
- Professional and Technical Services was increased to pay for services relating to the Urban Renewal District and Main Street.

**URBAN RENEWAL DISTRICT
150-600**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
105,883	89,670	95,000	150-000-411100	BEGINNING FUND BALANCE		100,000	100,000	100,000
REVENUE								
86,614	81,294	80,000	150-000-412250	CURRENT PROPERTY TAX		85,000	85,000	85,000
4,861	4,280	4,500	150-000-412500	DELINQUENT PROP TAX		4,500	4,500	4,500
1,577	1,931	1,400	150-000-415100	INTEREST		1,400	1,400	1,400
57	56	50	150-000-415150	OTHER INTEREST		50	50	50
338	-	50	150-000-415350	UR LAND SALES		50	50	50
-	-	-	150-000-415380	ODOT LAND REPAYMENT		5,000	5,000	5,000
-	4,827	-	150-000-415900	MISCELLANEOUS		-	-	-
93,447	92,387	86,000		TOTAL REVENUE		96,000	96,000	96,000
199,329	182,057	181,000		TOTAL RESOURCES		196,000	196,000	196,000
MATERIALS & SERVICES								
896	498	1,500	150-600-613300	ADVERTISING & FEES		1,500	1,500	1,500
3,876	4,126	4,500	150-600-613500	PROF & TECHNICAL SERVICES		29,500	29,500	29,500
1,003	919	1,500	150-600-613800	OTHER FEES		1,500	1,500	1,500
5,774	5,543	7,500		TOTAL MATERIALS & SERVICES		32,500	32,500	32,500
CAPITAL OUTLAY								
-	-	88,550	150-600-710000	CAPITAL PROJECTS RESERVE		76,000	76,000	76,000
-	-	19,500	150-600-723400	STORMWATER PROJECTS		25,000	25,000	25,000
3,930	10,595	-	150-600-723600	RAINBOW PLAZA LIGHTING PROJ.		-	-	-
-	39,227	18,000	150-600-744370	HWY 38 LIGHTING & LANDSCAPING		-	-	-
-	-	15,000	150-600-744375	WATERFRONT PROPERTY PURCHASE		50,000	50,000	50,000
60,045	-	-	150-600-744380	ODOT PROJECT RESERVE		-	-	-
63,975	49,822	141,050		TOTAL CAPITAL OUTLAY		151,000	151,000	151,000
DEBT SERVICE								
7,410	7,410	7,450	150-600-911500	STORMWATER DEBT		7,500	7,500	7,500
7,410	7,410	7,450		TOTAL DEBT SERVICE		7,500	7,500	7,500
INTER-FUND TRANSFERS								
12,500	-	-	150-600-744400	TRANSFER OUT: FUND 025 BOAT		-	-	-
-	-	-	150-600-910000	TRANSFER OUT: FUND 027 LEVEE		-	-	-
10,000	13,000	15,000	150-600-920000	TRANSFER OUT: MS INTERN		-	-	-
10,000	10,000	10,000	150-600-920500	TRANSFER OUT: MS FACADE		5,000	5,000	5,000
32,500	23,000	25,000		TOTAL INTER-FUND TRANSFER		5,000	5,000	5,000
109,659	85,775	181,000		TOTAL URBAN RENEWAL DISTRICT		196,000	196,000	196,000
199,329	182,057	181,000		TOTAL FUND REVENUES		196,000	196,000	196,000
89,670	96,282	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

CITY OF REEDSPORT
Reedsport Urban Renewal Agency
Main Street
Fund 151

Organization and Mission

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

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

The purpose of the Urban Renewal Fund Main Street is the undertaking of the Reedsport Urban Renewal Agency to provide the umbrella agency for the Main Street Program. The Main Street mission is to cultivate a more active, vibrant and sustainable downtown. The Main Street approach is focused on four basic areas: marketing and promotion, downtown enhancement, design and preservation, and business recruitment. The program is tasked with sustaining the program through responsible use of Urban Renewal funds, support from partner agencies and through grant writing.

FY 19-20 Year in Review

- The Reedsport Urban Renewal Agency agreed to sponsor a Resource Assistance for Rural Environments (RARE) student for the Main Street Program in downtown Reedsport for the sixth consecutive year. In the 2019/2020 fiscal year, the Chamber of Commerce contributed funds for the RARE to take on a tourism marketing focus and the Main Street responsibilities were reduced.
- The Main Street Program implemented events and projects to celebrate the City's Centennial year in 2018.
- The Reedsport Main Street Program received the Oregon Main Street Revitalization Grant to repair four roofs and two awnings on five buildings in Old Town Reedsport. The grant amount was for more than \$165,000
- The program has been accumulating funds for the Business Improvement Grant program in order to provide for larger renovation grants. Applications were received at the end of the 2019/20 FY.

FY 20-21 Budget Highlights and Challenges

One of the goals of previous Main Street coordinator was to seek a permanent funding source for future years. This proved to be a challenge and was not achieved which resulted in there not being an official Main Street Coordinator for this fiscal year. A volunteer Main Street Board will attempt to manage the program on a much smaller scale or until a plan of action is created. An Urban Renewal transfer is identified for the Main Street Business Improvement Grant and is budgeted for \$10,000 this year.

**URBAN RENEWAL MAIN STREET
151-601**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
41,840	52,178	69,500	151-000-411100	BEGINNING FUND BALANCE		52,150	52,150	52,150
REVENUE								
703	1,303	750	151-000-415100	INTEREST		750	750	750
-	-	-	151-000-415150	OTHER INTEREST		-	-	-
10,085	2,519	-	151-000-415900	MISCELLANEOUS		-	-	-
-	1,000	1,000	151-000-416000	CO-OP FUNDS MS INTERN		-	-	-
10,000	-	-	151-000-416100	PROGRAM GRANTS-MAINSTREET		10,000	10,000	10,000
-	-	100	151-000-416110	MISC. MS PROJECTS INCOME		-	-	-
300	-	-	151-000-416120	MURAL DONATIONS		-	-	-
914	29,070	6,000	151-000-416150	CENTENNIAL CELEBRAT. DONATIONS		-	-	-
-	-	10,000	151-000-416160	BRONZE ELK DONATIONS		-	-	-
693	1,281	500	151-000-417000	STREET BANNER REVENUE		100	100	100
4,536	2,543	5,000	151-000-417100	BUS. IMPROV. REVENUE - NON URD		5,000	5,000	5,000
4,496	-	32,000	151-000-417200	STEAM DONKEY REVENUE		-	-	-
-	-	166,000	151-000-417300	BUS. IMPROV. GRNT REVENUE-URD		80,000	80,000	80,000
98,795	-	-	151-000-417340	MS REVITALIZATION GRANT		-	-	-
-	-	12,000	151-000-417345	KAYAK/WATER TRAILS REVENUE		-	-	-
-	-	-	151-000-417350	BICYCLE REVENUE		-	-	-
10,000	13,000	15,000	151-000-420000	TRANSFER IN: MS INTERN		-	-	-
10,000	10,000	10,000	151-000-421000	TRANSFER IN: MS FACADE		5,000	5,000	5,000
523	60,716	258,350		TOTAL REVENUE		100,850	100,850	100,850
192,362	112,894	327,850		TOTAL RESOURCES		153,000	153,000	153,000
MATERIALS & SERVICES								
794	726	1,700	151-601-614100	RARE INTERN SUPPLIES		1,000	1,000	1,000
-	590	3,000	151-601-614200	RARE TRAINING/CONFERENCES		500	500	500
23,500	23,500	29,900	151-601-623550	RARE STUDENT CONTRACT SERVICES		20,000	20,000	20,000
-	-	2,000	151-601-623560	HOLIDAY LIGHTING/DECOR		2,000	2,000	2,000
24,294	24,816	36,600		TOTAL MATERIALS & SERVICES		23,500	23,500	23,500
CAPITAL OUTLAY								
418	48	3,000	151-601-714100	ADVERTISING/PROMOTIONS EXP.		3,000	3,000	3,000
10,208	6,138	26,000	151-601-720000	BUSINESS IMPROVE. GRANTS - URD		25,000	25,000	25,000
-	5,723	13,000	151-601-720100	BUSINESS IMP. GRANTS - NON URD		5,000	5,000	5,000
-	-	166,000	151-601-720200	MS FACADE GRANT		80,000	80,000	80,000
-	-	48,000	151-601-721000	STEAM DONKEY PROJECT		16,000	16,000	16,000
1,067	1,340	1,250	151-601-722000	STREET BANNER PROJECT		500	500	500
-	1,935	10,000	151-601-722500	CENTENNIAL CELEBRATION		-	-	-
-	-	10,000	151-601-722600	BRONZE ELK EXPENSES		-	-	-
1	-	-	151-601-723000	BICYCLE FRIENDLY		-	-	-
4,748	-	-	151-601-723100	MURAL EXPENDITURES		-	-	-
-	-	12,000	151-601-723105	KAYAK/WATER TRAILS EXPENSES		-	-	-
98,795	-	-	151-601-723400	MS REVITALIZATION PROJECT		-	-	-
-	-	-	151-601-723500	MS MURAL PROJECT		-	-	-
53	407	2,000	151-601-724000	OTHER PROJECTS		-	-	-
115,890	15,591	291,250		TOTAL CAPITAL OUTLAY		129,500	129,500	129,500

**URBAN RENEWAL MAIN STREET
151-601**

FY 17-18	FY 18-19	FY 19-20			FY 20-21	FY 20-21	FY 20-21	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
140,184	40,407	327,850		TOTAL URBAN RENEWAL MAIN STREET FUND		153,000	153,000	153,000
192,362	112,894	327,850		TOTAL FUND REVENUES		153,000	153,000	153,000
52,178	72,487	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

CITY OF REEDSPORT

CAPITAL IMPROVEMENT PLAN FOR THE YEARS 2021-2025

FISCAL YEAR 2020-2021 BUDGET

Capital Improvements Plan Summary

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

Project Name/Description	No.	Prio rity &	Funding Source(s)	2020 2021	2021- 2022	2022- 2023	2023- 2024	2024- 2025
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CITY FACILITIES

Energy Upgrades City Buildings	01-001	3 B	025		\$ 25	\$ -		
Council Chambers Audio System	01-002	2 A	025	\$ 10				
Community Building Storage Stairs	01-003	2 B	025		\$ 5			
City Hall/Police Station Parking lot	01-004	4 C	025	\$ 40	\$ -			
Police Station Jail Door	01-005	3 C	025				\$ 30	
Police Department/City Hall Relocation	01-006	3 D	025					\$ 2,000
Police Dept Awning	01-007	2 B	037	\$ 20				
UDC womens RR flooring replacement	01-008	3 C	025		\$ 5			
UDC wood floors refinish	01-009	3 A	025			\$ 5	\$ -	
UDC paint building exterior	01-010	3 A	017				5	\$ -
4TH Street Fire Dept addition	01-011	2 D	025		\$ -	\$ 150		
4th St. Fire Station Bay Doors	01-012	3 D	025	\$ 40				
4th St. Fire Hall Flooring	01-013	D B	220			14		
Turner Station Addition Design	01-014	3 D	025		\$ 20			
Turner Station Addition	01-015	3 D	025			\$ 1,500		
Turner Station Parking Lot	01-016	2 C	025	\$ 15				
Riverfront Dock replacement	01-017	A	025	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5
Waterfront property acquisition	01-018	1 A	025/150/Debt	\$ 60				
Levee Walking Trail	01-019	2 C	007		\$ 200			
Beans to Dunes Trail	01-020	2 B	007	\$ -	\$ 500			
PW City Shop Repair	01-021	1 A	Utility split	\$ 8				
				\$ 198	\$ 760	\$ 1,674	\$ 40	\$ 2,005

VEHICLES/EQUIPMENT

Patrol Car Replacement	1-22	1 A	037	\$150	\$15	\$15	\$15	\$15
Trailer mount 6" Diesel Water Pumps (1)	1-23	1 A	003/005	25	\$0			
Elgin Vacuum attachment & filter	1-24	3 B	002	10	\$ -			
Public Works Vehicles	1-25	3 B	Utility split	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
Fire Command Vehicle	1-26	4 B	014-025		\$ 48			
Triple Combo Fire Truck	1-27	4 C	014/025		\$ 150	\$ -		
Park Equipment Reserve	1-28	4 A	025				\$ 10	\$ -
Ground penetrating radar	1-29	2 C	Utility split	\$ 15				
Emergency Generators	1-30	2 B	Utility split		\$ 40			
Roadside Tractor/mower	1-31	2 A	002		\$ 70			
Trailer mounted hydro excavator	1-32	3 B	Utility split			\$ 29		
Light Rescue Vehicle	1-33	C D	014		\$ 45			
				\$ 210	\$ 378	\$ 54	\$ 35	\$ 25

CITY OPERATIONS

CAD/RMS Jail Booking System	1-34	1 A	025/037	\$ 23				
Fire SCBA Units	1-35	1 C	014	\$16	\$16	\$16	\$16	\$16
				\$39	\$16	\$16	\$16	\$16

STREETS

Arthur Drive paving	1-36	2 C	001			\$ 140		
Riverfront Way: Fir to Water Ave	1-37	2 A	002	\$ -		\$ 25		

Capital Improvements Plan Summary

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

Project Name/Description	No.	Priority &	Funding Source(s)	2020 2021	2021- 2022	2022- 2023	2023- 2024	2024- 2025
West Road Rock Wall net	1-38	1 A	002	\$ -	\$ 5			
Storm Catch Basins/Spot Paving	1-39	2 D	002	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
Rowe Street Repair	1-40	2 C	002		\$ 23			
Hawthorne 13th to 14th	1-41	2 C	002		\$ 18.5			
South Hill Drive Top	1-42	2 C	002				\$ 23	
General sidewalk & ADA improvements	1-43	1 B	002	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
				\$ 20	\$ 67	\$ 185	\$ 43	\$ 20

WATER

New Fire Hydrant Installation	1-44	1 C	003	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5
Fire Hydrant Replacement	1-45	1 C	003	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5
Water Reservoir Fencing	1-46	1 B	003	\$ 25				
Meter Retrofit	1-47	3 A	003/004	\$ 21	\$ 21	\$ 21	\$ 21	\$ 10
22nd St Main line Pressurized Relief Valve	1-48	1 C	003	\$ 31	\$ 31			
20th Street Water Line Replacement	1-49	1 C	003			\$ 100		
Providence Creek Crossing	1-50	2 C	003		\$ 22			
Winchester Creek Crossing	1-51	2 C	003		\$ 17.5			
Acquire Master Heights Site	1-52	1 D	003				\$ 100	
Master Heights Water Reservoir install	1-53	1 D	003				\$ 2,700	
Acquire Clear Lake Watershed	1-54	3 D	003		\$ 750			
Telemetry system Water	1-55	3 B	003		\$ 100	\$ 100	\$ 60	
Water valve shut off replacement (multi)	1-56	2 B	003	\$ 12	\$ 12			
Phase 2 Water Transmission Line	1-57	3 D	003					\$ 2,300
Variable Speed Drives	1-58	B B	003			\$ 100		
				\$ 99	\$ 964	\$ 331	\$ 2,891	\$ 2,320

WASTEWATER

Manhole Replacement/renovation	1-59	1 A	004	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25
Replacement of slide gates/levee	1-60	1 A	004	\$ 15				
Chlorine conversion	1-61	2 B	004	\$ -			\$ 1,000	
18th St/Ivy WW station replacement	1-62	3 B	004			\$ -	\$ 75	
Myrtle/Laurel main reconstruction	1-63	1 B	004	\$ -			\$ 56	
22nd Street force main replacement	1-64	1 B	004	\$ 66.5				
Sewer relining (multi locations)	1-65	1 B	004	\$ 176				
Forest Hills WW station replacement	1-66	2 D	004		\$ 300			
Telemetry system	1-67	3 B	004		\$ -	\$ 100	\$ 100	\$ 60
8th & Mill Pump Station	1-68	C D	004	\$ 100				
				\$ 383	\$ 325	\$ 125	\$ 1,256	\$ 85

STORMWATER

Winchester Ave stormdrain valve replace	1-69	2 B	005	\$ 15				
Wetwell debris Removal	1-70	2 B	005	\$ 10				
Levee Upgrades	1-71	1 D	005/150	\$ -	\$ 5,600		\$ -	
Elm St. PS Outfall Pipe replacement	1-72	2 D	004/005	\$ 20				
Replace outfall pipes	1-73	2 C			\$ 10			
16th Street Outfall Infrastructure Repair	1-74	1 A	005	\$ 10				
Redesign Winchester/Hwy 101 Drain Syst	1-75	1 C	005	\$ 7				
Railroad Pump Station	1-76	2 C	150				\$ 600	
12th/7th Street Pump Station upgrade	1-77	1 B	005	\$ 550				
Umpqua Bridge levee repair	1-78	1 A	005	\$ -			\$ 250	

Capital Improvements Plan Summary

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

Project Name/Description	No.	Prio rity &	Funding Source(s)	2020 2021	2021- 2022	2022- 2023	2023- 2024	2024- 2025
Replace Storm Drains under levee	1-78	1 D	005/150		\$ -			\$ 300
Telemetry system	1-79	3 D	005			\$ 50	\$ 86	
				\$ 612	\$ 5,610	\$ 50	\$ 936	\$ 300
5 YEAR TOTALS				<u>\$ 1,561</u>	<u>\$ 8,119</u>	<u>\$ 2,435</u>	<u>\$ 5,217</u>	<u>\$ 4,771</u>



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: City Buildings Energy Upgrade	Fund(s) Impacted: 001
Project Type: Facilities	Budget Period: 2022
Project Duration: 3-6 months	Project Priority: 3
CIP Listing Number: 01-001	Project Financing Rating: B

METHOD OF FINANCING

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

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 25,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replace Council Chambers Audio System	Fund(s) Impacted: 001
Project Type: Facilities	Budget Period: 2021
Project Duration: 3-6 months	Project Priority: 2
CIP Listing Number: 01-002	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$10,000
 City staff will seek grant money to support this project, such as the Public Convening Space Grant Option. Grant matching requirements will be paid for through General Fund capital funds.

PROJECT DESCRIPTION

Install Audio System for Council Chambers. Equipment will include:

1. Digital version of automatic mixers, equalizers, compressors, limiters, auto feedback reduction, gooseneck condenser, microphones, and audio processor; and
3. Dependant upon funding, a webcam compatible with the sound system to include live streaming of meetings online.

NEED/JUSTIFICATION

1. City staff can no longer find replacement microphones that are compatible with the current mixer.
2. The upgrade would eliminate the current practice of erasing and recording meetings on magnetic media tapes.
3. Sound quality is very diminished.
4. A Council Goal is to improve public participation with the City Government and live streaming meetings is great for citizen participation and transparency.

FINANCIAL IMPACT NARRATIVE

Grant matching requirements are typically 25-50% of the overall cost, therefore the budget impact should not be more than \$5,000.

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replace Council Chambers Attic Stairs	Fund(s) Impacted: 001
Project Type: Facilities	Budget Period: 2022
Project Duration: 1-3 months	Project Priority: 2
CIP Listing Number: 01-003	Project Financing Rating: B

METHOD OF FINANCING

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

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00



20-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Pave City Hall/Police Parking Lot
Project Type: Facilities
Project Duration: 1-3 months
CIP Listing Number: 01-004

Fund(s) Impacted: 001
Budget Period: 2021
Project Priority: 4
Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$40,000

This project will be funded using General Fund capital funds. Staff will seek granting opportunities, as well.

PROJECT DESCRIPTION

Overlay shared parking lot between City Hall and the Police Station.

NEED/JUSTIFICATION

The parking lot located between City Hall and the Police Stations has many rough and uneven areas. The parking lot experiences severe flooding issues, in areas, during heavy rainfall. Catch basins need to be replaced and an overlay would improve the usability of the parking lot.

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Jail Cell Door Replacement	Fund(s) Impacted: 001
Project Type: Facilities	Budget Period: 2024
Project Duration: 1-3 months	Project Priority: 3
CIP Listing Number: 01-005	Project Financing Rating: C

METHOD OF FINANCING

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

PROJECT DESCRIPTION

Install new jail cell doors.

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ 30,000.00	\$ -	\$ 30,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Relocate City Hall, Police Dept., & Downtown Fire Hall	Fund(s) Impacted: 001
Project Type: Facilities	Budget Period: 2025
Project Duration: 18-36 months	Project Priority: 3
CIP Listing Number: 01-006	Project Financing Rating: D

METHOD OF FINANCING

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

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ -	\$ 2,000,000.00	\$ 2,000,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Install Police Department Awning	Fund(s) Impacted: 001
Project Type: Facilities	Budget Period: 2021
Project Duration: 3-6 months	Project Priority: 2
CIP Listing Number: 01-007	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$20,000
 This project will be funded using Police Department capital funds.

PROJECT DESCRIPTION

Install awning on west side of Police Department.

NEED/JUSTIFICATION

The awning addition would provide a number of benefits, including protection of then ew police vehicles from the harsh elements of the Oregon Coast. The cover would aid in maintaining the integrity of evidence and equipment being loaded or unloaded from police units. The police unit is essentially an officer's office and many pieces of important equipment are transferred back and forth from them. Additionally, evidence is often unloaded from polcie cars into the building and it is difficult to keep out of the elements. Another component is the loading and unloading of prisoners into and out of the jail facilitiy, creating conditions better suite for comfort and safety.

FINANCIAL IMPACT NARRATIVE

This project would be funded through Police Department capital funds. These funds are primarily sourced from Coos County jail bed rent revenues.

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 20,000.00		\$ -	\$ -	\$ -	\$ 20,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replace UDC Bathroom Flooring	Fund(s) Impacted: 017
Project Type: Facilities	Budget Period: 2022
Project Duration: 1-3 months	Project Priority: 3
CIP Listing Number: 01-008	Project Financing Rating: A

METHOD OF FINANCING

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

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Refinish UDC Wood Floors	Fund(s) Impacted: 017
Project Type: Facilities	Budget Period: 2023
Project Duration: 1-3 months	Project Priority: 3
CIP Listing Number: 01-009	Project Financing Rating: A

METHOD OF FINANCING

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

PROJECT DESCRIPTION

Refinish the wood floors at the Umpqua Discovery Center

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

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

METHOD OF FINANCING

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

PROJECT DESCRIPTION

Repaint exterior siding of the Umpqua Discovery Center.

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

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

METHOD OF FINANCING

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

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Rebuild Fire Department Bay Doors	Fund(s) Impacted: 001
Project Type: Facilities	Budget Period: 2021
Project Duration: 1-3 months	Project Priority: 3
CIP Listing Number: 01-012	Project Financing Rating: D

METHOD OF FINANCING

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

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Downtown Fire Hall Flooring	Fund(s) Impacted: 220
Project Type: Fire	Budget Period: 2023
Project Duration: July 2021	Project Priority: D
CIP Listing Number: 01-013	Project Financing Rating: B

METHOD OF FINANCING

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

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

Budget or Grant

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 14,500.00	\$ -	\$ -	\$ 14,500.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Turner Fire Station Addition (Design Only)	Fund(s) Impacted: 001
Project Type: Facilities	Budget Period: 2022
Project Duration: 6-9 months	Project Priority: 3
CIP Listing Number: 01-014	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$20,000

This project will be funded using General Fund capital funds. Staff will also seek grant opportunities to support this project.

PROJECT DESCRIPTION

Architecture design for Turner Fire Station addition.

NEED/JUSTIFICATION

The Uptown Fire Hall is in need of a building expansion for the purpose of creating an emergency operations center to be utilized during a major event. Architecture design documents are needed in order to provide a shovel ready project should a grant opportunity present itself to fund the Turner Station addition.

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

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

METHOD OF FINANCING

Estimated Project Cost: \$1,500,000
 This project will be funded using General Fund capital funds. Staff will also seek grant opportunities to support this project.

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 1,500,000.00	\$ -	\$ -	\$ 1,500,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Turner Fire Station	Fund(s) Impacted: 025
Project Type: Facilities	Budget Period: 2021
Project Duration:	Project Priority:
CIP Listing Number: 01-016	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$15,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 15,000.00		\$ -	\$ -	\$ -	\$ 15,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replacement of Riverfront Dock	Fund(s) Impacted: 025
Project Type: Parks	Budget Period: 2021-2025
Project Duration:	Project Priority:
CIP Listing Number: 01-017	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$25,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Riverfront Acquisition	Fund(s) Impacted: 025/150/Debt
Project Type: Facilities	Budget Period: 2021
Project Duration:	Project Priority:
CIP Listing Number: 01-018	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$60,000

PROJECT DESCRIPTION

Riverfront Acquisition

NEED/JUSTIFICATION

As the city looks to continue with the enhancement and development of the waterfront area as a means to attract people to the area, there is an identified need for more parking at the City's old boat launch. This facility is served with on street parking only; however, there is a gravel lot that is adjacent to the launch that could serve as an off street parking area. The owner of the property has indicated that he would be interested in a sale to the City.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 60,000.00	\$ -		\$ -		\$ 60,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

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

Fund(s) Impacted: 007
Budget Period: 2022
Project Priority:
Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$200,000

PROJECT DESCRIPTION

Levee Walking Trail Surface

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 200,000.00		\$ -		\$ 200,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Deans To Dunes Trail	Fund(s) Impacted: 007
Project Type: Facilities	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 01-020	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$500,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 500,000.00		\$ -		\$ 500,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Phase two: City Shop Repair/Replace exterior siding	Fund(s) Impacted:
Project Type: All Utilities	Budget Period: 2021
Project Duration:	Project Priority:
CIP Listing Number: 01-021	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$8,000

PROJECT DESCRIPTION

Phase two: City Shop Repair/Replace exterior siding

NEED/JUSTIFICATION

Siding will be replaced on all remaining sides of shop buildings with T1-11.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 8,000.00	\$ -		\$ -		\$ 8,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Patrol Car Purchase	Fund(s) Impacted: 037
Project Type: Vehicles/Equipment	Budget Period: 2021-2025
Project Duration: Ongoing	Project Priority: A
CIP Listing Number: 1-22	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$210,000 (budget or grant) for 2021-2025

PROJECT DESCRIPTION

The Reedsport Police Department needs to replace three patrol cars. One will be a K9 police car, and two will be supervisors cars which will allow two existing cars to become available for patrol.

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

Financially we will supplement the program with funds from the 037 account but City would need to match the funds from General Fund.

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 150,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 210,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Trailer mounted 6" Diesel Water Pump	Fund(s) Impacted: 003/005
Project Type: Vehicles/Equipment	Budget Period: 2021
Project Duration:	Project Priority:
CIP Listing Number: 1-23	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$25,000

PROJECT DESCRIPTION

Trailer Mounted 6" Diesel Water Pump

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 25,000.00	\$ -		\$ -		\$ 25,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Streets	Fund(s) Impacted: 002
Project Type: Vehicles/Equipment	Budget Period: 2020
Project Duration:	Project Priority:
CIP Listing Number: 1-24	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$10,000

PROJECT DESCRIPTION

Elgin Vacuum attachment & screen filter replacement

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 10,000.00	\$ -		\$ -		\$ 10,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Public Works	Fund(s) Impacted:
Project Type: Vehicles/Equipment	Budget Period: 2021-2025
Project Duration:	Project Priority: C
CIP Listing Number: 1-25	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$50,000

PROJECT DESCRIPTION

Public Works Vehicles

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 50,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Fire	Fund(s) Impacted: 014/025
Project Type: Vehicles/Equipment	Budget Period: 2022
Project Duration:	Project Priority: 4
CIP Listing Number: 1-26	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$48,000

PROJECT DESCRIPTION

Fire Command Vehicle

NEED/JUSTIFICATION

The current Fire Command Vehicle is a 1999 Chevrolet truck with 147,500 miles. The vehicle is having maintenance problems and a replacement would meet all safety regulations and reduce the maintenance costs.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 48,000.00				\$ 48,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Fire Truck	Fund(s) Impacted: 014/025
Project Type: Vehicles	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 1-27	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$150,000

PROJECT DESCRIPTION

Triple Combination Fire Truck

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 150,000.00		\$ -		\$ 150,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Parks	Fund(s) Impacted: 025
Project Type: Vehicles/Equipment: Parks	Budget Period: 2024
Project Duration:	Project Priority: B
CIP Listing Number: 1-28	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$10,000

PROJECT DESCRIPTION

Replacement Parks Mower

NEED/JUSTIFICATION

The Public Works Department use the mowers continuously throughout the late spring through fall. A newer mower was purchased in FY 2015/016. Remaining funds will be reserved for future replacement of the mower.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
			\$ 10,000.00	\$ -	\$ 10,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Ground penetrating radar	Fund(s) Impacted:
Project Type: Public Utility	Budget Period: 2021
Project Duration:	Project Priority: B
CIP Listing Number: 1-29	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$15,000

PROJECT DESCRIPTION

Ground penetrating radar

NEED/JUSTIFICATION

Needed to verify location of underground utilities. Saves time and funds from excavating, patching and repairing pothole areas.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 15,000.00	\$ -				\$ 15,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Emergency Generator	Fund(s) Impacted:
Project Type: Public Utility: Facilities	Budget Period: 2022
Project Duration:	Project Priority: B
30CIP Listing Number: 1-30	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$40,000

PROJECT DESCRIPTION

Emergency generator

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 40,000.00				\$ 40,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replacement Roadside Tractor/Mower	Fund(s) Impacted: 002
Project Type: Vehicles/Equipment: Streets	Budget Period: 2022
Project Duration:	Project Priority: B
CIP Listing Number: 1-31	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$70,000

PROJECT DESCRIPTION

Replacement Roadside Tractor/ Mower

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 70,000.00				\$ 70,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Trailer Mounted Hydro Excavator	Fund(s) Impacted:
Project Type: Vehicles/Equipment: All Utilities	Budget Period: 2023
Project Duration:	Project Priority: C
CIP Listing Number: 1-32	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$29,000

PROJECT DESCRIPTION

Trailer Mounted Hydro Excavator

NEED/JUSTIFICATION

During call-outs for the various departments, but more specifically, water and sewer, the Vac-Con is used on nearly every occasion. The City has spent over \$30K in the last two years on maintenance for the unit as it is utilized nearly every day of the week. The proposed equipment is a trailer mount 300 gallon excavation unit that can be towed behind existing City vehicles. This is more maneuverable, more cost effective, will be under warranty and will reduce maintenance costs for the existing Vac-Con. Most issues with call-outs or small jobs can be handled with this smaller and more compact system. Further, this

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
		\$ 29,000.00			\$ 29,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Light Rescue Vehicle	Fund(s) Impacted: 014
Project Type: Fire	Budget Period: 2022
Project Duration: 2020-21	Project Priority: C
CIP Listing Number: 1-33	Project Financing Rating: D

METHOD OF FINANCING

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

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

We will use Budget or Grant monies.

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: CAD/ RMS Jail Booking System	Fund(s) Impacted: 037/025
Project Type: Public Utilities: Police	Budget Period: 2021
Project Duration: July 2021	Project Priority: A
CIP Listing Number: 1-34	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$23,100 2021. \$11,530 from 037 and \$11,530 from 025.

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

The current program is a stand alone system that does not intergrate with any of our programs. Having this system will save the Officers time and bring our current obsolete system up to date.

FINANCIAL IMPACT NARRATIVE

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

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	202-2024	2024-2025	Total
\$ 23,100.00	\$ -				\$ 23,100.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

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

Fund(s) Impacted:
Budget Period: 2021-2025
Project Priority:
Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$80,000

PROJECT DESCRIPTION

N.F.P.A. Approved SCBA Units

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 80,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

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

METHOD OF FINANCING

Estimated Project Cost: \$140,000

PROJECT DESCRIPTION

Arthur Drive Paving

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
		\$ 140,000.00			\$ 140,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Riverfront Way: Fir to Water Avenue	Fund(s) Impacted:
Project Type: Public Utilities: Streets	Budget Period: 2023
Project Duration:	Project Priority:
7CIP Listing Number: 1-37	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$25,000

PROJECT DESCRIPTION

Riverfront Way: Fir to Water Avenue

NEED/JUSTIFICATION

Street is in poor condition.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Rock wall nets for West Road	Fund(s) Impacted:
Project Type: Public Utilities: Streets	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 1-38	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$5,000

PROJECT DESCRIPTION

Rock wall nets for West Road

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 5,000.00				\$ 5,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Catch Basins and Spot Paving	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2021-2025
Project Duration:	Project Priority:
CIP Listing Number: 1-39	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$50,000

PROJECT DESCRIPTION

Catch Basins and Spot Paving

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 50,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Rowe Street	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 1-40	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$23,000

PROJECT DESCRIPTION

Rowe Street

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 23,000.00				\$ 23,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Hawthorne Street 13th block to 14th block	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 1-41	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$18,500

PROJECT DESCRIPTION

Hawthorne Street 13th block to 14th block

NEED/JUSTIFICATION

Street is in poor condition.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
	\$ 18,500.00				\$ 18,500.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: South Hill Drive Top
Project Type: Public Utilities: Streets
Project Duration:
CIP Listing Number: 1-42

Fund(s) Impacted: 002
Budget Period: 2024
Project Priority:
Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$23,000

PROJECT DESCRIPTION

South Hill Drive Top

NEED/JUSTIFICATION

Street is in poor condition.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
			\$ 23,000.00		\$ 23,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: ADA Upgrades
Project Type: Public Utilities: Streets
Project Duration:
CIP Listing Number: 1-43

Fund(s) Impacted: 002
Budget Period: 2021-2025
Project Priority:
Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$50,000

PROJECT DESCRIPTION

ADA Upgrades

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 50,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Purchase Install one additional fire hydrant annually	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2021-2025
Project Duration:	Project Priority: A
CIP Listing Number: 1-44	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$25,000

PROJECT DESCRIPTION

Purchase install one additional fire hydrant annually

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Purchase Install one additional fire hydrant annually	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2021-2025
Project Duration:	Project Priority:
CIP Listing Number: 1-45	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$25,000

PROJECT DESCRIPTION

Fire Hydrant Annual Replacement

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Install Security Fencing- Reserviors	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2021
Project Duration:	Project Priority:
CIP Listing Number: 1-46	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$25,000

PROJECT DESCRIPTION

Install Security Fencing- Reserviors

NEED/JUSTIFICATION

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

Bolon Island \$8,000

Crestview \$5,580

Rowe Street \$5,640

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 25,000.00	\$ -		\$ -	\$ -	\$ 25,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Rerofit Water Meters Continuation	Fund(s) Impacted: 003/004
Project Type: Public Utilities: Water Utility/ Wastewater Utility	Budget Period: 2021-2025
Project Duration:	Project Priority:
CIP Listing Number: 1-47	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$94,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 10,000.00	\$ 94,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: 22nd Street Main Line Pressurized Water Relief Valve Installation	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2021-2022
Project Duration:	Project Priority:
CIP Listing Number: 1-48	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$62,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 31,000.00	\$ 31,000.00	\$ -	\$ -	\$ -	\$ 62,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: 20th Street Water Line Replacement	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2023
Project Duration:	Project Priority:
CIP Listing Number: 1-49	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$100,000

PROJECT DESCRIPTION

20th Street Water Line Replacement

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Providence Creek Crossing	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 1-50	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$22,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 22,000.00		\$ -	\$ -	\$ 22,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Winchester Creek Crossing	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 1-51	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$17,500

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 17,500.00		\$ -	\$ -	\$ 17,500.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Land Acquisition: Acquire Master Heights Reservoir Site	Fund(s) Impacted : 003
Project Type: Public Utilities: Water Utility	Budget Period: 2024
Project Duration:	Project Priority:
CIP Listing Number: 1-52	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$100,000

PROJECT DESCRIPTION

Land Acquisition: Acquire Master Heights Reservoir Site

NEED/JUSTIFICATION

This site is necessary for the construction of the Master Heights Reservoir.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -		\$ 100,000.00	\$ -	\$ 100,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Master Heights Water Reservoir	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2024
Project Duration:	Project Priority:
CIP Listing Number: 1-53	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$2,700,000

PROJECT DESCRIPTION

Master Heights Water Reservoir

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -		\$ 2,700,000.00	\$ -	\$ 2,700,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Land Acquisition: Acquire the Clear Lake Watershed	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 1-54	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$750,000

PROJECT DESCRIPTION

Land Acquisition: Acquire the Clear Lake Watershed

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 750,000.00		\$ -	\$ -	\$ 750,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Telemetry Alarm System	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2022-2024
Project Duration:	Project Priority:
CIP Listing Number: 1-55	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$260,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 100,000.00	\$ 100,000.00	\$ 60,000.00	\$ -	\$ 260,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Water valve shut off replacements (multi valves)	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2021-2022
Project Duration:	Project Priority:
CIP Listing Number: 1-56	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$24,000

PROJECT DESCRIPTION

Water shut off replacements (multi valves)

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	\$ -	\$ 24,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Water Transmission Main Replacement, Phase II	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2025
Project Duration:	Project Priority:
CIP Listing Number: 1-57	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$2,300,000

PROJECT DESCRIPTION

Water transmission main replacement, phase II

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ -	\$ 2,300,000.00	\$ 2,300,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Variable Speed Drives	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2023
Project Duration:	Project Priority: B
CIP Listing Number: 1-58	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$120,000.00

PROJECT DESCRIPTION

Variable speed drives

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 120,000.00	\$ -	\$ -	\$ 120,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Sewage Manhole Renovation and Replacement Project	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2021-2025
Project Duration:	Project Priority: A
CIP Listing Number: 1-59	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$125,000

PROJECT DESCRIPTION

Sewage manhole renovation and replacement project

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 125,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replacement of Slide	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2021
Project Duration:	Project Priority: A
CIP Listing Number: 1-60	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$15,000

PROJECT DESCRIPTION

Replacement of Slide Gates

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Chlorine Conversion	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2024
Project Duration:	Project Priority: B
CIP Listing Number: 1-61	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$1,000,000.00

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ 1,000,000.00	\$ -	\$ 1,000,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: 18th Street & Ivy Sewage Pump Station Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2024
Project Duration:	Project Priority: C
CIP Listing Number: 1-62	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$75,000

PROJECT DESCRIPTION

18th Street & Ivy sewage pump station replacement

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ 75,000.00	\$ -	\$ 75,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Myrtle/Laurel Main Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2024
Project Duration:	Project Priority: A
CIP Listing Number: 1-63	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$56,000

PROJECT DESCRIPTION

Myrtle/Laurel main replacement

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ 56,000.00	\$ -	\$ 56,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: 22nd Street Force Main Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2021
Project Duration:	Project Priority: A
CIP Listing Number: 1-64	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$66,500

PROJECT DESCRIPTION

22nd Street force main replacement.

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 66,500.00	\$ -	\$ -	\$ -	\$ -	\$ 66,500.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Sewer Relining (Multi Locations)	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2021
Project Duration:	Project Priority: A
CIP Listing Number: 1-65	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$176,000

PROJECT DESCRIPTION

Sewer relining (multi locations)

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 176,000.00	\$ -	\$ -	\$ -	\$ -	\$ 176,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Rehabilitate Forest Hills Sewage Pump Station	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2022
Project Duration:	Project Priority: B
CIP Listing Number: 1-66	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$300,000

PROJECT DESCRIPTION

Rehabilitate Forest Hills Sewage Pump Station.

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 300,000.00	\$ -	\$ -	\$ -	\$ 300,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Telemetry Alarm System	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2022-2025
Project Duration:	Project Priority: C
CIP Listing Number: 1-67	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$260,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 60,000.00	\$ 260,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: 8th & Mill Pump Station	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2021
Project Duration:	Project Priority: C
CIP Listing Number: 1-68	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$100,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replace Winchester Avenue Storm Drain Valve	Fund(s) Impacted: 005
Project Type: Public Utilities: Stormwater	Budget Period: 2021
Project Duration:	Project Priority: B
CIP Listing Number: 1-69	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$15,000

PROJECT DESCRIPTION

A new shut off is requires as the existing valve does not operate properly in addition to possible piping and outfall redesign/installation. This project may require engineering support and may need to be funded over the course of two or more years. (Cost shown is first year funding to be set aside prior to engineering

NEED/JUSTIFICATION

Existing storm drain outfall, valve and inlets were not designed properly and during high water/rain events, do not allow for water to flow out and regularly backs up from Schofield which then floods the intersection at Winchester and HWY 101.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00



2019-2020 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2020-2024

PROJECT DETAILS

Project Title: Wetwell Debris Removal	Fund(s) Impacted: 005
Project Type: Public Utilities: Stormwater	Budget Period: 2021
Project Duration:	Project Priority: B
CIP Listing Number: 1-70	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$10,000

PROJECT DESCRIPTION

Wetwell debris removal

NEED/JUSTIFICATION

It has been several years since the stormwater pumpstation wetwells have been cleaned from silt and debris. All but 7th Street will need to be scraped and the debris removed so adequate depth and capacity exists in each wet well. Costs shown are based on the last contract with inflation added.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Levee Repairs and Upgrades	Fund(s) Impacted: 005/150
Project Type: Public Utilities: Stormwater	Budget Period: 2022
Project Duration:	Project Priority: A
CIP Listing Number: 1-71	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$5,500,000.00

PROJECT DESCRIPTION

Levee repairs and upgrades

NEED/JUSTIFICATION

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

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 5,600,000.00	\$ -	\$ -	\$ -	\$ 5,600,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Elm Street Pump Station Outfall Pipe	Fund(s) Impacted: 004/005
Project Type: Public Utilities: Stormwater	Budget Period: 2021
Project Duration:	Project Priority: B
CIP Listing Number: 1-72	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$20,000

PROJECT DESCRIPTION

Outfall pipe from pump station house is in disrepair and leaking. This is critical to the proper operation of the stormwater outflow as well as operation of the stormwater pump itself.

NEED/JUSTIFICATION

Elm Ave. station handles the most amount of storm water of the 4 stations in the City and needs to be upgraded. Cost also includes two required check valves, installed.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replace outfall pipes	Fund(s) Impacted:
Project Type: Public Utilities: Stormwater	Budget Period: 2022
Project Duration:	Project Priority: B
CIP Listing Number: 1-73	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$10,000

PROJECT DESCRIPTION

Replace outfall pipes

NEED/JUSTIFICATION

Pipe supports for outfall line are degrading and require replacement for proper maintenance.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ 10,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Repair 16th Stret Outfall Infrastructure	Fund(s) Impacted: 005
Project Type: Public Utilities: Stormwater	Budget Period: 2021
Project Duration:	Project Priority: A
CIP Listing Number: 1-74	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$10,000

PROJECT DESCRIPTION

Repair 16th Street outfall infrastructure

NEED/JUSTIFICATION

Project consists of replacing the outfall pipes and supports from pump house to landing. The pipe supports are failing.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Winchester/Highway 101 Storm System Redesign	Fund(s) Impacted: 005
Project Type: Public Utilities: Stormwater	Budget Period: 2021
Project Duration:	Project Priority: A
CIP Listing Number: 1-75	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$7,000

PROJECT DESCRIPTION

Winchester/Highway 101 storm system redesign

NEED/JUSTIFICATION

Existing storm drain outfall, valve and inlets were not designed properly and during high water/rain events, do not allow for water to flow out and regularly backs up from Schofield, which then flood the intersection at Winchester and Highway 101. Design for a storm drain solution is required to properly remove standing water during rain and high water events.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Railroad Storm Water Pump Station	Fund(s) Impacted: 150
Project Type: Public Utilities: Stormwater	Budget Period: 2024
Project Duration:	Project Priority: B
CIP Listing Number: 1-76	Project Financing Rating: C

METHOD OF FINANCING

Estimated Project Cost: \$600,000

PROJECT DESCRIPTION

Railroad storm water pump station

NEED/JUSTIFICATION

The installation of the proposed Railroad Storm water pump station is designed to drain the area of East Railroad Street. Other options are being considered.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ 600,000.00	\$ -	\$ 600,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: 12th/7th Street Station Upgrades	Fund(s) Impacted: 005
Project Type: Public Utilities: Stormwater	Budget Period: 2021
Project Duration:	Project Priority: A
CIP Listing Number: 1-77	Project Financing Rating: B

METHOD OF FINANCING

Estimated Project Cost: \$550,000

PROJECT DESCRIPTION

12th/7th Street pump station upgrades

NEED/JUSTIFICATION

The City's storm water pumps are an integral part of the City's levee system. Having been constructed nearly 50 years ago they are susceptible to failure due to power outages or age. The City has applied for a grant from FEMA for the cost of replacing the pumps, upgrading the electrical and adding back up power generation. This grant should provide up to 75% of the overall cost.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ 550,000.00	\$ -	\$ -	\$ -	\$ -	\$ 550,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Umpqua Bridge Levee Repair	Fund(s) Impacted: 005
Project Type: Public Utilities: Stormwater	Budget Period: 2024
Project Duration:	Project Priority: A
CIP Listing Number: 1-78	Project Financing Rating: A

METHOD OF FINANCING

Estimated Project Cost: \$250,000

PROJECT DESCRIPTION

Umpqua Bridge levee repair

NEED/JUSTIFICATION

The Army Corps of Engineers, during their regular inspection of the City's levee, discovered a potential weakness. They determined that a low spot has been created in the levee due to the construction of State Highway 101. The State has agreed to work with the City on a solution but it will take a partnership in order to complete a repair.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ 250,000.00	\$ -	\$ 250,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Replace Stormwater Lines Under Levee	Fund(s) Impacted: 005/150
Project Type: Public Utilities: Stormwater	Budget Period: 2025
Project Duration:	Project Priority: A
CIP Listing Number: 1-79	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$300,000

PROJECT DESCRIPTION

Replace stormwater lines under levee

NEED/JUSTIFICATION

The stormwater lines under the levee have been in place since 1969 and are badly deteriorated. Replacement of the storm lines are part of the requirements for levee certification by the US Army Corp of Engineers.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	\$ 300,000.00



2020-2021 FISCAL YEAR BUDGET
CAPITAL IMPROVEMENT PROGRAM
CIP FISCAL YEARS 2021-2025

PROJECT DETAILS

Project Title: Telemetry Alarm System	Fund(s) Impacted: 005
Project Type: Public Utilities: Stormwater	Budget Period: 2023-2024
Project Duration:	Project Priority: C
CIP Listing Number: 1-80	Project Financing Rating: D

METHOD OF FINANCING

Estimated Project Cost: \$136,000

PROJECT DESCRIPTION

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

NEED/JUSTIFICATION

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

Storm water has 4 pump stations which would utilize the Telemetry System. Stormwater station have audible alarms only so have the greatest need for an alarm system.

FINANCIAL IMPACT NARRATIVE

PROJECT COST BY FISCAL YEAR

2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	Total
\$ -	\$ -	\$ 50,000.00	\$ 86,000.00	\$ -	\$ 136,000.00