

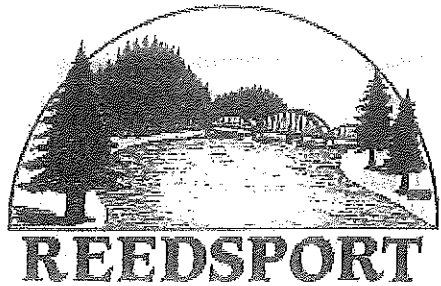
# **CITY OF REEDSPORT**

**ADOPTED BUDGET FOR FISCAL**  
**YEAR 2021-22**

# **CITY OF REEDSPORT**

## **BUDGET MESSAGE**

**Deanna Schafer  
City Manager**



## **CITY OF REEDSPORT**

**CITY MANAGER'S OFFICE**

451 Winchester Avenue

Reedsport, OR 97467-1597

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

Monday, April 12, 2021

### **BUDGET MESSAGE FY 2021-22**

#### **INTRODUCTION**

Once again I am pleased to present the proposed FY 2021-22 City of Reedsport budget for your consideration..

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

This budget the City staff has prepared is balanced, conservative and based on our commitment to you, its elected officials and the citizens of Reedsport of fiscal accountability and responsibility. The good news is the proposed budget is prepared with healthy beginning fund balances in all departments. Again the City continues its strategy of supplementing revenue with grants both local, regional and at the national (Federal) level.

A year ago, I reported that the economic impact of the Covid-19 pandemic was being predicted to exceed anything experienced since the end of the World War II. At the date of that composition, no one predicted that the world would still be combatting the disease one year later and would be no closer to predicting the full true economic impact.

Overall the City of Reedsport has seen increases in the cost of materials and services along with delays in availability. However, partially due to the proximity of the City to the Oregon Coast and the availability of a variety of outdoor recreational opportunities the economic position has not experienced as large of an impact as originally estimated.

Over the last year the City has continued to experience strong signs of economic growth through new housing starts and real estate sales including commercial venues. Many small businesses in the hospitality sector have been forced to shutter intermittently based on a series of metrics assigned by the State of Oregon. The total number of cases of Covid-19 reported within Douglas County along with the number of hospitalizations and deaths related to the disease are analyzed to determine where a County is categorized and what activities are allowed within the County.

It has been announced that as part of the America Rescue Plan Act of 2021 all Cities in the State of Oregon will receive a pre-determined allocation to assist in balancing revenue losses, Covid-19 expenses and future costs along with a small business relief element. The full uses allowed for these funds has yet to be fully determined and will be discussed more in the future. These funds have been included in the Budget as revenue but no funds have been allocated to a specific expense at this time. Staff will be seeking community engagement is determining the best uses for these funds.

## **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. The City will be proposing the same tax revenue that was proposed in fiscal year 20/21 due to the current estimate remaining virtually unchanged. We are anticipating an increase in property tax in future years due to the large amount of activity in the real estate market, however that will not be realized in this fiscal year.

I am please to report that there have been 7 new housing starts during the year. The City has received a planning application for a 70+ unit apartment building and reviewed a proposal from a private developer for a large RV camp site within the City limits.

### 2020-2021 Fiscal Year in Review:

The City of Reedsport has had many projects and events planned throughout the year, however, most events were canceled due to the world wide pandemic. The year was instead spent gathering as much information related to the State of Emergency as possible to pass on to citizens and businesses alike. The City redirected efforts of staff to find the most effective ways to assist our small businesses to re-emerge from a complete economic shutdown and intermittent partial shutdowns throughout the year. The Main Street program utilized their website to direct businesses to relief programs and other assistance along with coming up with creative ways to directly benefit them as well. Our business liscence fee was waived and utility assistance was considered.

### Police:

The Covid-19 pandemic sent one new recruit back home from the training academy and delayed one from being able to attend for an extended period of time. Both of those officers are now certified, have completed the required field training and are able

to function on their own. The Union Contract will expire at the end of this fiscal year. Negotiations will begin in the spring. It has been budgeted to purchase one new patrol car.

The Coos County prisoner-housing contract was renewed. This program continues to benefit the City and Police Department by providing inmate workers for projects and adding additional funds for programs and materials needed in relation to the department. It has also had a very positive rehabilitation aspect (unintended consequence) for the prisoners that we will continue and grow.

The Reedsport Volunteer Fire Department was able to purchase a used Fire engine in April. 1991 Pierce type 1, triple combination pumper was replaced by a 2003 KME Excel custom pumper.

The summer of 2020 proved to be extremely dry and the department was dispatched to 4 upland wild fires in our area. One of these fires was approximately 1 mile from the City water source at Clear Lake but was quickly extinguished.

#### 2020-2021 Fiscal Year:

For the first time in many years the Police Department is fully staffed, however will be looking for ways to retain a fully trained officer upon the return of an officer currently out on reserve. It is very difficult to find trained officers and very expensive to train them, therefore it may be in the best interest of the City to retain an officer due to upcoming retirements and potential turnover.

The police department will continue working towards its goals on two 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 second, a K9 Shelter facility is continuing to be expanded 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.

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

This year the Water Department will be focusing on maintenance projects, mainly valve replacements. In 2020-21 the Department experienced a large amount of water line breaks that were further hindered by non-functioning shut off valves. This does not allow the crews to achieve a full shut down in order to complete the repairs. An inventory of needs will be performed this summer.

The Waste Water Department will be working on several maintenance projects again year. This year will mostly consist of engineering on a force main relocation and pump station replacement project, construction is scheduled for late 2022. The City is in the process of applying for Community Development Block Grants to fund this project.

### **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.

The City has now completed two pump station upgrades and is working on completing the other two. Improvements are scheduled to continue into the 2021-2022 fiscal year with a final pump addition to the Elm Street pump station and potential outflow upgrades.

The City completed a Corp of Engineer levee inspection during the year. The agency noted that they are pleased with the upgrades they have seen so far.

### **STREET FUND HIGHLIGHTS**

Planned street improvements and infrastructure replacement projects have been budgeted for and scheduled.

Staff will again be applying for Small City Allotment grant funds to help fund larger project projects in the future. Normal patching and painting will occur.

### **Conclusion:**

As you know, I have large expectations for what the future of Reedsport looks like and I hope that you can share this vision with me. Nothing great is accomplished overnight and while it seems like the City's renewal is moving along at a snail pace, it is indeed moving in a forward trajectory. A lot of great ideas and plans have been set in motion over the last several years and it is my goal to continue chipping away at those visions. While this fiscal year may seem like a pause year for physical projects it is necessary step towards planning the future.

It is with great pleasure that I present you with the current 2021-22 fiscal year budget document.

Respectfully submitted,  
Deanna Schafer  
City Manager

# CITY OF REEDSPORT

## Fiscal Year 2021-22 Budget

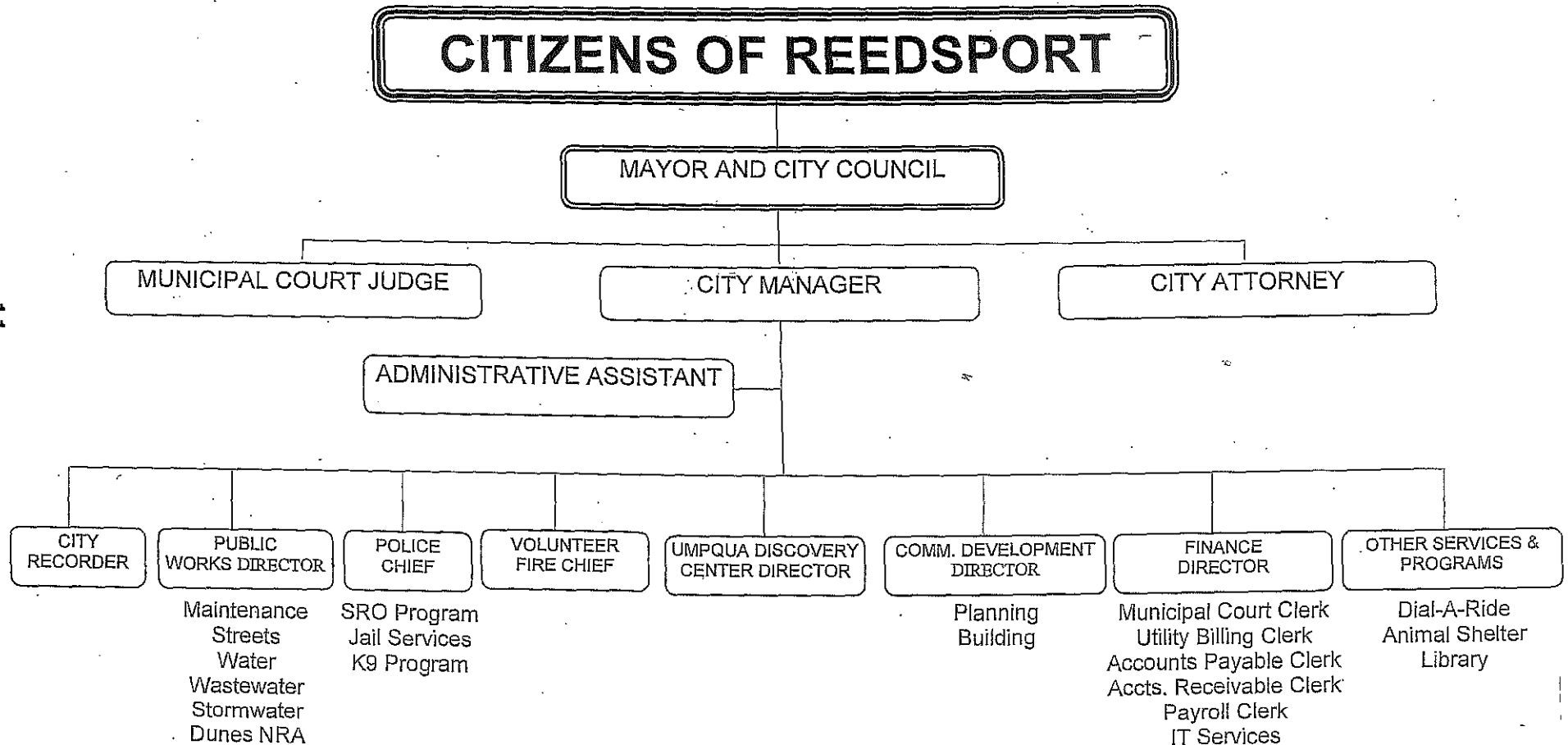
### BUDGET COMMITTEE

COUNCIL MEMBERS	APPOINTED MEMBERS
Linda McCollum, - Mayor	Leon Bridge
Jeffrey Vanier – Position #1	Deborah Yates
DeeDee Murphy - Position #2	Elba England
Joe Liedtky – Position #3	Kammy Rose
Mark Bedard – Position #4	John Moore
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	Deanna Schafer
Finance Director	Michelle Fraley
Administrative Assistant	Courteney Halstead
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 2021-2022 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 2021-22

### 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	12
Administrative Assistant	12
Admin. Assist/Communications Supervisor	15
Umpqua Discovery Center Gift Shop Operator	10
Secretary	10
Wastewater Utility Lead Worker	17 Union
Wastewater Utility Operator	13 Union
Wastewater Worker I	10 Union
Water Utility Lead Worker	15 Union
Water Utility Operator	12 Union
Water Worker I	10 Union
Mechanic III	15 Union
Mechanic II	11 Union
Mechanic I	9 Union
Maintenance Lead Worker	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 2021-2022  
EMPLOYEE MONTHLY PAY PLAN**

<b>IAM UNION RANGE</b>	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>	<b>STEP F</b>	<b>STEP G</b>
<b>Custodian/Parks Worker ( 9)</b>	2,612.03	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96
<b>Mechanic I (9)</b>	2,612.03	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96
<b>Utility Billing Clerk (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Accounts Payable Clerk (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Accounts Receivable Clerk (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Wastewater Worker I (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Water Worker I (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Maintenance Worker I (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>License &amp; Permit Tech. (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Planning Secretary (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Front County Technician (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Court Clerk (10)</b>	2,735.12	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43
<b>Mechanic II (11)</b>	2,867.60	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43	3,796.12
<b>Water Utility Operator (12)</b>	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43	3,796.12	3,975.49
<b>Maintenance Worker II (12)</b>	3,004.77	3,147.79	3,300.21	3,454.96	3,621.43	3,796.12	3,975.49
<b>Wastewater Utility Op. (13)</b>	3,147.79	3,300.21	3,454.96	3,621.43	3,796.12	3,975.49	4,170.10
<b>Maintenance Worker III (14)</b>	3,300.21	3,454.96	3,621.43	3,796.12	3,975.49	4,170.10	4,369.40
<b>Mechanic III (15)</b>	3,454.96	3,621.43	3,796.12	3,975.49	4,170.10	4,369.40	4,581.60
<b>Water Utility Leadworker (15)</b>	3,454.96	3,621.43	3,796.12	3,975.49	4,170.10	4,369.40	4,581.60
<b>Maintenance Lead Worker (15)</b>	3,454.96	3,621.43	3,796.12	3,975.49	4,170.10	4,369.40	4,581.60
<b>Wastewater Lead Worker (17)</b>	3,796.12	3,975.49	4,170.10	4,369.40	4,581.60	4,804.35	5,032.96
<b>TEAMSTERS UNION</b>	<b>STEP A</b>	<b>STEP B</b>	<b>STEP C</b>	<b>STEP D</b>	<b>STEP E</b>	<b>STEP F</b>	<b>STEP G</b>
<b>Communications Officer</b>	2,827.14	2,969.78	3,120.95	3,277.00	3,439.15	3,614.70	3,788.21
<b>Patrol Officer</b>	3,590.31	3,765.87	3,954.82	4,153.55	4,363.24	4,579.03	4,798.82
<b>Corporal Officer</b>	3,765.87	3,954.83	4,153.55	4,363.24	4,579.02	4,798.82	5,029.15

**CITY OF REEDSPORT  
EMPLOYEE MONTHLY PAY PLAN  
FOR FISCAL YEAR 2021-22**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
1	\$ 1,813.65	\$ 1,899.23	\$ 1,985.99	\$ 2,078.60	\$ 2,174.74	\$ 2,276.73	\$ 2,384.59
2	\$ 1,899.23	\$ 1,985.99	\$ 2,078.60	\$ 2,174.74	\$ 2,276.73	\$ 2,384.59	\$ 2,494.79
3	\$ 1,985.99	\$ 2,078.60	\$ 2,174.74	\$ 2,276.73	\$ 2,381.07	\$ 2,494.79	\$ 2,612.03
4	\$ 2,078.60	\$ 2,174.74	\$ 2,276.73	\$ 2,384.59	\$ 2,494.79	\$ 2,612.03	\$ 2,735.13
5	\$ 2,174.74	\$ 2,276.73	\$ 2,384.59	\$ 2,494.79	\$ 2,612.03	\$ 2,735.13	\$ 2,867.60
6	\$ 2,276.73	\$ 2,384.59	\$ 2,494.79	\$ 2,612.03	\$ 2,735.13	\$ 2,867.60	\$ 3,004.77
7	\$ 2,384.59	\$ 2,494.79	\$ 2,612.03	\$ 2,735.13	\$ 2,867.60	\$ 3,004.77	\$ 3,147.80
8	\$ 2,494.79	\$ 2,612.03	\$ 2,735.13	\$ 2,867.60	\$ 3,004.77	\$ 3,147.80	\$ 3,300.21
9	\$ 2,612.03	\$ 2,735.13	\$ 2,867.60	\$ 3,004.77	\$ 3,147.80	\$ 3,300.21	\$ 3,454.96
10	\$ 2,735.13	\$ 2,867.60	\$ 3,004.77	\$ 3,147.80	\$ 3,300.21	\$ 3,454.96	\$ 3,621.43
11	\$ 2,867.60	\$ 3,004.77	\$ 3,147.80	\$ 3,300.21	\$ 3,454.96	\$ 3,621.43	\$ 3,796.11
12	\$ 3,004.77	\$ 3,147.80	\$ 3,300.21	\$ 3,454.96	\$ 3,621.43	\$ 3,796.12	\$ 3,975.49
13	\$ 3,147.80	\$ 3,300.21	\$ 3,454.96	\$ 3,621.43	\$ 3,796.12	\$ 3,975.49	\$ 4,170.10
14	\$ 3,300.21	\$ 3,454.96	\$ 3,621.43	\$ 3,796.12	\$ 3,975.49	\$ 4,170.10	\$ 4,369.40
15	\$ 3,454.96	\$ 3,621.43	\$ 3,796.12	\$ 3,975.49	\$ 4,170.10	\$ 4,369.40	\$ 4,581.60
16	\$ 3,621.43	\$ 3,796.12	\$ 3,975.49	\$ 4,170.10	\$ 4,369.40	\$ 4,581.60	\$ 4,804.35
17	\$ 3,796.12	\$ 3,975.49	\$ 4,170.10	\$ 4,369.40	\$ 4,581.60	\$ 4,804.35	\$ 5,032.96
18	\$ 3,975.49	\$ 4,170.10	\$ 4,369.40	\$ 4,581.60	\$ 4,804.35	\$ 5,032.96	\$ 5,281.50
19	\$ 4,170.10	\$ 4,369.40	\$ 4,581.60	\$ 4,804.35	\$ 5,032.96	\$ 5,281.50	\$ 5,537.08
20	\$ 4,369.40	\$ 4,581.60	\$ 4,804.35	\$ 5,032.96	\$ 5,281.50	\$ 5,537.08	\$ 5,806.73
21	\$ 4,581.60	\$ 4,804.35	\$ 5,032.96	\$ 5,281.50	\$ 5,537.08	\$ 5,806.72	\$ 6,089.26
22	\$ 4,804.35	\$ 5,032.96	\$ 5,281.50	\$ 5,537.08	\$ 5,806.72	\$ 6,089.26	\$ 6,384.70
23	\$ 5,032.96	\$ 5,281.50	\$ 5,537.08	\$ 5,806.72	\$ 6,089.26	\$ 6,384.70	\$ 6,698.90
24	\$ 5,281.50	\$ 5,537.08	\$ 5,785.62	\$ 6,089.26	\$ 6,384.70	\$ 6,698.89	\$ 7,027.15
25	\$ 5,537.08	\$ 5,785.62	\$ 6,089.26	\$ 6,384.70	\$ 6,698.89	\$ 7,027.15	\$ 7,371.83
26	\$ 5,785.62	\$ 6,089.26	\$ 6,384.70	\$ 6,698.89	\$ 7,027.15	\$ 7,371.83	\$ 7,734.09
27	\$ 6,089.26	\$ 6,384.70	\$ 6,698.89	\$ 7,027.15	\$ 7,371.83	\$ 7,734.09	\$ 8,112.77
28	\$ 6,384.70	\$ 6,698.89	\$ 7,027.15	\$ 7,371.83	\$ 7,734.09	\$ 8,112.76	\$ 8,507.85
29	\$ 6,698.89	\$ 7,027.15	\$ 7,371.83	\$ 7,734.09	\$ 8,112.76	\$ 8,507.85	\$ 8,926.39
30	\$ 7,027.15	\$ 7,371.83	\$ 7,734.09	\$ 8,112.76	\$ 8,507.85	\$ 8,926.39	\$ 9,345.03

# CITY OF REEDSPORT

Fiscal Year 2021-22 Budget

## NUMBER OF FULL TIME EQUIVALENT (FTE) EMPLOYEES

<b>Fund No.</b>	<b>Departmental Unit</b>	<b>Fund/Departmental Unit Name</b>	<b>FTEs</b>
001	100	City Council	0.00
001	101	City Manager	1.40
001	102	Finance	1.55
001	104	Legal Services	0.00
001	105	Municipal Court	0.50
001	106	Community Development	0.25
001	107	City Recorder	0.60
001	108	Community Building / City Hall	0.00
001	110	Non-Departmental	0.00
001	200	Police	13.70
001	205	School Resource Officer	0.75
001	220	Fire	0.00
001	230	Building Inspection	0.20
001	410	Public Services	1.61
001	440	Senior Center	0.00
002	502	Streets	0.77
003	503	Water Utility	4.59
004	504	Wastewater Utility	4.77
005	505	Stormwater Utility	0.32
007	507	Bicycle / Footpath	0.00
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
022	522	System Development - Stormwater	0.00
024	524	System Development - Wastewater Capital	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
<b>Total FTE</b>			<b>32.73</b>

**CITY OF REEDSPORT**  
**FISCAL YEAR 2021-22 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
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
022	522	System Development - Stormwater
024	524	System Development – Wastewater Capital
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 2021-22 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
2020-2021	\$268,487,032	\$6,788,850	0.0259	\$1,566,775	\$42,479.20	0.0279
Actual Assessed Value for 2020-21				\$268,487,032		
Estimated value of growth for 2021-22				1.030		
Estimated Assessed Value for 2021-22				\$276,541,643		
City of Reedsport Permanent Tax Levy Rate				6.1882		
Estimated taxes to be imposed				\$1,711,295		
Estimated loss due to compression				\$95,000		
Adjusted estimated taxes to be imposed in 2021-22				\$1,616,295		
Assumed discounts and delinquent taxes (D&D) rate				10.0%		
Estimated amount of D&D for 2021-22				\$161,629		
Property Taxes Budgeted , less D&D				\$1,454,665		

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 2021-2022

## 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
		<b>67,500</b>			<b>67,500</b>
002	002-502-921000	11,250	001	001-000-451100	11,250
002	002-502-921500	1,250	001	001-000-451080	1,250
002	002-502-924240	10,000	005	005-000-417065	10,000
002	002-502-924255	100,000	005	005-000-417060	100,000
		<b>122,500</b>			<b>122,500</b>
003	003-503-921000	41,900	001	001-000-451100	41,900
003	003-503-921100	3,000	001	001-000-451110	3,000
003	003-503-921500	1,250	001	001-000-451080	1,250
		<b>46,150</b>			<b>46,150</b>
004	004-504-921000	71,000	001	001-000-451100	71,000
004	004-504-921100	3,000	001	001-000-451110	3,000
004	004-504-921400	4,000	001	001-000-451010	4,000
004	004-504-921500	1,250	001	001-000-451080	1,250
004	004-504-921600	10,000	005	005-000-417070	10,000
		<b>89,250</b>			<b>89,250</b>
005	005-505-921000	1,850	001	001-000-451100	1,850
		<b>1,850</b>			<b>1,850</b>
014	014-514-925800	5,000	001	001-000-451150	5,000
		<b>5,000</b>			<b>5,000</b>
016	016-516-921000	4,700	001	001-000-451100	4,700
016	016-516-923040	240,830	025	025-000-451450	240,830
016	016-516-923050	112,000	004	004-000-418065	112,000
016	016-516-923060	56,000	003	003-000-417085	56,000
		<b>413,530</b>			<b>413,530</b>
<b>TOTALS</b>		<b>\$ 745,780</b>			<b>\$ 745,780</b>

**GENERAL FUND  
001-000**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Account</b>	<b>Description</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>			<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
1,060,222	1,291,910	1,100,000	001-000-411100	BEGINNING FUND BALANCE	1,532,500	1,494,000	1,494,000
<b>REVENUE</b>							
1,365,162	1,416,132	1,400,000	001-000-412250	CURRENT PROPERTY TAX	1,400,000	1,400,000	1,400,000
56,159	60,719	55,500	001-000-412500	DELINQUENT PROPERTY TAX	55,500	55,500	55,500
134,610	123,669	132,000	001-000-413100	P.U.D. FRANCHISE	125,000	125,000	125,000
4,630	6,093	4,500	001-000-413200	TELEPHONE FRANCHISE	4,500	4,500	4,500
40,835	72,320	50,000	001-000-413300	CABLE TV FRANCHISE	50,000	50,000	50,000
8,520	843	7,000	001-000-413350	FIBER FRANCHISE FEES	7,000	7,000	7,000
16,323	16,636	15,000	001-000-413400	GARBAGE FRANCHISE	16,000	16,000	16,000
2,784	2,226	2,500	001-000-414100	POLICE SERVICES	2,500	2,500	2,500
-	7,520	-	001-000-414110	MUNICIPAL JAIL FEES	-	-	-
-	20,830	32,750	001-000-414115	JAIL BED RENT	43,800	43,800	43,800
-	-	-	001-000-414300	ANIMAL CONTROL SERVICES	-	-	-
660	570	600	001-000-414400	CAMPING FEES	600	600	600
65,219	71,028	72,070	001-000-414500	DISPATCH SERVICES	71,500	71,500	71,500
-	-	-	001-000-414700	DIAL-A-RIDE FEES	-	-	-
32,177	21,385	18,000	001-000-415100	INTEREST	14,000	14,000	14,000
918	1,153	1,000	001-000-415150	OTHER INTEREST	1,000	1,000	1,000
1,387	1,335	1,300	001-000-415200	LEASE - RENT	12,000	12,000	12,000
9,980	10,988	9,800	001-000-415210	SENIOR CENTER RENTAL	11,000	11,000	11,000
2,200	2,645	1,625	001-000-415220	USE OF COMM BLDG	1,625	1,625	1,625
1,075	441	750	001-000-415230	USE OF SENIOR CENTER	750	750	750
230,196	210,631	220,000	001-000-415250	TRANSIENT ROOM TAX	220,000	220,000	220,000
8,968	-	-	001-000-415350	LAND SALES	-	-	-
732,311	-	-	001-000-415370	TIMBER SALES	-	-	-
23,035	10,550	12,000	001-000-415400	BUSINESS LICENSES	22,000	22,000	22,000
7,576	1,650	500	001-000-415420	MARIJUANA FEES	500	500	500
5,503	4,847	4,200	001-000-415440	MISC. PLANNING FEES	4,200	4,200	4,200
-	-	-	001-000-415447	ENGINEER FEE REIMBURSEMENT	-	-	-
14,778	8,983	12,000	001-000-415449	PLAN CHECK FEES	12,000	12,000	12,000
21,946	18,787	25,000	001-000-415450	BUILDING PERMITS	25,000	25,000	25,000
14,394	11,769	12,000	001-000-415451	ELECTRICAL PERMITS	12,000	12,000	12,000
2,522	4,748	4,500	001-000-415452	PLUMBING PERMITS	4,500	4,500	4,500
7,024	6,103	7,500	001-000-415453	MECHANICAL PERMITS	7,500	7,500	7,500
430	179	500	001-000-415454	MOBILE HOME PERMITS	500	500	500
3,727	3,516	4,440	001-000-415455	BUILDING SURCHARGES	4,440	4,440	4,440
1,610	1,374	1,450	001-000-415456	ELECTRICAL SURCHARGES	1,450	1,450	1,450
115	35	-	001-000-415457	BUILD/ELEC PERMIT FINES	-	-	-
199,868	167,593	155,000	001-000-415500	COURT FINES AND FORFEITUR	155,000	155,000	155,000
11,862	-	-	001-000-415650	SALARY REIMBURSEMENTS	-	-	-
2,283	11,011	5,000	001-000-415660	INSURANCE REIMBURSEMENTS	5,000	5,000	5,000
-	100	-	001-000-415800	DONATIONS	-	-	-
-	-	-	001-000-415810	ANIMAL CONTROL DONATIONS	-	-	-
-	-	-	001-000-415830	POLICE VOLUNTEER DONATIONS	-	-	-
161,347	158,243	10,000	001-000-415900	MISCELLANEOUS	10,000	10,000	10,000
4,650	2,100	3,000	001-000-415910	POLICE ADMIN. FEES	3,000	3,000	3,000
250	1,508	500	001-000-415915	K9 DONATIONS & GRANTS	500	500	500
-	-	-	001-000-415920	NUISANCE ABATEMENT	-	-	-
348	1,512	500	001-000-415930	POLICE REIMBURSEMENT	500	500	500
75,284	66,874	70,000	001-000-421100	LIQUOR TAX	70,000	70,000	70,000
4,701	4,663	4,500	001-000-421200	CIGARETTE TAX	4,500	4,500	4,500
1,430	21,952	18,000	001-000-421300	STATE MARIJUANA TAX REVENUES	25,000	25,000	25,000
-	-	-	001-000-421350	STATE TRANSIENT FUNDS	-	-	-
58,687	50,988	45,000	001-000-422000	STATE REVENUE SHARING	45,000	45,000	45,000
-	-	-	001000422100	LOCAL MARIJUANA TAX	10,000	50,000	50,000
-	-	5,000	001-000-423020	DLCD TECHNICAL ASSIST	-	-	-

**GENERAL FUND  
001-000**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
-	6,290.00	6,000	001-000-423400	STATE MARINE GRANT	6,000	6,000	6,000
11,133	9,051	11,000	001-000-423430	BOAT DOCK FEES	11,000	11,000	11,000
43	215	100	001-000-423435	BOAT WASH FEES	100	100	100
70,000	56,650	58,350	001-000-423530	SCHOOL RESOURCE OFF. GRANT	60,100	60,100	60,100
1,723	883	10,000	001-000-423540	MISC. POLICE GRANTS	10,000	10,000	10,000
-	-	-	001-000-423550	CERT PROGRAM DONATIONS/GRANTS	-	-	-
-	-	123,000	001-000-423560	CRF GRANT REVENUE	423,160	423,160	423,160
-	-	-	001-000-423600	C GILES HUNT GRANT-Library	-	-	-
2,500	5,000	3,250	001-000-423660	MISC GRANTS/DONATIONS	3,250	3,250	3,250
1,227	-	-	001-000-451000	FUND 018 TRANSFER	-	-	-
4,000	4,000	4,000	001-000-451010	TRANSFER IN: FUND 004 GSD	4,000	4,000	4,000
3,750	3,750	3,750	001-000-451080	TRANSFER IN: EDUCATION BENEFIT	3,750	3,750	3,750
130,700	130,700	130,700	001-000-451100	TRANSFER IN: ADMINISTRATIVE	130,700	130,700	130,700
6,000	6,000	6,000	001-000-451110	TRANS IN: 003/4 DISPTACH	6,000	6,000	6,000
2,271	1,334	5,000	001-000-451150	TRANSFER IN: FUND 014 MVA	5,000	5,000	5,000
4,000	-	-	001-000-451160	TRANSFER IN: FUND 037 FOOD	-	-	-
3,574,832	2,830,123	2,786,135		<b>TOTAL REVENUE</b>	3,122,425	3,162,425	3,162,425
4,635,054	4,122,033	3,886,135		<b>TOTAL RESOURCES</b>	4,654,925	4,656,425	4,656,425

**City of Reedsport**  
**City Council**  
**001-100**

**Organization and Mission**

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

**FY 20-21 Year in Review**

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

The City Council saw three council positions and the mayor elected at large in the November Election as well as a 3% tax on the sale or transfer of recreational marijuana and marijuana-infused products and extracts within the City. With the COVID-19 Pandemic in full effect the Council met virtually via the Zoom platform for several months throughout the year. The City Council also facilitated the hiring of a new City Manager.

**FY 21-22 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 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
MATERIALS & SERVICES							
1,051	1,170	2,500	001-100-613300	LEGAL FEES, ADVERTISING	2,500	2,500	2,500
1,143	1,583	2,500	001-100-614500	CONFERENCE /TRAINING	2,500	2,500	2,500
1,589	973	2,500	001-100-614560	TRAVEL/SUBSISTENCE	2,500	2,500	2,500
311	26	500	001-100-614900	OTHER SUPPLIES, COSTS	500	500	500
118	106	120	001-100-615590	DUES & FEES	120	120	120
4,212	3,858	8,120		TOTAL MATERIALS & SERVICES	8,120	8,120	8,120
4,212	3,858	8,120		TOTAL CITY COUNCIL EXPENSES	8,120	8,120	8,120

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

**PERSONNEL ASSIGNED TO THE FUND**

**1.40 FTE**

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

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

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.

<b>FY 20-21 Year in Review</b>
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Economic development is an important function of the City Manager's office. This constitutes a good portion of the City Manager's workday as they fields the calls for potential businesses or from people looking to purchase or develop commercial property.

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

The City's property tax revenues continue to be affected by tax compression but do finally appear to be turning around. Properties sales of both commercial and residential sites has been strong in the last year and appear to be continuing. There is a shortage of long-term rentals and the City is encouraging housing development by proposing a Vertical Housing Development Zone overlaying the Urban Renewal Development Zone.

City Recorder Deanna Schafer was appointed City Manager Pro-Tem for two consecutive six month terms. In December of 2020, City Council approved a four-year contract to appoint Deanna Schafer as the City Manager.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

Special areas of emphasis in FY 21-22 include the pursuit of the following goals:

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



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

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

**CITY MANAGER  
001-101**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Account</b>	<b>Description</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>			<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>
						<b>Adopted</b>	
<b>PERSONNEL SERVICES</b>							
79,445	80,780	91,800	001-101-511000	CITY MANAGER, SALARY	1.00	90,000	90,000
19,750	16,022	20,855	001-101-511190	RECORDER/ADMIN ASSISTANT	0.40	15,843	15,843
7,363	7,169	9,300	001-101-531010	FICA TAXES	0.00	8,300	8,300
7,922	11,105	20,100	001-101-531020	P E R S	0.00	15,000	15,000
1,036	1,519	2,000	001-101-531210	WORKMEN'S COMP	0.00	2,000	2,000
28,532	22,130	30,000	001-101-531220	HEALTH INSURANCE	0.00	30,000	30,000
-	-	-	001-101-531226	VEHICLE STIPEND	0.00	2,400	2,400
144,048	138,725	174,055		<b>TOTAL PERSONNEL SERVICES</b>	1.40	163,543	163,543
<b>MATERIALS &amp; SERVICES</b>							
758	825	900	001-101-612251	PAGER/CELL PHONE		900	900
-	-	100	001-101-614540	BOOKS & PERIODICALS		100	100
-	-	1,500	001-101-614560	TRAVEL/SUBSISTENCE		1,500	1,500
-	-	1,500	001-101-614570	TRAINING/CONFERENCES		1,500	1,500
1,137	494	1,500	001-101-615590	DUES & FEES		1,500	1,500
808	753	1,000	001-101-617300	AUTOMOBILE OPERATION		250	250
2,703	2,072	6,500		<b>TOTAL MATERIALS &amp; SERVICES</b>		5,750	5,750
146,751	140,797	180,555		<b>TOTAL CITY MANAGER EXPENSES</b>		169,293	169,293

**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

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

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

<b>FY 20-21 Year in Review</b>
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In Fiscal Year 2020-21, In August, the finance department lost its Accounts Payable/Payroll Clerk. In December our Utility Billing clerk moved over to the vacant position and we hired a new Utility Billing/Front Desk clerk.

The audit for Fiscal Year 2019-20 (FY20) was completed timely and sent to Secretary of State Division of Audits. Pauly, Rogers, and Co., conducted the entire audit offsite due to the Covid restrictions.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

The FY 21-22 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 18-19	FY 19-20	FY 20-21				FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
47,879	43,551	52,855	001-102-511100	FINANCE DIRECTOR	0.80	58,465	58,465	58,465
12,264	15,004	13,145	001-102-511160	AP/AR/PAYROLL	0.35	14,511	14,511	14,511
4,879	6,458	9,660	001-102-511170	UB CLERK/FINANCE ASSIST	0.25	9,014	9,014	9,014
3,202	3,459	5,635	001-102-511180	COURT CLERK/PLANNING SECRETARY	0.15	5,940	5,940	5,940
5,178	5,175	6,250	001-102-531010	FICA TAXES	0.00	6,800	6,800	6,800
4,023	3,175	16,400	001-102-531020	P E R S	0.00	13,000	13,000	13,000
138	241	300	001-102-531210	WORKMEN'S COMP	0.00	300	300	300
14,145	22,471	25,000	001-102-531220	HEALTH INSURANCE	0.00	25,000	25,000	25,000
91,708	99,534	129,245		TOTAL PERSONNEL SERVICES	1.55	133,030	133,030	133,030
MATERIALS & SERVICES								
273	-	100	001-102-614540	BOOKS & PERIODICALS		100	100	100
867	19	800	001-102-614560	TRAVEL/SUBSISTENCE		800	800	800
850	119	800	001-102-614570	TRAINING/CONFERENCES		800	800	800
955	410	400	001-102-615590	DUES & FEES		500	500	500
7,904	55,000	5,000	001-102-623530	CONTRACTED SERVICES		5,000	5,000	5,000
10,849	55,548	7,100		TOTAL MATERIALS & SERVICES		7,200	7,200	7,200
102,557	155,082	136,345		TOTAL FINANCE DEPARTMENT EXPENSES		140,230	140,230	140,230

**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 20-21 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 21-22 Budget Highlights and Challenges**

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

**LEGAL SERVICES  
001-104**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Account</b>	<b>Description</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>			<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>
				<b>MATERIALS &amp; SERVICES</b>			
13,896	12,344	22,000	001-104-613400	CITY ATTORNEY RETAINER	22,000	22,000	22,000
1,174	688	10,000	001-104-623400	OUTSIDE COUNSEL	10,000	10,000	10,000
15,070	13,032	32,000		<b>TOTAL MATERIALS &amp; SERVICES</b>	32,000	32,000	32,000
15,070	13,032	32,000		<b>TOTAL LEGAL SERVICES EXPENSES</b>	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 20-21 Year in Review

With a full staffed Police Department, the court fine revenues started to increase again in the 2020-21 FY. Unfortunately with Covid-19 we have seen a decrease in court fine revenue in the current year. Traffic Court is still being held just once per month, with some additional time scheduled for trials and status conferences, as requested by the judge or prosecuting attorney.

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

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

<b>FY 21-22 Budget Highlights and Challenges</b>
--

Revenues are projected this year to increase from prior year. Projected revenues are being cautiously stated since we are uncertain of the outcome of the pandemic. Costs associated with trials are expected to increase as the trend of trials is increasing. The cost of judge services is also expected to rise.

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



**MUNICIPAL COURT  
001-105**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
1,363	1,667	1,880	001-105-511160	AP/AR/PAYROLL	0.05	2,073	2,073	2,073
1,626	1,754	1,935	001-105-511170	UB CLERK/FINANCE ASSIST	0.05	1,803	1,803	1,803
12,809	13,835	15,025	001-105-511180	COURT CLERK/PLANNING SECRETARY	0.4	15,841	15,841	15,841
1,209	1,320	1,445	001-105-531010	FICA TAXES		1,520	1,520	1,520
1,257	2,198	5,140	001-105-531020	P E R S		3,200	3,200	3,200
88	111	255	001-105-531210	WORKMEN'S COMP		255	255	255
6,488	7,218	7,700	001-105-531220	HEALTH INSURANCE		7,700	7,700	7,700
24,840	28,103	33,380		TOTAL PERSONNEL SERVICES	0.50	32,392	32,392	32,392
MATERIALS & SERVICES								
80	205	1,000	001-105-613380	JURY & WITNESS FEES		1,000	1,000	1,000
4,372	1,540	7,000	001-105-613390	TRIAL EXPENSE		7,000	7,000	7,000
16,760	18,014	22,000	001-105-613401	PROSECUTOR'S RETAINER		22,000	22,000	22,000
36,366	24,139	32,000	001-105-613520	STATE FINE ASSESSMENT		32,000	32,000	32,000
11,564	7,881	9,250	001-105-613530	DOUGLAS CO. FINE ASSESSMENT		9,250	9,250	9,250
-	1,205	2,000	001-105-614330	COMPUTER OPERATIONS		2,000	2,000	2,000
-	210	150	001-105-614540	BOOKS & PERIODICALS		200	200	200
435	243	500	001-105-614560	TRAVEL/SUBSISTENCE		400	400	400
631	-	500	001-105-614570	TRAINING/CONFERENCES		500	500	500
214	513	350	001-105-614900	OTHER SUPPLIES, COSTS		350	350	350
2,490	200	100	001-105-615590	DUES & FEES		200	200	200
7,018	8,587	18,000	001-105-623530	MUNICIPAL JUDGE SERVICES		18,000	18,000	18,000
79,930	62,737	92,850		TOTAL MATERIALS & SERVICES		92,900	92,900	92,900
104,770	90,840	126,230		TOTAL MUNICIPAL COURT EXPENSES		125,292	125,292	125,292

**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

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

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

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

<b>FY 20-21 Year in Review</b>
--------------------------------

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.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

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

Master Heights 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 planner and planning secretary on general planning questions, requirements, and scheduling of pre-application meetings.
- Continue improvements and implementation to the new software for tracking and processing business licenses, building permits, and land use applications.
- Implement a filing system for historical records of building permits and land use applications, in order to decrease staff time spent on research projects and fulfilling public record requests.
- Attend conferences and trainings.
- Apply for planning and community development grants. Particularly, grants that will help to update the Reedsport Land Usage Ordinance and grants to begin implementing the Reedsport Levee Loop Trail Master Plan.
- Increase the "in-office" time of the contracted City Planner.

**COMMUNITY DEVELOPMENT  
001-106**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>				<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>PERSONNEL SERVICES</b>								
-	-	-	001-106-511100	PLANNING/FINANCE DIRECTOR		-	-	-
1,178	1,667	1,880	001-106-511150	AP/AR/PAYROLL	0.05	2,073	2,073	2,073
1,626	1,754	1,935	001-106-511170	UB CLERK/FINANCE ASSIST	0.05	1,803	1,803	1,803
6,589	5,720	5,640	001-106-511180	COURT CLERK/PLANNING SECRETARY	0.15	5,940	5,940	5,940
-	-	500	001-106-521500	OVERTIME		500	500	500
719	699	800	001-106-531010	FICA TAXES		825	825	825
744	1,164	2,400	001-106-531020	P E R S		1,600	1,600	1,600
33	39	60	001-106-531210	WORKMEN'S COMP		60	60	60
3,735	3,844	3,900	001-106-531220	HEALTH INSURANCE		3,900	3,900	3,900
14,624	14,887	17,115		<b>TOTAL PERSONNEL SERVICES</b>	0.25	16,701	16,701	16,701
<b>MATERIALS &amp; SERVICES</b>								
-	-	500	001-106-613300	LEGAL ADVERTISING		500	500	500
-	4	100	001-106-614560	TRAVEL/SUBSISTENCE		100	100	100
100	-	300	001-106-614570	TRAINING/CONFERENCES		300	300	300
58	44	100	001-106-614900	OTHER SUPPLIES, COSTS		100	100	100
50	-	50	001-106-615590	DUES & FEES		50	50	50
-	-	5,000	001-106-623500	DLCD TECH. ASSISTANCE		15,000	15,000	15,000
100	-	500	001-106-623540	P.COMMISSION TRAINING		500	500	500
-	-	-	001-106-623580	REIMBURSED ENGINEERING SERVICE		-	-	-
24,362	22,865	35,000	001-106-623590	CONTRACTED SERVICES		50,000	50,000	50,000
24,670	22,913	41,550		<b>TOTAL MATERIALS &amp; SERVICES</b>		66,550	66,550	66,550
39,294	37,800	58,665		<b>TOTAL COMMUNITY DEVELOPMENT EXPENSES</b>		83,251	83,251	83,251

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

**PERSONNEL ASSIGNED TO THE FUND**

**0.60 FTE**

City Recorder ..... 0.60

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

The City Recorder Department was established in fiscal year 1998-1999 as part of the Finance Department reorganization. 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).

<b>FY 20-21 Year in Review</b>
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Continuing Municipal Code, Resolution and Ordinance updates. Continued Website and Face Book administration. Two Council positions were opened and filled. The City Recorder assumed the role of City Manager/City Recorder in December and a Deputy City Recorder was hired full time to assist in the duties of the City Recorder.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

Special areas of emphasis in FY 21-22 include the pursuit of the following goals:

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

**CITY RECORDER  
001-107**

FY 18-19	FY 19-20	FY 20-21				FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
29,626	18,182	15,280	001-107-511085	RECORDER/ADMIN ASSISTANT	0.60	23,765	23,765	23,765
2,153	1,289	2,395	001-107-531010	FICA TAXES		2,200	2,200	2,200
2,366	2,316	4,100	001-107-531020	P E R S		4,100	4,100	4,100
65	68	100	001-107-531210	WORKMEN'S COMP		100	100	100
10,004	6,832	11,705	001-107-531220	HEALTH INSURANCE		11,705	11,705	11,705
-	-	-	001-107-531230	CELL PHONE STIPEND		600	600	600
44,214	28,687	33,580		TOTAL PERSONNEL SERVICES	0.60	42,470	42,470	42,470
MATERIALS & SERVICES								
153	174	500	001-107-613300	LEGAL FEES, ADVERTISING		500	500	500
19	25	350	001-107-614560	TRAVEL/SUBSISTENCE		350	350	350
-	-	350	001-107-614570	TRAINING/CONFERENCES		350	350	350
2	25	80	001-107-614900	OTHER SUPPLIES, COSTS		80	80	80
140	60	80	001-107-615590	DUES & FEES		80	80	80
	10,987	16,000	001-107-623530	CONTRACTED SERVICES		-	-	-
314	11,271	17,360		TOTAL MATERIALS & SERVICES		1,360	1,360	1,360
44,528	39,958	50,940		TOTAL CITY RECORDER EXPENSES		43,830	43,830	43,830

**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 20-21 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 21-22 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 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
MATERIALS & SERVICES							
1,285	1,169	1,400	001-108-612070	GARBAGE DISPOSAL	1,400	1,400	1,400
691	586	600	001-108-612080	WATER	600	600	600
72	72	80	001-108-612085	STORMWATER	80	80	80
357	449	700	001-108-612090	WASTEWATER	700	700	700
10,347	10,201	11,000	001-108-612100	ELECTRICITY	11,000	11,000	11,000
626	1,125	500	001-108-614200	REFUND OF COMM BLDG USE F	500	500	500
4,649	5,125	6,000	001-108-614250	BUILDING MAINT, SUPPLIES	6,000	6,000	6,000
2,971	1,703	3,000	001-108-614300	OFFICE EQUIP/MAINT	3,000	3,000	3,000
2,049	2,310	3,500	001-108-614335	NETWORK COMMUNICATIONS	3,500	3,500	3,500
23,047	22,740	26,780		TOTAL MATERIALS & SERVICES	26,780	26,780	26,780
23,047	22,740	26,780		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 20-21 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 21-22 Budget Highlights and Challenges**

**Unemployment Insurance \$12,000**

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

**Employee Recognition Program \$5000**

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

**Educational Benefits Program \$5000**

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

**Volunteer Program \$500**

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

# **City of Reedsport**

## **Non- Departmental Fund**

### **001- 110**

#### **Tourism Promotion \$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 21-2 was developed with the uncertainty of Covid-19. The outcome of tourism income for the local area is an unknown at this time.

#### **Materials & Services \$1,281,798**

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

#### **General Fund Transfers \$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**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>PERSONNEL SERVICES</b>							
-	1,840	12,000	001-110-531500	UNEMPLOYMENT INS.	12,000	12,000	12,000
-	1,840	12,000		<b>TOTAL PERSONNEL SERVICES</b>	12,000	12,000	12,000
<b>MATERIALS &amp; SERVICES</b>							
3,036	1,628	4,500	001-110-613300	LEGAL ADVERTISING	4,500	4,500	4,500
-	300	400	001-110-613320	FILING FEES	400	400	400
1,100	919	1,900	001-110-614000	POSTAGE	1,900	1,900	1,900
3,538	3,600	3,500	001-110-614100	OFFICE SUPPLY	3,700	3,700	3,700
914	65	-	001-110-614330	COMPUTER OPS-SOFTWARE	-	-	-
-	-	-	001-110-614335	NETWORK COMMUNICATIONS	-	-	-
78,398	95,222	150,000	001-110-614390	BONDING & INSURANCE	150,000	150,000	150,000
73	-	100	001-110-614400	MISCELLANEOUS REFUNDS	100	100	100
-	2,835	5,000	001-110-614450	EDUCATIONAL BENEFITS	5,000	5,000	5,000
3,689	4,321	3,000	001-110-614490	EMPLOYEE RECOGNITION	5,000	5,000	5,000
500	185	500	001-110-614520	VOLUNTEER PROGRAM	500	500	500
218,686	193,885	198,000	001-110-614580	TOURISM PROMOTION	198,000	198,000	198,000
12,675	3,144	7,000	001-110-614970	OTHER SERVICES	7,000	7,000	7,000
(44)	(249)	-	001-110-614980	CASH SHORT & OVER	-	-	-
1,913	1,236	3,000	001-110-615310	BANK FEES	3,000	3,000	3,000
3,486	3,608	4,200	001-110-615510	LEAGUE OF OREGON CITIES	4,200	4,200	4,200
2,500	2,500	2,500	001-110-615520	S.C.D.C.	2,500	2,500	2,500
-	250	-	001-110-615550	LU ECONOMIC DEVELOP FORUM	-	-	-
250	250	300	001-110-615570	CHAMBER OF COMMERCE	300	300	300
-	2,070	-	001-110-615600	SOUTH COAST MARKETING	-	-	-
-	242	-	001-110-615610	MISC GRANT/DONATION EXPENSES	-	-	-
473,457	1,797	25,700	001-110-615620	NON-CAPITAL EXPENSES	21,038	21,038	21,038
-	-	123,000	001-110-615630	CRF GRANT EXPENSES	838,160	838,160	838,160
1,756	6,801	4,000	001-110-615640	PUBLIC LAND MGMT	4,000	4,000	4,000
235	138	1,500	001-110-617300	AUTOMOBILE MAINTENANCE	1,500	1,500	1,500
351	149	1,000	001-110-617320	AUTOMOBILE FUEL	1,000	1,000	1,000
4,856	16,950	11,000	001-110-621400	AUDIT FEES	11,000	11,000	11,000
1,479	3,691	5,000	001-110-622650	COMPUTER SOFTWARE	5,000	5,000	5,000
11,817	9,797	14,000	001-110-623500	COMPUTER SERVICES-SUPPORT	14,000	14,000	14,000
824,665	355,334	569,100		<b>TOTAL MATERIALS &amp; SERVICES</b>	1,281,798	1,281,798	1,281,798
<b>INTER-FUND TRANSFERS</b>							
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
26,305	25,000	25,000	001-110-923040	TRANSFER OUT: FUND 025 CAPITAL	25,000	25,000	25,000
15,000	15,000	15,000	001-110-923050	TRANSFER OUT: FUND 037 POLICE	15,000	15,000	15,000
-	1,000	-	001-110-923060	TRANSFER OUT: FUND 038 CERT	-	-	-
15,000	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
8,370	-	-	001-110-925200	TRANSFER OUT: FUND 036 LIBRARY	-	-	-
-	-	-	001-110-925300	TRANS OUT: FUND 036 LIB RENO	-	-	-
334,675	113,500	67,500		<b>TOTAL INTER-FUND TRANSFER</b>	67,500	67,500	67,500

**NON-DEPARTMENTAL  
001-110**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>CONTINGENCY AND RESERVES</b>							
-	-	100,000	001-110-941000	CONTINGENCY	100,000	100,000	100,000
-	-	200,000	001-110-946000	PERS RESERVE	200,000	200,000	200,000
-	-	300,000		<b>TOTAL CONTINGENCY &amp; RESERVES</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>
-	-	300,000	001-110-952000	<b>UNAPPROP ENDING FUND BALANCE</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>
1,159,340	470,674	948,600		<b>TOTAL REQUIREMENTS</b>	<b>1,661,298</b>	<b>1,661,298</b>	<b>1,661,298</b>
1,159,340	470,674	1,248,600		<b>TOTAL REQUIREMENTS &amp; UNAPPROPRIATED</b>	<b>1,961,298</b>	<b>1,961,298</b>	<b>1,961,298</b>

**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

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

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, one Police Corporal and one Administrative Assistant/Dispatch-Records Supervisor, Dial-a-Ride Coordinator.

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

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

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

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

<b>FY 20-21 Year in Review</b>
--------------------------------

At the time of this budget preparation, the Police Department has finally filled the two full time police officer positions and a part time dispatcher position. These positions have proven tough to fill for many reasons, but we are pleased with our recruitment process and look forward to the contributions they will bring to our professional services. Our current sworn staff has done an excellent job overcoming the obstacles of being short staffed, both dividing their time between patrol activities and jail duties. We are under a great deal of change with a four new police officers, two new communications officers in the past 2 years.

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

<b>FY 21-22 Budget Highlights and Challenges</b>
--

This fiscal year we will still be in a training mode for the department. With new employees and added COVID-19 protocols, our call volume has increased and public safety is still our number one goal. We will increase our efforts on the reduction of petty theft which is directly tied to illegal/ legal drug activity.

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

We still have major vehicle issues with the older Crown Victoria fleet. We will need to replace at least two 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 along with the reduction of constant costly repairs to the older vehicles.

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

The vehicle awning project that has been discussed for several years now is still not started, we are now looking forward to the potential of the Seismic Upgrade grant to assist in the project. We will continue our efforts.

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

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

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

**POLICE DEPARTMENT  
001-200**

FY 18-19	FY 19-20	FY 20-21				FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
79,960	66,421	76,250	001-200-511100	POLICE CHIEF SALARY	1.00	80,400	80,400	80,400
62,734	64,483	66,070	001-200-511210	POLICE SGT SALARY	1.00	69,700	69,700	69,700
290,251	221,682	300,000	001-200-511220	POLICE OFFICER SALARY	5.25	285,000	285,000	285,000
6,453	41,853	54,735	001-200-511226	POLICE CORPORAL SALARY	1.00	55,000	55,000	55,000
40,572	45,978	46,930	001-200-511230	COMMUNICATION SUPER. SALARY	0.90	49,200	49,200	49,200
152,618	163,029	171,300	001-200-511240	COMMUNICATION OFFICER SALARY	4.00	171,000	171,000	171,000
14,587	16,246	30,000	001-200-511245	P/T COMMUNICATION OFF. SALARY	0.50	30,000	30,000	30,000
-	200	5,000	001-200-511250	P/T POLICE OFFICER SALARY	0.05	5,000	5,000	5,000
17,526	19,732	18,000	001-200-511270	CERTIFICATION PAY		20,000	20,000	20,000
-	520	3,400	001-200-511280	LONGEVITY PAY		3,200	3,200	3,200
2,728	4,494	4,000	001-200-521500	OVERTIME-JUSTICE		4,000	4,000	4,000
25,685	48,063	24,500	001-200-521510	OVERTIME-COVERAGE		24,500	24,500	24,500
772	733	-	001-200-521530	OVERTIME-GRANT FUNDS		2,500	2,500	2,500
20,421	20,824	25,000	001-200-521550	HOLIDAY PAY		25,000	25,000	25,000
58,795	55,622	60,000	001-200-531010	FICA TAXES		63,000	63,000	63,000
97,123	119,639	151,700	001-200-531020	P E R S		165,000	165,000	165,000
19,875	13,476	24,000	001-200-531210	WORKMEN'S COMP		24,000	24,000	24,000
221,956	205,321	250,000	001-200-531220	HEALTH INSURANCE		240,000	240,000	240,000
11,150	14,850	-	001-200-531225	JAIL STIPEND		21,000	21,000	21,000
-	2,850	-	001-200-531226	K-9 STIPEND		10,000	10,000	10,000
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		-	-	-
1,171,369	1,126,016	1,310,885	TOTAL PERSONNEL SERVICES		13.70	1,347,500	1,347,500	1,347,500
MATERIALS & SERVICES								
1,328	1,498	1,300	001-200-612070	GARBAGE DISPOSAL		1,300	1,300	1,300
232	289	500	001-200-612080	WATER		500	500	500
36	36	40	001-200-612085	STORMWATER		40	40	40
815	1,357	2,500	001-200-612090	WASTEWATER		2,500	2,500	2,500
7,074	6,788	7,750	001-200-612100	ELECTRICITY		7,750	7,750	7,750
2,675	2,533	3,200	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
-	112	1,000	001-200-613410	OTHER LEGAL SERVICES		1,000	1,000	1,000
1,514	1,046	1,900	001-200-614000	POSTAGE		1,900	1,900	1,900
4,367	3,179	4,500	001-200-614100	OFFICE SUPPLY		4,500	4,500	4,500
-	-	500	001-200-614180	PHOTO SUPPLIES		500	500	500
296	1,266	1,300	001-200-614220	JANITORIAL SUPPLIES		1,400	1,400	1,400
9,038	3,582	5,000	001-200-614250	BUILDING MAINTENANCE SUPPLIES		5,000	5,000	5,000
3,532	2,859	4,000	001-200-614300	OFFICE EQUIP MAINT		4,000	4,000	4,000
2,550	4,595	4,000	001-200-614333	COMPUTER SOFTWARE		5,000	5,000	5,000
8,918	12,094	16,500	001-200-614335	NETWORK COMMUNICATIONS		16,500	16,500	16,500
5,659	9,087	7,500	001-200-614350	RADIO OP/MAINT		8,000	8,000	8,000
231	885	500	001-200-614540	BOOKS & PERIODICALS		500	500	500
3,259	3,581	4,500	001-200-614560	TRAVEL/SUBSISTENCE		5,000	5,000	5,000
2,120	4,494	5,000	001-200-614570	TRAINING/CONFERENCES		6,000	6,000	6,000
556	2,196	2,000	001-200-614640	EQUIPMENT REIMBURSEMENT		2,000	2,000	2,000



**POLICE DEPARTMENT  
001-200**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
MATERIALS & SERVICES								
2,236	6,084	4,000	001-200-614660	AMMUNITION/FIREARMS		5,000	5,000	5,000
-	-	1,200	001-200-614665	BODY CAMERAS		1,500	1,500	1,500
2,263	5,877	5,000	001-200-614670	INVESTIGATION COSTS		5,000	5,000	5,000
391	1,281	3,000	001-200-614680	PHYSICAL EXAMINATIONS		3,000	3,000	3,000
5,129	11,572	6,000	001-200-614690	UNIFORMS/ EQUIPMENT		8,000	8,000	8,000
1,051	1,806	4,100	001-200-614700	BLACK GEAR & GYM MEMBERSHIPS		4,300	4,300	4,300
2,013	10,273	8,000	001-200-614730	K9 GENERAL EXPENSES		9,000	9,000	9,000
3,599	1,896	6,700	001-200-614735	JAIL EXPENSES		6,700	6,700	6,700
7,590	5,816	12,950	001-200-614736	JAIL FOOD		12,950	12,950	12,950
126	288	1,500	001-200-614740	VOLUNTEER POLICE SUPPLIES		1,500	1,500	1,500
1,641	884	800	001-200-614900	OTHER SUPPLIES		1,000	1,000	1,000
785	698	1,200	001-200-615590	DUES & FEES		1,500	1,500	1,500
592	4,908	10,000	001-200-615610	MISC GRANT EXPENSES		10,000	10,000	10,000
5,620	9,221	10,000	001-200-617300	VEHICLE MAINTENANCE		12,000	12,000	12,000
17,086	12,002	20,000	001-200-617320	VEHICLE FUEL		20,000	20,000	20,000
2,940	4,030	6,000	001-200-623500	COMPUTER SERVICES		6,000	6,000	6,000
4,522	6,206	7,000	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		-	-	-
115,549	144,119	181,940		TOTAL MATERIALS & SERVICES		192,040	192,040	192,040
CAPITAL OUTLAY								
-	-	5,000	001-200-722700	K9 CAPITAL EXPENSES		5,000	5,000	5,000
-	-	5,000		TOTAL CAPITAL OUTLAY		5,000	5,000	5,000
1,286,918	1,270,135	1,497,825		TOTAL POLICE DEPARTMENT		1,544,540	1,544,540	1,544,540

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

**PERSONNEL ASSIGNED TO THE FUND**

**.75 FTE**

Sworn Law Enforcement Officers ..... 0.75

<b>ORGANIZATION AND MISSION</b>
---------------------------------

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

<b>FY 20-21 Year in Review</b>
--------------------------------

This year the School Resource Officer has had to adapt to the ever changing guidelines due to Covid-19. The Resource Officer continues to be a presence in the schools along with assisting with off site visits and support.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

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 18-19	FY 19-20	FY 20-21				FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
-	25,154	42,000	001-205-511225	SCHOOL RESOURCE OFFICER	0.75	44,000	44,000	44,000
-	1,827	2,050	001-205-511270	CERTIFICATION PAY	0	2,500	2,500	2,500
-	-	-	001-205-511280	SRO LONGEVITY PAY	0	-	-	-
-	-	500	001-205-521500	OVERTIME-JUSTICE	0	-	-	-
-	138	-	001-205-521510	OVERTIME	0	500	500	500
-	-	1,500	001-205-521550	HOLIDAY PAY	0	1,500	1,500	1,500
-	2,157	3,300	001-205-531010	FICA TAXES	0	3,450	3,450	3,450
-	4,898	7,760	001-205-531020	P E R S	0	7,760	7,760	7,760
-	1,411	1,900	001-205-531210	WORKMAN'S COMP	0	1,900	1,900	1,900
-	6,254	12,620	001-205-531220	HEALTH INSURANCE	0	12,620	12,620	12,620
-	1,350	3,600	001-205-531225	JAIL STIPEND	0	1,350	1,350	1,350
-	43,190	75,230		TOTAL PERSONNEL SERVICES	0.75	75,580	75,580	75,580
MATERIALS & SERVICES								
-	618	750	001-205-612251	PAGER/CELL PHONE		750	750	750
-	45	300	001-205-614100	OFFICE SUPPLIES		300	300	300
-	147	1,000	001-205-614560	TRAVEL/SUBSISTENCE		1,000	1,000	1,000
-	720	1,000	001-205-614570	TRAINING/CONFERENCES		1,500	1,500	1,500
-	89	200	001-205-614660	AMMUNITION/FIREARMS		200	200	200
-	-	250	001-205-614690	UNIFORMS/MAINTENANCE		550	550	550
-	179	300	001-205-614900	OTHER SUPPLIES		300	300	300
-	2	300	001-205-617300	AUTOMOBILE MAINTENANCE		600	600	600
-	1,073	1,000	001-205-617320	VEHICLE FUEL		1,300	1,300	1,300
-	2,873	5,100		TOTAL MATERIALS & SERVICES		6,500	6,500	6,500
-	46,064	80,330		TOTAL SCHOOL RESOURCE OFFICER		82,080	82,080	82,080

**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 20-21 Year in Review**

The number of fire calls continues to fluctuate over the last five years. The firefighters responded to 146 calls for year 2020. The total for 2019 was 160. The Department performed 34 drills and a total of 1,189 volunteer hours in 2020. We experienced a sharp decrease for call column, drills and training hours due to Covid-19 regulations. 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 21-22 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 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
6,500	5,205	7,500	001-220-531210	WORKMEN'S COMP		7,500	7,500	7,500
306	289	500	001-220-531220	LIFE INSURANCE		500	500	500
6,806	5,495	8,000		TOTAL PERSONNEL SERVICES		8,000	8,000	8,000
MATERIALS & SERVICES								
61	-	400	001-220-612070	GARBAGE DISPOSAL		400	400	400
319	406	450	001-220-612080	WATER		450	450	450
420	72	100	001-220-612085	STORMWATER		100	100	100
416	777	1,000	001-220-612090	WASTEWATER		1,000	1,000	1,000
6,171	5,940	8,000	001-220-612100	ELECTRICITY		8,000	8,000	8,000
508	-	-	001-220-612250	TELEPHONE		-	-	-
-	626	500	001-220-612252	CELL PHONE		500	500	500
151	124	500	001-220-614100	OFFICE SUPPLY		500	500	500
1,490	9,700	9,000	001-220-614250	BUILDING MAINT, SUPPLIES		10,000	10,000	10,000
-	1,056	1,000	001-220-614330	COMPUTER OPERATION		1,000	1,000	1,000
2,011	3,358	2,800	001-220-614335	NETWORK COMMUNICATIONS		2,800	2,800	2,800
2,534	2,825	3,250	001-220-614350	RADIO OP/MAINT		3,250	3,250	3,250
1,273	323	2,000	001-220-614380	MISC. EQUIP MAINT		2,000	2,000	2,000
1,005	574	1,250	001-220-614550	FIREMAN TRAINING		1,250	1,250	1,250
510	291	800	001-220-614560	TRAVEL/SUBSISTENCE		800	800	800
441	828	900	001-220-614570	FIRE CHIEF TRAIN/CONF		900	900	900
1,920	187	1,500	001-220-614900	OTHER SUPPLIES		1,500	1,500	1,500
4,491	7,743	8,000	001-220-614960	PROTECTIVE CLOTHING		8,000	8,000	8,000
4,890	4,591	5,000	001-220-614965	FIRE HOSE		5,000	5,000	5,000
-	-	200	001-220-614980	HAZ MAT COSTS		200	200	200
1,060	14,338	16,000	001-220-614990	SCBA BOTTLE REPLACE		16,000	16,000	16,000
538	643	700	001-220-615590	DUES & FEES		750	750	750
6,277	8,239	10,000	001-220-617300	VEHICLE OPERATION		10,000	10,000	10,000
3,581	2,413	4,500	001-220-617320	AUTOMOBILE FUEL		4,500	4,500	4,500
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		-	-	-
20,623	19,037	20,000	001-220-623530	CONTRACTED SERVICES		20,000	20,000	20,000
36,892	29,181	36,000	001-220-624000	VOLUNTEER FIREFIGHTERS		36,000	36,000	36,000
1,188	2,500	3,000	001-220-712505	JORDAN COVE GRANT		3,000	3,000	3,000
99,021	115,771	137,500		TOTAL MATERIALS & SERVICES		138,550	138,550	138,550
105,827	121,266	145,500		TOTAL FIRE DEPARTMENT		146,550	146,550	146,550

**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

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

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

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

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

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

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

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

**FY 20-21 Year in Review**

Seven new home permits were issued again in the 20-21 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 21-22 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 18-19	FY 19-20	FY 20-21				FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
-	-	-	001-230-511100	PLANNING/FINANCE DIRECTOR	0	-	-	-
3,202	3,459	3,755	001-230-511150	COURT CLERK/PLANNING SECRETARY	0.1	3,960	3,960	3,960
1,626	1,754	1,935	001-230-511170	UB CLERK/FINANCE ASSIST	0.05	1,803	1,803	1,803
13,693	1,667	1,880	001-230-511180	AP/AR/PAYROLL	0.05	2,073	2,073	2,073
474	526	625	001-230-531010	FICA TAXES	0	630	630	630
488	877	1,060	001-230-531020	P E R S	0	1,060	1,060	1,060
30	38	100	001-230-531210	WORKMEN'S COMP	0	100	100	100
2,358	2,887	3,100	001-230-531220	HEALTH INSURANCE	0	3,100	3,100	3,100
21,871	11,207	12,455		TOTAL PERSONNEL SERVICES	0.20	12,726	12,726	12,726
MATERIALS & SERVICES								
1,519	1,387	1,450	001-230-613510	STATE ASSESS, ELECT. PERMIT		1,450	1,450	1,450
2,443	4,763	4,400	001-230-613520	STATE ASSESS, BLDG PERMIT		4,400	4,400	4,400
-	-	500	001-230-615000	NUISANCE ABATEMENT		500	500	500
11,075	7,499	9,000	001-230-623440	PLAN CHECK FEES		9,000	9,000	9,000
19,656	11,861	18,750	001-230-623450	BUILDING INSPECTION		18,750	18,750	18,750
6,414	3,991	5,625	001-230-623460	MECHANICAL INSPECTION		5,625	5,625	5,625
1,996	3,751	3,375	001-230-623470	PLUMBING INSPECTION		3,375	3,375	3,375
-	-	-	001-230-623480	EXCAVATION INSPECTION		-	-	-
11,420	9,083	9,000	001-230-623490	ELECTRICAL INSPECTION		9,000	9,000	9,000
-	-	300	001-230-623499	BUILD/ELEC PERMIT FINES		300	300	300
-	-	-	001-230-623580	REIMBURSED ENGINEERING SERVICE		-	-	-
4,119	-	5,000	001-230-623590	CONTRACTED SERVICES		5,000	5,000	5,000
58,643	42,335	57,400		TOTAL MATERIALS & SERVICES		57,400	57,400	57,400
80,514	53,542	69,855		TOTAL BUILDING INSPECTION		70,126	70,126	70,126



**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 21-22 Budget Highlights and Challenges**

Please review Fund 035.

**ANIMAL SHELTER  
001-240**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22		
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									
6,190	-	-	001-240-922000	FUND 035 TRANSFER		-	-	-	
6,190	-	-	TOTAL INTER-FUND TRANSFERS				-	-	-
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 55 vehicles, and several types of heavy equipment. (Police, Fire, Public Works, etc.)
- Approximately 30 acres of 6 City parks (which does not include multiple common areas)
- Approximately 19 miles of City streets
- 2 boat ramps

### FY 20-21 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

<b>FY 21-22 Budget Highlights and Challenges</b>
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- The Custodian/Park Maintenance staff will continue to perform trash removal, cleaning, and light maintenance at all City buildings as well as all parks as well as assistance with maintenance projects if time allows.
- Staff will perform mowing and maintenance of City landscape areas as well as City park sites as well as City street weed control and maintenance.
- City Mechanic will continue to assess, repair, and resolve vehicle issues on the aging City fleet.
- A combination of City staff and contracted services will perform spot and roadway paving throughout the City.
- Continued evaluation/maintenance and support of all City-owned buildings.
- Signage repair/replacement and installations as required.
- Continued levee maintenance and City dock maintenance.
- Continued safety equipment and procedure evaluation and improvements for public works staff.
- Daily assessment of work orders for City buildings and right-of-ways.

**PUBLIC SERVICES  
001-410**

FY 18-19	FY 19-20	FY 20-21				FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
PERSONNEL SERVICES								
14,988	19,128	15,095	001-410-511390	MAINTENANCE LEAD, SALARY	0.3	15,475	15,475	15,475
5,216	4,917	5,285	001-410-511410	PW DIRECTOR SALARY	0.08	5,850	5,850	5,850
15,750	16,223	16,160	001-410-511420	MECHANIC SALARY	0.31	17,050	17,050	17,050
5,335	6,808	5,375	001-410-511440	MAINT. WORKER/DOCKS	0.1	5,505	5,505	5,505
8,782	9,813	10,365	001-410-511450	MAINT. WORKER SALARY	0.24	11,450	11,450	11,450
22,006	24,420	18,570	001-410-511460	CUSTODIAN, SALARY	0.58	19,965	19,965	19,965
5,326	5,824	5,500	001-410-531010	FICA TAXES	0	5,900	5,900	5,900
6,707	9,007	14,500	001-410-531020	P E R S	0	13,000	13,000	13,000
3,540	3,177	6,500	001-410-531210	WORKER COMP INS.	0	6,500	6,500	6,500
21,577	25,346	29,465	001-410-531220	HEALTH INSURANCE	0	29,465	29,465	29,465
109,228	124,663	126,815		TOTAL PERSONNEL SERVICES	1.61	130,160	130,160	130,160
MATERIALS & SERVICES								
1,929	2,850	4,000	001-410-612050	DOCKS UTILITIES		4,000	4,000	4,000
795	1,122	1,500	001-410-612070	GARBAGE DISPOSAL		1,500	1,500	1,500
1,162	1,713	1,900	001-410-612080	WATER		1,900	1,900	1,900
224	193	200	001-410-612085	STORMWATER		200	200	200
1,909	3,591	5,000	001-410-612090	WASTEWATER		5,000	5,000	5,000
3,228	5,566	3,800	001-410-612100	ELECTRICITY		3,800	3,800	3,800
378	406	750	001-410-612251	CELL PHONE		750	750	750
4,502	7,096	6,500	001-410-614220	JANITORIAL SUPPLIES		6,500	6,500	6,500
1,415	367	5,000	001-410-614250	BUILDING MAINT. SUPPLIES		5,000	5,000	5,000
1,162	1,517	1,450	001-410-614335	NETWORK COMMUNICATION		1,450	1,450	1,450
775	808	500	001-410-614380	MISC. EQUIP MAINT		1,000	1,000	1,000
2,492	260	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
-	-	100	001-410-614560	TRAVEL/SUBSISTENCE		100	100	100
75	398	200	001-410-614570	TRAINING/CONFERENCES		200	200	200
683	1,176	1,000	001-410-614590	CITY BEAUTIFICATION		1,000	1,000	1,000
13,002	8,345	6,500	001-410-614640	PARK MAINTENANCE		6,500	6,500	6,500
1,219	1,283	1,000	001-410-614685	SAFETY		1,300	1,300	1,300
472	198	1,000	001-410-614900	OTHER SUPPLIES		1,000	1,000	1,000
822	420	1,500	001-410-615650	CITY SHOP SUPPLIES/MATERIALS		1,500	1,500	1,500
2,195	1,273	2,000	001-410-617300	VEHICLE OPERATION		2,000	2,000	2,000
3,140	3,230	4,500	001-410-617320	AUTOMOBILE FUEL		4,500	4,500	4,500
-	-	1,000	001-410-623530	CONTRACTED SERVICES		15,000	15,000	15,000
41,625	41,811	55,900		TOTAL MATERIALS & SERVICES		70,700	70,700	70,700
150,853	166,474	182,715		TOTAL PUBLIC SERVICES		200,860	200,860	200,860

# 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 20-21 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. Due to the pandemic and mandated closure of the center, funds raised from weekly bingo games were not viable. The Senior Center is focusing funding efforts on grant funds, fundraisers and donations to offset that deficit.

### FY 21-22 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 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
MATERIALS & SERVICES							
1,210	1,204	1,250	001-440-612070	GARBAGE DISPOSAL	1,250	1,250	1,250
293	127	300	001-440-612080	WATER	300	300	300
33	15	50	001-440-612085	STORMWATER	50	50	50
1,505	625	1,300	001-440-612090	WASTEWATER	1,300	1,300	1,300
13,468	14,176	14,000	001-440-612100	ELECTRICITY	14,000	14,000	14,000
375	200	400	001-440-614200	REFUND OF SR CTR USE FUND	400	400	400
656	1,223	800	001-440-614220	JANITORIAL SUPPLIES	800	800	800
1,764	1,678	2,500	001-440-614250	BUILDING MAINT, SUPPLIES	2,500	2,500	2,500
47	-	75	001-440-614300	OFFICE EQUIP/MAINT	75	75	75
19,352	19,249	20,675		TOTAL MATERIALS & SERVICES	20,675	20,675	20,675
19,352	19,249	20,675		TOTAL SENIOR CENTER	20,675	20,675	20,675

# City of Reedsport

## Streets Division Fund

### 002

#### PERSONNEL ASSIGNED TO THE FUND

0.77 FTE

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

### Organization and Mission

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

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

### FY 20-21 Year in Review

- Ongoing Street sweeping and mowing, and weed control.
- Multiple asphalt patching and repairs throughout the City were done by city crews.
- The second half of Frontage Rd was paved by a contractor.
- The north end of Winchester Avenue was paved with funding coming from an SCA grant.
- Riverfront Way was chip sealed to preserve the life of the road.

### FY 21-22 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.
- Pave the entrance and exit to Frontage road (22<sup>nd</sup> Street and Ranch Rd).
- Pave the second half of Winchester Avenue.
- Install multiple ADA curbs and sidewalk improvements along 22nd street and crosswalk areas.



**STREET FUND  
002-502**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
138,352	543,218	295,000	002-000-411100	BEGINNING FUND BALANCE	575,000	575,000	575,000
<b>REVENUE</b>							
51,775	63,205	51,000	002-000-413100	P.U.D. FRANCHISE	51,000	51,000	51,000
3,493	7,086	2,600	002-000-413200	TELEPHONE FRANCHISE	2,600	2,600	2,600
8,733	9,269	7,500	002-000-415100	INTEREST	2,000	2,000	2,000
-	-	50	002-000-415650	SALARY REIMBURSEMENTS	50	50	50
-	800	400	002-000-415660	INSURANCE REIMBURSEMENTS	400	400	400
1,330	5,748	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	-	-	-
302,411	284,158	300,000	002-000-421300	GAS TAX REFUND	300,000	300,000	300,000
36,768	38,513	37,000	002-000-421400	LOCAL GAS TAX	40,000	40,000	40,000
850,466	408,778	498,650		<b>TOTAL REVENUE</b>	496,150	496,150	496,150
988,818	951,996	793,650		<b>TOTAL RESOURCES</b>	1,071,150	1,071,150	1,071,150
<b>PERSONNEL SERVICES</b>							
9,909	9,726	7,675	002-502-511390	MAINTENANCE LEAD, SALARY	0.15	7,865	7,865
6,520	6,146	6,610	002-502-511410	PW DIRECTOR SALARY	0.1	7,308	7,308
11,178	11,513	11,500	002-502-511420	MECHANIC, SALARY	0.22	12,095	12,095
9,078	12,267	12,960	002-502-511450	MAINT. WORKER SALARY	0.3	14,312	14,312
73	-	1,000	002-502-521500	OVERTIME	0	1,000	1,000
2,802	3,019	2,980	002-502-531010	FICA TAXES	0	3,350	3,350
3,775	5,392	5,100	002-502-531020	P E R S	0	5,900	5,900
2,019	2,007	4,000	002-502-531210	WORKMEN'S COMP	0	4,000	4,000
10,682	12,084	12,350	002-502-531220	HEALTH INSURANCE	0	12,350	12,350
56,036	62,154	64,175		<b>TOTAL PERSONNEL SERVICES</b>	0.77	68,180	68,180
<b>MATERIALS &amp; SERVICES</b>							
83,416	90,922	96,000	002-502-612060	ELECTRICITY-ST. LIGHTS	96,000	96,000	96,000
12	-	100	002-502-612070	GARBAGE DISPOSAL	100	100	100
64	64	100	002-502-612080	WATER	100	100	100
12	12	30	002-502-612085	STORMWATER	30	30	30
80	92	150	002-502-612090	WASTEWATER	150	150	150
3,805	4,189	5,500	002-502-612100	ELECTRICITY	5,500	5,500	5,500
205	249	300	002-502-612251	PAGER/CELL PHONE	300	300	300
50	42	100	002-502-614000	POSTAGE	100	100	100
204	132	200	002-502-614100	OFFICE SUPPLY	200	200	200
163	176	400	002-502-614300	OFFICE EQUIP/MAINT	400	400	400
807	981	1,000	002-502-614330	COMPUTER OPERATION	1,000	1,000	1,000
369	475	650	002-502-614335	NETWORK COMMUNICATIONS	650	650	650
3,704	5,982	6,400	002-502-614390	BONDS AND INSURANCE	6,400	6,400	6,400
-	90	200	002-502-614560	TRAVEL/SUBSISTENCE	200	200	200
75	461	200	002-502-614570	TRAINING/CONFERENCES	200	200	200
537	359	300	002-502-614685	PROTECTIVE GEAR	300	300	300
197	164	750	002-502-614690	REQ'D PHYSICALS & EXAMS	750	750	750
2,053	762	6,500	002-502-614810	TRAFFIC PAINTING	6,500	6,500	6,500
10,563	8,974	12,000	002-502-614820	ST MAINT MATERIALS	12,000	12,000	12,000
5,661	1,488	7,500	002-502-614830	TRAFFIC SIGNS	7,500	7,500	7,500

**STREET FUND  
002-502**

FY 18-19	FY 19-20	FY 20-21				FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
223	10	-	002-502-614900	OTHER SUPPLIES		-	-	-
617	1,006	2,000	002-502-614950	MISC. TOOLS AND SUPPLIES		2,000	2,000	2,000
151	-	400	002-502-615590	DUES & FEES		400	400	400
-	-	-	002-502-615620	NON-CAPITAL EXPENSES		-	-	-
2,129	865	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
2,471	5,585	5,000	002-502-617300	VEHICLE MAINTENANCE		5,000	5,000	5,000
2,387	2,681	2,750	002-502-617320	VEHICLE FUEL		2,750	2,750	2,750
7,949	10,702	9,000	002-502-617370	HEAVY EQUIP MAINT		9,000	9,000	9,000
300	1,000	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
128,948	137,462	163,630		TOTAL MATERIALS & SERVICES		163,630	163,630	163,630
CAPITAL OUTLAY								
131,264	173,228	336,345	002-502-744370	STREET IMPROVEMENTS		350,000	350,000	350,000
-	-	15,000	002-502-744400	SHOP RESERVE		30,000	30,000	30,000
3,624	15,395	75,000	002-502-744500	EQUIPMENT/MACHINERY		75,000	75,000	75,000
17,337	9,850	-	002-502-744700	HWY 38 LIGHTING & LANDSCAPING		-	-	-
152,225	198,474	426,345		TOTAL CAPITAL OUTLAY		455,000	455,000	455,000
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
-	-	-	002-502-923010	TRANS OUT: FUND 026 EQUIP/MACH		-	-	-
-	-	-	002-502-923040	TRANSFER OUT: FUND 026 SHOP		-	-	-
-	-	-	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
88,220	90,000	90,000	002-502-924255	TRANSFER OUT: FUND 005 LEVEE		100,000	100,000	100,000
110,720	112,500	112,500		TOTAL INTER-FUND TRANSFERS		122,500	122,500	122,500
CONTINGENCY								
-	-	15,000	002-502-941000	CONTINGENCY		239,840	239,840	239,840
-	-	15,000		TOTAL CONTINGENCY		239,840	239,840	239,840
RESERVE ACCOUNT								
-	-	12,000	002-502-946000	PERS RESERVE		12,000	12,000	12,000
-	-	-	002-502-947000	VACCON RESERVE		10,000	10,000	10,000
-	-	12,000		TOTAL RESERVE ACCOUNT		22,000	22,000	22,000
447,929	510,590	793,650		TOTAL STREET FUND		1,071,150	1,071,150	1,071,150
988,818	951,996	793,650		TOTAL FUND REVENUS		1,071,150	1,071,150	1,071,150
540,890	441,407	-		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 20-21 Year in Review

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

# **City of Reedsport**

## **Water Utility Division Fund**

### **003**

- Installation of fourth phase of MXU radio reading devices on metered services in Reedsport. It has been noted that the meter reading time needed by staff is taking less time and is more efficient due to the new meters and MXU devices.
- Water meter reading and support for monthly billing and usage issues.
- Multiple water systems shut off valve replacements throughout the City which will continue.
- Numerous water line breaks and repairs after hours were performed in Reedsport and Winchester Bay.
- A ground-penetrating radar system was purchased to increase efficiency.

<b>FY 21-22 Budget Highlights and Challenges</b>
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- Multiple water system shut-off valve replacements throughout the City. This may also include pipe replacement.
- Installation of the fifth 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.
- Hawthorne and 20<sup>th</sup> waterline replacement.

**WATER UTILITY FUND  
003-503**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
207,921	1,192,475	818,000	003-000-411100	BEGINNING FUND BALANCE	850,000	850,000	850,000
<b>REVENUE</b>							
20,893	18,022	15,000	003-000-415100	INTEREST	7,500	7,500	7,500
3,169	7,187	4,000	003-000-415150	OTHER INTEREST	2,000	2,000	2,000
-	-	-	003-000-415650	SALARY REIMBURSEMENTS	-	-	-
250	2,387	1,000	003-000-415660	INSURANCE REIMBURSEMENTS	1,000	1,000	1,000
7,347	16,053	7,000	003-000-415750	WATER TAP FEES	7,000	7,000	7,000
-	-	-	003-000-415800	S O S DONATIONS	-	-	-
13,632	(10,458)	1,000	003-000-415900	MISCELLANEOUS	1,000	1,000	1,000
11,728	-	-	003-000-417000	SHSP GRANT	-	-	-
-	-	-	003-000-417060	TRANSFER IN: FUND 010 CLOSEOUT	-	-	-
806,939	-	-	003-000-417080	TRANSFER IN: FUND 029	-	-	-
-	-	67,400	003-000-417085	TRANSFER IN: FUND 016 LOAN	56,000	56,000	56,000
601,049	621,955	600,000	003-000-417100	REEDSPORT WATER FEES	600,000	600,000	600,000
33,853	34,498	32,500	003-000-417200	GARDINER WATER FEES	32,500	32,500	32,500
127,999	127,340	135,000	003-000-417300	WINCHESTER BAY WATER FEES	135,000	135,000	135,000
1,626,860	816,986	862,900		<b>TOTAL REVENUE</b>	842,000	842,000	842,000
1,834,781	2,009,461	1,680,900		<b>TOTAL RESOURCES</b>	1,692,000	1,692,000	1,692,000
<b>PERSONNEL SERVICES</b>							
-	-	-	003-503-511085	ADMIN ASSIST.SALARY	0	-	-
5,985	5,444	6,610	003-503-511100	FINANCE DIRECTOR	0.1	7,308	7,308
5,451	6,668	9,390	003-503-511170	AP/AR/PAYROLL	0.25	10,365	10,365
11,384	12,276	11,590	003-503-511180	UB CLERK/FINANCE ASSIST	0.3	10,817	10,817
3,202	3,459	3,755	003-503-511190	COURT CLERK/PLANNING SEC.	0.1	3,960	3,960
7,621	9,726	7,675	003-503-511390	MAINTENANCE LEAD, SALARY	0.15	7,865	7,865
22,820	21,512	23,125	003-503-511410	PW DIRECTOR SALARY	0.35	25,579	25,579
11,178	11,513	11,470	003-503-511420	MECHANIC, SALARY	0.22	12,095	12,095
50,991	52,332	53,640	003-503-511430	WATER LEAD WORKER SALARY	1	54,979	54,979
44,123	45,494	46,545	003-503-511440	WATER UTILITY OPERATOR	1	47,706	47,706
4,546	4,907	5,185	003-503-511450	MAINT. WORKER SALARY	0.12	5,725	5,725
-	-	-	003-503-511460	TEMP. WATER WORKER	0	-	-
37,885	40,890	42,400	003-503-511470	WATER WORKER SALARY	1	6,000	26,000
11,836	10,444	15,500	003-503-521500	OVERTIME	0	15,500	15,500
-	-	-	003-503-521600	COMPENSATED ABSENCES	0	15,000	15,000
16,562	17,123	18,125	003-503-531010	FICA TAXES	0	16,500	16,500
22,241	31,666	35,000	003-503-531020	P E R S	0	32,000	32,000
7,117	10,387	13,000	003-503-531210	WORKMEN'S COMP	0	12,000	12,000
62,307	69,322	85,000	003-503-531220	HEALTH INSURANCE	0	80,000	80,000
325,248	353,160	388,010		<b>TOTAL PERSONNEL SERVICES</b>	4.59	363,399	383,399
<b>MATERIALS &amp; SERVICES</b>							
-	-	200	003-503-612070	GARBAGE	200	200	200
64	64	100	003-503-612080	WATER	100	100	100
12	12	50	003-503-612085	STORMWATER	50	50	50
80	92	100	003-503-612090	WASTEWATER	100	100	100
49,598	50,251	60,000	003-503-612100	ELECTRICITY	60,000	60,000	60,000
1,192	1,210	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**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
-	1,596	5,000	003-503-613410	OTHER LEGAL SERV, LITIGAT	5,000	5,000	5,000
6,269	3,488	3,000	003-503-614000	POSTAGE	3,000	3,000	3,000
2,540	1,665	2,500	003-503-614100	OFFICE SUPPLY	2,500	2,500	2,500
1,324	73	1,000	003-503-614250	BUILDING MAINT, SUPPLIES	1,000	1,000	1,000
2,266	1,916	2,300	003-503-614300	OFFICE EQUIP MAINT	2,300	2,300	2,300
7,577	5,254	9,000	003-503-614330	COMPUTER OPERATION	9,000	9,000	9,000
4,423	4,825	6,000	003-503-614335	NETWORK COMMUNICATIONS	6,000	6,000	6,000
18,694	18,288	25,300	003-503-614390	BONDS AND INSURANCE	25,300	25,300	25,300
235	93	500	003-503-614560	TRAVEL/SUBSISTENCE	500	500	500
835	1,665	2,500	003-503-614570	TRAINING/CONFERENCES	2,500	2,500	2,500
878	875	1,000	003-503-614685	PROTECTIVE GEAR	1,000	1,000	1,000
78	110	1,000	003-503-614690	REQ'D PHYSICALS & EXAMS	1,000	1,000	1,000
21,089	9,483	17,500	003-503-614840	WATER PLANT MAINTENANCE	17,500	17,500	17,500
35,532	31,349	45,000	003-503-614850	LINE/PUMP MAINTENANCE	65,000	65,000	65,000
18,533	17,529	20,000	003-503-614860	WATER TESTING, LAB. SUPPL	20,000	20,000	20,000
5,981	5,305	6,000	003-503-614870	CHEMICALS	10,000	10,000	10,000
17,152	17,919	20,000	003-503-614890	WATER TAP MATERIALS	20,000	20,000	20,000
298	2,725	-	003-503-614900	OTHER SUPPLIES	-	-	-
3,799	1,318	3,250	003-503-614950	MISC. TOOLS AND SUPPLIES	3,250	3,250	3,250
1,534	1,603	1,800	003-503-614980	FIRE PROTECTION	1,800	1,800	1,800
12,199	13,592	14,000	003-503-615310	BANK FEES	14,000	14,000	14,000
1,994	791	2,200	003-503-615590	DUES & FEES	2,200	2,200	2,200
515	-	1,500	003-503-615595	LICENSES & PERMITS	1,500	1,500	1,500
1,010	825	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
5,157	4,080	5,000	003-503-617300	VEHICLE MAINTENANCE	5,000	5,000	5,000
6,199	6,052	8,000	003-503-617320	AUTOMOBILE FUEL	8,000	8,000	8,000
5,123	2,339	6,000	003-503-617370	HEAVY EQUIP MAINT	6,000	6,000	6,000
2,000	5,000	5,000	003-503-621400	AUDIT FEES	5,000	5,000	5,000
20,215	5,438	7,200	003-503-623530	CONTRACTED SERVICES	43,600	43,600	5,000
-	-	-	003-503-623580	CONTRACT ENGINEERING SERVICE	-	-	-
-	-	-	003-503-630000	ASSET DISPOSAL	-	-	-
254,700	216,824	288,000		<b>TOTAL MATERIALS &amp; SERVICES</b>	348,400	348,400	309,800
<b>CAPITAL OUTLAY</b>							
-	40	30,000	003-503-746000	SHOP RESERVE	30,000	30,000	30,000
833	23,795	75,000	003-503-746100	MACHINERY/EQUIPMENT	75,000	75,000	75,000
31,530	44,409	544,590	003-503-746200	WATER PLANT IMPROVEMENTS	458,499	438,499	438,499
35,274	56,241	250,000	003-503-746450	WATER SYSTEM IMPROVEMENTS	301,402	301,402	301,402
8,370	11,142	10,500	003-503-746500	METER UPGRADES	10,500	10,500	10,500
76,007	135,628	910,090		<b>TOTAL CAPITAL OUTLAY</b>	875,401	855,401	855,401
<b>INTER-FUND TRANSFERS</b>							
41,900	41,900	41,900	003-503-921000	TRANSFER OUT: FUND 001 ADMIN	41,900	41,900	41,900
3,000	3,000	3,000	003-503-921100	TRANSFER OUT: FUND 001 DISPATCH	3,000	3,000	3,000
1,250	1,250	1,250	003-503-921500	TRANS OUT: FUND 001 EDUCATION	1,250	1,250	1,250
-	-	-	003-503-922000	TRANSFER OUT: FUND 025 BOAT	-	-	-
-	500,000	-	003-503-922500	TRANSFER OUT: LOAN TO FUND 016	-	-	-
-	-	-	003-503-923000	TRANSFER OUT: FUND 029 IMPROVE	-	-	-
-	-	-	003-503-923040	TRANSFER OUT: FUND 029 SHOP	-	-	-
46,150	546,150	46,150		<b>TOTAL INTER-FUND TRANSFERS</b>	46,150	46,150	46,150

**WATER UTILITY FUND  
003-503**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>CONTINGENCY</b>							
-	-	15,000	003-503-941000	CONTINGENCY	15,000	15,000	15,000
-	-	15,000		<b>TOTAL CONTINGENCY</b>	15,000	15,000	15,000
<b>RESERVE ACCOUNT</b>							
-	-	33,650	003-503-946000	PERS RESERVE	33,650	33,650	33,650
-	-	-	003-503-947000	VACCON RESERVE	10,000	10,000	10,000
-	-	33,650		<b>TOTAL RESERVE ACCOUNT</b>	43,650	43,650	43,650
702,106	1,251,763	1,680,900		<b>TOTAL WATER UTILITY FUND</b>	1,692,000	1,692,000	1,692,000
1,834,781	2,009,461	1,680,900		<b>TOTAL FUND REVENUES</b>	1,692,000	1,692,000	1,692,000
1,132,675	757,698	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

# 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

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

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

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



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

<b>FY 20-21 Year in Review</b>
--------------------------------

- Cleaned 8 miles of sewer main lines.
- Hauled and land applied approximately 374,000 gallons of bio-solids.
- Performed video inspection and recording of 1.8 miles of sewer main lines.
- 723 lineal feet of sewer pipe and was relined.
- 9 manholes have been refurbished and re-grouted to eliminate infiltration of groundwater.
- Afterhours call-outs and contracted community assistance were rendered concerning sewer obstruction issues and investigation.
- City has been receiving revenue from Douglas County and Industrial Harbor as per leachate agreement.
- The debt to DEQ was paid off which will save the city \$450,000 in interest.

<b>FY 21-22 Budget Highlights and Challenges</b>
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- Continued cleaning of sewer main lines.
- Continuing production and land application of bio-solids from the sewer plant.
- Continued video inspection and recording of sewer main lines.
- Relining of multiple compromised sewer line sections.
- Manhole inspection and refurbishment to eliminate infiltration of groundwater.
- Work at refurbishing pumps and pump motors.
- City crews will be working with a local engineer for the planning of the Forest Hills WW station replacement along with the 22<sup>nd</sup> street force main.
- City crews will be doing an extension of the Hawthorne Ave sewer line for the development of the 16<sup>th</sup> street apartment complex.
- A new HVAC system will be installed at the sewer plant in the load center building to ensure a constant temperature on the operating system.

**WASTEWATER UTILITY FUND  
004-504**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Account</b>	<b>Description</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>			<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
408,984	3,743,551	2,842,405	004-000-411100	BEGINNING FUND BALANCE	1,800,000	1,800,000	1,800,000
<b>REVENUES</b>							
75,955	61,014	30,000	004-000-415100	INTEREST	15,000	15,000	15,000
5,348	3,037	4,500	004-000-415150	OTHER INTEREST	2,000	2,000	2,000
-	2,462	1,500	004-000-415660	INSURANCE REIMBURSEMENTS	1,500	1,500	1,500
(6,142)	(452)	500	004-000-415900	MISCELLANEOUS	500	500	500
7,835	7,875	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	-	-	-
-	-	150,000	004-000-418065	TRANSFER IN: FUND 016 LOAN	112,000	112,000	112,000
-	-	-	004-000-418070	TRANSFER IN: FUND 021 SDCS	-	-	-
2,375,213	-	-	004-000-418080	TRANSFER IN: FUND 024 CLOSEOUT	-	-	-
1,703,547	1,722,773	1,690,000	004-000-418100	REEDSPORT WASTEWATER FEES	1,690,000	1,690,000	1,690,000
137,610	143,207	132,000	004-000-418200	GARDINER WASTEWATER FEES	132,000	132,000	132,000
69,763	65,377	47,000	004-000-418300	DOUGLAS COUNTY LEACHATE	47,000	47,000	47,000
-	-	500	004-000-418400	SEPTAGE FEES	500	500	500
-	-	120,000	004-000-423530	RV DUMP GRANT	-	-	120,000
-	-	-	004-000-423540	CDBG GRANT	200,000	200,000	-
5,298,702	2,005,293	2,182,000		<b>TOTAL REVENUS</b>	2,206,500	2,206,500	2,126,500
5,707,686	5,748,844	5,024,405		<b>TOTAL RESOURCES</b>	4,006,500	4,006,500	3,926,500
<b>PERSONNEL SERVICES</b>							
-	-	-	004-504-511085	ADMIN ASSIST, SALARY	0	-	-
5,985	5,444	6,610	004-504-511100	FINANCE DIR. SALARY	0.1	7,308	7,308
11,384	12,276	11,590	004-504-511180	UB CLERK/FINANCE ASSIST	0.3	10,817	10,817
3,202	3,459	3,755	004-504-511185	COURT CLERK/PLANNING SEC.	0.1	3,960	3,960
5,451	6,668	9,390	004-504-511190	AP/AR/PAYROLL	0.25	10,365	10,365
7,621	9,726	7,675	004-504-511390	MAINTENANCE LEAD, SALARY	0.15	7,865	7,865
22,819	21,512	23,125	004-504-511410	PW DIRECTOR SALARY	0.35	25,579	25,579
11,178	11,513	11,470	004-504-511420	MECHANIC, SALARY	0.22	12,095	12,095
55,947	57,488	58,930	004-504-511430	WASTEWATER LEAD WORKER	1	60,393	60,393
46,343	31,819	46,925	004-504-511440	WASTEWATER UTILITY OPERATOR	1	50,006	50,006
6,000	5,946	7,500	004-504-511445	PART TIME SALARY	0.18	7,500	7,500
4,546	4,907	5,185	004-504-511450	MAINT. WORKER SALARY	0.12	5,725	5,725
40,960	51,558	46,925	004-504-511470	WASTEWATER WORKER SALARY	1	34,997	34,997
11,564	12,650	15,500	004-504-521500	OVERTIME	0	16,000	16,000
-	-	-	004-504-521600	COMPENSATED ABSENCES	0	-	-
17,784	17,912	19,600	004-504-531010	FICA TAXES	0	19,600	19,600
18,646	26,842	33,200	004-504-531020	P E R S	0	36,000	36,000
7,318	7,891	10,000	004-504-531210	WORKMEN'S COMP	0	10,000	10,000
61,715	68,064	75,000	004-504-531220	HEALTH INSURANCE	0	75,000	75,000
338,463	355,673	392,380		<b>TOTAL PERSONNEL SERVICES</b>	4.77	393,210	393,210
<b>MATERIALS &amp; SERVICES</b>							
1,881	1,943	2,100	004-504-612070	GARBAGE DISPOSAL	2,100	2,100	2,100
1,057	1,073	1,200	004-504-612080	WATER	1,200	1,200	1,200
48	48	50	004-504-612085	STORMWATER	50	50	50
80	103	100	004-504-612090	WASTEWATER	100	100	100

**WASTEWATER UTILITY FUND  
004-504**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
78,933	79,863	82,000	004-504-612100	ELECTRICITY	82,000	82,000	82,000
-	-	-	004-504-612250	TELEPHONE	-	-	-
1,138	1,189	1,650	004-504-612251	PAGER/CELL PHONE	1,650	1,650	1,650
169	64	1,300	004-504-613300	LEGAL ADVERTISING	1,300	1,300	1,300
-	1,596	5,000	004-504-613410	OTHER LEGAL SERV, LITIGAT	5,000	5,000	5,000
4,688	2,688	3,000	004-504-614000	POSTAGE	3,000	3,000	3,000
2,446	1,951	2,200	004-504-614100	OFFICE SUPPLY	2,200	2,200	2,200
-	-	-	004-504-614200	REFUND OF DEPOSIT	-	-	-
2,496	1,916	2,000	004-504-614300	OFFICE EQUIP MAINT	2,000	2,000	2,000
7,334	12,039	9,000	004-504-614330	COMPUTER OPERATION	9,000	9,000	9,000
2,546	3,159	3,500	004-504-614335	NETWORK COMMUNICATIONS	3,500	3,500	3,500
29,590	28,014	38,000	004-504-614390	BONDS AND INSURANCE	38,000	38,000	38,000
304	1,023	2,000	004-504-614560	TRAVEL/SUBSISTENCE	2,000	2,000	2,000
1,607	2,049	2,000	004-504-614570	TRAINING/CONFERENCES	2,000	2,000	2,000
957	2,079	1,500	004-504-614685	PROTECTIVE GEAR	1,500	1,500	1,500
87	375	1,000	004-504-614690	REQ'D PHYSICALS & EXAMS	1,000	1,000	1,000
22,212	25,367	25,000	004-504-614840	WASTEWATER PLANT MAINT	28,000	28,000	28,000
12,254	6,335	15,000	004-504-614860	WATER TESTING, LAB. SUPPL	15,000	15,000	15,000
32,299	36,892	35,000	004-504-614870	CHEMICALS	40,000	40,000	40,000
17,673	19,913	34,000	004-504-614880	SLUDGE DISPOSAL	34,000	34,000	34,000
40,889	28,997	38,000	004-504-614890	LINE/PUMP MAINTENANCE	38,000	38,000	38,000
757	22	-	004-504-614900	OTHER SUPPLIES	-	-	-
-	105	3,000	004-504-614950	MISC TOOLS & SUPPLIES	3,000	3,000	3,000
12,187	13,592	14,000	004-504-615310	BANK FEES	14,000	14,000	14,000
1,902	1,074	2,000	004-504-615590	DUES & FEES	2,000	2,000	2,000
2,538	3,824	4,500	004-504-615595	LICENSES & PERMITS	5,500	5,500	5,500
-	209	-	004-504-615620	NON-CAPITAL EXPENSES	-	-	-
1,105	1,144	1,500	004-504-615650	CITY SHOPS SUPPLIES/MATERIALS	1,500	1,500	1,500
4,957	2,877	4,000	004-504-617300	VEHICLE MAINTENANCE	4,000	4,000	4,000
4,351	5,055	8,000	004-504-617320	VEHICLE FUEL	8,000	8,000	8,000
7,894	2,453	8,000	004-504-617370	HEAVY EQUIP MAINT	8,000	8,000	8,000
2,300	5,000	5,000	004-504-621400	AUDIT FEES	5,000	5,000	5,000
44,000	41,740	40,000	004-504-621450	DEQ FINANCE FEES	40,000	40,000	40,000
53,384	57,951	60,000	004-504-623500	GSD COLLECTION PAYMENT	60,000	60,000	60,000
-	4,602	7,200	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	-	-	-
396,063	398,326	466,800		<b>TOTAL MATERIALS &amp; SERVICES</b>	475,800	475,800	475,800
<b>CAPITAL OUTLAY</b>							
-	-	-	004-504-725500	WASTEWATER RESERVE	-	-	-
2,093	-	-	004-504-746400	WASTEWATER IMPROVEMENTS	-	-	-
-	-	200,000	004-504-746500	RV DUMP EXPENSES	-	-	375,000
-	40	15,000	004-504-923060	SHOP RESERVE	30,000	30,000	30,000
55,812	35,162	75,000	004-504-923065	EQUIPMENT/MACHINERY	75,000	75,000	75,000
-	-	-	004-504-923070	STORM DRAIN IMPROVEMENTS	-	-	-
2,048	83,453	323,623	004-504-923080	WASTEWATER PLANT IMPROVEMENTS	300,000	300,000	300,000
188,726	97,792	300,000	004-504-923090	WASTEWATER SYSTEM IMPROVEMENTS	300,000	300,000	300,000
-	-	-	004-504-923091	FOREST/22ND IMPROVEMENTS	200,000	200,000	200,000
6,278	6,345	10,500	004-504-923095	METER UPGRADES	10,500	10,500	10,500
254,956	222,793	924,123		<b>TOTAL CAPITAL OUTLAY</b>	915,500	915,500	1,290,500

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

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>DEBT SERVICE</b>							
348,956	355,264	-	004-504-621410	DEQ DEBT - PRINCIPAL	-	-	-
124,418	118,110	-	004-504-621420	DEQ DEBT - INTEREST	-	-	-
100,000	100,000	-	004-504-621430	DEQ DEBT - ADDTL PRINCIPAL PMT	-	-	-
67,946	71,112	-	004-504-621460	IFA DEBT - PRINCIPAL	-	-	-
86,301	83,135	-	004-504-621470	IFA DEBT - INTEREST	-	-	-
-	-	360,260	004-504-911300	DEQ DEBT - PRINCIPAL	360,260	360,260	360,260
-	-	100,000	004-504-911305	DEQ DEBT - ADDTL PRINCIPAL PMT	100,000	100,000	100,000
-	-	114,000	004-504-911310	DEQ DEBT - INTEREST	114,000	114,000	114,000
-	-	1,712,892	004-504-911315	IFA DEBT - PRINCIPAL	-	-	-
-	-	80,000	004-504-911320	IFA DEBT - INTEREST	-	-	-
727,621	727,621	2,367,152		<b>TOTAL DEBT SERVICE</b>	574,260	574,260	574,260
<b>INTER-FUND TRANSFER</b>							
71,000	71,000	71,000	004-504-921000	TRANSFER OUT: FUND 001 ADMIN	71,000	71,000	71,000
3,000	3,000	3,000	004-504-921100	TRANS OUT: FUND 001 DISPATCH	3,000	3,000	3,000
4,000	4,000	4,000	004-504-921400	TRANSFER OUT: FUND 001 GSD	4,000	4,000	4,000
1,250	1,250	1,250	004-504-921500	TRANS OUT: FUND 001 EDUCATION	1,250	1,250	1,250
10,000	10,000	10,000	004-504-921600	TRANSFER OUT: FUND 005 STORM	10,000	10,000	10,000
-	-	-	004-504-922000	TRANSFER OUT: FUND 025 BOAT	-	-	-
-	-	-	004-504-923040	TRANSFER OUT: FUND 024 SHOP	-	-	-
-	-	-	004-504-924250	TRANSFER OUT: FUND 005 STORM	-	-	-
-	-	-	004-504-925200	TRANSFER OUT: FUND 012 DEBT	-	-	-
-	-	-	004-504-925250	TRANSFER OUT: FUND 012 SUPP	-	-	-
-	-	-	004-504-925300	TRANSFER OUT: FUND 013 DEBT	-	-	-
228,000	772,000	-	004-504-925400	TRANSFER OUT: FUND 016 LOAN	-	-	-
-	-	-	004-504-926000	TRANSFER OUT: FUND 024 CAPITAL	-	-	-
317,250	861,250	89,250		<b>TOTAL INTER-FUND TRANSFERS</b>	89,250	89,250	89,250
<b>SDC'S</b>							
-	-	-	004-504-930000	SDC - WASTEWATER	-	-	-
-	-	-		<b>TOTAL SDC'S</b>	-	-	-
<b>CONTINGENCY</b>							
-	-	15,000	004-504-941000	CONTINGENCY	778,780	778,780	323,780
-	-	15,000		<b>TOTAL CONTINGENCY</b>	778,780	778,780	323,780
<b>RESERVE ACCOUNT</b>							
-	-	236,700	004-504-945000	DEQ RESERVE ACCOUNT	236,700	236,700	236,700
-	-	33,000	004-504-946000	PERS RESERVE	33,000	33,000	33,000
-	-	-	004-504-947000	VACCON RESERVE	10,000	10,000	10,000
-	-	269,700		<b>TOTAL RESERVE ACCOUNT</b>	279,700	279,700	279,700

**WASTEWATER UTILITY FUND  
004-504**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
<b>UNAPPROPRIATED</b>							
-	-	500,000	004-504-952000	UNAPPROP FUND BAL	500,000	500,000	500,000
-	-	500,000		<b>TOTAL UNAPPROP FUND BALANCE</b>	500,000	500,000	500,000
2,034,353	2,565,663	5,024,405		<b>TOTAL WASTEWATER UTILITY FUND</b>	4,006,500	4,006,500	3,926,500
5,707,686	5,748,844	5,024,405		<b>TOTAL FUND REVENUES</b>	4,006,500	4,006,500	3,926,500
3,673,334	3,183,182	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

# City of Reedsport

## Storm Drain Division Fund

### 005

#### PERSONNEL ASSIGNED TO THE FUND

.32 FTE

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

#### Organization and Mission

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

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

#### FY 20-21 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.

- 7<sup>th</sup> and 12<sup>th</sup> street pump stations were upgraded to two new pumps, new outfalls, and new SCADA systems via a FEMA grant.
- 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 21-22 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 a new pump at Elm street pump stations.

**STORMWATER UTILITY FUND  
005-505**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
41,671	628,874	275,300	005-000-411100	BEGINNING FUND BALANCE		305,000	305,000	305,000
REVENUE								
11,129	10,398	4,500	005-000-415100	INTEREST		2,000	2,000	2,000
347	(59)	200	005-000-415150	OTHER INTEREST		-	-	-
-	310	50	005-000-415660	INSURANCE REIMBURSEMENTS		50	50	50
50,676	3,091	100	005-000-415900	MISCELLANEOUS		100	100	100
242,500	30,000	-	005-000-417055	TRANSFER IN: FUND 001 LEVEE		-	-	-
88,220	90,000	90,000	005-000-417060	TRANSFER IN: FUND 002 LEVEE		100,000	100,000	100,000
10,000	10,000	10,000	005-000-417065	TRANSFER IN: FUND 002 STORM		10,000	10,000	10,000
10,000	10,000	10,000	005-000-417070	TRANSFER IN: FUND 004 STORM		10,000	10,000	10,000
259,547	-	-	005-000-417080	TRANSFER IN: FUND 027		-	-	-
72,414	71,583	72,000	005-000-417100	STORM WATER FEES		72,000	72,000	72,000
-	61,481	307,000	005-000-451210	FEMA GRANT: PUMP STATIONS		-	-	-
-	88,834	-	005-000-451300	STATE LEVY VOID GRANT		-	-	-
99,900	-	-	005-000-451620	FEMA GRANT: BCA		-	-	-
-	-	-	005-000-451650	FEMA GRANT: LEVEE REHAB		500,000	500,000	500,000
-	-	-	005-000-451655	TIDE GATE GRANT		100,000	100,000	100,000
844,732	375,638	493,850		TOTAL REVENUES		794,150	794,150	794,150
886,403	1,004,513	769,150		TOTAL RESOURCES		1,099,150	1,099,150	1,099,150
PERSONNEL SERVICES								
6,520	6,146	6,610	005-505-511410	PW DIRECTOR SALARY	0.1	7,310	7,310	7,310
1,016	1,047	1,050	005-505-511420	MECHANIC SALARY	0.02	1,100	1,100	1,100
7,577	8,178	8,640	005-505-511450	MAINT. WORKER SALARY	0.2	9,545	9,545	9,545
-	127	500	005-505-511500	OVERTIME	0	500	500	500
1,146	1,171	1,250	005-505-531010	FICA TAXES	0	1,420	1,420	1,420
1,241	1,664	2,150	005-505-531020	PERS	0	2,600	2,600	2,600
1,008	869	1,300	005-505-531210	WORKMEN'S COMP.	0	1,300	1,300	1,300
4,623	5,482	6,000	005-505-531220	HEALTH INSURANCE	0	6,100	6,100	6,100
23,132	24,685	27,500		TOTAL PERSONNEL SERVICES	0.32	29,875	29,875	29,875
MATERIALS & SERVICES								
12,794	10,414	13,000	005-505-612100	ELECTRICITY		13,000	13,000	13,000
207	189	300	005-505-612251	PAGER/CELL PHONE		300	300	300
50	42	100	005-505-614000	POSTAGE		100	100	100
85	229	100	005-505-614100	OFFICE SUPPLY		100	100	100
75	30	100	005-505-614300	OFFICE EQUIP/ MAINT		100	100	100
205	750	750	005-505-614330	COMPUTER SERVICES		750	750	750
204	263	300	005-505-614335	NETWORK COMMUNICATIONS		300	300	300
2,147	905	2,300	005-505-614390	BONDS AND INSURANCE		2,300	2,300	2,300
-	-	125	005-505-614560	TRAVEL/SUBSISTENCE		125	125	125
150	138	500	005-505-614570	TRAINING/CONFERENCES		500	500	500
20	42	50	005-505-614685	PROTECTIVE GEAR		50	50	50
-	5	250	005-505-614690	REQ'D PHYSICALS & EXAMS		250	250	250
-	-	150	005-505-614860	WATER TESTING, LAB. SUPPLIES		150	150	150
2,576	928	9,600	005-505-614880	LINE MAINTENANCE		9,600	9,600	9,600
-	449	5,000	005-505-614882	OTHER STORM DRAIN MAINTENANCE		5,000	5,000	5,000
1,017	2,642	8,000	005-505-614890	PUMP MAINTENANCE		8,000	8,000	8,000
480	-	1,000	005-505-614900	OTHER SUPPLIES		1,000	1,000	1,000

**STORMWATER UTILITY FUND  
005-505**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
-	86	250	005-505-615650	CITY SHOP SUPPLIES/MATERIALS	250	250	250
4,054	16	500	005-505-617300	VEHICLE OPERATION	500	500	500
959	1,181	2,325	005-505-617320	VEHICLE FUEL	2,325	2,325	2,325
140	300	300	005-505-621400	AUDIT FEES	300	300	300
25,162	18,610	45,000		<b>TOTAL MATERIALS &amp; SERVICES</b>	45,000	45,000	45,000
<b>CAPITAL OUTLAY</b>							
2,791	-	-	005-505-744500	EQUIPMENT & MACHINERY	-	-	-
59,643	761	5,000	005-505-746750	STORM DRAIN IMPROVEMENTS	5,000	5,000	5,000
3,405	72,787	15,000	005-505-746760	STORM WATER IMPROVEMENTS	15,000	15,000	15,000
-	79,350	285,000	005-505-746780	STORMWATER LEVEE MAINT.	887,625	887,625	887,625
3,175	434,588	375,000	005-505-747050	FEMA GRANT: PUMP STATIONS	-	-	-
147,423	-	-	005-505-747100	FEMA GRANT: BCA	-	-	-
-	-	-	005-505-747200	DESIGN TIDE GATE (GRANT)	100,000	100,000	100,000
216,437	587,486	680,000		<b>TOTAL CAPITAL OUTLAY</b>	1,007,625	1,007,625	1,007,625
<b>INTER-FUND TRANSFERS</b>							
1,850	1,850	1,850	005-505-921000	TRANSFER OUT: FUND 001 ADMIN	1,850	1,850	1,850
-	-	-	005-505-924250	TRANSFER OUT: FUND 027	-	-	-
1,850	1,850	1,850		<b>TOTAL INTER-FUND TRANSFERS</b>	1,850	1,850	1,850
<b>CONTINGENCY</b>							
-	-	6,800	005-505-941000	CONTINGENCY	6,800	6,800	6,800
-	-	6,800		<b>TOTAL CONTINGENCY</b>	6,800	6,800	6,800
<b>RESERVE ACCOUNT</b>							
-	-	8,000	005-505-946000	PERS RESERVE	8,000	8,000	8,000
-	-	8,000		<b>TOTAL RESERVE ACCOUNT</b>	8,000	8,000	8,000
266,581	632,630	769,150		<b>TOTAL STORMWATER UTILITY FUND</b>	1,099,150	1,099,150	1,099,150
886,403	1,004,513	769,150		<b>TOTAL FUND REVENUES</b>	1,099,150	1,099,150	1,099,150
619,822	371,883	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-



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

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

<b>FY 20-21 Year in Review</b>
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No activity was noted during fiscal year 2020-21; however, the City continues to plan for the Deans To Dunes Trail, which may require future funds from this budget.

<b>FY 21-22 Budget Highlights and Challenges</b>
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The fund will continue to collect funds for future projects, such as the Deans to Dunes Trail & the Levee Loop Trail.

**BICYCLE/FOOTPATH FUND  
007-507**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
45,291	49,023	51,500	007-000-411100	BEGINNING FUND BALANCE		52,000	52,000	52,000
REVENUE								
954	924	900	007-000-415100	INTEREST		900	900	900
2,777	2,970	3,200	007-000-421300	GAS TAX REFUND		3,200	3,200	3,200
3,731	3,895	4,100		TOTAL REVENUE		4,100	4,100	4,100
49,022	52,918	55,600		TOTAL RESOURCES		56,100	56,100	56,100
CAPITAL OUTLAY								
-	-	55,600	007-507-734350	TRAILS AND FOOTPATHS		56,100	56,100	56,100
-	-	-	007-507-744370	LEVEE TRAIL GRANT MATCH		-	-	-
-	-	55,600		TOTAL CAPITAL OUTLAY		56,100	56,100	56,100
-	-	55,600		TOTAL BICYCLE/FOOTPATH FUND		56,100	56,100	56,100
49,022	52,918	55,600		TOTAL FUND REVENUES		56,100	56,100	56,100
49,022	52,918	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

**City of Reedsport**  
**Wastewater DEQ Loan Debt Fund**  
**012**

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

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.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

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

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

<b>FY 18-19 Actuals</b>	<b>FY 19-20 Actuals</b>	<b>FY 20-21 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>FY 21-22 Proposed</b>	<b>FY 21-22 Approved</b>	<b>FY 21-22 Adopted</b>
826,110	-	-	012-000-411100	BEGINNING FUND BALANCE		-	-	-
				<b>REVENUE</b>				
-	-	-	012-000-415100	INTEREST		-	-	-
-	-	-	012-000-451610	FUND 004 DEQ DEBT		-	-	-
-	-	-	012-000-451620	FUND 004 DEQ DEBT SUPPLEMENT		-	-	-
-	-	-		<b>TOTAL REVENUE</b>		-	-	-
826,110	-	-		<b>TOTAL RESOURCES</b>		-	-	-
				<b>DEBT SERVICE</b>				
-	-	-	012-512-911300	BOND PRINCIPAL		-	-	-
-	-	-	012-512-911305	PRINCIPAL SUPPLEMENT		-	-	-
-	-	-	012-512-911310	BOND INTEREST		-	-	-
-	-	-		<b>TOTAL DEBT SERVICE</b>		-	-	-
				<b>INTER-FUND TRANSFERS</b>				
826,110	-	-	012-512-920000	TRANSFER OUT: FUND 004 CLOSE		-	-	-
826,110	-	-		<b>TOTAL INTER-FUND TRANSFERS</b>		-	-	-
				<b>RESERVE ACCOUNT</b>				
-	-	-	012-512-951500	DEQ DEBT RESERVE FUND		-	-	-
-	-	-		<b>TOTAL RESERVE ACCOUNT</b>		-	-	-
				<b>UNAPPROPRIATED</b>				
-	-	-	012-512-952000	UNAPPROP FUND BAL		-	-	-
-	-	-		<b>TOTAL UNAPPRP FUND BALANCE</b>		-	-	-
826,110	-	-		<b>TOTAL WASTEWATER DEQ LOAN DEBT FUND</b>		-	-	-
826,110	-	-		<b>TOTAL FUND REVENUES</b>		-	-	-
-	-	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		-	-	-

**City of Reedsport**  
**Wastewater IFA**  
**Loan Debt Fund**  
**013**

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

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.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

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

**WASTEWATER IFA DEBT FUND  
013-513**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>
103,464	-	-	013-000-411100	BEGINNING FUND BALANCE		-	-
				<b>REVENUE</b>			
-	-	-	013-000-415100	INTEREST		-	-
-	-	-	013-000-451610	FUND 004 IFA DEBT		-	-
-				<b>TOTAL REVENUE</b>		-	-
103,464	-	-		<b>TOTAL RESOURCES</b>		-	-
				<b>DEBT SERVICE</b>			
-	-	-	013-513-911300	LOAN PRINCIPAL		-	-
-	-	-	013-513-911310	LOAN INTEREST		-	-
-	-	-		<b>TOTAL DEBT SERVICE</b>		-	-
				<b>INTER-FUND TRANSFERS</b>			
103,464	-	-	013-513-920000	TRANSFER OUT: FUND 004 CLOSE		-	-
103,464	-	-		<b>TOTAL INTER-FUND TRANSFERS</b>		-	-
				<b>UNAPPROPRIATED</b>			
-	-	-	013-513-952000	UNAPPROP FUND BALANCE		-	-
-	-	-		<b>TOTAL UNAPPROPRIATED</b>		-	-
103,464	-	-		<b>TOTAL WASTEWATER IFA DEBT FUND</b>		-	-
103,464	-	-		<b>TOTAL RESOURCES</b>		-	-
-	-	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		-	-

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

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

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

<b>FY 20-21 Year in Review</b>
--------------------------------

Volunteer firefighters have been accepting donations of refundable bottles and cans from the public. Money raised is used exclusively to purchase and replace worn out equipment. This ongoing project is very successful.

We received money from an Oregon Emergency Management grant to purchase 21 tables for use at Station 2, (Western Douglas County Emergency Operations Center).

A state of the art camera surveillance system was installed at Station 2 to protect fire equipment from theft.

New NFPA regulations pertaining to the proper washing of personal protective equipment, prompted the FD to purchase a commercial style washer and drying system for Station 2 that will properly decontaminate our turnouts and equipment.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

A \$15,000 transfer from the General Fund for future fire vehicle replacement is budgeted again in FY 2021-2022. Our main challenge is the increasing cost of equipment and personal protective equipment due to increasing standards and regulations mandated by OR-OSHA and NFPA. To meet this challenge we continue to apply for grants, accept donations and with our volunteer firefighters fundraising efforts we strive to meet this budgetary shortfall.

**FIRE EQUIPMENT FUND  
014-514**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
47,668	48,748	73,900	014-000-411100	BEGINNING FUND BALANCE		23,350	23,350	23,350
REVENUE								
14,179	5,979	10,000	014-000-414200	FIRE SERVICES		10,000	10,000	10,000
6,642	4,069	2,500	014-000-414250	MVA		2,500	2,500	2,500
875	1,056	500	014-000-415100	INTEREST		500	500	500
-	-	-	014-000-415800	MISC. GRANT		-	-	-
80	58	100	014-000-415900	MISC FIRE INCOME		100	100	100
-	-	-	014-000-423450	GRANT: SEISMIC RETROFIT TURNER		1,132,200	1,132,200	1,132,200
-	-	-	014-000-423500	FEMA GRANT		-	-	-
15,000	15,000	15,000	014-000-451200	FUND 001 TRANSFER		15,000	15,000	15,000
36,776	26,161	28,100		TOTAL REVENUE		1,160,300	1,160,300	1,160,300
84,444	74,909	102,000		TOTAL RESOURCES		1,183,650	1,183,650	1,183,650
MATERIALS & SERVICES								
1,320	1,870	5,000	014-514-625900	EMERGENCY SUPPLIES		5,000	5,000	5,000
1,320	1,870	5,000		TOTAL MATERIALS & SERVICES		5,000	5,000	5,000
CAPITAL OUTLAY								
-	-	-	014-514-722710	FEMA GRANT EQUIPMENT		-	-	-
32,105	-	72,000	014-514-725060	VEHICLE RESERVE		21,450	21,450	21,450
-	-	10,000	014-514-725300	ROPE RESCUE TRUCK		10,000	10,000	10,000
-	544	10,000	014-514-725900	EMERGENCY EQUIPMENT		10,000	10,000	10,000
-	-	-	014-514-744345	SEISMIC RETROFIT PROJECT		1,132,200	1,132,200	1,132,200
32,105	544	92,000		TOTAL CAPITAL OUTLAY		1,173,650	1,173,650	1,173,650
INTER-FUND TRANSFERS								
2,271	1,334	5,000	014-514-925800	FUND 001 MVA		5,000	5,000	5,000
2,271	1,334	5,000		TOTAL INTER-FUND TRANSFERS		5,000	5,000	5,000
35,696	3,748	102,000		TOTAL FIRE EQUIPMENT FUND		1,183,650	1,183,650	1,183,650
84,444	74,909	102,000		TOTAL FUND REVENUES		1,183,650	1,183,650	1,183,650
48,748	71,161	-		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 20-21 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 21-22 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 ten years. The Reedsport City Council approved an interest rate of 2%. The loan repayment is listed in the interfund transfer category of the budget. The monthly lease rate has increased to offset the loan debt.

**DUNES NRA LEASE FUND  
016-516**

<b>FY18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Account</b>	<b>Description</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>			<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
79,960	133,857	145,000	016-000-411100	BEGINNING FUND BALANCE	240,000	240,000	240,000
<b>REVENUE</b>							
1,972	3,886	2,000	016-000-415100	INTEREST	-	-	-
288,385	158,165	250,000	016-000-415200	LEASE - RENT	240,000	240,000	240,000
-	-	-	016-000-415650	SALARY REIMBURSEMENT	-	-	-
-	312	-	016-000-415660	INSURANCE REIMBURSEMENT	-	-	-
3,254	187,049	187,048	016-000-415900	MISCELLANEOUS	-	-	-
228,000	1,272,000	1,500,000	016-000-451300	TRANSFER 004/ 003 EXPANSION PR	-	-	-
521,611	1,621,412	1,938,048		<b>TOTAL REVENUE</b>	240,000	240,000	240,000
601,571	1,755,269	2,084,048		<b>TOTAL RESOURCES</b>	480,000	480,000	480,000
<b>PERSONNEL SERVICES</b>							
7,621	9,726	7,675	016-516-511390	MAINTENANCE LEAD, SALARY	0.15	7,865	7,865
1,304	1,229	1,325	016-516-511410	PW DIRECTOR SALARY	0.02	1,465	1,465
758	818	865	016-516-511450	MAINT. WORKER SALARY	0.02	960	960
12,089	13,115	11,210	016-516-511460	CUSTODIAN SALARY	0.35	12,100	12,100
1,567	1,697	1,620	016-516-531010	FICA TAXES	0	1,720	1,720
1,589	1,932	3,160	016-516-531020	PERS	0	3,160	3,160
1,013	1,008	1,700	016-516-531210	WORKMEN'S COMP	0	1,700	1,700
6,697	8,130	9,445	016-516-531220	HEALTH INSURANCE	0	9,600	9,600
32,638	37,654	37,000		<b>TOTAL PERSONNEL SERVICES</b>	0.54	38,570	38,570
<b>MATERIALS &amp; SERVICES</b>							
1,149	1,204	1,500	016-516-612070	GARBAGE DISPOSAL	1,500	1,500	1,500
214	237	300	016-516-612251	CELL PHONE	300	300	300
2,001	2,124	3,500	016-516-614220	JANITORIAL SUPPLIES	3,500	3,500	3,500
4,048	2,985	10,000	016-516-614250	BUILDING MAINT, SUPPLIES	10,000	10,000	10,000
60	-	-	016-516-614300	OFFICE EQUIP/MAINT.	-	-	-
2,404	1,667	5,000	016-516-614390	INSURANCE FEES	5,000	5,000	5,000
294	53	1,200	016-516-614900	OTHER SUPPLIES, COSTS	1,200	1,200	1,200
73	60	100	016-516-615310	BANK FEES	100	100	100
-	-	-	016-516-615620	NON-CAPITAL EXPENSES	-	-	-
-	-	1,000	016-516-617300	VEHICLE OPERATION	1,000	1,000	1,000
600	579	750	016-516-617320	VEHICLE FUEL	750	750	750
250	750	750	016-516-621400	AUDIT FEES	750	750	750
-	-	2,000	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	-	-	-
11,092	9,658	27,900		<b>TOTAL MATERIALS &amp; SERVICES</b>	27,900	27,900	27,900
<b>CAPITAL OUTLAY</b>							
-	-	35,000	016-516-712500	BUILDING IMPROVEMENTS	-	-	-
227,796	1,358,303	187,048	016-516-712600	BUILDING EXPANSION PROJECT	-	-	-
227,796	1,358,303	222,048		<b>TOTAL CAPITAL OUTLAY</b>	-	-	-

**DUNES NRA LEASE FUND  
016-516**

FY18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE Proposed	Approved	Adopted
INTER-FUND TRANSFERS							
4,700	4,700	4,700	016-516-921000	TRANSFER OUT: FUND 001 ADMIN	4,700	4,700	4,700
-	-	75,000	016-516-923040	TRANSFER OUT: FUND 025	240,830	240,830	240,830
-	-	150,000	016-516-923050	TRANSFER OUT: FUND 004 LOAN	112,000	112,000	112,000
-	-	67,400	016-516-923060	TRANSFER OUT: FUND 003 LOAN RE	56,000	56,000	56,000
4,700	4,700	297,100		TOTAL INTER-FUND TRANSFER	413,530	413,530	413,530
UNAPPROPRIATED							
-	-	-	016-516-952000	UNAPPROP END FUND BAL	-	-	-
-	-	-		TOTAL UNAPPROPRIATED	-	-	-
276,226	1,410,315	584,048		TOTAL DUNES NRA LEASE FUND	480,000	480,000	480,000
601,571	1,755,269	2,084,048		TOTAL FUND REVENUES	480,000	480,000	480,000
325,344	344,953	1,500,000		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

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

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.

<b>FY 20-21 Year in Review</b>
--------------------------------

- Due to pandemic, Center was mandated to close for 7 months in 2020
- Several grants received to assist with operations due to reduced revenue from closures
- When allowed to open followed strict Covid Guidelines, reduced hours and limited capacity.
- On-Line Gift Shop upgraded

**City of Reedsport**  
Riverfront Fund  
017

<b>FY 21-22 Budget Highlights and Challenges</b>
--

- As more people are vaccinated, we anticipate many of the mandated restrictions due to the pandemic to be reduced. We will look ahead to increasing visitors, school tours, hours of operations, and our volunteer base.
- Raise funds for Tsalila Education Days, school Tours and Summer Concerts.
- Marketing.

**RIVERFRONT FUND  
017-517**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
121,579	89,291	60,000	017-000-411100	BEGINNING BALANCE	63,509	63,509	63,509
<b>REVENUE</b>							
2,119	(13,103)	1,500	017-000-415100	INTEREST	1,500	1,500	1,500
914	3,850	3,300	017-000-415200	LEASE RENT	3,300	3,300	3,300
320	440	500	017-000-415240	USE OF U D C	500	500	500
40,222	38,576	37,000	017-000-415250	TRANSIENT ROOM TAX 2%	37,000	37,000	37,000
12,500	6,250	12,500	017-000-415260	TOURISM PROMOTION	12,500	12,500	12,500
31,490	21,983	29,000	017-000-415270	UDC USER FEES	29,000	29,000	29,000
42,010	29,642	38,000	017-000-415300	GIFT/BOOK SALES	38,000	38,000	38,000
-	244	100	017-000-415660	INSURANCE REIMBURSEMENTS	100	100	100
545	1,054	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
134,991	103,435	136,700		<b>TOTAL REVENUE</b>	136,700	136,700	136,700
256,570	192,726	196,700		<b>TOTAL RESOURCES</b>	200,209	200,209	200,209
<b>PERSONNEL SERVICES</b>							
51,878	53,330	54,710	017-517-511700	DIRECTOR'S SALARY	1.0	57,705	57,705
3,862	3,968	4,200	017-517-531010	FICA TAXES	0	4,414	4,414
8,252	10,901	11,500	017-517-531020	P E R S	0	11,500	11,500
774	551	1,000	017-517-531210	WORKMEN'S COMP	0	1,000	1,000
16,727	19,337	19,500	017-517-531220	HEALTH INSURANCE	0	19,500	19,500
81,494	88,086	90,910		<b>TOTAL PERSONNEL SERVICES</b>	1.0	94,119	94,119
<b>MATERIALS &amp; SERVICES</b>							
933	971	1,100	017-517-612070	GARBAGE DISPOSAL	1,100	1,100	1,100
194	194	250	017-517-612080	WATER	250	250	250
36	36	40	017-517-612085	STORMWATER	40	40	40
335	243	500	017-517-612090	WASTEWATER	500	500	500
6,542	4,872	8,500	017-517-612100	ELECTRICITY	8,500	8,500	8,500
1,461	1,825	1,800	017-517-612250	TELEPHONE	2,000	2,000	2,000
-	-	100	017-517-613300	LEGAL ADVERTISING	100	100	100
100	89	300	017-517-614000	POSTAGE	300	300	300
171	136	700	017-517-614100	OFFICE SUPPLY	700	700	700
-	-	200	017-517-614200	REFUND OF U D C USER FEES	200	200	200
891	550	1,000	017-517-614220	JANITORIAL SUPPLIES	1,000	1,000	1,000
12,284	7,418	10,000	017-517-614250	BUILDING MAINT.	10,000	10,000	10,000
-	-	-	017-517-614260	EXHIBIT MAINTENANCE	-	-	-
1,187	506	1,500	017-517-614300	OFFICE EQUIP/MAINT.	1,500	1,500	1,500
541	427	850	017-517-614330	COMPUTER COSTS	850	850	850
734	868	1,000	017-517-614335	NETWORK COMMUNICATIONS	1,000	1,000	1,000
10,811	8,407	11,000	017-517-614390	BONDS & INSURANCE	11,000	11,000	11,000
247	-	500	017-517-614520	VOLUNTEER PROGRAM	500	500	500
46	-	1,000	017-517-614560	TRAVEL/SUBSISTENCE	1,000	1,000	1,000
105	-	300	017-517-614570	TRAINING/CONFERENCES	300	300	300
9,631	7,428	10,000	017-517-614580	MARKETING	10,000	10,000	10,000
224	727	750	017-517-614900	OTHER SUPPLIES, COSTS	750	750	750
20,027	18,254	28,000	017-517-615300	GIFT SHOP MERCHANDISE	28,000	28,000	28,000

**RIVERFRONT FUND  
017-517**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
1,931	1,738	3,500	017-517-615310	BANK CHARGE FEES	3,500	3,500	3,500
75	100	500	017-517-615590	DUES & FEES	500	500	500
-	-	-	017-517-615620	NON-CAPITAL EXPENSES	-	-	-
510	1,000	1,000	017-517-621400	AUDIT FEES	1,000	1,000	1,000
2,600	2,600	4,000	017-517-623530	CONTRACTED SERVICES	4,000	4,000	4,000
-	-	-	017-517-630000	ASSET DISPOSAL	-	-	-
71,616	58,389	88,390		<b>TOTAL MATERIALS &amp; SERVICES</b>	88,590	88,590	88,590
				<b>CAPITAL OUTLAY</b>			
8,381	-	-	017-517-712500	BUILDING IMPROVEMENTS	-	-	-
-	-	5,900	017-517-725000	FUTURE PROJECT RESERVE	6,000	6,000	6,000
8,381	-	5,900		<b>TOTAL CAPITAL OUTLAY</b>	6,000	6,000	6,000
				<b>CONTINGENCY</b>			
-	-	-	017-517-941000	CONTINGENCY	-	-	-
-	-	-		<b>TOTAL CONTINGENCY</b>	-	-	-
				<b>RESERVE ACCOUNT</b>			
-	-	11,500	017-517-946000	PERS RESERVE	11,500	11,500	11,500
-	-	11,500		<b>TOTAL RESERVE</b>	11,500	11,500	11,500
161,491	146,475	196,700		<b>TOTAL RIVERFRONT FUND</b>	200,209	200,209	200,209
256,570	192,726	196,700		<b>TOTAL FUND REVENUES</b>	200,209	200,209	200,209
95,079	46,251	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

# **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 20-21 Year in Review**

No water system development fees were received in the 2020-21 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through December 2021.

#### **FY 21-22 Budget Highlights and Challenges**

The Council will review the moratorium placed on SDC fees in July 2021 and consider the continuation of the moratorium or revoke the action for the FY 2021-22.



**WATER SYSTEM DEVELOPMENT FUND  
020-520**

<b>FY 18-19 Actuals</b>	<b>FY 19-20 Actuals</b>	<b>FY 20-21 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>FY 21-22 Proposed</b>	<b>FY 21-22 Approved</b>	<b>FY 21-22 Adopted</b>
73,684	75,189	119,780	020-000-411100	BEGINNING FUND BALANCE		120,000	120,000	120,000
<b>REVENUE</b>								
1,505	1,527	1,600	020-000-415100	INTEREST		1,600	1,600	1,600
-	43,300	-	020-000-417500	SDC FEE-WATER		-	-	-
1,505	44,827	1,600		<b>TOTAL REVENUE</b>		1,600	1,600	1,600
75,189	120,016	121,380		<b>TOTAL RESOURCES</b>		121,600	121,600	121,600
<b>MATERIALS &amp; SERVICES</b>								
-	-	-	020-520-614200	REFUND OF SDC FEE		-	-	-
-	-	-		<b>TOTAL MATERIALS &amp; SERVICES</b>		-	-	-
<b>CAPITAL OUTLAY</b>								
-	-	121,380	020-520-746450	WATER SYSTEM IMPROVEMENTS		121,600	121,600	121,600
-	-	121,380		<b>TOTAL CAPITAL OUTLAY</b>		121,600	121,600	121,600
-	-	121,380		<b>TOTAL WATER SYSTEM DEV. FUND</b>		121,600	121,600	121,600
75,189	120,016	121,380		<b>TOTAL FUND REVENUES</b>		121,600	121,600	121,600
75,189	120,016	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		-	-	-

# **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 20-21 Year in Review**

The Council placed a moratorium on SDC fees, not to include public projects for the calendar year of 2012 and extended it through December 2021.

#### **FY 21-22 Budget Highlights and Challenges**

The Council will review the moratorium placed on SDC fees in July 2021 and consider the continuation of the moratorium or revoke the action for the FY 2021-22.

**WASTEWATER SYSTEM DEVELOPMENT FUND  
021-521**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>	
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>	<b>Adopted</b>
289,551	295,466	301,460	021-000-411100	BEGINNING FUND BALANCE		300,800	300,800	300,800
				<b>REVENUE</b>				
5,915	5,415	6,000	021-000-415100	INTEREST		5,000	5,000	5,000
-	-	-	021-000-418500	SDC FEE- WASTEWATER		-	-	-
5,915	5,415	6,000		<b>TOTAL REVENUE</b>		5,000	5,000	5,000
295,466	300,881	307,460		<b>TOTAL RESOURCES</b>		305,800	305,800	305,800
				<b>CAPITAL OUTLAY</b>				
-	-	307,460	021-521-746850	WASTEWATER SYSTEM IMPROVEMENTS		305,800	305,800	305,800
-	-	307,460		<b>TOTAL CAPITAL OUTLAY</b>		305,800	305,800	305,800
-	-	307,460		<b>TOTAL WASTEWATER SYSTEM DEV FUND</b>		305,800	305,800	305,800
295,466	300,881	307,460		<b>TOTAL FUND REVENUE</b>		305,800	305,800	305,800
295,466	300,881	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		-		

# City of Reedsport

## Stormwater System Development Fund

### 022

#### Organization and Mission

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

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

#### FY 20-21 Year in Review

No water system development fees were received in the 2020-2021 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through December 2021.

#### FY 21-22 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in July 2021 and consider the continuation of the moratorium or revoke the action for the FY 2021-22.

**STORMWATER SYSTEM DEVELOPMENT FUND  
022-522**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
6,234	6,361	6,485	022-000-411100	BEGINNING FUND BALANCE		6,475	6,475	6,475
				REVENUE				
127	117	120	022-000-415100	INTEREST		120	120	120
-	-	-	022-000-418500	SDC FEE- STORMWATER		-	-	-
127	117	120		TOTAL REVENUE		120	120	120
6,361	6,478	6,605		TOTAL RESOURCES		6,595	6,595	6,595
				CAPITAL OUTLAY				
-	-	6,605	022-522-746850	STORMWATER SYSTEM IMPROVEMENTS		6,595	6,595	6,595
-	-	6,605		TOTAL CAPITAL OUTLAY		6,595	6,595	6,595
-	-	6,605		TOTAL WASTEWATER SYSTEM DEV FUND		6,595	6,595	6,595
6,361	6,478	6,605		TOTAL FUND REVENUE		6,595	6,595	6,595
6,361	6,478	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

**City of Reedsport**  
Wastewater Capital Enterprise Fund  
024

<b>Organization and Mission</b>
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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.

<b>FY 21-22 Budget Highlights and Challenges</b>
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This fund was closed out and balances transferred to the Wastewater operating fund (Fund 004).

**WASTEWATER CAPITAL ENTERPRISE FUND  
024-524**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>
2,374,437	-	-	024-000-411100	BEGINNING FUND BALANCE		-	-
				<b>REVENUE</b>			
63	-	-	024-000-415100	INTEREST		-	-
-	-	-	024-000-451220	FUND 004 PW SHOP TRANSFER		-	-
-			024-000-451600	FUND 004 TRANSFER		-	-
			024-000452200	DOUGLAS COUNTY REIMBURSEMENT		-	-
63	-	-		<b>TOTAL REVENUE</b>		-	-
2,374,500	-	-		<b>TOTAL RESOURCES</b>		-	-
				<b>CAPITAL OUTLAY</b>			
-	-	-	024-524-713400	PW SHOP RESERVE		-	-
(712)	-		024-524-725350	MACHINERY & EQUIPMENT		-	-
-			024-524-746840	METER UPGRADES		-	-
-			024-524-746850	WW LINE INFRASTRUCTURE		-	-
(712)	-	-		<b>TOTAL CAPITAL OUTLAY</b>		-	-
				<b>INTER-FUND TRANSFERS</b>			
2,375,213	-	-	024-524-928000	TRANSFER OUT: FUND 004		-	-
2,375,213	-	-		<b>TOTAL INTER-FUND TRANSFER</b>		-	-
2,374,501	-	-		<b>TOTAL WASTEWATER CAPITAL ENT FUND</b>		-	-
2,374,500	-	-		<b>TOTAL FUND REVENUE</b>		-	-
(1)	-	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		-	-

# **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 20-21 Year in Review.**

- A transfer of \$15,000 was made to Fund 037 Police Capital Improvement for capital projects specific to the Police Department.
- A new audio video system was installed in the Council Chambers.
- We utilized \$12,000 to assist the Fire Department in the acquisition of a used Fire Truck.

#### **FY 21-22 Budget Highlights and Challenges**

- \$60,000 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.
- We have applied for a \$2,500,000 seismic retrofit grant project for the police station and the fire station.



**GENERAL CAPITAL IMPROVEMENT FUND  
025-525**

<b>FY 18-19 Actuals</b>	<b>FY 19-20 Actuals</b>	<b>FY 20-21 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FY 21-22 FTE Proposed</b>	<b>FY 21-22 Approved</b>	<b>FY 21-22 Adopted</b>
404,971	371,791	392,800	025-000-411100	BEGINNING FUND BALANCE	375,000	375,000	375,000
<b>REVENUE</b>							
5,854	6,879	5,000	025-000-415100	INTEREST	-	-	-
-	10,147	-	025-000-415900	MISCELLANEOUS	-	-	-
25,100	-	-	025-000-423300	GRANTS & DONAT./BOAT FACILITY	-	-	-
444,113	-	-	025-000-423400	OSMB/ODFW GRANT	-	-	-
505	-	100	025-000-423420	MOORAGE FEES	-	-	-
-	-	-	025-000-423450	GRANTS: SEISMIC RETROFIT PD/FS	2,500,000	2,500,000	2,500,000
26,305	25,000	25,000	025-000-451200	FUND 001 TRANSFER	25,000	25,000	25,000
15,000	15,000	-	025-000-451250	FUND 001/BOAT RESERVE	-	-	-
-	-	-	025-000-451260	FUND 003/BOAT RESERVE	-	-	-
-	-	-	025-000-451270	FUND 004/BOAT RESERVE	-	-	-
-	-	-	025-000-451280	FUND 150/BOAT RESERVE	-	-	-
-	-	-	025-000-451340	FUND 001 POLICE VEHICLES	-	-	-
-	-	75,000	025-000-451450	FUND 016 TRANSFER	240,830	240,830	240,830
516,876	57,026	105,100		<b>TOTAL REVENUE</b>	2,765,830	2,765,830	2,765,830
921,847	428,817	497,900		<b>TOTAL RESOURCES</b>	3,140,830	3,140,830	3,140,830
<b>CAPITAL OUTLAY</b>							
-	7,401	238,900	025-525-712500	BUILDING IMPROVEMENTS	353,830	353,830	353,830
-	-	-	025-525-713000	BUILDING AWNING	-	-	-
-	-	10,000	025-525-722300	OFFICE EQUIP/FURNITURE	15,000	15,000	15,000
-	17,289	17,000	025-525-722600	COMPUTER IMPROVEMENTS	20,000	20,000	20,000
-	-	-	025-525-722680	POLICE EQUIPMENT	-	-	-
-	-	40,000	025-525-722750	PAVING IMPROVEMENT	60,000	60,000	60,000
-	-	-	025-525-725300	POLICE VEHICLES	-	-	-
-	-	20,000	025-525-734650	PARK MOWER RESERVE	20,000	20,000	20,000
-	-	-	025-525-744345	SEISMIC RETROFIT PD/FS PROJECT	2,500,000	2,500,000	2,500,000
2,791	-	12,000	025-525-744360	EQUIPMENT RESERVE	12,000	12,000	12,000
532,265	7,240	10,000	025-525-744400	BOAT FACILITIES RESERVE	10,000	10,000	10,000
535,056	31,930	347,900		<b>TOTAL CAPITAL OUTLAY</b>	2,990,830	2,990,830	2,990,830
<b>INTER-FUND TRANSFERS</b>							
15,000	-	15,000	025-525-925200	TRANSFER OUT: FUND 037	-	-	-
15,000	-	15,000		<b>TOTAL INTER-FUND TRANSFERS</b>	-	-	-
<b>UNAPPROPRIATED</b>							
-	-	135,000	025-525-951500	RESERVE/FUTURE PROJECTS	150,000	150,000	150,000
-	-	135,000		<b>TOTAL UNAPPROPRIATED</b>	150,000	150,000	150,000
550,056	31,930	497,900		<b>TOTAL GENERAL CAPITAL IMPR FUND</b>	3,140,830	3,140,830	3,140,830
921,847	428,817	497,900		<b>TOTAL REVENUES</b>	3,140,830	3,140,830	3,140,830
371,791	396,887	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

**City of Reedsport**  
Street Capital Improvements Fund  
026

<b>Organization and Mission</b>
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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.

<b>FY 21-22 Budget Highlights and Challenges</b>
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This fund was closed out and balances transferred to the Street operating fund (Fund 002).

**STREET CAPITAL IMPROVEMENT FUND  
026-526**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
395,956	-	-	026-000-411100	BEGINNING FUND BALANCE		-	-	-
				REVENUE				
-	-	-	026-000-415100	INTEREST		-	-	-
-	-	-	026-000-415900	MISC. CAPITAL REVENUE		-	-	-
-	-	-	026-000-423300	ODOT SCA GRANT		-	-	-
-	-	-	026-000-451210	FUND 002 CAPITAL IMPROVE.		-	-	-
-	-	-	026-000-451220	FUND 002 SHOP		-	-	-
-	-	-	026-000-451240	FUND 002 EQUIPMENT		-	-	-
-	-	-		TOTAL REVENUE		-	-	-
395,956	-	-		TOTAL RESOURCES		-	-	-
				CAPITAL OUTLAY				
-	-	-	026-526-713400	PW SHOP RESERVE		-	-	-
-	-	-	026-526-725350	MACHINERY & EQUIP		-	-	-
-	-	-	026-526-725550	EQUIPMENT RESERVE		-	-	-
-	-	-	026-526-744360	SCA STREET PROJECT		-	-	-
-	-	-	026-526-744370	STREET IMPROVEMENTS		-	-	-
-	-	-	026-526-744375	FUTURE STREET IMPROVE.		-	-	-
-	-	-	026-526-744376	HWY 38 LIGHTING & LANDSCAPING		-	-	-
-	-	-	026-526-744380	ODOT PROJECT RESERVE		-	-	-
-	-	-		TOTAL CAPITAL OUTLAY		-	-	-
				INTER-FUND TRANSFER				
395,956	-	-	026-526-923015	TRANSFER OUT: FUND 002 CLOSE		-	-	-
395,956	-	-		TOTAL INTER-FUND TRANSFER		-	-	-
395,956	-	-		TOTAL STREET CAPITAL IMPR FUND		-	-	-
395,956	-	-		TOTAL FUND REVENUES		-	-	-
-	-	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

**City of Reedsport**  
**Storm Capital Improvements Fund**  
**027**

<b>Organization and Mission</b>
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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.

<b>FY 21-22 Budget Highlights and Challenges</b>
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This funds has been closed out and balances transferred to the stormwater operating fund (Fund 005).

**STORM CAPITAL IMPROVEMENT FUND  
027-527**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>
							<b>Adopted</b>
259,546	-	-	027-000-411100	BEGINNING FUND BALANCE		-	-
				<b>REVENUE</b>			
1	-	-	027-000-415100	INTEREST		-	-
-	-	-	027-000-423330	IFA GRANT PROCEEDS		-	-
-	-	-	027-000-451200	FUND 001 TRANSFER		-	-
-	-	-	027-000-451210	FUND 005 TRANSFER		-	-
-	-	-	027-000-451220	FUND 002/LEVEE		-	-
-	-	-	027-000-451225	FUND 002/STORM		-	-
-	-	-	027-000-451226	FUND 004 TRANSFER		-	-
-	-	-	027-000-451230	URBAN RENEWAL TRANSFER		-	-
-	-	-	027-000-451620	FUND 004 TRANSFER		-	-
-	-	-	027-000-453500	FEMA GRANT		-	-
1	-	-		<b>TOTAL REVENUE</b>		-	-
259,547	-	-		<b>TOTAL RESOURCES</b>		-	-
				<b>CAPITAL OUTLAY</b>			
-	-	-	027-527-725350	EQUIPMENT & MACHINERY		-	-
-	-	-	027-527-746760	STORMWATER INFRAST		-	-
-	-	-	027-527-746780	STORMWATER LEVEE IMPROVE.		-	-
-	-	-	027-527-746790	FEMA LEVEE IMPROVE		-	-
-	-	-		<b>TOTAL CAPITAL OUTLAY</b>		-	-
				<b>INTER-FUND TRANSFERS</b>			
259,547	-	-	027-527-921600	TRANSFER OUT: FUND 005		-	-
259,547	-	-		<b>TOTAL INTER-FUND TRANSFERS</b>		-	-
259,547	-	-		<b>TOTAL STORMWATER CAPITAL IMPR FUND</b>		-	-
259,547	-	-		<b>TOTAL FUND REVENUES</b>		-	-
-	-	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>		-	-

**City of Reedsport**  
Water Capital Enterprise Fund  
029

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

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.

<b>FY 21-22 Budget Highlights and Challenges</b>
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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 18-19	FY 19-20	FY 20-21				FY 21-22	FY 21-22	FY 21-22
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
802,495	802,495	-	029-000-411100	BEGINNING FUND BALANCE		-	-	-
REVENUE								
10	10	-	029-000-415100	INTEREST		-	-	-
-	-	-	029-000-451260	FUND 003 PW SHOP		-	-	-
-	-	-	029-000-451300	FUND 003 TRANSFER		-	-	-
10	10	-		TOTAL REVENUE		-	-	-
802,505	802,505	-		TOTAL RESOURCES		-	-	-
CAPITAL OUTLAY								
-	-	-	029-529-713400	PW SHOP BLDG RESERVE		-	-	-
-	-	-	029-529-713410	ENGINEERING FEES		-	-	-
-	-	-	029-529-725350	PW MACHINERY		-	-	-
-	-	-	029-529-725550	EQUIPMENT		-	-	-
-	-	-	029-529-744375	FUTURE WATER IMPROVEMENTS		-	-	-
-	-	-	029-529-745900	WATER PLANT IMPROVEMENTS		-	-	-
(4,435)	(4,435)	-	029-529-746450	WATER SYSTEM IMPROVEMENTS		-	-	-
-	-	-	029-529-746840	METER UPGRADES		-	-	-
(4,435)	(4,435)	-		TOTAL CAPITAL OUTLAY		-	-	-
INTER-FUND TRANSFER								
806,939	806,939	-	029-529-920000	TRANSFER OUT: FUND 003 CLOSE		-	-	-
806,939	806,939	-		TOTAL INTER-FUND TRANSFER		-	-	-
802,505	802,505	-		TOTAL WATER CAPITAL ENTERPRISE FUND		-	-	-
802,505	802,505	-		TOTAL FUND REVENUES		-	-	-
-	-	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# City of Reedsport

## Dial A Ride

### 034

#### Organization and Mission

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

#### FY 20-21 Year in Review

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

#### FY 21-22 Budget Highlights and Challenges

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



**DIAL A RIDE**  
**034-534**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
17,775	507	505	034-000-411100	BEGINNING FUND BALANCE		1,000	1,000	1,000
REVENUE								
-	-	50	034-000-412250	DIAL-A-RIDE DONATIONS		20	20	20
3,453	2,791	3,345	034-000-412500	DIAL-A-RIDE FEES		3,400	3,400	3,400
15,003	30,357	36,000	034-000-412750	DIAL-A-RIDE TRANSIENT FUNDING		155,500	155,500	155,500
-	-	-	034-000-412760	PUBLIC TRANSPORTATION FUNDS		-	-	-
112	38	100	034-000-415100	INTEREST		100	100	100
628	1	-	034-000-415200	MISCELLANEOUS REVENUE		-	-	-
-	17	-	034-000-415660	INSURANCE REIMBURSEMENT		-	-	-
1,280	-	-	034-000-451000	FUND 001 TRANSFER		-	-	-
20,476	33,203	39,495		TOTAL REVENUE		159,020	159,020	159,020
38,251	33,710	40,000		TOTAL RESOURCES		160,020	160,020	160,020
PERSONNEL SERVICES								
8,906	4,912	5,530	034-534-511230	COMM. SUPERVISOR	0.1	5,830	5,830	5,830
508	523	550	034-534-511420	MECHANIC	0.01	550	550	550
-	-	-	034-534-511460	CUSTODIAN SALARY	0	-	-	-
-	-	-	034-534-521500	OVERTIME	0	-	-	-
696	392	500	034-534-531010	FICA TAXES	0	525	525	525
1,498	913	1,250	034-534-531020	PERS	0	1,500	1,500	1,500
54	14	50	034-534-531210	WORKMEN'S COMP	0	50	50	50
2,897	1,842	2,000	034-534-531220	HEALTH INSURANCE	0	3,000	3,000	3,000
14,560	8,597	9,880		TOTAL PRESONNEL SERVICES	0.11	11,455	11,455	11,455
MATERIALS & SERVICES								
619	597	1,000	034-534-612251	PAGER/CELL PHONE		1,250	1,250	1,250
-	-	50	034-534-614200	REFUND OF FEES		-	-	-
224	89	200	034-534-614300	OFFICE EQUIP/MAINT		250	250	250
3,769	3,211	3,800	034-534-614390	BONDING & INSURANCE		4,250	4,250	4,250
2,812	2,152	3,500	034-534-614520	RECRUITMENT/RECOGNITION		5,500	5,500	5,500
167	173	200	034-534-614900	OTHER SUPPLIES		300	300	300
2,839	2,240	3,200	034-534-617300	AUTOMOBILE MAINTENANCE		9,800	9,800	9,800
5,425	4,016	6,350	034-534-617320	VEHICLE FUEL		8,500	8,500	8,500
7,328	7,418	9,820	034-534-623530	CONTRACT DRIVER		112,495	112,495	112,495
23,184	19,896	28,120		TOTAL MATERIALS & SERVICES		142,345	142,345	142,345
CAPITAL OUTLAY								
-	-	2,000	034-534-712500	FUTURE RESERVE PROJECT		6,220	6,220	6,220
-	-	2,000		TOTAL CAPITAL OUTLAY		6,220	6,220	6,220
37,744	28,493	40,000		TOTAL DIAL A RIDE FUND		160,020	160,020	160,020
38,251	33,710	40,000		TOTAL REVENUES		160,020	160,020	160,020
507	5,217	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

# **City of Reedsport**

## **Animal Shelter**

### **035**

#### **Organization and Mission**

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

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

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

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

#### **FY 20-21 Year in Review**

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

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

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

**City of Reedsport**  
Animal Shelter  
035

<b>FY 21-22 Budget Highlights and Challenges</b>
--

We will need to replace the South wall which is dry rotten, and some minor electrical work is needed for the shelter heaters.

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

**ANIMAL SHELTER  
035-535**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
25,256	28,937	24,000	035-000-411100	BEGINNING FUND BALANCE		16,000	16,000	16,000
REVENUE								
545	417	-	035-000-412250	ANIMAL CONTROL/IMPOUND		-	-	-
10,004	8,919	10,000	035-000-412500	ANIMAL SHELTER DONATIONS		10,000	10,000	10,000
647	538	550	035-000-415100	INTEREST		250	250	250
6,190	-	-	035-000-451200	FUND 001 TRANSFER		-	-	-
17,386	9,874	10,550		TOTAL REVENUE		10,250	10,250	10,250
42,642	38,811	34,550		TOTAL RESOURCES		26,250	26,250	26,250
MATERIALS & SERVICES								
194	206	300	035-535-612080	WATER		300	300	300
36	36	40	035-535-612085	STORMWATER		50	50	50
407	537	550	035-535-612090	WASTEWATER		550	550	550
1,629	1,565	1,800	035-535-612100	ELECTRICITY		1,800	1,800	1,800
371	230	650	035-535-612251	CELL PHONE		300	300	300
4,061	65	1,000	035-535-614390	BONDS AND INSURANCE		1,000	1,000	1,000
1,092	1,410	800	035-535-614780	DOG FOOD		1,500	1,500	1,500
1,919	1,653	6,000	035-535-614900	OTHER SUPPLIES		2,000	2,000	2,000
-	-	-	035-535-614920	INTERNET		850	850	850
3,996	3,996	4,000	035-535-623430	VETERINARY SERVICES		5,000	5,000	5,000
13,706	9,697	15,140		TOTAL MATERIALS & SERVICES		13,350	13,350	13,350
CAPITAL OUTLAY								
-	7,925	19,410	035-535-712500	BUILDING IMPROVEMENT		12,900	12,900	12,900
-	7,925	19,410		TOTAL CAPITAL OUTLAY		12,900	12,900	12,900
13,706	17,623	34,550		TOTAL ANIMAL SHELTER FUND		26,250	26,250	26,250
42,642	38,811	34,550		TOTAL FUND REVENUES		26,250	26,250	26,250
28,936	21,188	-		UNAPPROPRIATED ENDING FUND BALANCE		-	-	-

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

**PERSONNEL ASSIGNED TO THE FUND**

**.07 FTE**

Custodian ..... 0.07

<b>Organization and Mission</b>
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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.

<b>FY 20-21 Year in Review</b>
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The Lower Umpqua Library District is a newly formed District and no longer part of the City budget. However, we opened the fund back up to appropriately track the custodial time and supplies which is reimbursed by the Lower Umpqua Library District.

<b>FY 21-22 Budget Highlights and Challenges</b>
--

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

**LIBRARY BUILDING FUND  
036-536**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
104,487	59	60	036-000-411100	BEGINNING FUND BALANCE		60	60	60
REVENUE								
636	-	-	036-000-412250	DONATIONS: GENERAL/OPERATIONS		-	-	-
195	-	-	036-000-412260	DONATIONS: PERIODICALS/NEWSPAP		-	-	-
120	-	-	036-000-412270	DONATIONS: BOOKS		-	-	-
506	-	-	036-000-412400	JOHN WARDEN FUNDS		-	-	-
5,000	-	-	036-000-412500	LIBRARY GRANTS		-	-	-
60	-	-	036-000-412740	LIBRARY CARDS		-	-	-
150	-	-	036-000-412745	BUILDING RENTAL FEES		-	-	-
589	-	-	036-000-412750	COPIER FEES		-	-	-
110	-	-	036-000-412755	LIBRARY CAFE REVENUES		-	-	-
350	-	-	036-000-412760	LIBRARY FINES & ASSESSMENTS		-	-	-
-	-	4,855	036-000-412765	REIMBURSEMENTS		5,044	5,044	5,044
63	-	-	036-000-412780	LOST BOOK FEES		-	-	-
205	-	-	036-000-412785	BUILDING RENTAL		-	-	-
442	-	-	036-000-415100	INTEREST		-	-	-
8,370	-	-	036-000-451200	TRANS IN: FUND 001 MAINTENANCE		-	-	-
16,795	-	4,855		TOTAL REVENUE		5,044	5,044	5,044
121,282	59	4,915		TOTAL RESOURCES		5,104	5,104	5,104
PERSONNEL SERVICES								
311	-	-	036-536-511450	MAINTENANCE WORKER SALARY	0	-	-	-
445	-	2,240	036-536-511460	CUSTODIAN SALARY	0.07	2,409	2,409	2,409
58	-	175	036-536-531010	FICA TAXES	0	185	185	185
59	-	315	036-536-531020	PERS	0	325	325	325
51	-	50	036-536-531210	WORKER COMP INS.	0	50	50	50
284	-	1,135	036-536-531220	HEALTH INSURANCE	0	1,135	1,135	1,135
1,208	-	3,915		TOTAL PERSONNEL SERVICES	0.07	4,104	4,104	4,104
MATERIALS & SERVICES								
235	-	-	036-536-612070	GARBAGE DISPOSAL		-	-	-
241	-	-	036-536-612080	WATER		-	-	-
33	-	-	036-536-612085	STORMWATER		-	-	-
419	-	-	036-536-612090	WASTEWATER		-	-	-
5,627	-	-	036-536-612100	ELECTRICITY		-	-	-
785	-	-	036-536-612250	NETWORK COMMUNICATIONS		-	-	-
175	-	-	036-536-614200	BUILDING USE - DEPOSIT REFUND		-	-	-
1,488	-	1,000	036-536-614220	JANITORIAL SUPPLIES		1,000	1,000	1,000
4,146	-	-	036-536-614250	BUILDING MAINT, SUPPLIES		-	-	-
735	-	-	036-536-614300	OFFICE EQUIP/MAINT		-	-	-
680	-	-	036-536-614340	PERIODICAL/NEWSPAPER SUBSCRIPT		-	-	-

**LIBRARY BUILDING FUND**  
**036-536**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
781	-	-	036-536-614350	BOOK PURCHASES	-	-	-
957	-	-	036-536-614360	SUPPLIES	-	-	-
1,735	-	-	036-536-614390	BONDING AND INSURANCE	-	-	-
1,142	-	-	036-536-614450	COMPUTER SUPPORT	-	-	-
284	-	-	036-536-614460	LIBRARY PROGRAMS/EVENTS	-	-	-
397	-	-	036-536-614470	JC GRANT - SUPPLIES	-	-	-
4,658	-	-	036-536-614481	C. GILES HUNT GRANT EXPENSES	-	-	-
413	-	-	036-536-614495	SUMMER READING PROGRAM	-	-	-
(17)	-	-	036-536-614980	CASH OVER/UNDER	-	-	-
34,239	-	-	036-536-623530	CONTRACTED SERVICES	-	-	-
60,864	-	-	036-536-623535	LULD TRANSFERS	-	-	-
120,015	-	1,000		<b>TOTAL MATERIALS &amp; SERVICES</b>	1,000	1,000	1,000
121,222	-	4,915		<b>TOTAL LIBRARY BUILDING FUND</b>	5,104	5,104	5,104
121,282	59	4,915		<b>TOTAL FUND REVENUES</b>	5,104	5,104	5,104
60	59	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

# City of Reedsport

## Police Capital

### 037

#### Organization and Mission

The Police Capital Fund is established to receive and expend proceeds derived from the Police 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 20-21 Year in Review

Fund 037 is primarily comprised of money received for jail bed rents (Coos Bay contract), funds for specific capital improvement items, and funds for police vehicle replacement.

This Fiscal year we were able to finalize the purchase 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 our department and has been a huge impact on our day to day operations in a positive way.

We have replaced all handheld patrol radios and a number of patrol car radios. We used funds from 037 to supplement the radio replacement project.

We have ordered the second patrol car.

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

#### FY 21-22 Budget Highlights and Challenges

This upcoming FY we will replace one more patrol car.

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



**POLICE CAPITAL FUND  
037-537**

<b>FY 18-19 Actuals</b>	<b>FY 19-20 Actuals</b>	<b>FY 20-21 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FY 21-22 FTE Proposed</b>	<b>FY 21-22 Approved</b>	<b>FY 21-22 Adopted</b>
35,166	96,413	110,000	037-000-411100	BEGINNING FUND BALANCE	80,000	80,000	80,000
<b>REVENUE</b>							
-	10,000	-	037-000-412500	MISCELLANEOUS INCOME	400	400	400
40,200	24,690	32,750	037-000-412600	JAIL BED RENTS	43,800	43,800	43,800
1,216	1,846	-	037-000-415100	INTEREST	500	500	500
-	-	38,000	037-000-423520	POLICE GRANT	5,000	5,000	5,000
15,000	15,000	15,000	037-000-451000	FUND 001 TRANSFER	15,000	15,000	15,000
15,000	-	15,000	037-000-451200	TRANSFER IN: FUND 025	-	-	-
71,416	51,536	100,750		<b>TOTAL REVENUE</b>	64,700	64,700	64,700
106,582	147,949	210,750		<b>TOTAL RESOURCES</b>	144,700	144,700	144,700
<b>MATERIALS &amp; SERVICES</b>							
-	-	17,000	037-537-614100	RECORDING SYSTEM	-	-	-
-	25,965	10,000	037-537-614200	EQUIPMENT	15,000	15,000	15,000
-	25,965	27,000		<b>TOTAL MATERIALS &amp; SERVICES</b>	15,000	15,000	15,000
<b>CAPITAL OUTLAY</b>							
6,170	-	5,000	037-537-614250	JAIL UPGRADES	5,000	5,000	5,000
-	45,746	127,750	037-537-614300	VEHICLE RESERVE	55,000	55,000	55,000
-	-	30,000	037-537-614400	VEHICLE AWNING	30,000	30,000	30,000
-	-	5,000	037-537-614500	K-9 PATROL SHELTER	3,000	3,000	3,000
-	-	5,000	037-537-614600	SIGNAGE AND FLAG POLE	5,000	5,000	5,000
-	-	-	037-537-614700	80RANGE BUILDING & IMPROVEMENTS	21,700	21,700	21,700
-	-	-	037-537-614800	PAINTING & GUTTERS	10,000	10,000	10,000
6,170	45,746	172,750		<b>TOTAL CAPITAL OUTLAY</b>	129,700	129,700	129,700
<b>INTER-FUND TRANSFER</b>							
-	-	-	037-537-725000	TRANSFER OUT: FUND 001 STIPEND	-	-	-
4,000	-	-	037-537-726000	TRANS OUT: FUND 001 JAIL FOOD	-	-	-
4,000	-	-		<b>TOTAL INTER-FUND TRANSFER</b>	-	-	-
<b>UNAPPROPRIATED</b>							
-	-	11,000	037-537-952000	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
-	-	11,000		<b>TOTAL UNAPPROPRIATED</b>	-	-	-
10,170	71,711	210,750		<b>TOTAL POLICE CAPITAL FUND</b>	144,700	144,700	144,700
106,582	147,949	210,750		<b>TOTAL FUND REVENUES</b>	144,700	144,700	144,700
96,413	76,238	-		<b>UNAPPROPRATED ENDING FUND BALANCE</b>	-	-	-

# 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 20-21 Year in Review

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

#### FY 21-22 Budget Highlights and Challenges

For FY 21-22 we will continue to hold trainings to educate the community on Emergency Preparedness. The biggest challenges are receiving donations to sustain the program.

**CERT FUND  
038-538**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE</b>	<b>Proposed</b>	<b>Approved</b>
-	-	100	038-000-411100	BEGINNING FUND BALANCE		100	100
							100
				<b>REVENUE</b>			
-	1,000	-	038-000-415000	FUND 001 TRANSFER	-	-	-
-	3	10	038-000-415100	INTEREST	10	10	10
-	-	-	038-000-415150	OTHER INTEREST	-	-	-
-	12,201	-	038-000-415800	GRANTS	-	-	-
-	878	500	038-000-416000	DONATIONS	500	500	500
-	14,082	510		<b>TOTAL REVENUE</b>	510	510	510
-	14,082	610		<b>TOTAL RESOURCES</b>	610	610	610
				<b>MATERIALS &amp; SERVICES</b>			
-	12,350	-	038-538-623500	EMERGENCY MANAGEMENT	-	-	-
-	887	610	038-538-623510	CERT PROGRAM EXPENSES	610	610	610
-	-	-	038-538-623511	CERT VEHICLE MAINTENANCE	-	-	-
-	70	-	038-538-623512	CERT VEHICLE FUEL	-	-	-
-	13,308	610		<b>TOTAL MATERIALS &amp; SERVICES</b>	610	610	610
-	13,308	610		<b>TOTAL CERT FUND</b>	610	610	610
-	14,082	610		<b>TOTAL FUND REVENUES</b>	610	610	610
-	775	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

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

**ADOPTED BUDGET FOR FISCAL**  
**YEAR 2021-22**

# 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 20-21 Year in Review

- The Reedsport Urban Renewal Agency bid farewell to RARE Intern and the duties of the intern were placed with the Executive Assistant and Main Street Board members. The program continued to make \$7,420 yearly debt payment toward East Railroad property.
- A land purchase for the property known as Myrtle Grove Park was facilitated with the goal of developing the parcel into a pocket park featuring the vintage steam donkey.

### FY 21-22 Budget Highlights and Challenges

- Property tax collection is estimated to increase next fiscal year.
- The balance of the debt payment of the East Railroad Storm Drain pump station property will be made in this fiscal year.
- Professional and Technical Services were allocated to facilitate a portion the contract Planner. This Planner will look into an extension or new Urban Renewal District.

**URBAN RENEWAL DISTRICT  
150-600**

<b>FY 18-19 Actuals</b>	<b>FY 19-20 Actuals</b>	<b>FY 20-21 Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FY 21-22 FTE Proposed</b>	<b>FY 21-22 Approved</b>	<b>FY 21-22 Adopted</b>
89,670	96,283	100,000	150-000-411100	BEGINNING FUND BALANCE	110,000	110,000	110,000
<b>REVENUE</b>							
81,294	89,490	85,000	150-000-412250	CURRENT PROPERTY TAX	120,000	120,000	120,000
4,280	4,154	4,500	150-000-412500	DELINQUENT PROP TAX	4,500	4,500	4,500
1,931	1,736	1,400	150-000-415100	INTEREST	1,000	1,000	1,000
56	74	50	150-000-415150	OTHER INTEREST	50	50	50
-	-	50	150-000-415350	UR LAND SALES	50	50	50
-	-	5,000	150-000-415380	ODOT LAND REPAYMENT	10,000	10,000	10,000
4,827	5,000	-	150-000-415900	MISCELLANEOUS	-	-	-
-	-	50,000	150-000-417500	STATE OF OREGON PARKS GRANT	-	-	-
-	-	-	150-000-417600	WATERFRONT PROPERTY PURCHASE	50,000	50,000	50,000
-	-	-	150-000-417700	CREDIT ADVANCE	300,000	300,000	300,000
92,387	100,454	146,000		<b>TOTAL REVENUE</b>	485,600	485,600	485,600
182,057	196,737	246,000		<b>TOTAL RESOURCES</b>	595,600	595,600	595,600
<b>MATERIALS &amp; SERVICES</b>							
498	494	1,500	150-600-613300	ADVERTISING & FEES	1,500	1,500	1,500
4,126	4,069	29,500	150-600-613500	PROF & TECHNICAL SERVICES	15,000	15,000	15,000
919	885	1,500	150-600-613800	OTHER FEES	1,500	1,500	1,500
5,543	5,448	32,500		<b>TOTAL MATERIALS &amp; SERVICES</b>	18,000	18,000	18,000
<b>CAPITAL OUTLAY</b>							
-	6,500	76,000	150-600-710000	CAPITAL PROJECTS RESERVE	416,600	416,600	416,600
-	19,500	25,000	150-600-723400	STORMWATER PROJECTS	-	-	-
10,595	-	-	150-600-723600	RAINBOW PLAZA LIGHTING PROJ.	-	-	-
39,227	9,194	-	150-600-744370	HWY 38 LIGHTING & LANDSCAPING	-	-	-
-	22,307	100,000	150-600-744375	WATERFRONT PROPERTY PURCHASE	100,000	100,000	100,000
-	-	-	150-600-744380	ODOT PROJECT RESERVE	-	-	-
49,822	57,501	201,000		<b>TOTAL CAPITAL OUTLAY</b>	516,600	516,600	516,600
<b>DEBT SERVICE</b>							
7,410	7,410	7,500	150-600-911500	STORMWATER DEBT	6,000	6,000	6,000
-	-	-	150-600-911510	DEBT SERVICE	55,000	55,000	55,000
7,410	7,410	7,500		<b>TOTAL DEBT SERVICE</b>	61,000	61,000	61,000
<b>INTER-FUND TRANSFERS</b>							
13,000	15,000	-	150-600-920000	TRANSFER OUT: MS INTERN	-	-	-
10,000	10,000	5,000	150-600-920500	TRANSFER OUT: MS FACADE	-	-	-
23,000	25,000	5,000		<b>TOTAL INTER-FUND TRANSFER</b>	-	-	-
85,775	95,359	246,000		<b>TOTAL URBAN RENEWAL DISTRICT</b>	595,600	595,600	595,600
182,057	196,737	246,000		<b>TOTAL FUND REVENUES</b>	595,600	595,600	595,600
96,282	101,378	-		<b>UNAPPROPRIATED ENDING FUND BALANCE</b>	-	-	-

**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 Main Street Fund is the undertaking of the Reedsport Urban Renewal Agency to provide the umbrella agency for the Main Street Program. The Main Street mission is to cultivate a more active, vibrant and sustainable downtown. The Main Street approach is focused on four basic areas: 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 20-21 Year in Review**

- 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. Five of the six projects have been completed.
- The program has been accumulating funds for the Business Improvement Grant program in order to provide for larger renovation grants. Applications are now received year-round and evaluated on a quarterly basis to allow greater outreach and benefit to the community businesses.
- The program received a grant to purchase and install a kayak launch at the Bumblebee Boat Launch to emphasize a space for non-motorized recreation.

**FY 21-22 Budget Highlights and Challenges**

The program bid farewell to the RARE Intern coordinating the program the last two years. A volunteer Main Street Board has taken on many new roles in an effort manage the

program. The Executive Assistant is the liaison for the program to facilitate several areas of the program and assist the board members.

The program will continue to support businesses within the district, facilitate grant funding and is looking forward to new holiday banners for the uptown area as well as new holiday decorations in conjunction with the holiday tree lighting each year.



**URBAN RENEWAL MAIN STREET  
151-601**

FY 18-19	FY 19-20	FY 20-21			FY 21-22	FY 21-22	FY 21-22	
Actuals	Actuals	Adopted	Account	Description	FTE	Proposed	Approved	Adopted
52,178	72,487	52,150	151-000-411100	BEGINNING FUND BALANCE		60,000	60,000	60,000
REVENUE								
1,303	946	750	151-000-415100	INTEREST		100	100	100
-	-	-	151-000-415150	OTHER INTEREST		-	-	-
2,519	169	-	151-000-415900	MISCELLANEOUS		-	-	-
1,000	20,000	-	151-000-416000	CO-OP FUNDS MS INTERN		-	-	-
-	-	10,000	151-000-416100	PROGRAM GRANTS-MAINSTREET		10,000	10,000	10,000
-	100	-	151-000-416110	MISC. MS PROJECTS INCOME		-	-	-
-	-	-	151-000-416120	MURAL DONATIONS		-	-	-
29,070	8,886	-	151-000-416150	CENTENNIAL CELEBRAT. DONATIONS		-	-	-
-	-	-	151-000-416160	BRONZE ELK DONATIONS		-	-	-
1,281	198	100	151-000-417000	STREET BANNER REVENUE		250	250	250
2,543	4,000	5,000	151-000-417100	BUS. IMPROV. REVENUE - NON URD		2,500	2,500	2,500
-	-	-	151-000-417200	STEAM DONKEY REVENUE		-	-	-
-	84,961	80,000	151-000-417300	BUS. IMPROV. GRNT REVENUE-URD		55,000	55,000	55,000
-	-	-	151-000-417340	MS REVITALIZATION GRANT		-	-	-
-	-	-	151-000-417345	KAYAK/WATER TRAILS REVENUE		-	-	-
-	-	-	151-000-417350	BICYCLE REVENUE		-	-	-
13,000	15,000	-	151-000-420000	TRANSFER IN: MS INTERN		-	-	-
10,000	10,000	5,000	151-000-421000	TRANSFER IN: MS FACADE		-	-	-
60,716	144,261	100,850		TOTAL REVENUE		67,850	67,850	67,850
112,894	216,748	153,000		TOTAL RESOURCES		127,850	127,850	127,850
MATERIALS & SERVICES								
726	267	-	151-601-614100	RARE INTERN SUPPLIES		-	-	-
590	-	-	151-601-614200	RARE TRAINING/CONFERENCES		-	-	-
23,500	25,881	-	151-601-623550	RARE STUDENT CONTRACT SERVICES		-	-	-
-	244	2,000	151-601-623560	HOLIDAY LIGHTING/DECOR		2,500	2,500	2,500
24,816	26,393	2,000		TOTAL MATERIALS & SERVICES		2,500	2,500	2,500
CAPITAL OUTLAY								
48	2,125	3,000	151-601-714100	ADVERTISING/PROMOTIONS EXP.		3,000	3,000	3,000
6,138	5,000	25,000	151-601-720000	BUSINESS IMPROVE. GRANTS - URD		20,000	20,000	20,000
5,723	7,544	5,000	151-601-720100	BUSINESS IMP. GRANTS - NON URD		5,000	5,000	5,000
-	94,936	80,000	151-601-720200	MS FACADE GRANT		50,000	50,000	50,000
-	-	16,000	151-601-721000	STEAM DONKEY PROJECT		25,000	25,000	25,000
1,340	237	500	151-601-722000	STREET BANNER PROJECT		750	750	750
1,935	9,881	-	151-601-722500	CENTENNIAL CELEBRATION		1,000	1,000	1,000
-	-	-	151-601-722600	BRONZE ELK EXPENSES		-	-	-
-	-	-	151-601-723000	BICYCLE FRIENDLY		-	-	-
-	-	-	151-601-723100	MURAL EXPENDITURES		2,500	2,500	2,500
-	-	-	151-601-723105	KAYAK/WATER TRAILS EXPENSES		-	-	-
-	-	-	151-601-723400	MS REVITALIZATION PROJECT		2,500	2,500	2,500
-	-	-	151-601-723500	MS MURAL PROJECT		-	-	15,600
407	-	21,500	151-601-724000	OTHER PROJECTS		15,600	15,600	-
15,591	119,723	151,000		TOTAL CAPITAL OUTLAY		125,350	125,350	125,350

**URBAN RENEWAL MAIN STREET  
151-601**

<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>			<b>FY 21-22</b>	<b>FY 21-22</b>	<b>FY 21-22</b>
<b>Actuals</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Account</b>	<b>Description</b>	<b>FTE Proposed</b>	<b>Approved</b>	<b>Adopted</b>
40,407	146,116	153,000		TOTAL URBAN RENEWAL MAIN STREET FUND	127,850	127,850	127,850
112,894	216,748	153,000		TOTAL FUND REVENUES	127,850	127,850	127,850
72,487	70,632	-		UNAPPROPRIATED ENDING FUND BALANCE	-	-	-

# **CITY OF REEDSPORT**

## **CAPITAL IMPROVEMENT PLAN FOR THE YEARS 2022-2026**

**FISCAL YEAR 2021-2022 BUDGET**

## Capital Improvements Plan Summary

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

Project Name/Description	No.	Prio rity &	Funding Source(s)	2021 2022	2022- 2023	2023- 2024	2024- 2025	2025- 2026
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### CITY FACILITIES

Energy Upgrades City Buildings	01-001	3	C	025	\$25				
Community Building Storage Stairs	01-003	2	D	025	\$5				
City Hall/Police Station Parking lot	01-004	4	C	025	\$60				
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	\$30	\$2			
UDC womens RR flooring replacement	01-008	3	C	025				\$5	
UDC paint building exterior	01-010	3	A	017			\$5		
4TH Street Fire Dept addition	01-011	2	D	025		\$150			
4th St. Fire Station Bay Doors	01-012	3	D	025		\$40			
4th St. Fire Hall Flooring	01-013	D	B	220		\$14			
Turner Station Addition Design	01-014	3	D	025		\$20			
Turner Station Addition	01-015	3	D	025			\$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	150/Debt	\$100				
Levee Walking Trail	01-019	2	D	007		\$200			
Deans to Dunes Trail	01-020	2	D	007		\$500			
PW City Shop Repair	01-021	1	A	Utility split	\$8				
Police Dept Gun Range	01-088	1	B	037	\$22	\$27			
Police Painting & Gutters	01-089	1	A	037	\$10				
Communications Center Remodel	01-090	1	A	037		\$45	\$45		
Painting City Hall	01-091	1	A	025	\$25				
HVAC System for City Buildings	01-092	1	C	025	\$15	\$15	\$15	\$15	\$15
City Shop Fencing	01-093	2	C	025	\$24				
					\$ 344	\$ 1,018	\$ 1,600	\$ 25	\$ 2,020

### VEHICLES/EQUIPMENT

Patrol Car Replacement	1-22	1	A	037	\$55	\$55	\$20	\$20	\$20
Trailer mount 6" Diesel Water Pumps (1)	1-23	1	A	003/005		\$25			
Elgin Vacuum attachment & filter	1-24	3	B	002	\$10				
Public Works Vehicles	1-25	3	B	Utility split	\$10	\$10	\$10	\$10	\$10
Triple Combo Fire Truck	1-27	4	C	014/025		\$150			
Emergency Generators	1-30	2	B	Utility split		\$40			
Roadside Tractor/mower (Brush hog)	1-31	2	A	002		\$70			
Light Rescue Vehicle	1-33	C	D	014		\$45			
Vaccon	1-80	2	D	Utility split					\$400
					\$ 75	\$ 395	\$ 30	\$ 30	\$ 430

### CITY OPERATIONS

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

### STREETS

Arthur Drive paving	1-36	2	C	001		\$140			
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	\$19				

## Capital Improvements Plan Summary

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

Project Name/Description	No.	Prio rity &	Funding Source(s)	2021 2022	2022- 2023	2023- 2024	2024- 2025	2025- 2026
South Hill Drive Top	1-42	2 C	002			\$23		
General sidewalk & ADA improvements	1-43	1 B	002	\$10	\$10	\$10	\$10	\$10
Frontage Rd Entrance/Exit Paving	1-81	1 B	002	\$120				
Hawthorne & 20th Paving	1-82	2 C	002		\$45			
Winchester Ave & 2nd Phase	1-83	1 C	002	\$140				
				\$ 299	\$ 233	\$ 43	\$ 20	\$ 20

### WATER

New Fire Hydrant Installation	1-44	1 C	003	\$5	\$5	\$5	\$5	\$5
Fire Hydrant Replacement	1-45	1 C	003	\$5	\$5	\$5	\$5	\$5
Water Reservoir Fencing	1-46	1 B	003		\$25			
Meter Retrofit	1-47	3 A	003/004	\$21	\$21	\$21	\$21	\$10
22nd St Main line Pressurized Relief Valve	1-48	1 C	003	\$31	\$31			
20th Street Water Line Replacement	1-49	1 C	003			\$100		
Providence Creek Crossing	1-50	2 C	003		\$22			
Winchester Creek Crossing	1-51	2 C	003		\$18			
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			\$120		
Hawthorne & 20th Waterline Replacement	1-84	1 C	003	\$110				
				\$ 184	\$ 989	\$ 3,151	\$ 91	\$ 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		\$400			
Sewer relining (multi locations)	1-65	1 B	004	\$176				
Forest Hills WW station replacement	1-66	2 D	004		\$1,800			
Telemetry system	1-67	3 B	004			\$100	\$100	\$60
8th & Mill Pump Station	1-68	C D	004	\$100				
12th & Juniper Pump Station Upgrade	1-85	1 C	004		\$400			
Hawthorne Sewer Extensiion	1-86	1 B	004	\$165				
HVAC System for Sewer Plant	1-87	1 A	004	\$15				
Slip lining Schofield Bridge to Riverfront Way	1-94	1 C	004					\$375
RV Dump Expansion	1-95	1 A	004					
				\$375				
				\$ 496	\$ 2,625.0	\$ 125	\$ 1,256	\$ 460

### STORMWATER

Levee Upgrades	1-71	1 D	005/150		\$5,600			
Redesign Winchester/Hwy 101 Drain Syst	1-75	1 C	005	\$7				
Telemetry system	1-79	3 D	005			\$50	\$50	
				\$ 7	\$ 5,600	\$ 50	\$ 50	\$ -
<b>5 YEAR TOTALS</b>				<b>\$ 924</b>	<b>\$ 10,876</b>	<b>\$ 5,015</b>	<b>\$ 1,488</b>	<b>\$ 5,266</b>



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> City Buildings Energy Upgrade	<b>Fund(s) Impacted:</b> 001/025
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2022
<b>Project Duration:</b> 3-6 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-001	<b>Project Financing Rating:</b> C

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

This project will be funded using General Fund capital funds. City staff will seek energy rebates to offset the cost of upgrades.

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

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

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**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:** 2022  
**Project Priority:** 4  
**Project Financing Rating:** C

**METHOD OF FINANCING**

Estimated Project Cost: \$60,000

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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 60,000.00	\$ -	\$ -	\$ -	\$ -	\$ 60,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

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

**PROJECT DESCRIPTION**

Install new jail cell doors.

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Relocate City Hall, Police Dept., & Downtown Fire Hall	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2026
<b>Project Duration:</b> 18-36 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-006	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

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

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

Due to City Hal, the Police Department (including the jail facility), and the Downtown Fire Hall being cirritical 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 2,000,000.00	\$ 2,000,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Install Police Department Awning	<b>Fund(s) Impacted:</b> 037
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2022
<b>Project Duration:</b> 3-6 months	<b>Project Priority:</b> 2
<b>CIP Listing Number:</b> 01-007	<b>Project Financing Rating:</b> B

**METHOD OF FINANCING**

Estimated Project Cost: \$32,000  
 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 the new 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 police 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 facility, creating conditions better suited 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 30,000.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 32,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

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

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

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

**PROJECT DESCRIPTION**

Repaint exterior siding of the Umpqua Discovery Center.

**NEED/JUSTIFICATION**

The Umpqua Discovery Center was last painted in 2010. To ensure preservation 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

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

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 150,000.00	\$ -	\$ -	\$ -	\$ 150,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

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

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 40,000.00	\$ -	\$ -	\$ -	\$ 40,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

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

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

Budget or Grant

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 14,500.00	\$ -	\$ -	\$ -	\$ 14,500.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Turner Fire Station Addition (Design Only)	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b> 6-9 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-014	<b>Project Financing Rating:</b> 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Turner Fire Station Addition	<b>Fund(s) Impacted:</b> 001
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2024
<b>Project Duration:</b> 12-18 months	<b>Project Priority:</b> 3
<b>CIP Listing Number:</b> 01-015	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 1,500,000.00	\$ -	\$ -	\$ 1,500,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

**Project Title:** Turner Fire Station  
**Project Type:** Facilities  
**Project Duration:**  
**CIP Listing Number:** 01-016

**Fund(s) Impacted:** 025  
**Budget Period:** 2022  
**Project Priority:**  
**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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 15,000.00		\$ -	\$ -	\$ -	\$ 15,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Riverfront Acquisition	Fund(s) Impacted: 150/Debt
Project Type: Facilities	Budget Period: 2022
Project Duration:	Project Priority:
CIP Listing Number: 01-018	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$100,000

**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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 100,000.00	\$ -		\$ -		\$ 100,000.00



**2021-2022 FISCAL YEAR BUDGET**  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Levee Walking Trail Surface	<b>Fund(s) Impacted:</b> 007
<b>Project Type:</b> Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b>	<b>Project Priority:</b> 2
<b>CIP Listing Number:</b> 01-019	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$200,000

**PROJECT DESCRIPTION**

Levee Walking Trail Surface

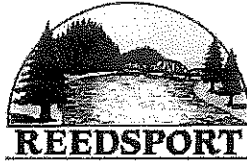
**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 200,000.00		\$ -		\$ 200,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 500,000.00	\$ -		\$ -		\$ 500,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Phase two: City Shop Repair/Replace exterior siding	Fund(s) Impacted:
Project Type: All Utilities	Budget Period: 2022
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**

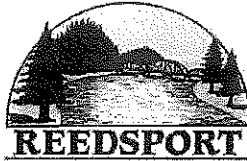
Siding will be replaced on all remaining sides of shop buildings with T1-11.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 8,000.00	\$ -		\$ -		\$ 8,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Police Hand Gun & Rifle Range	Fund(s) Impacted: 037
Project Type: Range Improvements	Budget Period: 2022
Project Duration: On Going	Project Priority: 1
CIP Listing Number: 01-088	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: 49,000.00

**PROJECT DESCRIPTION**

Range accreditation from NRA / Training facility

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 21,700.00	\$ 27,300.00	\$ -	\$ -	\$ -	\$ 49,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

Estimated Project Cost: \$10,000.00

**PROJECT DESCRIPTION**

Building painted and gutters replaced

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

\$18,000.00

**PROJECT COST BY FISCAL YEAR**

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



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

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

**METHOD OF FINANCING**

Estimated Project Cost: \$90,000.00

**PROJECT DESCRIPTION**

The Reedsport Police Department Communications Center

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 45,000.00	\$ 45,000.00	\$ -	\$ -	\$ 90,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Painting of City Hall  
Project Type: Facilities  
Project Duration:  
CIP Listing Number: 01-091

Fund(s) Impacted: 025  
Budget Period: 2022  
Project Priority: 1  
Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Paint City Hall

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: HVAC Systems for City Buildings	Fund(s) Impacted: 025
Project Type: Facilities	Budget Period: 2022-2026
Project Duration:	Project Priority: 1
CIP Listing Number: 01-092	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$75,000

**PROJECT DESCRIPTION**

HVAC System for City Buildings

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

This will be funded from the general capital improvement fund.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 75,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: City Shop Fencing  
Project Type: Facilities  
Project Duration:  
CIP Listing Number: 01-093

Fund(s) Impacted: Utility Split  
Budget Period: 2022  
Project Priority: 2  
Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$24,000

**PROJECT DESCRIPTION**

Extending the fencing to cover city property

**NEED/JUSTIFICATION**

Currently, the city shop fencing is only covering part of the property that the city owns. We would like to expand the fencing to include all the property that the city owns in the hope to expand our facility in years to come and give us more room for supplies and equipment parking.

**FINANCIAL IMPACT NARRATIVE**

This will be split between the utility departments.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 24,000.00	\$ -	\$ -	\$ -	\$ -	\$ 24,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Patrol Car Purchase	Fund(s) Impacted: 037
Project Type: Vehicles/Equipment	Budget Period: 2022-2026
Project Duration: Ongoing	Project Priority: A
CIP Listing Number: 1-22	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$170,000 (budget or grant) for 2022-2026

**PROJECT DESCRIPTION**

The Reedsport Police Department needs to replace two patrol cars.

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 55,000.00	\$ 55,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 170,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Trailer mounted 6" Diesel Water Pump	Fund(s) Impacted: 003/005
Project Type: Vehicles/Equipment	Budget Period: 2023
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 25,000.00		\$ -		\$ 25,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Streets	Fund(s) Impacted: 002
Project Type: Vehicles/Equipment	Budget Period: 2022
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 10,000.00	\$ -		\$ -		\$ 10,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Public Works	<b>Fund(s) Impacted:</b>
<b>Project Type:</b> Vehicles/Equipment	<b>Budget Period:</b> 2022-2026
<b>Project Duration:</b>	<b>Project Priority:</b> C
<b>CIP Listing Number:</b> 1-25	<b>Project Financing Rating:</b> 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 50,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Fire Truck	Fund(s) Impacted: 014/025
Project Type: Vehicles	Budget Period: 2023
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

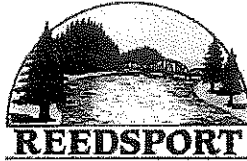
**NEED/JUSTIFICATION**

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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
	\$ 150,000.00		\$ -		\$ 150,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Emergency Generator	<b>Fund(s) Impacted:</b>
<b>Project Type:</b> Public Utility: Facilities	<b>Budget Period:</b> 2023
<b>Project Duration:</b>	<b>Project Priority:</b> B
<b>30CIP Listing Number:</b> 1-30	<b>Project Financing Rating:</b> 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
	\$ 40,000.00				\$ 40,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Replacement Roadside Tractor/Mower	Fund(s) Impacted: 002
Project Type: Vehicles/Equipment: Streets	Budget Period: 2023
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
	\$ 70,000.00				\$ 70,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Light Rescue Vehicle	Fund(s) Impacted: 014
Project Type: Fire	Budget Period: 2023
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Vac-Con	Fund(s) Impacted: All Utilities
Project Type: Vehicles/Equipment	Budget Period: 2026
Project Duration:	Project Priority: 2
CIP Listing Number: 1-80	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$400,000

**PROJECT DESCRIPTION**

Vac-Con

**NEED/JUSTIFICATION**

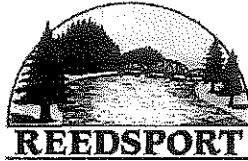
The current Vac-con truck is a 2002 and requires constant maintenance. The Vac-con is utilized by all departments every day of the week. There have been situations where the Vac-con has been down for repairs and we have had to rely on the surrounding public works department for the use of their vac-con.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

**FINANCIAL IMPACT NARRATIVE**

This will be split between the utility departments.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 400,000.00	\$ 400,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> CAD/ RMS Jail Booking System	<b>Fund(s) Impacted:</b> 037/025
<b>Project Type:</b> Public Utilities: Police	<b>Budget Period:</b> 2023
<b>Project Duration:</b> On going	<b>Project Priority:</b> A
<b>CIP Listing Number:</b> 1-34	<b>Project Financing Rating:</b> A

**METHOD OF FINANCING**

Estimated Project Cost: \$54,000.

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

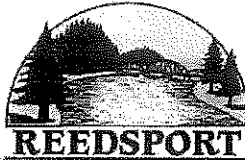
**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 23,000.00	\$ 13,000.00	\$ 8,000.00	\$ 10,000.00	\$ 54,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: CAD/ RMS Jail Booking System	Fund(s) Impacted: 037/025
Project Type: Public Utilities: Police	Budget Period: 2023
Project Duration: On going	Project Priority: A
CIP Listing Number: 1-34	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$54,000.

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 23,000.00	\$ 13,000.00	\$ 8,000.00	\$ 10,000.00	\$ 54,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> N.F.P.A. Approved SCBA Units <b>Project Type:</b> City Operations: Fire <b>Project Duration:</b> <b>CIP Listing Number:</b> 1-35	<b>Fund(s) Impacted:</b> <b>Budget Period:</b> 2022-2026 <b>Project Priority:</b> <b>Project Financing Rating:</b> C
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**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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 80,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
	\$ 140,000.00	\$ -			\$ 140,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Rock wall nets for West Road	Fund(s) Impacted:
Project Type: Public Utilities: Streets	Budget Period: 2023
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
	\$ 5,000.00				\$ 5,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Catch Basins and Spot Paving  
Project Type: Public Utilities: Streets  
Project Duration:  
CIP Listing Number: 1-39

Fund(s) Impacted: 002  
Budget Period: 2022-2026  
Project Priority:  
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 50,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Rowe Street	<b>Fund(s) Impacted:</b> 002
<b>Project Type:</b> Public Utilities: Streets	<b>Budget Period:</b> 2023
<b>Project Duration:</b>	<b>Project Priority:</b> 2
<b>CIP Listing Number:</b> 1-40	<b>Project Financing Rating:</b> 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
	\$ 23,000.00				\$ 23,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**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: 2
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 18,500.00	\$ -				\$ 18,500.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: South Hill Drive Top	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2024
Project Duration:	Project Priority:
CIP Listing Number: 1-42	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$23,000
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**PROJECT DESCRIPTION**

South Hill Drive Top
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**NEED/JUSTIFICATION**

Street is in poor condition.
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**FINANCIAL IMPACT NARRATIVE**

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**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
		\$ 23,000.00	\$ -		\$ 23,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> ADA Upgrades	<b>Fund(s) Impacted:</b> 002
<b>Project Type:</b> Public Utilities: Streets	<b>Budget Period:</b> 2022-2026
<b>Project Duration:</b>	<b>Project Priority:</b> 1
<b>CIP Listing Number:</b> 1-43	<b>Project Financing Rating:</b> 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 faculties including sidewalks as part of the City's maintenance program.

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 50,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Frontage Road Entrance & Exit Paving	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2022
Project Duration:	Project Priority: 1
CIP Listing Number: 1-81	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$120,000.00

**PROJECT DESCRIPTION**

Paving the entrance and exit to Frontage Road.

**NEED/JUSTIFICATION**

Frontage Rd has been paved and the entrance and exit to the street need to be repaired. By paving the entrance and exit, the road from Highway 101 to the hospital will be newly paved.

**FINANCIAL IMPACT NARRATIVE**

This will be funded by street capital improvements

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 120,000.00	\$ -	\$ -	\$ -	\$ -	\$ 120,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Hawthorne and 20th Paving	<b>Fund(s) Impacted:</b> 002
<b>Project Type:</b> Public Utilities: Streets	<b>Budget Period:</b> 2023
<b>Project Duration:</b>	<b>Project Priority:</b> 2
<b>CIP Listing Number:</b> 1-82	<b>Project Financing Rating:</b> C

**METHOD OF FINANCING**

Estimated Project Cost: \$45,000.00

**PROJECT DESCRIPTION**

Pave Hawthorne and 20th

**NEED/JUSTIFICATION**

The block of Hawthorne and 20th is in very poor condition. There have been some repairs of sewer and water lines down that block the trench was paved back when completed. Several potholes have formed with some major spiderweb cracking in the asphalt. The paving will need to be done after the rerouting of the failing waterline.

**FINANCIAL IMPACT NARRATIVE**

This will be funded by street capital improvements.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 45,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Winchester Ave 2nd Phase Paving	Fund(s) Impacted: 002
Project Type: Public Utilities: Streets	Budget Period: 2022
Project Duration:	Project Priority: 1
CIP Listing Number: 1-83	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$140,000

**PROJECT DESCRIPTION**

Pave the west end of Winchester Avenue

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

This project will be funded from an SCA grant.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 140,000.00	\$ -	\$ -	\$ -	\$ -	\$ 140,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Purchase Install one additional fire hydrant annually	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2022-2026
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Purchase Install one additional fire hydrant annually	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2022-2026
Project Duration:	Project Priority: 1
CIP Listing Number: 1-45	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Fire Hydrant Annual Replacement

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Install Security Fencing- Reserviors	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2023
Project Duration:	Project Priority: 1
CIP Listing Number: 1-46	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$25,000

**PROJECT DESCRIPTION**

Install Security Fencing- Reserviors

**NEED/JUSTIFICATION**

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

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

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 25,000.00		\$ -	\$ -	\$ 25,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Rerofit Water Meters Continuation	Fund(s) Impacted: 003/004
Project Type: Public Utilities: Water Utility/ Wastewater Utility	Budget Period: 2022-2026
Project Duration:	Project Priority: 3
CIP Listing Number: 1-47	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$94,000

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 10,000.00	\$ 94,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: 22nd Street Main Line Pressurized Water Relief Valve Inst	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2022-2023
Project Duration:	Project Priority: 1
CIP Listing Number: 1-48	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$62,000

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 31,000.00	\$ 31,000.00	\$ -	\$ -	\$ -	\$ 62,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> 20th Street Water Line Replacement	<b>Fund(s) Impacted:</b> 003
<b>Project Type:</b> Public Utilities: Water Utility	<b>Budget Period:</b> 2024
<b>Project Duration:</b>	<b>Project Priority:</b> 1
<b>CIP Listing Number:</b> 1-49	<b>Project Financing Rating:</b> 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Providence Creek Crossing	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2023
Project Duration:	Project Priority: 2
CIP Listing Number: 1-50	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$22,000

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 22,000.00		\$ -	\$ -	\$ 22,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Winchester Creek Crossing	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2023
Project Duration:	Project Priority: 2
CIP Listing Number: 1-51	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$17,500

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 17,500.00		\$ -	\$ -	\$ 17,500.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**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: 1
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**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: 1
CIP Listing Number: 1-53	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$2,700,000

**PROJECT DESCRIPTION**

Master Heights Water Reservoir

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 2,700,000.00	\$ -	\$ -	\$ 2,700,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Land Acquisition: Acquire the Clear Lake Watershed	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2023
Project Duration:	Project Priority: 3
CIP Listing Number: 1-54	Project Financing Rating: D

**METHOD OF FINANCING**

Estimated Project Cost: \$750,000

**PROJECT DESCRIPTION**

Land Acquisition: Acquire the Clear Lake Watershed

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 750,000.00		\$ -	\$ -	\$ 750,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Telemetry Alarm System	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2023-2025
Project Duration:	Project Priority: 3
CIP Listing Number: 1-55	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$260,000

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 100,000.00	\$ 100,000.00	\$ 60,000.00	\$ -	\$ 260,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Water valve shut off replacements (multi valves)	<b>Fund(s) Impacted:</b> 003
<b>Project Type:</b> Public Utilities: Water Utility	<b>Budget Period:</b> 2022-2023
<b>Project Duration:</b>	<b>Project Priority:</b> 2
<b>CIP Listing Number:</b> 1-56	<b>Project Financing Rating:</b> 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	\$ -	\$ 24,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Water Transmission Main Replacement, Phase II	Fund(s) Impacted: 003
Project Type: Public Utilities: Water Utility	Budget Period: 2026
Project Duration:	Project Priority: 3
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

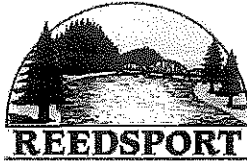
**NEED/JUSTIFICATION**

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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 2,300,000.00	\$ 2,300,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Variable Speed Drives	<b>Fund(s) Impacted:</b> 003
<b>Project Type:</b> Public Utilities: Water Utility	<b>Budget Period:</b> 2024
<b>Project Duration:</b>	<b>Project Priority:</b> B
<b>CIP Listing Number:</b> 1-58	<b>Project Financing Rating:</b> 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 120,000.00	\$ -	\$ -	\$ 120,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Hawthorne & 20th Waterline Replacement	Fund(s) Impacted: 003
Project Type: Public Utilities: Water	Budget Period: 2022
Project Duration:	Project Priority: 1
CIP Listing Number: 1-84	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$110,000

**PROJECT DESCRIPTION**

Redirect Hawthorne and 20th waterline.

**NEED/JUSTIFICATION**

The current ac water line that services Hawthorne and 20th is in dire need of replacement and is over 70 years old. The ac pipe runs down between houses and is very hard to service. In 2020 the line broke 5 times, the line is very fragile and it is sometimes difficult to find a durable pipe to attach to. The new pipe will run down the side of Hawthorne and will be upgraded to a C900 pipe.

**FINANCIAL IMPACT NARRATIVE**

This will be funded from the water system development fund 020.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 110,000.00	\$ -	\$ -	\$ -	\$ -	\$ 110,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Sewage Manhole Renovation and Replacement Project	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2022-2026
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 125,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Replacement of Slide	<b>Fund(s) Impacted:</b> 004
<b>Project Type:</b> Public Utilities: Wastewater	<b>Budget Period:</b> 2022
<b>Project Duration:</b>	<b>Project Priority:</b> A
<b>CIP Listing Number:</b> 1-60	<b>Project Financing Rating:</b> 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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 15,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Chlorine Conversion	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2025
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ -	\$ 1,000,000.00	\$ -	\$ 1,000,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: 18th Street & Ivy Sewage Pump Station Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2025
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ -	\$ 75,000.00	\$ -	\$ 75,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Myrtle/Laurel Main Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2025
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ -	\$ 56,000.00	\$ -	\$ 56,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: 22nd Street Force Main Replacement	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2023
Project Duration:	Project Priority: A
CIP Listing Number: 1-64	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$400,000

**PROJECT DESCRIPTION**

22nd Street force main replacement.

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 400,000.00	\$ -	\$ -	\$ -	\$ 400,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Sewer Relining (Multi Locations)	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2022
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 176,000.00	\$ -	\$ -	\$ -	\$ -	\$ 176,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

<b>Project Title:</b> Rehabilitate Forest Hills Sewage Pump Station	<b>Fund(s) Impacted:</b> 004
<b>Project Type:</b> Public Utilities: Wastewater	<b>Budget Period:</b> 2023
<b>Project Duration:</b>	<b>Project Priority:</b> B
<b>CIP Listing Number:</b> 1-66	<b>Project Financing Rating:</b> D

**METHOD OF FINANCING**

Estimated Project Cost: \$1,800,000.00

**PROJECT DESCRIPTION**

Rehabilitate Forest Hills Sewage Pump Station.

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 1,800,000.00	\$ -	\$ -	\$ -	\$ 1,800,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Telemetry Alarm System	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2024-2026
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 60,000.00	\$ 260,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: 8th & Mill Pump Station	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2022
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

**Project Title:** 12th and Juniper PS Upgrade  
**Project Type:** Public Utilities: Wastewater  
**Project Duration:**  
**CIP Listing Number:** 1-85

**Fund(s) Impacted:** 004  
**Budget Period:** 2023  
**Project Priority:** 1  
**Project Financing Rating:** C

**METHOD OF FINANCING**

Estimated Project Cost: \$400,000.00

**PROJECT DESCRIPTION**

12th and Juniper Pump Station Upgrades.

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

This will be funded from the capital improvement wastewater fund.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 400,000.00	\$ -	\$ -	\$ -	\$ 400,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Hawthorne sewer extension	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2022
Project Duration:	Project Priority: 1
CIP Listing Number: 1-86	Project Financing Rating: B

**METHOD OF FINANCING**

Estimated Project Cost: \$165,000

**PROJECT DESCRIPTION**

Hawthorne sewer extension.

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

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

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 165,000.00	\$ -	\$ -	\$ -	\$ -	\$ 165,000.00





2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: HVAC System for the Sewer	Fund(s) Impacted: 004
Project Type: Public Utilities: Wastewater	Budget Period: 2022
Project Duration:	Project Priority: 1
CIP Listing Number: 1-87	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$15,000.00

**PROJECT DESCRIPTION**

HVAC System for the Sewer Plant.

**NEED/JUSTIFICATION**

The HVAC system at the sewer plant in the load center building needs replacing. The last inspection showed corrosion on the coils and will likely only last a year before we will have issues with the system. The HVAC system is vital to keep a constant temperature for the operating system of the sewer plant.

**FINANCIAL IMPACT NARRATIVE**

This will be funded from the capital improvement wastewater fund.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 15,000.00		\$ -	\$ -	\$ -	\$ 15,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Slip lining from Schofield Bridge to Riverfront Way	Fund(s) Impacted: 004
Project Type: Public Utilities	Budget Period: 2026
Project Duration:	Project Priority: 1
CIP Listing Number: 1-94	Project Financing Rating: C

**METHOD OF FINANCING**

Estimated Project Cost: \$375,000

**PROJECT DESCRIPTION**

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

**NEED/JUSTIFICATION**

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

**FINANCIAL IMPACT NARRATIVE**

This will be funded from the capital improvement wastewater fund.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ -	\$ -	\$ 375,000.00	\$ 375,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: RV Dump Expansion	Fund(s) Impacted: 004
Project Type: Public Utilities	Budget Period: 2022
Project Duration:	Project Priority: 1
CIP Listing Number: 1-95	Project Financing Rating: A

**METHOD OF FINANCING**

Estimated Project Cost: \$375,000

**PROJECT DESCRIPTION**

RV dump expansion to help with increased usage.

**NEED/JUSTIFICATION**

The existing sewer dump was constructed in the early 1990's. Since that time the demand for sewer services of this kind have increased. Not only has the number of recreational vehicle usage increased but the volume of the holding tanks per vehicle has also increased. During peak usage the chemicals have had a detrimental effect on the City's wastewater treatment process. Pretreatment of a 10,000 gallon holding tank and a pump with a non-clog impellor will be able to control the flow by a timer. This will allow the sewer dump during peak usage to be introduced to the City sewer plan at a pace rate rather than a usage

**FINANCIAL IMPACT NARRATIVE**

This will be funded from the capital improvement wastewater fund.

**PROJECT COST BY FISCAL YEAR**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 375,000.00	\$ -	\$ -	\$ -	\$ -	\$ 375,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Levee Repairs and Upgrades	Fund(s) Impacted: 005/150
Project Type: Public Utilities: Stormwater	Budget Period: 2023
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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ 5,600,000.00	\$ -	\$ -	\$ -	\$ 5,600,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ 7,000.00	\$ -	\$ -	\$ -	\$ -	\$ 7,000.00



2021-2022 FISCAL YEAR BUDGET  
**CAPITAL IMPROVEMENT PROGRAM**  
**CIP FISCAL YEARS 2022-2026**

**PROJECT DETAILS**

Project Title: Telemetry Alarm System	Fund(s) Impacted: 005
Project Type: Public Utilities: Stormwater	Budget Period: 2024-2025
Project Duration:	Project Priority: C
CIP Listing Number: 1-79	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**

2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Total
\$ -	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 100,000.00