

CITY OF REEDSPORT

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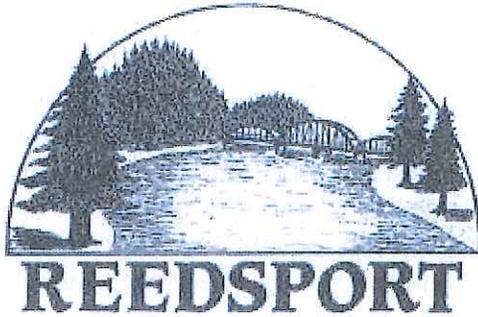
REEDSPORT URBAN RENEWAL AGENCY

ADOPTED BUDGETS

FOR

FISCAL YEAR 2015 - 2016

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CITY of REEDSPORT

**451 Winchester Avenue
Reedsport, OR 97467-1597
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BUDGET MESSAGE FY 2015-2016

INTRODUCTION

We as a governmental organization and a community have suffered and survived many adverse economic events. The area economic decline started decades ago with the closure of the resource affiliated industries. Governmental regulations and an inability to compete with labor costs in the world market have negatively impacted the timber, mineral and fishing industries that once flourished in Reedsport. More recent events, such as the recession, left commercial properties and single family homes vacant, further adding to the perception that things here have gone from bad to worse.

Despite what this area has endured, Reedsport as a community is resilient and determined. Today, efforts are being made to revitalize the area with a focus on capturing a portion of the coastal tourism market and with a focus on attracting new residents and businesses to this area. This effort is being driven by a growing number of volunteers and officials determined to make a difference. Their efforts made apparent by storefront decorations, plans for a levee trail system, area pedestrian safety improvements and a campaign to improve the aesthetics of the area. As a result vacant homes are now being occupied and building permit sales are starting to increase. By all accounts, things are starting to change for Reedsport and the indicators are positive.

There is no argument to the fact that Reedsport is no longer the Coastal hub of industry; however Coastal Douglas County still possess a modest portfolio of marine related manufacturing and water related industry that supplies many area jobs. These viable industries give hope to many that Reedsport will once again rise up to become the industrial mecca of its former self. Vacant brownfields surround the area and delineate the capacity of our area to once again house big industry, whatever type that might be. However, the recent economic upswing in Reedsport seems to be based on a very different commodity.

Reedsport is being discovered for, generally speaking, its rural quality of life. The untouched beauty of the area, abundant resources and low cost of living has been a draw for some time but even more so now as people seek to escape climate related impacts felt all over the Country, especially from the resource strained states to the south of Oregon. The availability of local health care services, world class fishing, golf and water sports make Reedsport a desirable place for retired persons. This demographic change has done two things; 1) it appears to have greatly slowed or even stalled the impacts of tax compression as home sales and prices are increasing; and, 2) has brought smaller households which directly impact utility revenues.

Utility revenues are directly tied to utility rates. In 2010 a charter amendment removed the City Council's ability to adjust rates requiring voter ratification of all rate increases. This leaves some uncertainty as to the City's ability to pay debt obligations as attempts to adjust rates have traditionally met with strong opposition. Attempts have been made by the City Council to reduce the impact that this measure had on City business by removing the double majority requirement but these attempts have also met with resistance and have ultimately failed to rally community support.

Another consequence of this charter amendment is the inability of the Council to generate revenues to overcome a series of mandates from the Federal and State government. These mandates must be completed in a timely manner to avoid penalty. First and foremost being the Federal mandate for levee certification followed closely by the state mandate for enhanced water treatment. Budgetary considerations are focused on overcoming these mandates while continuing to address and overcome regular maintenance issues. If the City is able to satisfy these mandates it will help restore consumer confidence, spur area economic growth and ensure that our Federal employers are able to stay in Reedsport. The consequences of not meeting these mandates and/or community needs could result in irreparable economic consequences.

This FY 2015-2016 budget has been prepared for your consideration based on what is now a long term strategy of sustainability while maintaining current service levels and applying as much funding as possible toward addressing the aforementioned mandates. The budget is balanced and was prepared keeping in mind the goals of the Reedsport the City Council.

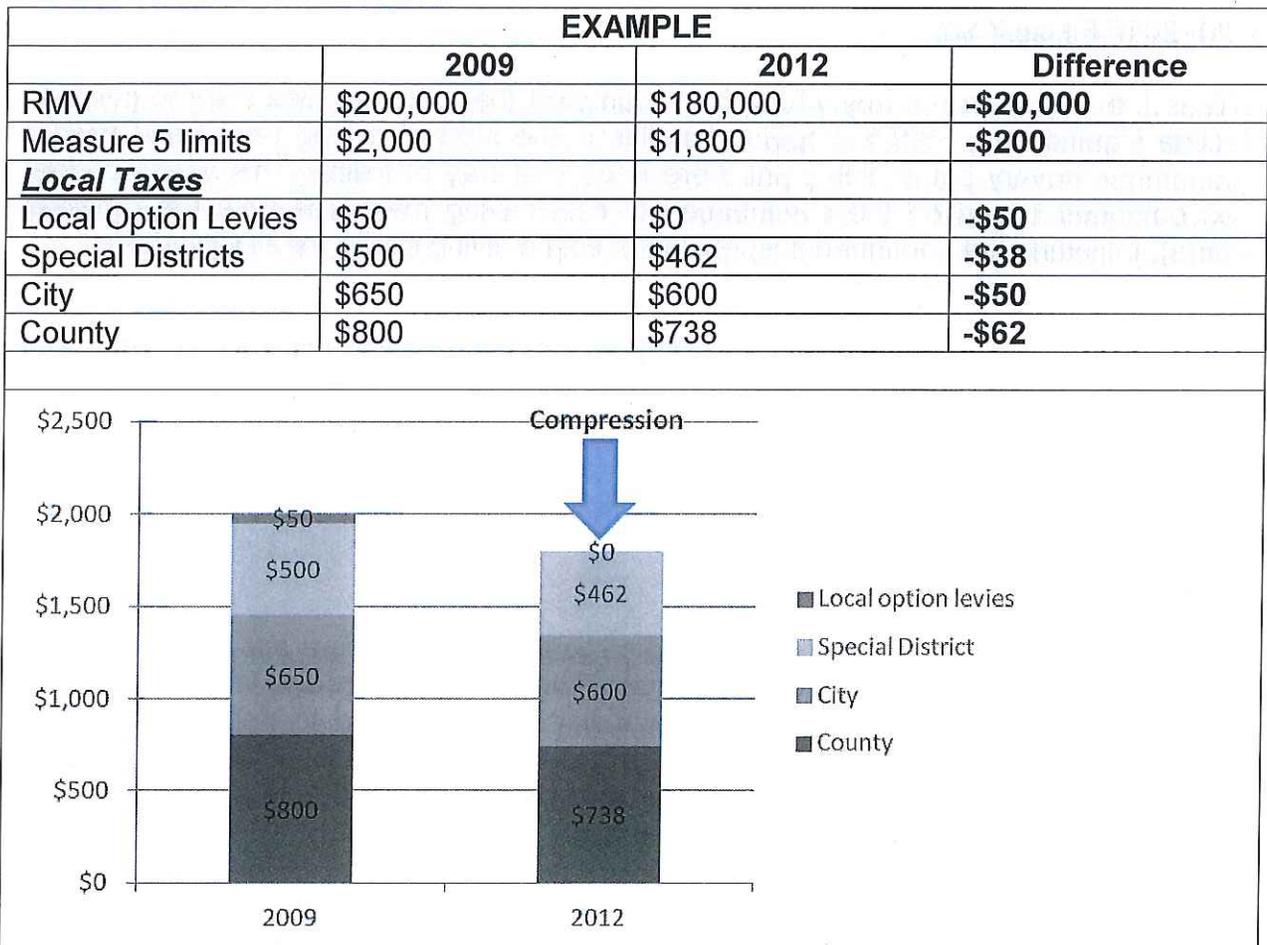
This year's budget has been prepared to satisfy the legal requirements of the City of Reedsport Charter and the State of Oregon local budget law. The Proposed Budget is balanced and stays within all of the statutory property tax limitations. It would be appropriate to view the Proposed Budget as the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

GENERAL FUND HIGHLIGHTS

Background:

Like other jurisdictions in Oregon, the City of Reedsport relies on property taxes for most of its General Fund revenue. Until 1991-1992, Oregon had a pure levy-based property tax system. Each taxing district calculated its own tax levy based on its budget needs. County Assessor's estimated the real market values of all property in the state. Generally speaking, the full value of property was taxable; there was no separate definition of the assessed value. However, starting in 1991-1992, Measure 5 amended the Oregon Constitution and limited the total tax rate for non-school purposes to a maximum of \$10.00 per \$1,000 Taxable Real Market Value (TRMV).

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



Measure 50 (M-50) changed the Oregon property tax system from a levy based system to a rate based system and virtually eliminated tax bases. The measure rolled back assessed values to 90 percent of their 1995-96 levels and established 1997-98 as the "base year" for maximum assessed levels (MAV).

2014-2015 Fiscal Year in Review:

The City's General Fund is the primary funding source for the City's Police & Fire Departments, Maintenance Department and City Hall. The largest contributor to the General Fund is the City's tax levy. Over the past five (5) years, the City has seen significant declines in the revenues from taxes.

The past five years have resulted in a loss of revenue in the General Fund and the subsequent loss of a Police Officer position, Planning Director position and the City Attorney became an hourly (as needed) position. In order to make the budget balance, Staff evaluated existing contracts and eventually renegotiated a new dispatch contract with the hospital. The City also pursued an equitable share of the 911 tax money generated by Reedsport and paid to the county; however, the County was unwilling to discuss the matter.

2015-2016 Fiscal Year:

This is the first year in many where it is estimated that tax revenues are not going to decline significantly. Staff is hopeful that this is the start of a long term trend toward economic recovery but at this point there is no real way of telling. This year's budget was balanced based on the continuation of cost saving measures from the previous year(s), including the continued suspension of cost of living raises for all City staff.

Staff will once again seek a partnership between the City, School District, Hospital and Port for the implementation of the School Resource Officer (SRO) at the school. After a rash of youth related incidents at the schools, this position seems to be more important to the community than ever.

WASTEWATER FUND HIGHLIGHTS

In 2014-2015 many of the City's proposed sewerline projects were not complete again this year due to resignation of the City's Public Works Director and subsequent recruitment process. Nonetheless, wastewater crews managed to perform all critical maintenance projects and even workout ways to combat water infiltration into the collection system on their own. This next year an emphasis will be put on relining areas where water intrusion issues are known to exist.

In 2013, the City Council suspended scheduled wastewater rate increases indefinitely. The suspension was in anticipation that the City would be allowed to refinance the City's

twelve million dollar wastewater loan. Refinancing would allow for an extended term and potentially lower interest rate. It was not until the first part of 2014 that the City received final authorization to refinance. On November 17, 2014, the Council met to evaluate what options remained given the Council's inability to adjust rates under a new loan. Staff provided a number of different scenarios but only two that would allow the City to take the new loan and sign a new contract in good faith. To ensure that the debt is paid off as soon as practicable and yet maintain a balance capable of carrying the City through to the retirement of the loan, Council opted to apply a hybrid approach. In this approach, the City would assume the longest term offered by DEQ and use a portion of the budget surplus created by the lower annual payment to buy down the principal, ensuring early payoff. This technique will only be implemented so long as wastewater fund revenues continue to provide a surplus capable of supporting this methodology.

It is estimated that this year's wastewater revenues will continue to decline, this is credited to the migration of citizens from flat rate to metered accounts and smaller household sizes. This pattern could be offset by the future revenues from the receipt of leachate from the County landfills. The pipeline for this is anticipated to be installed in 2016 and the City could be receiving the leachate as early 2017.

The City will continue the billing for the Gardiner Sanitary District, a relationship that seems to be working out well for both communities. It should be noted that the Sanitary District did extend their contract with Reedsport to 25 years insuring that they will continue to pay their share of the debt obligation for the new plant.

WATER AND STORM WATER FUND HIGHLIGHTS

FY 2014-2015 proved problematic for the water department. Besides the resignation of the Public Works Director, effectively halting most water projects, a series of waterline breaks plagued the Water Department. This included two major mainline water breaks that occurred over the Thanksgiving holiday.

The City still has not begun the implementation of the ultra violet and/or water treatment system. This is due in part to the lack of staff available to research the matter and due to the need to research alternative systems that may provide higher quality treatment with a potentially lower operating cost. According to the State Health Department this project must be complete by 2016 putting an urgency on the project to get it done during FY 2015-2016.

Also, the Highlands Gardens waterline replacement project is scheduled to happen during FY2015-2016; however, the water treatment project is the priority so there is a possibility that this project may still not get done during this timeframe. The City will have to retain a new City Engineer to complete this project.

The Water Fund is funded by the monthly water user fees and operated as a business, with user fees paying for the operation of the fund. Revenues collected from this fund have

gone down over the past few years. As with the sewer fund, this is credited to the migration of water accounts from flat rate to meter and the smaller household sizes.

With each passing year, the levee certification requirement for FEMA becomes more and more concerning. If certification cannot be achieved within the next few years, the community will have to endure the economic consequences of the National Flood Insurance Program (NFIP). The City has attempted to have the Corps come back and conduct the certification; however, their certification does not include the upgrades that will be necessary. Also, the Corps has informed the City that they will not certify the City to the required FEMA standards, but rather to the Corps more stringent standards. Staff has researched the implications of having the Corps do the certification and has concluded that meeting their standards is cost prohibitive at this time.

Based on the issues with the Corps, Staff was instructed by City Council to solicit engineering companies to perform the certification. After receiving five proposals from qualified companies, the Council awarded the project to Anderson Perry & Associates who has developed a cost schedule for the project. Those costs will need to be evaluated for funding and reviewed/approved through City Council prior to issuance of one or more task orders.

The City is also in a national competition for HUD grant funds to help pay for the expenses associated with levee certification and to work on measures to increase the resiliency of the levee from an array of threats including a tsunami. There is also potential that a House Bill (2436) may provide the City with funding to assist with the levee project.

The levee certification will take front and center for the next few years. Staff will work with Anderson Perry Inc. to separate the levee evaluation and certification process in to small steps that we can bring to different funding agencies for assistance. The reality is that we as a community will not be able to afford this process on our own and will either need significant grant assistance or have to go back to the voters for a stormwater rate increase.

STREET FUND HIGHLIGHTS

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

In 2009, the state legislature adopted legislation to allow for a statewide gas tax as a means of assisting local governments with street maintenance. Cities such as Reedsport began to receive gas tax revenue from this legislation and staff is hopeful Oregon cities will be able to resume their street maintenance programs in the near future. Otherwise, cities, including Reedsport, may have to find creative ways to maintain and improve their streets.

OTHER MAJOR FUND HIGHLIGHTS

Last year the City Council passed a resolution that allowed camping in Rainbow Plaza. The new activity managed to generate \$910 dollars without any cost for startup. Staff used picnic benches that were stored at the City shops and wood poles as dividers to identify the sites.

The City will continue to work with the Marine Board on the redevelopment of the City's boat launch. The project cost is estimated at over two (2) million dollars; therefore, the City will work with the Marine Board and other funders to secure the grants necessary to complete this project. This project will likely take the next few years to complete.

Marijuana is a recent but constant topic with Oregon communities. This new commodity poses threats to the community, especially to youth, as well as a new potential source of revenue for the community that would not necessary be dependent on the citizens of Reedsport. Not enough is known about this new market to be able to assess potential tax revenues but it could be a potential offset to future property tax compression. The rate adopted by Council is the same as many other communities have imposed, 5% for medical marijuana and 10% for recreational marijuana. This matter is scheduled to go to the Reedsport voters in May of 2015.

As with last year, this year's Fire Equipment Fund maintains a \$15,000 transfer from the General Fund to help offset the future replacement cost of one of the City's aging fire trucks.

The City receives approximately \$94,500 annually in rents from the Dunes NRA building. These funds are collected in the Dunes NRA Fund. It was expected that the roof at the Dunes NRA offices would be replaced in FY 11-12. However, it appears that they may no longer be a tenant of the City within the next few years, as the Federal Government no longer allows those entities to be located within uncertified levee systems. Therefore, the roof funds will be rolled over once again as the City waits to see if it will be able to afford to do the levee certification.

CLOSING

We continue to struggle through financially challenging times. We are experiencing declining revenues while at the same time the cloud of state and federal mandates looms overhead. Therefore, budgetary considerations for the next few years must be focused on overcoming these mandates while continuing to address and overcome

other community challenges. If we are able to satisfy these mandates it will help restore consumer confidence in our area and spur economic growth. The consequences of not meeting these mandates and/or community needs could result in irreparable economic consequences.

Positive economic growth is directly tied to increases in City revenues. We are one of a few communities in the state where City Council does not possess the authority to increase rates as necessary to overcome mandates or changes in economic conditions. In 2010 the City's Charter was amended by petition and since then attempts have been made by the City Council to reduce the impact that this measure had on City business but these attempts have met with resistance and have ultimately failed to rally community support.

This restriction limits our revenues yet costs go up every year, therefore, budgetary decisions must be sustainable. This means that we must sacrifice in some areas so that we can do what must be done in others, such as the aforementioned mandates. As we look at what it takes to be sustainable, technology and new processes seem to be the best way to offset future cost increases. Sustainability does not mean that savings from the retirement of a loan or savings from a department that has been operating shorthanded is justification for purposely increasing expenditures, rather sustainability is keeping costs low, budgeting for the future and only expending funds as necessary to cover required expenses.

Based on this principal, I proudly submit to you a balanced budget that is a quality example of a government that continues to operate within its means. This budget does not anticipate any major programmatic changes, yet is designed to start to work on concerns over employee retention. This year's budget includes employee education incentives and a holiday bonus (amount of bonus dependent on available funding) as ways that we can give back to those who give so much to us without long term budgetary implications.

This area's beauty, mild climate and low cost of living will continue to attract those who are looking for a rural lifestyle located close to world class recreation and quality healthcare. The abundance of natural resources may become a significant catalyst for future development in the Reedsport area as communities in the states to the south continue to struggle through drought conditions and their industries seek alternate locations for production. Further, the prospect of the Jordan Cove project adds to my optimism about our future, as all indicators seem to be positive for Reedsport.

Respectfully submitted,

Jonathan Wright
City Manager

CITY OF REEDSPORT
Fiscal Year 2015 – 016
Budget

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CITY OF REEDSPORT
Fiscal Year 2015 - 016 Budget

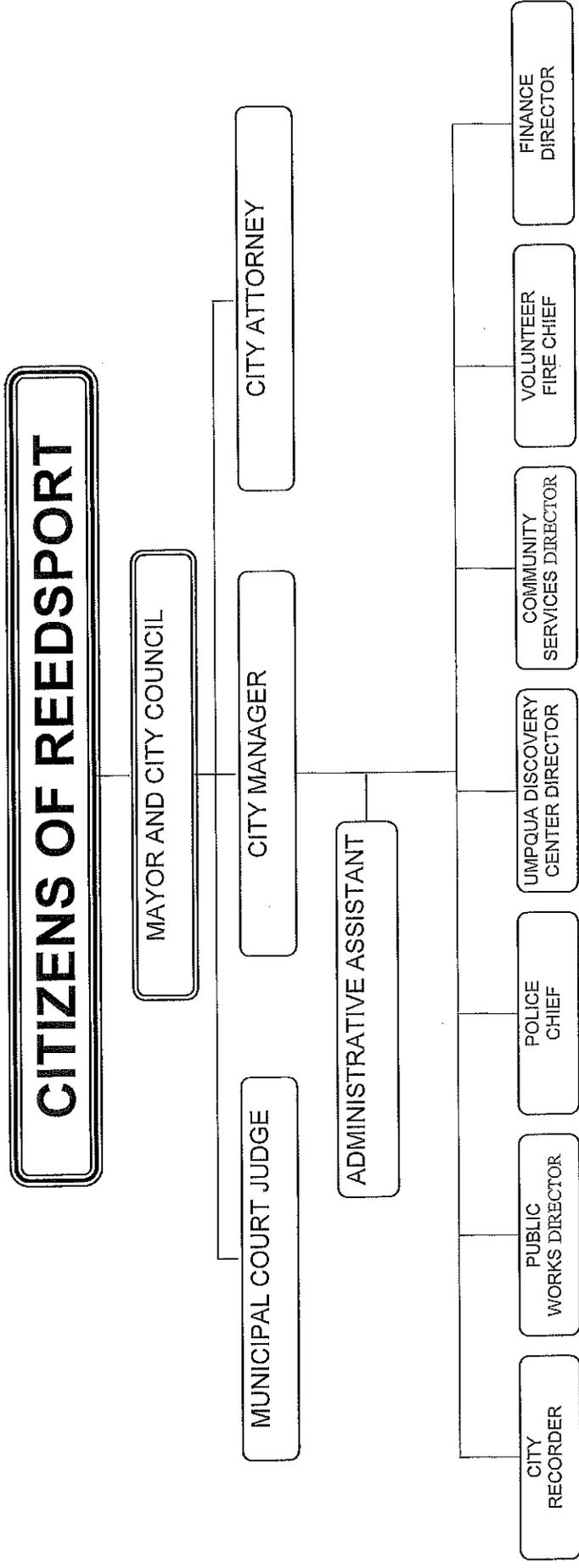
BUDGET COMMITTEE

COUNCIL MEMBERS	APPOINTED MEMBERS
Linda McCollum, - Mayor	Jacque Potter, Chair
Frank Barth, Jr. -- Position #1	Mark Bedard
DeeDee Murphy - Position #2	Tara Szalewski
Leslee Collier -- Position #3	Leon Bridge
Diane Essig -- Position #4	Linda Lanegan
Rich Patten - Position #5	Ed Branson
Debbie Turner - Position #6	Christopher Damito

CITY ADMINISTRATION

POSITION	NAME
Municipal Court Judge	Megan Jacquot
City Attorney	Stephen Miller
City Prosecutor	Muenchrath Law Firm
City Manager	Jonathan Wright
Finance Director	Vera Koch
Administrative Assistant	Deanna Schafer
City Recorder	Deanna Schafer
Police Chief	Duane Wischart
Police Sergeant	Tom Beck
Communications Supervisor	Charlene Loft
Public Works Director	John Stokes
Umpqua Discovery Center Director	Diane Novak
Volunteer Fire Chief	Tom Anderson

CITY ORGANIZATION CHART



CITY OF REEDSPORT
Fiscal Year 2015 - 016 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.

BUDGET CALENDAR

FISCAL YEAR 2015 / 016 CYCLE

<u>DATE</u>	<u>ACTION</u>
February 04, 2015	Budget Officer distributed policy letter / budget forms and Capital Improvement Plan forms to Department Heads.
February 24, 2015	Department Heads submit Fiscal Year 2015 / 2016 budget requests to Finance Officer.
February 24-27, 2015	Staff review proposed budgets.
March 23, 2015 (Mon)	Budget Officer <u>submit</u> notice of the Budget Committee April 13, 2015 convening date with opportunity to receive citizen input meeting to newspaper of record (The Umpqua Post) for publishing. (Wednesday before publishing required.) <u>Include notice of public hearing to receive state revenue sharing funds.</u>
March 23, 2015 (Mon)	Budget Officer <u>submit</u> notice of the Reedsport Urban Renewal District Budget Committee April 13, 2015, convening date with opportunity to receive citizen input meeting to newspaper of record (The Umpqua Post) for publishing. (Wednesday before publishing required.)
March 23, 2015 (Mon)	Post notice on City web site for April 13, 2015 Budget Committee and Reedsport Urban Renewal District Budget Committee convening meetings. (10 day notice requirement)
April 01, 2015 (Wed)	Notice of April 13, 2015 Budget Committee convening meeting is published with opportunity to receive citizen input (13 days in advance; 5 - 30 days required), <u>including notice of public hearing to receive state revenue sharing funds.</u>
April 01, 2015 (Wed)	Notice of April 13, 2015 Reedsport Urban Renewal District Budget Committee convening meeting is published with opportunity to receive citizen input (13 days in advance; 5 - 30 days required)

April 08, 2015 (Wed)	Budget Officer distribute Proposed Fiscal Year 2015 / 016 Budget (required to be not more than 10 days before Budget Committee convenes; can be distributed at first meeting).
April 08, 2015 (Wed)	Budget Officer distribute Proposed Fiscal Year 2015 / 016 Reedsport Urban Renewal District Budget (required to be not more than 10 days before Budget Committee convenes; can be distributed at first meeting).
April 13, 2015 (Mon)	Reedsport Urban Renewal District Budget Committee convene (City Council Chambers). Receive Proposed Fiscal Year 2015 / 2016 Budget, review, approve budget, set tax rate and amount. Receive citizen input (ask questions and comment).
April 13, 2015 (Mon)	Reedsport City Budget Committee convene (City Council Chambers). Receive Proposed Fiscal Year 2015 / 2016 Budget and begin review. Budget Committee holds public hearing to receive state revenue sharing funds. Receive citizen input (ask questions and comment).
April 20, 2015 (Mon)	Budget Committee continued review of Proposed Fiscal Year 2015 / 2016 Budget and Capital Improvement Plan, approve budget; set tax amount if discussion completed (City Council Chambers).
April 20, 2015 (Mon)	Submit notice of May 04, 2015 City Council public hearing to receive state revenue sharing funds to newspaper of record (The Umpqua Post) for publishing.
April 27, 2015 (Mon) (Opt)	Budget Committee continued review of Proposed Fiscal Year 2015 / 2016 Budget and Capital Improvement Plan, approve budget; set tax amount (City Council Chambers).
April 29, 2015 (Wed)	Notice published of May 04, 2015 City Council public hearing to receive state revenue sharing funds.
May 04, 2015 (Mon)	City Council hold public hearing to receive state revenue sharing funds (City Council Chambers) at City Council meeting. City Council adopt resolutions electing to receive state revenue sharing funds in Fiscal Year 2015 / 2016.

- May 11, 2015 (Mon) Budgeting Officer submit Reedsport Urban Renewal District budget summary and notice of June 01, 2015 public hearing to newspaper of record (The Umpqua Post) for publishing.
- May 11, 2015 (Mon) Budgeting Officer submit City of Reedsport budget summary and notice of June 01, 2015 public hearing to newspaper of record (The Umpqua Post) for publishing.
- May 20, 2015 (Wed) Publish budget summary and first and only notice of June 023, 2014 public hearing of Approved Fiscal Year 2015 / 2016 budget in advance of City Council public hearing (12 days in advance; 5 -25 required).
- May 20, 2015 (Wed) Publish Reedsport Urban Renewal District budget summary and first and only notice of June 01, 2015 Reedsport Urban Renewal District public hearing of Approved Fiscal Year 2015 / 2016 Budget (12 days in advance; 5 -25 required).
- June 01, 2015 (Mon) Reedsport Urban Renewal District Agency conduct Public Hearing on Approved Fiscal Year 2015 / 2016 Reedsport Urban Renewal District Budget as approved by Urban Renewal District Budget Committee (City Council Chambers).
- June 01, 2015 (Mon) Reedsport Urban Renewal District Agency adopt Fiscal Year 2015 / 2016 Reedsport Urban Renewal District Budget, make appropriations by fund, impose taxes, and categorize taxes (City Council Chambers) (must be accomplished prior to June 30, 2015).
- June 01, 2015 (Mon) City Council conduct Public Hearing on Approved Fiscal Year 2015 / 2016 Budget as approved by Budget Committee (City Council Chambers).
- June 01, 2015 (Mon) City Council adopt Fiscal Year 2015 / 2016 Budget, make appropriations by fund, impose taxes, and categorize taxes (City Council Chambers) (must be accomplished prior to June 30, 2015).

June 30, 2015 (Tues)

Budget Officer submit certification Resolution to Oregon Department of Administrative Services, Office of Business Administration electing to receive state revenue sharing funds in Fiscal Year 2015 / 2016 (must be accomplished prior to July 31, 2015).

June 30, 2015 (Tues)

Budget Officer submit certification Resolution to Oregon Department of Administrative Services, Office of Business Administration certifying provision of four or more municipal services in order to receive state revenue sharing funds in Fiscal Year 2015 / 2016 (must be accomplished prior to July 31, 2015).

June 30, 2015 (Tues)

Finance Officer submit Fiscal Year 2015 / 2016 Levy and Appropriation Resolution to County Tax Assessor (must be accomplished prior to July 15, 2015).

CITY COUNCIL and BUDGET COMMITTEE

Meeting Schedule 2015

Meeting Date	Type of Meeting
January 05, 2015	Urban Renewal Agency Meeting 7:00 p.m.
January 05, 2015	City Council Meeting - 7:15 p.m.
February 02, 2015	City Council Meeting – 7:00 p.m.
February 09, 2015	Urban Renewal Quarterly Budget Committee Meeting 7:00 p.m.
February 09, 2015	Quarterly Budget Committee Meeting – 7:15 p.m.
March 02, 2015	City Council Meeting – 7:00 p.m.
April 06, 2015	City Council Meeting - 7:00 p.m.
April 13, 2015	Urban Renewal Budget Committee – 7:00 p.m.
April 13, 2015	Budget Committee Meeting – 7:20 p.m.
April 20, 2015	Budget Committee Meeting – 7:00 p.m.
April 27, 2015	Budget Committee Meeting – 7:00 p.m. (Optional)
May 04, 2015	City Council Meeting – 7:00 p.m.
June 01, 2015	Urban Renewal Agency Meeting – 7:00 p.m.
June 01, 2015	City Council Meeting - 7:15 p.m.
June 22, 2015	City Council Meeting – 7:00 p.m. (Opt)
July 06, 2015	City Council Meeting - 7:00 p.m.
August 03, 2015	City Council Meeting - 7:00 p.m.
September 14, 2015	City Council Meeting - 7:00 p.m.
October 05, 2015	City Council Meeting - 7:00 p.m.
October 19, 2015	Urban Renewal Quarterly Budget Committee Meeting 7:00 p.m.
October 19, 2015	Quarterly Budget Committee Meeting – 7:15 p.m.
November 02, 2015	City Council Meeting - 7:00 p.m.
December 07, 2015	City Council Meeting - 7:00 p.m.

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City of Reedsport

INVESTMENT POLICY

2006

City of Reedsport, Oregon
Investment Policy
2006

The purpose of this Investment Policy is to establish the investment objectives, delegation of authority, standards of prudence, eligible investments and transactions, internal controls, reporting requirements, and safekeeping and custodial procedures necessary for the prudent management and investment of the funds of the City of Reedsport.

This Policy has been adopted by Resolution No. 2006-006 of the City Council of Reedsport, Oregon on this date of April 6, 2006.

I. Scope

This policy applies to activities of the City of Reedsport (the City) with regard to the investment of short-term operating funds and capital funds including bond proceeds and bond reserves funds. Investments of employees' retirement funds, deferred compensation plans and other funds are not covered by this policy.

Funds of the City will be invested in compliance with the provisions of ORS 294.035 through and including 294.048; ORS 294.052; ORS 294.095 through and including 294.155; ORS 294.805 through and including ORS 294.810 and other applicable statutes. Investments will be in accordance with these statutes and this investment policy.

II. Objectives

The objectives of the City of Reedsport's Investment Policy include:

1. Preservation of capital and the protection of investment principal.
2. Conformance to Federal, State, and other legal requirements.
3. Maintenance of sufficient liquidity to meet operating requirements while minimizing borrowing expenses and maximizing investment revenue.
4. Diversification to avoid incurring unreasonable risks regarding specific security type of individual financial institutions.
5. Attainment of a market rate of return throughout budgetary and economic cycles.

III. Standards of Care

1. Delegation of Authority

The Finance Director and the City Manager are designated as the Custodial Officers of the City and are responsible for investment decisions and activities. If the aforementioned are unavailable to invest funds, another appropriate designee will be appointed by the Council. The Custodial Officer shall invest City funds in accordance with ORS Chapter 294, Public Financial Administration, and with this Investment Policy. Both Custodial Officers shall be in agreement of investment decision. This Policy shall constitute a "written order" from City Council per ORS 294.035.

2. Prudence

The standard of prudence to be used by the Custodial Officer in the context of managing the overall portfolio shall be in accordance with ORS 293.726 and the *prudent investor rule*, which states "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

3. Personal Liability

The Custodial Officer acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported as soon as practical and that appropriate action is taken to control adverse developments.

4. Prohibited Conduct for Custodial Officer

In making investments pursuant to ORS 294.145, a Custodial Officer shall not:

- a. Make a commitment to invest funds or sell securities more than 14 business days prior to the anticipated date of settlement of the purchase or sale transaction;
- b. Enter into any agreement to invest funds or sell securities for future delivery for a fee other than interest;
- c. Lend securities to any person or institution, except on a fully collateralized basis, and except when such lending is

- specifically permitted under an investment policy adopted pursuant to ORS 294.135(1)(a);
- d. Pay for any securities purchased by the custodial officer until the officer has received sufficient evidence of title thereof. Evidence of title shall be consistent with modern investment, banking and commercial practices and may include physical possession, book entry and automated recordation of such title. However, the custodial officer may instruct one or more custodian banks, as defined in ORS 295.005, to accept or release securities as that custodial officer considers advisable to be held in safekeeping for collection of principal and interest or other income; or
 - e. Deliver securities to the purchaser thereof upon sale prior to receiving payment in full therefore. However, the Custodial Officer may deliver the securities to any custodian bank, defined in ORS 295.005(2), upon instructions to hold the same pending receipt by the institution of full payment therefore.

IV. **Safekeeping and Custody**

1. Monitoring and Adjusting the Portfolio

The Custodial Officer will routinely monitor the contents of the portfolio, the available markets and relative values of competing instruments and will adjust the portfolio accordingly. The routine schedule used by the Custodial Officer will be at least quarterly and will involve contacting no less than the local banking institutions and the State of Oregon Investment Pool. Other authorized dealers and financial institutions may be contacted if deemed appropriate.

2. Internal Controls

The Custodial Officer shall maintain a system of internal controls, which shall be reviewed and tested by the independent auditor at least annually or upon any extraordinary event, i.e., turnover of key personnel, the discovery of any inappropriate activity. The controls shall be designed to prevent loss of public funds due to fraud, embezzlement, error, misrepresentation or imprudent actions while at the same time protecting public funds. A schedule of internal controls is attached hereto as **Attachment A** and represents an initial schedule approved by the City's Auditor and the Council.

Safekeeping of the investment documents is also a priority for the City. Should the City have actual possession of an investment, such as a Certificate of Deposit, the instrument is stored in the City's vault. For other investment purchases such as Treasury Bills and Agency Securities, the broker, bank, or financial institution that acts as the custodian provides the safekeeping service. Other internal controls that are deemed necessary are to be implemented by the Custodial Officer.

3. Safekeeping and Collateral

Investment securities purchased by the City will be delivered by either book entry or physical delivery and held in safekeeping by a broker, bank, or financial institution serving as safekeeping agent all of which shall be FDIC, F.S.L.I.C. and/or S.I.P.C. insured. The safekeeping agent shall hold securities purchased by the City in a segregated account for the City's benefit. The Custodial Officer may use a third party for safekeeping and custody as deemed appropriate. The custodian shall issue a safekeeping receipt to the City listing the specific instrument, rate, maturity, and other pertinent information.

Deposit-type securities (i.e., certificates of deposit) shall be collateralized through the State collateral pool as required by ORS for any amount exceeding FDIC coverage. Other investments shall be collateralized by the actual security held in safekeeping by the custodian.

V. **Investment Parameters**

1. Investment Instruments & Portfolio Diversification

As a municipality, the City of Reedsport is restricted in the types of investments it may make according to ORS 294.035. As such all investments of the City shall be made in accordance with Oregon Revised Statutes and any revisions or extensions of these sections of the ORS shall be assumed to be part of this Investment Policy immediately upon being enacted.

The City will diversify the portfolio to avoid incurring unreasonable risks inherent in over investing in specific instruments, individual financial institutions or maturities. The Office of the State Treasurer provides a complete listing of investments available to municipalities under ORS 294.046. The following diversification structure follows state statutes and allows for judgment to be exercised:

2. Instruments of Diversification

<u>Instrument:</u>	<u>Maximum % of Portfolio</u>
U.S. Treasury Obligations	100%
Federal Instrumentality Securities	100%
Interest money market account	100%
Local Government Investment Pool (LGIP)	100%
Certificates of Deposit (CD)	100%
Banker's Acceptances (BA's)	25%
State and Local Government Securities	25%

3. Investment Maturity & Portfolio

Investment maturities for operating funds shall be scheduled to coincide with projected cash flow needs and timed to comply with the following short-term investment guidelines. All funds will be considered short term, and limited to maturities not exceeding 18 months, except those reserved for capital projects, funds held for debt retirement, claims reserves and endowment funds. Investment of prepaid assessment funds may be tied to bond payment dates. (ORS 294.135b). Funds reserved for these specific purposes will be limited to maturities not exceeding 3 years.

4. Competitive Selection of Investment Instruments

Before any security purchase or sale is initiated, the Custodial Officer shall first determine the appropriateness of seeking competitive bids or offers. Such factors to consider include where the securities are held, the size of the transaction, and the term to maturity. In the event competitive bids are offers are not sought, the decision to do so shall be documented. Competitive bids and offers shall always be sought for security purchases and sales of bond funds, when tax laws or bond covenants require such action.

5. Qualified Institutions

The City shall maintain a listing of all authorized dealers and financial institutions, which are approved for investment purposes. A current list is attached hereto as **Attachment B**. Any firm is eligible to make an application to the Custodial Officer and upon due consideration and approval will be added to the list. (Additions or deletions to the list will be made at the City's discretion.). At the request of the City, the firms performing investment services for the City shall provide their most recent financial statements or Consolidated Report of condition ("call report") for review. All qualified institutions shall provide evidence of insurance covering invested City funds. Such insurance may include FDIC,

F.S.L.I.C. and S.I.P.C. Further, there should be in place, proof as to all the necessary credentials and licenses held by employees of the broker/dealer who will have contact with the City of Reedsport as specified by but not necessarily limited to the National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. At minimum, the City shall conduct an annual evaluation of each firm's credit worthiness and other review procedures to determine whether it should remain on the authorized list.

Securities dealers not affiliated with a bank shall be required to have an office located in Oregon (preferably local) and be classified as reporting dealers affiliated with the New York Federal Reserve Bank as primary dealers.

VI. Accounting Method

The City of Reedsport shall comply with all required legal provisions and generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies including but not necessarily limited to, the American Institute of Certified Public Accountants (AICPA); the Financial Accounting Standards Board (FASB); and the Government Accounting Standards Board (GASB).

VII. Reporting Requirements

The Custodial Officer shall generate an investment report at least quarterly, that provides a clear picture of the status of the current investment portfolio and the transactions made over the reporting period. This management summary will be prepared in a manner, which will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will include the following:

1. A listing of individual securities held at the end of the reporting period.
2. A listing of transactions occurring during the reporting period.
3. Average weighted yield to maturity of the portfolio on City investments.
4. Listing of investment by maturity date.
5. The percentage of the total portfolio that each type of investment represents.

VIII. Adoption

In accordance with ORS 294.135a, this policy, after initial adoption shall be reviewed and readopted with or without modification annually. Other internal

controls that are deemed necessary are to be implemented by the Custodial Officer.

This Investment Policy is adopted and effective the 3rd day of April, 2006.

PASSED BY THE CITY COUNCIL this 3rd day of April 2006 by the following vote:

_____6_____ AYES _____0_____ NAYES

Attest:

Jim Hanson, Mayor

Diane Novak, City Recorder

Attachment A

CITY OF REEDSPORT
Investment Internal Controls

1. Authorization for acquisition and disposition of investments is vested with the City Council. List of authorized persons are:
 - City Manager
 - Finance Officer
 - Other as appointed by Council.
2. Investments may only be made upon agreement of both Custodial Officers. If one Custodial Officer is unavailable, a verbal consent shall be obtained from Mayor or designee.
3. The responsible official determines that investments are of the character and type permitted by State of Oregon requirements and that the income earned is dispersed for authorized purposes.
4. Securities will be adequately protected, in the City Vault or on deposit with a corporate trustee.
5. All securities will be held in the name of the City of Reedsport.
6. A detail record will be maintained that include the following information, if applicable:
 - a. Date of acquisition identification and purchase amount or cost.
 - b. Physical location of item.
 - c. Interest/dividend/income rates and accrual/receipt dates.
 - d. Ownership by fund if applicable.
7. Recordkeeping functions for investments will be performed by employees who have no access to physical securities, cannot authorize security transactions and have no duties in the cash area.
8. Investment income will be recorded on a timely basis.
9. Investment income will be credited to the funds involved in the investment.
10. Custodian Officers with investment responsibilities are required to take vacations and other employees are required to perform those functions while the employee is absent.

Attachment B

CITY OF REEDSPORT
LIST OF AUTHORIZED FINANCIAL INSTITUTIONS
AND AUTHORIZED INVESTMENT DEALERS

1. State of Oregon Local Government Investment Pool
2. Umpqua Bank
3. Bank of America

AMENDED DRAFT POLICY

INTERNAL CONTROL POLICY

I. Introduction

It is the desire and goal of the City of Reedsport to ensure that public assets are protected from loss, theft, or misuse. The purpose of this policy is to create an internal control structure that promotes transparency and accountability without becoming an administrative burden for the limited staff of the city. Ethical standards are expected from management and training in those standards shall be provided and updated frequently. This practice creates a culture within the city that also promotes accountability. The following policies and procedures strengthen existing practices and will formalize controls already in place.

II. Internal Control Policies & Procedures:

Purchasing and Accounts Payable:

1. Invoices other than recurring invoices require department head or designee signature.
2. The use of vendors with an approved City credit account is encouraged when making city purchases. The use of credit cards for purchases is accepted only if a credit account is not possible to attain.
3. Payment requests submitted by contracted personnel must be authorized by City Manager or Finance Director.
4. Accounts payable batches and journal entries are prepared by the Accounts Payable Clerk and reviewed by the Finance Director.
5. Accounts payable batches are reviewed by Mayor or designee.
6. Check stock kept locked in cabinet and each check requires signatures by the City Recorder or designees and Mayor or designees.
7. Each check is accounted for in the financial system software and can be tied back to cleared checks at the bank or voided checks through reports.
8. Voided checks and journal entries must be received and signed by the Finance Director.
9. The City Manager authorizes all invoices over \$1,000, and all employee reimbursement requests.
10. Signing of blank checks is prohibited.
11. Paid invoices are so marked to ensure it will not be paid twice.

Cash Receipts & Accounts Receivable:

1. Postal mail is generally opened by the Court Clerk and checks are entered into the financial system software by Court Clerk.
2. Cash and checks are deposited daily and the till is reconciled to the day's receipts. All differences are investigated, beginning with a different clerk counting the till.
3. Utilities receivable and accounts receivable daily batches and journal entries are performed by the Court Clerk and reviewed and signed by the Finance Director.

AMENDED DRAFT POLICY

4. Till counts and accounts receivable batches are reviewed by the Finance Director. The bank deposits are taken to the bank primarily by the Court Clerk.
5. Cash and credit card receipting procedures for the Umpqua Discovery Center are as follows:
 - a. Checks and currency from fees or donations will be counted and recorded on the reconciling form by UDC Director or designee.
 - b. Credit card batches are totaled daily and batch total included with bank deposit duplicate.
 - c. All checks, currency, and coin will be deposited at least twice weekly and verified duplicate bank deposits are brought to Finance Director for verification and entry into the financial system software.
6. Cash and credit card receipting procedures for the Police Department are as follows:
 - a. Checks and currency from fees or donations will be counted and receipted at Police Department and given to Communications Supervisor for verification.
 - b. Credit card batches are totaled daily.
 - c. All checks, currency, credit card batch total slip and coin are brought to City Hall daily during the work week for verification and entry into the financial system software.
7. Cash procedures for the RV Dump Collection and Boat Launch permits are as follows:
 - a. Collection by front office staff will be made weekly, or 3 times weekly during times of heavy usage. Fees will be double counted by a different clerk and amount receipted into daily cash receipts batch.

Bank Reconciliation

1. The bank statements are opened and initialed by the City Manager.
2. The City's main checking, the library renovation savings, the Umpqua Investment, Umpqua Discovery Center and the Local Government Investment Pool accounts are reconciled monthly by the Finance Director. The court account is reconciled monthly by the Payroll/Accounts Payable Clerk, and the payroll account is reconciled monthly by the Utility Clerk.
3. Copies of cleared checks are received with the monthly bank statement and kept on file throughout the fiscal year.
4. Every check number is accounted for through cleared checks or voided checks and monitored through a reporting system.
5. Financial Reports comparing year-to-date transactions to the budget are updated monthly and sent to corresponding department heads.
6. The Finance Director balances general ledger cash to bank accounts monthly.

AMENDED DRAFT POLICY

Human Resources and Payroll

1. Each Personnel Action Form, establishing employee wage and budget account is signed by the employee's supervisor, Department Head, the City Manager, and the Payroll Clerk verifying the correct wage and budget account number.
2. The Mayor or designees and City Recorder or designees must co-sign all checks.
3. Pre-printed and numbered payroll check stock is stored in a locked cabinet and all checks require two signatures.

Use of Credit Cards

1. Only fulltime employees will be issued credit cards.
2. Department supervisors are charged with control of cards and charges for their department.
3. Cards will not be used for cash withdrawals.
4. Purchases with the City issued credit card are discouraged if a vendor credit account is available.
5. Prior approval from supervisor must be obtained for credit charges other than training and travel.
6. Travel and training expenditures will be itemized on a completed and signed employee reimbursement form which lists the item account code and accompanied with itemized receipts. The reimbursement form requires department head signature and City Manager signature to be accepted for payment in Accounts Payable department.
7. Non training/travel items purchased with city credit card will be accepted in Accounts Payable with a completed and signed requisition payable to Bank of America and itemized receipts.
8. Credit card purchases without itemized receipts submitted to Accounts Payable may not be reimbursed by the City.
9. Finance Director controls distribution and cancellation of credit cards.

Petty Cash

1. City Hall will maintain \$150 in till and petty cash of \$100.00.
2. Umpqua Discovery Center will maintain \$110 in till and petty cash balance of cash drawer of \$390.00.
3. Police Department will maintain petty cash balance of \$150.00

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Surplus Property Disposal Policy

I. Introduction:

A surplus property disposal policy is established in order to ensure fair and equitable methods for disposal of city owned goods and in accordance with ORS. 279A.250 – 279A.290.

II. Procedures

Surplus property is property owned by the City such as, office furniture, computers, various types of equipment, vehicles, excluding real property, that the City Manager or department director determines is surplus and no longer useful to the City.

For surplus property deemed by the City Manager to have a value of \$500 or less, the City Manager may authorize the property to be sold, to be donated, recycled or to be destroyed or any means determined to be cost-effective. This includes through the informal solicitation of bids, an auction, including an online auction, in a City sponsored garage sale or with a fixed price. It shall be advertised on the City web site. The City Manager or designee has the discretion to advertise the sale of surplus property in a newspaper of city-wide circulation

For surplus property deemed by the City Manager to have a value of greater than \$500, the City Manager may authorize the property to be sold by sealed bid or an auction, including an online auction. The sale of surplus property with a value of greater than \$500 shall be advertised at least in a newspaper of city-wide circulation and shall be posted to the City web site.

For all city owned surplus property:

City employees may bid on surplus property as long as other entities have the opportunity to bid on the property.

The item will be awarded to the highest bidder. If tie bids are received, the item shall be awarded to the bid with the earliest received date and time.

Surplus property advertisement shall be a minimum of seven days prior to bid deadline and shall include bid deadline date and time, date and place of bid opening.

The City Manager or designated staff member making the disposal shall record the surplus item, item value received or estimated value if item is destroyed, recycled or donated, and manner of disposal on a form supplied by City Recorder.

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AMENDED DRAFT POLICY

PURCHASING POLICY

I. Introduction:

A purchasing policy is established in order to safeguard the taxpayer's dollars, fix responsibility for purchases, and provide supporting documentation for city purchases as good accounting practice. It is the City's intent to support local businesses.

The City has adopted Charter amendments in Resolution 2006-016 which states: Section 42. - **Public Contracts.** Public contracts shall be in accordance with state law and Ordinances and Resolutions adopted by the City Council.

Public Contracting in General. ORS Chapter 279 A

Public Contracting for Public Procurement. ORS Chapter 279 B

Public Contracting for Public Improvement Projects. ORS Chapter 279 C

OAR Section 46, 47, 48, 49 is helpful in complicated situations, or to clarify the working of the ORS.

II. Purchasing Policy Procedures

A requisition is used for tracking purchases and obtaining department head approval. Accounts Payable needs a requisition, invoice and a signed packing slip. A signed invoice will substitute for a packing slip indicating the product has been received.

A supply item purchase made with a City credit card needs a requisition made payable to Bank of America with the name of the vendor listed below the payee line. Accounts payable needs an itemized invoice or receipt documenting that the item was purchased and received before payment can be made.

For travel and training expenses or an item purchased by an employee personally, a Request for Reimbursement form indicating name of employee, purpose, date, account code listing of purchases and itemized credit card receipts or copy of invoices is used. This form needs signatures of employee, department head and City Manager to be payable.

III. Purchasing Authority Limitations

All non credit card purchases require a requisition with purchasers signature and approval of department head and given to the accounts payable clerk.

Purchases between \$1,000 and \$10,000 require signed approval of department head, city manager and finance officer and a purchase order completed by accounts payable clerk.

Purchases greater than \$10,000 must be authorized by City Council.

Amended 5/18/2012

In addition to these procedures, purchases must also comply with the city's financial policies.

IV. Acceptance of Gifts, Favors, Services and/or Entertainment

Employees shall not accept gifts, favors, services and /or entertainment. Gifts that are given from any supplier or prospective supplier must be returned. The purpose of this policy is to ensure that purchasing-supplier relationships are conducted completely free of any obligations, actual or implied, that may influence purchasing decisions. The exception to this rule is that it is permissible to accept advertising promotional items such as pens, caps, calendars, etc., that are valued at not more than \$50. Reference ORS Chapter 244

V. Procurements

General procurement rules and public contracting rules are itemized in ORS Chapters 279A, 279B and 279C. Refer to the ORS chapter indicated for complete ruling of procurements and public contracts. The majority of City purchases fit into the small or intermediate procurement dollar amount and for that reason summarized versions of commonly used Public Contracting Rules are added to the policy.

Small procurements. Purchase of goods or services not exceeding \$5,000 may be made in the most convenient manner. ORS Chapter 279B.065.

Intermediate procurements. Purchase of goods or services exceeding \$5,000 but not exceeding \$150,000 shall be awarded after receiving at least three informal quotes. The City shall keep a written record of the sources of the quotes or proposals received. Every effort should be made to receive three quotes or proposals but if not attainable, the City shall make a written record of the effort made to obtain the quotes or proposals. ORS Chapter 279B.070.

When a contract or quote is awarded, the City is not obligated award to the lowest quote. Price and considerations of experience, expertise, product functionality, suitability for a particular purpose and contractor responsibility are also to be a factor. ORS Chapter 279B.110.

Sole source procurements. The purchase of goods or services, or class of goods or services, may be determined to be available from only one source if the written findings include:

- That to purchase compatible items or services would make the best use of existing products;
- (b) That the goods or services required for the software or data are available from only one source;
- (c) The City is participating in a pilot or experimental project in which the goods or services offered must be used;
- (d) Searches for the goods or services have concluded that only one source is available;
- The City will attempt to get the best cost available from the sole source agency.

AMENDED DRAFT POLICY

ORS. 279B.075

Emergency procurements. An emergency purchase or repair may be made without the usual bidding practice. A person of authority needs to make the determination and written documentation must state the nature of the emergency and the need for the emergency purchase of goods or services. The price for the goods or services needs to be reasonable and appropriate for emergency conditions. A written or oral agreement may be made in extreme emergencies. Review ORS. 279B.080 for further clarifications.

Large Procurements. Public Contracting, Public improvements, and related contracts procedures are specified in ORS Chapter 279C. Generally these types of projects have specific requirements which would need to be identified in Chapter 279C. Frequently, large procurements are handled by an engineer or architectural firm.

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CITY OF REEDSPORT
Fiscal Year 2015 - 2016 Budget

POSITION CLASSIFICATIONS

<u>Position Title</u>	<u>Range</u>
Police Chief	23
Public Works Administrator	21
Public Works Director	21
Police Sergeant	18a
Community Development Planner	18
Finance Director	17
Umpqua Discovery Center Director	16
City Recorder	14
Administrative Assistant	14
Admin. Assist/Communications Supervisor	14
Umpqua Discovery Center Gift Shop Operator	10
Secretary	10
Wastewater Utility Lead Worker	Union
Wastewater Utility Operator	Union
Wastewater Worker I	Union
Water Utility Lead Worker	Union
Water Utility Operator	Union
Water Worker I	Union
Mechanic III	Union
Mechanic II	Union
Mechanic I	Union
Maintenance Lead Worker	Union
Maintenance Worker III	Union
Maintenance Worker II	Union
Maintenance Worker I	Union
Parks Worker	Union
Building Maintenance Custodian	Union
Utility Billing Clerk/Building Permit Tech/Planning Secretary	Union
Payroll/Accounts Payable Clerk	Union
Municipal Court/Accounts Receivable Clerk	Union
Police Officer	Union
Communications Officer	Union

CITY OF REEDSPORT
Fiscal Year 2015 - 016
Budget

EMPLOYEE PAY PLAN

	STEP A	hourly wage	STEP B	hourly wage	STEP C	hourly wage	STEP D	hourly wage	STEP E	hourly wage	STEP F	hourly wage
Wage Increase	0.00%		0.00%		0.00%		0.00%		0.00%		0.00%	
Cost of Living Increase	0.00%		0.00%		0.00%		0.00%		0.00%		0.00%	
RANGE												
1	\$1,612.62	\$9.30	\$1,688.71	\$9.74	\$1,765.85	\$10.19	\$1,848.20	\$10.66	\$1,933.68	\$11.16	\$2,024.37	\$11.68
2	\$1,688.71	\$9.74	\$1,765.85	\$10.19	\$1,848.20	\$10.66	\$1,933.68	\$11.16	\$2,024.37	\$11.68	\$2,120.27	\$12.23
3	\$1,765.85	\$10.19	\$1,848.20	\$10.66	\$1,933.68	\$11.16	\$2,024.37	\$11.68	\$2,120.27	\$12.23	\$2,218.26	\$12.80
4	\$1,848.20	\$10.66	\$1,933.68	\$11.16	\$2,024.37	\$11.68	\$2,120.27	\$12.23	\$2,218.26	\$12.80	\$2,322.50	\$13.40
5	\$1,933.68	\$11.16	\$2,024.37	\$11.68	\$2,120.27	\$12.23	\$2,218.26	\$12.80	\$2,322.50	\$13.40	\$2,431.96	\$14.03
6	\$2,024.37	\$11.68	\$2,120.27	\$12.23	\$2,218.26	\$12.80	\$2,322.50	\$13.40	\$2,431.96	\$14.03	\$2,549.75	\$14.71
7	\$2,120.27	\$12.23	\$2,218.26	\$12.80	\$2,322.50	\$13.40	\$2,431.96	\$14.03	\$2,549.75	\$14.71	\$2,671.71	\$15.41
8	\$2,218.26	\$12.80	\$2,322.50	\$13.40	\$2,431.96	\$14.03	\$2,549.75	\$14.71	\$2,671.71	\$15.41	\$2,798.89	\$16.15
9	\$2,322.50	\$13.40	\$2,431.96	\$14.03	\$2,549.75	\$14.71	\$2,671.71	\$15.41	\$2,798.89	\$16.15	\$2,934.40	\$16.93
10	\$2,431.96	\$14.03	\$2,549.75	\$14.71	\$2,671.71	\$15.41	\$2,798.89	\$16.15	\$2,934.40	\$16.93	\$3,072.00	\$17.72
11	\$2,549.75	\$14.71	\$2,671.71	\$15.41	\$2,798.89	\$16.15	\$2,934.40	\$16.93	\$3,072.00	\$17.72	\$3,220.02	\$18.58
12	\$2,671.71	\$15.41	\$2,798.89	\$16.15	\$2,934.40	\$16.93	\$3,072.00	\$17.72	\$3,220.02	\$18.58	\$3,375.34	\$19.47
13	\$2,798.89	\$16.15	\$2,934.40	\$16.93	\$3,072.00	\$17.72	\$3,220.02	\$18.58	\$3,375.34	\$19.47	\$3,534.83	\$20.39
14	\$2,934.40	\$16.93	\$3,072.00	\$17.72	\$3,220.02	\$18.58	\$3,375.34	\$19.47	\$3,534.83	\$20.39	\$3,707.87	\$21.39
15	\$3,072.00	\$17.72	\$3,220.02	\$18.58	\$3,375.34	\$19.47	\$3,534.83	\$20.39	\$3,707.87	\$21.39	\$3,885.08	\$22.41
16	\$3,220.02	\$18.58	\$3,375.34	\$19.47	\$3,534.83	\$20.39	\$3,707.87	\$21.39	\$3,885.08	\$22.41	\$4,073.76	\$23.50
17	\$3,375.34	\$19.47	\$3,534.83	\$20.39	\$3,707.87	\$21.39	\$3,885.08	\$22.41	\$4,073.76	\$23.50	\$4,271.82	\$24.65
18	\$3,534.83	\$20.39	\$3,707.87	\$21.39	\$3,885.08	\$22.41	\$4,073.76	\$23.50	\$4,271.82	\$24.65	\$4,475.09	\$25.82
18a	\$3,828.79	\$22.09	\$4,012.58	\$23.15	\$4,205.18	\$24.26	\$4,407.03	\$25.43	\$4,618.57	\$26.65	\$4,840.26	\$27.93
19	\$3,707.87	\$21.39	\$3,885.08	\$22.41	\$4,073.76	\$23.50	\$4,271.82	\$24.65	\$4,475.09	\$25.82	\$4,696.08	\$27.09
20	\$3,885.08	\$22.41	\$4,073.76	\$23.50	\$4,271.82	\$24.65	\$4,475.09	\$25.82	\$4,696.08	\$27.09	\$4,923.33	\$28.40
21	\$4,073.76	\$23.50	\$4,271.82	\$24.65	\$4,475.09	\$25.82	\$4,696.08	\$27.09	\$4,923.33	\$28.40	\$5,163.09	\$29.79
22	\$4,271.82	\$24.65	\$4,475.09	\$25.82	\$4,696.08	\$27.09	\$4,923.33	\$28.40	\$5,163.09	\$29.79	\$5,414.31	\$31.24
23	\$4,475.09	\$25.82	\$4,696.08	\$27.09	\$4,923.33	\$28.40	\$5,163.09	\$29.79	\$5,414.31	\$31.24	\$5,677.00	\$32.75
24	\$4,696.08	\$27.09	\$4,923.33	\$28.40	\$5,163.09	\$29.79	\$5,414.31	\$31.24	\$5,677.00	\$32.75	\$5,956.37	\$34.36
25	\$4,923.33	\$28.40	\$5,163.09	\$29.79	\$5,414.31	\$31.24	\$5,677.00	\$32.75	\$5,956.37	\$34.36	\$6,248.24	\$36.05
26	\$5,163.09	\$29.79	\$5,414.31	\$31.24	\$5,677.00	\$32.75	\$5,956.37	\$34.36	\$6,248.24	\$36.05	\$6,554.71	\$37.82
27	\$5,414.31	\$31.24	\$5,677.00	\$32.75	\$5,956.37	\$34.36	\$6,248.24	\$36.05	\$6,554.71	\$37.82	\$6,876.82	\$39.67
28	\$5,677.00	\$32.75	\$5,956.37	\$34.36	\$6,248.24	\$36.05	\$6,554.71	\$37.82	\$6,876.82	\$39.67	\$7,213.52	\$41.62
29	\$5,956.37	\$34.36	\$6,248.24	\$36.05	\$6,554.71	\$37.82	\$6,876.82	\$39.67	\$7,213.52	\$41.62	\$7,564.81	\$43.64
30	\$6,248.24	\$36.05	\$6,554.71	\$37.82	\$6,876.82	\$39.67	\$7,213.52	\$41.62	\$7,564.81	\$43.64	\$7,936.96	\$45.79

CITY OF REEDSPORT
Fiscal Year 2015 - 016 Budget

UNION
PAY PLAN

IAM UNION

<u>RANGE</u>	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>	<u>STEP E</u>	<u>STEP F</u>
Wage Increase	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Cost of Living Increase	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
	monthly	monthly	monthly	monthly	monthly	monthly
Building Maint. Custodian (Range 9)	\$2,389.86	\$2,502.48	\$2,546.46	\$2,749.19	\$2,880.05	\$3,019.50
Mechanic I (Range 9)	\$2,389.86	\$2,502.48	\$2,546.46	\$2,749.19	\$2,880.05	\$3,019.50
Court Clerk (Range 10)	\$2,502.48	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09
Payroll Clerk (Range 10)	\$2,502.48	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09
Account Clerk (Range 10)	\$2,502.48	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09
Parks Worker (Range 10)	\$2,502.48	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09
Wastewater Worker I (Range 10)	\$2,502.48	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09
Water Worker I (Range 10)	\$2,502.48	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09
Maintenance Worker I (Range 10)	\$2,502.48	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09
UB Clerk/Planning Assistant (Range 12)	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09	\$3,313.40
Mechanic II (Range 11)	\$2,623.69	\$2,749.19	\$2,880.05	\$3,019.50	\$3,161.09	\$3,313.40
Water Utility Operator (Range 12)	\$2,749.19	\$2,880.15	\$3,019.50	\$3,161.09	\$3,313.40	\$3,473.23
Maintenance Worker II (Range 12)	\$2,749.19	\$2,880.15	\$3,019.50	\$3,161.09	\$3,313.40	\$3,473.23
Wastewater Utility Operator (Range 13)	\$2,880.05	\$3,019.50	\$3,161.09	\$3,313.40	\$3,473.23	\$3,637.34
Maintenance Worker III (Range 14)	\$3,019.50	\$3,161.09	\$3,313.40	\$3,473.23	\$3,637.34	\$3,815.40
Mechanic III (Range 15)	\$3,161.09	\$3,313.40	\$3,473.23	\$3,637.34	\$3,815.40	\$3,997.75
Water Utility Leadworker (Range 15)	\$3,161.09	\$3,313.40	\$3,473.23	\$3,637.34	\$3,815.40	\$3,997.75
Maintenance Lead Worker (Range 15)	\$3,161.09	\$3,313.40	\$3,473.23	\$3,637.34	\$3,815.40	\$3,997.75
Wastewater Lead Worker (Range 17)	\$3,473.23	\$3,637.34	\$3,815.40	\$3,997.75	\$4,191.90	\$4,395.70

TEAMSTERS UNION

	monthly <u>STEP A</u>	monthly <u>STEP B</u>	monthly <u>STEP C</u>	monthly <u>STEP D</u>	monthly <u>STEP E</u>	monthly <u>STEP F</u>
Wage Increase	0%	0%	0%	0%	0%	0%
Cost of Living Increase	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Communications Officer \$2,586.67 \$2,717.18 \$2,855.49 \$2,998.27 \$3,146.62 \$3,307.24

Patrol Officer \$3,284.93 \$3,445.55 \$3,618.44 \$3,800.26 \$3,992.11 \$4,189.54

CITY OF REEDSPORT
Fiscal Year 2015 - 016
Budget

NUMBER OF FULL TIME EQUIVALENT (FTE) EMPLOYEES

Fund #	Departmental Unit #	Departmental Unit	FTE
001	100	City Council	0.000
001	101	City Manager	1.500
001	102	Finance	1.738
001	104	Legal Services	0.000
001	105	Municipal Court	0.570
001	106	Community Development	0.220
001	107	City Recorder	0.440
001	108	Community Building / City Hall	0.000
001	110	Non-Departmental	0.000
001	200	Police	13.900
001	205	Special Police Operations	0.800
001	210	Municipal Jail	0.000
001	220	Fire	0.000
001	230	Building Inspection	0.140
001	240	Animal Control	0.000
001	410	Public Services	1.700
001	430	Library	0.000
001	440	Senior Center	0.000
001	450	Dial A Ride	0.180
002	502	Streets	0.770
003	503	Water Utility	4.47
004	504	Wastewater Utility	4.63
005	505	Stormwater Utility	0.390
007	507	Bicycle / Footpath	0.000
010	510	Water SPWF Loan Debt	0.000
011	511	Water Filtration Debt / Reserve	0.000
012	512	Wastewater DEQ Loan / Reserve	0.000
013	513	Wastewater IFA Loan	0.000
014	514	Fire Equipment	0.000
016	516	Dunes NRA Lease	0.440
017	517	Riverfront	1.000
018	518	Library Renovation	0.000
020	520	System Development - Water	0.000
021	521	System Development - Wastewater	0.000
022	522	System Development - Stormwater	0.000
024	524	Wastewater Enterprise Capital Improvement	0.000
025	525	General Capital Improvement	0.000
026	526	Capital Equipment - Street	0.000
027	527	Capital Improvement - Stormwater	0.000
029	529	Water Enterprise Capital Improvement	0.000
		Total FTE	32.88

CITY OF REEDSPORT
SALARIES PAID FROM MORE THAN ONE SOURCE

POSITION	CHARGED TO (Departmental Unit)	%
Administrative Assistant	City Manager	50.00%
	City Recorder	44.00%
	Dial A Ride	<u>06.00%</u>
	Total Salary	100.00%
Payroll Clerk / AP/Reservation Clerk	Finance	56.75%
	Water Utility	21.63%
	Wastewater Utility	<u>21.62%</u>
	Total Salary	100.00%
Utility Clerk/Bldg Permit Community Dev. Secretary	Community Development	22.00%
	Building Inspection	14.00%
	Water Utility	32.00%
	Wastewater Utility	<u>32.00%</u>
	Total Salary	100.00%
Court Clerk / Accounts Receivable/ Finance Clerk	Municipal Court	57.00%
	Finance	17.00%
	Dial a Ride	11.00%
	Water Utility	7.50%
	Wastewater Utility	<u>7.50%</u>
	Total Salary	100.00%
Maintenance Lead Worker	Public Services	40.0%
	Streets	15.00%
	Water Utility	15.00%
	Wastewater Utility	15.00%
	Dunes NRA	<u>15.00%</u>
	Total Salary	100.00%
Maintenance Worker III	Public Services	18.00%
	Streets	30.00%
	Water Utility	13.00%
	Wastewater Utility	12.00%
	Stormwater Utility	25.00%
	Dunes NRA	<u>2.00%</u>
	Total Salary	100%

CITY OF REEDSPORT
SALARIES PAID FROM MORE THAN ONE SOURCE

POSITION	CHARGED TO (Departmental Unit)	%
Building Maintenance Custodian	Public Services	75.00%
	Dunes NRA	<u>25.00%</u>
	Total Salary	100.00%
Mechanic III	Public Services	29.00%
	Dial A Ride	1.00%
	Streets	22.00%
	Water Utility	22.00%
	Wastewater Utility	22.00%
	Stormwater Utility	<u>04.00%</u>
	Total Salary	100.00%
Public Works Director	Public Services	8.00%
	Streets	10.00%
	Water Utility	35.00%
	Wastewater Utility	35.00%
	Stormwater Utility	10.00%
	Dunes NRA	<u>2.00%</u>
	Total Salary	100.00%

CITY OF REEDSPORT
Fiscal Year 2015 - 016
INTEREST DISTRIBUTION

FUND	2015-016
General (001)	\$5,500
Street (Gas Tax) (002)	\$300
Water Utility (003)	\$800
Wastewater Utility (004)	\$800
Stormwater Utility (005)	\$50
Bicycle & Footpath (007)	\$130
Water SPWF Loan (010)	\$300
Wastewater DEQ Debt Fund (012)	\$2,000
Wastewater IFA Debt Fund (013)	\$250
Fire Equipment Fund (014)	\$250
Dunes NRA Lease (016)	\$150
Riverfront (017)	\$175
Library Renovation (018)	\$-0-
Water SDC (020)	\$270
Wastewater SDC (021)	\$500
Stormwater SDC (022)	\$20
Wastewater Enterprise Capital Improve. (024)	\$4,500
General Capital Improvement (025)	\$500
Street Capital (026)	\$1,000
Storm Capital (027)	\$300
Water Capital (029)	\$5,000
TOTAL	\$22,795

CITY OF REEDSPORT
 Fiscal Year 2015-2016 Budget
 INTER-FUND TRANSFERS

FROM FUND			TO FUND		
FUND #	ACCOUNT NUMBER	AMOUNT	FUND #	ACCOUNT NUMBER	AMOUNT
001	001-110-922000	70,000	027	027-000-451200	70,000
001	001-110-924500	17,250	025	025-000-451250	17,250
001	001-110-923040	45,000	025	025-000-451200	45,000
001	001-110-925000	15,000	014	014-000-451200	15,000
001	001-110-923002	12,500	017	017-000-451200	12,500
002	002-502-921000	11,250	001	001-000-451100	11,250
002	002-502-921500	1,250	001	001-000-451080	1,250
003	003-503-921000	41,900	001	001-000-451100	41,900
003	003-503-921500	1,250	001	001-000-451080	1,250
004	004-504-921000	71,000	001	001-000-451100	71,000
004	004-504-921500	1,250	001	001-000-451080	1,250
005	005-505-921000	1,850	001	001-000-451100	1,850
016	016-516-921000	4,700	001	001-000-451100	4,700
003	003-503-921100	3,000	001	001-000-451110	3,000
004	004-504-921100	3,000	001	001-000-451110	3,000
004	004-504-921400	5,000	001	001-000-451010	5,000
002	002-502-923010	5,000	026	026-000-451240	5,000
002	002-502-923040	6,150	026	026-000-451220	6,150
002	002-502-924230	106,000	026	026-000-451210	106,000
002	002-502-924240	10,000	027	027-000-451220	10,000
003	003-503-924000	12,600	010	010-000-451300	12,600
003	003-503-923000	172,435	029	029-000-451300	172,435
003	003-503-923040	6,150	029	029-000-451260	6,150
004	004-504-925300	154,250	013	013-000-451610	154,250
004	004-504-925200	500,000	012	012-000-451610	500,000
004	004-504-925250	100,000	012	012-000-451620	100,000
004	004-504-926000	266,380	024	024-000-451600	266,380
004	004-504-923040	6,150	024	024-000-451220	6,150
004	004-504-924250	10,000	027	027-000-451620	10,000
005	005-505-924250	23,000	027	027-000-451210	23,000
016	016-516-923040	48,000	025	025-000-451450	48,000
014	014-514-925800	3,000	001	001-000-451150	3,000
TOTALS		<u>1,734,315</u>			<u>1,734,315</u>

CITY OF REEDSPORT
Fiscal Year 2015 - 2016 Budget

Property Tax Calculation

FISCAL YEAR	TOTAL ASSESSED VALUE			TAXES IMPOSED		
	Amount Assessed	Amount of Change	Percent of Change	Amount Imposed	Amount of Change	Percent of Change
2006 - 007	\$199,773,922	\$5,313,800	0.0273	\$1,204,454	\$37,386.00	0.0320
2007 - 008	\$208,394,003	\$8,620,081	0.0431	\$1,263,133	\$58,679.00	0.0487
2008 - 009	\$217,138,127	\$8,744,124	0.0420	\$1,312,641	\$49,508.00	0.0392
2009-2010	\$223,224,746	\$6,086,619	0.0280	\$1,342,751	\$30,110.00	0.0229
2010-2011	\$228,482,047	\$5,257,301	0.0236	\$1,365,103	\$22,352.00	0.0166
2011-2012	\$231,048,248	\$2,566,201	0.0112	\$1,366,024	\$921.00	0.0007
2012-2013	\$233,091,873	\$2,043,625	0.0088	\$1,314,430	(\$51,594.00)	-0.0378
2013-2014	\$235,149,330	\$2,057,457	0.0088	\$1,313,049	(\$1,381.00)	-0.0011
2014-2015	\$236,995,031	\$1,845,701	0.0078	\$1,303,098	(\$9,951.00)	-0.0076
Actual Assessed Value for 2014-2015				\$236,995,031		
Estimated value of growth for 2015-2016				1.007		
Estimated Assessed Value for 2015-2016				\$238,653,996		
City of Reedsport Permanent Tax Levy Rate				6.1882		
Estimated taxes to be imposed				\$1,476,839		
Estimated loss due to compression				\$180,000		
Adjusted estimated taxes to be imposed in 2015-2016				\$1,296,839		
Assumed discounts and delinquent taxes (D&D) rate				9.0%		
Estimated amount of D&D for 2015-2016				\$116,715		
Property Taxes Budgeted , less D&D				\$1,180,123		

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 2015-016 Budget
FUND & DEPARTMENTAL UNIT LISTING

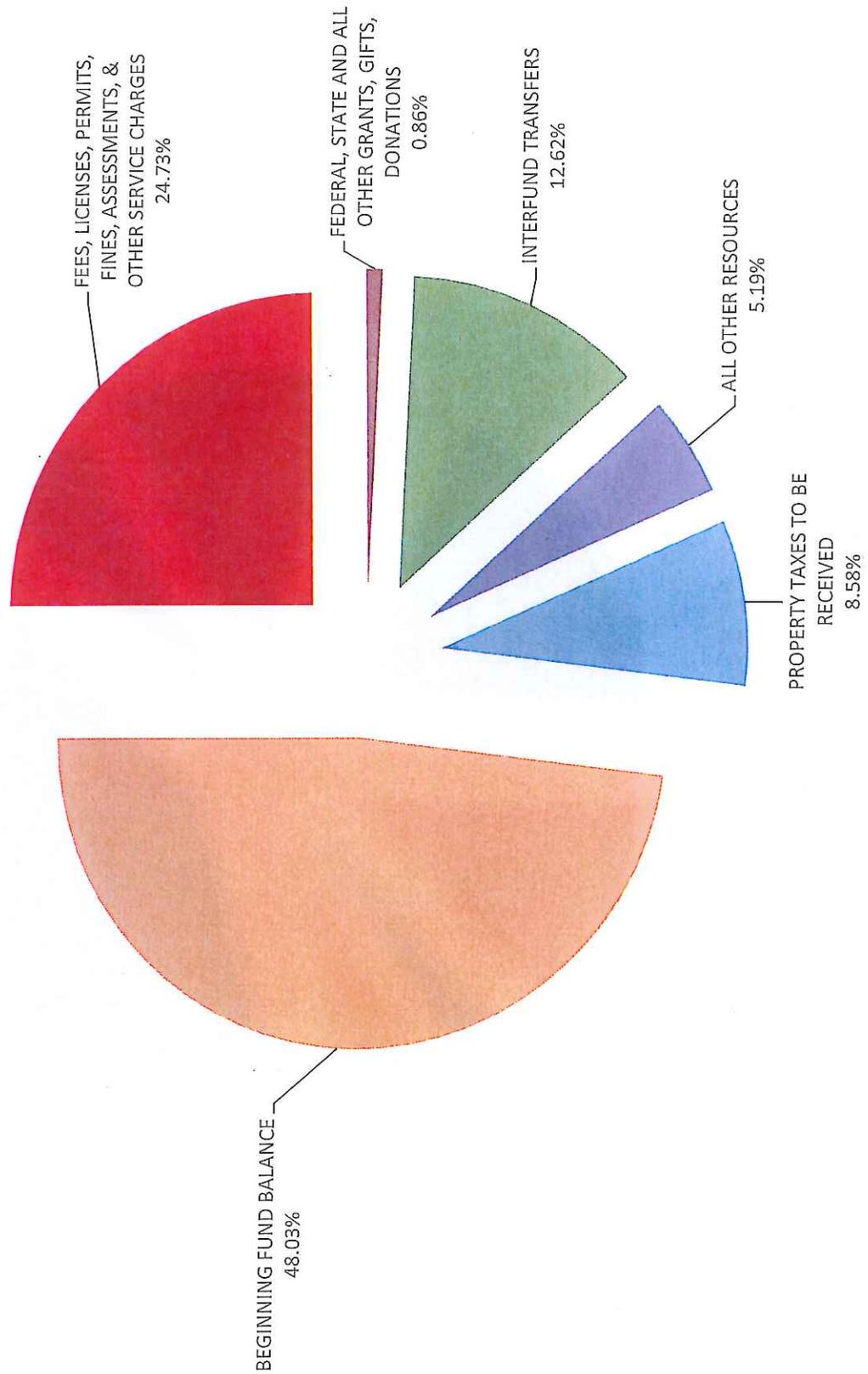
FUND #	DEPARTMENTAL UNIT #	DEPARTMENTAL UNIT
001	100	Council
001	101	City Manager
001	102	Finance
001	104	Legal Services
001	105	Municipal Court
001	106	Community Development
001	107	City Recorder
001	108	Community Building / City Hall
001	110	Non-Departmental
001	200	Police
001	205	Special Police Operations
001	210	Municipal Jail
001	220	Fire
001	230	Building Inspection
001	240	Animal Control
001	410	Public Services
001	430	Library
001	440	Senior Center
001	450	Dial A Ride
002	502	Streets
003	503	Water Utility
004	504	Wastewater Utility
005	505	Stormwater Utility
007	507	Bicycle / Footpath
010	510	Water SPWF Debt
011	511	Water Filtration Debt / Reserve
012	512	Wastewater DEQ Debt Service Fund
013	513	Wastewater IFA Debt Service Fund
014	514	Fire Equipment
016	516	Dunes NRA Lease
017	517	Riverfront Fund
018	518	Library Renovation Fund
020	520	System Development – Water
021	521	System Development – Wastewater
022	522	System Development - Stormwater
024	524	Wastewater Enterprise Capital Fund
025	525	General Capital Improvement Fund
026	526	Street Capital Fund
027	527	Storm Capital Fund
029	529	Water Enterprise Capital Fund

CITY OF REEDSPORT
FISCAL YEAR 2015 - 016 Budget

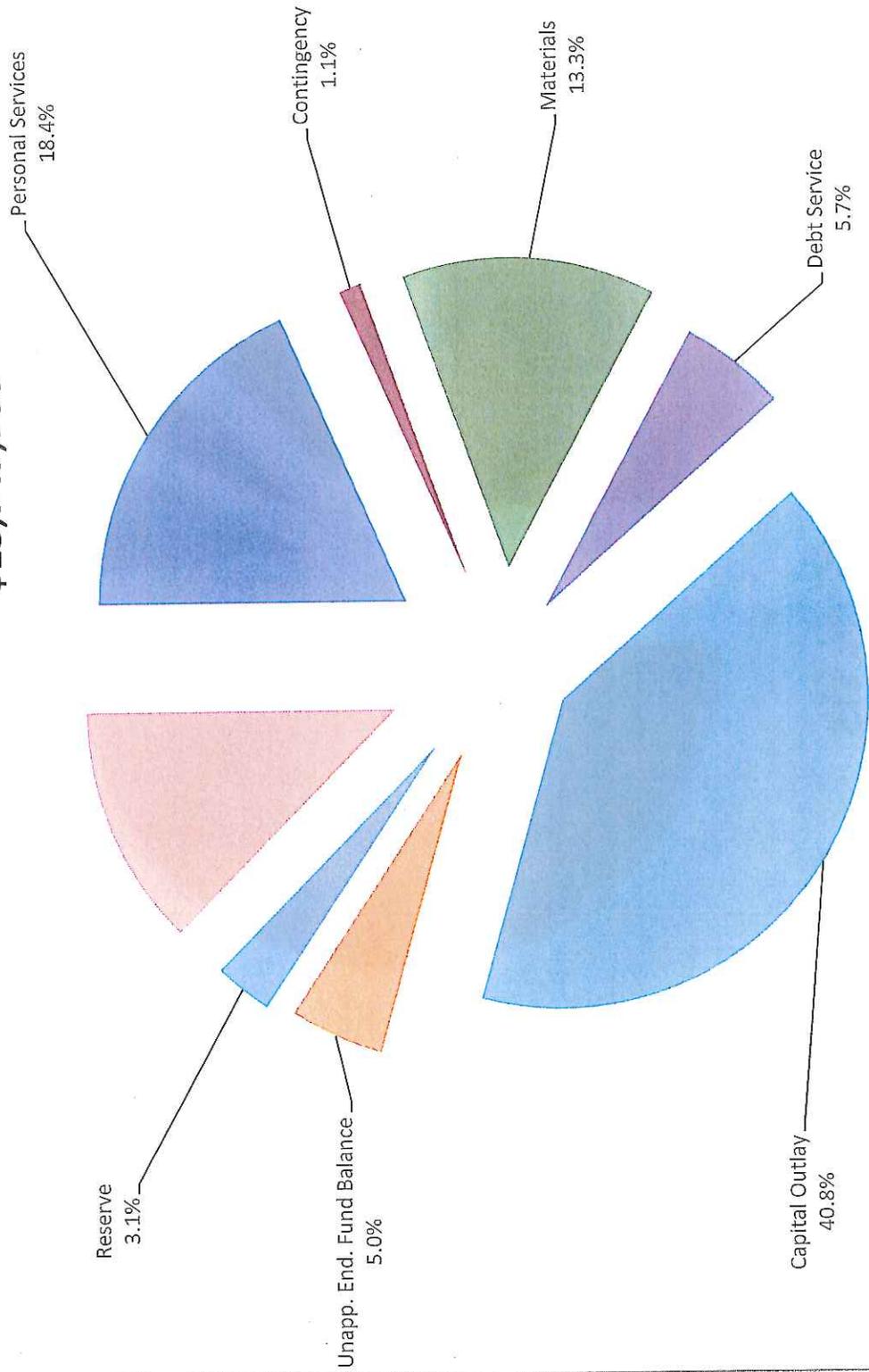
BUDGET SUMMARY - ALL CITY FUNDS														
FUND	Beginning Balance	Transfers In	Grants	Regular Income	Total Available	Transfers Out	Personal Services	Materials & Services	Capital Outlays	Debt Service	Reserve	Contingency	Unappropriated	Total Expenditures
General (001)	848,000	148,450	88,400	2,011,880	3,096,730	159,750	\$1,684,190	844,235	23,555	0	0	75,000	310,000	\$3,096,730
Street (002)	65,000	0	0	274,800	339,800	139,650	55,560	119,590	10,000	0	0	15,000	0	339,800
Water (003)	85,000	0	0	793,000	878,000	237,335	316,515	299,150	10,000	0	0	15,000	0	878,000
Wastewater (004)	220,000	0	0	1,862,800	2,082,800	1,117,030	336,210	434,560	145,000	0	0	50,000	0	2,082,800
Storm Water (005)	35,000	0	0	73,200	108,200	24,850	27,505	33,895	20,000	0	0	1,950	0	108,200
Bicycle/Footpath (007)	36,200	0	0	2,380	38,580	0	0	0	38,580	0	0	0	0	38,580
Water SPWE Debt Fund (010)	83,950	12,600	12,600	300	109,450	0	0	0	0	25,205	0	0	84,245	109,450
Water Filtr. Debt Res. (011)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wastewater DEQ Debt Res. (012)	527,000	600,000	0	2,000	1,129,000	0	0	0	0	600,000	422,585	0	106,415	1,129,000
Wastewater O&CDD Debt (013)	100,900	154,250	0	250	255,400	0	0	0	0	154,250	0	0	101,150	255,400
Fire Equipment (014)	132,000	15,000	0	7,250	154,250	3,000	0	5,000	146,250	0	0	0	0	154,250
Dunes NRA (016)	106,000	0	0	96,150	202,150	52,700	30,595	22,155	96,700	0	0	0	0	202,150
Riverfront (017)	25,100	12,500	2,600	103,425	143,625	0	75,755	67,870	0	0	0	0	0	143,625
Library Renovation (018)	3,500	0	0	0	3,500	0	0	3,500	0	0	0	0	0	3,500
Sys Dev-Water (020)	71,500	0	0	270	71,770	0	0	0	71,770	0	0	0	0	71,770
Sys Dev-Wastewater (021)	133,320	0	0	500	133,820	0	0	0	133,820	0	0	0	0	133,820
Sys Dev-Storm Water (022)	6,050	0	0	20	6,070	0	0	0	6,070	0	0	0	0	6,070
Capital Wastewater (024)	1,714,300	272,530	0	64,500	2,051,330	0	0	0	2,051,330	0	0	0	0	2,051,330
General Cap. Imp. (025)	290,000	110,250	7,500	500	408,250	0	0	0	324,250	0	0	0	84,000	408,250
Capital Street (026)	423,000	117,150	0	1,000	541,150	0	0	0	541,150	0	0	0	0	541,150
Capital Storm (027)	90,000	113,000	0	300	203,300	0	0	0	203,300	0	0	0	0	203,300
Capital Water (029)	1,607,000	178,585	0	5,000	1,790,585	0	0	0	1,790,585	0	0	0	0	1,790,585
TOTALS	\$6,602,820	\$1,734,315	\$111,100	\$5,299,525	\$13,747,760	\$1,734,315	\$2,526,330	\$1,829,955	\$3,612,360	\$779,455	\$422,585	\$156,950	\$685,810	\$13,747,760

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Total Budget Revenue by Category %
\$13,747,760



**2015-2016
Total Budget Appropriations
\$13,747,760**



City of Reedsport

General Fund

001

Organization and Mission

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

For accounting purposes there are 19 individual departmental units in the General Fund:

Animal Control	Dial A Ride	Non-Departmental
Building Inspection	Finance	Police
City Council	Fire	Public Services
City Manager	Legal Services	Senior Center
City Recorder	Library	Municipal Jail
Community Building/City Hall	Municipal Court	
Community Development	School Resource Officer	

FY 14-15 Year in Review

Each departmental unit narrative will indicate specific highlights from the last year. About 67% of the City's employees are paid through the General Fund.

FY 15-16 Budget Highlights and Challenges

Each year is proving to be more difficult to balance General Fund than the previous year. The continued economic downturn has played a role with decreasing revenues and increasing cost in personnel services and materials. The major funding source for the General Fund is personal and real property taxes. A decline in property tax revenue has been trending for several years with the increase of compression loss due to the economic down turn as shown on the table below.

Fiscal Year	Property Tax Loss due to compression
2008-2009	\$31,061
2009-2010	\$38,621
2010-2011	\$48,800
2011-2012	\$63,769
2012-2013	\$128,008
2013-2014	\$142,123
2014-2015	\$163,499

City of Reedsport
General Fund
001

In light of the continued loss of tax revenue due to compression staff has worked hard to continue to provide funding for necessary public safety services and for maintaining public facilities.

Budget Summary

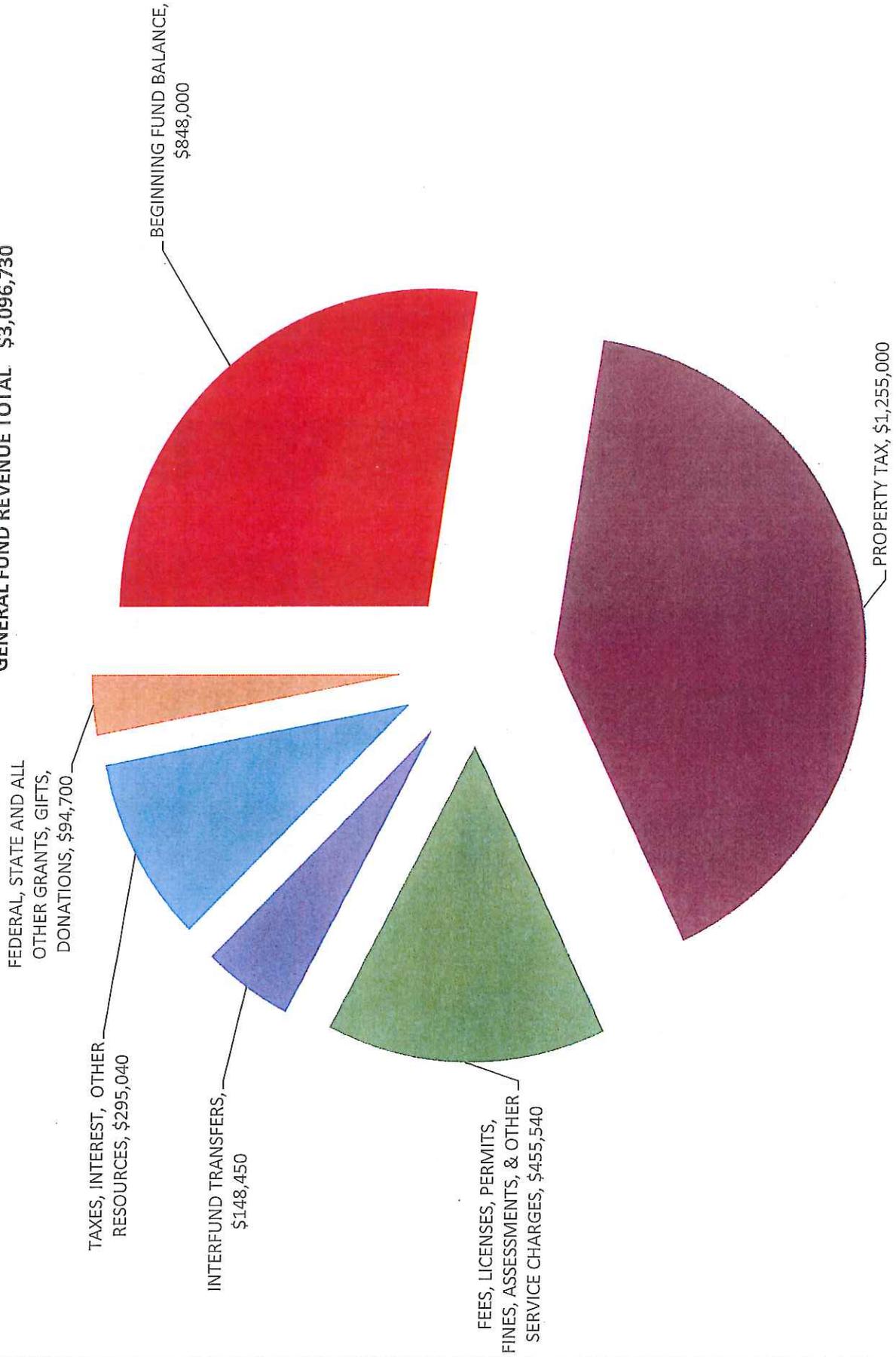
APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	838,681	751,555	848,000
I - REVENUE	<u>2,210,595</u>	<u>2,207,505</u>	<u>2,248,730</u>
Total	\$3,049,276	\$2,959,060	\$3,096,730
II- EXPENDITURES			
a. Personnel	1,367,914	1,609,020	1,684,190
b. Materials & Services	625,810	809,735	844,235
c. Debt Service	-0-	-0-	-0-
d. Capital Outlay	10,636	19,555	23,555
e. Transfers Out	<u>37,500</u>	<u>118,750</u>	<u>159,750</u>
Subtotal	\$2,041,860	\$2,557,060	\$2,711,730
III- RESERVES			
a. Balance	1,007,416	-0-	-0-
b. Contingency	-0-	92,000	75,000
c. Unapp. End. Fund Bal.	<u>-0-</u>	<u>310,000</u>	<u>310,000</u>
Subtotal	\$1,007,416	\$402,000	\$385,000
Total Expenditures and Reserves	\$3,049,276	\$2,959,060	\$3,096,730

General Fund Revenue

2013	2014	2014/2015			2015/2016	2015/2016	
Actuals	Actuals	Adopted	Account Number	Description	FTE	Approved	Adopted
725,739	838,681	751,555	001-000-411100	BEGINNING FUND BALANCE	0	830,000	848,000
1,207,431	1,211,221	1,160,000	001-000-412250	CURRENT PROPERTY TAX	0	1,180,000	1,180,000
93,078	82,029	75,000	001-000-412500	DELINQUENT PROPERTY TAX	0	75,000	75,000
112,563	110,809	111,000	001-000-413100	P.U.D. FRANCHISE	0	109,000	109,000
6,817	5,986	5,000	001-000-413200	TELEPHONE FRANCHISE	0	5,000	5,000
36,835	40,080	36,000	001-000-413300	CABLE TV FRANCHISE	0	36,000	36,000
1,858	7,113	2,000	001-000-413350	FIBER FRANCHISE FEES	0	6,000	6,000
7,424	7,358	7,000	001-000-413400	GARBAGE FRANCHISE	0	7,000	7,000
3,755	7,166	4,000	001-000-414100	POLICE SERVICES	0	4,000	4,000
835	857	700	001-000-414200	FIRE SERVICES	0	0	0
1,273	1,390	1,500	001-000-414300	ANIMAL CONTROL SERVICES	0	1,300	1,300
0	0	0	001-000-414400	CAMPING FEES	0	1,000	1,000
43,000	43,688	58,000	001-000-414500	AMBULANCE DISPATCH	0	62,370	62,370
3,166	3,297	2,000	001-000-414700	DIAL-A-RIDE FEES	0	3,000	3,000
4,501	5,562	3,000	001-000-415100	INTEREST	0	5,500	5,500
259	195	185	001-000-415150	OTHER INTEREST	0	200	200
1,447	700	1,200	001-000-415200	LEASE - RENT	0	1,200	1,200
7,296	7,440	7,400	001-000-415210	SENIOR CENTER RENTAL	0	7,400	7,400
1,750	1,250	1,000	001-000-415220	USE OF COMM BLDG	0	1,000	1,000
275	225	400	001-000-415230	USE OF SENIOR CENTER	0	200	200
155,198	156,162	145,000	001-000-415250	TRANSIENT ROOM TAX	0	160,000	160,000
0	0	0	001-000-415350	LAND SALES	0	0	0
0	0	0	001-000-415370	TIMBER SALES	0	0	0
19,910	17,310	18,000	001-000-415400	BUSINESS LICENSES	0	18,000	18,000
0	0	0	001-000-415420	MARIJUANA FEES	0	0	500
1,420	3,315	1,500	001-000-415440	MISC. PLANNING FEES	0	1,600	1,600
0	0	5,000	001-000-415447	ENGINEER FEE REIMBURSEMENT	0	5,000	5,000
4,920	6,519	6,000	001-000-415449	PLAN CHECK FEES	0	6,000	6,000
10,407	10,434	10,500	001-000-415450	BUILDING PERMITS	0	10,500	10,500
7,967	7,670	9,000	001-000-415451	ELECTRICAL PERMITS	0	9,000	9,000
1,925	1,886	3,000	001-000-415452	PLUMBING PERMITS	0	3,000	3,000
4,008	4,718	4,000	001-000-415453	MECHANICAL PERMITS	0	4,000	4,000
0	0	0	001-000-415454	MOBILE HOME PERMITS	0	0	0
1,999	2,026	2,820	001-000-415455	BUILDING SURCHARGES	0	2,820	2,820

2013	2014	2014/2015	000	<u>General Fund Revenue</u>		2015/2016	2015/2016
Actuals	Actuals	Adopted	Account Number	Description	FTE	Approved	Adopted
924	899	1,100	001-000-415456	ELECTRICAL SURCHARGES	0	1,100	1,100
517	0	0	001-000-415457	BUILD/ELEC PERMIT FINES	0	0	0
159,303	130,965	150,000	001-000-415500	COURT FINES AND FORFEITUR	0	120,000	120,000
10	1,199	0	001-000-415650	SALARY REIMBURSEMENTS	0	0	0
12,573	12,245	5,000	001-000-415660	INSURANCE REIMBURSEMENTS	0	5,000	5,000
350	1,650	1,000	001-000-415800	DONATIONS	0	500	500
4,786	8,661	5,000	001-000-415810	ANIMAL CONTROL DONATIONS	0	5,000	5,000
300	300	300	001-000-415830	POLICE VOLUNTEER DONATIONS	0	300	300
357	422	350	001-000-415850	LIBRARY COPIER FEES	0	350	350
70	4,672	450	001-000-415860	DIAL A RIDE DONATIONS	0	500	500
20,825	11,715	9,000	001-000-415900	MISCELLANEOUS	0	10,000	10,000
650	3,000	1,000	001-000-415910	POLICE ADMIN. FEES	0	1,000	1,000
0	0	0	001-000-415920	NUISANCE ABATEMENT	0	0	0
576	34	1,500	001-000-415930	POLICE REIMBURSEMENT	0	1,000	1,000
55,227	58,097	50,000	001-000-421100	LIQUOR TAX	0	55,000	55,000
5,862	5,581	4,000	001-000-421200	CIGARETTE TAX	0	4,000	4,000
18,382	19,452	24,600	001-000-421350	STATE TRANSIENT FUNDS	0	30,540	30,540
380	355	500	001-000-421370	ODOT TRUCK INSPECTION	0	0	0
5,025	0	0	001-000-421400	911 TELEPHONE TAX	0	0	0
40,094	41,858	40,000	001-000-422000	STATE REVENUE SHARING	0	40,000	40,000
4,500	4,500	4,500	001-000-423000	DLCD COASTAL MAINT. GRANT	0	4,500	4,500
0	3,760	0	001-000-423020	DLCD TECHNICAL ASSIST	0	0	0
11,800	0	5,300	001-000-423400	STATE MARINE GRANT	0	5,900	5,900
11,145	12,850	12,000	001-000-423430	BOAT DOCK FEES	0	12,000	12,000
0	0	65,000	001-000-423530	SCHOOL RESOURCE OFF. GRANT	0	65,000	65,000
29,943	3,176	8,000	001-000-423540	MISC. POLICE GRANTS	0	8,000	8,000
0	0	0	001-000-423550	CERT PROGRAM GRANT	0	5,000	5,000
0	100	0	001-000-423660	MISC GRANTS/DONATIONS	0	0	0
0	0	0	001-000-451010	FUND 004 GSD ADMIN	0	5,000	5,000
0	0	0	001-000-451080	TRANSFER EDUCATION BENEFIT	0	3,750	3,750
130,700	130,700	130,700	001-000-451100	ADMINISTRATIVE TRANSFER	0	130,700	130,700
6,000	6,000	6,000	001-000-451110	FUND 003/004 DISPATCH	0	6,000	6,000
690	2,000	2,000	001-000-451150	<u>FUND 014 MVA SERVICES</u>	0	3,000	3,000
2,990,055	3,049,276	2,959,060		Revenue Total		3,078,230	3,096,730

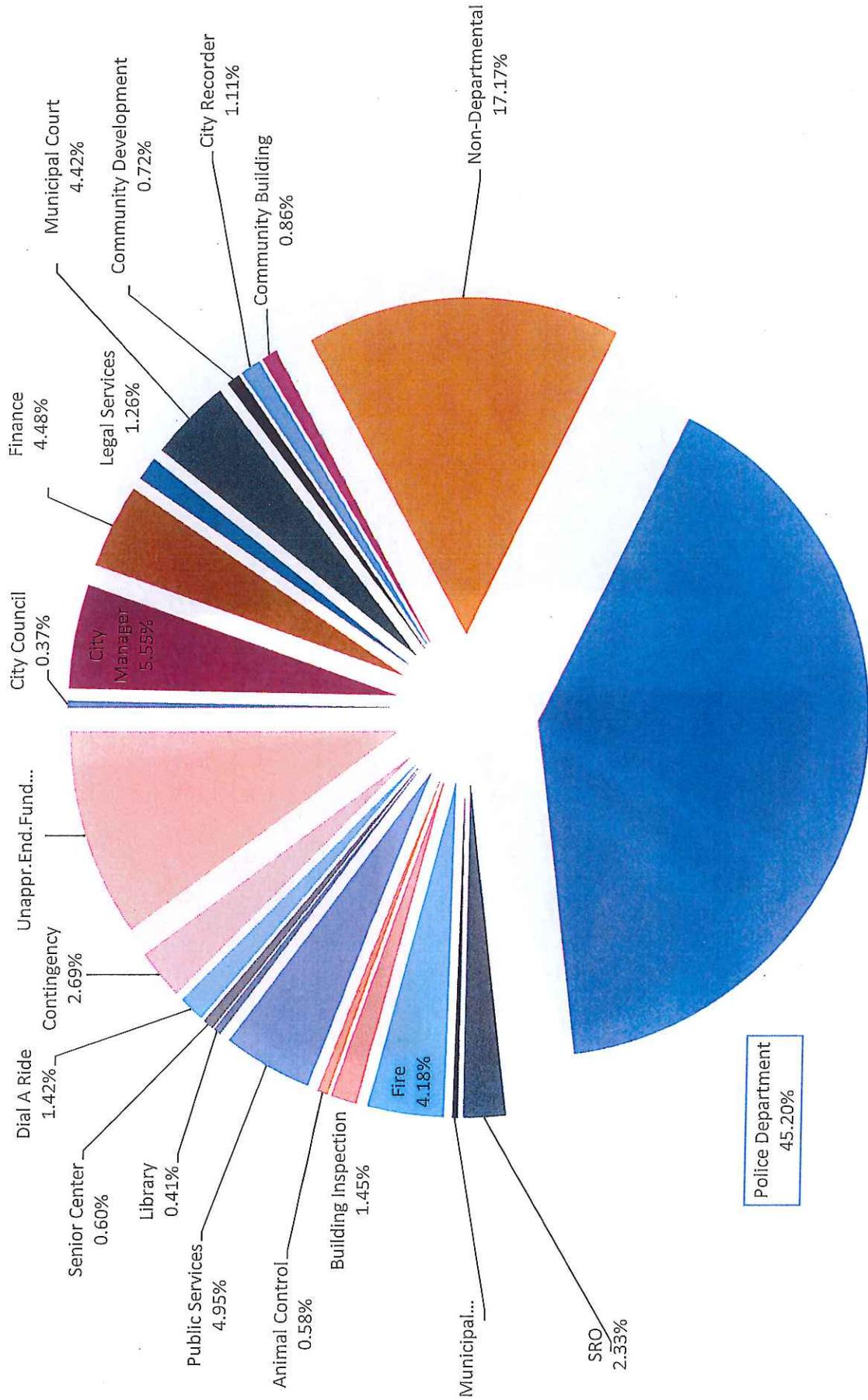
GENERAL FUND REVENUE TOTAL \$3,096,730



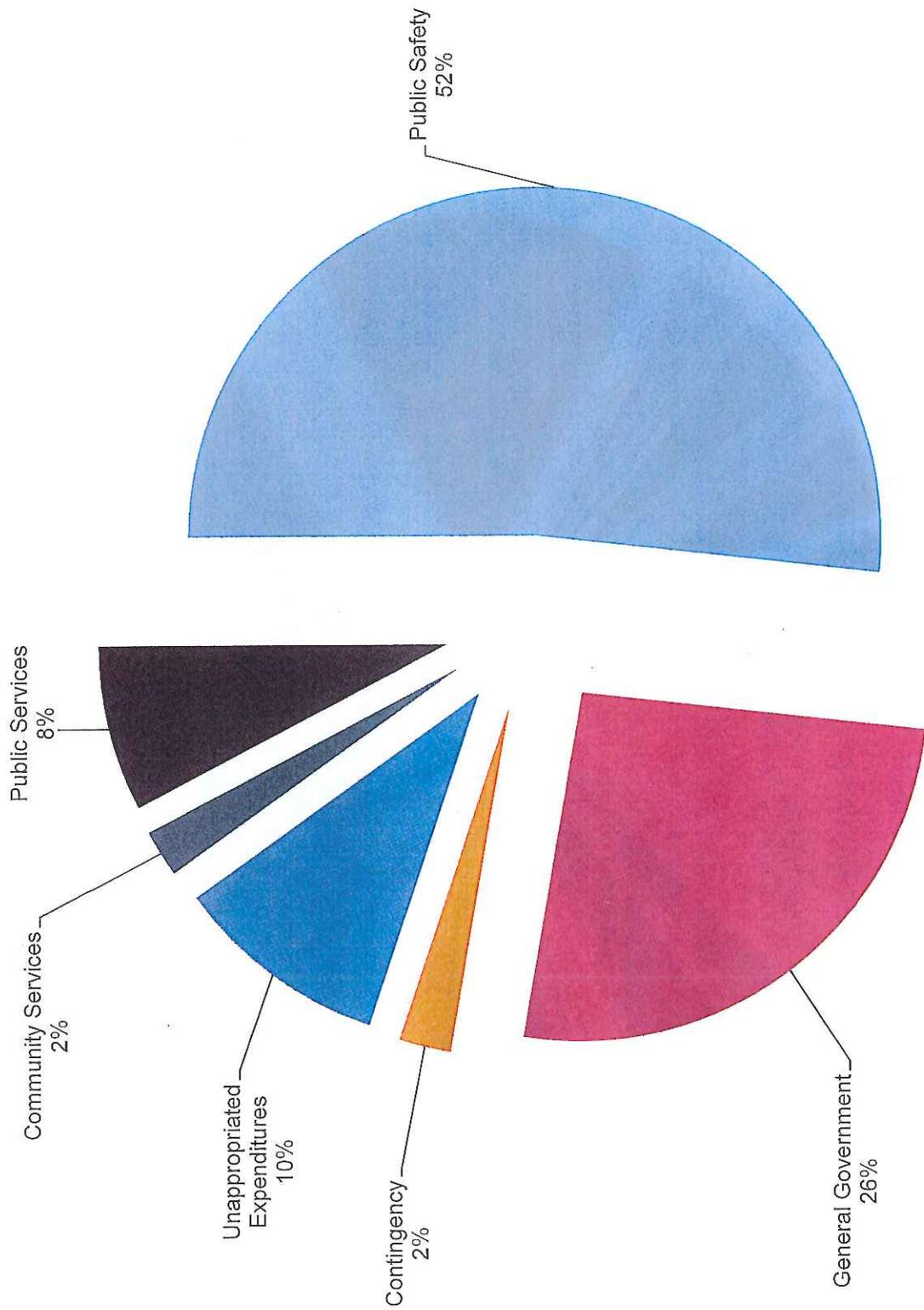
2015-2016 Adopted General Fund Expenditures by Departmental Unit

Departmental Unit	2012-13 Actual	2013-14 Actual	2014-15 Adopted	2015-16 Adopted	% of Change	% of General Fund
City Council	2,222	1,553	6,300	10,300	63.5%	0.370%
City Manager	130,677	137,500	149,970	154,700	3.2%	5.551%
Finance	121,248	120,900	121,760	124,730	2.4%	4.476%
Legal Services	28,551	11,932	35,000	35,000	0.0%	1.256%
Municipal Court	114,724	106,550	122,965	123,065	0.1%	4.416%
Community Development	7,673	13,233	19,760	20,195	2.2%	0.725%
City Recorder	29,598	29,647	31,790	30,930	-2.7%	1.110%
Community Building	23,971	23,503	23,850	24,025	0.7%	0.862%
Non-Departmental	285,654	275,241	417,195	478,400	14.7%	17.167%
Police Department	1,108,361	1,027,205	1,191,710	\$1,259,490	5.7%	45.196%
Special Police Operations	0	0	65,000	65,000	0.0%	2.332%
Municipal Jail	5,047	3,305	9,750	7,750	-20.5%	0.278%
Fire	88,321	93,089	107,650	116,350	8.08%	4.175%
Building Inspection	33,972	34,402	40,000	40,335	0.8%	1.447%
Animal Control	11,762	4,942	16,050	16,050	0.0%	0.576%
Public Services	114,758	112,548	141,000	137,805	-2.3%	4.945%
Library	7,609	7,842	10,340	11,340	9.7%	0.407%
Senior Center	15,180	14,296	16,670	16,670	0.0%	0.598%
<u>Dial A Ride</u>	<u>22,036</u>	<u>24,171</u>	<u>30,300</u>	<u>39,595</u>	30.7%	1.421%
Contingency	0	0	92,000	75,000	-18.5%	2.691%
Unappr.End.Fund Bal.	0	0	310,000	310,000	0.0%	11.124%
Total Appropriations	2,151,364	2,041,859	2,959,060	2,786,730	-5.8%	100.000%
Fund Bal. June 30	\$836,678	1,007,417	--	--	--	--

2015-2016
**GENERAL FUND EXPENDITURES
 BY DEPARTMENTAL UNIT**



GENERAL FUND EXPENDITURES BY CATEGORY



City of Reedsport
City Council
001-100

Organization and Mission

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

FY 14-15 Year in Review

Fiscal year 2014-2015 was a very active year. In response to a failed measure during the 13-14 fiscal year (majority in favor but did not meet the requirement that 50% of registered voters casting a ballot) Council referred a measure to the November general election to attempt to remove a double majority requirement in all elections other than general in even number years. This measure also failed by a narrow margin. The failure of these measures put a severe strain on City finances in regards to infrastructure repair and Maintenance.

In 2014 Oregon passed a Marijuana Legalization measure. With the passage brings timelines, rules and regulations. In preparation for this Council first passed a moratorium for one year on Medical Marijuana and then an Ordinance allowing a tax on the sale of both medical and recreational. This measure has been referred to the vote of the people to decide. Failure of this measure would not eliminate the sale of Marijuana but would hinder the City's ability to collect a fee for the sale to compensate for increased regulation and enforcement.

Beginning in January 2015, for the first time in 12 years the City will be led by a new Mayor after the retirement of the previous one.

FY 15-16 Budget Highlights and Challenges

A variety of challenges, face the City Council again this year. The biggest concern continues to be finding money for necessary study and repairs to the levee system as mandated by FEMA.

City of Reedsport
City Council
001-100

Without these repairs the downtown property owners will be assessed with additional costs for flood insurance and restricted development standards.

Other areas of concern continue to be how the City deals with ever declining revenues in all three of the City's major funds.

- The Council departmental unit budget includes additional funding for Municipal Code updates.
- The budget includes funds available for Mayor and Councilor training courses.

Performance Measurements

Task	FY 13-14	FY 14-15 (Est)
Council meetings	12	12
Work sessions	12	12
Special meetings	3	3

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 15 Adopted	2015 - 016 Proposed
I - EXPENDITURES			
a. Materials & Services	<u>1,553</u>	<u>6,300</u>	<u>10,300</u>
Total	\$1,533	\$6,300	\$10,300

CITY COUNCIL

2013	2014	2015	100		2015/2016	2015/2016	
Actuals	Actuals	Adopted	Account Number	Description	FTE	APPROVED	ADOPTED
MATERIALS & SERVICES							
1,619	1,077	1,000	001-100-613300	LEGAL FEES, ADVERTISING	0	5,000	5,000
8	0	0	001-100-614300	OFFICE EQUIP/MAINT	0	0	0
0	0	2,500	001-100-614500	CONFERENCE /TRAINING	0	2,500	2,500
72	146	2,500	001-100-614560	TRAVEL/SUBSISTENCE	0	2,500	2,500
433	190	200	001-100-614900	OTHER SUPPLIES, COSTS	0	200	200
<u>91</u>	<u>140</u>	<u>100</u>	<u>001-100-615590</u>	<u>DUES & FEES</u>	<u>0</u>	<u>100</u>	<u>100</u>
2,222	1,553	6,300		MATERIALS & SERVICES TOTAL	0	10,300	10,300
<u>2,222</u>	<u>1,553</u>	<u>6,300</u>		<u>CITY COUNCIL TOTAL</u>	<u>0</u>	<u>10,300</u>	<u>10,300</u>

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City of Reedsport
City Manager's Office
001-101

PERSONNEL ASSIGNED TO THE FUND
1.50 FTE

City Manager	1.00
Administrative Assistant.....	0.50

Organization and Mission

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

FY 14-15 Year in Review

This was a very productive year for the City Manager's office. One of the first and foremost goals for the year was to fill the vacated Public Works Director position. To find the perfect candidate the City Manager had to renew the posting multiple times and schedule numerous interviews, but was able to secure a very well qualified individual who is an outstanding asset for the Public Works Department and the community.

Another notable accomplishment was the completion of the Gardiner wastewater contract. This contract took nearly two years to negotiate and required multiple drafts and revisions to arrive at a final agreement. The City Manager worked with City Council members, Staff and members of the Sanitary District to draft and complete this contract.

This year the City Manager worked with the City Council on another win-win by refinancing the City's DEQ wastewater loan.

The City's Main Street program has gained notoriety with other Cities as local support has net the organization thousands in donations and grants.

FY 15-16 Budget Highlights and Challenges

Special areas of emphasis in FY 15-16 include the pursuit of the following goals:

- Work towards alternative funding sources for the certification of the City's levee system.

City of Reedsport
City Manager's Office
001-101

- Successfully complete an overhaul of the City's water treatment facility to ensure compliance with Health Department regulations.
- Continue to work with the Urban Renewal District to identify the next steps and funding needs for the Oregon Main Street Program.
- Work with ODOT on pedestrian improvements in the area of 20th Street and Highway 101.
- Continue working with the finance department on developing and implementing cost savings and revenue producing measures.
- Look for opportunities to fund the Levee Loop Trail.
- Continue to manage and maintain service levels with declining revenues.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 2014 Actual	2014 - 2015 Adopted	2015 - 2016 Proposed
I- EXPENDITURES			
a. Personnel	135,349	143,470	148,200
b. Materials & Services	<u>2,151</u>	<u>6,500</u>	<u>6,500</u>
Total	\$137,500	\$149,970	\$154,700

CITY MANAGER

2012/13	2013/14	2014/15	101			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
71,116	75,000	75,000	001-101-511000	CITY MANAGER, SALARY	1	75,000	75,000
22,247	22,247	22,250	001-101-511190	ADMIN. ASS'T. TO C.M. SALARY	0.5	22,250	22,250
6,993	7,273	7,500	001-101-531010	SOCIAL SECURITY	0	7,500	7,500
5,597	6,419	13,000	001-101-531020	P E R S	0	13,000	13,000
1,050	1,370	1,450	001-101-531210	WORKMEN'S COMP	0	1,450	1,450
<u>21,892</u>	<u>23,040</u>	<u>24,270</u>	<u>001-101-531220</u>	<u>HEALTH INSURANCE</u>	<u>0</u>	<u>29,000</u>	<u>29,000</u>
128,895	135,349	143,470		PERSONNAL SERVICES TOTAL		148,200	148,200
MATERIALS & SERVICES							
900	1,200	900	001-101-612251	PAGER/CELL PHONE	0	900	900
0	0	100	001-101-614540	BOOKS & PERIODICALS	0	100	100
8	34	1,500	001-101-614560	TRAVEL/SUBSISTENCE	0	1,500	1,500
10	80	1,500	001-101-614570	TRAINING/CONFERENCES	0	1,500	1,500
865	837	1,500	001-101-615590	DUES & FEES	0	1,500	1,500
<u>0</u>	<u>0</u>	<u>1,000</u>	<u>001-101-617300</u>	<u>AUTOMOBILE OPERATION</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>
1,782	2,151	6,500		MATERIALS & SERVICES TOTAL		6,500	6,500
<u>130,677</u>	<u>137,500</u>	<u>149,970</u>		<u>CITY MANAGER TOTAL</u>		<u>154,700</u>	<u>154,700</u>

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City of Reedsport
Finance Department
001- 102

PERSONNEL ASSIGNED TO THE FUND
1.73 FTE

Finance Director.....	1.000
Payroll Clerk/Account Payable (Account Clerk)	0.568
Court Clerk/Account Receivable	0.170

Organization and Mission

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

The Department has a staff of one fulltime employee of a professional level accounting position and three support positions which are shared with several other departments.

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

FY 14-15 Year in Review

The Finance Department has a daily busy schedule and 2014-2015 was no exception. Two staff personnel are available to help customers at the front counter, answer all incoming telephone calls, and perform duties associated with accounts payable, accounts receivable, payroll and municipal court. One staff person performs the majority of activities associated the utility billings, building & electrical permits and planning issues.

The City expanded its utility billing service this year with the addition of on-line bill pay. Customers enrolled in on-line bill pay have the opportunity to view their account status anytime during the month in real time updates. The City has the ability to either to pull the payment from a customers' bank account at a set time each month or the customer can send the payment at their convenience.

As a part of the expanded utility billing service, the financial software package and computer equipment were upgraded during this fiscal year to provide more efficient customer service and

City of Reedsport
Finance Department
001- 102

lessen the work load on the financial staff. Finance is working to upgrade office equipment to better meet and handle work load requirements.

FY 15-16 Budget Highlights and Challenges

Customer service continues as the Number 1 goal for the finance staff as they explore avenues to provide this service without additional cost to the City budget. The ongoing process of identifying cost saving measures is another financial challenge. As a result, finance positions sometimes change to take on additional tasks which will reduce personnel costs. An aggressive collection of all unpaid accounts is continually pursued.

Financial staff is assembling a plan for emergency financial management for various types of catastrophes which will ensure financial integrity and operation ability.

Workload Statistics

Task	FY 12-13	FY 13-14	FY 14-15
Payroll Checks	468	296	289
Direct Deposits	855	858	884
A/P Check	1,626	1416	1488
Investment Portfolio	\$5,700,000	\$6,300,000	\$7,500,000

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Proposed
I- EXPENDITURES			
a. Personnel	119,760	120,235	123,205
b. Materials & Services	<u>1,140</u>	<u>1,525</u>	<u>1,525</u>
Total	\$120,900	\$121,760	\$124,730

FINANCE

2012/13	2013/14	2014/15	102			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
51,262	51,262	51,265	001-102-511100	DEPT. HEAD SALARY	1	51,265	51,265
32,002	30,196	27,990	001-102-511180	CLERK SALARY	0.73	27,990	27,990
6,256	6,112	6,150	001-102-531010	SOCIAL SECURITY	0	6,250	6,250
8,454	8,948	11,200	001-102-531020	P E R S	0	11,200	11,200
164	198	175	001-102-531210	WORKMEN'S COMP	0	175	175
<u>22,572</u>	<u>23,044</u>	<u>23,455</u>	<u>001-102-531220</u>	<u>HEALTH INSURANCE</u>	<u>0</u>	<u>26,325</u>	<u>26,325</u>
120,710	119,760	120,235		PERSONNAL SERVICES TOTAL	1.73	123,205	123,205
MATERIALS & SERVICES							
0	0	100	001-102-614540	BOOKS & PERIODICALS	0	100	100
147	361	500	001-102-614560	TRAVEL/SUBSISTENCE	0	500	500
0	680	800	001-102-614570	TRAINING/CONFERENCES	0	800	800
290	0	0	001-102-615310	BANK CHARGE FEES	0	0	0
<u>100</u>	<u>100</u>	<u>125</u>	<u>001-102-615590</u>	<u>DUES & FEES</u>	<u>0</u>	<u>125</u>	<u>125</u>
537	1,140	1,525		MATERIALS & SERVICES TOTAL		1,525	1,525
<u>121,248</u>	<u>120,900</u>	<u>121,760</u>		<u>FINANCE TOTAL</u>	<u>1.73</u>	<u>124,730</u>	<u>124,730</u>

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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 14-15 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 15-16 Budget Highlights and Challenges

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

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Proposed
I- EXPENDITURES			
a. Materials & Services	\$11,932	\$35,000	\$35,000

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LEGAL SERVICES

2012/13	2013/14	2014/15	104			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
MATERIALS & SERVICES							
27,247	11,325	25,000	001-104-613400	CITY ATTORNEY RETAINER	0	25,000	25,000
1,304	0	0	001-104-614170	PRINTING/COPY MACHINE	0	0	0
<u>0</u>	<u>608</u>	<u>10,000</u>	<u>001-104-623400</u>	<u>OUTSIDE COUNSEL</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>
28,551	11,932	35,000		MATERIALS & SERVICES TOTAL		35,000	35,000
<u>28,551</u>	<u>11,932</u>	<u>35,000</u>		<u>LEGAL SERVICES TOTAL</u>		<u>35,000</u>	<u>35,000</u>

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City of Reedsport
Municipal Court
001-105

PERSONNEL ASSIGNED TO THE FUND
0.570 FTE

Court Clerk	0.570
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 14-15 Year in Review

Muenchrath Law firm from Coos Bay contracts with the City as the Prosecuting Attorney.

FY 15-16 Budget Highlights and Challenges

Projected revenue and expenditures for State and County fine assessments are budgeted consistent with the current year budget. The results from recent Oregon legislation citation and assessment changes have reduced basic fine fees. Municipal Court department continues active unpaid account collection procedures.

City of Reedsport
Municipal Court
001-105

Workload Statistics

Task	FY 10-11	FY 11-12	FY 12-13	FY 13-14 (to date)
DUII	14	25	11	14
Juvenile cases	1	0	0	0
City Ordinance Violations	8	35	52	50
Traffic violations	595	829	738	452
Criminal cases	114	91	103	129

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Proposed
I- EXPENDITURES			
a. Personnel	32,921	33,935	34,035
b. Materials & Services	<u>73,630</u>	<u>89,030</u>	<u>89,030</u>
Total	\$106,551	\$122,965	\$123,065

MUNICIPAL COURT

2012/13	2013/14	2014/15	105			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
25,795	21,622	21,630	001-105-511180	CLERK SALARY	0.57	21,630	21,630
1,973	1,654	1,655	001-105-531010	SOCIAL SECURITY	0.00	1,655	1,655
2,668	2,404	3,000	001-105-531020	P E R S	0.00	3,000	3,000
58	56	50	001-105-531210	WORKMEN'S COMP	0.00	50	50
<u>8,124</u>	<u>7,184</u>	<u>7,600</u>	<u>001-105-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>7,700</u>	<u>7,700</u>
38,618	32,921	33,935		PERSONNAL SERVICES TOTAL	0.57	34,035	34,035
MATERIALS & SERVICES TOTAL							
170	210	500	001-105-613380	JURY & WITNESS FEES	0.00	500	500
12,557	14,355	16,000	001-105-613390	TRIAL EXPENSE	0.00	16,000	16,000
16,794	16,200	16,500	001-105-613401	PROSECUTOR'S RETAINER	0.00	16,500	16,500
32,567	23,238	36,000	001-105-613520	STATE FINE ASSESSMENT	0.00	36,000	36,000
1,440	3,489	3,000	001-105-613530	DOUGLAS CO. FINE ASSESSMENT	0.00	3,000	3,000
975	1,025	1,200	001-105-614330	COMPUTER OPERATIONS	0.00	1,200	1,200
14	140	150	001-105-614540	BOOKS & PERIODICALS	0.00	150	150
0	0	250	001-105-614560	TRAVEL/SUBSISTENCE	0.00	250	250
0	0	250	001-105-614570	TRAINING/CONFERENCES	0.00	250	250
114	258	100	001-105-614900	OTHER SUPPLIES, COSTS	0.00	100	100
0	40	80	001-105-615590	DUES & FEES	0.00	80	80
<u>11,475</u>	<u>14,675</u>	<u>15,000</u>	<u>001-105-623530</u>	<u>MUNICIPAL JUDGE SERVICES</u>	<u>0.00</u>	<u>15,000</u>	<u>15,000</u>
76,106	73,630	89,030		MATERIALS & SERVICES TOTAL	0.00	89,030	89,030
<u>114,724</u>	<u>106,551</u>	<u>122,965</u>		<u>MUNICIPAL COURT TOTAL</u>	<u>0.57</u>	<u>123,065</u>	<u>123,065</u>

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City of Reedsport
Planning Department
001-106

PERSONNEL ASSIGNED TO THE FUND
0.22 FTE

Clerk 0.22

Organization and Mission

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

Under State law the City is required to have a Planning program. The City Manager will continue to act as Planning Director with the Planning Assistant's time allocated at .22 of a full time employee (FTE) for the 2015-2016 fiscal year.

FY 14-15 Year in Review

- The overall volume of land use applications is up from the previous two years. Development activities were generally balanced between commercial and residential projects.
- Staff participated in both the Fall and Spring Coastal Planners Network meetings.
- The annual Coastal Management Grant offered to small cities was again obtained in the amount of \$4,500 and helps with the cost of providing Planning services to citizens.
- The Levee Loop Trail Plan project is still underway, with a preferred plan to be identified and adopted in the Fall of 2015. The Levee Loop Trail has bene highly supported by the community and Plan development was made possible by a TGM grant from ODOT. The preferred plan will allow the City to seek funding for trail development through grant opportunities, in the future.
- The City, ODOT, and DKS Associates worked together to develop a Pedestrian Safety Study that focuses on pedestrian crossings on Highways 101 and 38. Adoption of the study is anticipated, in conjunction with the Levee Loop Trail Plan, in the Fall of 2015. Some improvements suggested by the study may follow within the next two years.
- The GIS software and equipment that were attained from a DLCD Technical Assistance grant have been put to good use producing new zoning maps, maps to serve the Main Street project, Public Works Department, etc.

City of Reedsport

Planning Department

001-106

- The Planning Commission developed and adopted legislative amendments to the Reedsport Land Usage Ordinance, including provisions for Temporary Uses and Cluster Box Unit (CBU) placement, as well as, updated Home Occupation standards.
- The Commission is currently working on new regulations that will implement time and place standards for medical marijuana dispensaries and marijuana grow facilities. Adoption is scheduled for May 2015.
- A Conditional Use Permit was issued, authorizing a Brewery in Old Town.
- A Plan Amendment and Zone Change has been reviewed by the Planning Commission and recommended for adoption to the City Council, one to convert a surplus park property from Public to Residential zoning in order to authorize a new residence.
- A Zone Change has been reviewed by the Planning Commission to convert Commercial property to a Mixed-Use zoning in the Old Town, authorizing a chainsaw carving art gallery.
- A number of Variance and Minor Variances have been or are currently being processed.
- The Planning Assistant has been training and setting-up new licensing and permitting software that will be implemented in 2015-16. The new software will make processing times faster and more efficient, as well as, provide better tracking of land use permits.

FY 15-16 Budget Highlights and Challenges

Planning applications in the first three (3) months of 2015 have more than doubled over those received for all of 2014. While this is a good economic sign of what is to come, it has greatly increased the workload and level of responsibility for the Planning Assistant. The Planning Assistant is now involved with multiple state mandated processes at the same time, many of which are far more advanced and complex than the ones completed in the previous year. In recognition of the Planning Assistant's expanding responsibility and higher skill requirement, the classification for this position has been adjusted up one step thereby increasing Personnel expenditures.

Other goals that will be pursued by the Planning Department in FY 15-16 include the following:

Goals:

- Continue providing excellent customer service, including updating forms, handouts, and applications, also by improving the Community Development section of the City website.
- Apply for a \$4,500 Coastal Management Planning Grant.
- Implement new software for tracking and processing business licenses, building permits, and land use applications.

City of Reedsport
Planning Department
001-106

- 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.
- Continue training and education of the GIS software.

Workload Statistics

Type of Application	FY 12-13	FY 13-14	FY 14-15 (to date)	FY 14-15 (projected)
Rezoning	1	0	2	2
Street vacations	0	0	0	0
Subdivisions	0	0	0	0
Partitions	0	0	0	1
Property line adjustments	0	1	0	2
Variance	1	4	3	4
Minor Variance	0	1	4	4
Floodplain Variance	0	0	0	0
Floodplain Review	0	0	0	0
Conditional Use Permit	1	2	0	0
Estuary permit	0	0	0	0
Significant Natural Resource	0	0	0	0
Text Amendment	0	0	2	2
Comprehensive Plan Amendment	1	0	1	1
Planning Commission Interpret.	0	1	0	0
Appeals	0	0	0	1
Annexations	1	0	0	0
Total	5	9	12	17
Sign Permits	1	5	3	4
Business License Review	37	38	27	36
Land Use Reviews	25	23	19	26
Total	63	66	49	66

City of Reedsport
 Planning Department
 001-106

Budget Summary

CATEGORY	2013 – 014 Actual	2014 – 015 Adopted	2015 – 016 Proposed
I- EXPENDITURES			
a. Personnel	9,296	14,610	15,045
b. Materials & Services	3,936	5,150	5,150
c. Capital Outlay	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Total	\$13,232	\$19,760	\$20,195

COMMUNITY DEVELOPMENT

2012/13	2013/14	2014/15	106		2015/16	2015/16	
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>APPROVED</u>	<u>ADOPTED</u>
PERSONNAL SERVICES							
1,897	6,362	8,850	001-106-511180	CLERK	0.22	9,170	9,170
0	0	500	001-106-521500	OVERTIME	0	500	500
145	487	825	001-106-531010	SOCIAL SECURITY	0	740	740
125	415	1,400	001-106-531020	P E R S	0	1,350	1,350
6	17	35	001-106-531210	WORKMEN'S COMP	0	300	300
<u>597</u>	<u>2,017</u>	<u>3,000</u>	<u>001-106-531220</u>	<u>HEALTH INSURANCE</u>	<u>0</u>	<u>2,985</u>	<u>2,985</u>
2,770	9,296	14,610		PERSONNAL SERVICES TOTAL	0.22	15,045	15,045
MATERIALS & SERVICES							
0	0	1,000	001-106-613300	LEGAL ADVERTISING	0	1,000	1,000
0	33	300	001-106-614560	TRAVEL/SUBSISTENCE	0	300	300
0	60	700	001-106-614570	TRAINING/CONFERENCES	0	700	700
31	0	100	001-106-614900	OTHER SUPPLIES, COSTS	0	100	100
0	50	50	001-106-615590	DUES & FEES	0	50	50
0	3,794	0	001-106-623500	DLCD TECH. ASSISTANCE	0	0	0
0	0	500	001-106-623540	P.COMMISSION TRAINING	0	500	500
4,871	0	0	001-106-623550	CONTRACT PLANNING SRVCS	0	0	0
<u>0</u>	<u>0</u>	<u>2,500</u>	<u>001-106-623580</u>	<u>REIMBURSED ENGINEERING SERVICE</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>
4,903	3,936	5,150		MATERIALS & SERVICES TOTAL	0	5,150	5,150
<u>7,673</u>	<u>13,233</u>	<u>19,760</u>		<u>COMMUNITY DEVELOP. TOTAL</u>	<u>0.22</u>	<u>20,195</u>	<u>20,195</u>

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City of Reedsport
City Recorder Department
001-107

PERSONNEL ASSIGNED TO THE FUND
0.44 FTE

City Recorder 0.44

Organization and Mission

The City Recorder Department was established in fiscal year 1998-1999 as part of the Finance Department reorganization. The City Recorder co-signs all orders on the treasury with the Mayor in accordance to the City Charter. 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 a more active role in the administration of the Human Resources Department, Urban Renewal District and Risk Management including assuming the role of the City Safety Officer and accompanying tasks.

The City Recorder's Office is comprised of one employee allocated less than half time. (.44 FTE)

FY 14-15 Year in Review

Noteworthy accomplishments in 2014-2015 included:

- Continuing Municipal Code updates.
- Several Resolutions and Ordinances were drafted, reviewed and amended.
- Continues to update the City Website.
- Two City referrals put on the Ballot for a vote.
- Serve as the City Election official

FY 15-16 Budget Highlights and Challenges

The City has placed a ballot measure on the May primary election ballot that could affectively allow for a tax to be place on the sale of Marijuana and Marijuana infused products, both medical and recreational.

Special areas of emphasis in FY 15-16 include the continued pursuit of the following goals:

Goals

- Continue updating the City website and Municipal Code.
- Continued organizing City files and storage of documentation.
- Contribute articles to the City newsletter

City of Reedsport
City Recorder Department
001-107

Performance Measurements

Task	FY 13-14
Ordinances prepared for adoption	11
Resolutions prepared for adoption	17
Council Agenda Packets	15
Urban Renewal Agency Agenda Packets	5
Urban Renewal Advisory Board	6
Safety Committee Agenda Packets	12
Meeting Minutes Prepared:	
- City Council	15
- Budget Committee	5
- Urban Renewal Budget Committee	3
- Urban Renewal Agency	5
- Urban Renewal Advisory Board	6
Licenses Issues:	
- Business	365
- Liquor Licenses	16
Number of Dept. Employees FTE	.44

Budget Summary

CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Proposed
I- EXPENDITURES			
a. Personnel	29,203	30,460	29,600
b. Materials & Services	<u>444</u>	<u>1,330</u>	<u>1,330</u>
Total	\$29,647	\$31,790	\$30,930

CITY RECORDER

2012/13	2013/14	2014/15	107			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
20,467	20,467	20,480	001-107-511085	CITY RECORDER SALARY	0.44	19,600	19,600
1,440	1,425	1,580	001-107-531010	SOCIAL SECURITY	0	1,450	1,450
1,345	1,335	2,100	001-107-531020	P E R S	0	2,000	2,000
39	51	50	001-107-531210	WORKMEN'S COMP	0	50	50
<u>5,822</u>	<u>5,925</u>	<u>6,250</u>	<u>001-107-531220</u>	<u>HEALTH INSURANCE</u>	<u>0</u>	<u>6,500</u>	<u>6,500</u>
29,113	29,203	30,460		PERSONNAL SERVICES TOTAL	0.44	29,600	29,600
MATERIALS & SERVICES							
0	56	500	001-107-613300	LEGAL FEES, ADVERTISING	0	500	500
412	0	0	001-107-614300	OFFICE EQUIP/MAINT	0	0	0
0	0	0	001-107-614540	BOOKS & PERIODICALS	0	0	0
30	10	350	001-107-614560	TRAVEL/SUBSISTENCE	0	350	350
365	300	350	001-107-614570	TRAINING/CONFERENCES	0	350	350
40	28	80	001-107-614900	OTHER SUPPLIES, COSTS	0	80	80
<u>50</u>	<u>50</u>	<u>50</u>	<u>001-107-615590</u>	<u>DUES & FEES</u>	<u>0</u>	<u>50</u>	<u>50</u>
897	444	1,330		MATERIALS & SERVICES TOTAL	0	1,330	1,330
<u>30,011</u>	<u>29,647</u>	<u>31,790</u>		<u>CITY RECORDER TOTAL</u>	<u>0.44</u>	<u>30,930</u>	<u>30,930</u>

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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 14-15 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.

- Community Building gym floor was repainted.
- Several community events were held in the gym.

FY 15-16 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.

Performance Measurements

Task	FY 11-12	FY 12-13
Community Building rental events	78	20
Meetings held in Council Chambers	18	99

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Personnel	-0-	-0-	-0-
b. Materials & Services	<u>23,503</u>	<u>23,850</u>	<u>24,025</u>
Total	\$23,503	\$23,850	\$24,025

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COMMUNITY BLDG/CITY HALL

2012/13	2013/14	2014/15	108		2015/16	2015/16	
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>APPROVED</u>	<u>ADOPTED</u>
				MATERIALS & SERVICES			
509	572	600	001-108-612070	GARBAGE DISPOSAL	0	825	825
386	384	400	001-108-612080	WATER	0	400	400
72	72	100	001-108-612085	STORMWATER	0	100	100
514	514	550	001-108-612090	WASTEWATER	0	600	600
9,057	8,987	9,200	001-108-612100	ELECTRICITY	0	9,100	9,100
4,434	4,544	4,500	001-108-612250	TELEPHONE	0	4,500	4,500
150	150	500	001-108-614200	REFUND OF COMM BLDG USE	0	500	500
3,292	3,512	5,000	001-108-614250	BUILDING MAINT, SUPPLIES	0	5,000	5,000
<u>5,558</u>	<u>4,768</u>	<u>3,000</u>	<u>001-108-614300</u>	<u>OFFICE EQUIP/MAINT</u>	<u>0</u>	<u>3,000</u>	<u>3,000</u>
23,971	23,503	23,850		MATERIALS & SERVICES TOTAL	0	24,025	24,025
<u>23,971</u>	<u>23,503</u>	<u>23,850</u>		<u>COMMUNITY BLDG TOTAL</u>	<u>0</u>	<u>24,025</u>	<u>24,025</u>

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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 14-15 Year in Review

- Unemployment Insurance \$12,000

Local governments have the option of financing their unemployment insurance costs by paying the State of Oregon Employment Division either on a quarterly basis or by direct reimbursement when billed for an actual claim. The City is pays on a reimbursement method when claims are filed due to the low employee turnover. No claims have been paid this year.

- Employee Recognition Program \$500

In 1989, the City Council adopted an Employee Recognition program to improve employee morale and performance through both individual and group recognition. The Employee Recognition Committee hosted a Christmas luncheon for city employees.

- Volunteer Program \$500

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

- Tourism Promotion \$155,000

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.

- Materials & Services \$304,150

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.

City of Reedsport
Non- Departmental Fund
001- 110

- General Fund Transfers \$118,750

1. A transfer of \$12,500 to the Riverfront Fund (017) ensured operations to the Umpqua Discovery Center.
2. 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.
3. A transfer of \$74,000 was made to General Fund Capital Improvement Fund (025) to be utilized for maintenance and purchases of costly projects. \$50,000 of these funds were marked for computer hardware and software upgrades.
4. A transfer to the General Capital Improvement Fund (025) of \$17,250 was budgeted to contribute to the Boat Facilities Reserve which will accumulate funds to repave boat ramp parking lots and other capital projects as needed. The \$2.00 parking/launch fee initiated in 2010-2011 made this fiscal plan possible.

FY 15-16 Budget Highlights and Challenges
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The total for Non Departmental for FY 2015-16 has increased from previous fiscal years. Several line item expenditures were adjusted according to expected changes in cost.

Computer services, postage, filing fees, and office supplies for General Fund departmental units are consolidated in this departmental unit (except for the Police Department).

The City acts as the collecting agency for the transient room tax which is collected at all City of Reedsport motels and campgrounds. The transient room tax funds are distributed per contract to Reedsport Winchester Bay Chamber of Commerce, Winchester Bay Merchants and the Umpqua Discovery Center. The anticipated revenue and payout was increased by \$10,000 due to an upward trend of transient room tax revenues.

Employee Recognition Program was increased this year to \$5,000. The employees will not receive a cost of living increase again in FY 2015-2016. Management proposes offer some short term benefits in lieu of cost of living increases.

Educational Benefits is a new program introduced this year to help with tuition or books for employees seeking to further their education. Reimbursement for educational costs will have several guidelines and criteria obligations by which employees must comply. This program is funded by General Fund and the utility funds.

- General Fund Transfers \$159,750

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

City of Reedsport
Non- Departmental Fund
001- 110

6. 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.
7. A transfer of \$45,000 was made to General Fund Capital Improvement Fund (025) to be utilized for maintenance and purchases of larger projects.
8. A transfer to the General Capital Improvement Fund (025) of \$17,250 was budgeted to contribute to the Boat Facilities Reserve which will accumulate funds to repave boat ramp parking lots and other capital projects as needed. The \$2.00 parking/launch fee initiated in 2010-2011 made this fiscal plan possible.
9. A first time transfer to the Stormwater Capital Fund (027) of \$70,000 to help with engineering costs related to the levee.

Contingency budgeted amount was decreased to help fund the transfer to the Stormwater Capital Fund. The Unappropriated-Ending Fund balance remains the same as in previous years. It is the combination of these two balances which provide for the General Fund Beginning Fund Balance for the next budget year.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 2014 Actual	2014 - 2015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Personnel	-0-	12,000	12,000
b. Materials & Services	237,741	286,445	306,650
c. Capital Outlay	-0-	-0-	-0-
d. Transfers Out	<u>37,500</u>	<u>118,750</u>	<u>159,750</u>
Subtotal	\$275,241	\$417,195	\$478,400
II- RESERVES			
a. Contingency	-0-	92,000	75,000
b. Unapp. End. Fund Bal.	-0-	310,000	310,000
c. Balance	<u>1,007,417</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$1,007,417	\$402,000	\$385,000
Total Expenditures and Reserves	\$1,320,158	\$819,195	\$863,400

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NON DEPARTMENTAL

2012/13	2013/14	2014/15	110			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
933	0	12,000	001-110-531500	UNEMPLOYMENT INS.	0	12,000	12,000
933	0	12,000		PERSONNAL SERVICES TOTAL	0	12,000	12,000
MATERIALS & SERVICES							
943	1,404	4,500	001-110-613300	LEGAL ADVERTISING	0	4,500	4,500
20	21	350	001-110-613320	FILING FEES	0	350	350
1,064	880	2,000	001-110-614000	POSTAGE	0	2,000	2,000
1,317	1,428	4,000	001-110-614100	OFFICE SUPPLY	0	4,000	4,000
6,967	3,060	10,000	001-110-614330	COMPUTER OPS-SOFTWARE	0	10,000	10,000
1,064	1,271	2,000	001-110-614335	NETWORK COMMUNICATIONS	0	2,000	2,000
57,343	58,240	72,000	001-110-614390	BONDING & INSURANCE	0	72,000	72,000
0	0	0	001-110-614450	EDUCATIONAL BENEFITS	0	5,000	5,000
334	453	500	001-110-614490	EMPLOYEE RECOGNITION	0	5,000	5,000
443	252	500	001-110-614520	VOLUNTEER PROGRAM	0	500	500
143,267	142,657	145,000	001-110-614580	TOURISM PROMOTION	0	155,000	155,000
6,814	4,480	9,200	001-110-614970	OTHER SERVICES	0	9,200	9,200
-12	50	0	001-110-614980	CASH SHORT & OVER	0	0	0
459	1,217	1,300	001-110-615310	BANK FEES	0	1,300	1,300
3,132	3,164	3,175	001-110-615510	LEAGUE OF OREGON CITIES	0	3,200	3,200
500	0	0	001-110-615520	O.C.Z.M.A./S.C.D.C.	0	250	250
561	572	600	001-110-615540	L.G.P.I.	0	600	600
0	0	250	001-110-615550	LU ECONOMIC DEVELOP FORUM	0	250	250
348	250	370	001-110-615570	CHAMBER OF COMMERCE	0	300	300
0	0	0	001-110-615600	SOUTH COAST MARKETING	0	0	2,500
0	0	0	001-110-615610	MISC GRANT/DONATION EXPENSES	0	0	0
1,898	655	4,200	001-110-615620	NON-CAPITAL EXPENSES	0	2,200	2,200
614	632	1,500	001-110-615640	PUBLIC LAND MGMT	0	1,500	1,500
3,891	380	1,000	001-110-617300	AUTOMOBILE MAINTENANCE	0	1,000	1,000
662	846	1,000	001-110-617320	AUTOMOBILE FUEL	0	1,000	1,000
6,614	6,762	8,000	001-110-621400	AUDIT FEES	0	8,000	8,000
5,025	0	0	001-110-621405	9-1-1 TAX REFUND	0	0	0

2012/13	2013/14	2014/15	110			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
9,041	9,066	15,000	001-110-623500	COMPUTER SERVICES-SUPPORT	0	15,000	15,000
<u>0</u>	<u>0</u>	<u>0</u>	<u>001-110-630000</u>	<u>ASSET DISPOSAL</u>	<u>0</u>	<u>0</u>	<u>0</u>
252,310	237,741	286,445		MATERIALS & SERVICES TOTAL	0	304,150	306,650
				INTERFUND TRANSFERS			
0	0	0	001-110-922000	FUND 027 TRANSFER	0	70,000	70,000
12,500	12,500	12,500	001-110-923002	FUND 017 TRANSFER	0	12,500	12,500
3,245	0	74,000	001-110-923040	FUND 025 CAPITAL TRANSFER	0	45,000	45,000
1,667	10,000	17,250	001-110-924500	FUND 025 DOCK RESERVES	0	17,250	17,250
<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>001-110-925000</u>	<u>FUND 014 TRANSFER</u>	<u>0</u>	<u>15,000</u>	<u>15,000</u>
32,412	37,500	118,750		INTERFUND TRANSFERS TOTAL		159,750	159,750
<u>0</u>	<u>0</u>	<u>92,000</u>	<u>001-110-941000</u>	<u>CONTINGENCY</u>	<u>0</u>	<u>75,000</u>	<u>75,000</u>
<u>0</u>	<u>0</u>	<u>310,000</u>	<u>001-110-952000</u>	<u>UNAPPROP ENDING FUND BAL</u>	<u>0</u>	<u>310,000</u>	<u>310,000</u>
<u>285,654</u>	<u>275,241</u>	<u>819,195</u>		<u>NON DEPARTMENTAL TOTAL</u>	<u>0</u>	<u>860,900</u>	<u>863,400</u>

City of Reedsport
Police Department
001-200

PERSONNEL ASSIGNED TO THE FUND
13.90 FTE

Sworn Law Enforcement Officers 8.20
Office and Dispatch personnel 5.70

Organization and Mission

The Reedsport Police Department is a 24-hour per day, 7 day per week, full time law enforcement agency. The Police Department's mission is to reduce victimization of our citizens, reduce the effect of crime on victims, and to maintain the quality of life in Reedsport. The Police Department facility houses a full time Communications Center and Municipal Jail. The administration of the Police Department is imparted by the Chief of Police, two Patrol Sergeants and one Administrative Assistant/Dispatch-Records Supervisor.

The department's Patrol/Investigations Section staffing is approved for six sworn officers, 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, all aspects of corrections related to jail and inmate management, and emergency management planning.

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

FY 14-15 Year in Review

The Police Department again had some personnel changes this year, losing one officer to a planned retirement and another went to another agency. Several police vehicle issues were addressed during the year, including acquiring and outfitting two used police units from the City or Portland and updating them with Reedsport PD decals and equipment. Partially funded with a grant from City-County Insurance, the department acquired new body cameras for the officers, giving them the ability to record both audio and video of their activities and citizen contacts. The department is also working towards having all of the patrol cars equipped with in-car mobile video recorders; three cars currently have them.

The Police Department continues to deal with turnovers, with two openings occurring mid budget year. It is anticipated that these two vacancies will be filled prior to June, but due to training time needed, they will not be contributing as solo officers until the fall of 2015.

City of Reedsport
Police Department
001-200

FY 15-16 Budget Highlights and Challenges

The Police Department's biggest challenge this year will be officer staffing. Recruitment and hiring efforts are time consuming and costly, but we remain relentless in our pursuit of qualified and viable candidates. We have gone through two hiring/testing cycles to find new officers, and we are committed to maintaining our hiring standards; striving to hire only the best candidates. The staffing of the School Resource Officer (SRO) position remains a top priority with the department, and will be addressed once full staffing is achieved

The dispatch console was replaced during FY14-15, and we will continue to make other improvements to the center during the upcoming year, including replacing the flooring and updating some of the furniture.

We must continue to monitor and upgrade our vehicle patrol fleet. The positive note to being down personnel is that it gives us the opportunity to evaluate, upgrade, improve, and repair our existing patrol fleet during a time the fleet has less demands placed on it. We must strive to maintain a healthy fleet in anticipation of full staffing.

Performance Measurements

Tasks	2013	2014
Traffic Citations	780	738
Calls for service (criminal & non criminal)	1905	2126
Traffic crashes (injury and non-injury)	28	33
Number of Arrests	127	311

Police Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Personnel	931,720	1,065,160	1,130,140
b. Materials & Services	89,150	120,550	119,350
c. Capital Outlay	<u>6,336</u>	<u>6,000</u>	<u>10,000</u>
Total	\$1,027,206	\$1,191,710	\$1,259,490

POLICE

2012/13	2013/14	2014/15	200		2015/16	2015/16	
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>APPROVED</u>	<u>ADOPTED</u>
PERSONNAL SERVICES							
68,124	38,399	62,100	001-200-511100	POLICE CHIEF SALARY	1.00	66,580	66,580
112,991	115,612	116,210	001-200-511210	POLICE SGT SALARY	1.00	58,110	58,110
404	232	650	001-200-511216	TRUCK INSPECTION SALARY	0.00	0	0
251,784	227,011	245,500	001-200-511220	POLICE OFFICER SALARY	6.56	309,400	323,900
44,322	44,495	44,500	001-200-511230	COMM SUPERVISOR SALARY	1.00	44,500	44,500
104,336	105,472	111,700	001-200-511240	COMM OFFICER SALARY	4.00	153,240	153,240
50,976	59,504	57,000	001-200-511245	PART TIME COMM. OFF. SALARY	0.70	25,080	25,080
18,283	15,656	21,000	001-200-511270	CERTIFICATION PAY	0.00	23,000	23,000
1,123	1,920	4,000	001-200-521500	OVERTIME-JUSTICE	0.00	4,000	4,000
21,129	18,911	22,000	001-200-521510	OVERTIME-COVERAGE	0.00	22,000	22,000
0	0	50	001-200-521515	OT TRUCK INSPECTIONS	0.00	0	0
0	0	2,000	001-200-521530	OVERTIME-GRANT FUNDS	0.00	2,000	2,000
12,894	14,682	15,000	001-200-521550	HOLIDAY PAY	0.00	17,500	17,500
52,135	49,018	53,920	001-200-531010	SOCIAL SECURITY	0.00	56,500	56,500
58,133	57,180	97,100	001-200-531020	P E R S	0.00	101,500	101,500
18,871	18,873	20,430	001-200-531210	WORKMEN'S COMP	0.00	20,230	20,230
<u>174,553</u>	<u>164,756</u>	<u>192,000</u>	<u>001-200-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>212,000</u>	<u>212,000</u>
990,058	931,720	1,065,160		PERSONNAL SERVICES TOTAL	14.26	1,115,640	1,130,140
MATERIALS & SERVICES							
509	555	600	001-200-612070	GARBAGE DISPOSAL	0.00	600	600
247	246	400	001-200-612080	WATER	0.00	400	400
36	36	50	001-200-612085	STORMWATER	0.00	50	50
977	967	1,200	001-200-612090	WASTEWATER	0.00	1,200	1,200
5,740	5,978	7,000	001-200-612100	ELECTRICITY	0.00	7,000	7,000
5,165	4,633	6,000	001-200-612250	TELEPHONE	0.00	6,000	6,000
913	1,304	1,600	001-200-612251	PAGER/CELL PHONE	0.00	1,400	1,400
855	487	1,000	001-200-613300	LEGAL FEES, ADVERTISING	0.00	1,000	1,000
1,950	0	2,000	001-200-613410	OTHER LEGAL SERVICES	0.00	2,000	2,000
1,302	1,023	1,500	001-200-614000	POSTAGE	0.00	1,500	1,500
3,053	4,375	5,500	001-200-614100	OFFICE SUPPLY	0.00	5,000	5,000

2012/13	2013/14	2014/15	200		2015/16	2015/16	
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
198	80	0	001-200-614180	PHOTO SUPPLIES	0.00	500	500
2,181	1,905	5,000	001-200-614250	BUILDING MAINT, SUPPLIES	0.00	5,000	5,000
2,572	1,779	2,000	001-200-614300	OFFICE EQUIP MAINT	0.00	2,000	2,000
6,001	5,556	7,000	001-200-614335	NETWORK COMMUNICATIONS	0.00	7,000	7,000
6,479	2,624	5,000	001-200-614350	RADIO OP/MAINT	0.00	5,000	5,000
47	270	500	001-200-614540	BOOKS & PERIODICALS	0.00	500	500
1,501	2,495	2,500	001-200-614560	TRAVEL/SUBSISTENCE	0.00	3,000	3,000
3,898	1,988	4,000	001-200-614570	TRAINING/CONFERENCES	0.00	4,000	5,000
0	303	1,000	001-200-614640	EQUIPMENT REIMBURSEMENT	0.00	1,000	1,000
3,328	2,104	3,500	001-200-614660	AMMUNITION/FIREARMS	0.00	3,500	3,500
988	1,060	1,000	001-200-614670	INVESTIGATION COSTS	0.00	1,500	1,500
2,520	735	1,500	001-200-614680	PHYSICAL EXAMINATIONS	0.00	2,000	2,000
6,435	7,150	7,000	001-200-614690	UNIFORMS/ EQUIPMENT	0.00	7,000	7,500
0	502	3,000	001-200-614740	VOLUNTEER POLICE SUPPLIES	0.00	3,000	3,000
616	1,041	1,000	001-200-614900	OTHER SUPPLIES	0.00	1,000	1,000
175	591	500	001-200-615590	DUES & FEES	0.00	700	700
31,145	9,290	8,000	001-200-615610	MISC GRANT EXPENSES	0.00	8,000	8,000
0	8	200	001-200-615620	ODOT TRUCK INSP. SUPPLIES	0.00	0	0
8,773	7,466	9,000	001-200-617300	VEHICLE MAINTENANCE	0.00	9,000	9,000
20,702	19,650	29,000	001-200-617320	VEHICLE FUEL	0.00	25,000	25,000
0	2,950	3,000	001-200-623530	CONTRACTED SERVICES	0.00	3,000	3,000
118,302	89,150	120,550		MATERIALS & SERVICES TOTAL	0.00	117,850	119,350
CAPITAL OUTLAY							
0	0	0	001-200-722700	PUBLIC SAFETY	0.00	0	0
0	2,706	0	001-200-725000	FUTURE PROJECT RESERVE	0.00	0	0
0	3,630	6,000	001-200-725300	VEHICLES	0.00	10,000	10,000
0	6,336	6,000		CAPITAL OUTLAY TOTAL	0	10,000	10,000
1,108,360	1,027,206	1,191,710		<u>POLICE TOTAL</u>	14.26	1,243,490	1,259,490

City of Reedsport
Special Police Operations
001-205

Organization and Mission PERSONNEL ASSIGNED TO THE FUND
.80 FTE

Sworn Law Enforcement Officers 0.80

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

FY 14-15 Year in Review

This program has been suspended until funding can be resumed.

FY 15-16 Budget Highlights and Challenges

The final decision regarding the outcome of this program for the upcoming fiscal year is uncertain but the proposed budget is assuming funding will be achieved for this program.

Special Police Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 2014 Actual	2014 - 2015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Personnel	-0-	65,000	65,000
b. Materials & Services	-0-	-0-	-0-
Total	\$-0-	\$65,000	\$65,000

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SPECIAL POLICE OPERATION

2012/13	2013/14	2014/15	205			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
				PERSONNAL SERVICES			
0	0	38,220	001-205-511225	SCHOOL RESOURCE OFFICER	0.8	38,300	38,300
0	0	2,010	001-205-511270	CERTIFICATION PAY	0	2,000	2,000
0	0	0	001-205-521500	OVERTIME-JUSTICE	0	0	0
0	0	1,655	001-205-521510	OVERTIME-COVERAGE	0	1,655	1,655
0	0	0	001-205-521550	HOLIDAY PAY	0	0	0
0	0	3,075	001-205-531010	SOCIAL SECURITY	0	3,075	3,075
0	0	5,900	001-205-531020	P E R S	0	5,800	5,800
0	0	1,570	001-205-531210	WORKMAN'S COMP	0	1,570	1,570
<u>0</u>	<u>0</u>	<u>12,570</u>	<u>001-205-531220</u>	<u>HEALTH INSURANCE</u>	<u>0</u>	<u>12,600</u>	<u>12,600</u>
0	0	65,000		PERSONNAL SERVICES TOTAL	0.8	65,000	65,000
<u>0</u>	<u>0</u>	<u>65,000</u>		<u>SPECIAL POLICE TOTAL</u>	<u>0.8</u>	<u>65,000</u>	<u>65,000</u>

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City of Reedsport
Municipal Jail
001-210

Organization and Mission

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

The use of the Municipal Jail saves the City the cost of housing prisoners in the Douglas County Jail, which is currently set at \$73.50 a day, transportation costs, and the staff required to make the four hour transports while having an additional officer in the city available for calls. The Jail also makes it possible to utilize the Municipal Court for misdemeanor cases which reduces overtime costs by keeping officers in Reedsport for misdemeanor trials.

The Douglas County Sheriff's Department, Oregon State Police and Oregon State Parole and Probation Department also use the Municipal jail as a temporary holding facility. Prisoners from other agencies who elect to serve their sentence in our jail are charged a Non-Jurisdictional fee of \$60 per day. There is no fee assessed for prisoners from other agencies that are housed prior to arraignment or transport to another jail facility.

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

FY 14-15 Year in Review

This past year has been an uneventful year for the jail. We have had no significant incidents in the jail. We continue to work hard at finding efficiencies within the jail to reduce operational costs and manpower requirements. The population has been reduced from previous years by utilizing field citations as opposed to housing every misdemeanor offender prior to arraignment, and limiting the number of prisoners housed by Oregon State Parole and Probation.

FY 15-16 Budget Highlights and Challenges

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

The primary challenge for the upcoming year and future will be the acquisition and implementation of a computerized jail booking program. We are researching the costs and

City of Reedsport
Municipal Jail
001-210

feasibility of acquiring a more automated and trustworthy computer booking system since our current system may soon approach capacity and was written by a former employee that is no longer available. One of our biggest challenges continues to be related to manpower required for the transportation of prisoners to and from the Douglas County Jail. This requires having two officers on duty to allow one to be released from patrol and assigned transportation duties.

Performance Measurements

The City of Reedsport has not experienced any law suits related to the jail nor received any inmate grievances during this past fiscal year. The inmate population has been reduced to control operational costs and manpower requirements.

No significant expenditures or revenue changes are expected.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 – 016 Adopted
I- EXPENDITURES			
a. Personnel	-0-	-0-	-0-
b. Materials & Services	3,305	7,750	5,750
c. Capital Outlay	-0-	<u>2,000</u>	<u>2,000</u>
Total	\$3,305	\$9,750	\$7,750

MUNICIPAL JAIL

2012/13	2013/14	2014/15	210			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Aproved</u>	<u>Adopted</u>
MATERIALS & SERVICES							
4,185	2,652	7,000	001-210-614760	JAIL EXPENSES	0	5,000	5,000
<u>862</u>	<u>653</u>	<u>750</u>	<u>001-210-614900</u>	<u>OTHER SUPPLIES, COSTS</u>	<u>0</u>	<u>750</u>	<u>750</u>
5,047	3,305	7,750		MATERIALS & SERVICES TOTAL	0	5,750	5,750
CAPITAL OUTLAY							
0	0	0	001-210-712500	BUILDING IMPROVEMENT	0	0	0
<u>0</u>	<u>0</u>	<u>2,000</u>	<u>001-210-722300</u>	<u>JAIL EQUIPMENT</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>
0	0	2,000		CAPITAL OUTLAY TOTAL		2,000	2,000
<u>5,047</u>	<u>3,305</u>	<u>9,750</u>		<u>MUNICIPAL JAIL TOTAL</u>	<u>0</u>	<u>7,750</u>	<u>7,750</u>

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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 14-15 Year in Review

The number of fire calls has remained relatively steady for the last five years. The firefighters responded to 97 calls for year 2014. The average on scene 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 15-16 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.

City of Reedsport
Fire Department
001-220

Workload Statistics

No.	Type	Hours/dollars
97	Emergency Calls	104/hours
39	Training Sessions	65 hours
11	Business Meetings	14 hours
12	Officer's Meetings	12 hours 7-9 Officers
1	N. Douglas and South Coast Fire Chiefs meetings	1
3	Oregon Volunteer Firefighters Association Conference	44/hours
0	South West Oregon Firefighters Association Meetings	0
16	Specialty Training	34 hours 3-8 Firefighters
1	National Night Out	3 Firefighters
4	Fire prevention week	12 hours 2-6 Firefighters
3	Tours of the Fire Station	3 hours 3 Firefighter

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Personnel	4,810	5,300	5,300
b. Materials & Services	88,279	102,350	111,050
c. Capital Outlay	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Total	\$93,089	\$107,650	\$116,350

REEDSPORT VOLUNTEER FIRE DEPT

<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>220</u>			<u>2015/16</u>	<u>2015/16</u>
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
26,272	0	0	001-220-511300	VOLUNTEER FIREFIGHTERS	0	0	0
3,200	4,473	5,000	001-220-531210	WORKMEN'S COMP	0	5,000	5,000
<u>323</u>	<u>337</u>	<u>300</u>	<u>001-220-531220</u>	<u>LIFE INSURANCE</u>	<u>0</u>	<u>300</u>	<u>300</u>
29,795	4,810	5,300		PERSONNAL SERVICES TOTAL	0	5,300	5,300
MATERIALS & SERVICES							
0	0	100	001-220-612070	GARBAGE DISPOSAL	0	100	100
386	411	400	001-220-612080	WATER	0	400	400
72	72	100	001-220-612085	STORMWATER	0	100	100
485	754	650	001-220-612090	WASTEWATER	0	650	650
4,991	5,052	5,700	001-220-612100	ELECTRICITY	0	5,700	5,700
1,129	1,050	1,200	001-220-612250	TELEPHONE	0	1,200	1,200
308	469	500	001-220-614100	OFFICE SUPPLY	0	500	500
1,502	2,293	5,000	001-220-614250	BUILDING MAINT, SUPPLIES	0	5,000	5,000
100	0	0	001-220-614300	OFFICE EQUIP/MAINT	0	0	0
0	0	500	001-220-614330	COMPUTER OPERATION	0	500	500
1,154	1,704	1,200	001-220-614335	NETWORK COMMUNICATIONS	0	1,700	1,700
3,552	3,416	3,500	001-220-614350	RADIO OP/MAINT	0	3,500	3,500
2,577	1,424	1,500	001-220-614380	MISC. EQUIP MAINT	0	1,500	1,500
989	2,027	1,000	001-220-614550	FIREMAN TRAINING	0	1,000	1,000
941	759	800	001-220-614560	TRAVEL/SUBSISTENCE	0	800	800
0	0	900	001-220-614570	FIRE CHIEF TRAIN/CONF	0	900	900
1,215	1,610	1,400	001-220-614900	OTHER SUPPLIES	0	1,400	1,400
5,519	6,933	6,000	001-220-614960	PROTECTIVE CLOTHING	0	6,000	6,000
3,735	3,765	5,000	001-220-614965	FIRE HOSE	0	5,000	5,000
0	0	200	001-220-614980	HAZ MAT COSTS	0	200	200
2,799	2,158	3,000	001-220-614990	SCBA BOTTLE REPLACE	0	3,000	3,000
255	0	300	001-220-615590	DUES & FEES	0	300	300
6,153	5,397	7,000	001-220-617300	VEHICLE OPERATION	0	10,000	10,000
3,293	3,691	3,800	001-220-617320	AUTOMOBILE FUEL	0	4,000	4,000
133	206	600	001-220-623500	EMERGENCY MANAGEMENT	0	600	600

2012/13	2013/14	2014/15	220			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
0	0	0	001-220-623510	CERT PROGRAM REIMBURSE	0	5,000	5,000
17,237	17,237	18,000	001-220-623530	CONTRACTED SERVICES	0	18,000	18,000
<u>0</u>	<u>27,853</u>	<u>34,000</u>	<u>001-220-624000</u>	<u>VOLUNTEER FIREFIGHTERS</u>	<u>0</u>	<u>34,000</u>	<u>34,000</u>
58,526	88,279	102,350		MATERIALS & SERVICES TOTAL	0	111,050	111,050
CAPITAL OUTLAY							
0	0	0	001-220-712500	BUILDING IMPROVEMENTS	0	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>001-220-722700</u>	<u>PUBLIC SAFETY</u>	<u>0</u>	<u>0</u>	<u>0</u>
0	0	0		CAPITAL OUTLAY TOTAL	0	0	0
<u>88,321</u>	<u>93,089</u>	<u>107,650</u>		<u>FIRE TOTAL</u>	<u>0</u>	<u>116,350</u>	<u>116,350</u>

City of Reedsport
Building Inspection Department
001-230

PERSONNEL ASSIGNED TO THE FUND
0.14 FTE

Clerk..... 0.14

Organization and Mission

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

The City of Reedsport contracts with a building inspection company called “*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.

FY 14-15 Year in Review

In 2014 a total of three new homes were constructed. The Lower Umpqua Hospital continued to improve their facility with major interior remodels and an upgrade to the ATT cell towers on the roof of the structure. A major portion of permits issued, again on trend with the previous fiscal year, were mechanical permits for work such as heat pump, furnace, pellet stove and wood stove installations. This is likely a result of energy rebate programs that customers are taking advantage of through State and Federal Tax Credits and with Central Lincoln People’s Utility District. As anticipated, there was a decline in plumbing permit revenues this fiscal year.

FY 15-16 Budget Highlights and Challenges

This fund is basically a pass through account within the General Fund. As building and electrical permit revenues increase or decrease, expenditures in Materials & Services follow the same

City of Reedsport
Building Inspection Department
001-230

pattern. It is anticipated that revenues will remain the same for the 2015-16 fiscal year, therefore estimated expenditures are the same.

The State Assessment Fee is 12% of the permit total. This is a state fee and neither the City nor Building Department LLC receives any portion of this fee.

The revenues generated through the permit process are shared between the Building Department LLC and the City. The City retains 25% of the permit fee for administrative services such as accepting applications and necessary correspondence.

Workload Performance Measurements

Task	FY 12-13	FY 13-14	FY 14-15 (to date)	FY 14-15 (projected)
Single family dwelling permits (remodels, additions, accessory structures)	26	32	13	18
New Single Family dwellings	1	2	1	1
Sign Permits	1	5	3	4
Plumbing Permits	13	16	7	10
Electrical Permits	93	77	50	67
Mechanical Permits	45	51	22	30
Demolition Permits	0	2	0	1
City Construction Permits	9	2	1	1
Commercial project permits issued	28	19	13	18
New Commercial permits issued	1	1	0	0
Other (grading, fills, etc.)	0	0	0	0

Budget Summary

CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Personal Services	8,134	8,375	8,710
b. Materials & Services	<u>26,268</u>	<u>31,625</u>	<u>31,625</u>
Total	\$34,402	\$40,000	\$40,335

BUILDING INSPECTION

2012/13	2013/14	2014/15	230			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
5,690	5,567	5,575	001-230-511180	CLERK SALARY	0.14	5,840	5,840
435	426	435	001-230-531010	SOCIAL SECURITY	0	450	450
374	363	460	001-230-531020	P E R S	0	500	500
13	14	20	001-230-531210	WORKMEN'S COMP	0	20	20
<u>1,792</u>	<u>1,765</u>	<u>1,885</u>	<u>001-230-531220</u>	<u>HEALTH INSURANCE</u>	<u>0</u>	<u>1,900</u>	<u>1,900</u>
8,304	8,134	8,375		PERSONNAL SERVICES TOTAL	0.14	8,710	8,710
MATERIALS & SERVICES							
952	901	1,100	001-230-613510	STATE ASSESS, ELECT. PERMIT	0	1,100	1,100
2,013	2,035	2,850	001-230-613520	STATE ASSESS, BLDG PERMIT	0	2,850	2,850
0	0	500	001-230-615000	NUISANCE ABATEMENT	0	500	500
11,930	12,093	12,375	001-230-623450	BUILDING INSPECTION	0	12,375	12,375
3,027	3,686	3,000	001-230-623460	MECHANICAL INSPECTION	0	3,000	3,000
1,651	1,743	2,250	001-230-623470	PLUMBING INSPECTION	0	2,250	2,250
0	0	0	001-230-623480	EXCAVATION INSPECTION	0	0	0
6,084	5,810	6,750	001-230-623490	ELECTRICAL INSPECTION	0	6,750	6,750
11	0	300	001-230-623499	BUILD/ELEC PERMIT FINES	0	300	300
<u>0</u>	<u>0</u>	<u>2,500</u>	<u>001-230-623580</u>	<u>REIMBURSED ENGINEER SERVICE</u>	<u>0</u>	<u>2,500</u>	<u>2,500</u>
25,668	26,267	31,625		MATERIALS & SERVICES TOTAL	0	31,625	31,625
<u>33,972</u>	<u>34,402</u>	<u>40,000</u>		<u>BUILDING INSPECTION TOTAL</u>	<u>0.14</u>	<u>40,335</u>	<u>40,335</u>

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City of Reedsport
Animal Shelter
001-240

Organization and Mission

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

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

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

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

FY 14-15 Year in Review

This past year the facility adopted out about 18 dogs. The shelter continually receives donations and impound fees.

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

The shelter has improved the drainage and walkways at the facility which has reduced the amount of area which is flooded and muddy. Final improvements this spring and summer include adding a dog run and seeding the grass to try to keep the exercise areas out of the mud.

FY 15-16 Budget Highlights and Challenges

The shelter will be trying to expand the total yard area of the facility property by leveling the south west corner of the property and adding fill dirt and seeding for grass. Two outdoor run enclosures need their fencing reinforced, and work needs to be done on the fencing between kennels in the older building. There are sharp fence edges in between the kennels that have injured the dogs in the past. We are planning on putting in concrete forms to enclose those edges.

City of Reedsport
Animal Shelter
001-240

Related soft costs to the General Fund include the police staffing required to impound dogs and the associated administrative duties including the “release to owner processing”. The Police Department staff spends approximately 1.5 to 2 hours for each dog placed in the shelter. A police officer is responsible for issuing citations to the owner for a dog in violation of Reedsport City Ordinance and appears in court if needed.

Performance Measurements

Task	FY 13-14	FY 14-15
Total dog visits	34	50
Adopted dogs	11	18
Dogs returned home	22	28
Dogs sent to Roseburg	1	4

Animal Shelter Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Materials & Services	3,705	10,050	10,050
b. Capital Outlay	<u>1,237</u>	<u>6,000</u>	<u>6,000</u>
Total	\$4,942	\$16,050	\$16,050

ANIMAL CONTROL

2012/13	2013/14	2014/15	240			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
MATERIALS & SERVICES							
192	192	250	001-240-612080	WATER	0	250	250
36	36	50	001-240-612085	STORMWATER	0	50	50
305	324	500	001-240-612090	WASTEWATER	0	500	500
1,189	1,133	1,500	001-240-612100	ELECTRICITY	0	1,500	1,500
0	259	270	001-240-612251	CELL PHONE	0	270	270
462	520	750	001-240-614780	DOG FOOD	0	750	750
1,676	564	5,230	001-240-614900	OTHER SUPPLIES	0	5,230	5,230
<u>272</u>	<u>677</u>	<u>1,500</u>	<u>001-240-623430</u>	<u>VETERINARY SERVICES</u>	<u>0</u>	<u>1,500</u>	<u>1,500</u>
4,133	3,705	10,050		MATERIALS & SERVICES TOTAL	0	10,050	10,050
CAPITAL OUTLAY							
<u>7,629</u>	<u>1,237</u>	<u>6,000</u>	<u>001-240-712500</u>	<u>BUILDING IMPROVEMENT</u>	<u>0</u>	<u>6,000</u>	<u>6,000</u>
7,629	1,237	6,000		CAPITAL OUTLAY TOTAL		6,000	6,000
<u>11,762</u>	<u>4,942</u>	<u>16,050</u>		<u>ANIMAL CONTROL TOTAL</u>	<u>0</u>	<u>16,050</u>	<u>16,050</u>

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City of Reedsport
Public Services Division
001-410

PERSONNEL ASSIGNED TO THE FUND
1.70 FTE

Public Works Director	0.08
Maintenance Lead.....	0.39
Mechanic III.....	0.30
Maintenance Worker	0.18
Custodian	0.75

Organization and Mission

The Public Services Division is staffed by several full time employees who split their time between streets, parks, buildings, water, sewer and storm drain. This division is funded from the General Fund. The City mechanic and custodian General Fund hours are now accounted in the Public Services Division. In prior budgets, these two positions were allocated in FTE percentages to various General Fund departmental units.

FY 14-15 Year in Review

- The building maintenance/custodian position was increased from a three quarter time position to a full time position. Increased duties include park maintenance.
- Have increased the use of community service workers for parks and city beautification.
- Restroom buildings at Lions Park, Henderson Park and Champion Park were repainted and new sinks were installed in the Lions Park restroom.
- Beautification Committee received a \$500 donation from the Reedsport/ Winchester Bay Chamber of Commerce to fund activities of the committee.
- The Beautification Committee donated \$200 to the Old Town Reedsport Merchant Association for hanging baskets.
- The Beautification Committee donated \$300 to the Main Street Banner Project.
- Temporary seasonal camping in Rainbow Plaza was instituted for \$10 per night.
- Water front boardwalks were refinished.

City of Reedsport
Public Services Division
001-410

FY 15-16 Budget Highlights and Challenges

Goals

- Seek funding to implement park/city beautification program that utilizes community workers and volunteers
- Staff will continue to upgrade docks & boardwalks with boat parking fees and State Marine Board water grant.
- Staff continues to search for grants for replacement docks and boat launch.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Personnel	87,131	100,300	100,305
b. Materials & Services	<u>25,417</u>	<u>40,700</u>	<u>37,500</u>
Total	\$112,548	\$141,000	\$137,805

PUBLIC SERVICES

2012/13	2013/14	2014/15	410			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
14,362	14,152	14,160	001-410-511390	MAINTENANCE LEAD, SALARY	0.29	14,160	14,160
620	7	4,960	001-410-511410	PW DIRECTOR SALARY	0.08	4,750	4,750
13,912	13,912	13,920	001-410-511420	MECHANIC SALARY	0.30	13,920	13,920
4,827	5,037	5,040	001-410-511440	MAINT. WORKER/DOCKS	0.10	5,040	5,040
8,241	8,241	8,640	001-410-511450	MAINT. WORKER SALARY	0.18	6,000	6,000
16,582	15,205	15,680	001-410-511460	CUSTODIAN, SALARY	0.75	19,000	19,000
4,477	4,331	4,900	001-410-531010	SOCIAL SECURITY	0.00	4,800	4,800
5,330	5,411	8,500	001-410-531020	P E R S	0.00	7,510	7,510
2,556	2,510	2,900	001-410-531210	WORKER COMP INS.	0.00	2,800	2,800
<u>18,195</u>	<u>18,325</u>	<u>21,600</u>	<u>001-410-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>22,325</u>	<u>22,325</u>
89,103	87,131	100,300		PERSONNAL SERVICES TOTAL	1.70	100,305	100,305
MATERIALS & SERVICES							
1,867	1,711	2,000	001-410-612050	DOCKS UTILITIES	0.00	2,000	2,000
1,007	942	1,100	001-410-612080	WATER	0.00	1,100	1,100
108	108	100	001-410-612085	STORMWATER	0.00	100	100
1,003	887	1,200	001-410-612090	WASTEWATER	0.00	1,200	1,200
996	1,199	1,100	001-410-612100	ELECTRICITY	0.00	1,100	1,100
0	178	200	001-410-612250	TELEPHONE	0.00	200	200
0	0	300	001-410-612251	CELL PHONE	0.00	700	700
4,215	4,232	5,000	001-410-614220	JANITORIAL SUPPLIES	0.00	5,000	5,000
860	255	5,000	001-410-614250	BUILDING MAINT. SUPPLIES	0.00	5,000	5,000
0	47	0	001-410-614300	OFFICE EQUIP/MAINT	0.00	0	0
0	0	0	001-410-614335	NETWORK COMMUNICATION	0.00	500	500
0	644	0	001-410-614380	MISC. EQUIP MAINT	0.00	0	0
3,645	3,641	5,200	001-410-614410	DOCKS & BOARDWALKS	0.00	5,200	5,200
0	0	0	001-410-614510	RAINBOW PLAZA CAMP EXPENSES	0.00	200	200
94	0	100	001-410-614560	TRAVEL/SUBSISTENCE	0.00	100	100
89	314	100	001-410-614570	TRAINING/CONFERENCES	0.00	100	100
3	461	1,000	001-410-614590	CITY BEAUTIFICATION	0.00	500	500
3,241	2,420	5,000	001-410-614640	PARK MAINTENANCE	0.00	5,000	5,000

2012/13	2013/14	2014/15	410			2015/16	2015/16
Actuals	Actuals	Adopted	Account Number	Description	FTE	Approved	Adopted
350	255	500	001-410-614685	SAFETY	0.00	1,000	1,000
0	30	0	001-410-614900	OTHER SUPPLIES	0.00	1,000	1,000
0	0	1,000	001-410-615650	CITY SHOP SUPPLIES/MATERIALS	0.00	1,000	1,000
494	1,325	1,000	001-410-617300	VEHICLE OPERATION	0.00	1,500	1,500
4,142	3,496	4,000	001-410-617320	AUTOMOBILE FUEL	0.00	4,500	4,500
<u>3,541</u>	<u>3,273</u>	<u>6,800</u>	<u>001-410-623530</u>	<u>CONTRACTED SERVICES</u>	<u>0.00</u>	<u>500</u>	<u>500</u>
25,656	25,417	40,700		MATERIALS & SERVICES TOTAL	0	37,500	37,500
<u>114,758</u>	<u>112,548</u>	<u>141,000</u>		<u>PUBLIC SERVICES TOTAL</u>	<u>1.70</u>	<u>137,805</u>	<u>137,805</u>

City of Reedsport
Library Building Fund
 001-430

Organization and Mission

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

FY 14-15 Year in Review

The costs contained in this budget include minor building maintenance and costs for operating the copier. Funding for materials and services is relatively the same as last fiscal year. Over the past 2 years the library building maintenance has been increased to meet the need of several minor projects.

City Staff supporting the library maintenance is not included in this budget as those costs are included in General Fund Departmental Unit 410 – Public Services. The library was open 24 hours weekly for patronage use.

Construction for the Library renovation project began in November, 2011. FY 2014-2015 saw the completion of the landscape project and new library signage.

FY 15-16 Budget Highlights and Challenges

It is anticipated the library staff will continue to be scheduled for 46 man-hours per week and the library to be open 24 hours per week for service to the general public. This is the same level of service provided from the County since FY 2011-2012.

The Reedsport Branch Library continues to have the second highest branch circulation and computer use of the Douglas County Library System.

Performance Measurements

Task	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Circulation	52,331	46,563	45,530	41,700
Patrons	3,712	3,423	3,537	3,500
Internet Use (hours)	20,801	17,969	8,618 (est)	6,490
Programs	109	105	103	102
Program Attendance	1,500	2,021	1,604	947

City of Reedsport
Library Building Fund
001-430

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
I- EXPENDITURES			
a. Personnel	-0-	-0-	-0-
b. Materials & Services	<u>7,842</u>	<u>10,340</u>	<u>11,340</u>
Total	\$7,842	\$10,340	\$11,340

LIBRARY

2012/13	2013/14	2014/15	430			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
MATERIALS & SERVICES							
107	117	175	001-430-612070	GARBAGE DISPOSAL	0.00	275	275
192	219	225	001-430-612080	WATER	0.00	225	225
36	36	50	001-430-612085	STORMWATER	0.00	50	50
353	461	500	001-430-612090	WASTEWATER	0.00	500	500
3,788	3,755	5,000	001-430-612100	ELECTRICITY	0.00	5,000	5,000
1,347	1,262	1,350	001-430-612250	TELEPHONE	0.00	1,350	1,350
619	468	800	001-430-614220	JANITORIAL SUPPLIES	0.00	800	800
947	1,254	2,000	001-430-614250	BUILDING MAINT, SUPPLIES	0.00	2,900	2,900
<u>220</u>	<u>269</u>	<u>240</u>	<u>001-430-614300</u>	<u>OFFICE EQUIP/ MAINT</u>	<u>0.00</u>	<u>240</u>	<u>240</u>
7,609	7,842	10,340		MATERIALS & SERVICES TOTAL	0.00	11,340	11,340
<u>7,609</u>	<u>7,842</u>	<u>10,340</u>		<u>LIBRARY TOTAL</u>	<u>0</u>	<u>11,340</u>	<u>11,340</u>

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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 14-15 Year in Review

Lower Umpqua Community Center Inc. (LUCC, Inc.) continues to raise funds for Senior Center improvements. Improvements include such things as equipment repair and replacement, new projects, general expenditures, meal delivery van maintenance, kitchen supplies and maintenance of pool tables. Funds are raised from weekly bingo games, grant funds, fundraisers and donations.

In 2014-15, the LUCC, Inc. raised over \$8,000 including a \$2000 grant from C Giles Hunt for maintenance and operation of vehicles for the Meals on Wheels program. During the year the commercial hot water heater was replaced.

FY 15-16 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.

In March 2015 a new lease with Douglas County Housing Authority which updated language and removed a clause that prohibited the use or consumption of Alcohol at the Center was agreed upon by their board. By allowing this use staff feels that we may be about to increase the rental use of the facility for events such as reunions and reception.

City of Reedsport
Senior Center
001-440

- Replacement of a three door cooler continues to be a goal and grants will be sought to defray the cost.
- Special areas of emphasis in FY 2015-16 include the pursuit of the following goal:

Goal

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

Performance Measurements

Task	FY 12-13	FY 13-14
Number of building rental functions	4	3

Budget Summary

APPROPRIATIONS			
CATEGORY	2013-014 Actual	2014- 015 Adopted	2015- 016 Adopted
I- EXPENDITURES			
a. Personnel	-0-	-0-	-0-
b. Materials & Services	<u>14,297</u>	<u>16,670</u>	<u>16,670</u>
Total	\$14,297	\$16,670	\$16,670

SENIOR CENTER

2012/13	2013/14	2014/15	440		2015/2016	2015/2016	
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
				MATERIALS & SERVICES			
509	574	600	001-440-612070	GARBAGE DISPOSAL	0.00	1,000	1,000
247	237	300	001-440-612080	WATER	0.00	300	300
36	36	50	001-440-612085	STORMWATER	0.00	50	50
977	881	1,320	001-440-612090	WASTEWATER	0.00	1,320	1,320
10,426	11,218	11,000	001-440-612100	ELECTRICITY	0.00	11,000	11,000
150	100	400	001-440-614200	REFUND OF SR CTR USE FUND	0.00	400	400
609	468	900	001-440-614220	JANITORIAL SUPPLIES	0.00	600	600
2,226	719	2,000	001-440-614250	BUILDING MAINT, SUPPLIES	0.00	2,000	2,000
<u>0</u>	<u>65</u>	<u>100</u>	<u>001-440-614300</u>	<u>OFFICE EQUIP/MAINT</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
15,180	14,297	16,670		MATERIALS & SERVICES TOTAL	0.00	16,670	16,670
<u>15,180</u>	<u>14,297</u>	<u>16,670</u>		<u>SENIOR CENTER TOTAL</u>		<u>16,670</u>	<u>16,670</u>

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City of Reedsport

Dial a Ride

001-450

PERSONNEL ASSIGNED TO THE FUND

0.18 FTE

City Recorder	0.06
Court Clerk/Account Receivable.....	0.11
Mechanic III	0.01

Organization and Mission

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

FY 14-15 Year in Review

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

Noteworthy accomplishments in 2014-15 include:

- Continued recruitment of volunteer drivers during the year.
- Federal and State grants were secured for the expanding program through the 2015-17 biennium.
- Rider numbers have continued to increase often reaching daily capacity.
- A centralized dispatch is being utilized through the Sutherland Police Department.
- Samsung data tablets were integrated into the scheduling system.
- Continuing a once a month trip to the neighboring community of Florence.
- Added a new once a week run to the Coos Bay area to begin on July 1, 2015.
- Recruited four new drivers.

FY 15-16 Budget Highlights and Challenges

This budget is fully funded by outside sources. The program pays the provider a lump sum each quarter. This is a change from previous years and is intended to allow each service location to manage their programs more efficiently. Additional monies have been granted to the City for the purpose of adding a new run to the Coos Bay area.

City of Reedsport

Dial a Ride

001-450

Special areas of emphasis in FY 2015-016 include the pursuit of the following goals:

Goals

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

Performance Measurements

Task	FY 13-14
Volunteer driver recruitment	4
Number of rides provided to Senior and Disabled	6530
Number of Dept. Employees FTE	.18

Budget Summary

APPROPRIATIONS			
CATEGORY	2013- 014 Actual	2014 - 015 Adópted	2015 – 016 Adópted
I- EXPENDITURES			
a. Personnel	9,590	10,175	12,650
b. Materials & Services	11,518	14,570	21,390
c. Capital Outlay	<u>3,063</u>	<u>5,555</u>	<u>5,555</u>
Total	\$24,171	\$30,300	\$39,595

DIAL A RIDE PROGRAM

2012/13	2013/14	2014/15	450			2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
PERSONNAL SERVICES							
1,780	1,780	1,835	001-450-511085	CITY RECORDER SALARY	0.06	3,560	3,560
0	4,173	4,200	001-450-511180	CLERK SALARY	0.11	4,240	4,240
4,085	0	0	001-450-511240	COMM OFFICER SALARY	0.00	0	0
480	480	495	001-450-511420	MECHANIC	0.01	500	500
485	480	500	001-450-531010	SOCIAL SECURITY	0.00	600	600
604	633	695	001-450-531020	P E R S	0.00	1,200	1,200
19	17	30	001-450-531210	WORKMEN'S COMP	0.00	50	50
<u>2,294</u>	<u>2,028</u>	<u>2,420</u>	<u>001-450-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>2,500</u>	<u>2,500</u>
9,747	9,590	10,175		PERSONNAL SERVICES TOTAL	0.18	12,650	12,650
MATERIALS & SERVICES							
613	472	905	001-450-612251	PAGER/CELL PHONE	0.00	1,000	1,000
0	0	10	001-450-614200	REFUND OF FEES	0.00	10	10
291	181	200	001-450-614300	OFFICE EQUIP/MAINT	0.00	200	200
1,500	1,468	2,500	001-450-614390	BONDING & INSURANCE	0.00	1,800	1,800
2,556	2,434	2,435	001-450-614520	RECRUITMENT/RECOGNITION	0.00	2,500	2,500
0	107	250	001-450-614900	OTHER SUPPLIES	0.00	250	250
1,306	251	350	001-450-617300	AUTOMOBILE MAINTENANCE	0.00	850	850
6,024	6,606	7,920	001-450-617320	VEHICLE FUEL	0.00	9,780	9,780
<u>0</u>	<u>0</u>	<u>0</u>	<u>001-450-623530</u>	<u>CONTRACT DRIVER</u>	<u>0.00</u>	<u>5,000</u>	<u>5,000</u>
12,289	11,518	14,570		MATERIALS & SERVICES TOTAL	0	21,390	21,390
CAPITAL OUTLAY							
0	3,063	5,555	001-450-712500	FUTURE RESERVE PROJECT	0.00	5,555	5,555
<u>0</u>	<u>0</u>	<u>0</u>	<u>001-450-721000</u>	<u>VEHICLE REPLACEMENT</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
0	3,063	5,555		CAPITAL OUTLAY TOTAL	0	5,555	5,555
<u>22,036</u>	<u>24,171</u>	<u>30,300</u>		<u>DIAL A RIDE TOTAL</u>	<u>0.18</u>	<u>39,595</u>	<u>39,595</u>

GENERAL FUND TOTALS

2012/13	2013/14	2014/15		2015/16	2015/16
Actuals	Actuals	Adopted Description	FTE	Approved	Adopted
2,988,042	3,049,276	2,959,060 Revenut Total		3,078,230	3,096,730
2,151,364	2,041,859	2,959,060 Expense Total	21.54	3,078,230	3,096,730
836,678	1,007,417	0 GENERAL FUND TOTALS		0	0

City of Reedsport
Streets Division Fund
002

PERSONNEL ASSIGNED TO THE FUND
0.77 FTE

Public Works Director010
Maintenance Lead Worker	0.15
Mechanic.....	0.22
Maintenance Worker	0.30

Organization and Mission

The 2009 transportation package (HB2001) passed in 2009 provides a phased-in increase in revenues to cities from: a six-cent increase in the state gas tax beginning January 1, 2011; increase in vehicle and registration fees; and weight-mile fees paid by truckers. This phase-in is reflected in the state estimates. To date, the City has seen an approximate 27 percent increase in State Gas Tax revenues.

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

FY 14-15 Year in Review

- Ongoing Street sweeping and mowing..
- Asphalt repairs on Laurel Avenue.
- Gas Tax Revenue is increased slightly from the previous year.

FY 15-16 Budget Highlights and Challenges

Goals:

- Develop and maintain a transportation system that enhances Reedsport’s livability by creating a balanced, safe, and efficient transportation system, which is assessable to all members of the community.
- Increasing the fund balance to maintain an adequate cash flow for future fiscal years.
- Transfer of \$10,000 to Stormwater Utility to help repair stormwater issues in the city streets.
- Proposed transfer of \$106,000 to Street Capital Improvement Fund for major street projects.
- Develop and enter into a service contract with qualified vendor to provide crack patch, slurry sealant and asphalt work to preserve City streets which may extend the life and have less recurrent paving issues.

City of Reedsport
Streets Division Fund
002

Workload Statistics

Task	Quantity
Sweep City streets	ongoing
Paint cross walks, stop bars and no parking areas	ongoing
Miles of streets maintained	39.64
Sign replacement program	25
Maintain decorative streetlights	35

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	140,181	80,000	65,000
I - REVENUES			
a. State Gas Tax	235,880	225,000	225,000
b. Franchise Fee	51,109	49,500	49,500
c. Grants	-0-	-0-	-0-
d. Transfers In	-0-	-0-	-0-
e. Miscellaneous Revenue	<u>1,475</u>	<u>400</u>	300
Total	\$428,645	\$354,900	\$339,800
II- EXPENDITURES			
a. Personnel	47,843	60,660	55,560
b. Materials & Services	100,441	116,840	119,590
c. Capital Outlay	-0-	20,000	10,000
d. Debt Service	-0-	-0-	-0-
e. Transfers Out	<u>194,460</u>	<u>142,400</u>	<u>139,650</u>
Subtotal	\$342,744	\$339,900	\$324,800
III- RESERVES			
a. Balance	85,901	-0-	-0-
b. Contingency	-0-	<u>15,000</u>	<u>15,000</u>
Subtotal	\$85,901	\$15,000	\$15,000
Total Expenditures and Reserves	\$428,645	\$354,900	\$339,800

002 STREET (GAS TAX) FUND

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
111,796	140,181	80,000	002-000-411100	BEGINNING FUND BALANCE	0.00	65,000	65,000
47,375	46,593	45,000	002-000-413100	P.U.D. FRANCHISE	0.00	45,000	45,000
5,143	4,516	4,500	002-000-413200	TELEPHONE FRANCHISE	0.00	4,500	4,500
558	535	400	002-000-415100	INTEREST	0.00	300	300
0	0	0	002-000-415650	SALARY REIMBURSEMENTS	0.00	0	0
1,837	940	0	002-000-415660	INSURANCE REIMBURSEMENTS	0.00	0	0
<u>224,136</u>	<u>235,880</u>	<u>225,000</u>	<u>002-000-421300</u>	<u>GAS TAX REFUND</u>	<u>0.00</u>	<u>225,000</u>	<u>225,000</u>
<u>390,845</u>	<u>428,645</u>	<u>354,900</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>339,800</u>	<u>339,800</u>

502 EXPENDITURES

PERSONNAL SERVICES							
1,309	0	0	002-502-511180	CLERK SALARY	0.00	0	0
7,196	7,196	7,200	002-502-511390	MAINTENANCE LEAD, SALARY	0.15	7,200	7,200
774	81	6,200	002-502-511410	PW DIRECTOR SALARY	0.10	6,000	6,000
10,554	10,554	10,560	002-502-511420	MECHANIC, SALARY	0.22	10,560	10,560
13,735	13,736	14,400	002-502-511450	MAINT. WORKER SALARY	0.30	10,000	10,000
66	0	1,500	002-502-521500	OVERTIME	0.00	1,500	1,500
2,571	2,415	3,010	002-502-531010	SOCIAL SECURITY	0.00	2,700	2,700
3,158	3,179	5,300	002-502-531020	P E R S	0.00	4,900	4,900
1,864	2,221	2,200	002-502-531210	WORKMEN'S COMP	0.00	1,800	1,800
<u>8,525</u>	<u>8,461</u>	<u>10,290</u>	<u>002-502-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>10,900</u>	<u>10,900</u>
49,752	47,843	60,660		PERSONNAL SERVICES TOTAL	0.77	55,560	55,560
MATERIALS & SERVICES							
70,354	69,635	75,000	002-502-612060	ELECTRICITY STREET LIGHTING	0.00	75,000	75,000
64	64	100	002-502-612080	WATER	0.00	100	100
12	12	30	002-502-612085	STORMWATER	0.00	30	30
86	79	150	002-502-612090	WASTEWATER	0.00	150	150
3,039	2,887	3,200	002-502-612100	ELECTRICITY	0.00	3,200	3,200
325	314	360	002-502-612250	TELEPHONE	0.00	360	360

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
472	674	600	002-502-612251	PAGER/CELL PHONE	0.00	650	650
53	44	100	002-502-614000	POSTAGE	0.00	100	100
101	99	100	002-502-614100	OFFICE SUPPLY	0.00	100	100
261	150	400	002-502-614300	OFFICE EQUIP/MAINT	0.00	400	400
251	191	250	002-502-614330	COMPUTER OPERATION	0.00	250	250
222	222	250	002-502-614335	NETWORK COMMUNICATIONS	0.00	500	500
0	0	300	002-502-614350	RADIO OP/MAINT	0.00	0	0
4,000	4,062	4,000	002-502-614390	BONDS AND INSURANCE	0.00	6,000	6,000
94	0	200	002-502-614560	TRAVEL/SUBSISTENCE	0.00	200	200
141	194	200	002-502-614570	TRAINING/CONFERENCES	0.00	200	200
594	360	800	002-502-614685	SAFETY	0.00	1,000	1,000
1,585	3,863	6,500	002-502-614810	TRAFFIC PAINTING	0.00	6,500	6,500
3,599	3,232	5,000	002-502-614820	ST MAINT MATERIALS	0.00	5,000	5,000
2,928	420	2,500	002-502-614830	TRAFFIC SIGNS	0.00	2,500	2,500
605	658	0	002-502-614900	OTHER SUPPLIES	0.00	0	0
546	484	1,000	002-502-614950	MISC. TOOLS AND SUPPLIES	0.00	1,550	1,550
211	211	200	002-502-615590	DUES & FEES	0.00	200	200
0	0	1,000	002-502-615650	CITY SHOP SUPPLIES/MATERIALS	0.00	1,000	1,000
0	0	1,000	002-502-617150	EQUIPMENT RENTAL	0.00	1,000	1,000
1,952	1,431	2,500	002-502-617300	VEHICLE MAINTENANCE	0.00	2,500	2,500
3,670	2,769	3,500	002-502-617320	VEHICLE FUEL	0.00	3,500	3,500
763	2,978	5,000	002-502-617370	HEAVY EQUIP MAINT	0.00	5,000	5,000
574	432	600	002-502-621400	AUDIT FEES	0.00	600	600
2,839	4,975	2,000	002-502-623530	CONTRACTED SERVICES	0.00	0	0
343	0	0	002-502-623580	CONTRACT ENGINEERING SERVICES	0.00	2,000	2,000
<u>0</u>	<u>0</u>	<u>0</u>	<u>002-502-630000</u>	<u>ASSET DISPOSAL</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
99,682	100,441	116,840		MATERIALS & SERVICES TOTAL	0.00	119,590	119,590
				CAPITAL OUTLAY			
<u>7,728</u>	<u>0</u>	<u>20,000</u>	<u>002-502-744370</u>	<u>STREET IMPROVEMENTS</u>	<u>0.00</u>	<u>10,000</u>	<u>10,000</u>
7,728	0	20,000		CAPITAL OUTLAY TOTALS	0.00	10,000	10,000

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
				INTERFUND TRANSFERS			
0	0	0	002-502-911300	SHOP SITE DEBT PAYMENT	0.00	0	0
11,250	11,250	11,250	002-502-921000	FUND 001ADMINISTRATIVE	0.00	11,250	11,250
0	0	0	002-502-921500	FUND 001 EDUCATION BENEFIT	0.00	1,250	1,250
5,000	5,000	5,000	002-502-923010	FUND 026 PW MACH.	0.00	5,000	5,000
0	6,150	6,150	002-502-923040	FUND 026 SHOP SITE	0.00	6,150	6,150
76,405	162,060	110,000	002-502-924230	FUND 026 CAPITAL IMPROVE.	0.00	106,000	106,000
0	10,000	10,000	002-502-924240	FUND 027 STORM	0.00	10,000	10,000
92,655	194,460	142,400		INTERFUND TRANSFERS TOTAL	0.00	139,650	139,650
0	0	15,000	002-502-941000	CONTINGENCY	0.00	15,000	15,000
249,817	342,744	354,900		STREET FUND EXPENDITURE TOTAL	0.77	339,800	339,800
390,845	428,645	354,900		STREET FUND REVENUE TOTAL		339,800	339,800
141,028	85,901	0		STREET FUND TOTALS		0	0

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City of Reedsport
Water Utility Division Fund
003

PERSONNEL ASSIGNED TO FUND
4.46 F.T.E.

Public Works Director	0.35
Water Utility Lead worker.....	1.00
Water Utility Operator	1.00
Water Worker	1.00
Maintenance Lead Worker	0.15
Mechanic III	0.22
Maintenance Worker	0.12
Accounting Clerks	0.62

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 fire fighting water supply are 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 provided for the treatment facilities and pump stations. Ongoing service programs include water turn-on and turn-off service, location of service shutoffs, valve exercising, meter maintenance and reading, and fire hydrant flushing.

FY 14-15 Year in Review

- Periodic flushing of the water system and exercising of the water valves.
- Numerous water line break repairs on 3” and 4” lines.
- Added two new fire hydrants to the system.
- Replaced one old fire hydrant.

FY 15 – 16 Budget Highlights and Challenges

- New Federal regulations will require updated water treatment equipment and processes to be installed/implemented at Clear Lake during calendar year 2016. This equipment and process is required to address cryptosporidium and possible other pollutants.

City of Reedsport
Water Utility Division Fund
003

- Staff is in the process of applying for extension of time for all water rights to Clear Lake.

Workload Statistics

Task	Quantity 2013	Quantity 2014
Gallons of water produced	281 million gallons	272 million gallons
Sample bacteria tests completed	253	246
Chemical Analysis	27	19
Miles of water lines maintained	29.8	29.8
Number of water facilities maintained	10	10
Number of utility accounts managed	1905	2036
Number of utility locates completed	231	190
Number of water meters installed	50	35

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	208,337	250,000	85,000
I - REVENUE	<u>819,682</u>	<u>817,700</u>	<u>793,000</u>
Total	1,028,019	1,072,000	878,000
II- EXPENDITURES			
a. Personnel	273,086	323,710	316,515
b. Materials & Services	216,146	302,150	299,150
c. Capital Outlay	4,600	10,000	10,000
d. Debt Service	-0-	-0-	-0-
d. Transfers Out	<u>250,435</u>	<u>421,140</u>	<u>237,335</u>
Subtotal	\$744,267	\$1,057,000	\$863,000
III- RESERVES			
a. Balance	283,752	-0-	-0-
b. Contingency	<u>-0-</u>	<u>15,000</u>	<u>15,000</u>
Subtotal	\$283,752	\$15,000	\$15,000
Total Expenditures /Reserves	\$1,028,019	\$1,072,000	\$878,000

		003		WATER UTILITY FUND			
2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
129,454	208,337	250,000	003-000-411100	BEGINNING FUND BALANCE	0.00	85,000	85,000
620	1,005	800	003-000-415100	INTEREST	0.00	800	800
3,583	3,000	3,000	003-000-415150	OTHER INTEREST	0.00	3,000	3,000
2,756	3,207	0	003-000-415660	INSURANCE REIMBURSEMENTS	0.00	0	0
10,450	10,130	8,000	003-000-415750	WATER TAP FEES	0.00	8,000	8,000
176	142	200	003-000-415800	S O S DONATIONS	0.00	200	200
6,577	5,571	8,000	003-000-415900	MISCELLANEOUS	0.00	6,000	6,000
6,868	5,468	10,000	003-000-417050	DEPOSIT ON WATER SERVICE	0.00	0	0
617,613	604,483	617,000	003-000-417100	REEDSPORT WATER FEES	0.00	600,000	600,000
33,180	35,948	30,000	003-000-417200	GARDINER WATER FEES	0.00	30,000	30,000
<u>145,735</u>	<u>150,727</u>	<u>145,000</u>	<u>003-000-417300</u>	<u>WINCHESTER BAY WATER FEES</u>	<u>0.00</u>	<u>145,000</u>	<u>145,000</u>
<u>957,012</u>	<u>1,028,019</u>	<u>1,072,000</u>		<u>REVENUE TOTALS</u>		<u>878,000</u>	<u>878,000</u>

		503		EXPENDITURES			
PERSONNAL SERVICES							
23,410	23,710	23,790	003-503-511180	CLERK, SALARY	0.62	24,400	24,400
7,196	7,196	7,200	003-503-511390	MAINTENANCE LEAD, SALARY	0.15	7,200	7,200
2,711	277	21,690	003-503-511410	PW DIRECTOR SALARY	0.35	20,700	20,700
10,554	10,554	10,560	003-503-511420	MECHANIC, SALARY	0.22	10,560	10,560
47,973	47,973	48,000	003-503-511430	WATER LEAD WORKER SALARY	1.00	48,000	48,000
41,679	41,679	41,690	003-503-511440	WATER UTILITY OPERATOR	1.00	41,690	41,690
5,952	5,952	6,000	003-503-511450	MAINT. WORKER SALARY	0.12	4,135	4,135
37,933	39,465	37,950	003-503-511470	WATER WORKER SALARY	1.00	31,500	31,500
6,526	7,266	12,000	003-503-521500	OVERTIME	0.00	12,000	12,000
3,618	1,125	0	003-503-521500	OVERTIME	0.00	0	0
14,063	14,081	16,000	003-503-531010	SOCIAL SECURITY	0.00	16,000	16,000
15,171	15,548	29,000	003-503-531020	P E R S	0.00	28,000	28,000
8,783	6,566	10,330	003-503-531210	WORKMEN'S COMP	0.00	10,330	10,330
<u>49,436</u>	<u>51,693</u>	<u>59,500</u>	<u>003-503-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>62,000</u>	<u>62,000</u>
275,004	273,086	323,710		PERSONNAL SERVICES TOTAL	4.46	316,515	316,515

<u>2012/13</u> <u>Actuals</u>	<u>2013/14</u> <u>Actuals</u>	<u>2014/15</u> <u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>2015/16</u> <u>Approved</u>	<u>2015/16</u> <u>Adopted</u>
MATERIALS & SERVICES							
64	64	100	003-503-612080	WATER	0.00	100	100
12	12	50	003-503-612085	STORMWATER	0.00	50	50
86	79	100	003-503-612090	WASTEWATER	0.00	100	100
37,861	40,239	44,000	003-503-612100	ELECTRICITY	0.00	44,000	44,000
2,436	2,610	3,000	003-503-612250	TELEPHONE	0.00	3,000	3,000
1,437	1,705	1,500	003-503-612251	PAGER/CELL PHONE	0.00	1,500	1,500
55	637	1,000	003-503-613300	LEGAL ADVERTISING	0.00	1,000	1,000
0	0	5,000	003-503-613410	OTHER LEGAL SERV, LITIGAT	0.00	5,000	5,000
4,115	4,451	6,500	003-503-614000	POSTAGE	0.00	6,500	6,500
2,742	1,882	2,000	003-503-614100	OFFICE SUPPLY	0.00	2,000	2,000
4,098	6,572	10,000	003-503-614200	REFUND OF DEPOSIT	0.00	0	0
114	411	1,000	003-503-614250	BUILDING MAINT, SUPPLIES	0.00	1,000	1,000
2,291	2,796	2,300	003-503-614300	OFFICE EQUIP MAINT	0.00	2,300	2,300
5,779	5,631	6,000	003-503-614330	COMPUTER OPERATION	0.00	6,000	6,000
222	222	650	003-503-614335	NETWORK COMMUNICATIONS	0.00	650	650
0	0	500	003-503-614350	RADIO OP/MAINT.	0.00	0	0
15,000	13,240	15,000	003-503-614390	BONDS AND INSURANCE	0.00	22,500	22,500
503	131	500	003-503-614560	TRAVEL/SUBSISTENCE	0.00	500	500
759	964	1,500	003-503-614570	TRAINING/CONFERENCES	0.00	1,500	1,500
1,081	642	1,100	003-503-614685	SAFETY	0.00	2,000	2,000
1,731	6,296	18,500	003-503-614840	OZONE PLANT MAINTENANCE	0.00	18,500	18,500
25,910	14,396	50,000	003-503-614850	LINE/PUMP MAINTENANCE	0.00	49,100	49,100
16,498	19,005	25,000	003-503-614860	WATER TESTING, LAB. SUPPL	0.00	25,000	25,000
44,098	44,411	50,000	003-503-614870	CHEMICALS	0.00	50,000	50,000
9,079	8,904	15,000	003-503-614890	WATER TAP MATERIALS	0.00	15,000	15,000
533	252	0	003-503-614900	OTHER SUPPLIES	0.00	0	0
176	142	200	003-503-614920	S O S DONATION TO LUMA	0.00	200	200
619	434	3,250	003-503-614950	MISC. TOOLS AND SUPPLIES	0.00	3,250	3,250
1,087	1,117	1,200	003-503-614980	FIRE PROTECTION	0.00	1,200	1,200
591	1,087	1,500	003-503-615310	BANK FEES	0.00	1,500	1,500
780	2,423	2,200	003-503-615590	DUES & FEES	0.00	2,200	2,200
175	455	1,000	003-503-615595	LICENSES & PERMITS	0.00	1,000	1,000

<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>2015/16</u>	<u>2015/16</u>
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>				<u>Approved</u>	<u>Adopted</u>
0	0	1,000	003-503-615650	CITY SHOPS SUPPLIES/MATERIALS	0.00	1,000	1,000
0	0	2,500	003-503-617150	EQUIPMENT RENTAL	0.00	2,500	2,500
2,245	3,426	4,000	003-503-617300	VEHICLE MAINTENANCE	0.00	4,000	4,000
9,258	9,063	10,000	003-503-617320	AUTOMOBILE FUEL	0.00	10,000	10,000
2,749	1,374	3,500	003-503-617370	HEAVY EQUIP MAINT	0.00	3,500	3,500
3,157	2,872	4,000	003-503-621400	AUDIT FEES	0.00	4,000	4,000
450	450	0	003-503-621450	FINANCIAL SERVICE FEES	0.00	0	0
11,205	17,751	2,500	003-503-623530	CONTRACTED SERVICES	0.00	2,500	2,500
583	0	5,000	003-503-623580	CONTRACT ENGINEERING SERVICE	0.00	5,000	5,000
<u>0</u>	<u>0</u>	<u>0</u>	<u>003-503-630000</u>	<u>ASSET DISPOSAL</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
209,578	216,147	302,150		MATERIALS & SERVICES TOTAL	0.00	299,150	299,150
CAPITAL OUTLAY							
<u>0</u>	<u>4,600</u>	<u>10,000</u>	<u>003-503-746450</u>	<u>WATER SYSTEM IMPROVEMENTS</u>	<u>0.00</u>	<u>10,000</u>	<u>10,000</u>
0	4,600	10,000		CAPITAL OUTLAY TOTAL	0.00	10,000	10,000
INTERFUND TRANSFERS							
41,900	41,900	41,900	003-503-921000	FUND 001 ADMINISTRATION	0.00	41,900	41,900
3,000	3,000	3,000	003-503-921100	FUND 001 DISPATCH	0.00	3,000	3,000
0	0	0	003-503-921500	FUND 001 EDUCATION BENEFIT	0.00	1,250	1,250
79,390	64,510	241,540	003-503-923000	FUND 029 IMPROVEMENTS	0.00	172,435	172,435
0	6,150	6,150	003-503-923040	FUND 029 DEBT SHOP SITE	0.00	6,150	6,150
12,100	12,100	12,100	003-503-924000	FUND 010 DEBT SERVICE	0.00	12,600	12,600
<u>127,700</u>	<u>122,775</u>	<u>116,450</u>	<u>003-503-926500</u>	<u>FUND 011 DEBT TRANSFER</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
264,090	250,435	421,140		INTERFUND TRANSFERS TOTAL	0.00	237,335	237,335
0	0	15,000	003-503-941000	CONTINGENCY	0.00	15,000	15,000
<u>748,672</u>	<u>744,267</u>	<u>1,072,000</u>		<u>WATER EXPENDITURE TOTAL</u>	<u>4.46</u>	<u>878,000</u>	<u>878,000</u>
<u>957,012</u>	<u>1,028,019</u>	<u>1,072,000</u>		<u>WATER REVENUE TOTAL</u>		<u>878,000</u>	<u>878,000</u>
<u>208,340</u>	<u>283,752</u>	<u>0</u>		<u>WATER UTILITY FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport
Wastewater Utility Division Fund
004

PERSONNEL ASSIGNED TO THE FUND
4.63 FTE

Public Works Director	0.35
Wastewater Utility Lead Worker.....	1.00
Wastewater Utility Operator.....	1.00
Wastewater Worker	1.00
Maintenance Lead Worker	0.15
Maintenance Worker	0.12
Mechanic III.....	0.22
Account Clerks	0.61
Part time Worker.....	0.18

Organization and Mission

The Wastewater Utility Division of the Public Works Department is staffed by three full time employees, and one part time weekend worker. The Division is funded by the monthly wastewater user fees.

The Reedsport Wastewater Utility provides quality wastewater collection and treatment to the City of Reedsport and the community (unincorporated urban area) of Gardiner. The Fund provides for the operation and maintenance of the Wastewater Treatment Plant, 10 sanitary pump stations, and 30.8 miles of wastewater collection lines. The treatment plant is under constant supervision to keep the effluent within Oregon Department of Environmental Quality (DEQ) limits. The pump stations receive routine preventative maintenance, as does the collection system. The Division has the equipment and staff to handle the occasional wastewater blockage problems.

The wastewater treatment plant upgrade was completed in 2010; it is meeting all regulatory requirements and is capable accommodating the growth to the area for a very long time. 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.

FY 14-15 Year in Review

- Cleaned 54,273 feet of sewer mains.
- Hauled and land applied 319,000 gallons of bio-solids.
- Closed Circuit Television Inspection of over 1554 feet of sewer mains.
- Documented inspections and evaluations of 49 manholes and performed chemical grout repairs where most needed.

City of Reedsport
Wastewater Utility Division Fund
004

FY 15 – 16 Budget Highlights and Challenges

- Ongoing infiltration and inflow (I&I) program to reduce or eliminate surface and ground water from entering or leaving the system.
- Rehabilitation of collection system manholes that are severely deteriorated.
- Loan payments to DEQ and Oregon Special Public Works have been budgeted in the amount of \$754,250.
- The City of Reedsport has been offered a chance to refinance the DEQ loan with a bond sale to DEQ with up to a 30 year total repayment term. The City is in the process of refinancing the debt.
- The wastewater revenue does not include a rate increase. The revenue is currently meeting the requirements for operations & maintenance, debt obligations and system improvements.

Workload Statistics

Task	Quantity 2012-2013	Quantity 2013-2014	Quantity 2014-2015
Gallons of wastewater treated	355,712,408	223,168,136	281,747,081
After hour call outs	32	22	22
Sample bacteria test completed (2012	118	118	116
Miles of sewer lines maintained	30.8	30.8	30.8
Number of sewer facilities maintained	15	15	15
Number of utility accounts managed	1572	1572	1572
Number of utility locates	146	208	159

City of Reedsport
Wastewater Utility Division Fund
004

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	616,531	360,000	220,000
I - REVENUE	<u>1,870,705</u>	<u>1,939,500</u>	<u>1,862,800</u>
Total	\$2,487,236	\$2,299,500	\$2,082,800
II- EXPENDITURES			
a. Personnel	276,347	334,350	336,210
b. Materials & Services	265,344	441,450	434,560
c. Capital Outlay	6,883	145,000	145,000
d. Debt Service	-0-	-0-	-0-
e. Transfers Out	<u>1,571,040</u>	<u>1,328,700</u>	<u>1,117,030</u>
Subtotal	\$2,119,614	\$2,249,500	\$2,032,800
III- RESERVES			
a. Balance	367,622	-0-	-0-
b. Contingency	<u>-0-</u>	<u>50,000</u>	<u>50,000</u>
Subtotal	\$367,622	\$50,000	\$50,000
Total Expenditures and Reserve	\$2,487,236	\$2,299,500	\$2,082,800

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004 WASTEWATER UTILITY FUND

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
465,031	616,531	360,000	004-000-411100	BEGINNING FUND BALANCE	0.00	220,000	220,000
1,669	1,719	1,000	004-000-415100	INTEREST	0.00	800	800
3,590	3,025	3,000	004-000-415150	OTHER INTEREST	0.00	2,500	2,500
2,255	1,970	500	004-000-415660	INSURANCE REIMBURSEMENTS	0.00	500	500
4,198	1,011	1,000	004-000-415900	MISCELLANEOUS	0.00	1,000	1,000
4,039	3,860	4,000	004-000-415930	RV DUMP FEES	0.00	4,000	4,000
14,994	13,790	10,000	004-000-418050	DEPOSIT ON SEWER SERVICE	0.00	0	0
1,753,107	1,722,651	1,744,000	004-000-418100	REEDSPORT WASTEWATER FEES	0.00	1,700,000	1,700,000
78,880	112,100	170,000	004-000-418200	GARDINER WASTEWATER FEES	0.00	150,000	150,000
<u>20,087</u>	<u>10,578</u>	<u>6,000</u>	<u>004-000-418400</u>	<u>SEPTAGE FEES</u>	<u>0.00</u>	<u>4,000</u>	<u>4,000</u>
<u>2,347,850</u>	<u>2,487,236</u>	<u>2,299,500</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>2,082,800</u>	<u>2,082,800</u>

504 EXPENDITURES

PERSONNAL SERVICES							
23,406	23,706	23,790	004-504-511180	CLERK, SALARY	0.61	24,400	24,400
7,196	7,196	7,200	004-504-511390	MAINTENANCE LEAD, SALARY	0.15	7,200	7,200
2,711	277	21,690	004-504-511410	PW DIRECTOR SALARY	0.35	20,700	20,700
10,554	10,554	10,560	004-504-511420	MECHANIC, SALARY	0.22	10,560	10,560
49,732	51,694	52,870	004-504-511430	WASTEWATER LEAD WORKER	1.00	52,760	52,760
41,222	42,253	43,660	004-504-511440	WASTEWATER UTILITY OPERATOF	1.00	43,660	43,660
5,879	6,562	7,000	004-504-511445	PART TIME SALARY	0.18	7,000	7,000
5,494	5,494	6,000	004-504-511450	MAINT. WORKER SALARY	0.12	4,150	4,150
30,303	31,770	34,600	004-504-511470	WASTEWATER WORKER SALARY	1.00	36,250	36,250
5,491	6,783	14,000	004-504-521500	OVERTIME	0.00	14,000	14,000
3,895	5,186	0	004-504-521600	COMPENSATED ABSENCES	0.00	0	0
13,915	14,251	16,930	004-504-531010	SOCIAL SECURITY	0.00	16,930	16,930
12,480	12,840	29,000	004-504-531020	P E R S	0.00	29,000	29,000
5,205	6,023	7,600	004-504-531210	WORKMEN'S COMP	0.00	7,600	7,600
<u>49,346</u>	<u>51,760</u>	<u>59,450</u>	<u>004-504-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>62,000</u>	<u>62,000</u>
266,829	276,348	334,350		PERSONNAL SERVICES TOTAL	4.63	336,210	336,210

<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>				<u>2015/16</u>	<u>2015/16</u>
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
MATERIALS & SERVICES							
1,032	1,037	1,100	004-504-612080	WATER	0.00	1,100	1,100
48	48	100	004-504-612085	STORMWATER	0.00	100	100
86	79	100	004-504-612090	WASTEWATER	0.00	100	100
69,999	59,112	75,000	004-504-612100	ELECTRICITY	0.00	75,000	75,000
2,865	2,248	3,000	004-504-612250	TELEPHONE	0.00	3,000	3,000
1,380	1,693	1,500	004-504-612251	PAGER/CELL PHONE	0.00	1,500	1,500
55	637	1,300	004-504-613300	LEGAL ADVERTISING	0.00	1,300	1,300
25,034	9,365	10,000	004-504-613410	OTHER LEGAL SERV, LITIGAT	0.00	10,000	10,000
6,828	4,050	7,500	004-504-614000	POSTAGE	0.00	7,500	7,500
2,607	1,927	1,500	004-504-614100	OFFICE SUPPLY	0.00	1,500	1,500
5,483	6,691	10,000	004-504-614200	REFUND OF DEPOSIT	0.00	0	0
2,291	2,796	2,600	004-504-614300	OFFICE EQUIP MAINT	0.00	2,600	2,600
6,051	5,774	7,000	004-504-614330	COMPUTER OPERATION	0.00	7,000	7,000
673	621	650	004-504-614335	NETWORK COMMUNICATIONS	0.00	650	650
0	0	500	004-504-614350	RADIO MAINT.	0.00	0	0
19,446	23,380	24,000	004-504-614390	BONDS AND INSURANCE	0.00	26,000	26,000
408	439	500	004-504-614560	TRAVEL/SUBSISTENCE	0.00	1,000	1,000
1,054	1,127	2,000	004-504-614570	TRAINING/CONFERENCES	0.00	2,000	2,000
1,332	1,423	1,500	004-504-614685	SAFETY	0.00	1,500	1,500
19,135	18,715	20,000	004-504-614840	WASTEWATER PLANT MAINT	0.00	22,000	22,000
5,710	7,099	20,000	004-504-614860	WATER TESTING, LAB. SUPPL	0.00	20,000	20,000
25,306	25,463	40,000	004-504-614870	CHEMICALS	0.00	40,000	40,000
28,872	14,057	27,500	004-504-614880	SLUDGE DISPOSAL	0.00	27,500	27,500
13,714	13,197	37,100	004-504-614890	LINE/PUMP MAINTENANCE	0.00	37,100	37,100
1,592	635	500	004-504-614900	OTHER SUPPLIES	0.00	500	500
591	1,087	1,500	004-504-615310	BANK FEES	0.00	1,500	1,500
1,019	2,112	2,000	004-504-615590	DUES & FEES	0.00	2,000	2,000
6,617	2,987	4,000	004-504-615595	LICENSES & PERMITS	0.00	4,200	4,200
0	0	1,000	004-504-615650	CITY SHOPS SUPPLIES/MATERIALS	0.00	1,000	1,000
1,765	442	3,000	004-504-617300	VEHICLE MAINTENANCE	0.00	3,000	3,000
5,752	6,499	9,000	004-504-617320	VEHICLE FUEL	0.00	9,000	9,000
2,366	1,948	5,000	004-504-617370	HEAVY EQUIP MAINT	0.00	5,000	5,000

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
3,157	3,231	4,500	004-504-621400	AUDIT FEES	0.00	4,500	4,500
57,710	27,675	26,500	004-504-621450	DEQ FINANCE FEES	0.00	50,410	50,410
0	0	85,000	004-504-623500	GSD COLLECTION PAYMENT	0.00	60,000	60,000
11,205	17,749	0	004-504-623530	CONTRACTED SERVICES	0.00	0	0
1,658	0	5,000	004-504-623580	CONTRACT ENGINEERING SERVICE	0.00	5,000	5,000
<u>0</u>	<u>0</u>	<u>0</u>	<u>004-504-630000</u>	<u>ASSET DISPOSAL</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
332,841	265,344	441,450		MATERIALS & SERVICES TOTAL	0.00	434,560	434,560
CAPITAL OUTLAY							
0	0	100,000	004-504-725500	WASTEWATER RESERVE	0.00	100,000	100,000
<u>0</u>	<u>6,883</u>	<u>45,000</u>	<u>004-504-746400</u>	<u>WASTEWATER IMPROVEMENTS</u>	<u>0.00</u>	<u>45,000</u>	<u>45,000</u>
0	6,883	145,000		CAPITAL OUTLAY TOTAL	0.00	145,000	145,000
INTERFUND TRANSFERS							
71,000	71,000	71,000	004-504-921000	FUND 001 ADMINISTRATIVE	0.00	71,000	71,000
3,000	3,000	3,000	004-504-921100	FUND 001 DISPATCH	0.00	3,000	3,000
0	0	0	004-504-921400	FUND 001 GSD ADMIN TRANSFR	0.00	5,000	5,000
0	0	0	004-504-921500	FUND 001 EDUCATION BENEFIT	0.00	1,250	1,250
0	6,150	6,150	004-504-923040	FUND 024 SHOP SITE	0.00	6,150	6,150
0	10,000	10,000	004-504-924250	FUND 027 STORM UTILITY	0.00	10,000	10,000
668,990	822,000	822,000	004-504-925200	FUND 012 DEBT	0.00	500,000	500,000
0	0	0	004-504-925250	FUND 012 SUPPLEMENT PRINC	0.00	100,000	100,000
203,200	154,250	154,250	004-504-925300	FUND 013 DEBT	0.00	154,250	154,250
<u>185,460</u>	<u>504,640</u>	<u>262,300</u>	<u>004-504-926000</u>	<u>FUND 024 CAPITAL IMPROVE.</u>	<u>0.00</u>	<u>266,380</u>	<u>266,380</u>
1,131,650	1,571,040	1,328,700		INTERFUND TRANSFERS TOTAL	0.00	1,117,030	1,117,030
0	0	50,000	004-504-941000	CONTINGENCY	0.00	50,000	50,000
<u>1,731,320</u>	<u>2,119,614</u>	<u>2,299,500</u>		<u>WASTEWATER EXPENDITURE TOT</u>	<u>0.77</u>	<u>2,082,800</u>	<u>2,082,800</u>
<u>2,347,850</u>	<u>2,487,236</u>	<u>2,299,500</u>		<u>WASTEWATER REVENUE TOTAL</u>		<u>2,082,800</u>	<u>2,082,800</u>
<u>616,530</u>	<u>367,622</u>	<u>0</u>		<u>WASTEWATER FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport

Storm Drain Division Fund

005

PERSONNEL ASSIGNED TO THE FUND

.39 FTE

Public Works Director10
Maintenance Worker	0.25
Mechanic III.....	0.04

Organization and Mission

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

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

FY 14-15 Year in Review

Certain items are performed on a regular schedule, but most storm water drain management, maintenance and repairs are by problem response due to lack of sufficient funds. Annual revenue generated by the storm drain fee is approximately \$73,000.

Projects which have been completed this year:

- A storm water drain line and catch basin was installed on Laurel Street.
- The storm water catch basins were rehabilitated at the Umpqua Mobile Village.
- A new electrical panel and new float system were installed at the 16th Street pump station.

FY 15-16 Budget Highlights and Challenges

- Continue to look for ways to accomplish flood protection for Downtown Reedsport that includes a positive overall return on the investment to the community. The Downtown storm water re-route project has been placed on hold due to rate increase concerns and the need to find funding for completion of the project. Benefits of the Downtown Storm Water Re-Route Project include a decrease in potential flooding, which could result in increased downtown investment and economic development.
- Levee certification, as mandated by FEMA in order to have new Digital Flood Insurance Rate Maps (DFIRMS) drawn, began in the spring of 2010. Culverts and tide gates within the levee require repair and/or replacement per USACE inspections and

City of Reedsport
Storm Drain Division Fund
005

recommendations. As regulatory issues are in a state of variability, scope of work and costs to perform this work will need to be formally estimated. This work, however, may also be required as part of the Levee certification process and may be performed during upgrades identified as part of the study. Previously, the City included the then current cost estimates and listed items in need of repair/replacement in the City's Addendum to the Douglas County Emergency Management Plan in order to potentially qualify for funding, through the Army Corps of Engineers, for needed repair/replacement of the culverts and tide gates. In any case, these, and other repairs and improvements will need to be effected prior to certification/accreditation of the Levee. The City is hopeful that its Public Works crews will be able to satisfy many of the improvements on the list, but outside assistance may be required. Items on the list for repairs are completed and other improvements are designated in the Capital Improvement Plan for immediate action.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	26,132	16,000	35,000
I - REVENUES	<u>95,272</u>	<u>93,450</u>	<u>73,200</u>
Total	\$121,404	\$109,450	\$108,200
II- EXPENDITURES			
a. Personal Services	19,589	31,400	27,505
b. Materials & Services	25,394	30,065	33,895
c. Capital Outlay	2,171	13,110	20,000
d. Transfer Out	<u>33,050</u>	<u>32,925</u>	<u>24,850</u>
Subtotal	\$80,204	\$107,500	\$106,250
II- RESERVE			
a. Balance	41,200	-0-	-0-
b. Contingency	<u>-0-</u>	<u>1,950</u>	<u>1,950</u>
Subtotal	\$41,200	\$1,950	\$1,950
Total Expenditures and Reserve	\$121,404	\$109,450	\$108,200

005 STORMWATER FUND

<u>2012/13</u> <u>Actuals</u>	<u>2013/14</u> <u>Actuals</u>	<u>2014/15</u> <u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>2015/16</u> <u>Approved</u>	<u>2015/16</u> <u>Adopted</u>
REVENUE							
13,974	26,132	16,000	005-000-411100	BEGINNING FUND BALANCE	0.00	35,000	35,000
58	140	50	005-000-415100	INTEREST	0.00	50	50
167	376	0	005-000-415660	INSURANCE REIMBURSEMENTS	0.00	0	0
92	126	200	005-000-415900	MISCELLANEOUS	0.00	150	150
550	466	200	005-000-417050	DEPOSIT ON STORMWATER SERVICE	0.00	0	0
74,939	74,165	73,000	005-000-417100	STORM WATER FEES	0.00	73,000	73,000
0	10,000	10,000	005-000-451210	FUND 002 TRANSFER	0.00	0	0
0	<u>10,000</u>	<u>10,000</u>	<u>005-000-451620</u>	<u>FUND 004 TRANSFER</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
<u>89,779</u>	<u>121,404</u>	<u>109,450</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>108,200</u>	<u>108,200</u>

505 EXPENDITURES

PERSONNAL SERVICES							
774	88	6,200	005-505-511410	PW DIRECTOR SALARY	0.10	6,200	6,200
1,919	1,919	1,920	005-505-511420	MECHANIC SALARY	0.04	1,920	1,920
11,446	11,446	12,000	005-505-511450	MAINT. WORKER SALARY	0.25	8,500	8,500
182	0	500	005-505-511500	OVERTIME	0.00	500	500
1,662	-1,037	0	005-505-511500	Compensated absences	0.00	0	0
1,094	1,029	1,580	005-505-531010	SOCIAL SECURITY	0.00	1,300	1,300
1,481	1,496	2,775	005-505-531020	PERS	0.00	2,335	2,335
816	970	1,200	005-505-531210	WORKMEN'S COMP.	0.00	1,000	1,000
<u>3,531</u>	<u>3,679</u>	<u>5,225</u>	<u>005-505-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>5,750</u>	<u>5,750</u>
22,904	19,590	31,400		PERSONNAL SERVICES TOTAL	0.39	27,505	27,505

MATERIALS & SERVICES

9,380	9,939	11,500	005-505-612100	ELECTRICITY	0.00	11,500	11,500
123	120	300	005-505-612251	PAGER/CELL PHONE	0.00	300	300
53	44	100	005-505-614000	POSTAGE	0.00	100	100
73	84	50	005-505-614100	OFFICE SUPPLY	0.00	50	50
315	382	200	005-505-614200	REFUND OF DEPOSIT	0.00	0	0
112	65	65	005-505-614300	OFFICE EQUIP/ MAINT	0.00	100	100
8	12	200	005-505-614330	COMPUTER SERVICES	0.00	200	200
222	222	400	005-505-614335	NETWORK COMMUNICATIONS	0.00	400	400

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
1,421	620	1,500	005-505-614390	BONDS AND INSURANCE	0.00	1,500	1,500
0	0	125	005-505-614560	TRAVEL/SUBSISTENCE	0.00	125	125
0	98	125	005-505-614570	TRAINING/CONFERENCES	0.00	500	500
28	58	300	005-505-614685	SAFETY	0.00	300	300
0	9	150	005-505-614860	WATER TESTING, LAB. SUPPLIES	0.00	150	150
2,120	4,319	5,000	005-505-614880	LINE MAINTENANCE	0.00	6,120	6,120
5,424	1,056	6,000	005-505-614890	PUMP MAINTENANCE	0.00	8,000	8,000
802	663	750	005-505-614900	OTHER SUPPLIES	0.00	1,000	1,000
0	0	0	005-505-615650	CITY SHOP SUPPLIES/MATERIALS	0.00	250	250
1,205	387	500	005-505-617300	VEHICLE OPERATION	0.00	500	500
1,801	1,650	2,500	005-505-617320	VEHICLE FUEL	0.00	2,500	2,500
287	204	300	005-505-621400	AUDIT FEES	0.00	300	300
2,839	5,462	0	005-505-623530	CONTRACTED SERVICES	0.00	0	0
123	0	0	005-505-623580	CONTRACT ENGINEERING SERVICE	0.00	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>005-505-630000</u>	<u>ASSET DISPOSAL</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
26,335	25,394	30,065		MATERIALS & SERVICES TOTAL	0.00	33,895	33,895
CAPITAL OUTLAY							
223	2,171	13,110	005-505-746760	STORM WATER IMPROVEMENTS	0.00	20,000	20,000
<u>12,335</u>	<u>0</u>	<u>0</u>	<u>005-505-746770</u>	<u>STORM PUMP</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
12,558	2,171	13,110		CAPITAL OUTLAY TOTAL	0.00	20,000	20,000
INTERFUND TRANSFER							
1,850	1,850	1,850	005-505-921000	FUND 001 ADMINISTRATION	0.00	1,850	1,850
<u>0</u>	<u>31,200</u>	<u>31,075</u>	<u>005-505-924250</u>	<u>FUND 027 TRANSFER</u>	<u>0.00</u>	<u>23,000</u>	<u>23,000</u>
1,850	33,050	32,925		INTERFUND TRANSFER TOTAL	0.00	24,850	24,850
0	0	1,950	005-505-941000	CONTINGENCY	0.00	1,950	1,950
<u>63,647</u>	<u>80,204</u>	<u>109,450</u>		<u>STORMWATER EXPENDITURE TOTAL</u>	<u>0</u>	<u>108,200</u>	<u>108,200</u>
<u>89,779</u>	<u>121,404</u>	<u>109,450</u>		<u>STORMWATER REVENUE TOTAL</u>	<u>0.00</u>	<u>108,200</u>	<u>108,200</u>
<u>26,132</u>	<u>41,200</u>	<u>0</u>		<u>STORMWATER TOTALS</u>	<u>0.00</u>	<u>0</u>	<u>0</u>

City of Reedsport

Bicycle and Foot Path Fund

007

Organization and Mission

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

FY 14-15 Year in Review

The planning staff applied for and received an \$87,000 TGM grant for development of the Reedsport Levee Loop Trail Master Plan in the 2013 – 2014 fiscal year. Plan development was undertaken during 2014-15 fiscal year.

FY 15-16 Budget Highlights and Challenges

The fund will continue to collect funds for future projects.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	35,297	38,000	36,200
I - REVENUE	<u>2,562</u>	<u>2,400</u>	<u>2,380</u>
Total	\$37,859	\$40,400	\$38,580
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	<u>-0-</u>	<u>40,400</u>	<u>38,580</u>
Subtotal	\$-0-	\$40,400	\$38,580
III-RESERVES			
a. Balance	<u>37,859</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$37,859	\$ -0-	\$-0-
Total Expenditures and Reserves	\$37,859	\$40,400	\$38,580

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007 BICYCLE & FOOTPATH FUND

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
32,882	35,297	38,000	007-000-411100	BEGINNING FUND BALANCE	0	36,200	36,200
151	179	150	007-000-415100	INTEREST	0	130	130
<u>2,264</u>	<u>2,383</u>	<u>2,250</u>	007-000-421300	<u>GAS TAX REFUND</u>	<u>0</u>	<u>2,250</u>	<u>2,250</u>
<u>35,297</u>	<u>37,859</u>	<u>40,400</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>38,580</u>	<u>38,580</u>
EXPENDITURES							
CAPITAL OUTLAY							
0	0	29,400	007-507-734350	TRAILS AND FOOTPATHS	0	33,580	33,580
<u>0</u>	<u>0</u>	<u>11,000</u>	007-507-744370	<u>LEVY TRAIL GRANT MATCH</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
0	0	40,400		TOTAL CAPITAL OUTLAY		38,580	38,580
<u>0</u>	<u>0</u>	<u>40,400</u>		<u>EXPENDITURE TOTAL</u>	<u>0.77</u>	<u>38,580</u>	<u>38,580</u>
<u>35,297</u>	<u>37,859</u>	<u>40,400</u>		<u>REVENUE TOTAL</u>		<u>38,580</u>	<u>38,580</u>
<u>35,297</u>	<u>37,859</u>	<u>0</u>		<u>PATH FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport
Water SPWF Loan Debt Fund
010

Organization and Mission

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

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

Loan Amortization chart

Fiscal Year	Principal payment	Coupon Rate	Interest Payment	Fiscal Debt Service	Outstanding Debt
2005	11,942	3.000	12,152	24,904	292,696
2006	12,000	3.000	11,530	23,530	280,696
2007	12,060	3.000	11,170	23,230	268,636
2008	12,122	3.000	10,808	22,930	256,514
2009	12,186	3.000	10,444	22,630	244,328
2010	12,251	3.000	10,078	22,329	232,077
2011	12,319	3.300	9,711	22,030	219,758
2012	12,395	3.550	9,304	21,699	207,363
2013	12,480	3.625	8,864	21,344	194,883
2014	12,570	3.800	8,412	20,982	182,313
2015	12,668	4.000	7,934	20,602	169,645
2016	17,774	4.000	7,428	25,202	151,871
2017	17,885	4.100	6,717	24,602	133,986
2018	18,004	4.200	5,983	23,987	115,982
2019	18,130	4.300	5,227	23,357	97,852
2020	18,264	4.400	4,448	22,712	79,588
2021	18,408	4.500	3,644	22,052	61,180
2022	18,561	4.550	2,816	21,377	42,619
2023	18,723	4.625	1,971	20,694	23,896
2024	23,896	4.625	1,105	25,001	0

City of Reedsport
 Water SPWF Loan Debt Fund
 010

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 – 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	79,863	81,800	83,950
I - REVENUE	<u>22,969</u>	<u>22,700</u>	<u>25,500</u>
Total	\$102,832	\$104,500	\$109,450
II. - EXPENDITURES			
b. Debt Service	<u>20,982</u>	<u>20,605</u>	<u>25,205</u>
Subtotal	\$20,982	\$20,605	\$25,205
III- RESERVES			
a. Balance	<u>81,850</u>	<u>83,895</u>	<u>84,245</u>
Subtotal	\$81,850	\$83,895	\$84,245
Total Expenditures/Reserves	\$102,832	\$104,500	\$109,450

010 WATER SPWF DEBT FUND

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
78,094	79,863	81,800	010-000-411100	BEGINNING BALANCE	0	83,950	83,950
341	378	300	010-000-415100	INTEREST	0	300	300
12,100	12,100	12,100	010-000-451300	FUND 003 SPWF DEBT	0	12,600	12,600
<u>10,672</u>	<u>10,491</u>	<u>10,300</u>	<u>010-000-452200</u>	<u>DOUGLAS CTY GRANT</u>	<u>0</u>	<u>12,600</u>	<u>12,600</u>
<u>101,207</u>	<u>102,832</u>	<u>104,500</u>		<u>REVENUE TOTAL</u>	<u>0</u>	<u>109,450</u>	<u>109,450</u>

510 EXPENDITURES

DEBT SERVICE							
12,480	12,570	12,670	010-510-911200	BOND PRINCIPAL	0	17,775	17,775
<u>8,864</u>	<u>8,412</u>	<u>7,935</u>	<u>010-510-911250</u>	<u>BOND INTEREST</u>	<u>0</u>	<u>7,430</u>	<u>7,430</u>
21,344	20,982	20,605		DEBT SERVICE TOTAL	0	25,205	25,205
0	0	83,895	010-510-952000	UNAPPROPRIATED FUND BALANCE	0	84,245	84,245
<u>21,344</u>	<u>20,982</u>	<u>104,500</u>		<u>FUND EXPENDITURE TOTAL</u>	<u>0</u>	<u>109,450</u>	<u>109,450</u>
<u>101,207</u>	<u>102,832</u>	<u>104,500</u>		<u>FUND REVENUE TOTAL</u>		<u>109,450</u>	<u>109,450</u>
<u>79,863</u>	<u>81,850</u>	<u>0</u>		<u>FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport
Water Filtration Debt Fund
011

Organization and Mission

In the fall of 1994, the City negotiated a \$1.5 million bond sale with the proceeds to be used for the construction of a water ozone disinfection facility at the Water Utility Clear Lake Water Source. In January 2005 the bonds were refunded and a new bond sale was negotiated at a much lower interest rate. One of the terms of the new bond sale was that the fund would not hold accumulated reserve funds. The reserve funds left from the expenses of the bond sale were transferred to Water Enterprise Capital Improvement Fund #029 to be utilized in capital improvement projects. The bonds have an interest rate at 4.26% for a period of 10 years.

This debt was retired FY 2014-2015.

Debt Amortization Schedule

Date	Principal Due	Interest Due	Debt Service	Outstanding
10/1/2005	65,000.00	30,920.50	95,920.50	940,000.00
4/1/2006	0	20,022.00	20,022.50	940,000.00
10/1/2006	85,000.00	20,022.00	105,022.00	855,000.00
4/1/2007	0	18,211.50	18,211.50	855,000.00
10/1/2007	90,000.00	18,211.50	126,423.50	765,000.00
4/1/2008	0	16,294.50	16,294.50	765,000.00
10/1/2008	95,000.00	16,294.50	111,294.50	670,000.00
4/1/2009	0	14,271.00	14,271.00	670,000.00
10/1/2009	100,000.00	14,271.00	114,271.00	570,000.00
4/1/2010	0	12,141.00	12,141.00	570,000.00
10/1/2010	105,000.00	12,141.00	117,141.00	465,000.00
4/1/2011	0	9,904.50	9,904.50	465,000.00
10/1/2011	110,000.00	9,904.50	119,904.50	355,000.00
4/1/2012	0	7,561.50	7,561.50	355,000.00
10/1/2012	115,000.00	7,561.50	122,561.50	240,000.00
4/1/2013	0	5,112.00	5,112.00	240,000.00
10/1/2013	115,000.00	5,112.00	120,112.00	125,000.00
4/1/2014	0	2,662.50	2,662.50	125,000.00
10/1/2014	125,000.00	2,662.50	127,662.50	0

City of Reedsport
Water Filtration Debt Fund
011

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	11,110	11,225	-0-
I - REVENUE	<u>122,889</u>	<u>116,460</u>	<u>-0-</u>
Total	\$133,999	\$127,685	\$-0-
II. - EXPENDITURES			
a. Debt Service	<u>122,775</u>	<u>127,685</u>	<u>-0-</u>
Subtotal	\$122,775	\$127,685	\$-0-
III- RESERVES			
a. Balance	-0-	-0-	-0-
b. Ending Fund Balance	<u>11,224</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$11,224	\$-0-	\$-0-
Total Expenditures / Reserves	\$133,999	\$127,685	\$-0-

011 WATER FILTRATION DEBT

2012/13	2013/14	2014/15			2015/16	2015/16	
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
11,016	11,110	11,225	011-000-411100	BEGINNING BALANCE	0	0	0
67	114	60	011-000-415100	INTEREST	0	0	0
<u>127,700</u>	<u>122,775</u>	<u>116,450</u>	<u>011-000-451300</u>	<u>FUND 003 DEBT TRANSFER</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>138,783</u>	<u>133,999</u>	<u>127,735</u>		<u>REVENUE TOTAL</u>	<u>0</u>	<u>0</u>	<u>0</u>
511 EXPENDITURES							
DEBT SERVICE							
115,000	115,000	125,000	011-511-911200	BOND PRINCIPAL	0	0	0
<u>12,674</u>	<u>7,775</u>	<u>2,665</u>	<u>011-511-911250</u>	<u>BOND INTEREST</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>127,674</u>	<u>122,775</u>	<u>127,665</u>		<u>DEBT SERVICE TOTAL</u>	<u>0</u>	<u>0</u>	<u>0</u>
INTERFUND TRANSFER							
<u>0</u>	<u>0</u>	<u>70</u>	<u>011-511-924000</u>	<u>TRANSFER FUND 003</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>70</u>		<u>INTERFUND TRANSFER TOTAL</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>	<u>011-511-952000</u>	<u>UNAPPROP FUND BAL</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>127,674</u>	<u>122,775</u>	<u>127,735</u>		<u>FUND EXPENDITURE TOTAL</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>138,783</u>	<u>133,999</u>	<u>127,735</u>		<u>FUND REVENUE TOTAL</u>		<u>0</u>	<u>0</u>
<u>11,109</u>	<u>11,224</u>	<u>0</u>		<u>FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport

Wastewater DEQ Loan Debt Fund

012

Organization and Mission

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

FY 15 – 16 Budget Highlights and Challenges

The City of Reedsport was offered an opportunity to refinance the DEQ loan with a bond sale to DEQ with up to a 30 year total repayment term. The City completed the refinancing package in June 2015 with a new interest rate of 1.4% per annum plus the 0.5% administrative fee with debt retirement in 2041. Council passed Resolution 2015-003 tasking staff to pay an additional principal payment of \$100,000 annually for the first seven years after bond issuance and then \$50,000 additional principal payment annually until debt retirement is achieved.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 – 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	524,300	527,000	527,000
I - REVENUE	<u>825,210</u>	<u>824,000</u>	<u>602,000</u>
Total	\$1,349,518	\$1,351,000	\$1,129,000
II. - EXPENDITURES			
a. Capital Outlay	-0-	-0-	-0-
b. Debt Service	<u>821,696</u>	<u>821,700</u>	<u>600,000</u>
Subtotal	\$821,696	\$821,700	\$600,000
III- RESERVES			
a. Debt Reserve	-0-	422,585	422,585
b. Balance	<u>527,822</u>	<u>106,715</u>	<u>106,415</u>
Subtotal	\$527,822	\$529,300	\$529,000
Total Expenditures / Reserves	\$1,349,518	\$1,351,000	\$1,129,000

APPENDIX A: MATURITY SCHEDULE

3

-----PAYMENT-----

Due Date	Pmt#	Principal	Interest	Fees	Total	Principal Balance
						10,334,359
8/1/2016	1	212,507	24,180	0	236,687	10,121,851
2/1/2016	2	165,834	70,859	50,609	287,296	9,956,017
8/1/2016	3	166,995	69,692	0	236,687	9,789,022
2/1/2017	4	168,164	68,523	48,945	285,632	9,620,858
8/1/2017	5	169,341	67,346	0	236,687	9,451,517
2/1/2018	6	170,526	66,161	47,258	283,945	9,280,991
8/1/2018	7	171,720	64,967	0	236,687	9,109,271
2/1/2019	8	172,922	63,765	45,546	282,233	8,936,349
8/1/2019	9	174,133	62,554	0	236,687	8,762,216
2/1/2020	10	175,351	61,336	43,811	280,498	8,588,865
8/1/2020	11	176,579	60,109	0	236,687	8,410,288
2/1/2021	12	177,815	58,972	42,051	278,738	8,232,471
8/1/2021	13	179,060	57,827	0	236,887	8,053,411
2/1/2022	14	180,313	56,674	40,267	276,954	7,873,098
8/1/2022	15	181,575	55,512	0	236,687	7,691,523
2/1/2023	16	182,846	53,841	38,458	275,145	7,508,677
8/1/2023	17	184,126	52,561	0	236,687	7,324,551
2/1/2024	18	185,415	51,272	36,623	273,310	7,139,136
8/1/2024	19	186,713	49,974	0	236,687	6,952,423
2/1/2025	20	188,020	48,667	34,762	271,449	6,764,403
8/1/2025	21	189,336	47,351	0	236,687	6,575,067
2/1/2026	22	190,662	46,025	32,875	269,562	6,384,405
8/1/2026	23	191,996	44,691	0	236,687	6,192,409
2/1/2027	24	193,340	43,347	30,962	267,649	5,999,069
8/1/2027	25	194,694	41,993	0	236,687	5,804,375
2/1/2028	26	196,056	40,631	29,022	265,709	5,608,319
8/1/2028	27	197,429	39,258	0	236,687	5,410,890
2/1/2029	28	198,811	37,876	27,054	263,741	5,212,079
8/1/2029	29	200,202	36,485	0	236,687	5,011,877
2/1/2030	30	201,604	35,083	25,059	261,746	4,810,273
8/1/2030	31	203,015	33,672	0	236,687	4,607,258
2/1/2031	32	204,436	32,251	23,036	259,723	4,402,822
8/1/2031	33	205,867	30,820	0	236,687	4,196,955
2/1/2032	34	207,308	29,379	20,985	257,672	3,989,647
8/1/2032	35	208,759	27,928	0	236,687	3,780,888
2/1/2033	36	210,221	26,466	18,904	255,591	3,570,667
8/1/2033	37	211,692	24,995	0	236,687	3,358,975
2/1/2034	38	213,174	23,513	16,795	253,482	3,145,801
8/1/2034	39	214,666	22,021	0	236,687	2,931,135
2/1/2035	40	216,169	20,518	14,656	251,343	2,714,966
8/1/2035	41	217,682	19,005	0	236,687	2,497,284
2/1/2036	42	219,206	17,481	12,486	249,173	2,278,078
8/1/2036	43	220,740	15,947	0	236,687	2,057,338
2/1/2037	44	222,286	14,401	10,287	246,974	1,835,052
8/1/2037	45	223,842	12,845	0	236,687	1,611,210
2/1/2038	46	225,409	11,278	8,056	244,743	1,385,801
8/1/2038	47	226,986	9,701	0	236,687	1,158,815
2/1/2039	48	228,575	8,112	5,794	242,481	930,240
8/1/2039	49	230,175	6,512	0	236,687	700,065
2/1/2040	50	231,787	4,900	3,500	240,187	468,278
8/1/2040	51	233,409	3,278	0	236,687	234,869
2/1/2041	52	234,869	1,644	1,174	237,687	0
TOTALS		10,334,359	1,973,192	708,975	13,016,525	

**WASTEWATER DEQ DEBT
FUND**

012

2012/13	2013/14	2014/15	Account Number	Description	2015/16 Approved	2015/16 Adopted
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>				
REVENUE						
673,983	524,300	527,000	012-000-411100	BEGINNING FUND BALANCE	527,000	527,000
3,023	3,218	2,000	012-000-415100	INTEREST	2,000	2,000
668,990	822,000	822,000	012-000-451610	FUND 004 DEQ DEBT	500,000	500,000
0	0	0	012-000-451620	FUND 004 DEQ DEBT SUPPLEM	100,000	100,000
<u>1,345,996</u>	<u>1,349,518</u>	<u>1,351,000</u>		<u>REVENUE TOTALS</u>	<u>1,129,000</u>	<u>1,129,000</u>
EXPENDITURES						
DEBT SERVICE						
472,094	486,651	501,660	012-512-911300	BOND PRINCIPAL	346,000	346,000
0	0	0	012-512-911305	PRINCIPAL SUPPLEMENT	100,000	100,000
<u>349,602</u>	<u>335,045</u>	<u>320,040</u>	<u>012-512-911310</u>	<u>BOND INTEREST</u>	<u>154,000</u>	<u>154,000</u>
821,696	821,696	821,700		DEBT SERVICE TOTAL	600,000	600,000
RESERVE ACCOUNT						
0	0	422,585	012-512-951500	<u>DEQ DEBT RESERVE FUND</u>	422,585	422,585
0	0	422,585		RESERVE ACCOUNT TOTAL	422,585	422,585
0	0	106,715	012-512-952000	UNAPPROP FUND BAL	106,415	106,415
<u>821,696</u>	<u>821,696</u>	<u>1,351,000</u>		<u>FUND EXPENDITURE TOTAL</u>	<u>1,129,000</u>	<u>1,129,000</u>
<u>1,345,996</u>	<u>1,349,518</u>	<u>1,351,000</u>		<u>FUND REVENUE TOTAL</u>	<u>1,129,000</u>	<u>1,129,000</u>
<u>524,300</u>	<u>527,822</u>	<u>0</u>		<u>WW DEQ DEBT FUND TOTALS</u>	<u>0</u>	<u>0</u>

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City of Reedsport
Wastewater IFA
Loan Debt Fund
013

Organization and Mission

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

FY 15 – 16 Budget Highlights and Challenges

The Wastewater Utility Fund continues to meet its debt obligations.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 – 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	100,265	100,600	100,900
I - REVENUE			
Total	<u>154,650</u>	<u>154,500</u>	<u>154,500</u>
	\$254,915	\$255,100	\$255,400
II. - EXPENDITURE			
a. Debt Service	<u>154,247</u>	<u>154,250</u>	<u>154,250</u>
Subtotal	\$154,247	\$154,250	\$154,250
III- RESERVES			
a. Balance	<u>100,668</u>	<u>100,850</u>	<u>101,150</u>
Subtotal	\$100,668	\$100,850	\$101,150
Total Expenditures /Reserves	\$254,915	\$255,100	\$255,400



Infrastructure Finance Authority

Repayment Schedule

April 5, 2011

City of Reedsport

Project Number: **Y06002**
(23204)

Interest Rate : 4.66%

Days in Year : 360

Project Name: **Wastewater Improvements**

Payment Frequency : Annual

of Periods (all phases): 26

Phase	Amortization Methods
1	Due 12/1/10 or with first P&I Payment for outstanding Accrued Interest, Line of Credit at 4.66%,360 day year
2	Due 12/1/11 for 25 Annual payments of \$154,246.65, Traditional Mortgage: Constant Payment at 4.66%,360 day year

Period Due	Principal	Interest	Total Due	Running Balance
12/1/10	\$0.00	\$335,311.55	\$335,311.55	\$2,250,000.00
12/1/11	\$49,396.65	\$104,850.00	\$154,246.65	\$2,200,603.35
12/1/12	\$51,698.53	\$102,548.12	\$154,246.65	\$2,148,904.82
12/1/13	\$54,107.69	\$100,138.96	\$154,246.65	\$2,094,797.13
12/1/14	\$56,629.10	\$97,617.55	\$154,246.65	\$2,038,168.03
12/1/15	\$59,268.02	\$94,978.63	\$154,246.65	\$1,978,900.01
12/1/16	\$62,029.91	\$92,216.74	\$154,246.65	\$1,916,870.10
12/1/17	\$64,920.50	\$89,326.15	\$154,246.65	\$1,851,949.60
12/1/18	\$67,945.80	\$86,300.85	\$154,246.65	\$1,784,003.80
12/1/19	\$71,112.07	\$83,134.58	\$154,246.65	\$1,712,891.73
12/1/20	\$74,425.90	\$79,820.75	\$154,246.65	\$1,638,465.83
12/1/21	\$77,894.14	\$76,352.51	\$154,246.65	\$1,560,571.69
12/1/22	\$81,524.01	\$72,722.64	\$154,246.65	\$1,479,047.68
12/1/23	\$85,323.03	\$68,923.62	\$154,246.65	\$1,393,724.65
12/1/24	\$89,299.08	\$64,947.57	\$154,246.65	\$1,304,425.57
12/1/25	\$93,460.42	\$60,786.23	\$154,246.65	\$1,210,965.15
12/1/26	\$97,815.67	\$56,430.98	\$154,246.65	\$1,113,149.48
12/1/27	\$102,373.88	\$51,872.77	\$154,246.65	\$1,010,775.60
12/1/28	\$107,144.51	\$47,102.14	\$154,246.65	\$903,631.09
12/1/29	\$112,137.44	\$42,109.21	\$154,246.65	\$791,493.65
12/1/30	\$117,363.05	\$36,883.60	\$154,246.65	\$674,130.60
12/1/31	\$122,832.16	\$31,414.49	\$154,246.65	\$551,298.44
12/1/32	\$128,556.14	\$25,690.51	\$154,246.65	\$422,742.30
12/1/33	\$134,546.86	\$19,699.79	\$154,246.65	\$288,195.44
12/1/34	\$140,816.74	\$13,429.91	\$154,246.65	\$147,378.70
12/1/35	\$147,378.70	\$6,867.85	\$154,246.55	\$0.00
26	\$2,250,000.00	\$1,941,477.70	\$4,191,477.70	

**WASTEWATER IFA DEBT
FUND**

		013				2015/16	2015/16
2012/13	2013/14	2014/15	Account Number	Description		Approved	Adopted
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>				<u>Approved</u>	<u>Adopted</u>
REVENUE							
51,023	100,265	100,600	013-000-411100	BEGINNING FUND BALANCE		100,900	100,900
289	400	250	013-000-415100	INTEREST		250	250
<u>203,200</u>	<u>154,250</u>	<u>154,250</u>	<u>013-000-451610</u>	<u>FUND 004 IFA DEBT</u>		<u>154,250</u>	<u>154,250</u>
<u>254,512</u>	<u>254,915</u>	<u>255,100</u>		<u>REVENUE TOTAL</u>		<u>255,400</u>	<u>255,400</u>
EXPENDITURES							
513							
DEBT SERVICE							
51,699	54,108	56,630	013-513-911300	LOAN PRINCIPAL		59,270	59,270
<u>102,548</u>	<u>100,139</u>	<u>97,620</u>	<u>013-513-911310</u>	<u>LOAN INTEREST</u>		<u>94,980</u>	<u>94,980</u>
154,247	154,247	154,250		DEBT SERVICE TOTAL		154,250	154,250
0	0	0	013-513-914100	CONTINGENCY		0	0
0	0	100,850	013-513-952000	UNAPPROP FUND BALANCE		101,150	101,150
<u>154,247</u>	<u>154,247</u>	<u>255,100</u>		<u>FUND EXPENDITURE TOTAL</u>		<u>255,400</u>	<u>255,400</u>
<u>254,512</u>	<u>254,915</u>	<u>255,100</u>		<u>FUND REVENUE TOTAL</u>		<u>255,400</u>	<u>255,400</u>
<u>100,265</u>	<u>100,668</u>	<u>0</u>		<u>WW IFA FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport
Fire Equipment Fund
014

DESCRIPTION

This fund was established to accumulate funds for the purchase of replacement fire equipment.

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

FY 14-15 Year in Review

A transfer from the General Fund of \$15,000 was made in the 2014-2015 fiscal year. The Fire Department responded to 25 motor vehicle accidents in 2014. Total revenue collected from these incidents and from fire protection contract services is collected in Fund 014.

A 1994 Freightliner salvage and equipment truck was reasonably purchased from a local fire department replacing a 1974 model and will continue to carry specialized equipment to fire incidents.

FY 15-16 Budget Highlights and Challenges

A \$15,000 transfer from the General Fund for future fire vehicle replacement is budgeted again in FY 2015 – 2016. A replacement for a 1981 pumper continues to be scheduled for replacement in the Capital Improvement Plan. The Fire Department's intent is to purchase a good, used vehicle which will meet the needs of the Fire Department for future years when it can be obtained at a reasonable price.

Challenges include the difficulty of finding grant opportunities, fundraising, and seeking donations to fund the replacement of worn out equipment.

The Volunteer Fire Department has contracts to provide service outside the City limits of Reedsport. The annual revenue receipts from most of the contracts are accumulated in the Equipment Fund for future equipment needs. Current contracts are held with Brandy Bar, Decker Point, International Paper Company and a pending contract at Bolin Island.

City of Reedsport
Fire Equipment Fund
014

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014- 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	108,407	126,000	132,000
I - REVENUE	<u>29,488</u>	<u>27,190</u>	<u>22,250</u>
Total	\$137,895	\$153,190	\$154,250
II- EXPENDITURES			
a. Materials & Services	1,794	5,000	5,000
b. Capital Outlay	3,750	146,190	146,250
c. Transfer out	<u>2,000</u>	<u>2,000</u>	<u>3,000</u>
Subtotal	\$7,544	\$153,190	\$154,250
III-RESERVES			
a. Contingency	-0-	-0-	-0-
b. Balance	<u>130,351</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$130,351	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$137,895	\$153,190	\$154,250

014 FIRE EQUIPMENT FUND						
2012/13	2013/14	2014/15	Account Number	Description	2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>			<u>Approved</u>	<u>Adopted</u>
REVENUE						
76,653	108,407	126,000	014-000-414200	BEGINNING FUND BALANCE	132,000	132,000
11,397	10,842	10,940	014-000-414200	FIRE SERVICES	6,000	6,000
5,665	3,080	1,000	014-000-414250	MVA	1,000	1,000
382	566	250	014-000-415100	INTEREST	250	250
0	0	0	014-000-415900	MISC FIRE INCOME	0	0
<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	014-000-451200	FUND 001 TRANSFER	<u>15,000</u>	<u>15,000</u>
<u>109,097</u>	<u>137,895</u>	<u>153,190</u>		<u>REVENUE TOTALS</u>	<u>154,250</u>	<u>154,250</u>
514 EXPENDITURES						
MATERIALS & SERVICES						
0	1,794	5,000	014-514-625900	EMERGENCY SUPPLIES	5,000	5,000
<u>0</u>	<u>0</u>	<u>0</u>	014-514-630000	ASSET DISPOSAL	<u>0</u>	<u>0</u>
0	1,794	5,000		MATERIALS & SERVICES TOTAL	5,000	5,000
CAPITAL OUTLAY						
0	0	136,190	014-514-725060	VEHICLE RESERVE	136,250	136,250
<u>0</u>	<u>3,750</u>	<u>10,000</u>	014-514-725900	EMERGENCY EQUIPMENT	<u>10,000</u>	<u>10,000</u>
0	3,750	146,190		CAPITAL OUTLAY TOTAL	146,250	146,250
INTERFUND TRANSFER						
<u>690</u>	<u>2,000</u>	<u>2,000</u>	014-514-925800	FUND 001 MVA	<u>3,000</u>	<u>3,000</u>
690	2,000	2,000		INTERFUND TRANSFER TOTAL	3,000	3,000
<u>690</u>	<u>7,544</u>	<u>153,190</u>		<u>FIRE FUND EXPENDITURE TOTAL</u>	<u>154,250</u>	<u>154,250</u>
<u>109,097</u>	<u>137,895</u>	<u>153,190</u>		<u>FIRE FUND REVENUE TOTAL</u>	<u>154,250</u>	<u>154,250</u>
<u>108,407</u>	<u>130,351</u>	<u>0</u>		<u>FIRE EQUIPMENT FUND TOTALS</u>	<u>0</u>	<u>0</u>

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City of Reedsport
Dunes NRA Lease Fund
016

PERSONNEL ASSIGNED TO THE FUND
0.44 FTE

Public Works Director	0.02
Maintenance Lead.....	0.15
Maintenance Worker	0.02
Custodian	0.25

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 14-15 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. Building maintenance and upgrades have been a priority for the last several years for the facility.

A remodeling project in the Dunes NRA conference room was implemented in the summer of 2014.

FY 15-16 Budget Highlights and Challenges

The building maintenance projects budgeted for this year are roof replacement and the painting of the exterior on the office building located at the Dunes NRA site. Funds have been accumulated from the lease payment from the last few years. The transfer from this fund to the General Capital Improvement Fund (025) that normally occurs will be continued. The ODNRA is desiring to modify the existing building to further assist their operations. It is not clear as to when this action will occur, but it is anticipated that design/planning will begin during the 2015/16 FY. This may affect the scope/timing of roof replacement and painting of the building.

Secondly, staff is working with the U.S. Forest Service for the ODNRA facility lease contract renewal beyond 2017. The certification status of the levee will play a large part in the whether the contract is renewed long term with the U.S. Forest Service for the ODNRA. As directed and approved by the City Council, City staff is currently in the process of satisfying the certification/accreditation requirements and advising ODNRA of continued progress.

City of Reedsport
Dunes NRA Lease Fund
016

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	84,649	101,000	106,000
I - REVENUE	<u>96,774</u>	<u>100,810</u>	<u>96,150</u>
Total	\$181,423	\$201,810	\$202,150
II- EXPENDITURES			
a. Personnel	26,466	30,830	30,595
b. Materials & Services	9,345	23,820	22,155
c. Capital Outlay	0	96,160	96,700
d. Transfers Out	<u>43,910</u>	<u>51,000</u>	<u>52,700</u>
Subtotal	\$79,721	\$201,810	\$202,150
III- RESERVES			
a. Balance	<u>101,702</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$101,702	\$-0	\$-0
Total Expenditures and Reserves	\$181,423	\$201,810	\$202,150

		016		DUNES NRA LEASE FUND			
2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
74,455	84,649	101,000	016-000-411100	BEGINNING FUND BALANCE	0.00	106,000	106,000
353	456	150	016-000-415100	INTEREST	0.00	150	150
101,759	95,204	100,660	016-000-415200	LEASE - RENT	0.00	96,000	96,000
480	874	0	016-000-415650	SALARY REIMBURSEMENT	0.00	0	0
0	240	0	016-000-415660	INSURANCE REIMBURSEMENT	0.00	0	0
311	0	0	016-000-415900	MISCELLANEOUS	0.00	0	0
<u>177,358</u>	<u>181,423</u>	<u>201,810</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>202,150</u>	<u>202,150</u>

		516		EXPENDITURES			
PERSONNEL SERVICES							
7,196	7,196	7,200	016-516-511390	MAINTENANCE LEAD, SALARY	0.15	7,200	7,200
155	0	1,240	016-516-511410	PW DIRECTOR SALARY	0.02	1,200	1,200
916	916	960	016-516-511450	MAINT. WORKER SALARY	0.02	660	660
8,898	8,696	9,700	016-516-511460	CUSTODIAN SALARY	0.25	9,700	9,700
-970	-164	0	016-516-521600	COMPENSATED ABSENCES	0.00	0	0
1,313	1,286	1,415	016-516-531010	SOCIAL SECURITY	0.00	1,405	1,405
1,503	1,538	2,430	016-516-531020	PERS	0.00	2,430	2,430
691	666	950	016-516-531210	WORKMEN'S COMP	0.00	800	800
<u>6,234</u>	<u>6,332</u>	<u>6,935</u>	<u>016-516-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>7,200</u>	<u>7,200</u>
25,936	26,466	30,830		PERSONNEL SERVICES TOTAL	0.44	30,595	30,595

MATERIALS & SERVICES							
509	595	600	016-516-612070	GARBAGE DISPOSAL	0.00	1,000	1,000
0	0	0	016-516-612251	CELL PHONE	0.00	335	335
2,746	2,429	3,000	016-516-614220	JANITORIAL SUPPLIES	0.00	3,000	3,000
10,130	2,672	10,000	016-516-614250	BUILDING MAINT, SUPPLIES	0.00	9,600	9,600
184	0	0	016-516-614300	OFFICE EQUIP/MAINT.	0.00	0	0
1,236	1,493	2,500	016-516-614390	INSURANCE FEES	0.00	3,000	3,000
58	82	1,100	016-516-614900	OTHER SUPPLIES, COSTS	0.00	1,100	1,100
0	65	120	016-516-615310	BANK FEES	0.00	120	120
0	0	0	016-516-617300	VEHICLE OPERATION	0.00	1,000	1,000

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
0	0	0	016-516-617320	VEHICLE FUEL	0.00	500	500
574	359	500	016-516-621400	AUDIT FEES	0.00	500	500
0	0	1,000	016-516-621500	LANDSCAPING/GROUNDS	0.00	1,000	1,000
568	1,650	5,000	016-516-623530	CONTRACTED SERVICES	0.00	1,000	1,000
<u>0</u>	<u>0</u>	<u>0</u>	<u>016-516-630000</u>	<u>ASSET DISPOSAL</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
16,005	9,345	23,820		MATERIALS & SERVICES TOTALS	0.00	22,155	22,155
				CAPITAL OUTLAY			
<u>0</u>	<u>0</u>	<u>96,160</u>	<u>016-516-712500</u>	<u>BUILDING IMPROVEMENTS</u>	<u>0.00</u>	<u>96,700</u>	<u>96,700</u>
0	0	96,160		CAPITAL OUTLAY TOTAL	0.00	96,700	96,700
				INTERFUND TRANSFERS			
4,700	4,700	4,700	016-516-921000	FUND 001 ADMINISTRATIVE	0.00	4,700	4,700
<u>46,070</u>	<u>39,210</u>	<u>46,300</u>	<u>016-516-923040</u>	<u>FUND 025 TRANSFER</u>	<u>0.00</u>	<u>48,000</u>	<u>48,000</u>
50,770	43,910	51,000		INTERFUND TRANSFERS TOTALS	0.00	52,700	52,700
<u>92,711</u>	<u>79,721</u>	<u>201,810</u>		<u>DUNES EXPENDITURE TOTAL</u>	<u>0.77</u>	<u>202,150</u>	<u>202,150</u>
<u>177,358</u>	<u>181,423</u>	<u>201,810</u>		<u>DUNES FUND REVENUE TOTAL</u>		<u>202,150</u>	<u>202,150</u>
<u>84,647</u>	<u>101,702</u>	<u>0</u>		<u>DUNES NRA LEASE FUND TOTALS</u>		<u>0</u>	<u>0</u>

City of Reedsport
Riverfront Fund
017

PERSONNEL ASSIGNED TO THE FUND
1.0 FTE

Director 1.000

Organization and Mission

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

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

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

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

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

UDC Exhibits

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

Exhibit/Program Highlights:

- 2000: 'Tidewaters & Time' exhibit opened
- 2006: 'Pathways to Discovery' exhibit opened
- 2006-2008: Programs developed for school tours & groups
Interactive exhibits installed in 'Bear Cave' & 'Weather Station'
- 2010: Working weather station installed, providing local weather & webcam
- 2011-12: History 'DVD', Book, and rotating history photo screen developed
Lighting of Totem Pole
Transportation Funding for Schools

City of Reedsport

Riverfront Fund

017

2012-14: Bureau of Land Management funds received to continue with the Tsalila Education Days.
 Painting of Totem Pole // New videos in cave theater // new oral histories
 Transportation Funding for Schools // new website

FY 14-15 Year in Review

UDC Treasure Chest secured funds through Bureau of Land Management, along with funds and personnel from US Forest Service, to continue with the Tsalila Education Days. 1500 students & chaperones from 3rd, 4th, & 5th attended learning stations over a three day period.

The Treasure Chest received grant funding for transportation for the schools to visit. Several schools have taken advantage of this offer. They advised that without this funding, it would not be possible for them to visit.

Bear tracks were added to roadway leading visitors from Highway 38 to the Center, along with additional signage, to help visitors locate the Center.

Treasure Chest helped to fund a new computer and copier in the office, along with a new computer for the weather/web cam exhibit. WI-FI was installed and new LED's in text boxes for 'Pathways' exhibit.

FY 15-16 Budget Highlights and Challenges
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The Center continues to research new and innovative ways to reduce expenses and increase revenue income. This includes on-going marketing strategies to inform visitors about the Center.

With maintenance issues on-going, the UDC Treasure Chest will help to research options for funding projects as needed. This makes it possible for a reduction in the Riverfront Fund budget.

Due to the success of the transportation funds for schools to visit, the UDC Treasure Chest has again applied for grant funds for this purpose. This opportunity allows the schools to visit the Center.

The Center is in the process of numbering and identifying history photos for our rotating photo screen

Performance Measurements

	FY 12/13 (actual)	FY 13/14 (actual)
Visitors Paid	3,553	3,407
Non-Pay Visitors/Users	7,074	7,326
School/Group Tours Paid	585	765
TOTALS	11,212	11,498

City of Reedsport
Riverfront Fund
017

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015- 016 Adopted
Beginning Fund Balance	\$47,566	36,130	25,100
I - REVENUE	<u>\$128,463</u>	<u>118,235</u>	<u>118,525</u>
Total	\$176,029	\$154,365	\$143,625
II- EXPENDITURES			
a. Personnel	71,647	73,845	75,755
b. Materials & Services	53,536	75,770	67,870
c. Capital Outlay	<u>-0-</u>	<u>750</u>	<u>-0-</u>
Subtotal	\$125,183	\$150,365	\$143,625
III-RESERVES			
a. Balance	50,846	-0-	-0-
b. Contingency	<u>-0-</u>	<u>4,000</u>	<u>-0-</u>
Subtotal	\$50,846	\$4,000	\$-0-
Total Expenditures and Reserves	\$176,029	\$154,365	\$143,625

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			017 RIVERFRONT FUND				
2012/13	2013/14	2014/15	Account Number	Description	FTE	2015/16	2015/16
Actuals	Actuals	Adopted				Approved	Adopted
REVENUE							
43,610	47,566	36,130	017-000-411100	BEGINNING BALANCE	0.00	25,100	25,100
167	205	175	017-000-415100	INTEREST	0.00	175	175
4,133	5,533	5,100	017-000-415200	LEASE RENT	0.00	5,100	5,100
555	1,135	500	017-000-415240	USE OF U D C	0.00	500	500
24,988	22,898	19,000	017-000-415250	TRANSIENT ROOM TAX 2%	0.00	20,000	20,000
12,500	12,500	12,500	017-000-415260	TOURISM PROMOTION	0.00	12,500	12,500
33,576	32,405	30,000	017-000-415270	UDC USER FEES	0.00	28,500	28,500
40,932	38,336	38,260	017-000-415300	GIFT/BOOK SALES	0.00	36,350	36,350
167	60	0	017-000-415660	INSURANCE REIMBURSEMENTS	0.00	100	100
431	241	150	017-000-415800	DONATIONS	0.00	150	150
0	0	0	017-000-415820	TSALILA	0.00	2,600	2,600
2,849	2,650	50	017-000-415900	MISCELLANEOUS	0.00	50	50
<u>12,500</u>	<u>12,500</u>	<u>12,500</u>	<u>017-000-451200</u>	<u>FUND 001 TRANSFER</u>	<u>0.00</u>	<u>12,500</u>	<u>12,500</u>
<u>176,407</u>	<u>176,029</u>	<u>154,365</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>143,625</u>	<u>143,625</u>

			517 EXPENDITURES				
PERSONNEL SERVICES							
48,885	48,885	48,890	017-517-511700	DIRECTOR'S SALARY	1.00	48,890	48,890
3,668	3,666	3,740	017-517-531010	SOCIAL SECURITY	0.00	3,740	3,740
5,057	5,436	6,800	017-517-531020	P E R S	0.00	6,800	6,800
84	688	815	017-517-531210	WORKMEN'S COMP	0.00	815	815
<u>12,731</u>	<u>12,972</u>	<u>13,600</u>	<u>017-517-531220</u>	<u>HEALTH INSURANCE</u>	<u>0.00</u>	<u>15,510</u>	<u>15,510</u>
70,425	71,647	73,845		PERSONNEL SERVICES TOTAL	1.00	75,755	75,755
MATERIALS & SERVICES							
509	585	800	017-517-612070	GARBAGE DISPOSAL	0.00	700	700
194	227	250	017-517-612080	WATER	0.00	250	250
36	49	70	017-517-612085	STORMWATER	0.00	70	70
353	353	500	017-517-612090	WASTEWATER	0.00	400	400
6,588	6,667	8,500	017-517-612100	ELECTRICITY	0.00	8,000	8,000
1,654	1,496	2,000	017-517-612250	TELEPHONE	0.00	1,800	1,800

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
0	0	100	017-517-613300	LEGAL ADVERTISING	0.00	100	100
120	90	250	017-517-614000	POSTAGE	0.00	240	240
153	334	1,000	017-517-614100	OFFICE SUPPLY	0.00	700	700
0	0	150	017-517-614200	REFUND OF U D C USER FEES	0.00	150	150
683	439	1,000	017-517-614220	JANITORIAL SUPPLIES	0.00	700	700
1,890	1,105	3,500	017-517-614250	BUILDING MAINT.	0.00	2,500	2,500
72	0	250	017-517-614260	EXHIBIT MAINTENANCE	0.00	0	0
973	525	1,700	017-517-614300	OFFICE EQUIP/MAINT.	0.00	1,500	1,500
390	481	500	017-517-614330	COMPUTER COSTS	0.00	500	500
765	801	900	017-517-614335	NETWORK COMMUNICATIONS	0.00	900	900
0	0	0	017-517-614350	EQUIPMENT MAINTENANCE	0.00	0	0
5,957	7,136	6,000	017-517-614390	BONDS & INSURANCE	0.00	8,000	8,000
374	456	500	017-517-614520	VOLUNTEER PROGRAM	0.00	400	400
0	0	0	017-517-614540	BOOKS & PERIODICALS	0.00	0	0
186	436	600	017-517-614560	TRAVEL/SUBSISTENCE	0.00	400	400
0	0	600	017-517-614570	TRAINING/CONFERENCES	0.00	300	300
9,855	7,532	11,000	017-517-614580	MARKETING	0.00	9,000	9,000
282	550	1,500	017-517-614900	OTHER SUPPLIES, COSTS	0.00	750	750
0	0	0	017-517-614910	Y2K EXPENSES	0.00	0	0
0	0	0	017-517-615200	LEASE - RENT	0.00	0	0
0	0	0	017-517-615271	USE OF BINOCULARS	0.00	0	0
22,665	20,867	30,000	017-517-615300	GIFT SHOP MERCHANDISE	0.00	26,710	26,710
2,138	2,407	2,500	017-517-615310	BANK CHARGE FEES	0.00	2,500	2,500
0	0	0	017-517-615350	HERO FEES	0.00	0	0
610	212	500	017-517-615590	DUES & FEES	0.00	400	400
0	0	0	017-517-617150	EXHIBIT RENTAL	0.00	0	0
287	790	1,100	017-517-621400	AUDIT FEES	0.00	900	900
0	0	0	017-517-623530	CONTRACTED SERVICES	0.00	0	0
0	0	0	017-517-630000	ASSET DISPOSAL	0.00	0	0
56,735	53,536	75,770		MATERIALS & SERVICES TOTAL	0.00	67,870	67,870

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
				CAPITAL OUTLAY			
<u>0</u>	<u>0</u>	<u>750</u>	<u>017-517-725000</u>	<u>FUTURE PROJECT RESERVE</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>750</u>		CAPITAL OUTLAY TOTAL	0.00	0	0
<u>0</u>	<u>0</u>	<u>4,000</u>	<u>017-517-941000</u>	<u>CONTINGENCY</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
<u>127,160</u>	<u>125,184</u>	<u>154,365</u>		<u>RIVERFRONT EXPENDITURE TOTAL</u>	<u>1.00</u>	<u>143,625</u>	<u>143,625</u>
<u>176,407</u>	<u>176,029</u>	<u>154,365</u>		<u>RIVERFRONT REVENUE TOTAL</u>		<u>143,625</u>	<u>143,625</u>
<u>49,247</u>	<u>50,846</u>	<u>0</u>		<u>RIVERFRONT FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport

Library Renovation Fund

018

Organization and Mission

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

FY 14-15 Year in Review

2010 through 2014 have been exciting years for the Library Renovation Committee. Grants submitted through CDABA and the City has resulted in the following awarded grants:

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

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

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

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

FY 15-16 Budget Highlights and Challenges

During the summer and fall of FY 2015 – 2016, the Library Renovation Committee will complete a few remaining projects.

- A photography book sponsoring 1st place winners of five photography contests and recapping the library renovation project.
- Book spine wall plaques identifying donors.
- A Community Open House which is planned for the summer/fall of 2015.

City of Reedsport

Library Renovation Fund

018

The Library Renovation Committee began raising funds in 2007 and has worked tirelessly with fundraisers, grant writing, organizing and planning through the ensuing years. None of this would have been possible without the tremendous community support.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	60,517	42,000	3,500-
I - REVENUE	<u>378</u>	<u>-0-</u>	<u>-0-</u>
Total	\$60,895	\$42,000	\$3,500
II- EXPENDITURES			
a. Materials & Services	-0-	2,000	3,500
b. Capital Outlay	<u>28,597</u>	<u>40,000</u>	<u>-0-</u>
Subtotal	\$28,597	\$42,000	\$3,500
III-RESERVES			
a. Ending Balance	<u>32,298</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$32,298	-0-	-0-
Total Expenditures and Reserves	\$60,895	\$42,000	\$3,500

			018 LIBRARY RENOVATION				
2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
70,863	60,517	42,000	018-000-411100	BEGINNING FUND BALANCE	0.00	3,500	3,500
29	16	0	018-000-415100	INTEREST	0.00	0	0
37,035	362	0	018-000-415800	DONATIONS	0.00	0	0
1,124	0	0	018-000-415900	MISC INCOME	0.00	0	0
<u>8,807</u>	<u>0</u>	<u>0</u>	<u>018-000-423660</u>	<u>GRANTS</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
<u>117,858</u>	<u>60,895</u>	<u>42,000</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>3,500</u>	<u>3,500</u>
EXPENDITURES							
MATERIALS & SERVICES							
<u>0</u>	<u>0</u>	<u>2,000</u>	<u>018-518-614900</u>	<u>OTHER COSTS</u>	<u>0.00</u>	<u>3,500</u>	<u>3,500</u>
<u>0</u>	<u>0</u>	<u>2,000</u>		<u>MATERIALS & SERVICES TOTAL</u>	<u>0.00</u>	<u>3,500</u>	<u>3,500</u>
CAPITAL OUTLAY							
<u>57,341</u>	<u>28,597</u>	<u>40,000</u>	<u>018-518-712500</u>	<u>BUILDING IMPROVEMENTS</u>	<u>0.00</u>	<u>0</u>	<u>0</u>
<u>57,341</u>	<u>28,597</u>	<u>40,000</u>		<u>CAPITAL OUTLAY TOTAL</u>		<u>0</u>	<u>0</u>
<u>57,341</u>	<u>28,597</u>	<u>42,000</u>		<u>LIBRARY EXPENDITURE TOTAL</u>	<u>0.77</u>	<u>3,500</u>	<u>3,500</u>
<u>117,858</u>	<u>60,895</u>	<u>42,000</u>		<u>LIBRARY FUND REVENUE TOTAL</u>		<u>3,500</u>	<u>3,500</u>
<u>60,517</u>	<u>32,298</u>	<u>0</u>		<u>LIBRARY FUND TOTALS</u>		<u>0</u>	<u>0</u>

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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 14-15 Year in Review

No water system development fees were received in the 2014 - 015 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through 2014.

FY 15-16 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in July 2015 and consider the continuation of the moratorium or revoke the action for the FY 2015-2016.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	70,142	70,480	71,500
I - REVENUE	<u>343</u>	<u>300</u>	<u>270</u>
Total	\$70,485	\$70,780	\$71,770
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	<u>-0-</u>	<u>70,780</u>	<u>71,770</u>
Subtotal	\$-0-	\$70,780	\$71,770
III-RESERVES			
a. Balance	<u>70,485</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$70,485	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$70,485	\$70,780	\$71,770

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			020 WATER SDC				
2012/13	2013/14	2014/15			2015/16	2015/16	
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
69,834	70,142	70,480	020-000-411100	BEGINNING FUND BALANCE	0	71,500	71,500
309	343	300	020-000-415100	INTEREST	0	270	270
<u>0</u>	<u>0</u>	<u>0</u>	020-000-417500	SDC FEE-WATER	<u>0</u>	<u>0</u>	<u>0</u>
<u>70,143</u>	<u>70,485</u>	<u>70,780</u>		<u>REVENUE TOTAL</u>	<u>0</u>	<u>71,770</u>	<u>71,770</u>
520 EXPENDITURES							
MATERIALS & SERVICES							
<u>0</u>	<u>0</u>	<u>0</u>	020-520-614200	REFUND OF SDC FEE	<u>0</u>	<u>0</u>	<u>0</u>
0	0	0		MATERIALS & SERVICES TOTAL		0	0
CAPITAL OUTLAY							
<u>0</u>	<u>0</u>	<u>70,780</u>	020-520-746450	WATER SYSTEM IMPROVEMENTS	<u>0</u>	<u>71,770</u>	<u>71,770</u>
0	0	70,780		CAPITAL OUTLAY TOTAL	0	71,770	71,770
<u>0</u>	<u>0</u>	<u>70,780</u>		<u>SDC FUND EXPENDITURE TOTAL</u>	<u>0</u>	<u>71,770</u>	<u>71,770</u>
<u>70,143</u>	<u>70,485</u>	<u>70,780</u>		<u>SDC FUND REVENUE TOTAL</u>		<u>71,770</u>	<u>71,770</u>
<u>70,143</u>	<u>70,485</u>	<u>0</u>		<u>WATER SDC FUND TOTALS</u>		<u>0</u>	<u>0</u>

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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 14-15 Year in Review

No water system development fees were received in the 2014 - 015 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through 2014.

FY 15-16 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in July 2015 and consider the continuation of the moratorium or revoke the action for the 2015-2016 FY.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	132,159	132,800	133,320
I - REVENUE	647	500	500
Total	\$132,806	\$133,300	\$133,820
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	-0-	133,300	133,820
Subtotal	\$-0-	\$133,300	\$133,820
III- RESERVES			
a. Balance	132,806	-0-	-0-
Subtotal	\$ 132,806	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$132,806	\$133,300	\$133,820

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		021		WASTEWATER SDC					
2012/13	2013/14	2014/15				2015/16	2015/16		
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>		
REVENUE									
131,576	132,159	132,800	021-000-411100	BEGINNING FUND BALANCE	0	133,320	133,320		
583	647	500	021-000-415100	INTEREST	0	500	500		
<u>0</u>	<u>0</u>	<u>0</u>	<u>021-000-418500</u>	<u>SDC FEE- WASTEWATER</u>	<u>0</u>	<u>0</u>	<u>0</u>		
<u>132,159</u>	<u>132,806</u>	<u>133,300</u>		<u>REVENUE TOTAL</u>		<u>133,820</u>	<u>133,820</u>		
521 EXPENDITURES									
MATERIALS & SERVICES									
<u>0</u>	<u>0</u>	<u>0</u>	<u>021-521-614200</u>	<u>REFUND OF SDC FEE</u>	<u>0</u>	<u>0</u>	<u>0</u>		
<u>0</u>	<u>0</u>	<u>0</u>		MATERIALS & SERVICES TOTAL	0	0	0		
CAPITAL OUTLAY									
<u>0</u>	<u>0</u>	<u>133,300</u>	<u>021-521-746850</u>	<u>WASTEWATER SYSTEM IMPROVE</u>	<u>0</u>	<u>133,820</u>	<u>133,820</u>		
<u>0</u>	<u>0</u>	<u>133,300</u>		CAPITAL OUTLAY TOTAL	0	133,820	133,820		
<u>0</u>	<u>0</u>	<u>133,300</u>		<u>SDC EXPENDITURE TOTAL</u>	<u>0.00</u>	<u>133,820</u>	<u>133,820</u>		
<u>132,159</u>	<u>132,806</u>	<u>133,300</u>		<u>SDC FUND REVENUE TOTAL</u>		<u>133,820</u>	<u>133,820</u>		
<u>132,159</u>	<u>132,806</u>	<u>0</u>		<u>WASTEWATER SDC FUND TOTALS</u>		<u>0</u>	<u>0</u>		

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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 14-15 Year in Review

No water system development fees were received in the 2014 - 015 fiscal year. The Council placed a moratorium on SDC fees for the calendar year of 2012 and extended it through 2014.

FY 15-16 Budget Highlights and Challenges

The Council will review the moratorium placed on SDC fees in July 2015 and consider the continuation of the moratorium or revoke the action for the FY 2015-2016.

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	6,000	6,020	6,050
I - REVENUE	<u>29</u>	<u>20</u>	<u>20</u>
Total	6,029	\$6,040	\$6,070
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	<u>-0-</u>	<u>6,040</u>	<u>6,070</u>
Subtotal	\$-0-	\$6,040	\$6,070
III- RESERVES			
a. Balance	<u>6,029</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$ 6,029	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$6,029	\$6,040	\$6,070

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022 STORMWATER SDC

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
5,974	6,000	6,020	022-000-411100	BEGINNING FUND BALANCE	0	6,050	6,050
26	29	20	022-000-415100	INTEREST	0	20	20
0	0	0	022-000-418500	SDC FEE- STORMWATER	0	0	0
<u>6,000</u>	<u>6,029</u>	<u>6,040</u>		<u>REVENUE TOTAL</u>		<u>6,070</u>	<u>6,070</u>
522 EXPENDITURES							
MATERIALS & SERVICES							
<u>0</u>	<u>0</u>	<u>0</u>	<u>022-522-614200</u>	<u>REFUND OF SDC FEE</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>	<u>0</u>		MATERIALS & SERVICES TOTAL	0	0	0
CAPITAL OUTLAY							
<u>0</u>	<u>0</u>	<u>6,040</u>	<u>022-522-746850</u>	<u>STORMWATER SYSTEM IMPROVE</u>	<u>0</u>	<u>6,070</u>	<u>6,070</u>
<u>0</u>	<u>0</u>	<u>6,040</u>		CAPITAL OUTLAY TOTAL	0	6,070	6,070
<u>0</u>	<u>0</u>	<u>6,040</u>		<u>SDC EXPENDITURE TOTAL</u>	<u>0.00</u>	<u>6,070</u>	<u>6,070</u>
<u>6,000</u>	<u>6,029</u>	<u>6,040</u>		<u>SDC FUND REVENUE TOTAL</u>		<u>6,070</u>	<u>6,070</u>
<u>6,000</u>	<u>6,029</u>	<u>0</u>		<u>STORMWATER SDC FUND TOTALS</u>	<u>0.00</u>	<u>0</u>	<u>0</u>

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City of Reedsport

Wastewater Capital Enterprise Fund

024

Organization and Mission

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

FY 14-15 Year in Review

- No major wastewater improvement projects were completed in this fiscal year.

FY 15-16 Budget Highlights and Challenges

The current year budget proposes:

- Wastewater System current projects are budgeted for \$200,000. The proposed projects are:
 1. Replacement of two manholes.
 2. Three small projects involving cure in place pipe lining.

The cure in place projects will be bid as a unit. Ranch Road: 300' section between man hole (MH) #34 to #35. Repair would prevent failure of line.

2. Hawthorne & E Railroad. 300 block: Section between MH# 1-2-1 to MH# 1-2-2. Numerous abandoned service laterals.

3. Fir & Winchester, 5th & 6th St: 360' section between MH# 1-4-7 to MH# 1-4-8. Will reduce I&I in a contaminated area.
 3. Sewer main and laterals Elm Ave, 100 block to 200 block.

Project will increase the carrying capacity of sewer to accommodate Douglas County land fill leachate. Project would improve a poorly designed segment of main sewer line which is difficult to access by equipment and provide new lateral connections to nine services, reducing Inflow and Infiltration (I & I) to wastewater treatment plant. As sewer line is extremely deep, it may be that outside contractor assistance is required.
- The replacement of sewer line camera system and/or software and computer from the equipment reserve for \$15,000.
- Set aside \$100,000 for the purchase of pump station telemetry hardware and software.
- Reserves for a future city shop building have a budget of \$24,570.
- \$50,000 for the change of chlorine gas to pelletized chlorine at the wastewater plant. This will require the assistance of a qualified designer or engineer.
- Reserve for future capital improvements - \$1,516,760.

City of Reedsport
Wastewater Capital Enterprise Fund
024

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	923,749	1,440,000	1,714,300
I - REVENUE	<u>516,622</u>	<u>272,950</u>	<u>337,030</u>
Total	\$1,440,371	\$1,712,950	\$2,051,330
II- EXPENDITURES			
a. Capital Outlay	-0-	1,712,950	2,051,330
b. Transfers Out	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$-0-	\$1,712,950	\$2,051,330
III-RESERVE			
a. Balance	<u>1,440,371</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$1,440,371	-0-	-0-
Total Expenditures/reserve	\$1,440,371	\$1,712,950	\$2,051,330

			024 WASTEWATER CAPITAL ENTERPRISE				
2012/13	2013/14	2014/15			2015/16	2015/16	
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
887,241	923,749	1,440,000	024-000-411100	BEGINNING FUND BALANCE	0	1,714,300	1,714,300
3,712	5,832	4,500	024-000-415100	INTEREST	0	4,500	4,500
0	6,150	6,150	024-000-451220	FUND 004 PW SHOP TRANSF	0	6,150	6,150
185,460	504,640	262,300	024-000-451600	FUND 004 TRANSFER	0	266,380	266,380
<u>0</u>	<u>0</u>	<u>0</u>	<u>024-000-452200</u>	<u>DOUGLAS CTY REIMBURSE</u>	<u>0</u>	<u>60,000</u>	<u>60,000</u>
<u>1,076,413</u>	<u>1,440,371</u>	<u>1,712,950</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>2,051,330</u>	<u>2,051,330</u>
EXPENDITURES							
CAPITAL OUTLAY							
0	0	18,420	024-524-713400	PW SHOP RESERVE	0	24,570	24,570
740	0	50,000	024-524-713410	ENGINEERING FEES	0	0	0
0	0	160,000	024-524-725400	EQUIPMENT RESERVE	0	160,000	160,000
0	0	0	024-524-725550	GSD EPA FUND	0	0	0
0	0	1,299,530	024-524-744375	FUTURE WASTEWATER IMPROVE.	0	1,596,760	1,596,760
0	0	0	024-524-745900	WW TREATMENT PLANT UPGRADE	0	50,000	50,000
0	0	0	024-524-746600	PUMP STATION TELEMETRY	0	100,000	100,000
<u>0</u>	<u>0</u>	<u>185,000</u>	<u>024-524-746850</u>	<u>WW LINE INFRASTRUCTURE</u>	<u>0</u>	<u>120,000</u>	<u>120,000</u>
740	0	1,712,950		CAPITAL OUTLAY TOTALS	0.00	2,051,330	2,051,330
<u>740</u>	<u>0</u>	<u>1,712,950</u>		<u>WW FUND EXPEND TOTAL</u>	<u>0.00</u>	<u>2,051,330</u>	<u>2,051,330</u>
<u>1,076,413</u>	<u>1,440,371</u>	<u>1,712,950</u>		<u>WW FUND REVENUE TOTAL</u>	<u>0.00</u>	<u>2,051,330</u>	<u>2,051,330</u>
<u>1,075,673</u>	<u>1,440,371</u>	<u>0</u>		<u>CAPITAL FUND TOTALS</u>	<u>0.00</u>	<u>0</u>	<u>0</u>

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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 for all non 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 14-15 Year in Review.

- A video camera system was purchased installed at Lions Park through a grant written by the police department.
- A new police dispatch console was purchased and installed during the fiscal year.
- City Hall received an upgrade in computers, servers and financial software.

FY 15-16 Budget Highlights and Challenges

- A new audio system for the Council Chambers has been budgeted again for \$10,000. This will replace the current system for which microphones and parts are no longer obtainable.
- \$40,000 has been budgeted for the resurfacing of the City Hall/Police Station joint parking lot. The parking lot has had need of resurfacing for several years, but a new storm drain pipe must be installed prior to the resurfacing project.
- Funds for the financial software package is included as the purchase and upgrade cost was spread over three year period.
- A building awning has been included in the budget for \$10,000. The building awning will cover the west side of the police department building allowing for weather protection. The total cost is expected to be \$20,000. The project will be delayed until the 2016-017 FY to accumulate the funding.
- Taser upgrade purchases are budgeted under Police Equipment for \$10,000. The Police department has identified a grant to offset a portion of the cost.
- The City continues to set funding aside from boat launch fees to provide a match for possible grants which would provide new boat docks and launch area.
- There are a number of building improvements needing to be accomplished when funds are available. The City has an ongoing challenge to maintain its buildings and equipment in addition to meeting the needs of daily operations and maintenance of City Hall, Police Department, Fire Department and Parks.

City of Reedsport
 General Capital Improvement Fund
 025

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	204,668	230,000	290,000
I - REVENUE	<u>189,664</u>	<u>138,050</u>	<u>118,250</u>
Total	\$394,332	\$368,050	\$408,250
II- EXPENDITURES			
b. Capital Outlay	156,452	308,050	324,250
c. Transfers Out	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$156,453	\$308,050	\$324,250
III- RESERVES			
a. Balance	237,879	-0-	-0-
b. Reserve	<u>-0-</u>	<u>60,000</u>	<u>84,000</u>
Subtotal	\$237,879	\$60,000	\$84,000
Total Expenditures and Reserves	\$394,332	\$368,050	\$408,250

025 GENERAL CAPITAL IMPROVEMENT

<u>2012/13</u> <u>Actuals</u>	<u>2013/14</u> <u>Actuals</u>	<u>2014/15</u> <u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>2015/16</u> <u>Approved</u>	<u>2015/16</u> <u>Adopted</u>
REVENUE							
198,487	204,668	230,000	025-000-411100	BEGINNING FUND BALANCE	0	290,000	290,000
896	829	500	025-000-415100	INTEREST	0	500	500
31,130	8,576	0	025-000-415900	MISCELLANEOUS	0	0	0
0	130,000	0	025-000-423400	STATE MARINE BD.GRANT	0	0	0
0	1,048	0	025-000-423420	MOORAGE FEES	0	0	0
0	0	0	025-000-423597	LAW ENFORCE GRANT	0	7,500	7,500
3,245	0	74,000	025-000-451200	FUND 001 TRANSFER	0	45,000	45,000
1,667	10,000	17,250	025-000-451250	FUND 001 DOCK RESERVE	0	17,250	17,250
<u>46,070</u>	<u>39,210</u>	<u>46,300</u>	<u>025-000-451450</u>	<u>FUND 016 TRANSFER</u>	<u>0</u>	<u>48,000</u>	<u>48,000</u>
<u>281,494</u>	<u>394,332</u>	<u>368,050</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>408,250</u>	<u>408,250</u>
EXPENDITURES							
525 CAPITAL OUTLAY							
71,647	2,619	110,400	025-525-712500	BUILDING IMPROVEMENTS	0	146,410	146,410
0	0	0	025-525-713000	BUILDING AWNING	0	10,000	10,000
0	10,057	10,000	025-525-722300	OFFICE EQUIP/FURNITURE	0	10,000	10,000
0	0	50,000	025-525-722600	COMPUTER IMPROVEMENTS	0	13,000	13,000
0	0	30,000	025-525-722680	POLICE EQUIPMENT	0	10,000	10,000
0	0	30,000	025-525-722750	PAVING IMPROVEMENT	0	40,000	40,000
0	0	0	025-525-725300	VEHICLES	0	0	0
0	0	16,500	025-525-734650	PARK MOWER RESERVE	0	18,000	18,000
3,930	750	900	025-525-744350	LIONS FENCE PROJECT RESERVE	0	0	0
0	0	9,800	025-525-744360	EQUIPMENT RESERVE	0	11,000	11,000
0	0	28,140	025-525-744370	RESERVE-REHAB. LOANS	0	28,140	28,140
0	139,000	0	025-525-744390	RIVERFRONT IMPROVEMENTS	0	0	0
<u>1,250</u>	<u>4,026</u>	<u>22,310</u>	<u>025-525-744400</u>	<u>BOAT FACILITIES RESERVE</u>	<u>0</u>	<u>37,700</u>	<u>37,700</u>
76,827	156,452	308,050		CAPITAL OUTLAY TOTALS	0.00	324,250	324,250
UNAPPROPRIATED							
0	0	60,000	025-525-951500	RESERVE/FUTURE PROJECTS	0	84,000	84,000
0	0	60,000		CAPITAL OUTLAY TOTALS	0.00	84,000	84,000

<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>				<u>2015/16</u>	<u>2015/16</u>
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
<u>76,827</u>	<u>156,452</u>	<u>368,050</u>		<u>GENERAL CAPITAL EXPEND TOTAL</u>	<u>0.00</u>	<u>408,250</u>	<u>408,250</u>
<u>281,494</u>	<u>394,332</u>	<u>368,050</u>		<u>GENERAL CAPITAL REVENUE TOTAL</u>		<u>408,250</u>	<u>408,250</u>
<u>204,667</u>	<u>237,879</u>	<u>0</u>		<u>GENERAL CAPITAL IMPROVE TOTALS</u>		<u>0</u>	<u>0</u>

City of Reedsport
Street Capital Improvements Fund
026

Organization and Mission

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

FY 14-15 Year in Review

- The Winchester Ave. Railroad Crossing project has been completed.
- The City formally adopted the Reedsport West Road into its ownership which was a condition of the Winchester Avenue Railroad Crossing Project.
- Overlay on Bowman Road from Longwood to Scott Street.

FY 15-16 Budget Highlights and Challenges

The following projects are identified as the street Capital Improvements for the fiscal year:

- Proposal for 22nd Street to apply a seal coat to extend the life of the asphalt as it is a highly used roadway.
- 5th Street is scheduled for drainage improvements, an asphalt planed and overlay.
- Funds are accumulating for a City Shop Extension for a later time.
- The City Shop Building is scheduled for exterior siding replacement on the east side mechanics bay walls and re-roofing over the mechanics bay.
- Funds are accumulating for a future ODOT sidewalk project on the Fir Avenue portion of Highway 38. Additional match funding will accumulate in the Urban Renewal Fund for this project.
- City Crews are evaluating City Streets for an inventory of street needs.

City of Reedsport
Street Capital Improvements Fund
026

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	255,257	418,000	423,000
I - REVENUES	<u>174,865</u>	<u>172,150</u>	<u>118,150</u>
Total	\$430,122	\$590,150	\$541,150
II- EXPENDITURES			
a. Capital Outlay	<u>11,890</u>	<u>590,150</u>	<u>541,150</u>
Subtotal	\$11,890	\$590,150	\$541,150
III-RESERVES			
a. Balance	<u>418,232</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$418,232	\$ -0-	\$-0-
Total Expenditures & Reserves	\$430,122	\$590,150	\$541,150

			026 STREET CAPITAL				
2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
222,887	255,257	418,000	026-000-411100	BEGINNING FUND BALANCE	0	423,000	423,000
965	1,655	1,000	026-000-415100	INTEREST	0	1,000	1,000
0	0	50,000	026-000-423300	ODOT SCA GRANT	0	0	0
76,405	162,060	110,000	026-000-451210	FUND 002 CAPITAL IMPROVE.	0	106,000	106,000
0	6,150	6,150	026-000-451220	FUND 002 SHOP	0	6,150	6,150
<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>026-000-451240</u>	<u>FUND 002 EQUIPMENT</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>
<u>305,257</u>	<u>430,122</u>	<u>590,150</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>541,150</u>	<u>541,150</u>
EXPENDITURES							
526 CAPITAL OUTLAY							
0	0	18,420	026-526-713400	PW SHOP RESERVE	0	24,570	24,570
0	0	95,000	026-526-725350	EQUIPMENT RESERVE	0	100,000	100,000
0	0	100,000	026-526-744360	SCA STREET PROJECT	0	0	0
50,000	11,890	50,000	026-526-744370	STREET IMPROVEMENTS	0	50,000	50,000
0	0	281,280	026-526-744375	FUTURE STREET IMPROVE.	0	275,680	275,680
0	<u>0</u>	<u>45,450</u>	<u>026-526-744380</u>	<u>ODOT PROJECT RESERVE</u>	<u>0</u>	<u>90,900</u>	<u>90,900</u>
50,000	11,890	590,150		CAPITAL OUTLAY TOTALS	0.00	541,150	541,150
<u>50,000</u>	<u>11,890</u>	<u>590,150</u>		<u>STREET FUND EXPENDITURE TOTAL</u>	<u>0</u>	<u>541,150</u>	<u>541,150</u>
<u>305,257</u>	<u>430,122</u>	<u>590,150</u>		<u>STREET FUND REVENUE TOTAL</u>		<u>541,150</u>	<u>541,150</u>
<u>255,257</u>	<u>418,232</u>	<u>0</u>		<u>STREET FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport

Storm Capital Improvements Fund

027

Organization and Mission

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

FY 14-15 Year in Review

- Staff has submitted information regarding interior drainage problems and levee issues to the State for inclusion in a request for HUD grant funds.
- An engineering firm has been chosen as the levee certification consultants for the City. In order to certify the Reedsport levee system through FEMA, it is necessary to retain the services of a qualified consultant to perform all aspects of the study, information gathering, compilation and submittal to FEMA.
- The consulting firm Anderson Perry began the first part of the study in information gathering.

FY 15-16 Budget Highlights and Challenges

- Immediate priority is meeting the criteria for Levee certification. The City is working to correct deficiencies are reported in the 2011 U.S. Army Corp Engineers assessment report.
- Staff members will continue to search for levee funding opportunities.
- 7th & Juniper pump station needs maintenance.
- The Elm Street Pump Station is in need of a complete replacement, but renovation of the support system will be done as funding allows.

City of Reedsport
Storm Capital Improvements Fund
027

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	100,308	130,000	90,000
I – REVENUE	<u>31,771</u>	<u>31,125</u>	<u>113,300</u>
Total	\$ 132,079	\$ 161,125	\$ 203,300
II- EXPENDITURES			
a. Capital Outlay.	<u>-0-</u>	<u>161,125</u>	<u>203,300</u>
Subtotal	\$ -0-	\$ 161,125	\$ 203,300
III- RESERVES			
a. Balance	<u>132,079</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$ 132,079	\$ -0-	\$ -0-
Total Expenditures and Reserves	\$ 132,079	\$ 161,125	\$ 203,300

027 STORMWATER CAPITAL

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
99,865	100,308	130,000	027-000-411100	BEGINNING FUND BALANCE	0	90,000	90,000
443	571	50	027-000-415100	INTEREST	0	300	300
0	0	0	027-000-451200	FUND 001 TRANSFER	0	70,000	70,000
0	31,200	31,075	027-000-451210	FUND 005 TRANSFER	0	23,000	23,000
0	0	0	027-000-451220	FUND 002 TRANSFER	0	10,000	10,000
<u>0</u>	<u>0</u>	<u>0</u>	<u>027-000-451620</u>	<u>FUND 004 TRANSFER</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>
<u>100,308</u>	<u>132,079</u>	<u>161,125</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>203,300</u>	<u>203,300</u>
527 EXPENDITURES							
CAPITAL OUTLAY							
0	0	0	027-527-746600	PUMP STATION TELEMETRY PROJECT	0	0	0
0	0	30,000	027-527-746760	STORMWATER INFRAST	0	50,000	50,000
0	0	127,125	027-527-746780	STORMWATER LEVEE IMPROVE.	0	153,300	153,300
<u>0</u>	<u>0</u>	<u>4,000</u>	<u>027-527-746800</u>	<u>LEVEE ASSIST. RESERVE</u>	<u>0</u>	<u>0</u>	<u>0</u>
0	0	161,125		CAPITAL OUTLAY TOTALS	0.00	203,300	203,300
0	0	161,125		<u>STORM FUND EXPENDITURE TOTAL</u>	<u>0.00</u>	<u>203,300</u>	<u>203,300</u>
<u>100,308</u>	<u>132,079</u>	<u>161,125</u>		<u>STORM FUND REVENUE TOTAL</u>		<u>203,300</u>	<u>203,300</u>
<u>100,308</u>	<u>132,079</u>	<u>0</u>		<u>STORM FUND TOTALS</u>		<u>0</u>	<u>0</u>

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City of Reedsport

Water Capital Enterprise Fund

029

Organization and Mission

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

FY 14-15 Year in Review

- Some engineering information for the Highland/Gardens water line was performed.
- An underground drilling equipment was purchased for the lateral boring under streets for installation of up to 3" water lines. It has immediately saved time and City resources.

FY 15-16 Budget Highlights and Challenges

- Replace the water main in the Highland/Gardens area. The water lines in the Highland/Gardens Area were installed in the late 1940's. The main lines are made of class 100 asbestos cement pipe. The City has experienced numerous mainline breaks, resulting in numerous emergency work callouts with damage to private property and to city streets. \$300,000 has been budgeted for this project. Due to the magnitude of the project and availability of City staff, outside contractor assistance may be required.
- Replacement of outdated fire hydrants. 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.
- Install new fire hydrants. The City has areas which do not have a sufficient number of fire hydrants to provide adequate fire coverage. As time and funds allow the addition of one new hydrant annually will improve the public safety.
- Install Ultraviolet Disinfection Equipment to the water treatment plant. The City is researching the best system to meet the new requirements as designated by new Federal Regulations called the Long Term 2 Enhanced Surface Water Treatment Rule.
- Convert water treatment plant chlorination from gas to pelletized chlorine for safety and cost reasons. This will require the assistance of a qualified designer or engineer.

City of Reedsport
Water Capital Enterprise Fund
029

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 014 Actual	2014 - 015 Adopted	2015 - 016 Adopted
Beginning Fund Balance	1,547,751	1,350,000	1,607,000
I - REVENUE	<u>77,283</u>	<u>254,690</u>	<u>183,585</u>
Total	\$1,625,034	\$1,604,690	\$1,790,585
II- EXPENDITURES			
a. Materials & Services	-0-	-0-	-0-
b. Capital Outlay	<u>261,477</u>	<u>1,604,690</u>	<u>1,790,585</u>
Subtotal	\$261,477	\$1,604,690	\$1,790,585
III-RESERVES			
a. Balance	<u>1,363,556</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$1,363,556	\$ -0-	\$ -0-
Total Expenditures / Reserves	\$1,625,034	\$1,604,690	\$1,790,585

029 WATER CAPITAL

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
1,469,026	1,547,751	1,350,000	029-000-411100	BEGINNING FUND BALANCE	0	1,607,000	1,607,000
6,476	6,623	7,000	029-000-415100	INTEREST	0	5,000	5,000
0	6,150	6,150	029-000-451260	FUND 003 PW SHOP	0	6,150	6,150
<u>79,390</u>	<u>64,510</u>	<u>241,540</u>	<u>029-000-451300</u>	<u>FUND 003 TRANSFER</u>	<u>0</u>	<u>172,435</u>	<u>172,435</u>
<u>1,554,892</u>	<u>1,625,034</u>	<u>1,604,690</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>1,790,585</u>	<u>1,790,585</u>
529 EXPENDITURES							
CAPITAL OUTLAY							
0	0	18,420	029-529-713400	PW SHOP BLDG RESERVE	0	24,570	24,570
0	0	50,000	029-529-713410	ENGINEERING FEES	0	50,000	50,000
0	0	10,000	029-529-725350	PW MACHINERY	0	15,000	15,000
0	0	180,000	029-529-725550	EQUIPMENT RESERVE	0	180,000	180,000
0	0	165,000	029-529-733370	LAND PURCHASE RESERVE	0	200,000	200,000
0	0	431,270	029-529-744375	FUTURE WATER IMPROVEMENTS	0	686,015	686,015
0	0	0	029-529-745900	WATER PLANT IMPROVEMENTS	0	500,000	500,000
0	25,196	750,000	029-529-746450	WATER SYSTEM IMPROVEMENTS	0	0	0
0	0	0	029-529-746600	PUMP STATION TELEMTRY PROJECT	0	100,000	100,000
7,141	236,281	0	029-529-746830	WATERLINE RELOCATION LEVEE	0	0	0
<u>0</u>	<u>0</u>	<u>0</u>	<u>029-529-746840</u>	<u>METER UPGRADES</u>	<u>0</u>	<u>35,000</u>	<u>35,000</u>
7,141	261,477	1,604,690		CAPITAL OUTLAY TOTALS	0.00	1,790,585	1,790,585
<u>7,141</u>	<u>261,477</u>	<u>1,604,690</u>		<u>WATER FUND EXPENDITURE TOTAL</u>	<u>0.00</u>	<u>1,790,585</u>	<u>1,790,585</u>
<u>1,554,892</u>	<u>1,625,034</u>	<u>1,604,690</u>		<u>WATER FUND REVENUE TOTAL</u>		<u>1,790,585</u>	<u>1,790,585</u>
<u>1,547,751</u>	<u>1,363,556</u>	<u>0</u>		<u>WATER CAPITAL FUND TOTALS</u>		<u>0</u>	<u>0</u>

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REEDSPORT URBAN RENEWAL AGENCY
ADOPTED BUDGET
FOR
FISCAL YEAR 2015 - 2016

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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 14-15 Year in Review

- A slight increase in tax revenue was received from Douglas County Property Taxation from prior years.
- Contributed \$15,000 to a façade improvement program for the Reedsport Main Street.
- A match of \$15,150 for a future ODOT sidewalk project on the Fir Avenue portion of Highway 38.
- The Reedsport Urban Renewal Agency agreed to sponsor a RARE student for the Main Street Program in downtown Reedsport.
- Make \$7,420 yearly debt payment toward East Railroad property.
- 2014-15 had \$5,145,500 in Excess Assessed Value greater than the frozen base of \$30,843,739. This is a decrease of \$376,774 from the previous year.

FY 15-16 Budget Highlights and Challenges

- Use Urban Renewal funds, with storm water funds and grants to help with levee certification.
- Continue to designate \$7,420 yearly toward debt payment of the East Railroad Storm Drain pump station property. \$1,020 is designated for property taxes on this property.
- \$2,500 is budgeted for legal notices and audit costs.
- Continue to set aside \$15,150 each year for the future ODOT sidewalk project on the Fir Avenue portion of Highway 38. This project is expected to be built in 2018.
- Once again contribute towards RARE student for the Main Street Program in downtown Reedsport.
- Projects which the Urban Renewal funds may help partially fund:
 - Storm water problems
 - Rainbow Plaza development
 - The gravity drain at Elm Street Pump Station
 - Levee maintenance needs

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 2014 Actual	2014 - 2015 Adopted	2015 - 2016 Adopted
Beginning Fund Balance	247,884	274,000	310,000
I - REVENUE	<u>86,638</u>	<u>83,825</u>	<u>83,810</u>
Total	\$334,522	\$357,825	\$393,810
I- EXPENDITURES			
a. Materials & Services	1,701	3,740	3,520
b. Capital Outlay	16,230	318,935	367,870
c. Debt Service	7,410	7,420	7,420
d. Inter-Fund Transfer	<u>-0-</u>	<u>28,000</u>	<u>15,000</u>
Total	\$25,341	\$357,825	\$393,810
III-RESERVES			
a. Balance	<u>309,181</u>	<u>-0-</u>	<u>-0-</u>
Subtotal	\$309,181	-0-	-0-
Total Expenditures and Reserves	\$334,522	\$357,825	\$393,810

			150 URBAN RENEWAL AGENCY				
2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
185,743	247,884	274,000	150-000-411100	BEGINNING FUND BALANCE	0	310,000	310,000
86,260	79,809	80,000	150-000-412250	CURRENT PROPERTY TAX	0	80,000	80,000
4,725	5,099	3,000	150-000-412500	DELINQUENT PROP TAX	0	3,000	3,000
1,029	1,376	800	150-000-415100	INTEREST	0	800	800
18	13	25	150-000-415150	OTHER INTEREST	0	10	10
<u>168</u>	<u>340</u>	<u>0</u>	<u>150-000-415900</u>	<u>MISCELLANEOUS</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>277,943</u>	<u>334,522</u>	<u>357,825</u>		<u>REVENUE TOTALS</u>		<u>393,810</u>	<u>393,810</u>
600 EXPENDITURES							
MATERIALS & SERVICES							
460	920	950	150-600-613300	ADVERTISING & FEES	0	1,000	1,000
720	781	1,500	150-600-613500	PROF & TECHNICAL SERVICES	0	1,500	1,500
<u>0</u>	<u>0</u>	<u>1,020</u>	<u>150-600-613800</u>	<u>OTHER FEES</u>	<u>0</u>	<u>1,020</u>	<u>1,020</u>
1,180	1,701	3,470		MATERIALS & SERVICES TOTAL	0.00	3,520	3,520
CAPITAL OUTLAY							
16,647	1,006	267,785	150-600-710000	CAPITAL PROJECTS RESERVE	0	87,570	87,570
0	15,224	36,000	150-600-723400	STORMWATER PROJECTS	0	250,000	250,000
4,822	0	0	150-600-723560	WATERFRONT/DOWNTOWN PROJ	0	0	0
<u>0</u>	<u>0</u>	<u>15,150</u>	<u>150-600-744380</u>	<u>ODOT PROJECT RESERVE</u>	<u>0</u>	<u>30,300</u>	<u>30,300</u>
21,469	16,230	318,935		CAPITAL OUTLAY TOTAL	0.00	367,870	367,870
DEBT SERVICE							
<u>7,410</u>	<u>7,410</u>	<u>7,420</u>	<u>150-600-911500</u>	<u>STORMWATER DEBT</u>	<u>0</u>	<u>7,420</u>	<u>7,420</u>
7,410	7,410	7,420		DEBT SERVICE TOTAL		7,420	7,420
INTERFUND TRANSFER							
0	0	28,000	150-600-920000	TRANSFER TO MAIN STREET	0	13,000	13,000
<u>0</u>	<u>0</u>	<u>0</u>	<u>150-600-920500</u>	<u>TRANSFR MAIN ST. PROJECTS</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>
0	0	28,000		INTERFUND TRANSFER TOTAL		15,000	15,000

2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
<u>30,059</u>	<u>25,341</u>	<u>357,825</u>		<u>AGENCY EXPENDITURE TOTAL</u>	<u>0.00</u>	<u>393,810</u>	<u>393,810</u>
<u>277,943</u>	<u>334,522</u>	<u>357,825</u>		<u>AGENCY REVENUE TOTAL</u>		<u>393,810</u>	<u>393,810</u>
<u>247,884</u>	<u>309,181</u>	<u>0</u>		<u>URBAN RENEWAL UTILITY FUND TOTALS</u>		<u>0</u>	<u>0</u>

REEDSPORT URBAN RENEWAL AGENCY

MAIN STREET

Fund 151

Organization and Mission

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

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

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

FY 14-15 Year in Review

- The Reedsport Urban Renewal Agency agreed to sponsor a Resource Assistance for Rural Environments (RARE) student for the Main Street Program in downtown Reedsport. RARE program participants are college graduates in need of real world job experience and the communities that utilize these participants receive low cost skilled labor. Many other communities have effectively partnered with the RARE to staff their Main Street programs.
- Main Street Projects identified for FY 2014-2015 and 2015-2016 are:
 - Steam Donkey
 - Street Banners
 - Façade Improvement

FY 15-16 Budget Highlights and Challenges

- The Rare Student program is budgeted for a second year. It is again anticipated to have grant funding and co-sponsor agency funding of \$12,000.
- Urban Renewal transfer for the Rare Student is budgeted for \$13,000.
- Urban Renewal transfer for Main Street projects is budgeted for \$2,000.
- Main Street project funding from various sources is anticipated to be \$17,500

Budget Summary

APPROPRIATIONS			
CATEGORY	2013 - 2014 Actual	2014 - 2015 Adopted	2015 - 2016 Adopted
Beginning Fund Balance	-0-	-0-	18,450-
I - REVENUE	<u>-0-</u>	<u>68,000</u>	<u>44,550</u>
Total	\$-0-	\$68,000	\$63,000
I- EXPENDITURES			
a. Materials & Services	-0-	<u>68,000</u>	<u>63,000</u>
Total	-0-	68,000	\$63,000
III-RESERVES			
a. Balance	<u>-0-</u>	<u>-0-</u>	<u>\$-0-</u>
Subtotal	-0-	\$-0-	-0-
Total Expenditures and Reserves	\$-0-	\$68,000	\$63,000

		151		MAIN STREET			
2012/13	2013/14	2014/15				2015/16	2015/16
<u>Actuals</u>	<u>Actuals</u>	<u>Adopted</u>	<u>Account Number</u>	<u>Description</u>	<u>FTE</u>	<u>Approved</u>	<u>Adopted</u>
REVENUE							
0	0	0	151-000-411100	BEGINNING FUND BALANCE	0	18,500	18,500
0	0	0	151-000-415100	INTEREST	0	0	0
0	0	0	151-000-415150	OTHER INTEREST	0	0	0
0	0	0	151-000-415900	MISCELLANEOUS	0	0	0
0	0	2,000	151-000-416000	MAIN STREET CO-OP FUNDS	0	2,000	2,000
0	0	10,000	151-000-416100	MAIN STREET PROGRAM GRANT	0	10,000	10,000
0	0	28,000	151-000-416110	MS PROJECT GRANTS/CONTRIBUTION	0	0	10
0	0	0	151-000-417000	STREET BANNER REVENUE	0	2,000	2,000
0	0	0	151-000-417100	FACADE REVENUE	0	15,000	15,000
0	0	0	151-000-417200	STEAM DONKEY REVENUE	0	500	490
0	0	28,000	151-000-420000	URD RARE STUDENT TRANSFER	0	13,000	13,000
0	0	0	151-000-421000	URD MAIN ST PROJECT TRANSFR	0	2,000	2,000
<u>0</u>	<u>0</u>	<u>68,000</u>		<u>REVENUE TOTALS</u>	<u>0.00</u>	<u>63,000</u>	<u>63,000</u>
601 EXPENDITURES							
MATERIALS & SERVICES							
0	0	0	151-601-614100	SUPPLIES	0	3,000	3,000
<u>0</u>	<u>0</u>	<u>25,000</u>	<u>151-601-623550</u>	<u>RARE STUDENT CONTRACT SERVICES</u>	<u>0</u>	<u>22,000</u>	<u>22,000</u>
0	0	25,000		MATERIALS & SERVICES TOTAL	0.00	25,000	25,000
CAPITAL OUTLAY							
0	0	25,000	151-601-720000	FACADE PROJECT	0	25,000	25,000
0	0	8,000	151-601-721000	STEAM DONKEY PROJECT	0	6,000	6,000
<u>0</u>	<u>0</u>	<u>10,000</u>	<u>151-601-722000</u>	<u>STREET BANNER PROJECT</u>	<u>0</u>	<u>7,000</u>	<u>7,000</u>
0	0	43,000		CAPITAL OUTLAY TOTAL	0.00	38,000	38,000
<u>0</u>	<u>0</u>	<u>68,000</u>		<u>MAIN STREET EXPENDITURE TOTAL</u>	<u>0.00</u>	<u>63,000</u>	<u>63,000</u>
<u>0</u>	<u>0</u>	<u>68,000</u>		<u>MAIN STREET REVENUE TOTAL</u>		<u>63,000</u>	<u>63,000</u>
<u>0</u>	<u>0</u>	<u>0</u>		<u>MAIN STREET FUND TOTALS</u>		<u>0</u>	<u>0</u>

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Legal Notices
And
Resolutions
for
2015-2016
BUDGET

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**NOTICE OF BUDGET COMMITTEE MEETING
AND STATE REVENUE PUBLIC HEARING**

A public meeting of the Budget Committee of the City of Reedsport, Douglas County, State of Oregon, to discuss the budget for the fiscal year July 1, 2015 to June 30, 2016, will be held in the Council Chambers at 451 Winchester Avenue, Reedsport, OR. The meeting will take place on April 13, 2015 at 7:15 pm. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 8, 2015 at City Hall, 451 Winchester Ave, Reedsport, between the hours of 9:00 am and 5:00 pm.

A public hearing will be held during the Budget Committee Meeting on Monday, April 13, 2015 for the purpose to receive comment regarding the possible uses of the State Revenue Sharing distributions for Fiscal Year 2015 / 016.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. This notice is also posted on the City of Reedsport web site at: www.cityofreedsport.org.

Publish in the Umpqua Post on the following date:

April 1, 2015

City of Reedsport

AFFIRMATION OF POSTING OF NOTICE

On this date I, Deanna Schafer, hereby affirm that I posted a notice of City of Reedsport Budget Committee Meeting and State Revenue Sharing Public Hearing for the date of April 13, 2015 at 7:20pm on March 23, 2015 on the City of Reedsport website at www.cityofreedsport.org.

Dated this 18th day of June, 2015

Signed: _____

Deanna Schafer

AFFIDAVIT OF PUBLICATION

The World

Lee Enterprises - Coos County
350 Commercial Ave. Coos Bay, OR 97420
P.O. Box 1840, Coos Bay, OR 97420

STATE OF OREGON - COUNTY OF COOS

**City Of Reedsport
Attn: Deanna Schafer
451 Winchester Ave
Reedsport, OR 97467**

REFERENCE: 60006301/ 20270638

I, Kirk A. Morris, first duly sworn, deposed and say that I am the Legal Advertising Clerk for THE WORLD, a newspaper of general circulation published at Coos Bay, Oregon, in the aforesaid county and state; that I know from my personal knowledge that the Notice Of Budget Committee Meeting, was published in the entire issue of said newspaper One time(s) in the following issue(s):

PUBLISHED: April 01, 2015

TOTAL COST: \$95.41

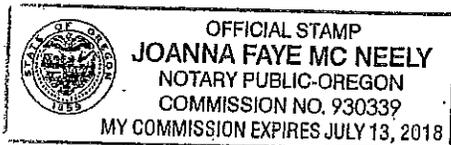
Kirk A. Morris

Legal Clerk, Kirk A. Morris

Subscribed and sworn to before this 1st day of April, 2015

Joanna F. McNeely

Joanna F. McNeely
Notary Public of Oregon - 930339
My Commission expires: 13th day of July 2018



NOTICE OF BUDGET COMMITTEE MEETING AND STATE REVENUE PUBLIC HEARING

A public meeting of the Budget Committee of the City of Reedsport, Douglas County, State of Oregon, to discuss the budget for the fiscal year July 1, 2015 to June 30, 2016, will be held in the Council Chambers at 451 Winchester Avenue, Reedsport, OR. The meeting will take place on April 13, 2015 at 7:15 pm. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 8, 2015 at City Hall, 451 Winchester Ave, Reedsport, between the hours of 9:00 am and 5:00 pm.

A public hearing will be held during the Budget Committee Meeting on Monday, April 13, 2015 for the purpose to receive comment regarding the possible uses of the State Revenue Sharing distributions for Fiscal Year 2015 / 016.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. This notice is also posted on the City of Reedsport web site at: www.cityofreedsport.org.

PUBLISHED: Umpqua Post - April 01, 2015 also on ONPA website (ID-20270638)

RECEIVED

CITY OF REEDSPORT

FILED ON: 04/01/15

NOTICE OF PUBLIC HEARING
State Revenue Sharing Distributions

Notice is hereby given that the Reedsport City Council will hold a public hearing during the City Council Meeting on Monday, May 4, 2015, at 7:00 p.m., in the City Council Chambers at 451 Winchester Avenue, in the City of Reedsport, Douglas County, Oregon.

The purpose of the public hearing is to receive comment regarding the election of Council to receive State Revenue Sharing distributions for Fiscal Year 2015 / 016.

Publish April 22, 2015 in the Umpqua Post.

City Recorder
Deanna Schafer
541-271-3603

* * * Communication Result Report (Apr. 24. 2015 2:39PM) * * *

1) City Of Reedsport
2)

e/Time: Apr. 24. 2015 2:20PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
7354 Memory TX	KJMX	P. 4	OK	
	WORLD		OK	
	POST		OK	
	KCBY		OK	
	KDOC		OK	
	KDUN		OK	
	KMTR		OK	
	NEWS REVIEW		OK	
	kezi		OK	
	STEVE MILLER		OK	

Reason for error

- | | |
|---------------------------------|---|
| E. 1) Hang up or line fail | E. 2) Busy |
| E. 3) No answer | E. 4) No facsimile connection |
| E. 5) Exceeded max. E-mail size | E. 6) Destination does not support IP-Fax |



City of Reedsport
City Council Work Session
and Regular Meeting

AGENDA

Site Visit, 5:30 p.m., Reedsport City Hall
Work Session, 6:00 p.m., City Hall Conference Room
Regular Session, 7:00 p.m., City Council Chambers
451 Winchester Avenue
Monday, May 4, 2015

5:30 p.m. Site Visit:

City Council members site visit, meet at Reedsport City Hall

6:00 p.m. Work Session:

1. CALL TO ORDER

2. ITEMS OF BUSINESS

- A. Southern Oregon Sanitation transfer site fees.
- B. Items on the agenda.

7:00 p.m. Regular Meeting:

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. CITIZEN COMMENTS

This time is reserved for citizens to comment on items that are not on the Agenda. Maximum of five minutes per item, please.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

- A. National Day of Prayer Proclamation.
- B. Southern Oregon Sanitation transfer site fees.

4. APPROVAL OF THE AGENDA

5. PUBLIC HEARINGS

- A. Public Hearing to consider an appeal of a Planning Commission decision.

The Council meeting location is accessible to persons with disabilities. A request for an Interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting, to City Recorder Deanna Schater at 271-3803.

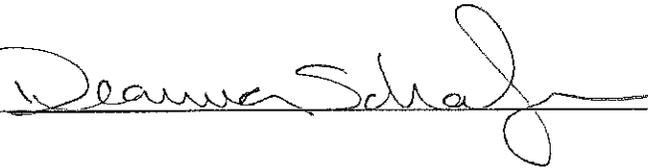
City of Reedsport

AFFIRMATION OF POSTING OF NOTICE

On this date I, Deanna Schafer, hereby affirm that I posted a notice of City of Reedsport City Council Meeting and Budget Public Hearing for the date of May 4, 2015 at 7:00pm on April 28, 2015 on the City of Reedsport website at www.cityofreedsport.org.

Dated this 18th day of June, 2015

Signed: _____

A handwritten signature in cursive script, appearing to read "Deanna Schafer", written over a horizontal line.

RESOLUTION 2015-010

A RESOLUTION ELECTING TO RECEIVE STATE REVENUE DISTRIBUTIONS IN FISCAL YEAR 2015 / 2016.

WHEREAS a share of certain revenues of the State of Oregon shall be apportioned among, and distributed to, the cities of the State for general purposes; and

WHEREAS the Oregon Revised Statutes provide for the annual apportionment and distribution of the specified state revenues; and

WHEREAS ORS 221.770 provides for an annual process, by the City Council, to elect to receive the specified state revenues; and

WHEREAS the Reedsport City Council has adopted Ordinance 2001-1022, providing for the annual election to receive state revenue sharing distributions, and for certification of such election to the Oregon Department of Administrative Services (DAS); and

WHEREAS the Reedsport Budget Committee conducted a public hearing, after adequate public notice, on April 13, 2015 at which citizens had the opportunity to provide written and oral comment on the possible uses of state revenue sharing distributions, including offset against property tax levies, by the City for Fiscal Year 2015 / 2016; and

WHEREAS the Reedsport City Council conducted a public hearing, after adequate public notice, on May 4, 2015 at which citizens had the opportunity to provide written and oral comment on, and ask questions about, the proposed use of state revenue sharing distributions in relation to the entire budget of the City for the Fiscal Year 2015 / 2016, including possible offset of the distributions against property tax levies, by the City for that Fiscal Year; and

WHEREAS the Reedsport City Council is desirous of receiving state revenue sharing distributions for Fiscal Year 2015 / 2016; and

WHEREAS the City of Reedsport levied property tax for Fiscal Year 2014 / 2015, the year preceding the year in which revenue sharing distributions are being elected for receiving.

NOW, THEREFORE, BE IT RESOLVED that the City of Reedsport hereby elects to receive state revenue sharing distributions for Fiscal Year 2015 / 2016; and

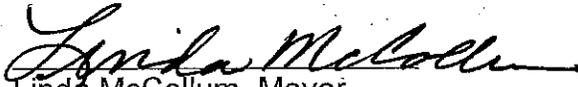
BE IT FURTHER RESOLVED that the City of Reedsport hereby certifies compliance with ORS 221.770, paragraphs (1)(b) and (1)(c); and directs the City Recorder to file copies of this Resolution with the Oregon Department of Administrative Services not later than July 31, 2015.

EFFECTIVE DATE OF RESOLUTION: This resolution will take immediately upon passage by the City Council and approval of the Mayor.

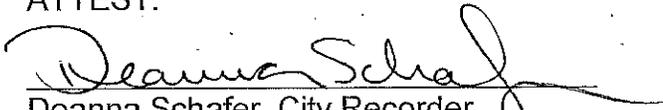
PASSED BY THE CITY COUNCIL this 4th day of May, 2015 by the following vote:

AYES 7 NAYS 0

APPROVED BY THE MAYOR this 4th day of May, 2015.


Linda McCollum, Mayor

ATTEST:


Deanna Schafer, City Recorder

RESOLUTION 2015-011

A RESOLUTION CERTIFYING PROVISION OF MUNICIPAL SERVICES TO THE STATE OFFICER RESPONSIBLE FOR DETERMINING THE ELIGIBILITY OF CITIES TO RECEIVE REVENUES FOR CIGARETTE, GAS AND LIQUOR TAXES

WHEREAS ORS 221.760 provides as follows:

Section 1. The officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police Protection
- (2) Fire Protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary Sewer
- (5) Storm Sewers
- (6) Planning, zoning, and subdivision control
- (7) Water utility services; and

WHEREAS the Reedsport City Council recognizes the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760.

NOW, THEREFORE, BE IT RESOLVED that the City of Reedsport hereby certifies that it provides the following four or more municipal services enumerated in Section 1, ORS 221.760:

- (1) Police Protection
- (2) Fire Protection
- (3) Street construction, maintenance, and lighting
- (4) Sanitary Sewer
- (5) Storm Sewers
- (6) Planning, zoning, and subdivision control
- (7) Water utility services

EFFECTIVE DATE OF RESOLUTION: This resolution will take effect immediately upon passage by the City Council and approval of the Mayor.

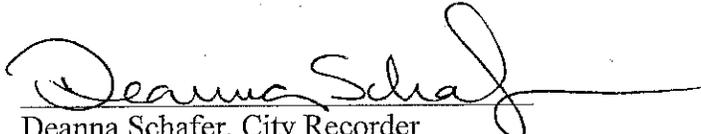
PASSED BY THE CITY COUNCIL this 4th day of May, 2015 by the following vote:

AYES 7 NAYS 0

APPROVED BY THE MAYOR this 4th day of May, 2015.


Linda McCollum, Mayor

ATTEST:


Deanna Schafer, City Recorder

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Reedsport City Council will be held on June 1, 2015 at 7:15pm at City Council Chambers located at 451 Winchester Avenue, Reedsport, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2015 as approved by the City of Reedsport Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall, 451 Winchester Ave, Reedsport, Oregon, between the hours of 9 a.m. and 5pm or online at www.cityofreedsport.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the the preceding year. :

Contact: Vera Koch, Finance Officer

Telephone: 541-271-3603

Email: vkoch@cityofreedsport.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2013-014	Adopted Budget This Year 2014-015	Approved Budget Next Year 2015-016
Beginning Fund Balance/Net Working Capital	6,121,870	6,298,610	6,584,820
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	3,458,300	3,539,065	3,398,690
Federal, State and all Other Grants, Gifts, Allocations and Donations	168,410	150,700	117,750
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	2,132,395	2,096,915	1,734,315
All Other Resources Except Current Year Property Taxes	689,007	626,805	713,685
Current Year Property Taxes Estimated to be Received	1,211,221	1,160,000	1,180,000
Total Resources	13,781,203	13,872,095	13,729,260

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	\$2,077,783	2,463,815	2,511,830
Materials and Services	1,297,810	1,806,830	1,825,955
Capital Outlay	486,457	5,118,250	5,812,360
Debt Service	\$1,119,700	1,124,220	779,455
Interfund Transfers	2,132,395	2,096,985	1,734,315
Contingencies	0	177,950	156,950
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	6,667,058	1,084,045	1,108,395
Total Requirements	13,781,203	13,872,095	13,729,260

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
City Council	1,553	6,300	10,300
FTE	0	0	0
City Manager	137,500	149,970	154,700
FTE	1.50	1.50	1.50
Finance	120,900	121,760	124,730
FTE	1.73	1.73	1.73
Legal Services	11,932	35,000	35,000
FTE	0	0	0
Municipal Court	106,551	122,965	123,065
FTE	0.57	0.57	0.57
Planning Dept	13,232	19,760	20,195
FTE	0.16	0.22	0.22
City Recorder	29,647	31,790	30,930
FTE	0.46	0.44	0.44
Community Building & City Hall	23,503	23,850	24,025
FTE	0.00	0.00	0.00
Police Department	1,027,206	1,191,710	1,243,490
FTE	13.81	13.90	13.90
Special Police Operations	0	65,000	65,000
FTE	0.00	0.80	0.80
Municipal Jail	3,305	9,750	7,750
FTE	0.00	0.00	0.00
Fire	93,089	107,650	116,350
FTE	0.00	0.00	0.00
Building Inspection	34,401	40,000	40,335
FTE	0.14	0.14	0.14
Animal Shelter	4,942	16,050	16,050
FTE	0.00	0.00	0.00
Public Services	112,548	141,000	137,805
FTE	1.37	1.70	1.70
Library	7,842	10,340	11,340
FTE	0.00	0.00	0.00
Senior Center	14,297	16,670	16,670
FTE	0.00	0.00	0.00

Dial A Ride	24,171	30,300	39,595
FTE	0.16	0.16	0.18
Gas Tax Fund	428,645	354,900	339,800
FTE	0.67	0.77	0.77
Water Utility	1,028,019	1,072,000	878,000
FTE	4.11	4.46	4.46
Wastewater Utility	2,487,236	2,299,500	2,082,800
FTE	4.28	4.63	4.63
Stormwater Utility	121,404	109,450	108,200
FTE	0.29	0.39	0.39
Bicycle & Footpath	37,859	40,400	38,580
FTE	0.00	0.00	0.00
Water Special Public Works Debt	102,832	104,500	109,450
FTE	0.00	0.00	0.00
Water Filtration Debt	133,999.00	127,735.00	0.00
FTE	0.00	0.00	0.00
Wastewater DEQ Debt	1,349,518	1,351,000	1,129,000
FTE	0.00	0.00	0.00
Wastewater IFA Debt	254,915	255,100	255,400
FTE	0.00	0.00	0.00
Fire Equipment	137,895	153,190	154,250
FTE	0.00	0.00	0.00
Dunes NRA Lease	181,423	201,810	202,150
FTE	0.44	0.46	0.44
Riverfront	176,029	154,365	143,625
FTE	1.00	1.00	1.00
Library Renovation	60,895	42,000	3,500
FTE	0.00	0.00	0.00
Water System Development	70,485	70,780	71,770
FTE	0.00	0.00	0.00
Wastewater System Development	132,806	133,300	133,820
FTE	0.00	0.00	0.00
Stormwater System Development	6,029	6,040	6,070
FTE	0.00	0.00	0.00
Wastewater Capital Enterprise	1,440,371	1,712,950	2,051,330
FTE	0.00	0.00	0.00
General Capital Improvement	394,332	368,050	408,250
FTE	0.00	0.00	0.00
Street Capital Improvement	430,122	590,150	541,150
FTE	0.00	0.00	0.00
Storm Capital Improvement	132,079	161,125	203,300
FTE	0.00	0.00	0.00
Water Capital Enterprise	1,625,034	1,604,690	1,790,585
FTE	0.00	0.00	0.00
Not Allocated to Organizational Unit or Program	1,282,657	819,195	860,900
FTE	0		
Total Requirements	13,781,203	13,872,095	13,729,260
Total FTE	31	33	33

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING			
The DEQ Wastewater Debt has been refinanced with a bond through DEQ for a lower interest rate and longer term of financing. This reduces the yearly payment amount.			
PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2013-014	Rate or Amount Imposed This Year 2014-015	Rate or Amount Approved Next Year 2015-016
Permanent Rate Levy (rate limit 6.1882 per \$1,000)	6.1882	6.1882	6.1882
Local Option Levy	-0-	-0-	-0-
Levy For General Obligation Bonds	-0-	-0-	-0-

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$10,334,358	\$0
Other Borrowings	\$212,775	\$0
Total	\$10,547,133	\$0

FORM LB-1

NOTICE OF BUDGET HEARING

AFFIDAVIT OF PUBLICATION

The Umpqua Post

Lee Enterprises - Douglas County
2471 Frontage Rd., Reedsport Oregon 97467
P.O. Box 1840, Coos Bay, Oregon 97420

STATE OF OREGON - COUNTY OF DOUGLAS

City of Reedsport
Attn: Deanna Schafer
451 Winchester Ave.
Reedsport, OR. 97467

Reference: 60006301 / 20273107

I, Kirk Morris, first duly sworn, depose and say that I am the Legal Advertising Clerk for THE UMPQUA POST a newspaper, of general circulation published at Coos Bay, Oregon, in the aforesaid county and state; that I know from my personal knowledge that the Notice of Budget Hearing LB1 printed copy of which hereto annexed, was published in the entire issue of said newspaper one times in the following issues:

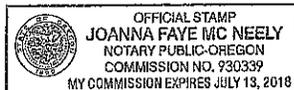
PUBLISHED: May 13, 2015

TOTAL COST: \$950.08

Legal Clerk, Kirk Morris

Subscribed and sworn to before this 13 day of May, 2015.

Joanna F. McNeely
Joanna F. McNeely
Notary Public of Oregon - 930339
My Commission expires: 13th day of July 2018



FILED ON: 05/13/2015

A public meeting of the Reedsport City Council will be held on June 1, 2015 at 7:15pm at City Council Chambers located at 451 Winchester Avenue, Reedsport, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2015 as approved by the City of Reedsport Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall, 451 Winchester Ave, Reedsport, Oregon, between the hours of 9 a.m. and 5pm on or after at www.cityofreedsport.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Vera Koch, Finance Officer Telephone: 541-271-3603 Email: vkoch@cityofreedsport.org

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2013-014	Adopted Budget This Year 2014-015	Approved Budget Next Year 2015-016
Beginning Fund Balance/Retained Working Capital	6,421,816	6,288,610	6,584,620
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	3,459,200	3,519,095	3,358,600
Federal, State and all Other Grants, Gifts, Allocations and Donations	168,418	150,700	117,750
Interfund Transfers / Internal Service Reimbursements	2,132,395	2,098,915	1,734,315
All Other Resources Except Current Year Property Taxes	898,007	678,865	113,565
Current Year Property Taxes Estimated to be Received	1,211,221	1,169,800	1,180,000
Total Resources	13,761,262	13,872,985	13,778,250

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	\$2,897,783	2,483,815	2,811,829
Materials and Services	1,289,810	1,898,830	1,822,955
Capital Outlay	486,457	5,118,250	5,612,360
Debt Service	\$1,119,760	1,124,220	779,455
Interfund Transfers	2,132,395	2,098,915	1,734,315
Contingencies	0	177,550	158,950
Reappropriated Ending Balance and Reserved for Future Expenditure	6,657,038	1,684,015	1,108,395
Total Requirements	13,781,203	13,872,835	13,778,260

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program	FTE for that unit or program		
City Council	1.853	6,300	10,300
FTE	0	0	0
City Manager	197,880	149,970	154,780
FTE	1.59	1.59	1.50
Finance	120,930	121,760	124,730
FTE	1.73	1.73	1.73
Legal Services	11,932	35,000	35,000
FTE	0	0	0
Municipal Court	265,591	122,965	123,065
FTE	0.57	0.57	0.57
Planning Dept	13,232	19,766	20,195
FTE	0.16	0.22	0.22
City Recorder	29,647	31,799	30,929
FTE	0.45	0.44	0.44
Community Building & City Hall	23,583	23,899	24,876
FTE	0.00	0.00	0.00
Police Department	1,021,206	1,191,710	1,243,460
FTE	13.81	13.90	13.90
Special Police Operations	0	55,000	65,000
FTE	0.00	0.80	0.80
Municipal Jail	3,305	9,750	7,750
FTE	0.00	0.00	0.00
Fire	53,899	197,699	116,339
FTE	0.89	0.00	0.00
Building Inspection	34,481	49,600	48,339
FTE	0.14	0.14	0.14
Animal Shelter	4,842	16,050	16,050
FTE	0.00	0.00	0.00
Public Services	112,548	141,000	137,885
FTE	1.37	1.70	1.70
Library	7,842	10,340	11,340
FTE	0.00	0.00	0.00
Senior Center	14,297	16,670	16,670
FTE	0.00	0.00	0.00
Public Works	24,171	30,340	30,935
FTE	0.16	0.16	0.16
Gas Tax Fund	428,645	354,900	339,800
FTE	0.67	0.77	0.77
Water Utility	1,028,010	1,072,000	878,000
FTE	4.11	4.48	4.46
Wastewater Utility	2,487,238	2,289,500	2,082,800
FTE	4.26	4.63	4.63
Stormwater Utility	121,484	109,450	108,200
FTE	0.39	0.39	0.39
Bicycles & Footpath	37,819	49,400	38,580
FTE	0.00	0.00	0.00
Water Special Public Works Debt	182,832	104,500	108,450
FTE	0.00	0.00	0.00
Water Filtration Debt	133,990	127,735	0.00
FTE	0.00	0.00	0.00
Wastewater DEQ Debt	1,349,518	1,351,000	1,329,000
FTE	0.00	0.00	0.00
Wastewater IFA Debt	254,915	258,100	255,400
FTE	0.00	0.00	0.00
Fire Equipment	137,835	163,100	154,250
FTE	0.00	0.00	0.00
James HRA Lease	181,423	201,810	202,150
FTE	0.44	0.45	0.44
Stadium	176,029	154,365	143,625
FTE	1.00	1.00	1.00
Library Renewal	60,885	42,000	3,500
FTE	0.00	0.00	0.00
Water System Development	78,485	70,740	71,770
FTE	0.00	0.00	0.00
Wastewater System Development	132,695	133,300	133,820
FTE	0.00	0.00	0.00
Stormwater System Development	6,029	6,640	6,070
FTE	0.00	0.00	0.00
Wastewater Capital Expenditure	1,440,371	1,712,850	2,051,330
FTE	0.00	0.00	0.00
General Capital Improvement	384,332	368,000	408,250
FTE	0.00	0.00	0.00
Street Capital Improvement	430,122	590,166	561,150
FTE	0.00	0.00	0.00
Storm Capital Improvement	132,979	161,125	203,300
FTE	0.00	0.00	0.00
Water Capital Expenditure	1,625,834	1,604,600	1,790,585
FTE	0.00	0.00	0.00
Not Allocated to Organizational Unit or Program	1,288,657	819,195	680,000
FTE	0	0	0
Total Requirements	14,781,203	13,872,835	13,778,260
Total FTE	267	31	31

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING

The DEQ Wastewater Debt has been refinanced with a bond through DEQ for a lower interest rate and longer term of financing. This reduces the yearly payment



OFFICIAL STAMP
JOANNA FAYE MC NEELY
 NOTARY PUBLIC - OREGON
 COMMISSION NO. 930339
 MY COMMISSION EXPIRES JULY 13, 2018

FILED ON: 05/13/2015

	0.00	0.00	0.00
Public Services			
FTE	112,548	141,000	137,825
Fire	1.37	1.78	1.78
Library	7,842	18,340	14,240
FTE	0.00	0.00	0.00
Senior Center	14,207	16,670	16,670
FTE	0.00	0.00	0.00
Dial A Ride	24,171	36,300	39,535
FTE			
Gas Tax Fund	0.16	0.16	0.16
FTE	428,645	354,500	319,800
FTE	0.57	0.77	0.77
Water Utility	1,028,019	1,072,000	678,000
FTE	4.11	4.10	4.46
Wastewater Utility	2,487,236	2,209,500	2,087,800
FTE	4.28	4.53	4.63
Stormwater Utility	121,494	109,495	108,200
FTE	0.29	0.29	0.29
Bicycle & Footpath	37,859	40,480	38,580
FTE	0.00	0.00	0.00
Water Special Public Works Debt	102,822	104,500	109,450
FTE	0.00	0.00	0.00
Water Filtration Debt	133,899.00	127,735.00	0.00
FTE	0.00	0.00	0.00
Wastewater DEQ Debt	1,349,516	1,351,000	1,128,000
FTE	0.00	0.00	0.00
Wastewater IPA Debt	254,915	255,100	255,400
FTE	0.00	0.00	0.00
Fire Equipment	137,895	153,159	154,250
FTE	0.00	0.00	0.00
James NRH Lease	181,423	201,610	202,150
FTE	0.44	0.46	0.46
Pavement	176,029	154,365	143,625
FTE	1.00	1.00	1.00
Library Renovation	68,855	42,000	3,500
FTE	0.00	0.00	0.00
Water System Development	70,165	76,780	71,770
FTE	0.00	0.00	0.00
Wastewater System Development	132,806	133,500	133,820
FTE	0.00	0.00	0.00
Stormwater System Development	6,029	5,040	6,670
FTE	0.00	0.00	0.00
Wastewater Capital Enterprise	1,440,371	1,712,850	2,851,330
FTE	0.00	0.00	0.00
General Capital Improvement	394,332	308,050	400,250
FTE	0.00	0.00	0.00
Street Capital Improvement	430,122	509,150	541,150
FTE	0.00	0.00	0.00
Storm Capital Improvement	132,879	161,125	203,300
FTE	0.00	0.00	0.00
Water Capital Enterprise	1,625,034	1,604,680	1,780,585
FTE	0.00	0.00	0.00
Not Allocated to Organizational Unit or Program	1,282,657	819,145	860,900
FTE	0	0	0
Total Requirements	13,791,283	13,972,355	13,729,266
Total FTE	31	33	37

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING
 The DEQ Wastewater Debt has been refinanced with a bond through DEQ for a lower interest rate and longer term of financing. This reduces the yearly payment amount.

	PROPERTY TAX LEVIES		
	Rate or Amount Imposed 2013-014	Rate or Amount Imposed This Year 2014-015	Rate or Amount Approved Next Year 2015-016
Permanent Rate Levy (rate limit 6.1882 per \$1,000)	6.1882	6.1882	6.1882
Local Option Levy	-0-	-0-	-0-
Levy For General Obligation Bonds	-0-	-0-	-0-

LONG TERM DEBT	STATEMENT OF INDEBTEDNESS	
	Estimated Debt Outstanding on July 1,	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$10,334,358	\$0
Other Borrowings	\$212,775	\$0
Total	\$10,547,133	\$0

150 904-073-2 (Rev. 02-14)

PUBLISHED: The Umpqua Post, May 13, 2015 and CNPA website. (D-20273107)

COPY

RESOLUTION 2015-013

A RESOLUTION ADOPTING THE 2015 / 2016 BUDGET FOR THE CITY OF REEDSPORT, AND APPROVING THE PERMANENT TAX LEVY RATE OF \$6.1882 PER \$1,000 OF ASSESSED VALUE FOR THE FISCAL YEAR 2015 / 2016 CITY OF REEDSPORT BUDGET

WHEREAS, the Reedsport Budget Committee has approved the City of Reedsport Fiscal Year 2015 / 2016 Budget totaling \$13,747,760 and

WHEREAS, Reedsport Budget Committee has approved the permanent tax levy rate of \$6.1882 per \$1,000 of assessed value for the City of Reedsport Fiscal Year 2015 / 2016 Budget.

NOW, THEREFORE, the City of Reedsport resolves as follows: Fiscal Year 2015 / 2016 Budget, in the total amount of \$13,747,760 is hereby adopted;

AND, BE IT FURTHER RESOLVED that the Reedsport City Council hereby levies the permanent tax levy rate of \$6.1882 per \$1,000 of assessed value for taxes provided for in the adopted City of Reedsport Fiscal Year 2015 / 2016 Budget;

AND, BE IT FURTHER RESOLVED that these taxes are hereby levied upon all taxable property within the City of Reedsport;

AND, BE IT FURTHER RESOLVED that the following allocation and categorization, subject to the limits of section 11b, Article XI of the Oregon Constitution, constitute the above aggregate levy:

	Subject to the General Government Limitation	Excluded from the Limitation
General Fund Rate	\$6.1882 per \$1,000	\$ 0
Total Levy Rate	\$6.1882 per \$1,000	\$ 0;

AND, BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning July 1, 2015, and for the purposes shown below, are hereby appropriated as follows:

	<u>General Fund</u>
City Council	\$ 10,300
City Manager	\$ 154,700
Finance	\$ 124,730
Legal Services	\$ 35,000
Municipal Court	\$ 123,065
Community Development	\$ 20,195
City Recorder	\$ 30,930
Community Building	\$ 24,025

Non-Departmental	\$ 478,400
Police	\$1,259,490
Special Police Operation	\$ 65,000
Municipal Jail	\$ 7,750
Fire	\$ 116,350
Building Inspection	\$ 40,335
Animal Control	\$ 16,050
Public Services	\$137,805
Library	\$ 11,340
Senior Center	\$ 16,670
Dial-A-Ride	\$ 39,595
Contingency	\$75,000
Total General Fund Appropriations	<u>\$ 2,786,730</u>

Street Fund (Gas Tax)

Personal Services	\$ 55,560
Materials and Services	\$ 119,590
Capital Outlay	\$ 10,000
Interfund Transfer	\$139,650
Contingency	\$ 15,000
Total Street Fund (Gas Tax) Appropriations	<u>\$ 339,800</u>

Water Utility Fund

Personal Services	\$ 316,515
Materials and Services	\$ 299,150
Capital Outlay	\$ 10,000
Interfund Transfer	\$ 237,335
Contingency	\$ 15,000
Total Water Utility Fund Appropriations	<u>\$878,000</u>

Wastewater Utility Fund

Personal Services	\$ 336,210
Materials and Services	\$ 434,560
Capital Outlay	\$ 145,000
Interfund Transfer	\$1,117,030
Contingency	\$ 50,000
Total Wastewater Utility Fund Appropriations	<u>\$2,082,800</u>

Stormwater Utility Fund

Personal Services	\$ 27,505
Materials and Services	\$ 33,895
Capital Outlay	\$ 20,000
Interfund Transfer	\$ 24,850
Contingency	<u>\$ 1,950</u>
Total Storm Water Utility Fund Appropriations	<u>\$ 108,200</u>

Bicycle / Footpath Fund

Capital Outlay	\$ 38,580
Total Bicycle / Footpath Fund Appropriations	<u>\$ 38,580</u>

Water Special Public Works Loan/Debt Fund

Debt Service	\$ 25,205
Total Water Special Public Works Loan/Debt Fund Appropriations	<u>\$ 25,205</u>

Wastewater DEQ Debt/Reserve Fund

Debt Service	\$ 600,000
Debt Reserve	<u>\$ 422,585</u>
Total Water Filtration Debt / Reserve Fund Appropriations	<u>\$1,129,000</u>

Wastewater IFA Debt Fund

Debt Service	<u>\$ 154,250</u>
Total Water Filtration Debt / Reserve Fund Appropriations	<u>\$ 154,250</u>

Fire Equipment Fund

Materials and Services	\$ 5,000
Capital Outlay	\$ 146,250
Interfund Transfers	\$ 3,000
Total Fire Equipment Fund Appropriations	<u>\$ 154,250</u>

Dunes NRA Lease Fund

Personal Services	\$ 30,595
Materials and Services	\$ 22,155
Capital Outlay	\$ 96,700
Interfund Transfers	<u>\$ 52,700</u>

Total Dunes NRA Lease Fund Appropriations \$ 202,150

Riverfront Fund

Personal Services \$ 75,755
Materials and Services \$ 67,870
Total Riverfront Fund Appropriations \$ 143,625

Library Renovation Fund

Materials and Services \$ 3,500
Total Library Renovation Fund Appropriations \$ 3,500

System Development Fund - Water

Capital Outlay \$ 71,770
Total System Development Fund - Water Appropriations \$ 71,770

System Development Fund – Wastewater

Capital Outlay \$ 133,820
Total System Development Fund - Wastewater Appropriations \$ 133,820

System Development Fund - Stormwater

Capital Outlay \$ 6,070
Total System Development Fund - Stormwater Appropriations \$ 6,070

Wastewater Capital Improvement Fund

Capital Outlay \$ 2,051,330
Total Wastewater Capital Improvement Fund Appropriations \$ 2,051,330

General Capital Improvement Fund

Capital Outlay \$ 324,250
Total General Capital Improvement Fund Appropriations \$ 324,250

Street Capital Improvement Fund

Capital Outlay \$ 541,150

Total Capital Improvement Fund - Street Appropriations \$ 541,150

Stormwater Capital Improvement Fund

Capital Outlay \$ 203,300

Total Capital Improvement Fund - Street Appropriations \$ 203,300

Water Capital Improvement Fund

Capital Outlay \$ 1,790,585

Total Water Enterprise Capital Improvement Fund Appropriations \$ 1,790,585

Total Appropriations, All Funds \$ 13,061,950

Total Unappropriated Amounts, All Funds \$ 685,810

Total Budget \$ 13,747,760

EFFECTIVE DATE OF RESOLUTION: This resolution will take effect immediately upon passage by the City Council and approval of the Mayor.

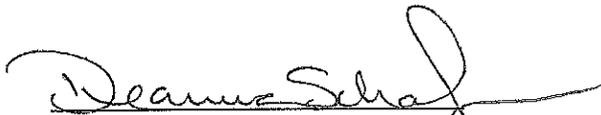
PASSED BY THE CITY COUNCIL this 1st day of June, 2015.

AYES 7 NAYS 0

APPROVED BY THE MAYOR this 1st day of June, 2015.


Mayor Linda McCollum

ATTEST:


Deanna Schafer, City Recorder

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Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

**FORM LB-50
2015-2016**

To assessor of Douglas County

Check here if this is an amended form.

Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

The City of Reedsport has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of Douglas County. The property tax, fee, charge or assessment is categorized as stated by this form.

<u>451 Winchester Ave,</u> Mailing Address of District	<u>Reedsport</u> City	<u>OR</u> State	<u>97467</u> ZIP code	<u>6/19/2015</u> Date
<u>Vera Koch</u> Contact Person	<u>Finance Director</u> Title	<u>541-271-3603</u> Daytime Telephone	<u>vkoch@cityofreedsport.org</u> Contact Person E-Mail	

CERTIFICATION - You must check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
 The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits Rate -or- Dollar Amount		
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit)	1	6.1882		
2. Local option operating tax	2	0		Excluded from Measure 5 Limits Dollar Amount of Bond Levy
3. Local option capital project tax	3	0		
4. City of Portland Levy for pension and disability obligations	4	0		
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.	0		
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.	0		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	0		

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	6.1882
7. Election date when your new district received voter approval for your permanent rate limit	7	0
8. Estimated permanent rate limit for newly merged/consolidated district	8	0.0000

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)

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Legal Notices
And
Resolutions
For
Urban Renewal Agency
2015-2016
BUDGET

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NOTICE OF URBAN RENEWAL DISTRICT BUDGET COMMITTEE MEETING

A public meeting of the Reedsport Urban Renewal District Budget Committee of Reedsport, Douglas County, State of Oregon, to discuss the budget for the fiscal year July 1, 2015 to June 30, 2016, will be held in the Council Chambers at 451 Winchester Avenue, Reedsport, OR. The meeting will take place on April 13, 2015 at 7:00 pm. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 08, 2015 at City Hall, 451 Winchester Ave, Reedsport, between the hours of 9:00 am and 5:00 pm.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. This notice is also posted on the City of Reedsport web site at: www.cityofreedsport.org.

Publish in the Umpqua Post on the following date:

April 1, 2015

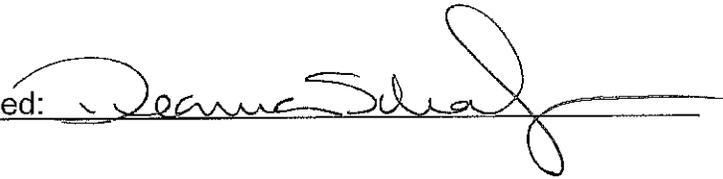
City of Reedsport

AFFIRMATION OF POSTING OF NOTICE

On this date I, Deanna Schafer, hereby affirm that I posted a notice of City of Reedsport Urban Renewal Agency Budget Committee Meeting for the date of April 13, 2015 at 7:00pm on March 23, 2015 on the City of Reedsport website at www.cityofreedsport.org.

Dated this 18th day of June, 2015

Signed: _____

A handwritten signature in black ink, appearing to read "Deanna Schafer", is written over a horizontal line. The signature is cursive and includes a large loop at the end.

AFFIDAVIT OF PUBLICATION

The World

Lee Enterprises - Coos County
350 Commercial Ave. Coos Bay, OR 97420
P.O. Box 1840, Coos Bay, OR 97420

STATE OF OREGON - COUNTY OF COOS

**City Of Reedsport
Attn: Deanna Schafer
451 Winchester Ave
Reedsport, OR 97467**

REFERENCE: 60006301/ 20270639

I, Kirk A. Morris, first duly sworn, deposed and say that I am the Legal Advertising Clerk for THE WORLD, a newspaper of general circulation published at Coos Bay, Oregon, in the aforesaid county and state; that I know from my personal knowledge that the Notice Of URD Budget Committee Meeting, was published in the entire issue of said newspaper One time(s) in the following issue(s):

PUBLISHED: April 01, 2015

TOTAL COST: \$83.24

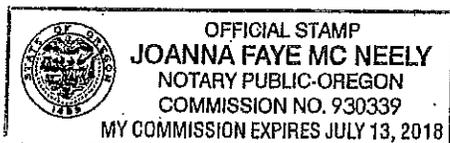
Kirk A Morris

Legal Clerk, Kirk A. Morris

Subscribed and sworn to before this 1st day of April, 2015

Joanna F. McNeely

Joanna F. McNeely
Notary Public of Oregon - 930339
My Commission expires: 13th day of July 2018



FILED ON: 04/01/15

**NOTICE OF URBAN RENEWAL
DISTRICT BUDGET
COMMITTEE MEETING**

A public meeting of the Reedsport Urban Renewal District Budget Committee of Reedsport, Douglas County, State of Oregon, to discuss the budget for the fiscal year July 1, 2015 to June 30, 2016, will be held in the Council Chambers at 451 Winchester Avenue, Reedsport, OR. The meeting will take place on April 13, 2015 at 7:00 pm. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. A copy of the budget document may be inspected or obtained on or after April 08, 2015 at City Hall, 451 Winchester Ave, Reedsport, between the hours of 9:00 am and 5:00 pm.

This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee. This notice is also posted on the City of Reedsport web site at: www.cityofreedsport.org.

PUBLISHED: Umpqua Post - April 01, 2015 also on ONPA website (ID-20270639)

RECEIVED

CITY OF REEDSPORT

AFFIDAVIT OF PUBLICATION

The Umpqua Post

Lee Enterprises - Douglas County
2471 Frontage Rd., Reedsport Oregon 97467
P.O. Box 1840, Coos Bay, Oregon 97420

STATE OF OREGON - COUNTY OF DOUGLAS

City of Reedsport
Attn: Deanna Schafer
451 Winchester Ave
Reedsport, OR 97467

Reference: 60006501/20273108

I, Kirk A. Morris, first duly sworn, deposed and say that I am the Legal Advertising Clerk for THE UMPQUA POST a newspaper, of general circulation published at Coos Bay, Oregon, in the aforesaid county and state; that I know from my personal knowledge that the **Notice of Budget Hearing URA 2015**, printed copy of which hereto annexed, was published in the entire issue of said newspaper One time in the following issues:

PUBLISHED: May 13, 2015

TOTAL COST: \$434.83

Kirk A. Morris

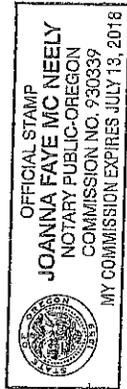
Legal Clerk, Kirk A. Morris

Subscribed and sworn to before this 13th day of May, 2015

Joanna F. McNeely

Joanna F. McNeely
Notary Public of Oregon - 930339

My Commission expires: 13th day of July 2018



101-PUBLIC NOTICES

FORM UR-1 NOTICE OF BUDGET HEARING

20273108

A public meeting of the Reedsport Urban Renewal Agency will be held on June 1, 2015 at 7:00pm at 451 Winchester Avenue, Reedsport, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2015 as approved by the Reedsport Urban Renewal Agency Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall located at 451 Winchester Avenue, Reedsport, OR, between the hours of 9 a.m. and 5 p.m. or online at www.chireedsport.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used in the preceding year.

Contact: Vera Koch Telephone: 541-274-3033 Email: vkoch@chireedsport.org

FINANCIAL SUMMARY - RESOURCES			
	Actual Amount 2013-2014	Adopted Budget This Year 2014-015	Approved Budget Next Year 2015-016
TOTAL OF ALL FUNDS			
Beginning Fund Balance/Net Working Capital	217,884	274,000	328,450
Federal, State and All Other Grants	0	10,000	10,000
Revenues from Bonds and Other Debt	0	0	0
Interfund Transfers	0	28,000	15,000
All Other Resources Except Division of Tax & Special Levy	6,029	33,025	23,360
Revenue from Division of Tax	78,800	80,000	80,000
Revenue from Special Levy	0	0	0
Total Resources	334,522	435,025	456,810

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	0	0	0
Materials and Services	1,701	27,870	28,570
Capital Outlay	16,230	382,435	405,870
Debt Service	7,410	7,420	7,420
Interfund Transfers	0	28,000	15,000
Contingencies	0	0	0
All Other Expenses and Requirements	0	0	0
Unappropriated Ending Fund Balance	309,181	0	0
Total Requirements	334,522	435,025	456,810

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program	FTE for that unit or program		
Urban Renewal Agency General Fund	334,522	357,825	393,910
	0	0	0
Urban Renewal Main Street	0	68,000	63,000
	0	0	0
Total Requirements	334,522	425,825	456,910
	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING
Funds have been allocated in Urban Renewal General Fund to be used for levy certification engineering. Main Street Division has funds budgeted for designated projects.

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$0	\$0
Total	\$0	\$0

FORM UR-1

NOTICE OF BUDGET HEARING

A public meeting of the Reedsport Urban Renewal Agency will be held on June 1, 2015 at 7:00pm at 451 Winchester Avenue, Reedsport, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2015 as approved by the Reedsport Urban Renewal Agency Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Hall located at 451 Winchester Avenue, Reedsport, OR, between the hours of 9 a.m. and 5p.m. or online at www.cityofreedsport.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Vera Koch

Telephone: 541-271-3603

Email: vkoch@cityofreedsport.org

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount 2013-014	Adopted Budget This Year 2014-015	Approved Budget Next Year 2015-016
Beginning Fund Balance/Net Working Capital	247,884	274,000	328,450
Federal, State and All Other Grants	0	10,000	10,000
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers	0	28,000	15,000
All Other Resources Except Division of Tax & Special Levy	6,829	33,825	23,360
Revenue from Division of Tax	79,809	80,000	80,000
Revenue from Special Levy	0	0	0
Total Resources	334,522	425,825	456,810

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	0	0	0
Materials and Services	1,701	27,970	28,520
Capital Outlay	16,230	362,435	405,870
Debt Service	7,410	7,420	7,420
Interfund Transfers	0	28,000	15,000
Contingencies	0	0	0
All Other Expenditures and Requirements	0	0	0
Unappropriated Ending Fund Balance	309,181	0	0
Total Requirements	334,522	425,825	456,810

FINANCIAL SUMMARY-REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program			
FTE for that unit or program			
Urban Renewal Agency General Fund	334,522	357,825	393,810
FTE	0	0	0
Urban Renewal Main Street	0	68,000	63,000
FTE	0	0	0
Total Requirements	334,522	425,825	456,810
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING

Funds have been allocated in Urban Renewal General Fund to be used for levy certification engineering. Main Street division has funds budgeted for designated projects.

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$0	\$0
Other Borrowings	\$0	\$0
Total	\$0	\$0

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COPY

RESOLUTION UR2015-002

ADOPTING THE BUDGET

BE IT RESOLVED that the Reedsport Urban Renewal Agency Board hereby adopts the budget for the fiscal year 2015-016 in the total of \$456,810 now on file at the City of Reedsport.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2015 and for the purposes shown below and hereby appropriated:

<u>General Fund</u>	
Materials & Services	\$ 3,520
Capital Outlay	\$ 367,870
Debt Service	\$ 7,420
Inter-fund Transfer	<u>\$ 15,000</u>
Total Appropriations	\$ 393,810
<u>Main Street Program</u>	
Materials & Services	\$ 25,000
Capital Outlay	<u>\$ 38,000</u>
Total Appropriations	\$ 63,000
Total Appropriations of Urban Renewal Funds	<u>\$ 456,810</u>

DECLARATION OF TAX INCREMENT

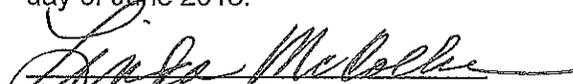
BE IT RESOLVED that the Board of Directors of the Reedsport Urban Renewal Agency hereby resolves to certify to the county assessor a request for the Reedsport Urban Renewal Agency Plan Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution and ORS Chapter 457.

The above resolution statements were approved and declared adopted on the 1st day of June 2015.

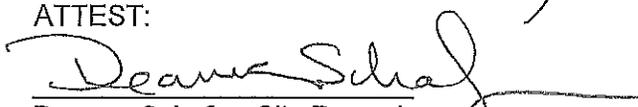
PASSED, AND MADE EFFECTIVE, BY THE URBAN RENEWAL AGENCY this 1st day of June, 2015 by the following vote:

AYES 7 NAYS 0

APPROVED BY THE CHAIR this 1st day of June 2015.


Linda McCollum, Chair

ATTEST:


Deanna Schafer, City Recorder

Check here if this is an amended form.

• Submit two (2) copies to the county assessor by July 15.

Notification

Reedsport Urban Renewal Agency District _____ authorizes its 2015 - 16 ad valorem tax increment amounts
(Agency name)
 by plan area for the tax roll of Douglas County _____
(County name)
 Vera Koch _____ (541) 271-3603 _____ June 19, 2015
(Contact person) (Telephone number) (Date submitted)
 451 Winchester Avenue, Reedsport, OR 97467 vkoch@cityoffreedsport.org
(Agency's mailing address) (Contact person's e-mail address)

Yes, the agency has filed an impairment certificate by May 1 with the assessor (ORS 457.445).

Part 1: Option One Plans (Reduced Rate). [ORS 457.435(2)(a)]

Plan Area Name	Increment Value to Use*	100% from Division of Tax	Special Levy Amount**
	\$ _____ OR <input type="checkbox"/> Yes		
	\$ _____ OR <input type="checkbox"/> Yes		
	\$ _____ OR <input type="checkbox"/> Yes		
	\$ _____ OR <input type="checkbox"/> Yes		

Part 2: Option Three Plans (Standard Rate). [ORS 457.435(2)(c)]

Plan Area Name	Increment Value to Use***	100% from Division of Tax***	Special Levy Amount****
	\$ _____ OR		
	\$ _____ OR		
	\$ _____ OR		

Part 3: Other Standard Rate Plans. [ORS 457.445(2)]

Plan Area Name	Increment Value to Use*	100% from Division of Tax*
	\$ _____ OR <input type="checkbox"/> Yes	
	\$ _____ OR <input type="checkbox"/> Yes	
	\$ _____ OR <input type="checkbox"/> Yes	
	\$ _____ OR <input type="checkbox"/> Yes	

Part 4: Other Reduced Rate Plans [ORS 457.445(1)]

Plan Area Name	Increment Value to Use*	100% from Division of Tax*
Reedsport Urban Renewal District	\$ _____ OR <input checked="" type="checkbox"/> Yes	
	\$ _____ OR <input type="checkbox"/> Yes	
	\$ _____ OR <input type="checkbox"/> Yes	
	\$ _____ OR <input type="checkbox"/> Yes	

Notice to Assessor of Permanent Increase in Frozen Value. Beginning tax year 2015-16, permanently increase frozen value to:

Plan Area Name	New frozen value
	\$ _____
	\$ _____

*All Plans except Option Three: Enter amount of Increment Value to Use that is less than 100 percent or check "Yes" to receive 100 percent of division of tax. Do NOT enter an amount of "Increment Value to Use" AND check "Yes."
 **If an Option One plan enters a Special Levy Amount, you MUST check "Yes" and NOT enter an amount of "Increment to Use."
 ***Option Three plans enter EITHER an amount of "Increment Value to Use" to raise less than the amount of division of tax stated in the 1998 ordinance under ORS 457.435(2)(c) OR the "Amount from Division of Tax" stated in the ordinance, NOT both.
 ****If an Option Three plan requests both an amount of "Increment Value to Use" that will raise less than the amount of division of tax stated in the 1998 ordinance and a "Special Levy Amount," the "Special Levy Amount" cannot exceed the amount available when the amount from division of tax stated in the ordinance is subtracted from the plan's Maximum Authority.

**ADOPTED
CITY OF REEDSPORT
CAPITAL
IMPROVEMENT
PROGRAM
2016 – 2020**

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CITY OF REEDSPORT
CAPITAL IMPROVEMENT PLAN
Fiscal Year 2015 - 016 Budget

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Project Ranking System

Each project receives two grades—one to rank the priority and one to rank the financing. In both instances the rankings receive a grade of A, B, C or D. An explanation of the grading system is as follows:

GRADE	PROJECT PRIORITY	PROJECT FINANCING
A	High need to address health and safety issues in a timely manner, high community demand; high cost effectiveness or regulatory requirements / contractual obligation.	Available funds on hand or outside funding obtained; no impact on utility rates or property tax revenue.
B	Moderate need to address health and safety issues; great community interest.	Funds may be available with nominal impact on utility rates or property tax revenue.
C	Some need to address health and safety issues, but not immediately; some community interest.	Moderate impact on utility rates or property tax revenue.
D	Low priority with no health and safety issues involved; limited community interest.	Significant impact on utility rates or property tax revenue.

CIP—General Principles and Coordination with City Policy

1. This document has generally been developed in accordance with the City's generally accepted management practices and practiced vehicle and equipment replacement guidelines.
2. The CIP was developed for a minimum of a 5-year period. As a plan, it must be seen as a flexible document that will be reviewed and updated on an annual basis. Items placed in the of the CIP should not be seen as fixed commitments, but rather as funds are available projects will be undertaken.

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2016 - 2020 CIP

Category	Project Name / description	Page #	PROJECT SUMMARY			2016	2017	2018	2019	2020
			Priority	Finance rating	Financed by Fund					
City Facilities:	Energy Upgrades City Buildings		C	B	025			\$25,000		
	Council Chambers Audio System		B	A	025	\$10,000				
	Community Building Storage Stairs		B	B	025	\$5,000				
	Dunes NRA Office Building Reroof		A	A	016	\$80,000				
	Dunes NRA Bldg Siding/painting		A	A	016	\$15,000				
	Lions Park Drinking Fountain		B	B	025	\$3,000				
	City Hall/Police Station Parking lot		D	C	025	\$40,000				
	Police Station Jail Door		C	C	025			\$30,000		
	Police/Fire Station Seismic upgrade		C	D	025					\$600,000
	Police Dept Awning		B	B	025	\$10,000	\$10,000			
	UDC womens RR flooring replacement		C	C	025		\$5,000			
	UDC wood floors refinish		C	C	025			\$5,000		
	4th St. Fire Station Bay Doors		C	D	025			\$40,000		
	Turner Station Addition Design		C	D	025			\$50,000		
	Turner Station Addition		C	D	025					\$400,000
	Turner Station Parking Lot		B	C	025		\$15,000			
	Turner Station SCBA station		A	A	014	\$6,600				
	Turner Station SCBA Addition		A	A	014	\$12,000				
	Rainbow Plaza Restroom		B	B	025	\$94,000				
	Parking/shop structure City shops		B	B	024/026/029		\$100,000			
	PW City Shop Repair		A	A	024/025/029/026	\$8,000				
	TOTAL					\$283,600	\$130,000	\$30,000	\$120,000	\$1,000,000
City Operations										
	Springbrook Software Finance Upgrade		A	A	025	\$10,000	\$5,500	\$4,000		
	TOTAL					\$10,000	\$5,500	\$4,000		
Vehicles/Equipment:										
	PW Excavator		B	B	024/026/029	\$60,000				
	Police Car Replacement		B	B	025	\$10,000	\$7,000	\$7,000	\$7,000	\$7,000
	Parks Lawn Mower Replacement		B	A	025	\$18,000				
	Roadside Tractor/mower		B	A	026		\$70,000			
	Triple Combo Fire Truck		B	B	014		\$135,000			
	TOTAL					\$88,000	\$77,000	\$142,000	\$7,000	\$7,000

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Category	Project Name / description	Page #	Priority	Finance rating	Financed by Fund	2016	2017	2018	2019	2020
Public Utilities:										
Streets										
	22nd Street Chip Seal		A	A	026	\$35,000				
	Riverfront Way: Fir to Water Ave		B	A	026	\$25,000				
	Ivy 12th to Juniper		B	A	026		\$25,000			
	Hawthorne 13th to 14th		B	B	026		\$18,500			
	South Hill Drive Top		B	C	026			\$23,000		
	Crestview Drive		B	C	026	\$27,000				
	Arthur Drive		B	C	026			\$55,000		
	5th Street Overlay		A	A	026	\$50,000				
	TOTAL					\$137,000	\$43,500	\$78,000	\$0	\$0
Public Utilities:										
Water										
	Fire Hydrant Replacement		A	C	003	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
	New Fire Hydrant Installation		A	C	003	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
	Water treatment upgrade: UV equip.		A	A	029	\$450,000				
	Highland/Gardens water line replace		A	A	029	\$300,000				
	Chlorine Conversion		B	B	029	\$50,000				
	Rowe St Water PS Replacement		B	C	029			\$10,000		
	Providence Creek Crossing		B	C	029			\$21,200		
	Winchester Creek Crossing		B	B	029			\$17,500		
	Acquire Master Heights Site		A	D	029			\$100,000		
	Master Heights Water Reservoir Install		C	D	029				\$2,700,000	
	Acquire Clear Lake Watershed		C	D	029				\$750,000	
	Telemetry system Water		C	B	029	\$100,000	\$100,000	60,000		
	Meter Retrofit		A	A	029	\$20,000	\$20,000	20,000		
	Phase 2 Water Transmission Line		C	D	029					\$2,300,000
	TOTAL					\$1,680,000	\$130,000	\$238,700	\$3,460,000	2310000
Public Utilities:										
Wastewater										
	Manhole Replacement/renovation		A	A	024	\$25,000	\$25,000	\$25,000		
	18th St/Ivy WW station replacement		C	A	024				\$75,000	
	Reline 1,250' WW line 19/22 on 101		B	A	024	\$100,000				
	Sewer Main Line at E.RR pump station		B	D	024		\$10,000	\$300,000	\$300,000	\$300,000
	Forest Hills WW station replacement		B	D	024		\$150,000			
	Cure In Place WW Main Line Projects		B	D	024	\$120,000				
	Elm Ave Sewer Main w/laterals		B	A	024	\$85,000				
	Telemetry system		C	B	024	\$100,000	\$100,000	\$61,000		

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Category	Project Name / description	Page #	Priority	Finance rating	Financed by Fund	2016	2017	2018	2019	2020
	Chlorine Conversion		B	B	024	\$50,000				
	Meter Retrofit		A	A	024	\$15,000	\$15,000	15,000		
	Sewer Camera System		A	A	024	\$15,000				
	TOTAL					\$512,016	\$302,017	\$403,018	\$375,000	\$302,020
Public Utilities:										
Stormwater:	Repair Elm St. PS		B	C	027	\$25,000				
	Elm St. Pump Station Replacement		B	D	150			\$600,000		
	Elm St. Storm Force Main		B	D	150			\$200,000		
	Railroad Pump Station		B	C	150				\$600,000	
	Telemetry system		C	B	027		\$86,000	60,000		
	Storm Water Levee Repair Study/Plan		A	A	027/150	\$220,000	\$600,000			
	Replace Storm Drains under levee		A	D	027/150		\$300,000			
	Levee Walking Trail		B	C	007	\$200,000				
	TOTAL					\$445,000	\$986,000	\$860,000	\$600,000	0
TOTAL						\$3,230,616	\$1,674,017	\$1,755,718	\$4,562,000	\$3,619,020

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City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

CITY FACILITIES:	DUNES NRA BUILDING										
Total Estimated Costs	<table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;"><u>2016</u></td> <td style="text-align: center;">2017</td> <td style="text-align: center;">2018</td> <td style="text-align: center;">2019</td> <td style="text-align: center;"><u>2020</u></td> </tr> <tr> <td style="text-align: right;">\$80,000</td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	<u>2016</u>	2017	2018	2019	<u>2020</u>	\$80,000				
<u>2016</u>	2017	2018	2019	<u>2020</u>							
\$80,000											

Project Priority Grade: A

Project Financing Grade: A

Project Description: Reroof the Dunes NRA Headquarters Building.

Project Justification: The roof needs to be replaced due to age and condition.

Proposed Financing: #1. 100 % Funding from Dunes NRA Lease Fund

City of Reedsport
 Capital Outlay Projects 2016 / 2020
 Project Detail Listing

CITY FACILITIES: POLICE DEPARTMENT

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$10,000	\$10,000			

Project Priority Grade: B

Project Financing Grade: B

Project Description: Install Awning to west side of Police Department Building

Project Justification: The cover would aid in maintaining the integrity of evidence and equipment being loaded or unloaded from police units. The police unit is essentially the officers' office, and many pieces of important equipment is transferred back and forth from them. Additionally, evidence is often unloaded from police cars into the building is difficult to keep out of the elements. Another component is the loading and unloading of prisoners both from and into the jail facility, creating conditions better suited for comfort and safety.

Proposed Financing: #1. General Capital Improvement Fund (025)

City of Reedsport
 Capital Improvement Program 2015 / 2019
 Project Detail Listing

CITY FACILITIES: POLICE/FIRE STATION

Total Estimated Costs:	2016	2017	2018	2019	2020
				\$40,000	

Project Priority Grade: C

Project Financing Grade: D

Project Description: Rebuild Bay Doors at 4th Street Fire Station

Project 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 doors.

Proposed Financing:
 #1. Fund 025
 #2. Undefined grant

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

CITY FACILITIES: **TURNER STATION SCBA COMPRESSOR STATION**

Total Estimated Costs	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$6,600				

Project Priority Grade: A

Project Financing Grade: A

Project Description: **SCBA Compressor Filling Station**

The Fire Department has located a slightly used SCBA compressor filling station for a reasonable cost. At present time the department has the capability to fill one tank at a time while the proposed purchase is able to fill three tanks at a time. The cost of new compressor filling stations is about \$30,000 to \$35,000.

Project Justification:

The Fire Department has the capacity to fill a SCBA tank one at a time which takes about 30 minutes. The department also fills the tanks for the Scottsburg, Winchester Bay and Gardiner Fire Districts. The purchase of the filling station would allow the volunteers to be efficient with their time and have the capacity to refill tanks quickly in an emergency.

Proposed Financing: #1. Fund 014

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

CITY FACILITIES: TURNER STATION FILLING STATION ROOM

Total Estimated Costs	2016	2017	2018	2019	2020
	\$12,000				

Project Priority Grade: A

Project Financing Grade: A

Project Description: FILLING STATION ROOM ADDITION

With the purchase of the SCBA filling station the need is identified for a small add-on building to the north side of Turner Fire Station. The addition will house the compressor which reduces noise level and increases safety for the operator. The filling station is set up so the filling station is separated from the compressor room. The building is estimated to \$6,000 to construct and \$6,000 for the electrical panel and connection for the 3 phase power requirement.

Project Justification:

The Fire Department has the capacity to fill a SCBA tank one at a time which takes about 30 minutes. The department also fills the tanks for the Scottsburg, Winchester Bay and Gardiner Fire Districts. The purchase of the filling station would allow the volunteers to be efficient with their time.

Proposed Financing: #1. Grants

#2. Fund 014

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

CITY FACILITIES: RESTROOMS AT RAINBOW PLAZA

Total Estimated Costs:

<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
\$94,000				

Project Priority Grade: B

Project Financing Grade: B

Project Description: Install a building with restroom and showers at Rainbow Plaza.

Project Justification: The long term plan for Rainbow Plaza includes a partial year use for Recreational Vehicle camping; hosting the events of Chainsaw Carving and Tsalila and accommodating overflow parking for the boat launch. A restroom shower facility will benefit all uses of the Rainbow Plaza site.

Proposed Financing:

As listed below:

- #1. Oregon Parks & Recreation Grant of \$75,000
- #2. General Capital Improvement Fund 025 \$5,000
- #3. Water Utility and Wastewater Utility \$4,000
- #4. Chamber of Commerce donation of \$10,000

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

CITY FACILITIES: ALL UTILITIES

Total Estimated Costs:

<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$100,000			

Project Priority Grade: B

Project Financing Grade: B

Project Description: Public Utilities Pole Building

Project Justification: A need has been indentified for an additional shop building at the City Shop Site for the storage of the water, wastewater, stormwater, parks and streets equipment. The additional land has been purchased and at a future time when enough capital has been reserved, the purchase and installation of a pole building would occur.

Proposed Financing: #1. Reserve funds in Streets, Water, Wastewater

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

CITY FACILITIES: ALL UTILITIES

Total Estimated Costs:

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$8,000				

Project Priority Grade: A

Project Financing Grade: A

Project Description: City Shop Repair Replace wall exterior siding and repair roof

Project Justification: The entire roof of the auto repair bay needs to be replaced. Siding will be replaced on the south, north and east sides of shop with T1-11. Roof is leaking on the identified part of the roof and the siding is rotted.

Proposed Financing: #1. Reserve funds in Streets, Water, Wastewater, General Fund Capital Improvement

City of Reedsport
 Capital Improvement Projects 2016 / 2020
 Project Detail Listing

CITY OPERATIONS: COMPUTER SOFTWARE

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$10,000	\$5,500	\$4,000		

Project Priority Grade: A

Project Financing Grade: A

Project Description: Purchase Springbrook Software Financial Upgrade.

Project Justification: It has become imperative to upgrade the financial software package to meet software, hardware and consumer requirements. Additional modules of Permits and Fees, Building Permits and GIS will be purchased in addition to the routine software upgrade. The upgrade payment will be spread over a period of five years, beginning in 2013-2014.

- Proposed Financing:**
- #1. General Capital Improvement Fund 025
 - #2. Water Capital Improvement Fund 029
 - #3. Wastewater Capital Improvement Fund 024

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

VEHICLES / EQUIPMENT:	EXCAVATOR	PUBLIC WORKS/UTILITIES		
Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	\$60,000			<u>2020</u>

Project Priority Grade: B

Project Financing Grade: B

Project Description: Excavator

Project Justification: The Public Works / Utility Departments have proposed infrastructure projects which will be formed by the City crews. Currently machinery such as the excavator must be rented or hired with an operator. The purchase of an excavator will allow the crews to use the equipment as needed. The cost will be offset by savings from doing the work in house and redirect the lease dollars to the purchase.

- Proposed Financing:**
- #1. Street Capital Improvement Fund
 - #2. Water Capital Improvement Fund
 - #3. Waste water Capital Improvement Fund

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

VEHICLES / EQUIPMENT:	POLICE										
Total Estimated Costs:	<table border="0" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"><u>2016</u></td> <td style="text-align: center;"><u>2017</u></td> <td style="text-align: center;"><u>2018</u></td> <td style="text-align: center;"><u>2019</u></td> <td style="text-align: center;"><u>2020</u></td> </tr> <tr> <td style="text-align: right;">\$10,000</td> <td style="text-align: right;">\$7,000</td> <td style="text-align: right;">\$7,000</td> <td style="text-align: right;">\$7,000</td> <td style="text-align: right;">\$7,000</td> </tr> </table>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	\$10,000	\$7,000	\$7,000	\$7,000	\$7,000
<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>							
\$10,000	\$7,000	\$7,000	\$7,000	\$7,000							

Project Priority Grade: B

Project Financing Grade: C

Project Description: Patrol Car Purchase

Project Justification: This is an ongoing program for Patrol Vehicles Replacement . It is especially necessary as the City is purchasing used patrol vehicles. The retired city vehicles can be sold at auction or kept for their used part values.

Proposed Financing: General Fund, Police Departmental Unit Capital Outlay.

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

VEHICLES / EQUIPMENT:	STREETS				
	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Total Estimated Costs:		\$70,000			

Project Priority Grade: B

Project Financing Grade: A

Project Description: Replacement Roadside Tractor / Mower

Project 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 1988 and is due for replacement.

Proposed Financing: #1. Street Capital Improvement Fund

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	STREETS				
Total Estimated Costs:		<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
		\$35,000			
Project Priority Grade:	A				
Project Financing Grade:	A				
Project Description:	CHIP SEAL 22nd Street				
Project Justification:	Street is in poor condition and is a major collector.				
Proposed Financing:	#1. Street Capital Improvement Fund 026				

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	STREETS				
Total Estimated Costs:		<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
		\$25,000			
Project Priority Grade:		B			
Project Financing Grade:		A			
Project Description:		Riverfront Way: Fir to Water Avenue			
Project Justification:		Street is in poor condition.			
Proposed Financing:		#1. Street Capital Improvement Fund 026			

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	STREETS										
Total Estimated Costs:											
	<table border="0"> <tr> <td style="text-align: center;"><u>2016</u></td> <td style="text-align: center;"><u>2017</u></td> <td style="text-align: center;"><u>2018</u></td> <td style="text-align: center;"><u>2019</u></td> <td style="text-align: center;"><u>2020</u></td> </tr> <tr> <td></td> <td style="text-align: center;">\$25,000</td> <td></td> <td></td> <td></td> </tr> </table>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>		\$25,000			
<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>							
	\$25,000										

Project Priority Grade: B

Project Financing Grade: A

Project Description: Ivy 12th to Juniper.

Project Justification: Street is in poor condition.

Proposed Financing: #1. Street Capital Improvement Fund

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	STREETS				
Total Estimated Costs:		<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
			\$18,500		<u>2020</u>
Project Priority Grade:	B				
Project Financing Grade:	B				
Project Description:	Hawthorne Street 13th block to 14th block.				
Project Justification:	Street is in poor condition .				
Proposed Financing:	#1. Street Capital Improvement Fund 026				

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	STREETS										
Total Estimated Costs:	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><u>2015</u></td> <td style="text-align: center;"><u>2016</u></td> <td style="text-align: center;"><u>2017</u></td> <td style="text-align: center;"><u>2018</u></td> <td style="text-align: center;"><u>2019</u></td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: center;">\$23,000</td> <td></td> </tr> </table>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>				\$23,000	
<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>							
			\$23,000								

Project Priority Grade: B

Project Financing Grade: C

Project Description: South Hill Drive Top.

Project Justification: Street is in poor condition.

Proposed Financing: #1. Street Capital Improvement Fund 026

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	STREETS				
Total Estimated Costs:		<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
		\$27,000			
Project Priority Grade:		B			
Project Financing Grade:		B			
Project Description:		Crestview Drive.			
Project Justification:		Portions of the street are in poor condition and need improvements.			
Proposed Financing:		#1. Street Capital Improvement Fund 026			

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	STREETS			
Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
			\$55,000	<u>2020</u>

Project Priority Grade: B

Project Financing Grade: C

Project Description: Arthur Drive Overlay.

Project Justification: Street is in poor condition . Additional work on street must be completed prior to overlay.

Proposed Financing: #1. Street Capital Improvement Fund

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	STREETS				
Total Estimated Costs:		<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
		\$50,000			
					<u>2020</u>
					:

Project Priority Grade: A

Project Financing Grade: A

Project Description: 5th Street: Fir Avenue to Winchester Avenue

Project Justification: Street needs to be asphalt planed; surface water drainage correction is need to prevent flooding; pot holes and the possible start of a sink hole addressed and an overlay to the block from Fir Avenue to Winchester Avenue.

Proposed Financing: #1. Street Capital Improvement Fund 026

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000

Project Priority Grade: A

Project Financing Grade: C

Project Description: Fire Hydrant Annual Replacement

Project 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.

Proposed Financing: #1. Water Utility Fund 003

City of Reedsport
 Capital Improvement Projects 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	WATER	UTILITY
Total Estimated Costs:	<u>2016</u>	<u>2017</u> <u>2018</u> <u>2019</u> <u>2020</u>
	\$5,000	\$5,000 \$5,000 \$5,000 \$5,000

Project Priority Grade: A

Project Financing Grade: C

Project Description: Purchase install one additional fire hydrant annually.

Project 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.

Proposed Financing: #1. Water Utility Fund 003

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$300,000				

Project Priority Grade: A

Project Financing Grade: A

Project Description: Highlands Avenue -- Gardens Avenue Water Line Replacement.

Project Justification: The water lines in the Highland/Gardens Area were installed in the late 1940's. The mainlines are made of class 100 asbestos cement pipe. The City has experienced numerous mainline breaks, resulting in numerous emergency work. Callouts with damage to private property and city streets.

Proposed Financing: #1. Water Capital Improvements Fund 029

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WATER UTILITY

Total Estimated Costs	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$50,000				

Project Priority Grade: B

Project Financing Grade: B

Project Description: CHLORINE CONVERSION

Convert the disinfection process at the Ozone Plant from chlorine gas to pelletized chlorine product.

Project Justification: Changing the process from chlorine gas to a 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.

Proposed Financing: #1. Water Capital Improvement Fund (029)

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
			\$10,000		

Project Priority Grade: B

Project Financing Grade: C

Project Description: Replace pumps at Rowe Street Pump Station.

Project Justification: The pumps at Rowe Street pump station need to be replaced with an energy efficient system.

Proposed Financing: #1. Water Capital Improvement Fund 029

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WATER UTILITY

Total Estimated Costs:

<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
		\$17,500		

Project Priority Grade: B

Project Financing Grade: B

Project Description: Winchester Creek Crossing.

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.

Project 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.

Proposed Financing:

#1. Capital Water Improvement Fund 029

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
				\$2,700,000	

Project Priority Grade: C

Project Financing Grade: D

Project Description: Master Heights Water Reservoir

Project 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 the Highland School.

- Proposed Financing:**
- #1. Capital Water Improvement Fund 029
 - #2. Grants
 - #3. Revenue Bonds

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC FACILITIES	WATER UTILITY			
Total Estimated Costs	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	\$100,000	\$100,000	\$60,000	<u>2020</u>

Project Priority Grade: C

Project Financing Grade: B

Project Description: Telemetry Alarm System

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 monitoring of the operations.

Water, Wastewater and Stormwater will share the cost of the server, software and hardware for the initial setup. City Hall will host the server and monitoring computer equipment for all three utility systems. The project will be installed in three to four phases due to the cost.

Project 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.

Proposed Financing: #1. Water Capital Improvement Fund (029)

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WATER UTILITY

Total Estimated Costs	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$20,000	\$20,000	\$20,000		

Project Priority Grade: A

Project Financing Grade: A

Project Description: RETROFIT WATER METER

Project is proposed for retrofitting existing water meters with MXU radio read technology. First year project will be meters in Gardiner and Winchester Bay for the accounts that have capability to use the new radio read equipment.

Water and Sewer will share the cost as both utilities collect revenue from readings from the meters.

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

- Proposed Financing:** #1. Water Capital Improvement Fund (029)
 #2. Waste water Capital Improvement Fund (024)

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WASTEWATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$25,000	\$25,000	\$25,000		

Project Priority Grade: A

Project Financing Grade: A

Project Description: Sewage Manhole Renovation and Replacement Project.

Project 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 2014 budget.

Proposed Financing: #1. Wastewater Capital Improvement Fund 024

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WASTEWATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
				\$75,000	

Project Priority Grade: C

Project Financing Grade: A

Project Description: 18th Street & Ivy Sewage Pump Station Replacement.

Project Justification: December 31, 2005, the Ivy Stations was completely submerged due to flooding in the Schofield Creek. Power to the station is on a power pole 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 re-
 placement parts are difficult to obtain and expensive.

Proposed Financing: #1. Wastewater Capital Improvement Fund 024

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WASTEWATER UTILITY

Total Estimated Costs:

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$100,000				

Project Priority Grade: B

Project Financing Grade: A

Project Description: Reline 1,250 feet of 8" Sewage line on 22nd Street & Hwy 101.

Project Justification: Beginning where the 8" sewage line crosses Hwy 101 and continuing northward past Bedrock's for approximately 1,250 feet, the sewage line contains a number of cracks and holes, which increases the I & I problem for the treatment plant.

Proposed Financing: #1. Wastewater Capital Improvement Fund 024

City of Reedsport
 Capital Improvement Program 2016/ 2020
 Project Detail Listing

PUBLIC UTILITIES: WASTEWATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$10,000	\$300,000	\$300,000	\$300,000	\$300,000

Project Priority Grade: B

Project Financing Grade: D

Project Description: Sewer Main at East Railroad Pump Station

Project Justification: Increase the size of the 15" sewer main beginning at the E. Railroad/Riverfront Way pump station. Separate the project into 4 stages at 1,500 ft per year. First year would include \$10,000 estimated for engineering costs. Existing sewer line will discharge in times of heavy flows which causes the sewer system to overflow which has a public health danger.

Proposed Financing: #1. Wastewater Capital Improvement Fund 024

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WASTEWATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
		\$150,000			

Project Priority Grade: B

Project Financing Grade: D

Project Description: **Rehabilitate Forest Hills Sewage Pump Station.**

Project 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.

Proposed Financing: #1. Wastewater Capital Improvement Fund 024

City of Reedsport
 Capital Improvement Program 2016/ 2020
 Project Detail Listing

PUBLIC UTILITIES: WASTEWATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	\$120,000			

Project Priority Grade: B

Project Financing Grade: D

Project Description: 1200 feet of Cure-in-place Main Sewer line

Project Justification: Project consists of 3 cure in place sewer lining components . Price as quoted by vendors.

1. Ranch Road: 300' section between man hole(MH) #34 to #35. Repair would prevent failure of line.
2. Hawthorne & E Railroad. 300 block: Section between MH# 1-2-1 to MH# 1-2-2. Numerous abandoned service laterals.
3. Fir & Winchester, 5th & 6th St: 360' section between MH# 1-4-7 to MH# 1-4-8. Reduce I&J in a contaminated area.

Proposed Financing: #1. Wastewater Capital Improvement Fund 024

City of Reedsport
 Capital Improvement Program 2016/ 2020
 Project Detail Listing

PUBLIC UTILITIES: WASTEWATER UTILITY

Total Estimated Costs:	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$85,000				

Project Priority Grade: B

Project Financing Grade: A

Project Description: Sewer main and laterals Elm Ave, 100 block to 200 block

Project Justification: Project will increase the carrying capacity of sewer to accommodate Douglas County land fill leachate. Project would improve a poorly designed segment of main sewer line which is difficult to access by equipment.. Project would also provide new lateral connections to nine services, reducing I & I to wastewater treatment plant.

- Proposed Financing:**
- #1. Wastewater Capital Improvement Fund 024
 - #2. Partial cost share with Douglas County

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES:	WASTE WATER UTILITY			
Total Estimated Costs	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
	\$100,000	\$100,000	\$61,000	<u>2020</u>

Project Priority Grade: C

Project Financing Grade: B

Project Description: Telemetry Alarm System

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 monitoring of the operations.

Water, Wastewater and Stormwater will share the cost of the server, software and hardware for the initial setup. City Hall will host the server and monitoring computer equipment for all three utility systems. The project will be installed in three to four phases due to the cost.

Project 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.

Proposed Financing: #1. Waste Water Capital Improvement Fund (024)

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

PUBLIC UTILITIES: WASTEWATER UTILITY

Total Estimated Costs	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
	\$15,000	\$15,000	\$15,000		

Project Priority Grade: A

Project Financing Grade: A

Project Description: RETROFIT WATER METER

Project is proposed for retrofitting existing water meters with MXU radio read technology. First year project will be meters in Gardiner and Winchester Bay for the accounts that have capability to use the new radio read equipment.

Water and Sewer will share the cost as both utilities collect revenue from readings from the meters.

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

Proposed Financing: #1. Wastewater Capital Improvement Fund (024)
 #2. Water Capital Improvement Fund (029)

City of Reedsport
 Capital Improvement Program 2016 / 2020
 Project Detail Listing

CITY FACILITIES: STORM WATER UTILITY

Total Estimated Costs	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
		\$50,000	\$86,000		

Project Priority Grade: C

Project Financing Grade: D

Project Description: Telemetry Alarm System

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 monitoring of the operations.

Water, Wastewater and Stormwater will share the cost of the server, software and hardware for the initial setup. City Hall will host the server and monitoring computer equipment for all three utility systems. The project will be installed in three to four phases due to the cost.

Project 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.

Stormwater 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.

Proposed Financing: #1. Storm Water Capital Improvement Fund (027)
 #2. Grant Funding

