

**CITY OF WALDPOR T BUDGET COMMITTEE
APRIL 24, 2018
MEETING NOTICE AND AGENDA**

THE CITY OF WALDPOR T BUDGET COMMITTEE WILL MEET AT 1:30 P.M. ON TUESDAY, APRIL 24, 2018, IN THE CITY COUNCIL MEETING ROOM, 125 ALSEA HIGHWAY TO TAKE UP THE FOLLOWING AGENDA:

1. CALL TO ORDER AND ROLL CALL
2. SELECTION OF BUDGET COMMITTEE CHAIR
3. PUBLIC HEARING(S)
 - A. State Revenue Sharing
 - B. City of Waldport Budget for Fiscal Year 2018-2019
4. DISCUSSION/ACTION ON BUDGET
5. ADJOURNMENT

NOTE: THIS MEETING MAY BE ADJOURNED TO A LATER TIME SPECIFIC ON TUESDAY, APRIL 24, 2018 AND/OR THURSDAY, APRIL 26, 2018 AT 1:30 P.M. IF ADDITIONAL TIME IS REQUIRED.

The City Council Meeting Room is accessible to all individuals. If you will need special accommodations to attend this meeting, please call City Hall, 264-7417, during normal office hours.

Notice given this 23rd day of April, 2018

Reda Q. Eckerman, City Recorder



WALDPOR BUDGET COMMITTEE COVER SHEET FOR PUBLIC HEARING

TITLE OF ISSUE: State Revenue Sharing (Public Hearing)

FOR MEETING DATE: April 24, 2018

SUMMARY OF ISSUE:

ORS 221.770 states a share of certain revenues of the state shall be distributed to the cities for general purposes provided the city elects to receive distributions and holds two public hearings at which citizens have the opportunity to provide written and oral comment to the authority responsible for approving and adopting the budget.

ACTION REQUESTED FOR CITY BUDGET:

After the State Revenue Sharing public hearing and budget deliberations, we recommend the following motion.

- Move to approve the State Revenue Sharing and recommend its adoption to the City Council.



WALDPOR T BUDGET COMMITTEE COVER SHEET FOR PUBLIC HEARING

TITLE OF ISSUE: Adding Community Fund Programs to the General Fund

FOR MEETING DATE: April 24, 2018

SUMMARY OF ISSUE:

In the City’s Annual Fiscal Report (aka the Audit), filed with the state and available on line, the General and Community funds are combined for presentation. The Community fund does not meet the criteria for a special revenue fund under Governmental Accounting Standards Board (GASB) Statement #54. A special revenue fund designation requires GASB 54 further states “Governments should discontinue reporting a special revenue fund, and instead report the fund’s remaining resources in the general fund, if the government no longer expects that a substantial portion of the inflows will derive from restricted or committed revenue sources. “

The substantial portion of inflows for the Community fund is transfer from the General fund. Both the General and Community funds budget by program. Adding Community fund programs to the General fund would eliminate the transfers between these two funds, reduce the size of the budget by their interfund activity, provide contingency flexibility, lend simplicity to the budget, and offer greater transparency of revenue sources. It does not change dollar values of any programs.

Current Fund Structure	New Fund Structure?
General Fund	
Transfers	Contingency
170,000	80,380
Contingency	Administration
73,201	459,281
Administration	Land Use Planning
459,281	206,511
Land Use Planning	Public Safety, Court
206,511	371,916
Public Safety, Court	GO Bonds
371,916	86,053
GO Bonds	Library Services
86,053	269,229
Total	Parks & Recreation
1,366,962	95,900
Community Fund	
Library Services	Parks System Development
269,229	30,700
Parks & Recreation	Community Center
95,900	36,361
Parks System Development	Community Development
30,700	9,100
Community Center	Total
36,361	1,645,431
Community Development	Total Appropriated
9,100	1,645,431
Transfers	Reserves, Unappropriated
1,608	418,593
Contingencies	Total Budget
7,179	2,064,024
Total	Transfers eliminated
450,077	171,608
Total Appropriated	
1,817,039	
Reserves, Unappropriated	
418,593	
Total Budget	
2,235,632	

ACTION REQUESTED FOR CITY BUDGET:

- Move to add Community fund programs to the General fund and eliminate the General fund transfers of \$170,000 and Community fund transfers of \$1,608.



WALDPORT BUDGET COMMITTEE COVER SHEET FOR PUBLIC HEARING

TITLE OF ISSUE: Motions to Approve Budget for Fiscal Year 2018/2019

FOR MEETING DATE: April 24, 2018

SUMMARY OF ISSUE:

ORS 294.426 states the budget committee shall hold one or more meetings to receive the budget message and the budget document and to provide members of the public with an opportunity to ask questions about and comment upon the budget document.

The budget committee shall approve the budget document as submitted by the budget officer or the budget document as revised by the budget committee. The budget document as approved by the budget committee shall specify the ad valorem property tax amount or rate for all funds (ORS 294.428).

ACTION REQUESTED FOR CITY BUDGET:

After the State Revenue Sharing public hearing and budget deliberations, we recommend the following motions.

- Move to accept the proposed budget, as amended, and recommend its adoption to the Waldport City Council.
- Move that the City of Waldport Budget Committee approve taxes for the 2018/2019 fiscal year at the rate of \$2.3328 per \$1000 of assessed value for operating purposes, and in the amount of \$80,049 for general obligation bond principal and interest.
- Move to adjourn.

**WALDPOR ROAD DISTRICT #3 BUDGET COMMITTEE
APRIL 24, 2018
MEETING NOTICE AND AGENDA**

THE WALDPOR ROAD DISTRICT #3 BUDGET COMMITTEE WILL MEET AT 1:30 P.M. ON TUESDAY, APRIL 24, 2018, IN THE CITY COUNCIL MEETING ROOM, 125 ALSEA HIGHWAY TO TAKE UP THE FOLLOWING AGENDA:

1. CALL TO ORDER AND ROLL CALL
2. SELECTION OF BUDGET COMMITTEE CHAIR
3. PUBLIC HEARING: WALDPOR ROAD DISTRICT #3 BUDGET FOR FY 2018-2019
4. DISCUSSION/ACTION ON BUDGET
5. ADJOURNMENT

NOTE: THIS MEETING MAY BE ADJOURNED TO A LATER TIME SPECIFIC ON TUESDAY, APRIL 24, 2018 AND/OR THURSDAY, APRIL 26, 2018 AT 1:30 P.M. IF ADDITIONAL TIME IS REQUIRED.

The City Council Meeting Room is accessible to all individuals. If you will need special accommodations to attend this meeting, please call City Hall, 264-7417, during normal office hours.

Notice given this 23rd day of April, 2018

Reda Q. Eckerman, City Recorder



WALDPOR BUDGET COMMITTEE COVER SHEET FOR PUBLIC HEARING

TITLE OF ISSUE: Motions to Approve Budget for Fiscal Year 2018/2019

FOR MEETING DATE: April 24, 2018

SUMMARY OF ISSUE:

ORS 294.426 states the budget committee shall hold one or more meetings to receive the budget message and the budget document and to provide members of the public with an opportunity to ask questions about and comment upon the budget document.

The budget committee shall approve the budget document as submitted by the budget officer or the budget document as revised by the budget committee. The budget document as approved by the budget committee shall specify the ad valorem property tax amount or rate for all funds (ORS 294.428).

ACTION REQUESTED FOR WALDPOR ROAD DISTRICT:

After the budget deliberations, we recommend the following motions.

- Move to accept the proposed budget and recommend its adoption to the Waldport Road District.
- Move that the Waldport Road District Budget Committee approve taxes for the 2018/2019 fiscal year at the rate of \$0.6960 per \$1000 of assessed value for operating purposes.
- Move to adjourn.

WALDPOR T URBAN RENEWAL AGENCY BUDGET COMMITTEE
APRIL 24, 2018
MEETING NOTICE AND AGENDA

THE WALDPOR T URBAN RENEWAL AGENCY BUDGET COMMITTEE WILL MEET AT 1:30 P.M. ON TUESDAY, APRIL 24, 2018, IN THE CITY COUNCIL MEETING ROOM, 125 ALSEA HIGHWAY TO TAKE UP THE FOLLOWING AGENDA:

1. CALL TO ORDER AND ROLL CALL
2. SELECTION OF BUDGET COMMITTEE CHAIR
3. PUBLIC HEARING: WALDPOR T URBAN RENEWAL AGENCY BUDGET FOR FY 2018/2019
4. DISCUSSION/ACTION ON BUDGET
5. ADJOURNMENT

NOTE: THIS MEETING MAY BE ADJOURNED TO A LATER TIME SPECIFIC ON TUESDAY, APRIL 24, 2018 AND/OR THURSDAY, APRIL 26, 2018 AT 1:30 P.M. IF ADDITIONAL TIME IS REQUIRED.

The City Council Meeting Room is accessible to all individuals. If you will need special accommodations to attend this meeting, please call City Hall, 264-7417, during normal office hours.

Notice given this 23rd day of April, 2018

Reda Q. Eckerman, City Recorder



WALDPORT BUDGET COMMITTEE

COVER SHEET FOR PUBLIC HEARING

TITLE OF ISSUE: Urban Renewal Project Update and Changes

FOR MEETING DATE: April 24, 2018

SUMMARY OF ISSUE:

A master plan was prepared and approved for the Industrial Park, located in the southern part of town adjacent to Crestline Drive. An important element to attract and facilitate development is providing wastewater collection infrastructure inside the park and extending to the wastewater plant that is located northerly adjacent to Lint Slough.

Westech Engineering recently completed a draft preliminary report describing the wastewater system improvements that are needed to connect to the industrial park. Site maps for the project are attached. The initial phase is estimated at \$956,000 (attached) and includes \$235,000 for asphalt surface restoration. The above work will connect to the existing collection infrastructure at Range Drive, but it does not resolve downstream capacity shortfalls that must be resolved before activating the entire collection system from the industrial park. This work involves one of two options leading to the wastewater plant: Correcting existing infrastructure, or building new infrastructure. Siphon corrective work in Township 13 may be the preferred option. If siphon corrective work is not technically or financially practical, then a new line downhill to the plant, bypassing the siphon, would need to be built to handle the flow from the industrial area.

The total projected cost of all downstream improvements is approximately \$1,3M. In light of preliminary cost estimates, the City is pursuing a grant application to Business Oregon for the Regional Infrastructure Fund ("RIF") for engineering of the force main, downstream work and pump station utilizing urban renewal #2 funds as match. If awarded RIF funding would be available in the spring of 2019.

After constructing the sewerline improvements, properties in the industrial park will be able to tie into the system at Dahl Avenue and Range Drive. Future improvements needed within the park include i) pump station, ii) gravity collection system (properties along Ann Street), and iii) pressurized grinder collection system (interior properties that are at lower elevations). The cost of each of these systems is approximately \$1 million, for a total cost of \$3 million. There will need to be additional discussions and decisions related to funding of these components, most likely from a local improvement district. The industrial park itself is not in urban renewal.

ACTION REQUESTED:

- Move to reduce Loan Proceeds from \$660,000 to \$150,000, reduce Wastewater Infrastructure to Industrial Park from \$660,000 to \$200,000, and reduce contingency from \$54,582 to \$4,582.
- Move to appropriate \$150,000 for debt principal and \$500 for debt interest, and reduce debt reserve from \$170,500 to \$20,000.

Figure 2: Proposed Industrial Park Wastewater Collection System

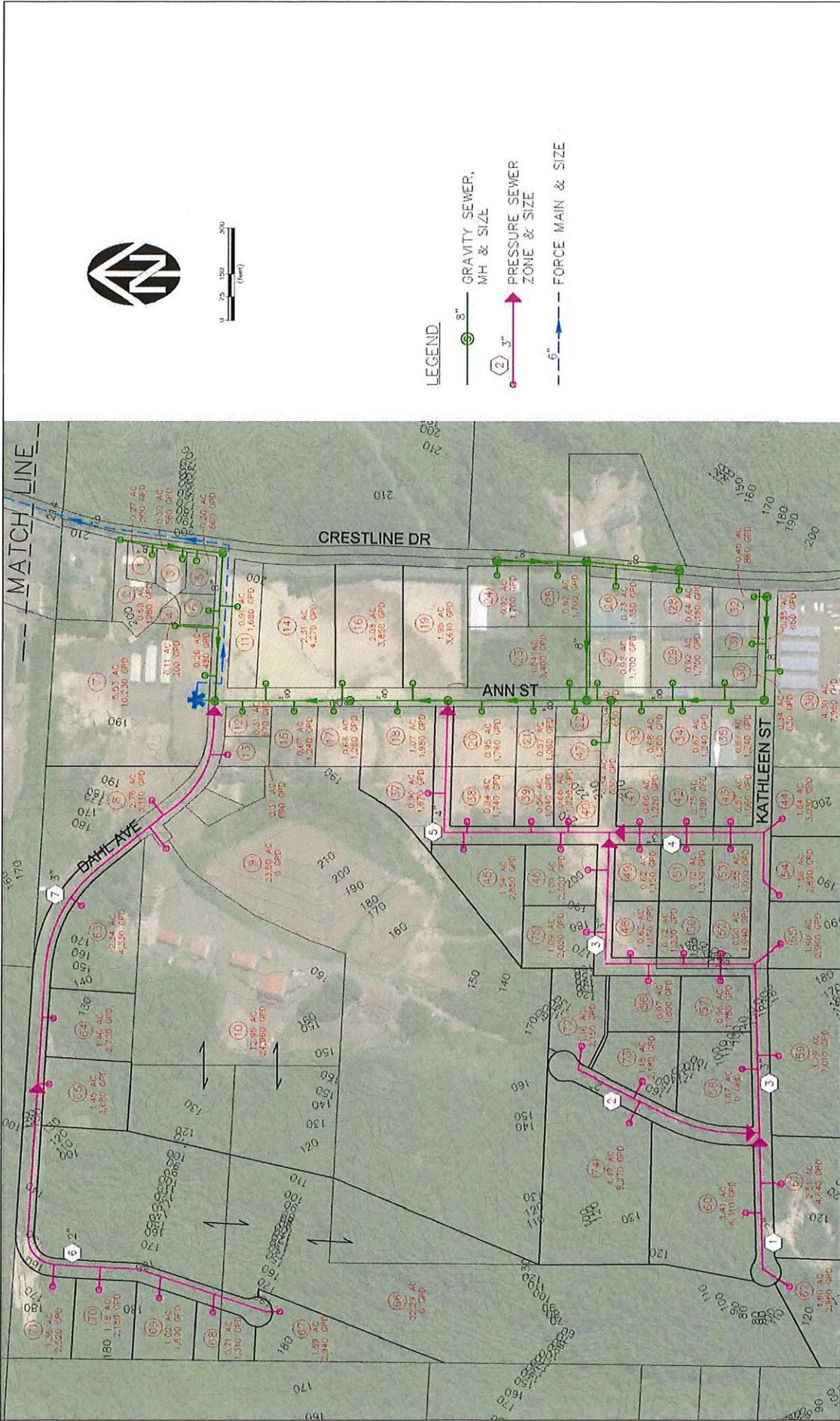


Figure 3: Proposed Industrial Park Offsite Foremain



Table C-1

Project IP-1: Industrial Park Pump Station Force Main
Recommended Budget Level Cost Estimates
Waldport Industrial Park Sewer System - Preliminary Design Report
3008.3000.0

Construction Costs Item	Qty	Unit	Unit Cost	Total Cost
Mobilization (percentage of total)	1	LS	\$52,500	\$52,500
Traffic Control	1	LS	\$5,000	\$5,000
Connection to Existing Pipe at Range Drive	1	LS	\$5,000	\$5,000
Erosion Control and Cleanup	1	LS	\$2,000	\$2,000
Surveying	1	LS	\$3,000	\$3,000
Pipeline from Range Drive to Dahl Avenue	4700	LF	\$80	\$376,000
Air Valve Stations	2	Each	\$7,500	\$15,000
Asphalt Surface Restoration	4700	LF	\$50	\$235,000
Replace Striping	4700	LF	\$1	\$4,700
Miscellaneous Surface Restoration	1	LS	\$10,000	\$10,000
Construction Total				\$708,000

Soft Costs

Construction Contingency (10%)	\$71,000
Engineering and Surveying (20%)	\$142,000
Legal, Permits, Admin (5%)	\$35,000
Total Recommended Project Budget	\$956,000

FYE 2016 Actual	FYE 2017 Actual	FYE 2018 Budget	FYE 2018 Projected		FYE 2019 Proposed	FYE 2019 Approved	FYE 2019 Adopted
UR Construction Fund							
UR#2 Construction							
83,982	77,282	186,600	196,010	Beginning Balance	68,200		
523	1,716	500	2,000	Interest Earnings	2,000		
0	120,000	440,000	0	Loan Proceeds	660,000	150,000	
84,505	198,998	627,100	198,010	Total Resources	730,200	150,000	
-422	-440	-600	-200	UR#2 Fees	-200		
0	0	-1,500	0	Advertising	0		
0	0	-250	-250	Memberships	0		
0	0	-1,800	0	Audit Services	0		
0	0	-21,000	0	Consultant Services	0		
-6,801	-2,548	-20,000	-61	Interfund Services	-418		
-7,223	-2,988	-45,150	-511	Total Materials & Services	-618		
0	0	0	0	Crestline Sidewalk Design	-15,000		
0	0	-440,000	-10,000	Wastewater Infrastructure to IP	-660,000	-200,000	
0	0	-115,000	-119,300	WW Plant UV System Upgrade	0		
0	0	-555,000	-129,300	Total Capital Outlays	-675,000	-200,000	
0	0	-26,950	0	Contingency	-54,582	-4,582	
0	0	-26,950	0	Total Contingency	-54,582	-4,582	
77,282	196,010	0	68,199	UR#2 Construction Summary	0	-54,582	
UR Debt Service Fund							
UR#2 Debt Service							
30,892	85,582	23,000	25,573	Beginning Balance	94,500		
52,864	58,079	61,000	66,900	Tax Increment Revenues	74,000		
1,414	1,529	1,600	1,500	Prior Tax Increment	1,500		
412	488	300	500	Interest Earnings	500		
85,582	145,678	85,900	94,473	Total Resources	170,500		
0	-105	-15,576	0	Debt Interest	0	-500	
0	-120,000	-8,467	0	Debt Principal	0	-150,000	
0	-120,105	-24,043	0	Total Debt Service	0	-150,500	
0	0	-61,857	0	Debt Reserve	-170,500	-20,000	
0	0	-61,857	0	Total Reserves	-170,500	-20,000	
85,582	25,573	0	94,473	UR#2 Debt Service Summary	0	-170,500	



WALDPOR BUDGET COMMITTEE COVER SHEET FOR PUBLIC HEARING

TITLE OF ISSUE: Motions to Approve Budget for Fiscal Year 2018/2019

FOR MEETING DATE: April 24, 2018

SUMMARY OF ISSUE:

ORS 294.426 states the budget committee shall hold one or more meetings to receive the budget message and the budget document and to provide members of the public with an opportunity to ask questions about and comment upon the budget document.

The budget committee shall approve the budget document as submitted by the budget officer or the budget document as revised by the budget committee. The budget document as approved by the budget committee shall specify the ad valorem property tax amount or rate for all funds (ORS 294.428).

ACTION REQUESTED FOR WALDPOR URBAN RENEWAL:

After budget deliberations, we recommend the following motions.

- Move to accept the proposed budget, as amended, and recommend its adoption to the Waldport Urban Renewal Agency.
- Move that the Waldport Urban Renewal Budget Committee approve taxes for the 2018/2019 fiscal year at the maximum amount that may be raised from division of taxes for the Urban Renewal #2 Plan.
- Move to adjourn.