



CITY OF BROWNSVILLE

Council Meeting

Tuesday – September 25th, 2012

Regular Session 7:00 p.m.

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CITY OF BROWNSVILLE

Council Meeting

City Hall – Council Chambers
Tuesday, September 25th, 2012

AGENDA

Regular Session

7:00 p.m.

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) PLEDGE OF ALLEGIANCE
- 4) ADDITIONS OR DELETIONS TO AGENDA
- 5) MINUTES: September 4th, 2012
- 6) PUBLIC HEARINGS OR PRESENTATIONS
 - A. Majdecki & Keenan – Nuisance Abatement
- 7) DEPARTMENT REPORTS:
 - A. Sheriff
 - B. Planning
 - C. Public Works
 - D. Administration
 - E. Library
 - F. Court
 - G. Council
- 8) CITIZEN COMMENTS (Non-agenda & Agenda items)
- 9) LEGISLATIVE:
 - A. Resolution 690 – Special Circumstances Purchase (TAG)
 - B. Resolution 691 – Transfer Water Administration Funds

This Agenda is a list of the subjects anticipated to be considered at the meeting, but the Council may consider additional subjects as well. The location of the meeting is accessible to physically challenged individuals. Should special accommodations be needed, please notify City Administrator S. Scott McDowell at (541) 466-5880 in advance. Thank You.

10) ACTION ITEMS

- A. Calapooia River Crossing – Financing Options
- B. Authorize Chamber MOU
- C. Uerlings-Barker Insurance Agreement
- D. New Restroom Ribbon Cutting
- E. Arbor Day Proclamation

11) DISCUSSION ITEMS:

- A. Christmas Decorations
- B. August Financials

12) CITIZEN QUESTIONS & COMMENTS

13) COUNCIL QUESTIONS & COMMENTS

14) ADJOURN

This Agenda is a list of the subjects anticipated to be considered at the meeting, but the Council may consider additional subjects as well. The location of the meeting is accessible to physically challenged individuals. Should special accommodations be needed, please notify City Administrator S. Scott McDowell at (541) 466-5880 in advance. Thank You.



Council Minutes

September 4th, 2012

ROLL CALL: Mayor Ware called the meeting to order at 7:00 p.m. with Councilors Shepherd, Chambers, Gerber, Cole and Van Sandt present. Councilor Boyanovsky was excused. City Administrator Scott McDowell, Public Works Director Karl Frink and City Planner Bill Sattler were also present.

PUBLIC: Kaye Fox, Sergeant Brad Kelley, Ryan Quigley & Elizabeth Coleman.

ADDITIONS AND DELETIONS: None.

MINUTES: The Council reviewed the minutes of the July 24th, 2012, meeting. Councilor Cole moved to approve the minutes. The motion was seconded by Councilor Boyanovsky and was approved unanimously.

PUBLIC HEARINGS OR PRESENTATIONS:

1. Water System River Crossing Status & Financing Options. Mr. McDowell provided a presentation showing the status of the Calapooia waterline crossing. When it was possible to examine the line, it was found that the damage was much worse than suspected. A forty foot section of the line had been washed away. Given the significant damage Mr. McDowell said that the only real option would be to bore a new line deeper under the river as originally discussed. Mr. McDowell said that the estimated cost for the project would be \$500,000 to \$600,000. He said that he and Mr. Quigley had met with State and Federal representatives to explore financing options for the project. Mr. McDowell said that it appeared that the repayment cost would be around \$4 per month for each water account. He said that no grant money is available unless the cost of water is more than \$48 per month. Mr. McDowell noted that there are some other water projects that might need to be done in the near future and it might be possible to finance them at the same time. He said that another option might be to refinance the existing debt, hopefully at a lower rate, and add the cost of the new project which could possible result in no increase in payments. Mr. McDowell said that it was also possible for the City to finance the project out of reserves. Mr. Quigley from Erwin Engineering said that scheduling for the project would be somewhat determined by the financing selected. He said that the environmental permitting should be simple as the project would not be working within the river. Councilor Van Sandt made a motion to have Mr. McDowell, Mayor Ware and Council President Shepherd look into the financing options for the project to determine the best option for the City and to authorize them to execute any needed documents. The motion was seconded by Councilor Cole and was approved unanimously. Mr. Quigley said that he was looking into the option of moving the site of the river crossing about 350' upstream of the current site. He said that doing so would move the pipeline out of the area of rapid erosion. Mr. Quigley said that it might add to the cost and that there would need to be geo-tech work to make sure there's no bedrock or large cobbles at the site.

DEPARTMENT REPORTS:

1. Sheriff's Report. Sgt. Kelly reported on the Willamette Country Music Festival. He said that it went pretty well considering the size of the crowd and the nature of the event. He said that the Sheriff's Office is already planning for improvements that could be made



Council Minutes

next year. Sgt. Kelly said that it's a great event for the area and the sponsors have been good to work with.

2. Planning. Mr. Sattler said that Staff has been very busy dealing with calls regarding the Festival and people looking for camp sites. Mr. Sattler said that he has been working on weed abatements and had another five properties mowed in addition to quite a few that had been cleaned up by the owners after they had received notices.
3. Public Works. Mr. Frink reported that his Staff have been painting the Water Treatment Plant and said that when it was built it was not caulked so they have been doing that also. Mr. Frink said that the punch list from the Oak Street project is still unfinished and he will look into getting that completed. He said that the cemetery has been mowed and trimmed, the City's street and parking lot striping is completed and the new roof has been installed on the Rec Center. Mr. Frink said that the millrace pumps had been turned on July 8th and so far there haven't been any problems. Councilor Cole thanked him for watering the new street trees at the south end of Main Street. Mr. Frink said that they were selected to be drought resistant trees and probably didn't actually need watering but it made them look better.
4. Administrator's Report. Mr. McDowell introduced Liz Coleman, the City's new Assistant Clerk who had recently been hired. Mr. McDowell said that there are only three candidates for the three open City Council positions, no one had decided to run against the incumbents. He said that he is close to hiring someone for the open Public Works position. Mr. McDowell said that the City will probably need to make a public statement of support for the Willamette Country Music Festival as there have been some negative comments made about it. He said that the Festival donated over \$55,000 to local community groups last year and the City needs to make sure the County Commissioners are aware of the event's benefit to the community. Mr. McDowell reminded everyone that the deadline for the next edition of the Newsletter is September 21st.
5. Library Report. Ms. Lemhouse provided a written report.
6. Court Report. The Municipal Court provided a written report.
7. Council Comments. None.
8. Citizen Comment. None.

LEGISLATIVE: None.

ACTION ITEMS:

1. Uerlings-Barker Insurance Agreement. Mr. McDowell said that the proposal was for a fee of \$1,900. The Council decided by consensus to table the discussion until the September 25th meeting.
2. Award Backhoe Contract. Mr. McDowell said that Brim Tractor had the lowest quote on the Backhoe RFP and provided a spreadsheet of all quotes received. He said that the City probably saved about 10 percent on it. Councilor Cole asked when it would be delivered. Mr. Frink said about 120 days and that is normal for equipment of this type. Councilor Shepherd asked what would be done with the old backhoe. Mr. Frink said that no final determination has been made. Councilor Gerber moved to award the contract to Brim



Council Minutes

Tractor in the amount of \$87,590 for a 17ft. JCB Backhoe/Loader. The motion was seconded by Councilor Van Sandt and was approved unanimously.

3. Payroll Options. Mr. McDowell said that the software module the City has for payroll is very difficult to use and that one solution would be to hire a payroll service to handle this for the City. He said that the City's Auditor, Boldt, Carlisle & Smith, have proposed to do it for \$195 per month. He said that Pioneer Bookkeeping is about the same price. BCS provides these services through ADP a nationally recognized payroll processing company. Councilor Van Sandt moved that the City retain Boldt, Carlisle & Smith to handle the City's payroll. The motion was seconded by Councilor Shepherd and was approved 5-1 with Councilor Cole voting against the motion. Councilor Cole said that she generally preferred to support local businesses whenever possible. Councilor Van Sandt noted that the City already has a relationship with Boldt, Carlisle & Smith.
4. Authorize Elections Advertisement. Councilor Cole moved to authorize the required election advertisements for the upcoming November election. The motion was seconded by Councilor Shepherd and was approved unanimously with Mayor Ware abstaining due to a potential conflict of interest.

DISCUSSION ITEMS:

1. Boldt, Carlisle & Smith. Mr. McDowell said that the City's Auditor will be working with him to make recommendations regarding the City's internal controls.
2. Authorize Chamber Memorandum of Understanding. Mr. McDowell said that the City has reached memorandums of understanding with all the other groups that use the City's facilities each year and he thought it would be a good idea to do one with the Chamber to clarify each party's expectations and responsibilities. Councilor Gerber agreed that this should be done for each major event. Councilor Cole asked if the Chamber has reviewed the proposed agreement. Mr. McDowell said that he was simply running the idea by Council first. He will then work the Sharon McCoy, the Chamber liaison, for their Board's review and discussion. Councilor Cole thought it would be a good idea and really help define the process.
3. July Financials. Mr. McDowell noted that the report is in a slightly different format.

COUNCIL COMMENTS: None.

CITIZEN COMMENT: Ms. Kaye Fox reported on activities at the Senior Center. She said that she had resigned a number of roles so that others could take them on and get involved. She said that they had raised about \$720 from activities this summer and that their newsletter was coming out.

ADJOURNMENT: Councilor Shepherd moved to adjourn. The meeting was adjourned at 9:10 p.m.

City Administrator S. Scott McDowell

Mayor Don Ware



City Administrator Report

September 25th, 2012

From: S. Scott McDowell
To: Mayor & Council
Re: General Business

Nuisances – The City has been working on several properties throughout town. Fortunately positive improvements are happening on most properties that have been identified and contacted. One major issue is that of garage sales. Some property owners have had extensive garage sales that have delayed their property from being in compliance with the ordinance. The City's approach has been to be patient when bringing these properties into compliance with the ordinance.

Neighboring families *Keenan & Majdecki* are very upset about the conditions at 382 Kirk Avenue and will be on the agenda to address some of their concerns.

R 690: Special Circumstances Purchase (TAG) – The computer that runs the Water Treatment Plant is ten (10) years old and is in desperate need of being replaced. The Automation Group (TAG) Inc. has provided the following quote:

<i>Wonderware Software</i>	\$3,820
<i>PC & Monitor with MS Software</i>	\$1,500
<i>Application Migration to New System</i>	<u>\$3,500</u>
<i>Total</i>	\$8,820

The City was very fortunate that Wonderware was having a sale on their software. The amount of \$3,820 would usually run \$15,280 but due to good timing the City was able to realize substantial savings. Staff is recommending the approval of Resolution 690 & 691 for this important purchase.

R 691: Transfer Water Administration Funds – This Resolution moves the money to pay for the Water Treatment Plant computer upgrade.

Calapooia Crossing Funding Options – Mayor Ware, Councilor Shepherd and I were given the authority to move forward with possible financing options for this water line repair. Council was interested in possibly refinancing some of the water debt. The current debt does not expire until 2040 which makes it cost prohibitive to refinance at this time. Mark Farrell provided a proposal that would lend the City \$375,000 for a fifteen (15) year term at approximately \$15,881 per year. All options including the State of Oregon, USDA-RD and the private sector option would require a \$4- \$5 increase in water rates. Council has budgeted money in FY 2012 – 2013 and would need to budget additional construction funds for FY 2013 – 2014 if they were interested in self-funding the project.

What is being asked of Council?

To make a financial determination regarding the funding of this project.

Recommendation: Mayor Ware, Councilor Shepherd and I feel that the best option is to self-fund this project.

Chamber Memorandum of Understanding (MOU) – The Chamber's Executive Board had an opportunity to review the memorandum of understanding has forwarded by the City in an attempt to address issues revolving around Chamber events. The Board is in favor of an agreement moving forward. The overall feeling was that something of these details should be in place in order for things to run efficiently and effectively.

What is being asked of Council?

The document to make sure that the details and message are clear. The City is trying to clarify concerns with communication, administration and the execution of using City owned facilities for Chamber events.

From September 4th, 2012 meeting: Several things happened this Summer during event season that must be fixed. I think the best course of action is to develop a Memorandum of Understanding with the Chamber for use of all City facilities. The Chamber operates the Pavilion and kitchen area for several fundraisers, uses the Park for Antique Fair and Staff provides administrative assistance throughout the year for various Chamber events. It is certainly in the City's best interest to articulate what the expectations are for these interactions. Last meeting Councilor Van Sandt asked me what Council can do to help Staff on this issue and I think an agreement is the best solution. Park Board and Council have been successful in getting MOU's with all parties using the Park facilities. The only group that does not have an agreement is the Chamber. I think it would be of great value to both organizations.

From July 2012 meeting: The City dealt with a considerable amount of dissatisfaction with the way the Chamber handled the Citywide Garage Sale. There was a mix up on the date. The Chamber website indicated originally that the garage sale was to be on July 14th. They later changed the date to July 21st. Since 2007, the City has been collecting money and distributing necessary paperwork to folks interested in various community events Chamber related and otherwise. The City requires a receipt book to be provided in order to properly account for the funds received. I have been working closely with Chamber Liaison Sharon McCoy to remedy some of the concerns the City has been experiencing in the actual practical application and execution of this important partnership. The bottom line is that the City will always be contacted when any organization does an event in town. Staff does not mind serving the community in this way however it is vital that we have all of the correct information for the public.

Christmas Decorations – The City is coordinating Christmas decorations in conjunction with the Brownsville Chamber of Commerce. The City and Chamber worked together to pick out new Christmas banners which will be hung on every other lamp post. The City has thirty-six (36) total lampposts. Advanced Mechanical is under contract to build the lamppost clamps and Norm's Electric has agreed to assist the City in installing the new decorations the week after Thanksgiving.

Uerlings-Barker Agreement – This agreement is part of the packet and ready for discussion. Council has expressed interest in entering into this agreement to provide continuity of insurance services for the City. Please refer to the July 26th, 2012 Council minutes for more information.

Arbor Day Proclamation – Mayor Ware is forwarding the annual proclamation to continue Tree City status. Arbor Day will be held on a Saturday, October 20th, 2012. The Park Board would like Council to consider a grand opening for the new restroom as part of the celebration.

Backhoe Outcome – The City has ordered the JCB backhoe from the Brim Tractor and is awaiting delivery. The City thanked all of those parties who provided proposals for this important piece of machinery. Staff is waiting until this winter to put out a quote for a new mower as provided for in the City budget.

Payroll Option Outcome – Boldt, Carlisle and Smith are working with Staff to finish the details for the payroll transition. The City decided to complete September's payroll as it was the last payroll in the third quarter. Hopefully, the transition to BCS/ADP will be smooth. There are several transactions that may prove to be tricky to execute, especially the interface with CIS/EBS Trust. Staff is working on streamlining the internal communication process so the interface with BCS runs as smoothly as possible.

Final Proof Survey – Jon Erwin has been working feverishly on the Claim of Beneficial Use for Oregon Water Resources. Staff is currently reviewing those documents for accuracy. The City hopes to have these submitted for OWRD consideration in the near future.

Jay MacPherson (OHA) has been reached and is checking to determine if the City can be granted an extension for their Water Master Plan. Mr. MacPherson indicated that there was no specific rule allowing extensions in State Law. The City is still working with *John Cunningham* to put the finishing touches on the Water Master Plan which is due by the end of December if an extension is not granted. The City's backup plan is to simply insert a paragraph that explains all of the issues revolving around State enforcement of the new curtailment rules. Hopefully with the final proof survey data and the reinstatement of the GR 12 well site, the City will have more than adequately secured water rights for the foreseeable future.

From the several last meeting: Due to the uncertainties with Oregon Water Resources, the City has extended the contract with Mr. John Cunningham for the completion of the Water Master Plan until April 2012. Mr. Jon Erwin is still compiling data for the final proof survey which will be submitted to the State this Winter.

From November meeting: During a recent meeting with Ms. Ann Reece of Oregon Water Resources, staff learned that an official Water Conservation Plan would be required as part of the Water Master Plan. Due largely to the fish persistence requirements they are mandating water curtailments for municipal sources. McDowell is working out the particulars with Mr. Erwin and Mr. Cunningham. At this time, it is

very difficult to say when the Water Master Plan will be ready. It is officially due to the State by December of 2012.

WCMF Debrief – The City asked the Chamber of Commerce to help gather letters of support for the Willamette Country Music Festival. I have attached the City's letter for your review. We sent it to the Commissioners, the Sheriff and Environmental Health who administers the permit. The City has made it very clear to Ms. Anne Hankins and Mr. Don Leber that we will support them in any way possible as they deem necessary. The City will be participating in the event debriefing session once a day has been determined.

LOC State of Cities – The League of Oregon Cities provided their annual report of Oregon cities. Due to the length of this document it has been posted online for your review. You can find the link by going to www.brownsville.or.us, clicking on Elected Officials in the left-hand column and then go down to the middle of the page for the link.

Finance Outcomes – The City is still working with BCS on FY 2011 – 2012 numbers for the audit. The City plans on contracting with BCS for some additional accounting work as discussed at previous Council meetings since November 2011.

Willamette Neighborhood Housing Services Update – The group is asking Linn County to be the sponsor of the new grant application. I've enclosed some information for your review from the meeting last week. They would like to get the word out on a few programs that will help stave off foreclosures. Please refer citizens to the following websites for more information:

<http://www.oregonhomeownersupport.gov>

<http://w-nhs.org>

Several things are being discussed that will affect the future financial well-being of WNHS and the partnership with LCHRP (Linn County Housing Rehabilitation Program.) WNHS provides many home rehabilitation services and counseling for those in need.

VLC Update – The Coalition is still working diligently on bolstering awareness for the Trails to Linn website (<http://trailstolinn.com>). The group is also very focused on developing a strategic plan for the next 3 to 5 years and is discussing the possibility of working with the Linn County Commissioners on tourism development issues. The group is met continuously for over four years.

Right-of-Way Infringement – The City forwarded a notice to 660 Calapooia Avenue for the removal of a dog kennel and a carport that are on the City right-of-way.

Brownsville Art Association (BAA) Update – Staff will be meeting with Alice Tetamore and Dr. Lori Garcy to discuss the agreement which will be brought to Council in November. The current agreement expires with BAA in February 2013.

Canal Company Update – Canal Company Attorney Deb Dyson contacted me recently to discuss contractual possibilities. Ms. Dyson indicated that she may not be the right person for this job depending on the details. Staff will be forwarding ideas and concepts her way for review and discussion in the very near future.

City Hall Day – The League of Oregon Cities (LOC) recently held City Hall Day in Eugene. Elizabeth Coleman and I attended the session where several of our State officials considered a plethora of items that had been forwarded for consideration by LOC. I've included the information in the packet for your review. I publicly thanked Senator Beyer and Representative Barnhart for their help in attempting to find financial solutions for the stabilization effort and the waterline repair effort. I also invited Senator Beyer to town for lunch with the Mayor and I to discuss a few of those issues.

Public Works Staff – Due to the recent resignations of Marvin Borntrager & Leon Vineyard, the City is pleased to announce that Mr. Josh Kometz & Mr. Andrew James have recently been hired as Public Works Operators.

Park Caretakers – The City wished Mr. and Mrs. Vern Moore happy trails the week of September 10th. The City received many compliments on their performance this summer. Staff will be checking in with them in December to see if they are interested in returning to those positions for Summer 2013. We wish them all the best!

Sweet Home Sanitation Franchise Agreement Discussion – Staff met with Scott Johnson & Ernie Martin to discuss some of the particulars of the franchise agreement. Some of the areas included working on rate increase structures, tipping fees, developing a household hazardous waste program, three year informational review of the franchise among others. Scott and Ernie felt comfortable having something for Council's consideration at the October Council meeting.

S. Oak Street Water Line – Erwin Consulting is still working with Houck to finish up the punch list items identified ten weeks ago. An action letter was forwarded late last week. The City will also be fixing two driveway approaches this Fall.

From last meeting: Karl and I are working on some punch list items with City Engineer Ryan Quigley. The City still has a little over \$8,000 in retainage which will be released when the City is satisfied with the final construction outcome.

Eugene Kennel Club – Staff will be following up with representatives from the Club to discuss 2013.

WCMF & RV Outcome – The City will be working with WCMF on this issue for 2013.

Calapooia Watershed Council – *From July 2012 meeting:* The City submitted some expenses for the Council's consideration regarding the remaining funding discussed by Executive Director Tara Davis at the last Council meeting. There will be more to discuss as our expenses were under \$5,000, should they be deemed eligible.

Art Association Flooring Request – We are still waiting to hear from the Association. *Past meeting:* Staff forwarded a few requests to the Art Association as directed by Council at the last meeting. The e-mails are included in the agenda packet.

Public Buildings – The Rec Center has been left open on multiple occasions this Summer. Staff has not had time to develop an agreement for the various civic organizations as discussed at the May Council meeting however Councilor Boyanovsky and I will be discussing this issue with the Rec Board at the end of September.

From last meeting: The City continues to experience problems with building security stemming from groups not locking doors after they are finished using City facilities. The Rec Center has been left open Sunday through Monday or Friday through Saturday at least a dozen times during the last year. City Hall has also been found unlocked from time to time. The City has sent letters, posted signs and really it should be common sense to lock the facility but the end result is doors are being left open. Staff's concern is the possibility of vandalism. Council and Staff have put a lot of time and effort into making our facilities first rate. I would like to hear any ideas Councilors may have to help this concern. One option would be to charge an annual deposit for service groups who use City facilities however this could pose a financial hardship to those groups and would really not produce the result of getting the buildings closed nor would it help cover the cost of any potential vandalism.

ODOT Outcome – *From past meetings:* I spoke with Permit Specialist Ken Lamb who indicated that he would work on the permits for the Welcome Sign parcels of property the City maintains. The City has sent him the information that has received no response.

From past meetings: Spoke with Tony Jones regarding this issue. Hopefully, the City will see some progress soon.

Darrin Lane & Kirk Avenue – *From the September 4th, 2012 meeting:* Darrin Lane Stopped for a visit on August 7th and indicated that County Engineer Chuck Knoll is working on the subsurface investigations.

Respectfully Submitted,

S. Scott McDowell

PATRL_RPT#2 City Incident Report

CAD Call#	ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	STREET #	ADDRESS	CITY	DESCRIPTION
122440066	8/31/12	7:45:14	Trf Aggressive Driver	27910	SEVEN MILE LN	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
122440061	8/31/12	7:07:53	Trf Aggressive Driver	1208	LINN WY	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
122420407	8/29/12	23:01:06	PROWLER RPT	400	KIRK AV	Brownsville	No Additional Report Necessary
122410297	8/28/12	16:27:13	WELFARE CHECK	126	KISLING AV	Brownsville	Incident Report
122400025	8/27/12	4:44:20	PROWLER RPT	623	WASHBURN ST	Brownsville	No Additional Report Necessary
122380364	8/25/12	23:03:50	DISTB-NOISE	500	SPAULDING AV	Brownsville	No Additional Report Necessary
122380358	8/25/12	22:45:43	DISTB-DOMESTIC	804	N MAIN ST	Brownsville	No Additional Report Necessary
122380090	8/25/12	9:14:11	SUSP-VEHICLE	811	N MAIN ST	Brownsville	No Additional Report Necessary
122370247	8/24/12	16:30:24	ALARM - POLICE	134	SPAULDING AV	Brownsville	No Additional Report Necessary
122360233	8/23/12	15:27:10	CIV DISP RPT	500	LOCUST AV	Brownsville	No Additional Report Necessary
122350322	8/22/12	20:25:03	MVC-HIT & RUN	200	PARK AV	Brownsville	Incident Report
122340154	8/21/12	11:35:16	PERS-MISSING	145	GALBRAITH ST	Brownsville	No Additional Report Necessary
122330045	8/20/12	3:44:22	DISTB-NOISE	231	FAUST ST	Brownsville	No Additional Report Necessary
122330032	8/20/12	2:04:02	Trf Equipment Viol	800	LOUCKS WY	Brownsville	WARNING - EQUIPMENT VIOLATION
122320395	8/19/12	23:05:42	DOG COMPLAINT	400	SPAULDING AV	Brownsville	No Additional Report Necessary
122320243	8/19/12	15:30:10	Trf Aggressive Driver	811	N MAIN ST	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
122320234	8/19/12	15:05:54	Trf Aggressive Driver	811	N MAIN ST	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
122320115	8/19/12	9:24:43	DISTB-DOMESTIC	812	NORTHPOINT LOC	Brownsville	No Additional Report Necessary
122310408	8/18/12	23:39:47	ALARM - POLICE	400	HUME ST	Brownsville	No Additional Report Necessary
122310395	8/18/12	23:09:03	DISTB-NOISE	400	HAUSMAN AV	Brownsville	No Additional Report Necessary
122310093	8/18/12	6:16:46	SUSP-VEHICLE	111	STANARD AV	Brownsville	No Additional Report Necessary
122310016	8/18/12	0:48:59	TRAFF-DUII	220	S MAIN ST	Brownsville	No Additional Report Necessary
122310010	8/18/12	0:21:29	ALARM - POLICE	220	S MAIN ST	Brownsville	No Additional Report Necessary
122300347	8/17/12	19:50:57	THEFT-RPT	203	W BISHOP WY	Brownsville	Incident Report
122300274	8/17/12	16:58:16	PARKING COMPL	613	CALAPOOIA AV	Brownsville	No Additional Report Necessary
122300255	8/17/12	16:24:59	ASST-PERSON	419	N MAIN ST	Brownsville	No Additional Report Necessary
122300230	8/17/12	15:10:11	DISTB-OTHER	200	PARK AV	Brownsville	No Additional Report Necessary
122290372	8/16/12	21:48:05	THEFT-RPT	220	S MAIN ST	Brownsville	Incident Report
122290334	8/16/12	19:54:55	JUV-COMPLAINT	200	PARK AV	Brownsville	No Additional Report Necessary
122280346	8/15/12	18:58:11	MVC-NON INJURY	220	S MAIN ST	Brownsville	Incident Report
122270263	8/14/12	15:12:26	CRIM MISCHIEF	500	LOUCKS WY	Brownsville	No Additional Report Necessary
122270126	8/14/12	10:12:40	Trf Speed Viol	1	E HWY 228	Brownsville	No Additional Report Necessary
122270119	8/14/12	9:49:15	Trf Speed Viol	300	WASHBURN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122260230	8/13/12	14:35:16	Trf Speed Viol	100	STANARD AV	Brownsville	WARNING - SPEEDING VIOLATION
122260119	8/13/12	10:03:09	WARRANT SERV	811	N MAIN ST	Brownsville	No Additional Report Necessary

PATRL_RPT#2 City Incident Report

CAD Call#	ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	STREET #	ADDRESS	CITY	DESCRIPTION
122260112	8/13/12	9:42:23	Trf Speed Viol	811 N	MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122260102	8/13/12	9:00:27	Trf Speed Viol	299 S	MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122260069	8/13/12	6:05:19	VEH-STOLEN	515 N	MAIN ST	Brownsville	Incident Report
122240117	8/11/12	9:59:53	SUSP-VEHICLE	600 E	BLAKELY AV	Brownsville	No Additional Report Necessary
122240040	8/11/12	3:10:28	DISTB-NOISE	203	KIRK AV	Brownsville	MDT Narrative Update
122230391	8/10/12	23:56:48	SUSP-VEHICLE	808	OAK ST	Brownsville	No Additional Report Necessary
122230314	8/10/12	18:08:59	ASST-OUTSIDE AGEN	200	PARK AV	Brownsville	Incident Report
122220286	8/09/12	18:54:14	CRIM MISCHIEF	815 N	MAIN ST	Brownsville	Incident Report
122220272	8/09/12	17:55:42	SUSP-PERSON	419 N	MAIN ST	Brownsville	No Additional Report Necessary
122220257	8/09/12	17:17:13	WELFARE CHECK	105 E	BLAKELY AV	Brownsville	No Additional Report Necessary
122220221	8/09/12	15:39:04	WARRANT SERV	700 N	MAIN ST	Brownsville	No Additional Report Necessary
122220218	8/09/12	15:36:23	THEFT-RPT	990	WASHBURN ST	Brownsville	Incident Report
122220166	8/09/12	12:50:52	Trf Aggressive Driver	299 S	MAIN ST	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
122220155	8/09/12	12:34:35	DOG COMPLAINT	401	MOYER ST	Brownsville	No Additional Report Necessary
122220072	8/09/12	7:33:06	Trf Speed Viol	300	WASHBURN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122220068	8/09/12	7:14:42	Trf Speed Viol	220 S	MAIN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122220066	8/09/12	7:05:00	Trf Aggressive Driver	299 S	MAIN ST	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
122220061	8/09/12	6:41:46	Trf Observe Susp Activ	300	HUME ST	Brownsville	CITE ISSUED - DWS/NO ODL
122210357	8/08/12	19:22:59	911 HANGUP	552	SPAULDING AV	Brownsville	No Additional Report Necessary
122210294	8/08/12	16:24:20	Trf Speed Viol	100 E	HWY 228	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122210288	8/08/12	16:15:53	Trf Speed Viol	401	HUME ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122210283	8/08/12	16:05:46	Trf Speed Viol	1	E HWY 228	Brownsville	WARNING - SPEEDING VIOLATION
122210256	8/08/12	14:50:12	Trf Speed Viol	811 N	MAIN ST	Brownsville	WARNING - SPEEDING VIOLATION
122210240	8/08/12	14:12:39	Trf Speed Viol	811 N	MAIN ST	Brownsville	WARNING - SPEEDING VIOLATION
122210135	8/08/12	10:16:25	Trf Speed Viol	300	WASHBURN ST	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122210126	8/08/12	9:56:38	Trf Speed Viol	100 E	HWY 228	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122210044	8/08/12	3:33:03	SUSP-VEHICLE	135	PARK AV	Brownsville	No Additional Report Necessary
122190368	8/06/12	22:17:28	DOG COMPLAINT	1022	OAK ST	Brownsville	No Additional Report Necessary
122190267	8/06/12	17:19:04	HARASSMENT RPT	1019	OAK ST	Brownsville	No Additional Report Necessary
122180200	8/05/12	14:15:45	MENTAL-POH	190 N	MAIN ST	Brownsville	CAD Report
122180195	8/05/12	13:51:51	Trf Speed Viol	300	WASHBURN ST	Brownsville	WARNING - SPEEDING VIOLATION
122180192	8/05/12	13:43:22	Trf Speed Viol	100	WORLEY ST	Brownsville	MDT Narrative Update
122180007	8/05/12	0:22:31	Trf Equipment Viol	100 E	WASHINGTON AV	Brownsville	WARNING - EQUIPMENT VIOLATION
122170073	8/04/12	6:10:06	Trf Aggressive Driver	100	STANARD AV	Brownsville	CITE ISSUED - AGGRESSIVE DRIVER
122160303	8/03/12	18:22:18	TRAFF-DUII	300	WASHBURN ST	Brownsville	No Additional Report Necessary

PATRL_RPT#2 City Incident Report

CAD Call#	ENTRY DATE	ENTRY TIME	CALL DESCRIPTION	STREET ##	ADDRESS	CITY	DESCRIPTION
122160281	8/03/12	17:24:32	Trf Speed Viol	200 N	MAIN ST	Brownsville	WARNING - AGRESSIVE DRIVING
122160249	8/03/12	16:10:59	Trf Speed Viol	600 N	MAIN ST	Brownsville	WARNING - SPEEDING VIOLATION
122160089	8/03/12	8:58:06	Trf Speed Viol	1 E	HWY 228	Brownsville	CITE ISSUED - SPEEDING VIOLATION
122160077	8/03/12	8:00:06	Trf Cell Phone Use	430 N	MAIN ST	Brownsville	CITE ISSUED - CELL PHONE USE VIOL
122140380	8/01/12	20:42:21	FIRE ARMS COMPL	303	MOYER ST	Brownsville	No Additional Report Necessary
122140280	8/01/12	16:24:26	TRAFFIC INCIDENT	380	KIRK AV	Brownsville	Incident Report



Public Works Report September 20 2012

Karl Frink, Public Works Superintendent

Water:

- *Billing Support*- Follow through on customer service support and requests.
- *Meter reading* – Water meters have been read for the month of September.
- *Distribution System* – Three small water leaks have been repaired. One new meter was installed.
- *Cross Connection Program*- I continue to work on the annual inspections of the water system to identify and correct any unsafe condition that may exist.
- *Water Treatment Plant* –The emergency response plan and operations and maintenance manual are under construction. Progress is slow, but slowly moving forward. The paint work is complete.
- *Oak Street Project*- We are still waiting to hear back from M.L. Houck construction for a date they will repair the punch list items.

Sewer:

- *North Lagoons* – This facility has been mowed.
- *South Lagoons*- This facility has been mowed.
- *Collection System*- We had one customer side sewer back up this month.
- *Misc.* – The emergency response plan for the wastewater system is still in the process of being updated.

Streets:

- *Mowing/Tree Maintenance* – Tree maintenance continues on an as needed basis.
- *Asphalt/ Gravel Road Maintenance* – Public works will be grading the gravel streets in town in the middle of October.
- *Storm Drainage* – No additional drainage work has been done at this time. We have completed weed-eating the ditches and right-of-ways through-out town.
- *Signs*- Several sign posts and signs have been straightened and adjusted as needed. I performed a complete inspection of all street signs and have ordered some signs in need of replacement. The list includes a few street identification signs, no parking signs and stop signs. Work will continue on this project as time allows.

Parks:

- *Pioneer Park* –The park caretakers have finished up for the year and did a terrific job! We appreciate the hard work they gave us this year. Public works has now assumed all of the duties for the park.
- *Blakely Park* – This park is mowed and maintained weekly.
- *Kirk's Ferry Park* –This park is mowed and maintained weekly.
- *Remington Park*- This park is mowed and maintained weekly.



Cemetery:

- *Grounds* – One site was marked for burial this month.

Library:

- *Grounds*- This facility is mowed and maintained weekly.
- *Buildings*- Several items have been requested to be repaired and will be scheduled when time allows.

Downtown

- *Restrooms* – This facility is cleaned every Friday, or more often needed. The grass around the facility is mowed and maintained weekly.
- *Garbage cans* – Down town garbage cans are emptied every Friday, or more frequently as noticed.
- *Parking Lot* – This area is kept clean as needed.
- *Misc.* – Public works has been cleaning and maintaining the downtown sidewalks weekly.

City Hall:

- *Buildings*- Nothing to report at this time..
- *Grounds* – This facility is mowed weekly.
- *Community Center*- Nothing to report at this time.

Rec. Center:

- *Grounds*- The grass is mowed and maintained weekly.
- *Buildings*- The front door window has been replaced. Public works will be painting the new gutters soon if weather allows.

Public Works:

- *Grounds*- The grass is mowed and maintained weekly.
- *Buildings*- Public works has been doing some spring cleaning at the shop.
- *Misc.* – Preventative maintenance is being performed on all the vehicles and equipment. All of the equipment at public works has been repaired and ready for use.
- Public works recently hired two new employees, Josh Kometz and Andrew James.



Library Advisory Board

Librarian's Report
August 2012

Library Statistical Report for State of Oregon was completed. Highlights from this report include: 751 Registered borrowers; 19,244 physical units (books and Audios); 15,975 books were checked out; 1,834 people used our internet computers; 758 people attended 68 programs for children; 56 people attended 12 programs for young adults; 228 people attended 37 programs for adults; and 45 volunteers donated 1,505 hours to our library saving wages of \$12,642. Programs at the Library include two weekly Story Times, Game Night @ Your Library, a monthly Book Club for Adults and the weekly Brownsville Stitchery Group.

A new grant for next year's Summer Reading Program was submitted to the State Library. Anticipated is a grant for \$1,000 to help pay for our 2013 Dig Into Reading Program. Sarah Glenn will continue as our Coordinator. Supporting her will be Joey Running with publicity and heading up the library entry for the Pioneer Picnic Kiddie Parade. I will also be providing background support as needed.

Here are a few facts about our library the month of August 2012. We have received 48 new books for the library. Volunteers donated 189.25 hours to our library. There were 1,320 materials checked-out. 453 Adult Fiction Books; 125 Adult Non-Fiction Books; 93 Audio Books; 111 Children's Books; 271 Junior Books; 98 Junior Reference Books and 47 Large Print Books. The following is a chart detailing circulation records for the past three years. I find the ebb and flow of circulation interesting and hope you will too.

	2011/12	2010/11	2009/10
July	1515	1231	1428
August	1470	1117	1225
September	1147	1075	1311
October	1374	1078	1146
November	1195	1105	1053
December	1298	895	1033
January	1266	1060	1170
February	1432	1025	1168
March	1480	1266	1307
April	1147	1166	1285
May	1368	1158	1119
June	1026	1146	1058
Total Books	15718	13322	14303

Respectfully submitted,
Sherri Lemhouse,
Librarian

RESOLUTION NO. 690

A RESOLUTION AUTHORIZING THE AUTOMATION GROUP, INC. (TAG) TO INSTALL NEW SOFTWARE AND HARDWARE SOLUTIONS FOR THE WATER TREATMENT PLANT IN THE AMOUNT OF \$8,820 AND DECLARING SPECIAL CIRCUMSTANCES

WHEREAS, Brownsville Municipal Code Chapter 2.25.070 allows Council to authorize Public Works contracts and approve special solicitation methods and exemptions; and

WHEREAS, The Automation Group, Inc. is the only company in the region that is capable of rebuilding the supervisory control and data acquisition (SCADA) computer system at the water treatment plant; and

WHEREAS, the City has operated this computer system for over ten (10) years and the system is need of an emergency repair; and

WHEREAS, the computer operating system is critical for the operation of the municipal waterworks;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon:

- ◆ That the City of Brownsville will enter into a contract with TAG to provide the necessary software and hardware upgrades for the proper operation of the water treatment plant;
- ◆ The contract amount is \$8,820;

PASSED AND ADOPTED by the Council of the City of Brownsville this 25th day of September, 2012.

Don Ware
Mayor

S. Scott McDowell
City Administrator

RESOLUTION NO. 691

**A RESOLUTION AUTHORIZING TRANSFERS WITHIN
THE WATER ADMINISTRATION FUND FOR THE
WATER TREATMENT PLANT COMPUTER UPGRADE PROJECT**

WHEREAS, Council has entered into an agreement with The Automation Group, Inc. to provide professional installation of new hardware and software for the Water Treatment Plant computer upgrade; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROWNSVILLE, a Municipal Corporation of the State of Oregon, that that the following funds be transferred in the *Water Administration Fund* as follows:

<i>From:</i> 200-010-950-000-00-00	Contingency	\$ 8,820.00
<i>To:</i> 200-010-822-000-00-00	Computer Software	\$ 5,320.00
200-010-831-000-00-00	Computer Hardware	\$ 3,500.00

PASSED AND ADOPTED by the Council of the City of Brownsville this 25th day of September 2012.

Don Ware, Mayor

ATTEST:

S. Scott McDowell, City Administrator

Park Use Agreement

BETWEEN: The City of Brownsville, an Oregon
Municipal Corporation (CITY)

AND: Brownsville Chamber of Commerce (ORGANIZER [BCC])

RECITALS

- I. The City of Brownsville owns and operates Pioneer Park, a 26+ acre public park.
- II. Organizer wishes to utilize Pioneer Park to host several events and work cooperatively with City Hall to provide administrative support for Chamber happenings and events.

AGREEMENT

1. **ORIGINATION.** This Agreement is made this ____ day of _____, 2012, between the City and the Organizer.

2. **ADMINISTRATION.** The City has been providing and will continue to provide administrative support for Chamber events. The Chamber shall provide the details for all upcoming events sixty (60) days in advance as the City takes phone calls and questions from the general public. If the City is providing collection services, the BCC shall provide a receipt book and all necessary contact information for the event chair person.

3. **CONDITIONS.** The City grants permission to the Organizer to use Pioneer Park for holding the Event on the date stated above subject to the following conditions:

a) **Application.** Organizer has submitted the following information:

- Name and address of the person or persons responsible for the Event:

*Mandy Cole, Chamber President
PO Box 161
Brownsville, OR 97327
541.466.5303*

- An accurate description of the area requested to be used:

*Pioneer Picnic Breakfast – June 14th-16th, 2013
Pavilion: 6:00 a.m. to 11:00 a.m.*

*Fireman's Breakfast – July 4th, 2013
Pavilion: 6:00 a.m. to 11:00 a.m.*

Antique Faire – August 3rd, 2013

*Pavilion, Prairie including the middle of the Park between the west ball diamond and the pavilion.
6:00 a.m. to 4:00 p.m.*

- The exact dates and times of the proposed event:

See Above.

- Estimated attendance:

Varies per event.

*Breakfasts typically serve 300-500 with a support staff of 25.
Antique Faire – 60 to 80 Vendors, 5-10 Staff and hundreds of customers.*

- Number of tickets to be sold, if any:

Not Applicable.

- Nature of the proposed gathering(s):

Breakfast, Vendor Sales, Car Show & Livestock Swope.

b) Responsibilities of Organizer.

In order to demonstrate that Organizer has adequate plans to satisfy the responsibilities of this Agreement, Organizer has submitted the following information:

1. A feasibility review for the site with proposed venue layout.

Same as last year. The Antique Fair uses the prairie and areas around the horseshoe pits along with the Pavilion.

2. Providing all necessary appurtenances for said Event including, but not limited to, additional trash cans, fencing and portable facilities such as restrooms.

Tents will be setup on site as needed. Portable restrooms & additional garbage services are the responsibility of the Organizer.

3. Procuring and providing every aspect of the Event including, but not limited to, all arrangements, logistics and food service.

BCC will be responsible for all arrangements and logistics.

4. Setting up and tearing down all structures relating to the Event.

BCC will be solely responsible for all set and tear down concerning all events. The kitchen cannot be used for storage between events.

4. RESPONSIBILITIES OF CITY

A. The City shall provide:

1. The use of the requested venue for the specified dates. Normal day use of the Park shall be permitted. Normal day use includes people using the river, playground equipment and other normal uses of the Park during the Event.
2. The use of all the buildings including the buildings and areas as described above.
3. Existing restrooms, trash cans and dumpsters.

5. COMPENSATION. A deposit shall be placed on file with City Hall for the use of the pavilion in January. The standard deposit is \$150. The Chamber shall provide a deposit of \$450 for the use of the pavilion. If the pavilion is cleaned and returned in the proper condition, the City shall return said deposit after each event.

6. ENTIRE AGREEMENT. This document embodies the entire agreement between the parties. There are no promises, terms, conditions or obligations other than those contained herein. This agreement shall supersede all prior communications, representations or agreements, either verbal or written, between the parties.

7. MODIFICATION AND WAIVER. No change or modifications of this agreement shall be valid or binding upon the parties hereto, nor shall any waiver of any term or condition thereof be deemed a waiver of such term or condition in the future, unless such change or modification or waiver shall be in writing signed by all the parties.

8. INTENT. The intent of this Agreement is to cooperatively work together to create a working relationship that will be mutually beneficial.

City:

Organizer (BCC):

Don Ware
Mayor

Mandy Cole
President

Date:

Date:

Agreement for Risk Management Consulting Services

This Agreement, effective 1st day of October until October 1, 2013 by and between City of Brownsville, Oregon, hereinafter referred to as “**Entity**” and Barker-Uerlings Insurance, Inc., hereinafter referred to as “**Consultant**.”

Section 1. Responsibility of Consultant

The **Consultant** Agrees to:

A. Renewal:

- a. After consultation with **Entity**'s staff; prepare renewal specifications for Property, Liability, Automobile, Crime, Excess, Workers' Compensation and other additional coverages for the July 1st renewal.
- b. Review total current operations with **Entity** to be sure proper coverages and limits are in place.
- c. Review for possible alternative limits, coverages, increased and/or deductible options.
- d. Obtain alternative quotes as directed by **Entity**.
- e. Review and compare renewal proposal figures, coverages, and options with **Entity**.
- f. Confirm renewal with **Entity** and CIS; make sure evidences of coverage are provided as needed pending receipt of CIS issued materials.
- g. Review renewal policy for completeness and accuracy, deliver and review any changes over prior year's program with **Entity**.

B. Claims:

- a. Prepare property, automobile or liability loss reports and forward to CIS.
- b. Monitor claim's status with adjuster and **Entity**.
- c. Provide other assistance as appropriate, i.e. meet with adjuster, provide photos or other loss detail, co-ordinate services from contractors, etc. with **Entity**.

C. Loss Prevention / Control:

- a. Meet with CIS or other carrier loss control staff either during or after inspections of **Entity's** facilities.
- b. Assist **Entity's** Staff with follow-up including actions required and response to CIS or other carrier loss control recommendations.
- c. Encourage and facilitate use of CIS or other carrier resource material and/or staff by **Entity** for training and loss prevention/control services.
- d. Meet with **Entity's** staff on a periodic basis to provide an evaluation of **Entity's** claims history, loss patterns/trends and, if appropriate, suggest loss control or prevention activities.

D. Additional Services:

- a. Notify CIS of changes and provide **Entity** with current schedules reflecting those changes.
- b. Issue certificates of insurance and other verifications of coverage as necessary.
- c. Review property appraisals for accuracy and work with CIS to modify as needed.
- d. Assist **Entity** with accounting and billing issues.
- e. Coordinate and place any needed coverages not provided or not available in present program.
- f. Assist with specific risk management and coverage issues such as those dealing with field trips and special events.
- g. Maintain history of coverages, losses, schedules, changes, inspections and other relevant documents involving agency, covering **Entity's** most recent five years.
- h. Assist **Entity** in the development of standard insurance and hold harmless provisions in the **Entity's** contracts and agreements.

- i. Be available for any questions, concerns or issues that arise during the **Agreement** period.

Section 2. Responsibility of Entity

The **Entity** agrees:

- A. To notify CIS or other carriers of this agreement and authorize them to give **Consultant** access to information relevant to their insurance coverage, loss history and prior Risk Management issues.
- B. To assist **Consultant** by providing copies of all internal schedules of property, equipment, automobiles, insurance appraisals or any other asset information relevant to this Agreement.
- C. To notify **Consultant** of any changes in operations; including additions or deletions in the property, scheduled equipment or automobile schedules as soon as possible.
- D. To introduce **Consultant** to all department directors and other key staff members involved in Risk Management. This will include providing a list of their names, department and phone number.

Section 3. Compensation

Entity agrees to compensate **Consultant** an annual flat fee of **\$1900.00** for the services outlined in Section 1. This will be billed in one lump sum payable in September 2012. Any additional services not outlined in this agreement and approved to in writing by **Entity** and **Consultant** will be negotiated in advance. It is also understood that the **Consultant** will provide workers' compensation consulting on **Entity's** Workers' Compensation, Bonds or other insurance coverage included in CIS's Property Liability program as part of the annual flat fee.

Section 4. Independent Contractor

Consultant is an independent Contractor and responsible for any Federal, State or local Taxes and Fees; including Workers Compensation coverage on its employees.

Section 5. Acceptance

Entity hereby accepts the above proposal:

This Agreement is signed this ____ day of _____, 2012.

BARKER-UERLINGS INSURANCE, INC.
Federal Tax # 93-0475589

City of Brownsville

By: _____
Steven G. Uerlings
President

By: _____



Quote

Q120918E
18-Sep-12

Karl Frink
City of Brownsville

RE: Wonderware Upgrade Project

Scope Narrative:

The Automation Group (TAG) is pleased to provide a quotation upgrading the City's existing Wonderware program to be capable of operating on a new PC. The upgrade includes updated Wonderware Software, one year of new Customer First – Standard Level support, migration of the existing program to the new platform, and a new Personal Computer.

Integration services supplied:

- Installation and testing of new Wonderware Upgrade

PC Components supplied-hardware/software:

- Dell Workstation PC
- Dell 17" Monitor
- Microsoft Windows Operating System
- Microsoft Office 2010

Exclusions:

- PLC/HMI Programming other than upgrade programming listed above.

Conditions Of Proposal:

- Software must be purchased by September 28th to receive promotional pricing.
- This proposal is subject to the successful negotiation of a mutually agreeable contract.

Wonderware Software	\$3,820.00
Dell PC/Monitor with software	\$1,500.00
Application Migration to new system	<u>\$3,500.00</u>
Total	\$8,820.00

Thank you,

Eric Wick

Eric Wick
Office: 541-359-3755
Fax: 541-982-2266
ewick@tag-inc.us

The Automation Group, Inc – www.tag-inc.us
CCB #172838
Phone: 541/359-3755
Certification: State of Oregon Tier-2 Emerging Small Business Cert# 6023

PROCLAMATION

ARBOR DAY 2012

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the Nation and the World, and

WHEREAS, trees can reduce the erosion of precious topsoil by wind and water, lower heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide more habitat for wildlife, and

WHEREAS, tree are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood based products, and

WHEREAS, trees in our community increase property values, enhance the economic vitality of business areas and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal,

NOW THEREFORE I, Mayor Don Ware of the City of Brownsville, do hereby proclaim **October 20th, 2011** as **Arbor Day** in the City of Brownsville and I urge citizens to celebrate Arbor Day and to support the efforts to protect our trees and woodlands, to plant and care for trees for future generations.

Dated this 25th day of September, 2012.

ATTEST:

S. Scott McDowell
City Administrator

APPROVED:

Don Ware
Mayor



September 13th, 2012

Linn County Sheriff's Office

Attn: Sheriff Tim Mueller
1115 SE Jackson St.
Albany, OR 97322

Good Morning Sheriff,

I am writing this letter of support in recognition of the Willamette Country Music Festival & Bi-Mart's recent event. The Sheriff's Office received great reviews for the public service they provided during the event. The City knows that executing such an event is a major undertaking and we cannot thank the County enough for helping this happen in south Linn County.

All of the area businesses benefit greatly from having additional customers in town those four days. Brownsville receives a tremendous amount of marketing due to the event which brings many people back to the area throughout the year. Several of our non-profit organizations including Sharing Hands (*United Way affiliate*), the Central Linn High School & the Brownsville Rural Fire Department receive generous gifts that help those organizations provide opportunities for less fortunate people in our Central Linn community as well as provide the funding for our spectacular annual 4th of July celebration.

We feel very strongly that both the Willamette County Music Festival and Bi-Mart are committed to making the event safe for the public and a place where families can enjoy first-rate country music performances. Their efforts in public safety is evidenced by their willingness to work with the County to obtain agreement with the Sheriff's Office, fire services, additional medical availability and their ability to work with ODOT to attempt to improve the traffic issues. Again, thank you for your help in making the event a success! The City appreciates all of your time, effort and energy. Please feel free to contact us at your convenience.

Cordially,


Don Ware
Mayor


S. Scott McDowell
City Administrator

c: Council
File



September 13th, 2012

Mr. & Mrs. James Hagan
604 Calapooia Avenue
Brownsville, OR 97327

Re: 604 Calapooia Avenue

Request for Action

Dear Mr. & Mrs. Hagan:

Enclosed in this letter are a few documents that the City has sent to you over the last few years for your reference. You currently have a dog kennel and a car port sitting illegally on the City of right-of-way. The City is asking you to move your property from the right-of-way. Below is the section of Brownsville Municipal Code that governs this process.

Chapter 12.10 Public Rights-of-Way

12.10.010 Definitions.

For the purpose of this chapter, the following terms mean:

“City” means the City of Brownsville, Oregon.

“Person” means an individual, corporation, association, firm, partnership, joint stock company, and similar entities.

“Public rights-of-way” include, but are not limited to, streets, roads, highways, bridges, alleys, sidewalks, trails, paths, public easements and all other public ways or areas, including subsurface and air space over these areas.

“Within the City” means territory over which the City now has or acquires jurisdiction for the exercise of its powers. [Ord. 653 § 1, 1997; 1981 Compilation § 8-10.1.]

12.10.020 Jurisdiction.

The City of Brownsville has jurisdiction and exercises regulatory control over all public rights-of-way within the City under the authority of the City Charter and state law. [Ord. 653 § 2, 1997; 1981 Compilation § 8-10.2.]

12.10.030 Scope of regulatory control.

The City has jurisdiction and exercises regulatory control over each public right-of-way whether the City has a fee, easement, or other legal interest in the right-of-way. The City has jurisdiction and regulatory control over each right-of-way whether the legal interest in the right-of-way was obtained by grant, dedication, prescription, reservation, condemnation, annexation, foreclosure or other means. [Ord. 653 § 3, 1997; 1981 Compilation § 8-10.3.]

12.10.040 City permission requirement.

No person may occupy or encroach on a public right-of-way without the permission of the City. The City grants permission to use rights-of-way by franchise, license and permits. [Ord. 653 § 4, 1997; 1981 Compilation § 8-10.4.]

12.10.050 Obligations of the City.

The exercise of jurisdiction and regulatory control over a public right-of-way by the City is not official acceptance of the right-of-way, and does not obligate the City to maintain or repair any part of the right-of-way. [Ord. 653 § 5, 1997; 1981 Compilation § 8-10.5.]

Please take action to remove your property by Friday, September 28th, 2012. You may choose to appear in front of Council. The next Council meeting is September 25th, 2012 at 7:00 p.m. upstairs at City Hall. Please contact either City Planner Bill Sattler or myself to be placed on the agenda. If you have any questions, please contact the office.

Sincerely,



S. Scott McDowell
Administrator

c: Mayor
File



B O P Y

James & Teresa Hagan
604 Calapooia Ave.
Brownsville, OR 97327

November 23, 2011

I am writing once again regarding your structure in the City right of way for Sage Avenue. We have contacted you several times regarding this and have not yet seen any action on your part to remove it.

The Public Works Department will be in the area the week of December 12 removing unpermitted structures from the right of way. If your structure is still there it will be removed by them and may or may not be useable after being removed as they will probably be using a backhoe.

Sincerely,

Bill Sattler
City of Brownsville



C O P Y

Mr. Jim Hagan
604 Calapooia
Brownsville, OR 97327

October 27, 2011

Dear Mr. Hagan:

I contacted you some time ago regarding a building you had erected in the City's right of way adjacent to your home. As I said at that time the City's policy is to prohibit private structures being erected in the public right of way. You indicated you wanted to discuss the matter with Mr. McDowell. He attempted to contact you but you have not resolved the matter with him.

If the building is not removed within 10 days we will have to treat it as a public nuisance and begin the formal abatement process.

Sincerely,

Bill Sattler
City Planner



C O P Y

Teresa Hagan
604 Calapooia
Brownsville, OR 97327

September 1, 2010

Dear Ms. Hagan:

You asked me to clarify the permitted uses of the City right of way adjacent to the west side of your property. The legal right of way for Sage Street extends south of Calapooia Avenue approximately 267 feet, which means that it extends down over the bank and about 130 feet further. I understand that it borders your property and you are working to improve the southern portion of your property.

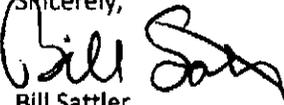
That property is public right of way, which means any member of the public has a right to be on the property, either your family or anyone else who wishes to be there.

I understand that there were some fallen trees in the river bottom which extended across both the right of way and your property and you have removed some of those trees. The City has no problem with you removing dead wood from the right of way so long as no living trees are cut or damaged.

When I visited I saw a small amount of dirt had been moved which you said was the result of cleaning up where a dead tree had been partially buried. Cleanup work of that sort is fine, but no significant amounts of dirt should be removed from City property without express permission of the City.

Please remember that work in the river bottom is also controlled by the Division of State Lands which has regulations regarding fill in the floodplain areas. If more than 50 yards of dirt are moved a permit from DSL is required.

If you have any questions or want to further clarify exactly which is permitted with regard to work in that area please contact me or Karl Frink, our Public Works Director and we will be happy to come down and go over it with you.

Sincerely,

Bill Sattler
City Planner



**WILLAMETTE
NEIGHBORHOOD
HOUSING SERVICES**

257 SW Madison Avenue, Suite #113, Corvallis, OR 97333
541.752.7220 • 800.403.0957 • fax: 541.752.5037
info@w-nhs.org • www.w-nhs.org



Interest rates will range between 1% and 4% interest in whole points for first time users of Regional Rehabilitation Loan Program Funds, between 4% and 6% for those who have previously used Regional Rehabilitation Loan Program Funds. Higher rates for second loans are a result of covering administration costs. Interest rates will be determined as follows:

County AMI	1 st Time Use	Not 1 st Time Use
70+	4%	6%
60 - 70%	3%	5%
50 - 60%	2%	4%
0 - 50%	1%	4%

The terms are: The full loan (principal and interest) will be due and payable in full upon 30 years from the date of the Note, (2) the sale, transfer, or refinancing of the real property described and (3) if the property is no longer owner occupied. Monthly payments may be arranged per applicant, but are not a requirement.

Willamette Neighborhood Housing Services
Balance Sheet
All rehab funds

Date 09/16/12
Time 19:27:42

As of 09/12

AssetsCurrent Assets

BofA Defed Checking	10,594.00
BofA Fed Checking	179,036.10
(Due To)From Other Funds	87,410.22
REHAB Wells Fargo Checking	48,536.55
Wells Fargo Savings Acct	600.11
REH Construc Ex-Proj in Prog	99,627.85
	<u>99,627.85</u>

Total Current Assets

425,804.83

Other Assets

A/R CDBG Housing Rehab Defed	1,485,437.00
A/R CDBG Housing Rehab Fed	569,580.00
RRLF Regional Revolving Ln Fnd	98,640.14
	<u>98,640.14</u>

Total Other Assets

2,153,657.14

Total Assets

2,579,461.97

Liabilities & Fund BalanceCurrent Liabilities

Accounts Payable	180.00
	<u>180.00</u>

Total Current Liabilities

180.00

Fund Balance

Fund Balance - Unrestricted	1,774,800.97
Fund Balance - Temp Restrict	804,481.00
	<u>804,481.00</u>

Total Fund Balance

2,579,281.97

Total Liabilities & Fund Balance

2,579,461.97

Linn County Housing Rehabilitation Partnership Board Meeting
 Meeting Date: 9/17/2012, 2:00pm

HR-105 Grant, Loan funding Summary per Loan

HR-105-01	\$21,450.00	\$20,550.00	\$21,450.00	4	>80	no	no	Waterloo
HR-105-02	\$10,040.00	\$9,975.00	\$10,040.00	2	>50	no	yes	Halsey
HR-105-03	\$30,000.00	\$28,000.00	\$30,000.00	6	>80	no	no	Harrisburg
HR-105-05	\$30,000.00	\$15,000.00	\$13,197.87	1	>80	no	yes	Lebanon
HR-105-06	\$28,651.00	\$28,500.00	\$28,651.00	1	>81	no	yes	Harrisburg
HR-105-07	\$9,100.00	\$9,100.00	\$9,100.00	1	>50	no	yes	Lebanon
HR-105-08	\$9,515.00	\$9,515.00	\$9,515.00	2	>80	no	yes	Scio
HR-105-09	\$10,515.00	\$9,500.00	\$10,515.00	2	>50	no	no	Brownsville
HR-105-10	\$36,000.00	\$35,000.00	\$30,000.00	5	>51	no	no	Lebanon
HR-105-11	\$30,000.00	\$27,000.00	\$30,000.00	1	>50	no	no	Lebanon
HR-105-12	\$30,000.00	\$29,000.00	\$30,000.00	2	>50	no	yes	Sweet Home
HR-105-13	\$30,000.00	\$30,000.00	\$30,000.00	6	>50	no	no	Harrisburg
HR-105-15	\$30,000.00	\$15,000.00	\$30,000.00	4	>50	no	no	Sweet Home
HR-105-16	\$50,000.00	\$45,000.00	\$30,000.00	4	>80	no	no	waterloo
HR-105-22	\$30,000.00	\$27,500.00	\$30,000.00	2	>80	no	no	Brownsville
HR-105-24	\$19,854.00	TBD	TBD	2	>50	no	yes	Lebanon
HR-105-25	\$30,000.00	TBD	TBD	1	>50	no	yes	Harrisburg
total	\$435,125.00	\$338,640.00	\$342,468.87	46				
budget								
Rehab	\$80,000.00							\$400,000.00
Management	\$20,000.00							\$85,000.00
Administration	\$0.00							\$15,000.00
Totals	\$100,000.00							\$500,000.00



Reset at Sale

Description

The League's second proposed constitutional amendment would reset a property's assessed value to its real market value at the time of sale or construction. The amendment would not raise anyone's taxes on their current home, but would restore equity by recalibrating taxes based on the market's valuation of a property at the time of sale—a better measure of a property's value and an owner's ability to pay.

Background

Measure 50, passed in 1997, created a new "assessed value" for all properties. Assessed value was initially set at 90 percent of a property's 1995-96 real market value. For newer properties, a county-wide ratio is applied to determine the initial assessed value. Growth in assessed value is limited to 3 percent annually.

By locking in assessed values based on 1995-96 real market values or a ratio at the time of construction, and by capping annual growth, huge disparities in tax bills have emerged as property values have changed and as neighborhoods have gentrified.

Example and Statewide Impacts

Homeowners in inner North and Northeast Portland, for example, often have property tax bills that are one-third or one-fourth of what homeowners with similar real market values pay across town. The reason is simple. In the early and mid-1990s, large swaths of North and Northeast Portland had lower market values, and those values still determine the taxes owed. (See Table 1 for examples.)

Similarly, the ratio applied to new property can vary greatly from year to year as the market fluctuates. In Deschutes County, the ratio used to calculate assessed value for new properties has increased 50 percent between 2010 and 2011. As a result, identical properties with the same sale price but permitted only months apart can have dramatically different tax liabilities.

Table 1: Tax inequities between two neighborhoods in Portland

Established	RMV	AV	Taxes
9910 SW 61st	\$ 269,670	\$ 213,930	\$4,236
9931 SW 61st	\$ 270,590	\$ 236,110	\$4,270
9930 SW 61st	\$ 279,390	\$ 216,920	\$4,385
9911 SW 61st	\$ 311,450	\$ 252,070	\$4,897
Gentrifying	RMV	AV	Taxes
5134 NE 16th	\$ 267,870	\$ 72,870	\$1,624
5117 NE 16th	\$ 268,480	\$ 51,790	\$1,154
5126 NE 16th	\$ 282,140	\$ 51,640	\$1,151
5133 NE 16th	\$ 352,530	\$ 81,930	\$1,826

These inequities are not confined to certain areas of the state, however; they exist statewide.

Solution

Seventeen other states have property tax limitations similar to Oregon's. Of those, 15 readjust property taxes at the time of sale. Oregon's existing system, according to a Lincoln Institute of Land Policy report, "has gone the farthest of any [in the country] in breaking the link between property taxes and property values."

Resetting assessed value to real market value at the time of sale would reconnect the link between property value and property taxes, and improve the fairness of Oregon's system.



Population Forecasting

State may lose control over land use.

Description

The proposed legislation would provide cities with population forecasts that would be updated every four years and be fully funded by state resources. These forecasts would be provided by the Population Research Center (PRC) at Portland State University, would not be considered a land use decision, and not subject to appeal at the Land Use Board of Appeals (LUBA).

Background

Under our current system, cities are mandated to use population forecasts to update their comprehensive plans. Current and future trends indicate that there are growing numbers of cities finding it necessary to begin UGB updates, requiring fresh forecasts. Counties are required by state law to issue, adopt and keep current forecasts for the urban and rural portions of their county (except Metro for its portion of the three-county region). For a variety of reasons, counties have had difficulty complying with the mandate to provide forecasts to cities—more than half the counties in the state have never provided their cities forecasts, or the forecasts are more than 10 years old. Cities have also had difficulty obtaining timely county approval of forecasts generated by a city, resulting in lost opportunity costs. Additionally, the monetary costs of complying with the existing system are substantial. Adding to the costs has been the skyrocketing of litigation—many forecasts are being challenged initially or at a later date as part of a subsequent land use action.

Example

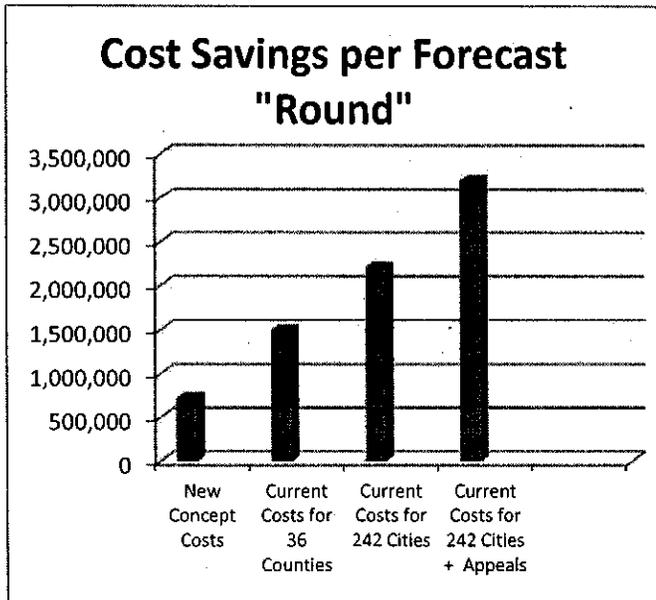
Take for example the city of Newberg, a fast-growing community of roughly 22,000 residents in Yamhill County. The city has experienced two fairly recent forecast efforts, resulting in a LUBA appeal, approximately \$30,000 in city expenses and several years of time. Newberg still does not have a coordinated population forecast number that has been adopted by the county. Additionally, there has also been associated county time and expense, significant private citizen time and expense, and delay of important growth and employment opportunities in the city.

Statewide Impacts

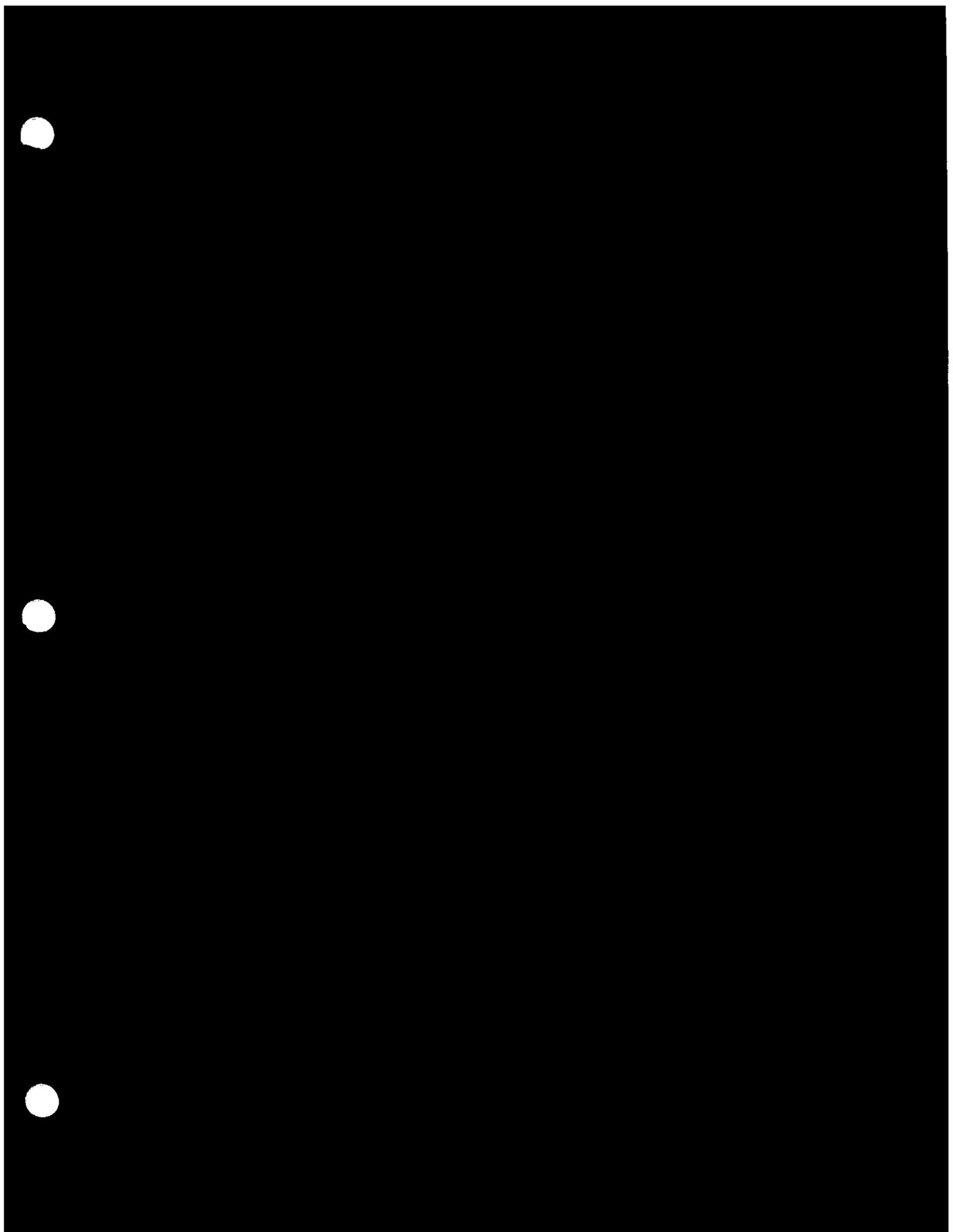
The new forecasting system will result in considerable cost savings and will provide forecasts on an on-going basis.

Concept Details

- Forecasts will not be a land use decision, and not appealable to LUBA.
- "First round" forecasts will be completed over a 4-year period. Forecasts will be issued for one-fourth of the state every year.
- 50-year forecast horizon; includes single year increments.
- Includes a local process that allows multiple opportunities for input from cities, counties, citizens.
- A short 60-day challenge process if a city, county, or citizen does not agree with the forecast.
- Cities may choose from several options as to when they begin using the new numbers.
- Metro retains responsibility for city/county forecasts in the Metro boundary, but must coordinate methodologies with PRC. PRC will produce forecasts for cities and counties in Multnomah/Clackamas/Washington County, outside of Metro.
- A peer review team comprised of experts in the field, and city and county representatives will review methodology, local data collection and provide peer review to PRC.
- Cities with a shared UGB or shared county boundaries will be coordinated and forecasted in the same "round."



For more information, contact Linda Ludwig at (503) 588-6550 or lludwig@orcities.org.





9-1-1 Tax Renewal

Description

The League will work with other stakeholder groups (principally organizations representing public safety organizations and jurisdictions) to extend the 9-1-1 emergency services tax beyond its expiration in 2014. In doing so, the League seeks several important policy changes to the 9-1-1 system.

Background

The current \$.75 per month tax is an important source of revenue for cities. After subtracting collection costs, administrative fees and equipment costs, cities receive \$13 million per biennium, which is passed through to the governing authority of the 9-1-1 jurisdiction serving that city. These funds are the backbone of the budget that supports the planning, installation, maintenance, operation and improvement of the statewide 9-1-1 emergency reporting system.

The state currently diverts portions of the 9-1-1 tax revenues it collects as well as the earned interest to the general fund in support of positions and activities unrelated to 9-1-1 services, a practice frowned upon by the federal government. Oregon is one of the only states in the country to do so, and as a result, for the last three years has been ineligible for federal emergency services grants.

Pre-paid cellular phone and Voice over Internet Protocol (VoIP) users do not pay the 9-1-1 tax. All other users of telecommunications services, including regular cell phone users, pay the tax. Previous attempts to enact legislation addressing this inequity have failed. Legislative counsel has opined that such legislation is unnecessary because the authority to levy this tax already exists. The Oregon Department of Revenue is considering a rule that would include pre-paid cell phones under the tax, but if approved litigation would likely result.

Concept Details

The statutory authorization for the collection of taxes in support of the 9-1-1 reporting system is due to expire on December 31, 2014. It is therefore important that the Oregon Legislative Assembly extend the authorization for the 9-1-1 tax. In addition, the League will seek to:

- Modify the tax rate to ensure adequate resources for both the management of the system and the acquisition of the most modern technology;
- Make permanent the statutory authority for the tax (i.e. no sunset provision) in recognition of the permanence of the 9-1-1 system;
- Require that the state use revenues derived from the 9-1-1 tax solely for the provision of emergency reporting services, thereby ending the practice of diverting both revenues and earned interest to the state's general fund; and
- Make it statutorily clear that purchasers of pre-paid cell phones and VoIP services are also subject to the 9-1-1 tax.





**Center Against
Rape and
Domestic Violence**

Received
City of Brownsville

SEP 13 2012

Clerk _____

Dear Community Partner,

October is Domestic Violence Awareness Month and the Center Against Rape and Domestic Violence (CARDV) is leading the way by providing free opportunities for local businesses, schools, churches and other organizations to join the effort. CARDV provides free and confidential support for survivors of domestic and sexual violence, as well as provides leadership and education in our communities to prevent these forms of violence.

Will you join us by raising awareness of this very important issue in our community? There are many FREE ways for you to be involved—you can do one or all of them! (CARDV will provide all materials.)

- **Host a cell phone collection site--** Emergency cell phones are always needed and serve as a lifeline to those living under the threat of violence. It is vitally important for victims of domestic violence to have a way to immediately contact police and emergency services. Participate by housing a collection bin at your location and spreading the word to your patrons, staff and other networks.
- **Distribute FREE awareness ribbons—**Wear and distribute awareness ribbons. Place awareness ribbons at your register(s) or other prominent location, ribbons are attached to an informative bookmark that includes CARDV's 24/7 hotline information.
- **Participate in CARDV's sticker campaign—**Show your commitment to a violence-free community by placing CARDV's hotline stickers in your business/organization's restroom stalls (stickers are high-quality material that will not damage stall doors)

How to join: CARDV will provide the promotional materials for Domestic Violence Awareness Month (to be distributed to businesses/organizations mid-September). You provide the location and act as a spokesperson in your network(s). **If you would like to host a collection site or help promote Domestic Violence Awareness month, please contact Crystal Kelley at (541) 758-0219 ext. 301 or crystal.kelley@cardvservices.org.**

Sincerely,

Toni Ryan
Executive Director

Board of Directors

Jennifer Nitson,
Board Chair
Mary Bentley,
Past Chair
Dan Hendrickson
Secretary
John Marchel
Treasurer
Donna Champeau
Mary Anne Deagen
Joe Elwood
Jim Luebke
Kathleen Petrucela
Lorena Reynolds
Mary Alice Seville
Mehra Shirazi
Clare Thompson

P.O. Box 914
Corvallis, OR 97339
Admin: (541) 758-0219
Fax: (541) 758-8458
Hotline: (541) 754-0110
(800) 927-0197

www.cardvservices.org



High water bills: Tales of woe in Lebanon

SEPTEMBER 14, 2012 7:30 AM • BY ALEX PAUL, ALBANY DEMOCRAT-HERALD

Increased rates reflect costs of improvements, city says

LEBANON — Steve Smith told city council members that working in his yard used to be his “zen,” a respite from demands of his sales job.

But escalating water rates have forced him to stop irrigating his once-manicured lawn.

“My water bill last month was \$129,” Smith said. “I always thought that my electric bill was going to be the most expensive part of my budget next to my mortgage. There are five people in our house and I have two sons in college. Right now, my yard looks like a waste land.”

On Wednesday night, the Santiam Travel Station was overflowing with residents who told similar stories of water bills that ranged from \$100 to more than \$200 per month. In some cases, they said, the rates are forcing residents to consider installing a well or moving outside city limits.

Heidi Filips said she and her husband have six children and they are trying to make ends meet, but that’s difficult when their water bill is \$280.

Her husband works in the construction industry, which has been deeply affected by the recession.

“We don’t have cable TV and gasoline costs just keep going up,” Filips said.

Utilities manager Dan Grassick said he understands the pain being felt throughout the community, but it’s something residents of many Oregon cities are going to experience.

Many communities built or expanded their water processing plants after World War II. Those facilities and the pipes that deliver water are now nearly 70 years old and need to be replaced.

In Lebanon’s case, the current water plant can process a maximum of 3.8 million gallons per day.

During one 24-hour period in 2008, the community used 3.7 million gallons.

“We have one day’s capacity on reserve, but most standards call for a 72-hour backup,” Grassick said. “Our current plant has no redundancy built in.”

The community plans to construct a new water plant in 2014-15. It has been increasing water rates by 15 percent annually for the last four years, upgrading infrastructure and improving it’s financial condition in preparation for a bond sale to finance the project.

Grassick said the five-year rate increases and improvements should allow the city to bond \$12 million instead of what could have been as much as \$21 million.

Grassick said city water rates have been subsidized for many years by drawdowns from a reserve fund.

Lebanon residents, like others around the state, are now paying the real costs of treating water.

Several residents were under the impression that Lebanon has the highest water rates in the mid-valley. But Grassick said a yearly study of rates paid in 20 cities of similar size indicates Lebanon's rates are in the middle of the pack.

Statement of Revenues & Expenditures

City of Brownsville

For Period Ending 08/31/2012

Selecting on TYPE equals 900

ACCOUNT DESCRIPTION	CURRENT YEAR		CURRENT PERIOD		CURRENT YEAR YEAR-TO-DATE		% USED
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	
Totals for FUND: 100 (GENERAL)	1,265,903.00	64,850.14	1,265,903.00	113,940.29	9.00		
Totals for FUND: 200 (WATER)	1,148,450.00	31,802.93	1,148,450.00	71,505.10	6.23		
Totals for FUND: 210 (SEWER)	949,600.00	12,806.63	949,600.00	36,489.47	3.84		
Totals for FUND: 300 (STREETS)	507,100.00	8,000.68	507,100.00	18,185.53	3.59		
Totals for FUND: 450 (WATER BOND)	75,077.00		75,077.00		0.00		
Totals for FUND: 460 (SEWER BOND FUND)	418,174.00		418,174.00		0.00		
Totals for FUND: 500 (BUILDING & EQUIPMENT)	320,000.00		320,000.00		0.00		
Totals for FUND: 550 (WATER RESERVE)	1,300.00		1,300.00		0.00		
Totals for FUND: 600 (HOUSING REHAB)	199,000.00		199,000.00		0.00		
Totals for FUND: 700 (WATER SDC)	179,000.00		179,000.00		0.00		
Totals for FUND: 720 (SEWER SDC RESERVE FUND)	235,000.00		235,000.00		0.00		
Totals for FUND: 730 (STORMWATER SDC)	36,700.00		36,700.00		0.00		
Totals for FUND: 750 (BIKEWAY/PATHS)	29,100.00		29,100.00		0.00		
Totals for FUND: 800 (LIBRARY TRUST)	6,050.00		6,050.00		0.00		
Totals for FUND: 850 (CEMETERY)	64,500.00		64,500.00		0.00		
Totals for FUND: 875 (TRANSIENT ROOM TAX)	1,900.00		1,900.00		0.00		
Totals for FUND: 905 (SEWER IMPROVEMENT CONSTR. FUND)					N/A		
Totals for FUND: 911 (LAND ACQUISITION)					N/A		
Totals for FUND: 916 (COMMUNITY PROJECTS)	245,500.00	52,099.54	245,500.00	61,197.03	24.93		
Total Expenditures	5,682,354.00	169,559.92	5,682,354.00	301,317.42	5.30		